

WASHINGTON ASSOCIATION OF SHERIFFS & POLICE CHIEFS

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Serving the Law Enforcement Community and the Citizens of Washington



EXECUTIVE BOARD MEETING SPOKANE CONVENTION CENTER | SPOKANE, WA MAY 20, 2014 | 4:00 P.M.

Board Members	Agency	Staff
John Snaza	Thurston County Sheriff's Office	Mitch Barker
Ken Hohenberg	Kennewick Police Department	Jamie Yoder
Casey Salisbury	Mason County Sheriff's Office	Kim Goodman
Tom Robbins	Wenatchee Police Department	Mike Painter
Eric Olsen	Kirkland Police Department	
Ed Holmes	Mercer Island Police Department	
Tom Schlicker	Swinomish Police Department	
Mark Couey	WA Office of the Insurance Commissioner—SIU	
John Batiste	Washington State Patrol	
Garry Lucas	Clark County Sheriff's Office	
Guests	Agency	
Rex Caldwell	Mukilteo Police Department	
Sue Rahr	CJTC	
Paul Pastor	Pierce County Sheriff's Office	
Selby Smith	Spokane Police Department	
John Vinson	University of Washington Police Department	
Bob Metzger	Pasco Police Department	
Ken Thomas	Kent Police Department	
Craig Thayer	U.S. Marshal Services—ED WA	
James McMahan	Washington Association of County Officials	

CALL TO ORDER:

PRESIDENTIAL REMARKS AND INTRODUCTIONS

President Elect Olsen called the meeting to order at 4:08 P.M. Self-introductions followed.

APPROVAL OF MINUTES

John Snaza made the motion to approve the March 19, 2014 minutes as presented. Ken Hohenberg seconded the motion. Motion carried.

President OZZIE KNEZOVICH <i>Sheriff – Spokane County</i>	President Elect ERIC OLSEN <i>Chief – Kirkland</i>	Vice President CASEY SALISBURY <i>Sheriff – Mason County</i> <i>Executive Board</i>	Past President ED HOLMES <i>Chief – Mercer Island</i>	Treasurer VACANT
TOM ROBBINS <i>Chief – Wenatchee</i>	TOM SCHLICHER <i>Chief – Swinomish</i>	KEN HOHENBERG <i>Chief – Kennewick</i>	STEVE BOYER <i>Sheriff – Kitsap County</i>	JOHN SNAZA <i>Sheriff – Thurston County</i>
GARRY LUCAS <i>Sheriff – Clark County</i>	MARK COUEY <i>Director—OIC</i> <i>Special Investigations Unit</i>	JOHN BATISTE <i>Chief – WA State Patrol</i>	VACANT <i>SAC – FBI, Seattle</i>	MITCH BARKER <i>Executive Director</i>

REPORTS:

FINANCE AND PERSONNEL COMMITTEE—CHIEF ERIC OLSEN

Financial Statements were provided to the Board. Statements are for the period January 1-March 31 compared to fiscal year 2013.

Balance Sheet (Page 1)

Cash on hand continues to be adequate for monthly operations. The mortgage balance is approximately \$919K.

Income Statement (Page 2)

Lower grant revenue in the first quarter of 2014 is a result of the following:

- Programs/grants no longer in place—Rural Drug Task Force Grants and Stranger Rape DNA
- Traffic grants are awarded in January, grants are reimbursed typically late 1st/early 2nd quarter.
- WATPA grants were revised in 2013. Task forces are in the beginning stages of requesting reimbursement. This should level out as the year progresses.

Functional Expenses (Page 3)

Grant award/professional fees are lower. The Committee is monitoring legal expenses related to the public records request lawsuit. WASPC has no budget to cover these expenses. Staff will continue to monitor and work with OFM for reimbursement consideration.

Other notes:

The Puyallup and Shelton full service electronic monitoring offices were closed, effective March 31, 2014.

2013 Audit Report

Our audit firm, Clark Nuber has completed the field work for the 2013 federal (A133) and financial statement audit. This audit will likely result in two findings. One for the prior period adjustment related to the electronic monitoring revenue not posted for services provided to Kent Police Department. The second finding is administrative and relates to salary allocation for federal grants. Staff discussed the findings in detail with the Finance Committee yesterday.

Sales Tax (Mitch Barker and Kim Goodman)

The Department of Revenue (DOR) declined to accept WASPC's revised settlement offer. WASPC's tax attorney was able to arrange a meeting between WASPC and the Assistant Audit Division Director. At the time of the meeting, our assessment with DOR was estimated to be \$635K. The DOR indicated they were open to settlement, but would not consider a no payment/go forward option.

There was concern by DOR that WASPC had disregarded the original determination. Mitch, along with our attorney, explained in detail and provided historical information to assure the Assistant Director this was not the case.

At the end of the day, DOR offered WASPC a one-time, take it or leave it offer, using July 1, 2012 as the date to begin assessing tax. This settlement is approx. \$139K. Staff has prepared a breakdown of the settlement by agency. The bulk of the assessment is for the Department of Corrections/State of Washington (\$78K). The remainder is disbursed to the users of the electronic monitoring services bases on actual usage (ranging from \$13-\$21,000).

It is important to note that WASPC fought vehemently with the DOR to exclude these services from being taxed as a digital automated service. This is not money that will go into the WASPC general fund. This is money WASPC is required to collect and remit to the state of which a portion will be returned to your city via DOR/Sales tax collection.

Discussion regarding collection of unpaid taxes occurred. Members of the Board commended Mitch and Kim for their work to resolve this issue.

Ed Holmes made the motion to approve the staff recommendation to collect unpaid taxes from user agencies. Mark Couey seconded the motion. Motion carried.

Staff will have the ability to work with agencies to develop payment plans, if necessary.

Chief Olsen indicated that an executive session will be held at the end of the meeting to discuss potential litigation.

Garry Lucas made the motion to approve the Finance and Personnel Committee Report as presented. Ken Hohenberg seconded the motion. Motion carried.

OLD BUSINESS:

LERN AGREEMENT—MITCH BARKER

The Technology Committee is working to revise the LERN Agreement. The Committee expects to have a final revised agreement for consideration at the next Board Meeting.

NEW BUSINESS:

ACCREDITATION AWARDS RECOMMENDATIONS—MIKE PAINTER

The following roster of agencies is being advanced to the WASPC Executive Board by the Accreditation Commission for consideration for recognition as WASPC Accredited Law Enforcement Agencies.

Agency	Onsite Assessment Date
• Bellevue Police Department (CALEA)	March 19, 2014
• King County Sheriff's Office (CALEA)	March 26, 2014
• Tacoma Police Department (CALEA)	November 20, 2013

- Spokane Police Department (NEW) December 12, 2013
- Grant County Sheriff's Office (NEW) March 18, 2014
- WA State Gambling Commission (NEW) February 26, 2014

- Burlington Police Department (RE-ACCRED) January 29, 2014
- Cheney Police Department (RE-ACCRED) January 14, 2014
- Chehalis Police Department (RE-ACCRED) March 26, 2013
- Kennewick Police Department (RE-ACCRED) March 17, 2014
- Spokane County Sheriff's Office (RE-ACCRED) March 5, 2014

Garry Lucas made the motion to approve the aforementioned roster as accredited law enforcement agencies. Ed Holmes seconded the motion. Motion carried

ACCREDITATION STANDARDS RECOMMENDATIONS—MIKE PAINTER

The most recent update to the Accreditation Roadmap and Accreditation Standards document were distributed to the Board. These documents have been reviewed several times by the Accreditation Commission and Professional Services Committee over the last year.

The changes consist primarily of:

- Addition of several standards (13.5 and 16.10) and changes or additions to standard language (4.3, 13.1, 5.11, 8.2, 15.6, 17.15, 17.22).
- Elimination of Chapter 16 and re-assignment of the three standards that were part of that chapter.
- Movement of chapters 17, 18, 19 to chapters 16, 17, and 18.
- Editing of several standards, particularly standard 17.15 that was the catalyst for taking on additional changes.
- Language cleanup throughout the document.

The only change in the roadmap document is related to appeals. The last stop for appeals will be the Accreditation Commission, not the WASPC Executive Board. This change was initiated by the Executive Board at its March 2014 meeting.

Additional discussion occurred regarding the incorporation of model policies into the Accreditation Standards.

Garry Lucas made the motion to approve the revised Accreditation Standards and Roadmap documents as presented. Ed Holmes seconded the motion. Motion carried

ACCREDITATION COMMISSION EXPANSION—MIKE PAINTER

The Accreditation Commission and Professional Services Committee has requested expansion of the Accreditation Commission to include two jail manager positions.

Garry Lucas made the motion to expand the Accreditation Commission by adding two jail manager positions. Ken Hohenberg seconded the motion. Motion carried.

Ned Newlin and Curt Lutz were instrumental in the development of the Jail Accreditation Standards. Ned and Curt have been recommended by the Accreditation Commission to fill the jail manager positions on the Accreditation Commission.

Ed Holmes made the motion to appoint Ned Newlin and Curt Lutz to the Accreditation Commission. Mark Couey seconded the motion. Motion carried.

TRUSTEE SIGNATURES FOR EMPLOYEE PENSION PLAN—KIM GOODMAN

Current trustees for the employee pension plan are: Bruce Bjork, Paul Ayers, and Mitch Barker. Bruce is now a staff member and should no longer be a trustee. Paul has retired and should no longer be a trustee. Sheriff John Snaza and Chief Ronnie Roberts have agreed to serve as trustees on the employee pension plan.

John Batiste made the motion to remove Bruce Bjork and Paul Ayers as trustees on the employee pension plan; and, to add Ronnie Roberts and John Snaza as trustees on the employee pension plan. Mark Couey seconded the motion. Motion carried.

DV INVESTIGATIONS IN A MEDICAL FACILITY MODEL POLICY—CHIEF JOHN VINSON

Chief Vinson presented the Domestic Violence Investigations in a Medical Facility Model Policy. This policy was drafted as a result of collaborate efforts with victim service agencies in the 2013 Legislative Session.

Ed Holmes made the motion to advance the DV Investigations in a Medical Facility Model Policy to the General Membership for consideration. John Snaza seconded the motion. Motion carried.

Discussion regarding model policy incorporation into the WASPC Accreditation Standards occurred. If the policy is adopted by the membership, the policy will be incorporated into the next version of WASPC Accreditation Standards.

2017 SPRING CONFERENCE LOCATION—JAMIE YODER

Existing Conference Contracts:

- Fall 2014: Campbell's Resort (Chelan)
- Spring 2015: Spokane Convention Center with DoubleTree Hotel (Spokane)
- Fall 2015: Campbell's Resort (Chelan)
- Spring 2016: Three Rivers Convention Center with Hilton Hotel (Kennewick)

Proposals for Consideration:

- Spokane Convention Center and Doubletree Hotel
 - \$113/night (single occupancy rooms) DoubleTree Lodging Rate
 - \$19,350 Convention Center Rental Rate
 - \$70,000 Catering Estimate based on 2014 Event Orders

- WASPC has held several successful spring conferences at utilizing these facilities. Space and facilities remain more than adequate for spring conferences.

The Washington Fire Chiefs' Association will be meeting in Spokane at the same time. Their conference will be held in a separate area of the convention center campus. The Fire Chiefs' spread their attendees among several hotel facilities. It is not expected that holding concurrent conferences will negatively impact either Association. It is expected that exhibitors typically having to choose one conference over another will be pleased with this arrangement.

It is recommended that the 2017 Spring Exposition and Training Conference be held at the Spokane Convention Center and Doubletree Hotel.

Additional discussion regarding conference locations occurred.

Ed Holmes made the motion to hold the 2017 Spring Exposition and Training Conference at the Spokane Convention Center and Doubletree Hotel. John Batiste seconded the motion. Motion carried.

IACP ENDORSEMENTS—CHIEF ED HOLMES

WASPC has received a number of requests to endorse various candidates for IACP and other organizations, such as NSA. There is concern that WASPC is not familiar enough with these candidates to provide an endorsement.

The Board unanimously agreed, generally, not to endorse candidates unless there is a strong connection to Washington Law Enforcement. Endorsements will be handled on a case by cases basis.

GOOD OF THE ORDER:

2014-2015 EXECUTIVE BOARD MEETING SCHEDULE—JAMIE YODER

- September 11-12, 2014, Alpen Rose Inn, Leavenworth
- November 18, 2014, Campbell's Resort, Chelan
- January 14, 2015, WASPC Office, Lacey
- March 18, 2015, WASPC Office, Lacey
- May 19, 2015, Spokane Convention Center, Spokane

APPROVAL OF MEMBERSHIP—CHIEF REX CALDWELL

The Membership Committee has recommended approval of the following applications:

ACTIVE MEMBERSHIP APPLICATIONS (3):

- Robert Heimbach, Chief, Quincy Police Department
 - Sponsored by Mike Warren, Chief, Ephrata Police Department
- Randall Russell, Chief, Spokane Tribal Police Department
 - Sponsored by Rory Gilliland, Chief, Nooksack Tribal Police Department
- Christopher Turner, Chief, Connell Police Department
 - Sponsored by Richard Lathim, Sheriff, Franklin County Sheriff's Office

TRANSFERS FROM ASSOCIATE TO ACTIVE (2):

- Scott Behrbaum, Chief, Issaquah Police Department
 - Associate Member Since 9/18/08
- Lee Gaskill, Chief, Algona Police Department
 - Associate Member Since 09/18/08

ASSOCIATE MEMBERSHIP APPLICATIONS (15):

- Travis Adams, Lieutenant, Mason County Sheriff's Office
 - Sponsored by Casey Salisbury, Sheriff, Mason County Sheriff's Office
- Richard Beghtol, Sergeant, Cheney Police Department
 - Sponsored by John Hensley, Chief, Cheney Police Department
- Dan Devoe, Chief Investigator, WA Department of Employment Security
 - Sponsored by Mark Couey, Director, WA Insurance Commissioner—SIU
- Theresia Ehrich, Chief, Mason County Sheriff's Office
 - Sponsored by Casey Salisbury, Sheriff, Mason County Sheriff's Office
- Hoyle Hodges, MLE Coordinator, WA Department of Parks and Recreation
 - Sponsored by Robert Ingram, Chief, WA Department of Parks and Recreation
- Cindy Kasten, Lieutenant, Mason County Sheriff's Office
 - Sponsored by Casey Salisbury, Sheriff, Mason County Sheriff's Office
- Mike Lester, Assistant Chief, Vancouver Police Department
 - Sponsored by James McElvain, Chief, Vancouver Police Department
- Richard Lloyd, Undersheriff, Columbia County Sheriff's Office
 - Sponsored by Rocky Miller, Sheriff, Columbia County Sheriff's Office
- Tom Moser, Assistant Chief, Burlington Police Department
 - Sponsored by William VanWieringen, Chief, Burlington Police Department
- William Pierson, Assistant Chief, Auburn Police Department
 - Sponsored by Bob Lee, Chief, Auburn Police Department
- Charlie Rosenzweig, Chief Criminal Deputy, Cowlitz County Sheriff's Office
 - Sponsored by Mark Nelson, Sheriff, Cowlitz County Sheriff's Office
- Timothy Schwering, Director, Spokane Police Department
 - Sponsored by Frank Straub, Chief, Spokane Police Department
- James Semmens, Special Agent Supervisor, WA Gambling Commission
 - Sponsored by Dave Trujillo, Director, WA Gambling Commission

- Michael Stauffer, Sergeant, Lincoln County Sheriff's Office
 - Sponsored by Wade Magers, Sheriff, Lincoln County Sheriff's Office
- Leslie Watson, Lieutenant, Shelton Police Department
 - Sponsored by Dave Eklund, Chief, Shelton Police Department

Ken Hohenberg made the motion to approve the membership applications and transfers as recommended by the Membership Committee. Garry Lucas seconded the motion. Motion carried.

Chief Caldwell indicated that this brings the number of Active, Associate, and Affiliate Members to 764.

SUPREME COURT MINORITY JUSTICE COMMISSION—MITCH BARKER

This group will be hosting a training and press event on June 9, 2014 in Olympia to release findings on a survey to determine perceptions on justice in Washington. This group has asked WASPC to co-sponsor the event.

Sue Rahr indicated that the CJTC has elected not to co-sponsor the event.

Discussion and clarification on this matter occurred.

John Snaza made the motion not to co-sponsor the press event. Casey Salisbury seconded the motion. Motion carried.

EXECUTIVE SESSION:

The Board met in executive session to discuss potential litigation. No action was taken during the executive session.

ADJOURN:

Ed Holmes made the motion to adjourn the meeting. Tom Robbins seconded the motion. Motion carried. The meeting was adjourned.