

YAKCORPS Operations and General Membership Joint Meeting

May 11, 2023

1000-1100

SunComm CORE Room

2403 South 18th Street

Union Gap, WA 98903

OPERATIONS BOARD

- Approval of meeting minutes from February 9, 2023
 - Approval of Special meeting held April 7, 2023.
 - **Motion to approve meeting minutes as presented- Chief Lange- Second Greg Klutts.**
- Turning on auto-case number generation for the call natures of Traffic Offense and Social Contact.
 - This is a request coming from SSPD needs and will need to be approved by this board. SSPD is requesting for law incident number AXON for the body cameras.
 - **Motion to add the two nature codes Traffic Offense and Social Contact-Motion to approve Chief Clary Second-Commissioner Dave Charvet. Motion passed unanimously.**
- Chief Lange motioned to recess Operations Board for 30 minutes to allow the YAKCORPS General Membership to convene. Motion seconded by Commissioner Dave Charvet. Motion passed unanimously.
- Meeting recessed for 30 minutes.

GENERAL MEMBERSHIP

- Commissioner Curtis calls the YAKCORPS General Membership Meeting to order at 10:20 AM.
- A request for a Special Meeting of the YAKCORPS General Membership was noticed on April 26,2023 to convene and discuss two proposed amendments to the YAKCORPS Interlocal Agreement. All member jurisdictions were notified more than 10 days in advance.
- Commissioner Curtis highlights that at the General Membership Meeting it would take 2/3 of the members in attendance to put forth the proposed amendments.
- Commissioner Curtis asks Dale Panattoni to present an overview of the proposed amendment regarding amending the Fiscal Agency from the City of Yakima to Yakima County.
- Dale highlights the process flows and gaps YAKCORPS experiences due to Yakima County being the IT component and City of Yakima being the fiscal component.
- Proposed Amendment

- YAKCORPS ILA Article 11 – Fiscal Agency
 - Changing Fiscal Agency from Yakima City to Yakima County pursuant to agreed recommendation of Executive and Operations Boards from February 9, 2023 meeting
- **Attachments (4)** pertaining to this agenda item
 - YAKCORPS ILA Article 30 Amendments (Rules for amending the ILA)
 - YAKCORPS ILA Articles 4 General Membership & 5 General Membership Board
 - YAKCORPS ILA Article 11 Fiscal Agency (Current)
 - DRAFT of new YAKCORPS ILA Article 11 Fiscal Agency
 - **Motion to make the change to the ILA for billing purposes switch from City to County. Motion to approve-Commissioner Dave Charvet- second BOCC Kyle Curtis. Motion passed unanimously.**
 - Dale mentioned that we need to reach and schedule a meeting between the City and County contacts to transfer the knowledge transferred for billing purposes. Dale will take point on this project.
- YAKCORPS ILA Article 9 – Operating Committees
 - Proposal to change the YAKCORPS ILA so that YAKCORPS would create 8 standing committees with the new committee being called “Public Safety Radio Communication.”
 - There has been a discussion and recommendation coming from the YCIC group to that YakCorp would be the governance body for the combined Public Safety Radio System. If YakCorp becomes a governance body there will be some changes.
 - Frequency of the meetings will have to be more than quarterly.
 - Identify the board that would oversee the radio project.
 - YakCorp is also that Pros. & Jail we wouldn’t necessarily need their votes.

- We would have 50% that would not be users. Chief Ken Shipman feels that the governance should be in place. Strongly supports as we already have a system we will just need to fine tune it.
- BOCC Kyle Curtis discussed Operating Committees be useful to add the 8th operations committee named Radio for communications operating as the YICC.
 - **BOCC Kyle Curtis made the motion recommendation to add to the list of Operating Committees page 15 in Section A, of the ILA an eighth committee named “Public Safety Radio Communications”-Second Mayor Sherry Raymond. Motion passed unanimously.**
 - Two components for the ILA
 - Fiscal responsibilities
 - Adding an 8-subcommittee for the radio-BOCC Kyle Curtis and Dale will take point.
 - Authorize that committee to approve a specified dollar amount.
 - Anything above 10k needs to be approved of the Executive Board.
- Commissioner Curtis highlights that the proposed amendments discussed today will be sent to all member jurisdiction for their review and approval.
- Mayor Raymond moves to adjourn the YAKCORPS General Membership Meeting. Commissioner Curtis seconds. Motion carries

OPERATIONS BOARD

- Chief Lange reconvenes the Operations Board Meeting at 10:50am.
 - Proposal for 2024 YAKCORPS Spillman budget
 - Dale provided a budget summary of all charges by agency and by city. Each city and department can see there counts.
 - Itemized billing for 2024 will be emailed out.
 - To calculate the cost the number of Spillman users and the number of

expenses. Spillman has a 7% increase as well as labor cost. Overall, we have an 11% increase.

- Some agencies don't use a Spillman login but they are charged a fee for access. The cost per user is approximately \$282.16. Plus, software and support on top of this charge.
 - The bylaws states that the budget needs to be presented by May 31, 23. The executive board will forward to the General Membership has to have the final approval by September 15, 23.
 - **Motion to approve proposed budget as presented- Chief Lange- Second Greg Klutts. Motion passed unanimously.**
- MDT messages City of Toppenish wants to shut (MDT) Chief Clary feels that it is one more thing that they have to track.
 - **Motion to approve City of Toppenish to opt out of MDT messages. Motion to approve Chief Clary- Second Chief Smith. Motion passed unanimously.**

- Good of the Order
- Meeting adjourned at 11:15 am

YAKCORP OPERATIONS BOARD		INITIAL	YAKCORP EXECUTIVE BOARD		INITIAL
Sheriff (Chair)	Bob Udell	X	BOCC (Chair 10/06/22)	Kyle Curtis	X
Designee	CarriAnn Ross		Mayor of Yakima (vc 10/06/22)	Janice Deccio	
Yakima PD Chief	Matt Murray	X	Alternative		
Alternate	Lt. Tory Adams		Mayor UV Cities	Sherry Raymond	X
Upper Valley PD Chief	Dan Christman, Selah (10/06/22)	X	Mayor Sunnyside	Dean Broersma	
Lower Valley PD Chief	John Clary, Toppenish	X	Mayor LV Cities	Jose Trevino, Granger (10/06/22)	
Yakima FD Chief	Aaron Markham	X	Fire Commissioner LV	Dave Charvet	X
Alternate	DC Jeremy Rodriguez		Fire Commissioner UV	Brad Helms	
YFD #5 Chief	Ken Shipman	X			
Alternate					
Upper Valley FD Chief	Jim Lange, Selah	X	GUESTS		
Alternate	Nathan Craig, WV	X	City of Yakima Finance	Jennifer Ferrer	
Lower Valley FD Chief	Tim Smith, Toppenish	X	City of Yakima Finance	Jennifer Tippet	
Director DOC	Jeremy Welch		Advanced Life Systems	Donald Sharp	
Pros Atty City or County	Joe Brusica, County		Advanced Life Systems	Kadie Maranto	
Alternate	Ryan Bleek, City		YPD Apps Specialist	Brian Buchert	X
SunComm 911 Mgr.	Erica McNamara	X	YFD 12 Commissioner	Jim Borst	
Alternate	Angela Brown		YFD 14 Commissioner	Kevin Jorgensen	
			City of Toppenish	Debbie Zabell	
			City of Union Gap	John Hodkinson	
SPECIAL REPRESENTATIVES					
Yakima County IT Director	Dale Panattoni	X			
City of Yakima IT Manager	John Carney	X			
City/Co Courts Record Sys	Megan Saxton				
Spillman Administrator	Stephen Bland	X			
Alternate	Amanda Callahan	X			