



WACO Board of Trustees Regular Meeting  
Wednesday, November 20th, 2024  
206 10th Ave SE  
Olympia, WA 98501

## Final Minutes

Wednesday, November 20th, 2024

### Board Members Present:

Amy Cziske	President	Kittitas	Treasurer
Linda Hjelle	Vice-President	Snohomish	Assessor
Danny Hagen	Secretary/Treasurer	Skagit	Assessor
Adam Kick	Immediate Past-President	Skamania	Prosecutor
Dan Lindgren	Assessors' Trustee	Grays Harbor	Assessor
Thad Duvall	Auditors' Trustee	Douglas	Auditor
Scott Tinney	Clerks' Trustee	Lewis	Clerk
Jon Tunheim	Prosecutors' Trustee	Thurston	Prosecutor
Teresa Summers	Treasurers' Trustee	Garfield	Treasurer
Jeff Gadman	Trustee at Large Position 3 / Past-President	Thurston	Treasurer
Lisa Frazier	Trustee at Large Position 4	Mason	Treasurer
Katie Sloan	Trustee at Large Position 5	Adams	Clerk
Rob Waymire	Trustee at Large Position 6	Skamania	Auditor

### 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

Amy Cziske, President called the meeting to order at 9:04 am. Paul Budrow, 2nd Vice-President; Craig Morrison, Coroners' Trustee; John Wilson, Trustee at Large Position 1;

Tom Konis, Trustee at Large Position 2; and Rob Snaza, Sheriffs' Trustee were noted as absent.

Lisa Frazier, Trustee at Large Position 4 **MOVED** to approve the November 20, 2024 agenda Jeff Gadman, Trustee at Large Position 3/Past-President **SECONDED**. The **MOTION CARRIED** unanimously.

Scott Tinney, Clerks' Trustee **MOVED** to approve the Tuesday, October 1st, 2024 Board of Trustees meeting minutes. Teresa Summers, Treasurers' Trustee **SECONDED**. The **MOTION CARRIED** unanimously.

## **2) Proposed Amendments to Approved 2025 WACO Budget**

Jennifer Wallace, Executive Director presented proposed amendments to the 2025 adopted budget, stating that there are no changes from the July 2024 budget adoption.

## **3) Proposed 2025 WACO Board Meeting Dates and Locations**

Tiffin Moreno, Finance and Administration Manager presented the proposed 2025 meeting dates and locations.

Trustee at Large Gadman **MOVED** to adopt the meeting dates and locations as presented with the amended date for the March Meeting to March 25/26. Trustee at Large Fraizer **SECONDED**. The **MOTION CARRIED** unanimously.

## **4) WACO Scholarship Program Status**

Jennifer Wallace Executive Director Discussed the current financial status of the of the WACO Scholarship Program (aka the County Scholarship Fund). Discussed contributions per affiliate group. Discussed committee make up and activity.

## **5) Committee Reports**

### **a. Conference Committee**

Adam Kick, Past-President presented Conference Committee report. Cella Hyde, Member Services Manager discussed survey results and next steps for the committee. The 2025 conference is to be held in the Tri-Cities. Executive Director Wallace discussed conference financial trends and future projections of services to members. Tiffin Moreno, Finance and Administration Manager discussed 2024 Annual Conference finances.

### **b. Legislative Committee**

Linda Hjelle, Vice-President presented the Legislative Committee report. Discussed the status of WACO legislative priorities.

### **c. Audit Committee**

Danny Hagen, Secretary/Treasurer presented the Audit Committee report. The Audit Committee is looking for a member from the Auditors' affiliate group to join the committee.

*The Board went on **BREAK** at 10:02 am and **RECONVENED** at 10:16 am.*

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

### **a. Affiliate Updates**

Trustee Lindgren provided the Assessors' update. Discussed 2025 legislative priorities.

Thad Duvall, Auditors' Trustee provided the Auditors' update. Discussed 2025 legislative priorities including financial concerns. Discussed election certification and voter turnout.

Trustee Tinney provided the Clerks' update. Discussed a two-week court case management system outage and implications on workload.

Jon Tunheim, Prosecutors' Trustee provided the Prosecutors' update. Discussed initiating a statewide prosecutor workload study. Discussed 2025 legislative session outlook.

Trustee Summers provided the Treasurers' update. Discussed 2025 legislative concerns and opportunities.

### **b. Trustee at Large Updates**

The Board discussed a gathering of the Trustees at Large due to changes in membership.

## **7) Staff Reports**

### **a. Executive Director**

Executive Director Wallace presented the Executive Director report. Discussed Strategic Plan progress. Discussed Washington counties building IT provider.

### **b. Deputy Director**

Timothy Grisham presented the Deputy Director's report. Discussed Outreach and Capacity Building metrics.

### **c. Finance and Administration Report**

Tiffin Moreno presented the Finance and Administration Manager's Report.

### **d. Member Services Report**

Cella Hyde presented the Member Services Report. Discussed partnerships with DES, SAO, and more for training opportunities and resources for members.

*The Board **ADJOURNED** the regular meeting at 10:55 am.*