



WACO Board of Trustees Regular Meeting
December 2, 2020
Washington Counties Building
206 10th Avenue SE
Olympia, WA 98501

Final Minutes

Wednesday, December 2, 2020

Board Members Present:

Greg Zempel	President	Kittitas	Prosecutor
Stacie Prada	Vice-President	Jefferson	Treasurer
Jeff Gadman	2 nd Vice-President	Thurston	Treasurer
Adam Kick	Secretary/Treasurer	Skamania	Prosecutor
Jerry Pettit	Immediate Past-President	Kittitas	Auditor
Dianne Dorey	Past-President	Lewis	Assessor
Mike Lonergan	Assessors Trustee	Pierce	Assessor / Treasurer
Mary Hall	Auditors Trustee	Thurston	Auditor
Peggy Semprimoznik	Clerks Trustee	Lincoln	Clerk
Timothy Davidson	Coroners Trustee	Cowlitz	Coroner
Jon Tunheim	Prosecutors Trustee	Thurston	Prosecutor
Linda Hjelle	Trustee at Large Position 2	Snohomish	Assessor
Brenda Chilton	Trustee at Large Position 3	Benton	Auditor
Lisa Frazier	Trustee at Large Position 4	Mason	Treasurer
Tristen Worthen	Trustee at Large Position 5	Douglas	Clerk
Grace Cross	Trustee at Large Position 6	Skamania	Clerk

Staff Present:

Jennifer Wallace	Executive Director
Timothy Grisham	Deputy Director
Lisa Gancel	Finance and Administration Manager
Melanie Terry	Member Services Manager

Guests:

Mike Shaw	WACO Contract Lobbyist
Eric Johnson	Executive Director, Washington State Association of Counties
Eddie Cantu	Licensing and Records Manager, King County
Larisa Benson	Facilitator, GovJoy

1) Call to Order, Roll Call, Approval of Agenda, Approval of Minutes
Greg Zempel, President called the meeting to order at 9:02 a.m. Roll call noted Josie Koelzer, Treasures Trustee and Rob Snaza, Sheriffs Trustee as absent.

Jerry Pettit, Immediate Past-President **MOVED** to accept Eddie Cantu, King County Licensing and Records Manager's nomination to the Board of Trustees as Trustee at Large Position 1. Jeff Gadman, 2nd Vice-President **SECONDED**. The **MOTION CARRIED** unanimously.

Immediate Past-President Pettit **MOVED** to adopt the agenda, with the addition of moving the proposed executive session to the March 2021 Board of Trustees meeting. Stacie Prada, Vice-President **SECONDED** the motion. The **MOTION CARRIED** Unanimously.

2nd Vice-President Gadman **MOVED** to approve the October 6, 2020 Board of Trustees minutes and the October 7-8, 2020 WACO Membership minutes. Vice-President Prada **SECONDED** the motion. The **MOTION CARRIED** Unanimously.

2) New Business

a. WACO 2020 Conference After Action Report

Melanie Terry, Member Services Manager presented the 2020 WACO Conference after action report. The report detailed the post-conference survey results, as well as attendance and engagement analytics. Member Services Manager Terry discussed communications methods and efficiency regarding the conference.

b. 2021 Board Meeting Dates, Locations, and Proposed Agenda Items

Lisa Gancel, Finance Manager presented the proposed 2021 Board meeting dates, locations, and proposed agenda items. Vice-President Prada **MOVED** to accept the 2021 Board Meeting dates, locations, and proposed agenda items as presented. Immediate Past-President Pettit **SECONDED** the motion. The **MOTION CARRIED** unanimously.

c. 2021 Legislative Session Preview

Jennifer Wallace, Executive Director presented the 2021 legislative session preview. Timothy Grisham, Deputy Director discussed the tech hurdles and changes to how the 2021 session will operate. Mike Shaw, WACO Contract Lobbyist provided insight into what he is hearing from legislative members and staff.

d. 2021 Scholarship Program

Deputy Director Grisham presented an update on the 2021 Scholarship Program. Discussed finances, better affiliate engagement and participation. Discussed surveying membership to determine priority of the scholarship.

Mike Lonergan, Assessors Trustee **MOVED** to offer three \$2500 scholarships for 2021. Linda Hjelle, Trustee at Large Position 2 **SECONDED** the motion. The **MOTION CARRIED** unanimously.

*The Board went on **BREAK** at 10:20 am. **RECONVENED** at 10:30 am.*

3) Old Business

a. Continued discussion: Implicit Bias

Larisa Benson, Facilitator provided introductory definitions to frame break out discussions centered on implicit bias and what it means for WACO and its membership. Ms. Benson conducted a poll on implicit bias to direct further conversations. The Board had group discussions on implicit bias.

*The Board went on **BREAK** at 11:30 am. **RECONVENED** at 12:30 pm.*

b. Working Session: Continued Development of Cross-affiliate Policy Issues and Statements

President Zempel discussed building on cross-affiliate issues to bring together issue or policy statements for WACO. The Board broke into groups to discuss potential subjects. The groups reconvened to broaden the discussion with the Board. Discussion topics included infrastructure building (public access to the internet, increased use of utility resources), increased remote availability of county resources, best practice sharing, security and safety resources and policies, human resources training, financial sustainability, individual office autonomy, and increased communications to help support the role of elected officials and their offices as they interact with their communities. WACO staff and the Executive Officers will compile the notes and bring it back to the Board in March 2021.

4) Committee Reports

a. Audit

Adam Kick, Secretary/Treasurer presented the Audit Committee report noting no concerns. Secretary/Treasurer Kick discussed leave balances are on the high end, but no current concerns.

Vice-President Prada **MOVED** to accept the Audit Committee report. 2nd Vice-President Gadman **SECONDED** the motion. The **MOTION CARRIED** Unanimously.

b. Legislative

Vice-President Prada presented the Legislative Committee report. Vice-President Prada provided information on potential legislative tactics and messaging going into the 2021 session.

2nd Vice-President Gadman **MOVED** to accept the Legislative Committee report. Dianne Dorey, Past-President **SECONDED** the motion. The **MOTION CARRIED** Unanimously.

c. Education

2nd Vice-President Gadman presented the Education Committee report. Discussed work towards creating an Education Strategic Action Plan with a goal to bring it to the March 2021 meeting for adoption.

Vice-President Prada **MOVED** to accept the Education Committee report. Past-President Dorey **SECONDED** the motion. The **MOTION CARRIED** Unanimously.

5) Staff Reports

a. Executive Director

Executive Director Wallace presented the Executive Director report. Executive Director Wallace provided a Strategic Plan status update.

b. Communication

Deputy Director Grisham presented the Communication report. Deputy Director Grisham discussed social media reach and communications efficiency.

c. Finance

Finance and Administration Manager Gancel presented the Finance report.

d. Member Services

Member Services Manager Terry presented the Member Services report. Member Services Manager Terry discussed branding consistency and member outreach.

*The Board went on **BREAK** at 2:05 pm. **RECONVENED** at 2:15 pm.*

6) Other

a. Updates from WACO Affiliate Representatives and Trustees at Large

Trustee Lonergan provided an update on County Assessor activities, including changes to the appraisal work in regard to Covid-19.

Timothy Davidson, Coroners Trustee provided an update on Coroners legislative concerns and actions for 2021.

Jon Tunheim, Prosecutors Trustee discussed how County Prosecutors are adapting to Covid-19 including virtual court facilitation. All current and potentially 2021 conferences have been moved online.

Trustee at Large Hjelle provided an update on outreach efforts for county group 2.

Lisa Frazier, Trustee at Large Position 4 provided an update on outreach efforts for county group 4, and openness to assisting in facilitating the needs of the counties.

Tristen Worthen, Trustee at Large Position 5 has availed herself for further outreach efforts, and is learning from the Board and members in her first two months of Board service.

Grace Cross, Trustee at Large Position 6 provided an update on outreach efforts for county group 6, and how to adapt to changes in work due to Covid-19.

Executive Director Wallace discussed member outreach efforts and feedback gathered thus far.

Trustee Tunheim and Eddie Cantu, Trustee at Large Position 1 took the Board oath of office as administered by Immediate Past-President Dorey.

b. Updates from WSAC

Eric Johnson, Executive Director of Washington State Association of Counties provided an update on WSAC activities including the 2021 legislative priorities, as well as the litigation plan.

*Meeting **ADJOURNED** at 3:05 pm.*