

# WASHINGTON ASSOCIATION OF SHERIFFS & POLICE CHIEFS

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*Serving the Law Enforcement Community and the Citizens of Washington*



## EXECUTIVE BOARD MEETING MINUTES

May 23, 2017 | Room 206AB | Spokane Convention Center  
Spokane, Washington  
4:15 PM

### CALL TO ORDER

President Ken Hohenberg opened the meeting at 4:15 PM. There was a quorum present with the following Board members in attendance:

Chief Ken Thomas, Kent Police Department	Chief Dusty Pierpoint, Lacey Police Department
Mark Couey, Director, Criminal Investigations Unit, OIC	Chief Ken Hohenberg, Kennewick Police Department
Chief Steve Strachan, Bremerton Police Department	Sheriff John Turner, Walla Walla County
Chief Robert Torgerson, Aberdeen Police Department	Sheriff Brian Burnett, Chelan County
Sheriff John Snaza, Thurston County	

The following guests were in attendance:

- Sheriff Dave Stanko, Jefferson County Sheriff's Office
- Rex Caldwell, WA State Criminal Justice Training Commission

The following WASPC staff were attendance:

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

President Ken Hohenberg opened the meeting at 4:18 PM with self-introductions around the room. As outgoing President, the Chief thanked the Executive Board for their support during his term this past year.

Approval of the 3/14/2017 E-Board Meeting Minutes

**Motion: Chief Ken Thomas moved to approve the 3/14/17 meeting minutes as submitted. Sheriff John Snaza seconded. The motion to approve carried.**

## Finance & Personnel Committee Report

**Donation Request**—Assistant Chief William Pierson (Auburn PD) has made a donation request for \$1000 to assist with the Kiwanis Law Enforcement Youth Camp. This will be discussed later on the agenda for action.

**Audit** – Field work for WASPC’s annual financial statement and A133 audit was completed on May 11th. We expect the report to be issued in June with no findings. The auditors will work with Kim Goodman to review procurement guidelines. WASPC expects to make an adjustment to our standard to bring us to the federal minimum, of \$3500.

### **Finance statements presented through March 31, 2017**

Page 1 – Balance Sheet (Statement of Financial Position)

- Cash balance at month-end includes \$425,000 payable to the City of Seattle for the Internet Crimes against Children grant. Our investment account continues to produce small gains. The finance committee will be meeting with our investment advisor to review our strategy to ensure we are maximizing or investment funds.
- Pages 2 & 3– Income Statement (Statements of Activities and Changes in Net Assets) & Functional Expenses

Revenues and expenses at the end of the first quarter are as expected. Timing plays a significant factor to the comparison from prior years. This is due to the grant cycles for the various grants. Sex offender address verification grants (\$1.2 million per quarter) are paid in the month following quarter end. Traffic grants (\$435K) are awarded in January and reimbursements begin to come in late March/early April. SECTOR equipment is purchased later in the fiscal year (\$40K). Professional fees for the Jail Booking and Reporting System, Sex Offender Website, and Victim Notification system are paid annually and reported in January for financial statement presentation.

Vouchers written from 3/10/17 through 5/17/17 total \$1,868,656.40 (check numbers 38620-38771)

**WASPC Conferences/Sponsors** We have 100+ exhibitors. It’s important for us to spend time visiting with the exhibitors. Please encourage fellow attendees to visit the exhibition. There will be multiple give-aways including \$100 cash (at each coffee break), \$250 gift cards to Cabelas and Amazon, as well as exhibitor give-aways (firearm, iPad, variety of gift cards, etc.)

Sponsor/Exhibitor support helps us off-set the conference expenses as well as carrying forward profit to the Fall Conference in Chelan.

**Motion: Director Mark Couey moved to approve the Finance & Personnel Committee report and the checkbook register report as submitted. Sheriff John Turner seconded. The motion to approve carried.**

## 2017 Legislative Update—James McMahan

None of the legislative budgets impact WASPC to date. Neither the House, the Senate nor the Governor’s Office have proposed any cuts to programs. Special Session 1 just adjourned today and Special Session 2 was immediately called into session. Budget negotiations have been moving very slowly.

## Sex Offender Model Policy Changes

Jamie Weimer summarized the substantive changes to the existing policy which include:

- Added information regarding SORNA
- Provided clarification on responsibility to notify WSP for out of state offenders.
- 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.
  - Possible statutory change at later date.
- Added clarification on refusal to provide DNA.
- Added section on Offender Watch and memorializing use of the system.
- 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 the Sex Offender Policy Board.
- Renamed and moved sex offender monitoring section (registration and verification). Added information.
- Added section on address verification grant program.
- Revised public disclosure section and included brief information on Zink case.
- Added note on social media use regarding community notification bulletins.
- Removed the requirement to maintain an offender notebook (notification checklist).
- Added Offender Watch best practices as an appendix (currently this information is in a separate document).
- Rearranged appendix pages.
- Updated sample flyers/postcards with current information.
- Updated Resources to include resources for law enforcement.

**Motion: Sheriff John Snaza moved that the revised Sex Offender Model Policy be forwarded to the general membership with a recommendation to ratify the document. Chief Ken Thomas seconded. The motion to approve carried.**

Revisions to the Jail Standards and Law Enforcement Standards—Mike Painter and Ned Newlin  
 Mike Painter outlined the changes to the law enforcement accreditation standards. He noted that if approved by the Board today, these changes would become effective July 1, 2017.

Ned Newlin then discussed the changes to the jail accreditation standards and noted that these changes had been developed and vetted by a work group of the Corrections Committee over this past year. The Corrections Committee approved the changes and moved them to the Professional Services Committee, which unanimously approved them and recommended approval by the Executive Board.

**Motion: Chief Steve Strachan moved to approve the changes to the Law Enforcement Accreditation Standards and the Jail Accreditation Standards as presented. Sheriff John Snaza seconded. The motion to approve both sets of changes carried.**

Sheriff John Snaza asked if any of the tribal police departments who run jails have expressed any interest in getting their jails accredited. Mike Painter responded that the Nisqually Tribal Police Department is the only tribal jail to express interest to date.

Approval of Accredited Agencies—Mike Painter

Mike Painter announced that Chief Mike Warren from Ephrata PD was elected as the new Chair of the Accreditation Commission.

There are seven (7) agencies that are up for accreditation or reaccreditation.

Reaccreditation:

- Camas PD
- Clallam County Sheriff's Office
- Everett PD
- Medina PD
- Mercer Island PD

New Accredited Agencies:

- Bainbridge Island PD
- Snohomish County Sheriff's Office

**Motion: Chief Dusty Pierpoint moved to approve the accreditation and reaccreditation of the agencies. Chief Ken Thomas seconded. The motion carried.**

Kiwanis Law Enforcement Youth Camp Request

Assistant Chief of Police William Pierson from Auburn PD is currently President of the Kiwanis Law Enforcement Youth Camp which is conducted each year at the WSP Academy in Shelton along with several state and local law enforcement personnel. The Chief submitted a request to WASPC seeking a \$1,000 contribution to help with funding a portion of the camp being held in July of this year.

**Motion: Mark Couey moved to approve WASPC contributing \$1,000 to assist the youth camp this year. Chief Robert Torgerson seconded. The motion carried.**

Appriss/Health Care Authority Program Update—Mitch Barker

The state Health Care Authority (HCA) wanted to have an extract that would give them the status of people in police custody via the JBRS system. It has been a long process, but Mitch was pleased to report that WASPC has completed a contract with HCA that is now in place.

Approval of Membership—Chief Chuck Spoor (via written correspondence)

Twenty six (26) membership applications were submitted for the Board's approval. Six Active and twenty (20) Associate.

**Motion: Chief Dusty Pierpoint moved to approve the list as submitted.**

Chief Ken Thomas asked about the application from Raleigh Evans, President/Owner of Seattle's Finest Security & Traffic Control and why at the Associate level vs. the Affiliate level. Mr. Evans is an honorably retired Seattle Police Department officer which would qualify him for membership at the Associate level. Sheriff John Snaza commented that it might make more sense

for him at the Affiliate level since he applied for membership as President/Owner of Seattle's Finest.

Sheriff John Turner suggested a friendly amendment to the original motion on the floor that Mr. Evans' membership application be withheld until it can be determined which level it should be approved at. After additional discussion, *Chief Pierpoint withdrew his original motion.*

**New Motion: Chief Dusty Pierpoint moved to approve the list as presented except for Raleigh Evans of Seattle's Finest, which will be approved at the Affiliate level, not Associate. Mark Couey seconded. The revised motion carried.**

### **New Business**

#### **Proposed WASPC Model Policy**

James provided a copy of a proposed WASPC Model Policy on Referring a Person Who is the Subject of a Report of Threatened or Attempted Suicide to a Mental Health Agency. The policy was approved by the Model Policy at today's committee meeting with a recommendation that the Board approve the policy and move it forward to the general membership for adoption.

This came as a result of legislation passed in 2016 requiring all general authority law enforcement agencies in the state to adopt a policy establishing criteria for an LE officer to refer a person to a mental health agency after receiving a report of threatened or attempted suicide.

**Motion: Chief Robert Torgerson moved that the new policy be moved to the General Business meeting on Thursday for general membership ratification. Sheriff John Snaza seconded. The motion carried.**

Mitch Barker, WASPC, thanked Chief Hohenberg for his service this past year as WASPC President. Mitch commented that the Chief represented WASPC's interests on the Use of Deadly Force Task Force in an exemplary manner.

With no further business to discuss, the meeting adjourned at 5:15 PM

Respectfully submitted,

Deb Gregory  
Executive Assistant