



EXECUTIVE BOARD MEETING

TRAINING ROOM | 3060 WILLAMETTE DRIVE NE | LACEY, WA 98516

March 17, 2020 | 10:00 AM

CALL TO ORDER

President Ken Thomas opened the meeting at 10:00 AM. There was a quorum present, most via conference call, with the following Board members participating:

President John Snaza, Thurston County Sheriff's Office	President-Elect Craig Meidl, Chief, Spokane PD (by phone)
Chief Steve Crown, Wenatchee PD (by phone)	Sheriff Bill Benedict, Clallam County (by phone)
Vice President Sheriff Rick Scott, Grays Harbor County Sheriff's Office (by phone)	Mitzi Johanknecht, Sheriff, King County (by phone)
Chief Rod Covey, Port of Seattle PD (by phone)	Treasurer, Chief Brett Vance, Montesano PD (by phone)
David Trujillo, WA State Gambling Commission (by phone)	Special Agent in Charge Ray Duda, FBI Seattle (by phone)

The following WASPC staff were in attendance:

- Steve Strachan
- Kim Goodman
- John McGrath (by phone)
- Jamie Weimer
- Raeanne Myers
- Joan Smith
- Deb Gregory

CALL TO ORDER

Approval of 1/14/2020 Meeting Minutes

Chief Brett Vance moved to approve the 1/14/2020 meeting minutes as presented. Chief Craig Meidl seconded. The motion carried.

REPORTS

Finance & Personnel Committee-Chief Brett Vance

Check disbursements

For the period 1/6/2020 through 3/9/2020, the following checks, 41974 through 42188, were disbursed totaling \$2,685,031.23.

All statements are presented through December 31, 2019. Statements are presented prior to closing entries being performed. Expect additional minor fluctuations for items not limited to, Depreciation, accrued revenues and expenses, bad debt, adjustments to accounts receivable and accounts payable.

APPROVED 6/23/2020

Overall, YTD expenses are in line with YTD revenues. Operations were very similar to 2018. No concerns

Page 1 – Statement of Financial Position (p. 1)
Cash balance adequate for daily operations.

Page 2 – Statement of Activities & Functional Expenses (p. 2 & 3)

Grant revenues and expenses – These fluctuate throughout the year. Review of the individual programs determine the figures are in line with expectations. Federal grants were lower in 2019. (additional discussion point)

Monitoring Revenues & Expenses – continue to see client contract increases, especially in our contract with the WA Department of Corrections. Expenses have increased proportionately. Sales - LEMAP and Accreditation revenue up \$40K in 2019. These services fluctuate based on agency request.

Lease income decreased in 2019 due to LCB lease cancellation in Aug 2019.

Critical Incident Mapping down \$90K in 2019. These are services performed at the requests of schools for mapping of new and remodeled schools.

Chief Steve Crown moved to approve the check disbursements and the financial report as presented. Chief Craig Meidl seconded. The motion carried.

Other items:

FY2019 Annual Audit – Due to the decreased federal grants revenues in 2019, WASPC is below the \$750K threshold for a federal award audit. We will continue to contract with Clark Nuber for our financial statement audit.

WASPC's money market fund is being monitored. State contracts likely won't change markedly.

As a result of the legislative session, Steve Strachan noted that there was some budget changes affecting WASPC that James McMahan will be reporting on next.

EXECUTIVE DIRECTOR UPDATE

- Steve has been in contact with many of his counterparts from other states and with the National Sheriffs Association on COVID-19.
- Steve has talked with Chief Cherie Harris from Kirkland and with others around the nation about personal protective supplies for law enforcement. The stockpile of PPE's is not going to be enough to meet demand. Steve advised the Board that we may want to start communicating to our members that they should plan as if they won't be receiving any additional equipment. Agencies are being very deliberate about which types of calls require use of face masks.
- Chief Scott Behrbaum of Issaquah has advised Steve that the National Guard may be mobilized soon. Steve will be discussing this with the Governor's Office later today and will request that law enforcement personnel be exempt from this mobilization.

- Law enforcement is one of the most visible parts of government that citizens see. It is important to communicate with our communities through social media and other methods. Barbara Smith, WASPC's communications consultant, is available to assist agencies with their social media, and press releases when and if needed.

Legislative Status

The state brought in an unexpected \$940M more than it had brought in for this biennium. That did provide WASPC with some additional funding. Most, if not all, of the increased funding will be cut out in the 2021 session. We may expect to see some Governor directed freezes.

It was important to get some additional increases in BLEA classes. We will see an increase from 19 to 21 classes per year. A minimum number of classes are to be held in Spokane. As many as 18 can be held at CJTC's campus in Burien.

WASPC held a press conference regarding proposed cuts to the Department of Corrections (DOC) Community Corrections Officer (CCO) program. The final budget reduced community supervision by about \$5.4M and cut only about 20 CCO's, but DOC is on pace to make more cuts. WASPC's hope was that if the legislature enacted the cuts, that the savings associated be appropriated into a special account, used to promote successful re-entry back into the community. Unfortunately, that didn't happen.

There were two pieces of legislation passed on officer mental health and wellness. One will be housed at WASPC and the other at CJTC. \$380K of new money will come to WASPC to hire several staff people to administer the programs so as not to duplicate efforts between the two agencies.

WASPC also received \$2M for FY 2021 to provide grants to local law enforcement agencies to look at their cold sexual assault case files.

WASPC also received \$322K per year in base funding.

WASPC received \$20K per year for a bicycle helmet distribution program for kids who are riding without helmets. We will work in concert with fire departments on this program.

The bill to change the structure to fund BLEA did not pass. The bill to require certification of Corrections Officers did pass. The effective date occurs June 30, 2021 for new hires. Those hired before that date will be grandfathered in.

The qualifications for Sheriffs bill also did not pass.

Legislation did pass to create a single point firearms background system. The Washington State Patrol received \$9M in this biennium to start standing up a system that will do all firearm purchase and background checks in Washington State. It will relieve all law enforcement agencies of that unfunded mandate.

James is now working on the end of session report that will outline all of the bills WASPC

tracked this session for the membership. As always, if there are questions, please let Steve or James know.

President John Snaza thanked James for all of the work he did throughout session. It takes a lot of time and effort to track and follow up with legislators on bills of interest to the membership. James' work is much appreciated by all.

Spring 2020 Conference Update

As everyone is aware, conferences are one of the things being restricted during the COVID-19 outbreak. Even though our spring conference is outside of the dates under restriction, Steve is inclined to go ahead and cancel the event. After discussion with the Board, Kim Goodman will follow up with the Spokane Convention and the two hotel properties to see if they might be willing to extend the cut-off dates for cancellation to coincide with when schools are tentatively scheduled to reopen on April 23. Kim will follow up with each and provide information back to Steve on the responses received.

Spring 2022 and 2023 Conference Locations

WASPC currently has contracts with Spokane for spring 2020 and then we move to the Tri Cities in spring 2021. There is nothing planned for 2022 forward for either spring or fall. WASPC staff has spent a lot of time to come up with some proposals for the Board's consideration. For the spring conference, we have limited space where we can do an exposition. WASPC staff is proposing Spokane for May 2022 and May 2023 and further, that the Board allow staff to contract with Spokane for both of those conferences.

Sheriff Mitzi Johanknecht moved to approve Spokane as the location for both the Spring 2022 and 2023 conferences. Chief Craig Meidl seconded. The motion carried.

WASPC Fall 2022 and 2023 Conference Locations

For fall 2020 and 2021, WASPC will be meeting at Skamania Lodge in Stevenson, WA. They have also proposed hosting our conference in the fall of 2022 and 2023, but staff is hesitant to commit to anything further until we have been there this fall to see how well the venue works for us.

Other locations we looked at include the Lynnwood Convention Center, the Sea Tac Hilton, the Three Rivers Convention Center in Kennewick, the Vancouver Hilton, the Wenatchee Convention Center, the Pasco Red Lion, and the Yakima Convention Center. At several of the locations, if there was interest by the Board, it would require that WASPC move the conference up a week sooner than we would normally meet as our preferred dates have already been booked by other groups. Those locations include the Tri Cities for both 2022 and 2023, and Wenatchee for 2022.

President John Snaza mentioned that moving the conference up a week earlier in 2022 would impact the November elections for some of the members, so probably not a good idea to consider that. After additional discussion, it was decided to postpone any decision on the locations for the Fall 2022 and 2023 conferences and to advise each of the venues that we will review these proposals at a later date. WASPC staff will follow up with each venue.

Jail Standards

John McGrath, WASPC Jail Liaison, is looking at a number of different standards created in other states that can be applied in Washington State. Smaller jails would have fewer standards to meet, and larger jails more standards to meet. Ultimately, this will assist with some of the citizen concerns that Washington State does not have any standards for its jails. More to come on this.

Jail Managers COVID-19 Working Group

John has also created a work group for the majority of the jails throughout the state and a file sharing system for postings to the team site to share information. A number of different documents have been created with the assistance of Dr. Marc Stern. The documents have been categorized by different suggestion types so as the Jail Managers begin to experience different issues, they have a base to go to for information. So far, none of the jails have been affected. The statewide school closures may start affecting staffing schedules. Steve Strachan noted that Dr. Stern's work is being shared nationally and we've been getting great feedback on the materials he's put together.

GOOD OF THE ORDER

Approval of Membership

The WASPC Membership Committee submitted eight (8) Active applications, sixteen (16) Associate applications, two (2) Affiliate applications, and one (1) Life Member nomination with a recommendation that the Executive Board approve all of them.

Chief Brett Vance moved that the applications recommended by the WASPC Membership Committee, be approved. Chief Craig Meidl seconded. The motion to approve carried.

2020 Executive Board Meeting Schedule - Reminder

- May 19, 2020 – Spokane Convention Center, Spokane, WA
- September 9-11, 2020 – Alpen Rose Inn, Leavenworth, WA
- November 17, 2020 – Skamania Lodge, Stevenson, WA

There being no further business to conduct, the Board adjourned at 11:15 a.m.

Respectfully submitted,

Deb Gregory
Executive Assistant