

WASHINGTON ASSOCIATION OF SHERIFFS & POLICE CHIEFS

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Serving the Law Enforcement Community and the Citizens of Washington



EXECUTIVE BOARD MEETING MINUTES

March 14, 2017 | WASPC Office | 3060 Willamette Dr. NE
Lacey, Washington
10:00 AM to 12:00 PM

CALL TO ORDER

President Ken Hohenberg opened the meeting at 10:00 AM. There was a quorum present with the following Board members in attendance:

Sheriff Casey Salisbury, Mason County	Chief Bonnie Bowers, Anacortes PD
Chief Ken Hohenberg, Kennewick PD	Chief Ken Thomas, Kent PD
Sheriff John Turner, Walla Walla County (by phone)	Chief Dusty Pierpoint, Lacey PD
Mark Couey, Director, Criminal Investigations Unit, Office of the Insurance Commissioner	Chief John Batiste, Washington State Patrol
Sheriff John Snaza, Thurston County	Chief Robert Torgerson, Aberdeen PD
	Jay Tabb, SAC, FBI Seattle Office

The following WASPC staff were attendance:

- Mitch Barker, Executive Director
- Kim Goodman, Chief of Staff
- Ned Newlin, Jail Services Liaison
- Mike Painter, Director of Professional Services
- Jamie Weimer, Member Outreach and Programs Manager
- Raeanne Myers, Correctional Options Services Manager
- Joan Smith, Program Manager, CJIS
- Deb Gregory, Executive Assistant

Presidential Remarks & Introductions – President Ken Hohenberg

President Ken Hohenberg welcomed everyone to the meeting and was very pleased to be able to welcome Sheriff John Snaza back to the meetings in person. President Hohenberg thanked everyone for being present and appreciated the effort to make these meetings. Introductions were made around the room.

Approval of the 1/10/17 E-Board Retreat and Regular Meeting Minutes

Motion: Sheriff John Snaza moved to approve the 1/10/17 meeting minutes as submitted. Chief John Batiste seconded. The motion to approve carried.

Finance & Personnel Committee Report

Financial Statements presented through December 31, 2016 (compared to entire 2015)

Page 1 – Statement of Financial Position

- Cash –on-hand cash at year-end includes \$425,000 in grants payable for the Internet Crimes Against Children (ICAC) grant.
- Prepaid Expenses - Includes portions of annual fees for Jail Booking and Reporting System and Sex Offender Website (Offender Watch) payments that are applicable to 2017.
- Liabilities – Increased accrued expenses in 2016 for portion of ICAC grant applicable to 2017

Pages 2-3 Income and Expenses

- Revenues and Expenses are slightly higher in 2016 compared to 2015.
- Grant Revenue & Grant Award Expenses – 2016 revenue/expenses include \$332,500 increase for one time programs, Property Crime grant program and HB 1448 study/model policy.
- Contract revenue represents the false alarm (SIAC) contract. This contract was terminated in December 2016.
- Sales and Other Revenue
- Critical Incident Mapping at 28% of 2015 levels. Decline is also represented as a decrease in professional services expense for mapping. This is due to program suspension in 2nd quarter (legislative cuts and re-funding) Program manager has been working with schools and law enforcement to re-invigorate system usage. Staff has also had productive meetings with vendor for system improvements. Future status of the project is dependent on legislative funding.
- 2016 revenues included \$40K in lease revenue. Lease with LCB has proven to be a good fit to date.
- Accreditation and LEMAP revenues are 150% of 2015 levels. This revenue fluctuates depending on demand.
- Professional fees expense – \$200K increase represents a full year of the ICAC expenses. Increased revenue reflected in Grant revenue.
- Interest Income & Gain/Loss on Investments – Further evidence of the recovery in our investment account.
- Travel Expenses increase due to:
 - One –time program HB 1448 model policy included significant travel expenses
 - Summit for 24/7 DUI monitoring program was held in May 2016.
 - Building repair and maintenance expenses include work performed for landscaping updates as well as interior painting, appliance replacements and plumbing repairs.
 - Miscellaneous expense decrease – 2015 included \$10K FBINAA contribution

Vouchers/withdrawals for the period 1/9/17 through 3/10/17 (#38453 – 38619) total \$2,179,781.09.

Motion: Chief Ken Thomas moved to approve the Finance & Personnel Committee report and the checkbook register report as submitted. Sheriff John Snaza seconded. The motion to approve carried.

Registered Sex Offender Model Policy Update

Jamie Weimer, WASPC Member Outreach and Programs Manager, provided the Board with an update on the changes being proposed to the Registered Sex Offender Model Policy. The purpose for the update is to develop some best practices and recommendations.

Jamie and James McMahan have been working with the Sex Offender Policy Board on this, with those proposed changes to be sent to the Sex Offender Coordinators and to Mike McAleenan, WASPC legal counsel, for review and comment. A proposed final version will be sent to the Executive Board for review and approval at the May 23, 2017 meeting in Spokane.

In addition, there is some general clean up of the policy also in process. Those changes include:

- Added information regarding SORNA. (page 5)
- Provided clarification on responsibility to notify WSP for out of state offenders. (page 12)
- Added new sections providing agreed/common practices for offenders who are temporarily residing in a county other than their county of registration and who work/attend school in a county other than their county of registration. (page 13)
- Added clarification on refusal to provide DNA. (page 14)
- Added section on Offender Watch. Memorializing use of the system. (page 20)
- Added section on risk level classifications, risk assessment tools, ESRC, changes in risk level and petitions for review of assigned risk level classification. Review of assigned classification to be added per agreement with SOPB. (pages 21-28)
- Moved sex offender monitoring section. Added information. (page 29)
- Added section on address verification grant program. (page 30)
- Added clarification to risk levels and level notification. (page 31)
- Removed public disclosure section as it is included in the Offender Watch section. (page 39)
- Removed the requirement to maintain an offender notebook (notification checklist). (page 40)
- Added Offender Watch best practices as an appendix (currently this information is in a separate document). (pages 41-44)
- Rearranged appendix pages. (pages 46-52)
- Updated sample flyers/postcards with current information (appendix page). (pages 48-50)
- Updated Resources to include resources for LE (appendix page). (page 51-52)

Accreditation Commission Appointments

Mike Painter, WASPC Director for Professional Services noted that the Accreditation Commission currently has three vacancies. Two of the vacancies are under the Accreditation Manager category and one of the vacancies is under Police Chiefs. All of the Commission positions serve three year terms. Mike solicited for interest and received a number of responses. Police Chief Peter Fisher of the Fife Police Department is being recommended for the Police

Chief position. Commander Rick Campbell of the Cheney Police Department, and Commander Joe Upton of the Lacey Police Department are being recommended under the Accreditation Manager category.

Motion: Chief Bonnie Bowers moved to approve the appointments for the Commission based on Mike Painter's recommendations. Chief John Batiste seconded. The motion to approve the appointments carried with one abstention by Chief Dusty Pierpoint.

Mike thanked Chief Pierpoint for his support, engagement and leadership while he served as Chair of the Accreditation Commission.

2017 Summary of Revisions to Jail Standards and to Law Enforcement Standards

Mike Painter will be seeking guidance from the Executive Board on the changes to each of the standards. He turned the discussion over to Ned Newlin, WASPC Jail Services Liaison, to discuss each set of proposed changes to the medical portion of the jail standards. Ned has been leading the discussions with Jail Managers in separate meetings. Agreement was reached on all except new proposed standard 20.22, which relates to release of inmates back into the community who have serious health conditions.

Ned has been working with several legal advisors (one east, one west) and Jail Managers to come to a resolution on this item prior to Ned bringing a final version to the Board for approval at their May meeting. To help facilitate that, Ned has scheduled a Corrections Committee work group for Monday afternoon at the conference to iron this out. Chief Bonnie Bowers asked if the County Risk Pools have weighed in on this issue. Ned responded that we had not sent the document to them, but they would likely defer to what the Jail Managers agree to.

Mike Painter has another version of the summary which goes into much greater detail on each item and would be pleased to send the Board a copy of that. The Board agreed that would be helpful if they could see the in-depth document, too. A copy of that report will be included in the Board's May meeting packet.

WASPC is hosting an Accreditation Manager training session on April 26, 2017 in Ellensburg. The target audience for this training will be Jail Accreditation Managers and is intended to assist those jails that are interested in pursuing WASPC accreditation. The training will be delivered by Mike and Ned and will cover the role and responsibility of the Accreditation Manager which will also include a review of the WASPC jail standards. There is no cost for this training session.

Accreditation

As agencies pursue accreditation or even for those who are already accredited, there are always new RCWs or standards that law enforcement agencies should be including in their policy manuals. Chief Dusty Pierpoint inquired if there was a way to find an intern to look at the list of RCWs law enforcement agencies should be following. A great place to start this discussion is at the Professional Services Committee. Mike Painter will discuss this in greater detail with Chief Pierpoint.

2018 WASPC Fall Conference Site

WASPC received a proposal from Skamania Lodge to host the 2018 Fall WASPC conference. In a comparison of items between Campbell's Resort and Skamania, there are a number of similarities in rates between the two properties. However, staff believes there is a concern regarding the lodging capacity and rates at Skamania. Campbell's is offering \$91/night and while per diem rates are higher for Skamania, and they have offered to lower their regular conference lodging rates, it is still \$40/night higher than Campbell's. This could pose some problems for our smaller agencies. Skamania is offering us 225 rooms, which is not enough. Overflow would be a problem if people couldn't stay across the river at Cascade Locks in Oregon.

It is WASPC staff's recommendation that the Board approve WASPC entering into a contract with Campbell's for the 2018 fall conference.

Motion: Sheriff Casey Salisbury moved that the conference be held at Campbell's Resort for fall 2018. Mark Couey seconded. The motion carried.

2017 Legislative Session Update

James McMahan provided an update on where bills of importance to WASPC stand as we reach the half way point. Budget continues to dominate most of the conversations. Bill volume is down somewhat this year compared to past sessions. Budget proposals should start to roll out later this month.

James understands that there will be a proposal coming out of the Senate, which is being called Smart Justice. The bill is rumored to contain many of the elements of the Justice Reinvestment Initiative that WASPC fought against in the past session. This is a bill membership needs to keep a close watch on.

Other bills this year are:

- License Plate Reader Technology – The bill did not survive this session, but we can expect to see it back again next year.
- Drones – The issue of drones has been around several years now and while it didn't pass its first policy committee, we expect this one to be back next year also.
- Liquor & Cannabis Board Officers – This bill took James by surprise when it was voted out of the Senate. It passed the Senate 28-21 and is now in the House Public Safety Committee. WASPC has testified in opposition to this bill. We believe it will not have enough votes and, therefore, keep it in the House Public Safety Committee for the remainder of session.
- HB 1065 relates to penalties for marijuana offenses. Within the bill, it decriminalizes the hand-to-hand transfer of marijuana. This bill has not moved off the House floor.
- State sharing of liquor revenues. WASPC supports, but the bill died.
- Bill relating to out-of-state sex offenders and sex offenders returning to the state and the notification of victims.
- Public records requests – There is some possible relief on public records. There are two bills still alive. One bill makes a number of things no longer acceptable such as the use of automated (bots) records requests. Those making public records requests will no longer

be able to request all records of an agency. It must be for an identified, specific record. If passed, agencies will be able to charge for files produced and sent electronically. Currently, only paper copies come with a fee. Both bills have passed the House and will likely have more difficulty in the Senate but James believes we may see passage.

- Use of Deadly Force – There were four core bills on use of force introduced this year. There was also a House Bill and a Senate Bill. SB 5073 eliminated malice and provided funding for training. WASPC stepped up to support this bill. It passed the Senate Law & Justice Committee, but labor unions united against the bill and the bill died. We may see initiative measures on the ballot this fall relative to use of deadly force.

Mitch thanked President Hohenberg for attending all of the Use of Deadly Force Task Force meetings last year. It has been a long and difficult process. Mitch believes that WASPC is seen as moderate on the issue. We worked hard to reach a compromise that everyone could agree on.

- Domestic Violence Arrests for 16 and 17 Year Olds – The bill is advancing and has passed the Senate. James expects to see the bill continue moving forward.
- SB 5038 – Incentivized Informed Testimony – This is a continually evolving bill. It has passed the Senate and is moving to the House for a hearing.

Approval of Membership

The Membership Committee has received a number of member applications that have been reviewed and approved. It is the recommendation of the Membership Committee that the Executive Board approve all of the applications as submitted.

Motion: Chief John Batiste moved to approve all membership applications as submitted by the Membership Committee. Chief Ken Thomas seconded. The motion to approve carried.

Chief Hohenberg congratulated Chief Bonnie Bowers on her impending retirement at the end of this month. There is a retirement dinner for the Chief in Anacortes on April 7 beginning at 6:00 p.m. He thanked the Chief for her participation on the Board and for her continuing leadership. She will be missed a lot!

FBI Update

Special Agent in Charge Jay Tabb gave a brief report on things happening out of Washington, D.C. with the new administration. Forty six U. S. Attorneys have been asked to submit their resignations. This includes Eastern District U. S. Attorney Mike Ormsby. Mike has been a good friend and supporter of both the FBI and WASPC and will be missed.

The new U. S. Attorney General, Jeff Sessions, has issued a memorandum to U. S. Attorneys across the country. There is more emphasis being placed on local law enforcement and how USDOJ can assist them. The Federal Bureau of Investigation has also put out some guidance, but won't be asking anyone about their immigration status. Questions will only be asked relative to wants and warrants.

Chief Ken Thomas thanked Jay for the FBI's support on a recent incident in the East Hill area of Kent. The assistance provided was invaluable.

Executive Board Openings

Kim Goodman reminded the Board members of openings to be voted on at the General Business meeting at the May conference in Spokane. The following positions will be open:

- Vice President (Sheriff opening)
- Sheriff at-large position
- Treasurer
- Chief position to fill an unexpired term through May 2019
- Chief position through May 2020

This election is a little complex as there is a second Chief position open due to Chief Bowers' retirement. Staff is researching Roberts Rules of Order to see if how to deal with this is covered in the rules. During conference, the Chiefs will meet and send their names for the open positions to the Nominating Committee. The Sheriffs will do the same. The Nominating Committee will then review the names to ensure the candidates are eligible to run. The names will then go before the General Business meeting where only Active and Life members can vote. Nominations will also be taken from the floor. Between now and the conference, staff will be working to sort this out and have a clear plan of how to proceed.

Chief Bowers thanked everyone for their good wishes and said her experience with WASPC has been an extremely positive and supportive one. It has afforded some exceptional training opportunities to her and her officers.

Ned Newlin announced that Penelope Webb from the Kitsap County Sheriff's Office has been appointed to serve as the jail representative on the Criminal Justice Training Commission. Ned said this is a much deserved appointment and noted that Penelope will begin attending WASPC meetings to network with Chiefs and Sheriffs.

Ken Hohenberg noted that it is difficult to believe that his term as President is coming to a close. It's been a great year. He thanked WASPC staff for all of the support and assistance they've provided to him. It has been much appreciated.

With no further business to discuss, the meeting adjourned at 12:11 p.m.

Respectfully submitted,

Deb Gregory
Executive Assistant