



WACO Board of Trustees Regular Meeting  
Tuesday, December 12, 2023  
Skamania Lodge – Mt. Hood Room  
1131 SW Skamania Lodge Way  
Stevenson, WA 98648

### Final Minutes

Tuesday, December 12, 2023

#### Board Members Present:

Adam Kick	President	Skamania	Prosecutor
Amy Cziske	Vice-President	Kittitas	Treasurer
Paul Budrow	Secretary/Treasurer	Okanogan	Sheriff
Jeff Gadman	Immediate Past-President	Thurston	Treasurer
Stacie Prada	Past-President	Jefferson	Treasurer
Mike Lonergan	Assessors Trustee	Pierce	Assessor / Treasurer
Thad Duvall	Auditors Trustee	Douglas	Auditor
Scott Tinney	Clerks Trustee	Lewis	Clerk
Craig Morrison	Coroners Trustee	Grant	Coroner
Jon Tunheim	Prosecutors Trustee	Thurston	Prosecutor
Leslie Valz	Treasurers Trustee	Stevens	Treasurer
John Wilson	Trustee at Large Position 1	King	Assessor
Tom Konis	Trustee at Large Position 2	Spokane	Assessor
Carolyn Fundingsland	Trustee at Large Position 3	Cowlitz	Auditor
Lisa Frazier	Trustee at Large Position 4	Mason	Treasurer
Katie Sloan	Trustee at Large Position 5	Adams	Clerk
Falon Hoven	Trustee at Large Position 6	Wahkiakum	Assessor

#### Staff Present:

Jennifer Wallace	Executive Director
Timothy Grisham	Deputy Director
Tiffin Moreno	Finance and Administration Manager
Cella Hyde	Member Services Manager

## **1) Call to Order, Roll Call, Approval of Minutes**

Adam Kick, President called the meeting to order at 8:31 am. Linda Hjelle 2<sup>nd</sup> Vice-President, Rob Snaza, Sheriffs Trustee were noted as absent.

Jeff Gadman, Immediate Past-President **MOVED** to approve the December 12, 2023 agenda John Wilson, Trustee at Large Position 1 **SECONDED**. The **MOTION CARRIED** unanimously.

Thad Duvall, Auditors' Trustee **MOVED** to approve the September 26, 2023 Board of Trustees meeting minutes. Immediate Past-President Gadman **SECONDED**. The **MOTION CARRIED** unanimously.

## **2) Proposed Amendments to the 2024 Budget**

Tiffin Moreno, Finance and Administrative Manager presented the proposed amendments to the 2024 budget. Jennifer Wallace, Executive Director discussed changes to 2024 health care costs and upcoming utilization of reserve funds.

## **3) Proposed 2024 Meeting Dates**

Tiffin Moreno presented the proposed 2024 meeting dates.

Immediate Past-President Gadman **MOVED** to approve meeting dates as presented with amendment to have retreat/meeting November 20-21 rather than November 13-14. Trustee at Large Wilson **SECONDED**. The **MOTION CARRIED** unanimously.

## **4) Washington Counties Scholarship Fund Update**

Executive Director Wallace presented an update on the Washington Counties Scholarship Program. Discussed background of fundraising efforts and projection for future use. Discussed different methods of fundraising.

Mike Lonergan, Assessors' Trustee **MOVED** to create an ad-hoc scholarship fundraiser committee. Falon Hoven, Trustee at Large Position 6 **SECONDED**. The **MOTION CARRIED** unanimously.

## **5) Committee Reports**

### **a. Education Committee**

Timothy Grisham, Deputy Director presented the Education Committee report. Discussed conference training as well as trainings since conference.

*The Board went on **BREAK** at 9:21 am and **RECONVENED** at 9:52 am.*

### **b. Audit Committee**

Paul Budrow, Secretary/Treasurer presented the Audit Committee report.

### **c. Conference Committee**

President Gadman presented the conference Committee report. Discussed the 2023 WACO conference. Cella Hyde, Member Services Manager provided an overview of the post-conference survey.

**d. Legislative Committee**

Amy Cziske, Vice-President presented the Legislative Committee report. Discussed the 2024 session and what to expect. Trustee at Large Wilson discussed homestead exemption legislation. Discussed 2024 legislative priorities.

*The Board went on **BREAK** at 11:20 am and **RECONVENED** at 11:40 am.*

**6) Affiliate and Trustee at Large Updates**

**a. Affiliate Updates**

Trustee at Large Lonergan provided the Assessors' Trustee report. Discussed a large increase in applications for senior/disabled exemptions. Working on a statewide aerial imagery solution. Working on legislation as a WACO priority. Property valuations have leveled off in some counties. Increased safety issues for appraisers in the field are a growing concern.

Trustee at Large Duvall Auditors' Trustee report. Discussed challenges to the elections system; increased recording fees and recording/deed fraud; and licensing sub-agent auditing being placed on counties rather than state.

Scott Tinney, Clerks' Trustee provided the Clerks' Trustee report. Discussed changes to court rule on appellant procedure that will increase office operational costs for the Clerks' office. Discussed changes to domestic violence protection orders impact on Clerks' offices as well as on petitioners.

Craig Morrison, Coroners' Trustee provided the Coroners' Trustee report. Discussed Coroners' mandated training. The upcoming elimination of the role of Coroner/Prosecutor.

Jon Tunheim, Prosecutors' Trustee provided the Prosecutors' Trustee report. Discussed public defense caseload limits in court rule increasing cost for additional staffing. Discussed WSAC public defense lawsuit against the state for delegating public defense to counties without constitutional or court ordered provision. Discussed replacing the funding the victim penalty assessment funding gap for crime victim advocacy fund. Discussed body cam, cellphone, and surveillance camera footage review and retention impact to office operations.

Secretary/Treasurer Budrow provided the Sheriff's Trustee report. Discussed recruitment and retention issues. Discussed WASPC pursuing vehicular pursuits legislation. Discussed juvenile access to attorney legislation's impact on both victims and offenders. Discussed statewide jail standards.

Leslie Valz, Treasurers' Trustee provided the Treasurers' Trustee report. Discussed issues with properties in DNR lands. Discussed schedule 6 report issues with cash basis counties.

**b. Trustee at Large Updates**

Trustee at Large Wilson provided the Trustee at Large Position 1 report.

Trustee at Large Konis provided the Trustee at Large Position 2 report. Discussed breaking down communications silos within counties to better engage counties of like size to discuss common interest issues.

Trustee at Large Fundingsland provided the Trustee at Large Position 3 report.

Trustee at Large Frazier provided the Trustee at Large Position 4 report.

Trustee at Large Sloan provided Trustee at Large Position 5 report. Discussed issues with workforce and fiscal sustainability. Discussed jail administration and operation challenges.

Trustee at Large Hoven provided the Trustee at Large Position 6 report. Discussed encouraging attendance at WACO Day on the Hill.

**7) Staff Reports**

**a. Executive Director**

Executive Director Wallace presented the Executive Director report. Discussed progress on the Board Strategic Plan. Discussed Washington Counties Building challenges with the property such as IT services and how to move forward with issues around vandalism and security of personnel.

**b. Deputy Director**

Timothy Grisham presented the Deputy Director's report.

**c. Finance and Administrative Manager Report**

Tiffin Moreno presented the Finance and Administrative. Tiffin Moreno provided a fiscal update including consolidation of banking accounts.

**d. Member Services Manager Report**

Cella Hyde presented the Member Services report. Discussed brand recognition initiatives, affiliate highlights and monthly check-in emails, and a redesign/look at the education hub.

*The Board **ADJOURNED** the regular meeting at 1:38 pm.*