

September 22, 2022



BOARD OF DIRECTORS MEETING

**Hal Holmes Community Center
Kittitas County
Ellensburg, Washington**



WSAC BOARD OF DIRECTORS MEETING

Thursday, September 22, 2022, 8:30 a.m. - 12:00 p.m.
 Lunch provided - noon - 1:00 p.m.
 WSAC Legislative Steering Committee - noon - 5:30 p.m.

Kittitas County
 Hal Holmes Community Center
 209 N. Ruby Street
 Ellensburg, WA 98926

Join Meeting by Zoom

<https://wsac-org.zoom.us/j/82053184034?pwd=SWRBK0dWTWIEK2xRL00wcDI0UHhiQT09>

Meeting ID: 820 5318 4034

Passcode: 200303

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TIME*	Encl.	PRESENTER(s)	AGENDA	TYPE
8:30 a.m.		President Stephens	CALL TO ORDER and Introductions; Establish Quorum	
	✓	President Stephens	1. APPROVE Agenda	Action
	✓	President Stephens	2. APPROVE MINUTES: May 11, 2022	Action
		President Stephens	3. President's Report	Report
WSAC BUSINESS				
8:40 a.m.		President Stephens	4. Public Comment - Limited to Items on the WSAC Board of Directors Agenda	
8:45 a.m.	✓	Eric Johnson Juliana Roe Pacifica Law Group David Hackett	5. Litigation Program Update –Executive Session Regarding Current and Pending Litigation - Indigent Defense - Blake Decision - Amicus Brief Update	Update Possible Action
9:15 a.m.		Break		
9:30 a.m.	✓	WSAC Officers: President Stephens 1 st Vice President Kuney 2 nd Vice President Janicki Immediate Past President Largent Past President Gelder WSAC Staff: Eric Johnson Bridget Lockling	6. 2023 Proposed WSAC Budgets a) Proposed 2023 WSAC Operating Budget b) Proposed 2023 Special Fund Budget c) Proposed 2023 WSAC Strategic Litigation and Communication Program Budget d) Proposed 2023 General, Transportation, Public Lands, Human Services, and Strategic Litigation and Communication Dues Assessment Schedules Actions: Consider Adopting Resolution 2022-21 a) <i>Recommending Proposed 2023 WSAC Operating Budget</i> b) <i>Recommending 2023 WSAC Special Fund Budget</i> c) <i>Recommending 2023 Strategic Litigation and Communication Program Budget</i> d) <i>Recommending 2023 WSAC General, Transportation, Public Lands, Human Services, County and Regional Planning and Strategic</i>	Action

TIME*	Encl.	PRESENTER(s)	AGENDA	TYPE
			<i>Litigation and Communication Program Dues Assessment Schedules</i>	
10:30 a.m.	√	President Stephens Eric Johnson	7. 2022-2023 Legislative Steering Committee Roster Actions: Consider Confirmation of 2021-2022 Legislative Steering Committee Roster Resolution: 2022-22	Action
10:40 a.m.	√	President Stephens Eric Johnson	8. 2022-2023 Federal Issues and Relations Committee Actions: Consider Confirmation of 2022-2023 Federal Issues and Relations Committee Roster Resolution: 2022-23	Action
10:50 a.m.	√	Jessica Strozewski Eric Johnson	9. Boards and Commissions (Nominations and Appointments) Actions: Consider Adopting Resolutions: 2022-24 ~ 2022-25	Action
11:00 a.m.	√	Bridget Lockling Eric Johnson	10. Comprehensive Policy Manual Updates a) Telework/Remote Workplace Actions: Consider Adopting Resolution 2022-26 to amend WSAC Comprehensive Policy Manual a) Telework/Remote Workplace	Action
11:30 a.m.	√	Paul Jewell	11. Encumbered Lands Policy Actions: Consider Adopting Encumbered Lands Policy Resolution: 2022-27	Update
STAFF REPORTS – SUBMITTED IN WRITING				
	√	Eric Johnson	12. Executive Director	Report
	√	Bridget Lockling	13. Finance, Administration, Operations, Member Services	Report
	√	Paul Jewell	14. Policy and Legislative Relations	Report
OTHER BUSINESS				
11:40 a.m.		Commissioner Gelder President Stephens Commissioner Weber Commissioner McCart Others	15. National Association of Counties (NACo) Reports	Report
		Board Members	16. WSAC Board of Director Reports from Activities on Statewide Boards and Commissions <i>Presentation by WSAC Board Members on Current Issues relating to Statewide Boards and Commissions they serve/represent WSAC on</i>	Report
Noon		President Stephens	Adjourn	
		LUNCH PROVIDED	Legislative Steering Committee: 1:00 p.m. – 5:30 p.m.	

*ALL times are approximate only

Next Meeting of the WSAC Board of Directors

Monday, November 14, 2022 – 11:00 a.m. – 3:00 p.m.

King County – Renton WA

2022 County Leaders Conference – lunch provided

Hyatt Regency Lake Washington

Count	ByLaws Ref	Population	Executive Board Seat	Title	First Name	Last Name	County
13.5	< Quorum						
1	3.4a		President	Councilmember	Jamie	Stephens	San Juan
2	3.4a		1st Vice-President	Commissioner	Mary	Kuney	Spokane
3	3.4a		2nd Vice-President	Commissioner	Lisa	Janicki	Skagit
4	3.4b, 3.17.2		IP-President	Commissioner	Michael	Largent	Whitman
			Board Seat	Title	First Name	Last Name	County
5	3.4b		P-President	Commissioner	Robert	Gelder	Kitsap
6	3.4b		P-President	Commissioner	Scott	Hutsell	Lincoln
7	3.4b		P-President	Commissioner	Dave	Sauter	Klickitat
8	3.4f	2,226,300	King County Executive	Executive	Dow	Constantine	King
9	3.4e 1	2,226,300	King County Council	Councilmember	Joe	McDermott	King
10	3.4e 2	888,300	Pierce County	Councilmember	Ryan	Mello	Pierce
11	3.4e 3	818,700	Snohomish County	Councilmember	Megan	Dunn	Snohomish
12	3.4e 4	515,250	Spokane County	Commissioner	Josh	Kerns	Spokane
13	3.4e 5	488,500	Clark County	Councilor	Karen	Bowerman	Clark
14	3.4e 6	285,800	Thurston County	Commissioner	Tye	Menser	Thurston
15	3.4e 7	270,100	Kitsap County	Commissioner	Charlotte	Garrido	Kitsap
16	3.4e 8	255,950	Yakima County	Commissioner	Amanda	McKinney	Yakima
17	3.4e 9	225,300	Whatcom	Executive	Satpal	Sidhu	Whatcom
18	3.4e 10	201,800	Benton	Commissioner	Will	McKay	Benton
19	3.4d 1		Eastern Region	Commissioner	Wes	McCart	Stevens
20	3.4d 2		Eastern Region	Commissioner	Chris	Branch	Okanogan
21	3.4d 3		Eastern Region	Commissioner	LaDon	Linde	Yakima
22	3.4d 4		Eastern Region	Commissioner	Art	Swannack	Whitman
23	3.4c 1		Western Region	Commissioner	Vickie	Raines	Grays Harbor
24	3.4c 2		Western Region	Councilmember	Nate	Nehring	Snohomish
25	3.4c 3		Western Region	Commissioner	Mark	Ozias	Clallam
26	3.4c 4		Western Region	Commissioner	Dennis	Weber	Cowlitz
			Board Alternate Seat	Title	First Name	Last Name	County
1	3.4f	2,226,300	King County Executive	Councilmember	Reagan	Dunn	King
2	3.4e 1	2,226,300	King County Council	Councilmember	Vacant		King
3	3.4e 2	888,300	Pierce County	Councilmember	Derek	Young	Pierce
4	3.4e 3	818,700	Snohomish County	Councilmember	Jared	Mead	Snohomish
5	3.4e 4	515,250	Spokane County	Commissioner	Al	French	Spokane
6	3.4e 5	488,500	Clark County	Councilor	Gary	Medvigy	Clark
7	3.4e 6	285,800	Thurston County	Commissioner	Gary	Edwards	Thurston
8	3.4e 7	270,100	Kitsap County	Commissioner	Vacant		Kitsap
9	3.4e 8	255,950	Yakima County	Commissioner	Ron	Anderson	Yakima
10	3.4e 9	225,300	Whatcom	Councilmember	Kaylee	Galloway	Whatcom
11	3.4e 10	201,800	Benton	Commissioner	Jerome	Delvin	Benton
12	3.4d 1		Eastern Region	Commissioner	Chris	Seubert	Asotin
13	3.4d 2		Eastern Region	Commissioner	Brad	Peck	Franklin
14	3.4c 1		Western Region	Councilmember	Christine	Minney	San Juan
15	3.4c 2		Western Region	Councilor	Temple	Lentz	Clark
			Affiliate Presidents	Board Affiliates (Non-voting Mbrs)	First Name	Last Name	County / City
			ACCIS		Matthew	Ray	City of Edgewood
			ACHS		Mike	Etzell	Island
			WACCCs		Julie	Kjorsvik	Kittitas County
			WCAA		Gary	Petrovich	Spokane
			WSACE		Letticia	Neal	Pierce
			WSACRPD		Mark	Personius	Whatcom
			WSALPHO		Theresa	Adkinson	Grant
			WSEMA		Chandra	Fox	Spokane
			WSUEXT		Carrie	Backman	Wahkiakum
			WACSWM	Chair	Deb	Geiger	Spokane

Washington State Association of Counties
MINUTES OF MEETING OF THE BOARD OF DIRECTORS

May 11, 2022

Opening

The Board of Directors of the Washington State Association of Counties (WSAC) met on Wednesday, May 11, 2022, starting at approximately 5:06 p.m. at the Marriott Tacoma Downtown, Pierce County, Tacoma, Washington, and also via Zoom. According to Association Bylaws, all directors and alternates were appropriately notified of the meeting.

Board members present: President Jamie Stephens, 1st Vice President Mary Kuney, 2nd Vice President Lisa Janicki, Immediate Past President Michael Largent, Past President Robert Gelder, Past President Scott Hutsell, Past President David Sauter, Past President Stephanie Wright, Chris Branch, Megan Dunn, Al French, Kaylee Galloway, LaDon Linde, Wes McCart, Joe McDermott, Will McKay, Amanda McKinney, Ryan Mello, Christine Minney, Nate Nehring, Mark Ozias, Brad Peck, Chris Seubert, Art Swannack, and Dennis Weber. A quorum was present.

Staff and others present: Eric Johnson, Bridget Lockling, Mellani McAleenan, Jaime Bodden, Travis Dutton, Lynn Fiorillo-Lowe, Chris Goodwin, David Hackett, Mike Hoover, Paul Jewell, Paul Lawrence, Jim Nelson, Mitch Netzer, Lisa Olsen, Bill Peach, Juliana Roe, Brianne Steere, Curtis Steinhauer, Jessica Strozewski, and Axel Swanson and Greg Tompkins

Call to Order and Approval of Agenda: The meeting was called to order at 5:06 p.m. It was moved by Michael Largent, seconded by Wes McCart, to approve the agenda as proposed. The motion passed.

Approval of Minutes of the previous meetings: A motion was made by Scott Hutsell and seconded by Robert Gelder to approve the minutes as drafted. The motion was carried to approve the minutes of the February 2, 2022, WSAC Board of Directors Regular Meeting. The motion passed.

President's Report: President Stephens reported his attendance at the January NCCAE Presidents and Executives Meeting in Washington, DC. Commissioner Michael Largent and Eric Johnson joined him.

WSAC Business Actions

The Board announced an **EXECUTIVE SESSION** in compliance with RCW 42.30. 110(1)(i), to discuss current and potential litigation at 5:18 p.m. for forty-five minutes. WSAC's legal counsel, Paul Lawrence, was present and provided updates. No decisions were made. The **EXECUTIVE SESSION** concluded at 5:50 p.m.

Mellani McAleenan updated the members on the current Amicus Brief requests (report included in board packet) that WSAC is involved.

Supporting Stevens County Commissioner Wes McCart for NACo WIR 2nd Vice President

Commissioner Dennis Weber and Eric presented the background and content on the WIR 2nd Vice President position on the NACo Western Interstate Region (WIR) Board. The representative will serve as WSAC's representative for counties under 180,000.

Resolution #2022-07: A motion was made by Dennis Weber and seconded by Stephanie Wright to approve Resolution #2022-07, WSAC shall cast five votes for Commissioner McCart for the NACo WIR 2nd Vice President position and encourage other WIR states to do the same. The motion unanimously passed.

2021 Un-Audited Financials

Bridget Lockling submitted to the WSAC Board of Directors the unaudited financial report for 2021, as shown in the board report.

Statewide Boards and Commissions

Jessica Strozewski presented the State Boards and Commission positions up for approval.

Resolution #2022-08: There are two vacancies on the County Design Standards Committee. Grace Admundsen Barnkow, Pacific County Engineer, and Wayne Cornwall, Stevens County Engineer and Public Works Director, seek the nomination for the vacancies. A motion was made and seconded to approve **Resolution #2022-08**, and the motion passed.

Resolution #2022-09: A vacancy on the County Road Administration Board population of 30,000 exists. A motion was made by Scott Hutsell and seconded by Al French to approve **Resolution #2022-09** to appoint Rob Coffman, Lincoln County Commissioner to fill the County Road Administration Board.

Resolution #2022-10: A vacancy exists on the County Road Administration Board population elected 30,000 – 150,000 exists. A motion was made by Wes McCart, seconded by Art Swannack, to approve **Resolution #2022-10** to appoint Brad Peck, Franklin County Commissioner. Motion passed.

Resolution #2022-11: A Engineer vacancy for the County Road Administration Board with a population of 30,000 – 150,000 exists. Eric Pierson, a Chelan County Engineer and Public Works Director, seeks the nomination for this vacancy. Christine Minney made the motion, seconded by LaDon Linde, to approve **Resolution #2022-11** to appoint Eric Pierson to fill the County Road Administration Board vacancy. Motion carries.

Resolution #2022-12: A vacancy on the Bridge Advisory Committee exists. A motion was made by Wes McCart and seconded by David Sauter to approve **Resolution #2022-12** to nominate Matt Pietrusiewics, Yakima County Engineer, and Jeremy Weiland, Columbia County Engineer, to seek the nomination to fill the vacancy. The motion carried.

Resolution #2022-13: A vacancy on the Transportation Improvement Board (Planning Directors or Managers): A motion was made by Al French and seconded by Lisa Janicki to approve **Resolution #2022-13**, which authorizes the slate of nominees as Derrick Braaten, Franklin County Planning and Building Director, and Scott Chesney, Spokane County Planning Director, to fill a vacancy on the Transportation Improvement Board (Planning Directors or Managers). Motion passed.

Resolution #2022-14: A motion was made by Art Swannack, seconded by Al French, to approve **Resolution #2022-14** and submit the names of Scott Hutsell, Lincoln County Commissioner, and Brian Shinn, Asotin County Commissioner, to fill a vacancy on the Transportation Improvement Board (population 125k or less). The motion passed, and their names will be submitted to the Washington State Department of Transportation.

Resolution #2022-15: A vacancy position on the Transportation Improvement Board (population 125K or more). Al French made a motion, seconded by Christine Minney, to approve **Resolution #2022-15** to fill the vacancy, nominate Sam Low, Snohomish County Councilmember, and transmit his name to the Washington State Department of Transportation. Motion carried.

Resolution #2022-16: Dennis Weber made a motion, seconded by LaDon Linde, to approve **Resolution #2022-16** and support the nominations of Arne Mortensen, Cowlitz County Commissioner, and Amanda McKinney, Yakima County Commissioner, to the Office of the Governor of Washington for the Forensic Investigations Council. The motion passed.

Resolution #2022-17: A motion was made by Joe McDermott, seconded by Mary Kuney, to approve **Resolution #2022-17** to nominate Randy Neatherlin, Mason County Commissioner, Cory Wright, Kittitas County Commissioner, Al French, Spokane County Commissioner, and Amanda McKinney, Yakima County Commissioner, to the Freight Mobility Strategic Investment Board and transmit the nominee names to the Washington State Governor's Office. Motion carried.

Resolution #2022-18: A vacancy position on the Citizens Advisory Committee on Pipeline Safety. Jerome Delvin, Benton County Commissioner, is seeking an appointment for this vacancy. A motion was made by Al French, seconded by Wes McCart to approve the appointment of Jerome Delvin to fill the position On the Citizens Advisory Committee on Pipeline Safety. The motion passed, and his name will be Submitted to the Office of the Governor.

Resolution #2022-19: WSAC staff recommends, in consultation with the WSAC Executive Committee, amending the WSAC Comprehensive Policy Manual to include Juneteenth as paid holiday for WSAC employees. An amendment will also be made in the Policy Manual to rename the Day after Thanksgiving to Native American Heritage Day. The motion was made by Rob Gelder and seconded by Dennis Weber to approve Resolution #2022-19. Motion carried.

Boards and Commissions Nomination and Appointment Process Review: Eric Johnson spoke about possible changes to Section 8 – The Boards and Commissions policy section. This section describes and guides the manner WSAC Board of Directors solicits self-nominations and selects members to serve as a county representative on one or more of the many statewide boards, commissions, committees, task forces, and workgroups as stipulated in statute or by request of an authorizing body.

The Executive Committee and several WSAC members are reviewing the matter.

Encumbered Lands Program: Paul Jewell presented the encumbered lands 2022 state supplemental operating budget proviso to the members.

Strategic Legal Activities and Communication Program Review: It has been five years since WSAC initiated the Strategic Legal Activities and Communication Program. During each WSAC Board of Directors meeting and at our Annual Membership Meeting, SLAC program reports are provided. Some Association members have recently asked for the opportunity to think about the program. Thoughts on the matter are: Is the program performing how it was intended, met the goals and expectations, are there program changes or modifications to recommend, or is there a need for the program?

Reports

Member Reports & Staff Reports: Member and staff reports are available in the board packet.

Closing

Next Meeting: The next meeting of the Board of Directors will be on Thursday, September 22, 2022.

Adjourn: There being no further business, President Jamie Stephens adjourned the meeting at 9:07 p.m.

Respectfully submitted:

Jamie Stephens, WSAC President

Lisa Janicki, WSAC Second Vice President

September 22, 2022



BUSINESS ACTION AND REPORTS

ACTIVE LITIGATION

Blake Decision

On October 3, 2021, WSAC formally joined 21 Counties as a co-plaintiff against the State to establish that the State is solely responsible for all costs associated with the Blake Decision, including the cost of vacation resentencing and for all Legal Financial Obligation LFO refunds. The desired outcome is a declaration from the Court that the State is required to indemnify counties for all Blake expenses, including all LFO refunds and the administrative costs to implement this Washington State Supreme Court decision (judicial, clerk, prosecutor, public defense, administration, and operations) that counties will incur in implementing the Blake Decision. Negotiations are occurring with the AG, and legislation was introduced to establish a program for reimbursement to counties and individuals who paid LFOs. Appropriations made by the legislature are expected to cover county expenditures for FY 21-23 Biennium. List of County Officials to be deposed has been delivered. It includes WSAC Executive Director.

While WSAC is not a party to the "Civil Survival Project" litigation (100331-5 - Civil Survival Project et al. v. State of Washington et al.), the Washington State Supreme Court denied direct review of the King County Superior Court's decision to dismiss the CSP class action and instead sent the case down to Division One Court of Appeals. This is the relief that Counties sought in opposing direct review. The Court of Appeals is fully bound by *Doe v. Fife* and the recent *Williams* case, so there appears to be little risk of reversal. This is a good indication that the Supreme Court is satisfied with how things are going and does not feel a burning need to resurrect CSP's lawsuit or wade into Blake's compliance issues. By the time this issue proceeds through the Court of Appeals and gets back to the Supreme Court, our work on implementing the Blake Decision will be further along with better data and information.

Briefing is complete on several key issues and a hearing is set in King County Superior Court on August 19. The State wants a stay in order to avoid a ruling on the merits of the case. WSAC is articulating several key points –

- State is liable for all expenses related to the Blake Decision
- The State is liable for all costs associated with future claims and liabilities from the Blake Decision
- County Elected Officials and staff were acting solely as the agent of the state in their capacity as state officials – Prosecutors, Judges, Clerks, in fulfilling the obligations of a law passed by the state legislature.

AUTHORIZED LITIGATION

Indigent Defense

Potential legal action regarding the State's constitutional duty to provide trial court indigent defense funding.

- Pacifica Law Group conducted research and analysis regarding potential and likely claims – statutory and constitutional.
- WSAC filed Amicus Brief on a case that asks if the State of Washington or the Washington State Office of Public Defense has an actionable duty to cure claimed systemic and significant deficiencies in a county's indigent defense services to juveniles charged with criminal offenses. (*Davison v. State of Washington* and *Washington State Office of Public Defense* Supreme Court, No. 96766-1) ○ In 2017, the

plaintiff, supported by the ACLU, sued the State, alleging that Grays Harbor County systemically failed to provide a constitutionally adequate indigent juvenile defense. Grays Harbor County was not named as a party to the suit. Davison asked the Thurston County Superior Court to declare that the State and OPD have a duty to act when they become aware of a systemic failure by a county to provide a constitutionally adequate indigent juvenile defense.

- The trial court ruled that the State has a duty to act if it knows of a county's systemic failure to provide constitutionally adequate indigent juvenile defense, without regard to whether the County could more appropriately remedy the problem itself.
- The State filed a motion for direct review to the Supreme Court on January 28, 2019, and the Court accepted review. ○ Formal request by the Grays Harbor Board of County Commissioners for WSAC to submit an Amicus Curiae Brief.
- The WSAC Executive Committee approved amicus involvement on April 7, 2019. ○ The Pacific Law Group, on behalf of WSAC, submitted Amicus Curiae Brief on September 27, 2019:
 - State of Washington has an *Affirmative Constitutional Duty* to assure adequacy of Indigent Defense.
 - Who (State or County) has the responsibility to fund indigent defense is not properly before the Court and should not be ruled upon.
- On November 12, 2019, oral arguments before the Washington State Supreme Court. ○ Supreme Court Ruling 6/25/20 - <https://www.courts.wa.gov/opinions/pdf/967661.pdf> ○ The Washington Supreme Court confirmed that the State ultimately bears the duty to provide indigent defense services as required under the U.S. and Washington Constitutions. While the State has the discretion to delegate to local governments responsible for providing these services, *in so doing, the State must provide local governments with the authority and means necessary to furnish constitutionally adequate indigent defense*. The Court remanded for consideration whether the systemic and structural deficiencies in the current state system, as alleged by the plaintiffs and described in WSAC's amicus brief, violate the State's constitutional duties.
- Plaintiff sought Supreme Court Re-Consideration. ○ WSAC prepared Amicus Brief to support Re-Consideration. ○ Supreme Court asked the State to respond to the request for reconsideration (9/1/2020).
- Supreme Court denied reconsideration on 10/20/2020.
- Reviewing potential concurrent or subsequent legal actions.
- WSAC initiated work on data gathering associated with indigent defense and county expenditures, systems of delivery, county revenues and expenditures, etc.
- WSAC staff will reach out to secure contact points for each County regarding this potential litigation as necessary.
- WSAC staff established a data/information steering committee with county budget and policy staff.
- WSAC contractor established indigent defense data set and dashboard for Counsel to refer to.
- WSAC explores/identifies potential co-plaintiffs as part of potential litigation, including individual counties.
- WSAC Counsel is working on an indigent defense complaint.
- WSAC is doing a political and environmental scan on filing complaints – and timing.
- WSAC will need to consider intervening in Davison v. State of Washington and Washington State Office of Public Defense Supreme Court, No. 96766-1 on remand in Thurston County Superior Court should it proceed.
- WSAC Legal Committee and Legislative Steering Committee both recommend the following to the WSAC Board of Directors:
 - There are merits and reasonable grounds to support a legal challenge to require the State to fund constitutionally required trial court indigent defense services fully; and
 - The WSAC Legislative Steering Committee and the Board of Directors should consider, respectively, recommending and authorizing a legal challenge to require the State to fully fund constitutionally required trial court indigent defense services.
- On May 5, 2021, the WSAC Board of Directors authorized a legal challenge to require the State to fully fund constitutionally required trial court indigent defense services.

- WSAC and Pacifica Law Group are identifying and meeting with potential Co-Plaintiffs (Individual Counties, Groups, Organizations, Associations, Individuals)
- We are updating data and information.
- WSAC is working with an expert on public defense to provide context to the lawsuit from a state and national perspective.
- Identifying potential "budget" coordinators to aid in the litigation. In discussion with the potential contractor. Have been in contact with Stellar Associates on providing support on budget analysis.
- Kitsap, Lincoln, and Yakima counties have joined as co-plaintiffs.
- Pacifica Law Group working with co-plaintiff counties on final preparation for filing the complaint in late August/September.
- Complaint is tentatively planned to be filed in Thurston County Superior Court.

CLOSED LITIGATION

Unfunded Mandate – WSAC, Snohomish County, Kittitas County, Whitman County v. the State of Washington

This case challenges Senate Bill 5472 (Ballot Drop Box Bill) as a violation of RCW 43.135.060, Prohibition of new or expanded programs without full reimbursement.

- Legal action authorized by WSAC Board of Directors, November 13, 2018.
- Regular and ongoing briefings with the Washington State Association of County Auditors (WSACA), Washington Association of County Officials, and Washington Association of Prosecuting Attorneys (WAPA) on potential and pending litigation.
- Gary Rowe (WSAC Contractor) worked with County Auditors/Election Managers from all 39 counties regarding Ballot DropBox installation costs, operation costs, and claims filed. They cross-checked with data from the Secretary of State's Office.
- February 2019. Facilitated meeting with WSAC and WSACA leadership to discuss pending litigation. Briefed WSACA members during the 2019 session.
- WSAC Board/LSC briefed on May 8, 2019, regarding litigation options.
- Updated WSACA on June 10, 2019, and October 2, 2019.
- Briefed WAPA on June 19, 2019. October 2, 2019. December 12, 2019. April 21, 2020. October 5, 2020.
 - Complaint reviewed by selected County Auditors and Prosecuting Attorneys for feedback and comment
- Snohomish County, Whitman County, and Kittitas County joined WSAC as co-plaintiffs.
- Highlighted claims made by other counties for unfunded mandate/ballot drop box expenses and denied by the State. Association will attempt to secure payment on behalf of those counties through standing in the case.
- A complaint was filed in King County Superior Court on December 11, 2019.
- Media press release. Minimal coverage - <https://www.heraldnet.com/news/county-sues-state-to-recoup-costs-of-new-ballot-drop-boxes/>
- State response received.
- Counsel and State are communicating on response, briefing schedule, discovery requirements, association standing, etc.
- Updated WACO Board of Trustees, March 5, 2020.
- Working on Schedule for Discovery/Trial – WSAC and State confirm financial/budget/expenditure information.
- Data gathering/fact-checking on County costs and claims information and data.
- Determining the effect of HB 2421 - Concerning state reimbursement of election costs on the case. This will likely be the subject of the first court hearing.
- WSAC (Pacifica) submitted on August 14, Motion for Partial Summary Judgment, declarations, and other materials.

- Pacifica updates claims and expenditures on Ballot Drop Box Installation and Operating Costs required by HB2421.
- King County Superior Court Judge Nelson K. H. Lee heard oral arguments on October 2, 2020.
- On October 14, 2020, Judge Lee ruled in a Partial Summary Judgement that SB 5472, which mandated County Auditors to significantly increase the number of ballot drop boxes statewide at an estimated capital cost of over one million dollars plus yearly operating and maintenance costs, **"is an unfunded mandate pursuant to RCW 43.135.060."**
- <https://www.seattletimes.com/opinion/editorials/ballot-drop-box-ruling-shows-legislature-must-accept-fiscal-reality/>
- <https://www.heraldnet.com/news/state-demanded-more-drop-boxes-and-now-it-must-pay-for-them/>
- Case schedule amended for remaining issues to be settled in King County Superior Court on April 19, 2021.
- The State sought discovery. Co-Plaintiff counties and counties who submitted claims included in our litigation have to produce information and provide responses.
- WSAC is reminding other counties to continue to submit claims for ballot box installation and operations to the State.
- The State appealed Summary Judgement directly to the State Supreme Court. WSAC's brief opposed proceeding to the State Supreme Court but articulated the issues to consider if the Court accepted.
- On January 29, 2021, the Washington State Supreme Court granted the State's motion for discretionary review and retained the case for a decision on the merits.
- The State sought a brief delay in the court schedule, with Supreme Court oral arguments now set for November 16, 2021
- On January 27, 2022, the Washington Supreme Court found in favor of the State:
 - RCW 29A.04.430 was the controlling statute for election cost reimbursement and not the unfunded mandate statute 43.135.060.
 - Counties are entitled to reimbursement only for the State's proportional share of costs. ○ The 2020 legislative amendments to RCW 29A.04.430 do not violate Article II, Section 37. ○ Counties do not have a vested right to full reimbursement (even though costs were incurred) ○ The case is remanded to King County Superior Court for further proceedings.

Spokane County - Spokane County, et al. v. State of Washington 19-2-00934-32

This case challenged the constitutionality of Senate House Bill 2887 (2018), requiring Spokane County to elect a five-member, by district, Board of County Commissioners. WSAC alleged that this legislation violated the uniformity clause of Article XI of the Washington State Constitution and created a precedent for the legislature to impose different requirements on different counties.

- Legal action authorized by WSAC Board of Directors, November 13, 2018.
- Attorney General Ferguson declined our request to "Investigate and Institute Legal Proceedings on the Unconstitutionality of Senate House Bill 2887".
- WSAC filed a complaint for Summary Judgment in Spokane County Superior Court on February 26, 2019, that the imposition of different government systems violates the Constitution's uniformity requirements. Const. Art. XI, §§ 4, 5; art. II, § 28.
- Plaintiffs were Washington State Association of Counties, Spokane County, Al French, and John Roskelley (former Spokane County Commissioner).
- Communication activities:
 - Spokane County contract lobbyist Mike Burgess and Eric Johnson met with most Spokane area Legislators; ○ Eric Johnson, President Hutsell, and Spokane County Commissioner Kuney met with local media; ○ Communicated to WSAC Members.
- State's response to a complaint submitted on March 11.
- WSAC Motion for Summary Judgment submitted April 26, 2019.
- State Response Submitted May 13, 2019.
- WSAC Response Submitted May 20, 2019.

- Hearing and oral arguments were heard by Spokane County Superior Court Judge Maryann Moreno on Friday, May 31, 2019.
- On August 16, 2019, Judge Moreno's ruled in favor of the State, stating that she is "*not convinced that SHB 2887 violates the Washington State Constitution. I am not satisfied that the County has met the burden of proof beyond a reasonable doubt.*"
- WSAC Board of Directors authorized a direct appeal to the Washington Supreme Court on September 20, 2019.
- Spokane County, WSAC, and Co-Plaintiffs filed a Notice of Appeal to the Washington Supreme Court on September 26, 2019.
- The State concurred with a direct appeal to the Supreme Court.
- Counsel submitted Spokane/WSAC's brief to the Supreme Court.
- Washington State Supreme Court accepted the case on direct appeal.
- Oral Arguments occurred on June 25:
 - <https://www.tvw.org/watch/?clientID=9375922947&eventID=2020061173&startStreamAt=38>
- On August 20, 2020, the Washington Supreme Court ruled that:
 - "We hold that SHB 2887 is constitutional under article XI, sections 4 and 5. Under article XI, section 4, SHB 2887 properly sets forth a "uniform system" such that any non-charter county that exceeds 400,000 people will be subjected to SHB 2887's requirements. Further, under article XI, section 5, the legislature may classify counties by population for any purpose that does not violate other constitutional provisions. SHB 2887 is a general law that properly implements district-only elections for noncharter counties of a certain size."

Attorney General Opinion – Appointment to Vacant State Legislative Position

- Pacifica Law Group developed an analysis of AGO Opinion 1985-01 (as well as other AGOs spanning a period of 1965-1987), which opines that a sitting county commissioner (council member) cannot be appointed to a vacancy in the legislature.
- Pacifica Law Group analysis found that "under the Washington State Constitution and state law, a sitting county commissioner or councilmember should be eligible to be appointed to a vacant state legislative position."
- February 22, 2019 – WSAC Legal Committee reviewed the Pacifica Law Group's legal analysis and agreed to reach out to Skagit County Prosecuting Attorney Rich Wyrich, asking him to seek a new AGO on the issue.
- Both San Juan County Prosecuting Attorney Randy Gaylord and Whatcom County Prosecuting Attorney Eric Richey sought an AGO in April 2019.
- AGO accepted Prosecutor Richey's request - <https://www.atg.wa.gov/pending-attorney-general-sopinions#richey>.
- Pacifica updated the original analysis and provided it to the Office of the Attorney General on behalf of WSAC.
- AGO issued an opinion consistent with WSAC position - <https://wsac.org/ago-rules-on-countyappointment-procedures/>

Washington State Auditor's Office - .09 Rural Economic Development Uses

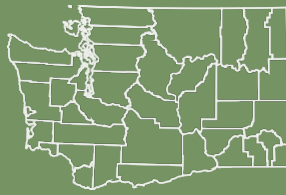
RCW 82.14.370 authorizes "rural" counties to impose a sales and use tax up to 0.09 percent for specific purposes, provided certain statutory criteria. WSAC (Pacifica) prepared an opinion on behalf of Benton County, Washington State Association of Counties, and Washington Public Ports Association (WPPA), to address concerns raised by the State Auditor's Office (SAO) regarding county distribution of revenues received under RCW 82.14.370 directly to port districts to (1) finance certain port facilities and/or (2) finance certain port district personnel.

The SAO believes counties may be barred from directly distributing revenues collected under RCW 82.14.370 to port districts for qualifying projects. Specifically, the SAO contends:

Litigation Update, August 2022

Under RCW 82.14.370, Counties can use these monies to finance public facilities serving economic development purposes; however, we don't see where transferring the money directly to the ports is an allowable use. Ports do not have the authority to collect these types of tax revenues and therefore are unable to receive the funds directly; however, the County is able to finance the projects as described in the RCW.

WSAC put forth a legal analysis based on the plain language of the statute, its legislative history, the Attorney General Opinions, prior SAO treatment of direct funding schemes under the statute, and actual county practice -- direct county distribution to port districts for port facilities and personnel that otherwise meet the statutory criteria for funding is permissible under RCW 82.14.370.



AMICUS UPDATE – Cases pending or decided in 2020-2022 September 2022

NO CASES PENDING

CASES DECIDED

1) Conservation Northwest v. Commissioner Franz

- Supreme Court, No. 99183-9

Issue

Conservation Northwest is seeking a decision from the Washington Supreme Court that would require Washington's federally granted lands to be managed for the public as a whole rather than for the designated beneficiaries, including common schools, universities, and other state institutions identified in Washington's Enabling Act. The lawsuit also threatens RCW 79.22.010 and .040, which create the "county trust lands" and revenue derived therefrom, distributed to junior taxing districts under RCW 79.64.110.

Background

A coalition of conservation organizations and individuals, led by Conservation Northwest, filed litigation challenging the Board of Natural Resources Resolutions 1559 and 1560, the December 2019 decisions adopting the long-term conservation strategy for the marbled murrelet (amending the State Upland's 1997 Habitat Conservation Plan and Endangered Species Act Incidental Take Permit), and setting the 2015-2024 sustainable harvest calculation. The primary focus of this litigation is a challenge to the State's "trust mandate" for management of its federally granted lands.

Status

Conservation Northwest filed its litigation in January 2020, and Thurston County Superior Court dismissed its claims in October 2020. A coalition of trust beneficiaries and advocacy groups intervened and are parties to the litigation. The intervenors include five counties, seven taxing districts, the American Forest Resource Council, and the City of Forks. The Washington Supreme Court granted direct review of the trial court's decision to dismiss the challenge, and oral arguments were on October 21, 2021.

The Washington Supreme Court published its decision on July 21, 2022. The unanimous decision solidly affirmed DNR's "trust mandate," stating that "the Enabling Act created a trust for the beneficiaries enumerated therein." It also established the DNR's practice of sustainably managing the state trust lands for the designated beneficiaries. The Court squarely rejected Conservation Northwest's specious arguments that the lands are held in trust for "all the people" while also noting that the revenues provided to beneficiaries benefit every resident of the State.

The Court also rejected Conservation Northwest's assertion that DNR manages the lands to maximize revenue. It explains that the State has significant deference in selecting land management strategies to fulfill its trust duties. Specifically, the Court holds that there are "myriad ways DNR could choose to generate revenue from the state and forest board lands or otherwise put them to use for the benefit of the enumerated beneficiaries," and "there is nothing in the Enabling Act that requires DNR to generate revenue specifically

from timber harvests on state lands." The Court does recognize that concerning forest board lands, "DNR is obligated by statute to harvest timber...."

The Court also suggested that Article XVI, section 1 of the state constitution, does apply to forest board lands, even though those lands are the product of statute and were granted by counties long after the constitution was adopted. According to the Court, the constitutional "language does not limit its constitutional mandate to those [federally granted] lands and those lands alone."

The bottom line is the decision vests considerable discretion in the DNR to manage all state lands consistent with its trust obligations for the benefit of the enumerated state institutions, provided it does so consistent with all statutory requirements. This should close the door to future challenges based on Article XVI, section 1.

Strangely, appellants are using the Court's recognition of DNR's existing practices to claim the decision was a "towering victory" that will change DNR's management of the state trust lands. According to DNR, that's simply not true. Any significant change to DNR's current management practices will require statutory amendments and policy changes.

Counsel

Zach Pekelis Jones and Paul Lawrence, Pacifica Law Group

2) Rasmussen v. Dashiell

- Div. III, Court of Appeals, No. 37812-8-III

Issue

Stevens County requested amicus support on the following questions: (1) whether a cause of action exists to hold a county commissioner individually liable on their bond for funding decisions made by the larger Board of Commissioners, and (2) whether the doctrine of immunity protects a commissioner from such claims.

Background

On March 21, 2019, Stevens County Prosecutor Rasmussen filed suit against the Stevens County Commissioners, alleging they had made unconstitutional gifts of public funds for expenditures of homelessness funds. The trial court ruled orally on summary judgment in favor of the prosecutor that there was strict accountability for the county commissioners and that they were liable on their bond.

Status

The commissioners appealed on October 21, 2020. The Court set an oral argument for December 6, 2021, but the respondent requested an extension of time. Counsel missed the deadline to file, and no amicus brief was submitted. Oral arguments were scheduled for January 24, 2022.

- Division 3 of the Court of Appeals held in favor of the commissioners on March 31, 2022, calling Prosecutor Rasmussen's approach of suing the commissioners individually a "novel" one. Per the Court, "The alleged unconstitutional gifting was not something the Stevens County commissioners did in their individual capacities. It was done collectively by the board as a legislative body. As such, individual bond liability was not available. Furthermore, because the commissioners were not alleged to have been involved in collecting or receiving public funds, they could not be held individually liable on their bonds without some culpable misconduct." The Superior Court remanded the case to vacate the judgment against the commissioners and enter summary judgment in their favor.

Counsel

3) **Fite v. City of Puyallup and Mudd**

- Div. II, Court of Appeals, No. 54325-7-II

Issue

Did the trial court err in giving a jury instruction stating, "Whether a roadway or crosswalk is reasonably safe for ordinary travel must be determined based on the totality of the circumstances? A roadway or crosswalk can be unsafe for ordinary travel even when there is no violation of statutes, regulations, or guidelines concerning roadways and crosswalks." The two sentences appear contradictory and misstate the law in favor of one party.

Background

An allegedly intoxicated skateboarder and a pickup truck collided in a marked crosswalk in the City of Puyallup. The crosswalk complied with national, State, and city road design standards. The jury awarded the skateboarder \$6.5 million. The City appealed, citing the jury instruction and the exclusion of evidence of the skateboarder's intoxication and eyewitness evidence under a ruling that the skateboarder did not need to look both ways before entering the intersection.

There is an unacceptable trend that municipalities are becoming insurers of persons using crosswalks. Jury awards and settlements are becoming a significant tax on crosswalks paid with public funds despite driver and pedestrian faults. The Court of Appeals should reinstate the standard that municipalities and users of crosswalks have a duty to exercise ordinary care.

Status

WSAC's amicus brief was due on October 26, 2020. The Court heard an oral argument on May 11, 2021.

- On November 9, 2021, the Court of Appeals ruled in favor of the City of Puyallup, reversed the trial court, and remanded the case back for a new trial in line with the ruling. Specifically, the Court ruled that Puyallup should have been allowed to present the affirmative defense of evidence of Fite's intoxication, and the trial court erred by submitting the jury instruction that overemphasized Fite's theory of the case by omitting language regarding compliance with statutes and regulations being evidence of the City meeting its duty of care. At Fite's request, the Court clarified its ruling regarding the retrial on April 12, 2022.

Counsel

Jacquelyn M. Aufderheide, Kitsap County Chief Civil Deputy Prosecuting Attorney Elizabeth Doran, Kitsap County Senior Deputy Prosecuting Attorney

4) **Butts v. Constantine**

- Supreme Court, No. 98985-1

Issue

Did the trial court err in finding a provision of the King County charter that allocates residual and implied powers in the executive unconstitutional because the council did not specifically grant them to the executive? Did the trial court err in ruling that county inquests cannot exceed the scope of the 1854 Coroner's Statue, RCW 36.24, despite a charter county's ability to utilize inquest procedures that exceed the state process?

Background

Petitions for extraordinary writs (mandamus/prohibition/review) and petitions for declaratory and injunctive relief were filed by several parties in Superior Court contesting the King County Executive's executive orders

on inquests which were substantially re-vamped beginning in late 2018. The change in the policy was a response to growing community concern that the inquest process was a rubber stamp for police use of force. Families of 3 decedents killed by law enforcement officers argued that the policy changes didn't go far enough, and cities and individual police officers (police parties) argued that the policy changes went too far.

In this case, the Supreme Court's decision will determine the counties' ability to adopt home rule charter provisions that establish a strong executive form of government. If such charter provisions are precluded under the Washington Constitution, a common government structure open to charter cities (*i.e.*, a solid mayor-type government) would no longer be possible for home rule county governments. Whereas charter counties may currently rely on implied executive authority to execute the laws, the Superior Court's notion that laws must be "specific, not general" in specifying executive authority would require extremely long ordinances to detail each executive's power in carrying out each particular law. This case will resolve a constitutional crisis over the proper scope of county executive authority for charter counties with a strong executive form of government.

Status

The Supreme Court accepted King County's request for direct review. Amicus briefs were due the first week of December, and oral arguments were heard on January 19, 2021.

- On July 15, 2021, The Supreme Court "reaffirm[ed]" the executive's "authority" to "issue executive orders establishing policies and procedures for coroner's inquests as necessary to fill 'gaps in the [Coroner's Act],' so long as those orders 'do not create any direct conflict' with the Coroner's Act." In holding that the executive had the authority to act, the Court necessarily rejected the trial court's conclusion that the executive did not have that authority. Nevertheless, the Court stated in a footnote that the Court "need not—and therefore do not—address these broad constitutional questions in resolving the issues before us today." The Court did what WSAC needed to do: vacating the trial court's erroneous decision. It did not make any constitutional pronouncements about a county's citizenry's ability to vest all executive power in an executive.

Counsel

Tim Leyh, Tyler Farmer, Randall Thomsen, Kristin Ballinger, and Caitlin Pratt of Harrigan, Leyh, Farmer, and Thomsen

5) Mancini v. City of Tacoma, et al.

- Supreme Court, No. 97583-3

Issue

Did the Court of Appeals err by deciding the plaintiff's negligence claim, as presented at trial, was a negligent investigation claim and thus, not cognizable (within the jurisdiction of a court), where the alleged negligent acts were the police's failure to make a controlled buy and conduct surveillance before obtaining a controlled substance warrant for the plaintiff's home?

Background

This case involves the execution of a search warrant on a suspected meth dealer in Federal Way. Unfortunately, the confidential informant misidentified the building, and the warrant was issued for and executed on Kathleen Mancini's apartment. Police believed Mancini was the suspect's mother and she was renting the apartment in her name to keep him off the grid. Mancini sued, alleging negligence, invasion of privacy, assault and battery, and false arrest, among other claims.

The case was initially dismissed on summary judgment, and Division I reversed these four claims. The matter went to trial, and the jury found for the City on the intentional torts (invasion of privacy, assault/battery, and

false arrest) but found for the plaintiff on the negligence claim. The plaintiff's theory of negligence presented to the jury was that the City was negligent in how the warrant was obtained, failed to do a controlled buy, and did not conduct more surveillance before seeking and executing the warrant.

On appeal, in Mancini II, Division I agreed the plaintiff's theory of liability at trial was a negligent investigation, and the claim was not cognizable. Division I reversed and directed a verdict be entered for the City. The plaintiff brought a motion for reconsideration, which was denied. The plaintiff then filed a petition for discretionary review in the Supreme Court, with amicus support from the Washington State Association for Justice, and the Court accepted the review.

Traditionally, courts have not recognized a claim of "negligent investigation." If the Supreme Court were to reverse Division I's decision, the potential liability would be far-reaching for county police agencies. Then, any time police agencies are involved in investigating a crime, a plaintiff may bring a claim that the case was not adequately investigated.

Status

The petitioner sought a 30-day extension for the supplemental briefs, which the Court granted, so the parties' supplemental briefs were due February 3, 2020. WSAC filed a joint brief with the Washington Association of Sheriffs and Police Chiefs, filed the brief on March 27, 2020. The Supreme Court heard oral arguments on May 5, 2020.

- On January 28, 2021, the Supreme Court reversed the Court of Appeals and reinstated the jury's verdict, stating, "the Washington State Legislature has enacted a broad waiver of sovereign immunity. Consistent with that waiver, we hold that the standard tort duty of reasonable care applies with full force to police executing a search warrant." The Court did not reach the question regarding whether police may be separately liable for the tort of "negligent investigation."

Counsel

DPA Doug Mitchell of Kittitas County DPA
Dan Hamilton of Pierce County

6) Teamsters Local 839 v. Benton County

- Div. III, Court of Appeals, No. 36974-9-III

Issue

Does RCW 41.56 (public employees' collective bargaining) trump RCW 49.48.200 and .210 (collection of overpayment of wages) such that public employers must collectively bargain the collection of overpayments?

Background

In November 2016, the Benton County Auditor's Office discovered the accidental overpayment of wages to corrections officers and patrol deputies in the Sheriff's Office. The Auditor's Office notified the Sheriff's Office, which communicated with the affected employees. The Teamsters filed a preemptive grievance, which was withdrawn not until members timely challenged the occurrence or amounts of the overpayments.

Instead of litigation to recover the undisputed debt owed the county, and according to express statutory authority in RCW 49.48.200 and .210, the Auditor's Office had the employees served with notice. It deducted the overpayments in subsequent pay periods per the statutory requirements. The Teamsters filed two Unfair Labor Practice complaints against the county, alleging they should not have dealt directly with represented employees and should have provided the Teamsters with the opportunity to bargain a repayment plan.

The Teamsters and the County filed simultaneous, pre-hearing cross-motions for summary judgment. The examiner ruled that the county committed unfair labor practices without a full evidentiary hearing. The county was ordered to return the overpaid funds, including interest if requested, to the employees, bargain, and negotiate a payment plan with the Teamsters. PERC affirmed the examiner's decision. The county filed a petition to review PERC's administrative decision in the Superior Court, which affirmed the decision.

Status

Appellant, Benton County, filed their initial brief on December 13, 2019. WSAC joined the Washington State Association of Municipal Attorneys in filing an amicus brief. The Court of Appeal's arguments were set for September 18, 2020, but were rescheduled.

- On November 12, 2020, Division III of the Court of Appeals ruled, with all three judges concurring, against Benton County and in favor of the Teamsters. The Court held that recovering overpaid wages from a union member's future paychecks or accrued leave is a mandatory subject of bargaining.

Counsel

DPA Christopher Horner of Kittitas County for WSAC Charlotte
Archer of Inslee Best for WSAMA

7) Davison v. State of Washington and Washington State Office of Public Defense

- Supreme Court, No. 96766-1

Issue

Does the State of Washington or the Washington State Office of Public Defense have an actionable duty to cure claimed systemic and significant deficiencies in a county's provision of indigent defense services to juveniles charged with criminal offenses?

Background

In 2017, the plaintiff, supported by the ACLU, sued the State, alleging Grays Harbor County systemically failed to provide a constitutionally adequate indigent juvenile defense. Grays Harbor County was not named as a party to the suit. Davison asked the Thurston County Superior Court to declare the State and OPD have to act when they become aware of a systemic failure by a county to provide a constitutionally adequate indigent juvenile defense.

The trial court ruled that the State has a duty to act if it knows of a county's systemic failure to provide constitutionally adequate indigent juvenile defense without regard to whether the county could remedy the problem more appropriately.

The State filed a motion for direct review to the Supreme Court on January 28, 2019, and the Court accepted the check.

Status

The WSAC Executive Committee approved amicus involvement in March. Pacifica Law Group submitted a brief for WSAC at the end of September. The Court heard oral arguments on November 12, 2019.

- As WSAC argued in its amicus brief, the Washington Supreme Court confirmed that, ultimately, the State bears the duty to provide indigent defense services as required under the U.S. and Washington Constitutions. While the State has the discretion to delegate to local governments responsible for providing these services, in so doing, the State must provide local governments with the authority and means necessary to furnish constitutionally adequate indigent defense. The Court remanded for

consideration whether the systemic and structural deficiencies in the current state system, as alleged by the plaintiffs and described in WSAC's amicus brief, violate the State's constitutional duties.

- The plaintiffs filed a motion for reconsideration to the Supreme Court in July, and WSAC filed an amicus brief supporting the review. The Court denied the motion for reconsideration.

Counsel

Pacifica Law Group

8) Colvin v. Inslee

- Supreme Court, No. 98317-8

Issue

May the Supreme Court compel the state executive branch – specifically the Governor and secretary of the Department of Corrections (DOC) – to release prison inmates immediately to reduce the spread of COVID-19?

Background

Columbia Legal Services and the American Civil Liberties Union filed a Petition for a Writ of Mandamus with the state Supreme Court, later seeking an amendment to include Habeas Corpus and or Personal Restraint Petition, on behalf of five named inmates and all similarly situated inmates - approximately 11,700 persons - seeking their release from state custody due to the global pandemic, without regard to the risk of dangerousness, victims' rights, or supervision requirements.

The petitioners initially filed in late March, seeking an emergency motion to accelerate review, the appointment of a special master, and immediate relief on April 9. After the reply brief was submitted on April 10, the Court directed the Governor and Secretary Sinclair to immediately take all necessary steps to protect the health and safety of the named petitioners and all DOC inmates and report to the Court on April 13 with an update required on April 17. On April 10, Governor Inslee and Secretary Sinclair submitted to the Court a plan to release up to 950 inmates, considering the crimes for which they were convicted, scheduled release dates, and approved release plans.

The April 10 order did not appoint a special master; however, three of the justices dissented, stating they would have ruled to release the named petitioners immediately.

Status

Deputy prosecuting attorneys for Skagit and Kitsap Counties volunteered to draft an amicus brief on behalf of WSAC, opposing the release due to fiscal and health-related concerns. WASPC is also submitting an amicus brief, as is WAPA – with each brief focused on specific matters. The briefs are due April 16, 2020.

- The Court heard an oral argument via videoconference on April 23, 2020. The respondent's counsel referenced WSAC's amicus brief in his argument. On April 23, the Court ruled, in a 5-4 oral decision, against the petitioners on both counts. The Court released the written decision in July.

Counsel

Haley W. Sebens, Skagit County Senior Deputy Prosecuting Attorney

Nathaniel Block, Skagit County Deputy Prosecuting Attorney

Jacquelyn M. Aufderheide, Kitsap County Chief Civil Deputy Prosecuting Attorney

9) Kittitas County v. W.A. State Department of Transportation

- Div. II, Court of Appeals, No. 52329-9-II

Issue

Must the state Department of Transportation pay its share of a county's noxious weed program's costs?

Background

As state law requires, Kittitas County provides noxious weed services to all landowners in the county, including DOT. Kittitas County is appealing a superior court summary judgment order exempting DOT from paying for noxious weed services to DOT-owned land.

Kittitas County appealed the case to the Court of Appeals and requested an amicus brief from WSAC.

Status

WSAC's amicus brief, drafted by Pacifica Law Group, was filed with the Court of Appeals on March 1, 2019, upon leave from the Court to file late. The Court heard an oral argument on October 24, 2019.

- On April 21, 2020, the Court of Appeals held that a weed assessment is special. The County lacks the explicit authority to impose the weed assessments against the Department and affirmed the trial court's ruling.

Counsel

Pacifica Law Group

10) Sandra Ehrhart et al v. King County et al

- Supreme Court No. 96464-5

Issue

Does WAC 246-101-505, which directs a county to "[r]eview and determine appropriate action" when it receives notice of a "notifiable condition," such as a Hantavirus infection, create a duty upon which tort liability can be imposed, or does the public duty doctrine bar tort liability as a matter of law?

Background

In December 2016, a commercial diagnostic lab notified King County that a resident of rural Redmond had tested positive for Hantavirus. Consistent with the Department of Health (DOH) guidelines, King County sent a Public Health Nurse Investigator to review the case.

Health Departments send information to the public on various health topics, including certain "notifiable conditions," i.e., diseases or conditions of public health importance. To that end, the Health Department's communications office, in consultation with its Local Health Officer and condition-specific guidance from the Washington State Department of Health ("DOH"), determines when health notifications should be issued.

Due to the noncontagious nature of the Hantavirus and the isolated nature of the resident, King County's Local Health Officer determined it was unnecessary to issue a public notice.

In February 2017, King County was notified of Brian Erhart's unexplained death. He had been treated for flu-like symptoms at Swedish Hospital and discharged. The next day, his condition worsened, and he went to Overlake Hospital, where he died. King County launched an investigation to determine the cause of death, which revealed he died of acute Hantavirus infection.

Mr. Erhart's estate sued his treating physician, Swedish Health Services, and King County for negligence and wrongful death. The estate claims the Health Department should have sent a health advisory to area healthcare providers after being notified of the December 2016 case of Hantavirus.

The trial court refused to grant King County's motion for summary judgment. Instead, "conditionally" granted the estate's motion for summary judgment on the public duty doctrine dependent on the jury's factual findings at trial. The Supreme Court accepted the case on a motion for direct discretionary review.

Status

This case was set for oral argument on November 12, 2019. Having not found a volunteer DPA to draft this brief, WSAC general counsel submitted a brief for WSAC on September 27, 2019. The oral argument was heard on November 12, 2019.

- On April 2, 2020, the Court ruled King County owed no individual tort duty to Ehrhart and remanded the case back to the trial court to enter summary judgment in favor of King County on its affirmative defense asserting the public duty doctrine.

Counsel

Mellani McAleenan

11) Tulalip Tribes v. Smith

- U.S. Court of Appeals, 9th Circuit, Nos. 18-36062, 18-36075

Issue

Does federal law preempt the State and County's imposition of taxes on non-Indian businesses in transactions with non-Indian customers?

Do the taxes interfere with Tulalip's sovereign right to make and be governed by its laws by depriving the Tribes of funds for education and social welfare of tribal members and those living on the reservation?

Does the Indian Commerce Clause carve out a zone of economic interests—including taxation—which only the federal government, not state and local governments, may regulate?

Background

The Tribes, joined by the United States as a plaintiff-intervenor, sought a declaration and injunction prohibiting the State of Washington and Snohomish County from collecting retail sales and use taxes, business and occupation taxes, and personal property taxes within a part of the Tulalip Reservation known as Quil Ceda Village. The plaintiffs argued these taxes should not be imposed because they are preempted by federal law, violate the Indian Commerce Clause, and infringe on Tulalip's tribal sovereignty.

The U.S. District Court first granted summary judgment on one count, holding the plaintiffs did not state a viable relief claim under the Indian Commerce Clause. The district court then concluded the State and County's taxes were not preempted under that test because there is no pervasive or comprehensive federal regulatory scheme governing *retail sales* activity in the Village, and Tulalip could not demonstrate more than a primary financial interest implicated by the State and County taxation. The Court also held the taxes do not infringe on Tulalip's tribal sovereignty.

The Tribes and the United States appealed to the 9th Circuit Court of Appeals. Briefs were drafted, and settlement negotiations ensued.

Status

The WSAC Executive Committee approved amicus involvement. WSAC was exploring the option of filing a joint brief with WSAMA. However, the parties reopened settlement negotiations in late April, vacating the briefing schedule.

- Settlement negotiations proved successful, and the parties entered a Memorandum of Understanding, finalized by SHB 2803, allowing the Governor to enter into the compact.

Counsel

WSAMA, but no brief was filed due to settlement

12) The Judges of the Benton and Franklin Counties Superior Court et al. v. Michael Killian, Franklin County Clerk, Superior Court of W.A. for Franklin County

- Supreme Court, No. 96821-7

Issue

May a court compel a board of county commissioners to fund expenditures absent clear, compelling, and convincing evidence that those expenditures are necessary to hold Court, efficiently conduct the administration of justice, or fulfill the Court's constitutional duties?

Background

Benton and Franklin County Superior Courts adopted a court rule to order the Franklin County Board of Commissioners to appropriate additional funds for the Franklin County Clerk to maintain paper records after the electronic Odyssey record system was operational.

Kittitas County Superior Court Judge Scott Sparks heard the case. The Court scheduled the plaintiff's motion for summary judgment seeking a writ of mandamus for a hearing on December 7, 2018. The Kitsap County Board of Commissioners requested, and the Kitsap County Prosecuting Attorney agreed to appear for WSAC as amicus in the case. The Kitsap County Prosecuting Attorney, by and through Chief Deputy Jacquelyn Aufderheide and Senior DPA Lisa Nickel, prepared and submitted the necessary briefing.

On December 10, 2018, Judge Scott Sparks ruled in favor of the judges, holding that the judges and not the clerk decide when the timing of going paperless should occur. The Franklin County Superior Court Clerk is not authorized to disregard the authority of the Court.

The Franklin County Clerk filed a petition for review to the Supreme Court and asked WSAC to continue its amicus support. Former WA Supreme Court Justice Phil Talmadge filed a brief on behalf of the Washington State Association of County Clerks.

Status

On July 26, 2019, Chief Civil Deputy Aufderheide submitted a new amicus brief similar to the one filed with the trial court, except it responded to argument/contentions made in the Franklin County Superior Court's answer to WSAC's amicus brief and expanded WSAC's brief to describe the numerous functions county governments perform, which may be affected when judges demand extra-budget expenditures for judicial projects. The Supreme Court heard oral arguments on November 12, 2019.

- On March 19, 2020, the Supreme Court held the Franklin County Superior Court abused its authority in using rule-making to resolve a dispute in the Court's favor with another elected official. Instead, the Superior Court should have sought a declaratory judgment ruling so a neutral arbitrator could decide the dispute.

Counsel

13) Bednarczyk, et al. v. King County

- Supreme Court, No. 96990-6

Issue

Whether jurors are entitled to minimum wage as employees under the Washington Minimum Wage Act.

Background

According to state law, Washington's counties, including King County, pay jurors within a \$10 to \$25 range. The plaintiffs are hourly wage earners whose employers do not pay for jury service. They filed a claim in Pierce County Superior Court claims jurors should be paid minimum wage under Washington Minimum Wage Act. They also sought a declaratory judgment because insufficient juror pay necessitating economic hardship excusals effectively excludes jurors from services based on financial status. They included a racial disparity class and claim but voluntarily dismissed it. While they aimed for a class action, no class was ever certified.

King County moved for and prevailed on summary judgment. The plaintiffs sought direct review and were denied. The Court of Appeals affirmed the grant of summary judgment in favor of King County by a vote of 21, holding (1) economic status is not a protected class under the Washington Law Against Discrimination, (2) an implied cause of action and remedy of increased juror pay is inconsistent with the legislative intent of the underlying statute, and (3) rejecting the argument that jurors are employees for purposes of the Minimum Wage Act.

Status

The plaintiffs sought review in the Washington Supreme Court, which the Court granted on July 29, 2019. The Court heard an oral argument on October 29, 2019. Pam Loginsky of the Washington Association of Prosecuting Attorneys drafted a joint brief for WSAC and the County Clerks and filed it at the end of September.

- The Supreme Court ruled on April 9, 2020, that jurors are not employees entitled to the minimum wage under the Minimum Wage Act because no employer-employee relationships exist statutorily under RCW 49.46.010(3)(d) or otherwise. The Court stated the solution for low juror pay rests with the legislature, not the courts.

Counsel

Pam Loginsky, Washington Association of Prosecuting Attorneys



September 22, 2022

TO: WSAC Board of Directors and Alternates

FROM: WSAC Executive Committee
San Juan County Councilmember Jamie Stephens, President
Spokane County Commissioner Mary Kuney, 1st Vice President
Skagit County Commissioner Lisa Janicki, 2nd Vice President
Whitman County Commissioner Michael Largent, Immediate Past President

PREPARED BY: Eric Johnson, Executive Director

SUBJECT: Proposed 2023 WSAC Operating Budget
Proposed 2023 WSAC Special Fund Budget
Proposed 2023 Litigation and Strategic Communications Budget
Proposed 2023 Proposed Dues Schedules and Assessments

Background

The adoption of WSAC's Annual Budget and Dues Schedules has historically included four primary steps – with this meeting being STEP 3. Each step is designed to facilitate an understanding of WSAC's revenue, expenditures, and purpose. Our intent is always to ensure we conduct a budget process that is transparent, engaging, and educational for WSAC leadership and members.

STEP 1

WSAC Staff, Board of Directors, and/or Legislative Steering Committee have historically met as part of our ongoing planning processes to outline proposed Board/Association goals and actions and preliminary identification of key Legislative Priorities. WSAC Board of Directors met in May 2021 in Spokane County to develop a set of 2022-2023 organizational and operational goals, objectives, and strategies.

STEP 2

Executive Board. (August 2022, San Juan County)

- Review the 2022 Fiscal Year Budget, Activities, Programs, and Services
- Review Proposed 2022-2023 Goals, Objectives, and Strategies
- Review and Recommend Program Alternatives, Changes, Additions
 - Litigation
 - Strategic Communication
 - Staffing and Organizational Options
 - Operations and Administration
- Develop Recommended 2023 Budgets –
 - Operating Budget
 - Special Funds Budget
 - Strategic Litigation and Communication Budget

- Develop Proposed 2023 General, Transportation, Public Lands, Human Services, Strategic Litigation and Communication Dues Schedules
- Review and Recommend any Proposed Assessments

STEP 3

Board of Directors. (September 2022, Kittitas County) The Board of Directors will review the proposals from the Executive Committee, and after consideration:

- Recommend to the WSAC Membership
 - i. Proposed 2023 Operations Budget;
 - ii. Proposed 2023 Special Fund Budget
 - iii. Proposed 2023 Strategic Litigation and Communication Program Budget; and
- Recommend to the WSAC Membership the 2023 General, Transportation, Public Lands, Human Services, and Strategic Litigation and Communication Dues Schedules; and
- Recommend any additional 2023 Assessments/Dues

STEP 4

Membership. (November 2022, King County) During the County Leaders Conference and Annual Business Meeting, members shall consider the recommendation from the Board of Directors and:

- Approve 2023 Budgets -
 - i. Proposed 2023 Operations Budget;
 - ii. Proposed 2023 Special Fund Budget
 - iii. Proposed 2023 Strategic Litigation and Communication Program Budget; and
- Consider and approve the 2023 General, Transportation, Public Lands, Human Services and Litigation and Strategic Communications Dues Schedule; and
- Consider and approve any additional 2023 Assessments/Dues

2023 Proposed WSAC Budget

The Executive Committees' proposed 2023 WSAC Budgets focus on delivering resources to meet the 2022-23 Goals, Objectives, and Strategies developed by the WSAC Board of Directors. The proposed budget contains a proposed general, transportation, public lands, and human services dues increase of 6%. No dues increase is proposed for the Strategic Legal and Communication Program.

In 2021, our general dues collection was only 5.5% more than in 2009, some 13 years ago. Last year, the WSAC membership authorized an unprecedented 18.5% general dues to increase to support new program policy investments in the 2022-2023 Strategic Plan. There was no dues increase in 2021 due to potential unfavorable economic conditions. Significant elements of the 2023 Proposed Operations and Special Fund Budgets are as follows:

- Increase of WSAC Operating Cash Reserves (\$59k)
- 6% Overall General Fund Dues Increase
- Foundational Public Health Services Agreement for Two Policy Advisors
- Continued Implementation of Staffing and Re-Organization
- Continues services and revenues for:
 - Coastal Counties Caucus
 - Timber Counties Program Assessment
 - Comprehensive Monitoring, Evaluation, and Research Committee Participation Grant
 - Forest and Fish Policy Participation Grant
 - Office of Columbia River – Columbia River Caucus

- Department of Transportation (County Transportation Study Funds)
- Washington State Association of County Engineers
- Washington State Association of Local Public Health Officials
- Washington State Association of County/City Information Services Directors
- Solid Waste Affiliate
- Targeted Base Salary Adjustments (\$40k)
- 6% Employee Cost of Living Adjustment (COLA) (\$93k)
- Estimated Medical Benefits Increase (\$26k)
- Increased expenditures for Meeting, Travel, and County Leaders Conference
- Addition of 1 FTE – Operations Assistant (\$92k)

2023 Strategic Litigation and Communications Budget

WSAC Executive Committee recommends:

- A continued dues assessment of \$400,000 to support the Strategic Litigation and Communications Program;
- Continued work with outside legal counsel to support the implementation of the Strategic Litigation and Communication Program Action Plan;
- Resource allocation to support salaries of a portion of three positions that work on SLAC: Legislative Director/General Counsel, Communications Manager, and Executive Director.
- Support WSAC's Current Litigation
 - a. Litigation Regarding State of Washington's Constitutional Duty to Fund Indigent Defense
 - b. Participation in Blake Decision Implementation Litigation
- Amicus Brief Support
- Support communication focused on policymakers and interest groups to advance our policy agenda and legal activities.

Recommendation

The WSAC Executive Committee recommends that the WSAC Board of Directors approve **Resolution 2022-21**, which provides for the following:

- a. *Recommends Approval to the WSAC Membership of the Proposed 2023 Special Fund Operating Budget;*
- b. *Recommends Approval to the WSAC Membership of the Proposed 2023 Operations Budget; and*
- c. *Recommends Approval to the WSAC Membership of the Proposed 2023 Strategic Litigation and Communication Program Budget; and*
- d. *Recommends Approval to the WSAC Membership of the following Proposed 2023 Dues and Assessment Schedules:*
 - i. *General*
 - ii. *Transportation*
 - iii. *Public Lands*
 - iv. *Human Services*
 - v. *County and Regional Planning*
 - vi. *Strategic Litigation and Communication*



OPERATIONS BUDGET SUMMARY

- **Proposed Revenue Increase 9.6%**
 - 6% Increase in dues & assessments
 - Revenue comes from four dues, two assessments, five affiliates, four state contracts, and three county contracts
 - Anticipate renewal of 23/25 biennium state contracts
 - Second year of accrued ARPA Technical Assistance revenue
- **Proposed Expense Increase of 14.4%**
 - Adjust staffing in response to increased workloads – Increase FTE by 1
 - Investments in data/research software and tools
 - Investment in member training and engagement
 - Investment in staff retention and satisfaction-6% COLA adjustments, salary survey

INVESTMENTS.

Data & Research

- Developing lists of recurring data needs
- Researching highest priority project data
- Engaging county experts and forming workgroups to respond to data requests
- Contracting with data vendors to streamline online resources and create visualizations

Training & Engagement

Additional in-person conferences and training

Expanded recorded training courses and online repository

Contracted training for civil engagement

Member engagement and tracking tools

PROGRESS & MOMENTUM

The strategic investment in revenue growth through increased dues and new assessments in 2022 allowed us to hire two new staff members that focused on data, research, coordination, and resource building. This was layered with the increased staff support with WSALPHO to provide much needed support at the local level. Additional resources from Foundational Public Health Services will be leveraged to increase capacity in hybrid technology, online learning courses, and in-person training events.

In 2023 we can focus on growth and expansion from what was started in 2022. Adding an FTE to help support a variety of admin and operations functions will allow for growth in member engagement and strategic planning deliverables.



Resolution 2022-21

WHEREAS, the Washington State Association of Counties adopts annual budgets for:

1. Special Fund Budget
2. Operations Budget
3. Strategic Litigation and Communication Program Budget; and

WHEREAS, the Washington State Association of Counties Board of Directors is responsible for reviewing and recommending the following to the WSAC Membership:

1. Proposed 2023 Special Fund Budget
2. Proposed 2023 WSAC Operating Budget
3. Proposed 2023 WSAC Strategic Litigation and Communication Program Budget
4. Proposed 2023 General, Transportation, Public Lands, Human Services, Planning, and Strategic Litigation and Communication Dues Assessment Schedules; and

WHEREAS, it is vital that the Washington State Association of Counties Board of Directors establish and maintain a budget that implements the organizational mission, programs, and activities; and

WHEREAS, the Washington State Association of Counties Board of Directors desires to establish a Special Fund Budget, Operations Budget, and Strategic Litigation and Communications Program Budget to guide the use of resources, establish accountability, and is both sustainable and fiscally responsible; and

WHEREAS, the Washington State Association of Counties Board of Directors has reviewed, discussed, and deliberated upon the providing resources to implement the 2022-23 goals and actions and proposed 2023 expenditure and revenue recommendations from the WSAC Executive Committee;

NOW, THEREFORE, BE IT RESOLVED, the Washington State Association of Counties Board of Directors recommends the following items to the WSAC Membership for their consideration and approval at the Thursday, November 16, 2022, WSAC Annual Membership Meeting:

- a. *Recommends Approval to the WSAC Membership of the Proposed 2023 Special Fund Operating Budget;*
- b. *Recommends Approval to the WSAC Membership of the Proposed 2023 Operations Budget; and*
- c. *Recommends Approval to the WSAC Membership of the Proposed 2023 Strategic Litigation and Communication Program Budget; and*
- d. *Recommends Approval to the WSAC Membership of the following Proposed 2023 Dues Schedules:*
 - i. *General*
 - ii. *Transportation*
 - iii. *Public Lands*
 - iv. *Human Services*

- v. County and Regional Planning*
- vi. Strategic Litigation and Communication*

Approved by the Board of Directors of the Washington State Association of Counties on September 22, 2022.

Jamie Stephens, WSAC President

Lisa Janicki, WSAC Second Vice President

Proposed 2023 WSAC Operations, Special Fund, & Litigation Fund Budgets

*As Recommended by the WSAC
Executive Committee*

2023 WSAC Operating Budget Proposal

One of the most significant activities we undertake as the WSAC Executive Committee, is to prepare a preliminary annual WSAC Budget for review by the WSAC Board of Directors. We take this responsibility seriously. We spent many hours this year, in both zoom meetings and in person considering multiple options for revenue and expenditures – to meet the direction you provided and to implement in the 2022-2023 Strategic Plan. Throughout our deliberations and work, we have focused on four primary areas for the 2023 Recommended Budget

1. Assure that any increase in revenue and expenditure has a clear nexus to implementing the WSAC Board of Directors' 2022-2023 Goals and Objectives.
2. Deliver continued resources to fulfill commitments and implement the 2023 Strategic Litigation and Communication Program (SLAC).
3. Provide continued organizational capacity, fiscal stability, and fulfilling our ongoing fiduciary responsibility.
4. Allocate adequate funding for our core responsibilities:
 - Policy Development and Advocacy for our member counties;
 - Communicating with and between members;
 - Training and education; and
 - Business services.

Last year the membership agreed to move ahead with some areas of significant increase in dues and assessments to respond to the growing needs of counties, provide critical time-sensitive resources and information, and expand organizational capacity. These changes have led to the growth and flexibility we require to provide the strategic responsiveness and proactive planning needed to keep up with current challenges.

The preliminary 2023 WSAC budget faces new challenges and considerations. As we face unknown economic times, inflation concerns, and shifting demographics, we want to recognize these challenges through mindful increases in dues, while providing resources to continue our progress made to date.

We are proud of WSACs' fiscal discipline and responsiveness. We will continue to be prudent and strive to assure fiscally sustainable decisions are made. The Board of Directors in May 2021 developed a bold set of goals and actions to guide the Association over the next two years. This proposed budget will continue support of those activities with the necessary resources to implement the direction of the Board of Directors.

The 2023 budget leverages partnerships, identifies new resources, increases dues, re-structures the use of existing resources, devolves some services, and puts our focus on member services, research, policy analysis and development, communication and retaining our staff. We have also intentionally looked to align some of our resources with emerging activities from the National Association of Counties:

- Resources to help decision makers and the public better understand the role of county government;
- Identify policy trends and development that transcend local, county, and state political boundaries;
- Continued professional development and leadership training.

We have analyzed and developed this proposed budget to assure that it is sustainable over the next four years. While it is true that WSACs' undesignated reserves remain lower than desired (20% of WSAC annual operations) this budget provides an increase in WSAC general reserves, to give an allowance during these uncertain times. WSAC reserves are adequate for us to maintain cash flow, but is less than what is recommended by our previous audit firm. WSAC Board of Directors has also made the conscious choice that we should not unnecessarily build WSAC reserves at the expense of funds that counties can utilize in their individual counties.



Since 1906, for 116 years, WSAC has served Washington’s 39 Counties. Our goal is to continue to see WSAC proactively meet the needs of our member counties as they provide service to our nearly 7.8 million residents, our business community and visitors to our state. We look forward to discussing this proposed budget with you.

Jamie Stephens, President
San Juan County Councilmember

Mary Kuney, 1st Vice President
Spokane County Commissioner

Lisa Janicki, 2nd Vice President
Skagit County Commissioner

Michael Largent, Past President
Whitman County Commissioner



OPERATIONS BUDGET SUMMARY

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 - Investment in staff retention and satisfaction-6% COLA adjustments, salary survey

INVESTMENTS

Data & Research

- Developing lists of recurring data needs
- Researching highest priority project data
- Engaging county experts and forming workgroups to respond to data requests
- Contracting with data vendors to streamline online resources and create visualizations

Training & Engagement

- Additional in-person conferences and training
- Expanded recorded training courses and online repository
- Contracted training for civil engagement
- Member engagement and tracking tools

PROGRESS & MOMENTUM

The strategic investment in revenue growth through increased dues and new assessments in 2022 allowed us to hire two new staff members that focused on data, research, coordination, and resource building. This was layered with the increased staff support with WSALPHO to provide much needed support at the local level. Additional resources from Foundational Public Health Services will be leveraged to increase capacity in hybrid technology, online learning courses, and in-person training events.

In 2023 we can focus on growth and expansion from what was started in 2022. Adding an FTE to help support a variety of admin and operations functions will allow for growth in member engagement and strategic planning deliverables.

2023 PROPOSED OPERATING & SPECIAL FUND BUDGETS COMBINED AND 3 YEARS PRIOR

	2023 Projected Budget	2022 Adopted Budget	2021 Actual	2020 Actual
Revenue				
Dues	\$ 1,871,098	\$ 1,773,470	\$ 1,564,072	\$ 1,564,077
Business Partner Fees	-	-	-	-
Special Assessments	130,000	127,500	35,000	127,000
Affiliate Assessments	967,637	896,268	470,871	512,177
Project Affiliates	4,800	62,300	117,300	89,800
Contract Services	1,074,248	856,156	807,107	747,908
Conferences and Events	213,000	173,000	119,670	32,000
Endorsement & Marketing	157,000	139,500	142,706	176,197
Other Misc. Income	500	500	-	-
Interest and Dividend Income	5,000	5,000	4,569	10,273
Total Revenue	\$ 4,423,283	\$ 4,033,694	\$ 3,261,295	\$ 3,259,432
Operating Expense				
Payroll and Benefits - General	\$ 2,424,571	\$ 2,323,226	\$ 1,653,783	\$ 1,839,677
Meetings, Travel and Hosting	222,400	223,000	69,606	60,124
Conferences and Events	262,700	156,500	194,332	7,878
Contract Services	962,200	721,700	731,608	865,089
Professional Services Other	178,500	154,500	119,688	141,499
Technology and Telecom	115,805	53,314	45,067	57,375
General Operating	197,400	186,779	203,745	172,629
Total Operating Expense	\$ 4,363,576	\$ 3,819,019	\$ 3,017,829	\$ 3,144,271
Budgeted Change in Net Assets	\$ 59,707	\$ 214,675	\$ 243,467	\$ 115,161

Key Metrics and Trends				
Dues as a % of Total Revenue	42.3%	44.0%	48.0%	48.0%
Contracts as a % of Total Revenue	24.3%	21.2%	24.7%	22.9%
Period % Change in Total Revenue	9.7%	23.7%	0.1%	29.9%
Period % Change in Total Expense	14.3%	26.5%	-4.0%	29.8%
Actual/Budgeted FTEs	16.00	14.00	12.00	12.00
Net Income as % of Revenue	1.3%	5.3%	7.5%	3.5%

2023 PROPOSED OPERATING BUDGET AND 3 YEARS PRIOR

	2023 Projected Budget	2022 Adopted Budget	2021 Actual	2020 Actual	2019 Actual
Revenue					
Dues	\$ 1,871,098	\$ 1,773,470	\$ 1,564,072	\$ 1,564,077	\$ 1,525,193
Business Partner Fees	-	-	-	-	-
Special Assessments	130,000	127,500	35,000	127,000	35,000
Affiliate Assessments	967,637	896,268	470,871	512,177	482,005
Project Affiliates	4,800	62,300	117,300	89,800	114,102
Contract Services	1,074,248	856,156	807,107	747,908	407,451
Conferences and Events	213,000	173,000	119,670	32,000	205,781
Other Misc. Income	-	-	-	-	-
Total Revenue	\$ 4,260,783	\$ 3,888,694	\$ 3,114,020	\$ 3,072,961	\$ 2,769,532
Operating Expense					
Payroll and Benefits - General	\$ 2,424,571	\$ 2,323,226	\$ 1,653,783	\$ 1,839,677	\$ 1,799,807
Meetings, Travel and Hosting	172,400	168,000	65,327	33,333	174,567
Conferences and Events	242,700	146,500	194,232	7,878	190,090
Professional Services-Consulting	962,200	721,700	731,608	865,089	442,959
Professional Services Other	171,000	147,000	112,188	133,999	119,595
Technology and Telecom	110,805	48,314	42,442	52,962	47,442
General Operating	182,650	174,279	192,610	161,966	184,007
Total Operating Expense	\$ 4,266,326	\$ 3,729,019	\$ 2,992,189	\$ 3,094,903	\$ 2,958,467
Budgeted Change in Net Assets	\$ (5,543)	\$ 159,675	\$ 121,831	\$ (21,942)	\$ (188,935)

Net Change from Current Year Budget \$ (165,218)

Fund Balance-Budgeted	\$ 99,438	104,980	(2,695)	(92,233)	9,767
Fund Balance-Anticipated	\$ 129,762	135,305	(2,695)	(92,233)	9,767

Assumes \$30k additional savings in 2022

NOTES:

The Operating Budget reflects the core transactions supporting the major and routine functions of the organization. Dues revenues are supported by earnings made from affiliate support and enhanced by contracts we receive from state departments that further our mission of aligning priorities to benefit counties. The bulk of our operating expenses go to the staff that run critical services that benefit our members and also to contractors who's expertise enhance our service delivery.

ASSUMPTIONS:

Revenues

- * All Dues increase by 6%, does not include SLAC
- * Affiliate assessments change commensurately with expenses, mostly personnel, excepting the 12% overhead that is charged
- * Assumes state contracts will be renewed with DOT, DNR and DOE for the biennium and anticipated utilization yearly is captured in the budget
- * Adding SWISS Contract, Contract with Kittitas County started in 2022, 2nd year of ARPA revenue-paid by counties upfront

Expenses

- * Addition of a support position
- * Reflects 6 month vacancy of the Director of Gov Relations position
- * Staff COLA increase of 6%, anticipated medical increase of 10%
- * Meeting and Travel costs high in areas, add in costs for additional training
- * Adding in a second contract lobbying support, salary survey, and data software expenses. Expect higher professional services in subcontract/consulting work, adding in civil engagement subcontract
- * Moving to annual audit, anticipate \$27k

2023 PROPOSED SPECIAL FUND BUDGET AND 3 YEARS PRIOR

	2023 Projected Budget	2022 Adopted Budget	2021 Actual	2020 Actual
Revenue				
Endorsement & Marketing	\$ 157,000	\$ 139,500	\$ 142,706	\$ 176,197
Other Misc. Income	500	500	-	-
Interest and Dividend Income	5,000	5,000	4,569	10,273
Total Revenue	\$ 162,500	\$ 145,000	\$ 147,275	\$ 186,470
Operating Expense				
Meetings, Travel and Hosting	\$ 50,000	\$ 55,000	\$ 4,278	\$ 26,791
Conferences and Events	20,000	10,000	101	-
Professional Services	7,500	7,500	7,500	7,500
Technology and Telecom	5,000	5,000	2,626	4,414
General Operating	14,750	12,500	11,135	10,663
Total Operating Expense	\$ 97,250	\$ 90,000	\$ 25,639	\$ 49,368
Budgeted Change in Net Assets	\$ 65,250	\$ 55,000	\$ 121,636	\$ 137,102

Net Change from Current Year Budget \$ 10,250

Fund Balance-Budgeted \$ 1,002,529 \$ 937,279 \$ 882,279 \$ 760,643

Fund Balance-Anticipated \$ 1,052,529 \$ 987,279 \$ 882,279 \$ 760,643

Assumes \$50k savings in 2022

NOTES:

The Special Fund Budget captures revenue from our Business Partner programs through marketing agreements and royalties on cooperative purchasing. The earnings are used to cover expenses for business meetings, hosting, advocacy, catering, hospitality rooms, breakroom food amenities, and other related travel costs that show prudence and thoughtfulness in using non-dues related revenues. These funds also cover ongoing routine expenses such as support for AWC salary survey, some software renewals, and other sponsorships.

ASSUMPTIONS:

- * Does not add any new NACo marketing programs
- * Increased conference and event budget to cover entertainment extras

2023 PROPOSED STRATEGIC LITIGATION & COMMUNICATION BUDGET AND 3 YEARS PRIOR

	2023 Projected Budget	2022 Adopted Budget	2021 Actual	2020 Actual	2019 Actual
Revenue					
Dues	\$ 400,000	\$ 400,000	\$ 400,000	\$ 399,999	\$ 482,003
Blake Assessment (<i>accrued from 2022 collection</i>)	\$ 150,000	\$ -	\$ -	\$ -	\$ -
Total Revenue	\$ 550,000	\$ 400,000	\$ 400,000	\$ 399,999	\$ 482,003
Operating Expense					
Payroll and Benefits - General	\$ 111,063	\$ 100,158	\$ 113,798	\$ 120,582	\$ 81,065
Meetings, Travel and Hosting	7,500	7,500	62	-	3,877
Professional Services Legal	300,000	300,000	220,937	229,548	239,658
Professional Services Comm/Misc	55,000	55,000	34,065	96,499	98,028
Technology and Telecom	2,000	2,343	1,200	-	315
General Operating	500	500	7,031	-	311
Total Operating Expense	\$ 476,063	\$ 465,501	\$ 377,093	\$ 446,628	\$ 423,254
Budgeted Change in Net Assets	\$ 73,937	\$ (65,501)	\$ 22,907	\$ (46,629)	\$ 58,749

Net Change from Current Year Budget \$ 139,438

Fund Balance-Budgeted \$ 195,907 \$ 115,593 \$ 177,457 \$ 143,619 \$ 179,318

Fund Balance-Anticipated \$ 389,530 \$ 315,593

Assumes \$200k savings in 2022

NOTES:

The SLAC fund was developed to strategically ensure an integrated and interwoven approach to legislative advocacy and government relations, communication that educates, supports and creates awareness, and legal action as appropriate.

ASSUMPTIONS:

- * Slight modifications to staff allocation percentages
- * Legal services for Blake litigation and indigent defense

2024 – 2027 BUDGET PROJECTIONS (OPERATING & SPECIAL FUNDS)

*Budget Projection Assumptions: 2.5% Annual Dues Increase; 2% Annual COLA, 8% Medical increase, 2-Year Audit (even years), 2% Annual Increase in Operating Revenues and Other Expenses, All contracts continuing as				
	2024	2025	2026	2027
Revenue				
Dues	\$ 1,917,876	\$ 1,965,823	\$ 2,014,968	\$ 2,065,343
Business Partner Fees	-	-	-	-
Special Assessments	130,000	130,000	37,500	37,500
Affiliate Assessments	986,990	1,006,729	1,026,864	1,047,401
Project Affiliates	4,800	4,800	4,800	4,800
Contract Services	1,074,248	1,074,248	1,074,248	1,074,248
Conferences and Events	217,260	221,605	226,037	230,558
Endorsement & Marketing	160,140	163,343	166,610	169,942
Other Misc. Income	500	510	520	531
Interest and Dividend Income	5,000	5,100	5,202	5,306
Total Revenue	\$ 4,496,813	\$ 4,572,158	\$ 4,556,749	\$ 4,635,628
Operating Expense				
Payroll and Benefits - General	\$ 2,590,487	\$ 2,666,101	\$ 2,745,218	\$ 2,827,988
Meetings, Travel and Hosting	226,848	231,385	236,013	240,733
Conferences and Events	217,260	221,605	226,037	230,558
Professional Services - Contracts	912,200	912,200	912,200	912,200
Professional Services - Other	182,070	185,711	189,426	193,214
Technology and Telecom	118,121	120,484	122,893	125,351
General Operating	201,348	205,375	209,482	213,672
Total Operating Expense	\$ 4,448,334	\$ 4,542,861	\$ 4,641,269	\$ 4,743,716
Projected Change in Net Assets	\$ 48,479	\$ 29,297	\$ (84,520)	\$ (108,088)

2023 PROPOSED CASH BALANCE AND 3 YEARS PRIOR

	2023 Projected Budget	2022 Adopted Budget	2021 Actual	2020 Actual
Beginning Cash Balance, Unrestricted	\$ 947,760	\$ 878,586	\$ 661,591	\$ 651,809
Cash Flow from Operating Activities				
Net Income (Loss) from Operations	133,644	149,174	266,374	68,531
Change in Assets/Liabilities from Prior Year	-	-	(26,907)	(2,329)
Net Cash Provided (Used) by Operating Activities	\$ 133,644	\$ 149,174	\$ 239,467	\$ 66,202
Cash Flow from Investing Activities				
Capital Purchases (Assets)	\$ -	\$ (37,000)	\$ -	\$ (33,397)
Annual Computer Purchases	(5,000)	(18,000)	(16,429)	(5,395)
Investment in Building Partnership - WCB	(25,000)	(25,000)	(6,043)	(17,629)
Net Cash Provided (Used) by Investing Activities	\$ (30,000)	\$ (80,000)	\$ (22,472)	\$ (56,421)
Net Increase (Decrease) in Cash	103,644	69,174	216,995	9,782
Ending Cash Balance, Unrestricted	\$ 1,051,404	\$ 947,760	\$ 878,586	\$ 661,591
 % PY Change	11%	8%	33%	2%
\$ PY Change	103,644	69,174	216,995	9,782
Designations, Unrestricted Cash				
Board Designated - Building	\$ 120,000	\$ 120,000	\$ 120,000	\$ 202,000
Designated to Litigation Fund	-	-	-	(82,000)
Board Designated - End	120,000	120,000	\$ 120,000	\$ 120,000
Litigation Fund	189,530	115,593	\$ 177,457	\$ 143,619
Undesignated	741,873	712,166	581,129	397,972
	\$ 1,051,404	\$ 947,760	\$ 878,586	\$ 661,591
Undesignated Cash as a Percentage of Expenses:	17%	19%	19%	13%

Beginning Fund Balance (Cash net Receivables & Payables	\$ 1,261,497	1,157,853	1,057,041	812,030
Revised Net Income/(Loss) Projections	-	280,000		
Fund Balance Projections with Anticipated Budget Changes	\$ 1,461,497	\$ 1,357,853		

	1,109,518	Recommended Reserve Balance
Targeted Reserve Balance calculated at 1 Quarter's expenses plus	\$ (58,114)	Reserve Shortage w/ Designated Funds
one year of general dues from highest paying dues member.	\$ (367,645)	Reserve Shortage w/out Designated Funds

Capital Purchases

- In 2017 WSAC purchased a new pool car.
- In 2018 WSAC replaced laptop computers for all employees and remodeled the small WSAC kitchen area.
- In 2019 WSAC added a laptop.
- In 2020, budgeting for computer equipment and conference room remodel
- In 2021, budgeting for miscellaneous computer and hardware upgrades as necessary.
- In 2022, budgeting for new laptops, possible WCB parking upgrades, replace 1 pool car

Budget Projection History

Actuals	2022 (Adopted Budget)			
	2018	2019	2020	2021
Year				
Revenues	3,080,034	3,259,432	3,261,295	3,261,295
Expenses	2,984,084	3,144,271	3,017,829	3,017,829
Net Income (Loss)	95,950	115,161	243,467	243,467
			1,219,862	947,760
				Ending Cash

2018 Budget Projection Report

Year	2019	2020	2021	2022
Revenues	3,293,973	3,343,617	3,394,255	3,445,905
Expenses	3,312,700	3,398,696	3,427,118	3,519,416
Net Income (Loss)	(18,727)	(55,079)	(32,863)	(73,511)

2019 Budget Projection Report

Year	2020	2021	2022	2023
Revenues	3,848,138	3,910,618	3,974,349	4,039,354
Expenses	3,876,244	3,928,210	4,043,896	4,102,284
Net Income (Loss)	(28,107)	(17,592)	(69,547)	(62,930)

2020 Budget Projection Report

Year	2021	2022	2023	2024
Revenues	3,486,555	3,539,607	3,593,720	3,648,915
Expenses	3,560,700	3,663,279	3,708,125	3,816,598
Net Income (Loss)	(74,145)	(123,671)	(114,405)	(167,683)

2021 Budget Projection Report

Year	2022	2023	2024	2025
Revenues	3,165,756	3,211,864	3,259,545	3,308,179
Expenses	3,161,887	3,191,576	3,289,852	3,324,874
Net Income (Loss)	3,869	20,289	(30,307)	(16,696)

2022 Budget Projection Report

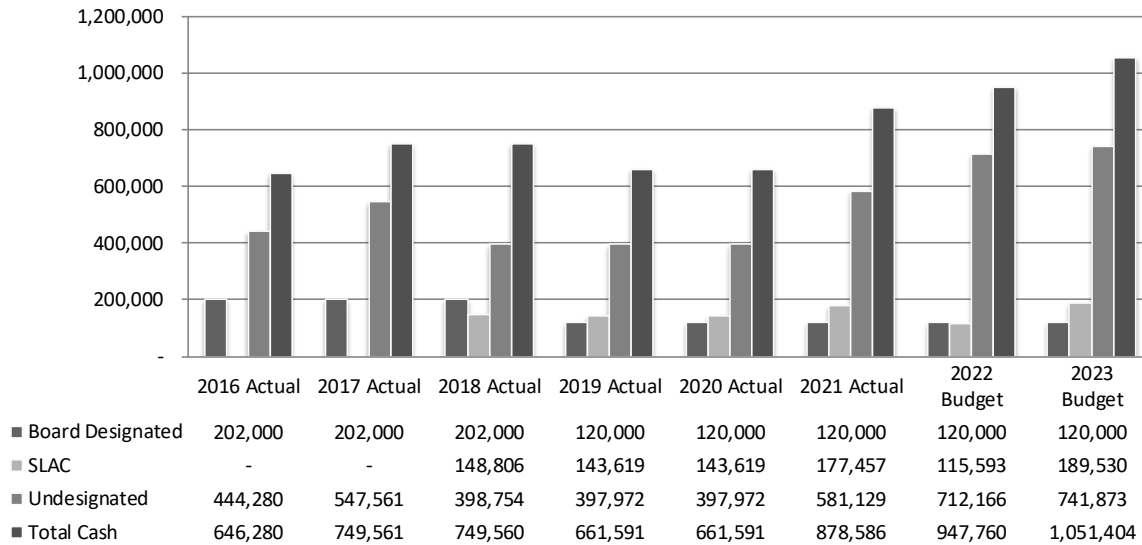
Year	2023	2024	2025	2026
Revenues	4,102,207	4,172,421	4,244,266	4,225,282
Expenses	3,911,406	4,032,149	4,084,515	4,212,731
Net Income (Loss)	190,801	140,272	159,751	12,550

2023 Budget Projection Report

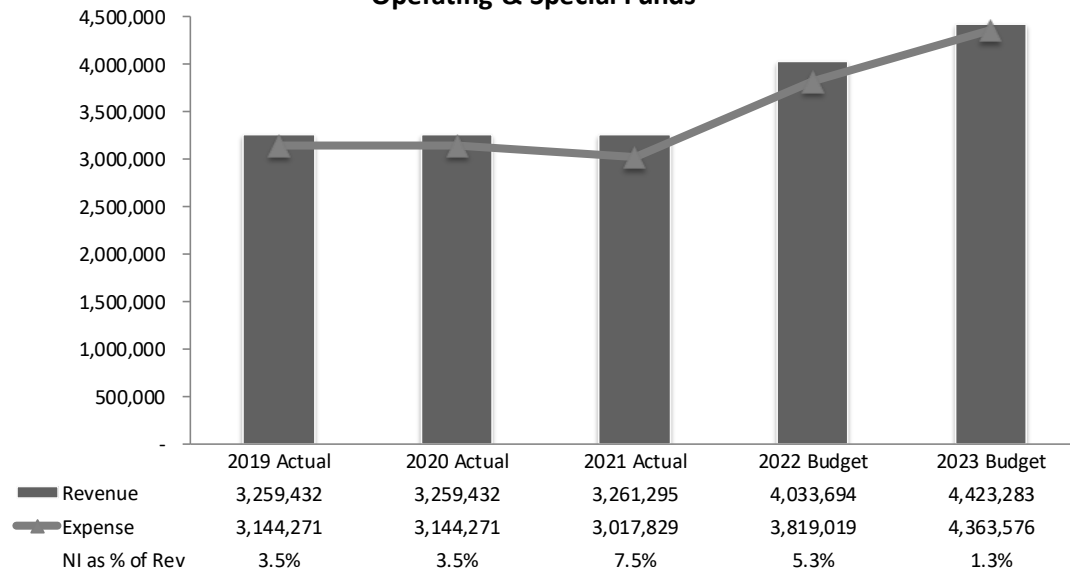
Year	2024	2025	2026	2027
Revenues	4,496,813	4,572,158	4,556,749	4,635,628
Expenses	4,448,334	4,542,861	4,641,269	4,743,716
Net Income (Loss)	48,479	29,297	(84,520)	(108,088)

2023 BASE BUDGET (ALL FUNDS) CHARTS

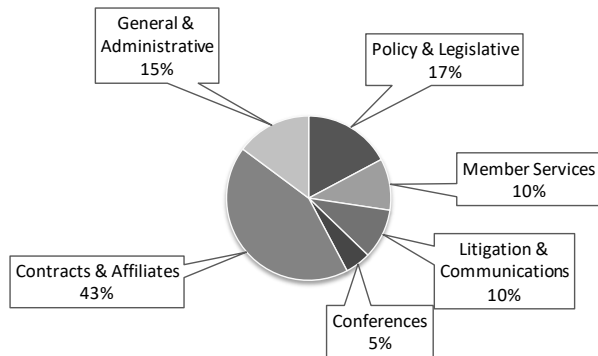
Cash - Designated/Undesignated - 2023 Proposed Budget and 7 Year Trend



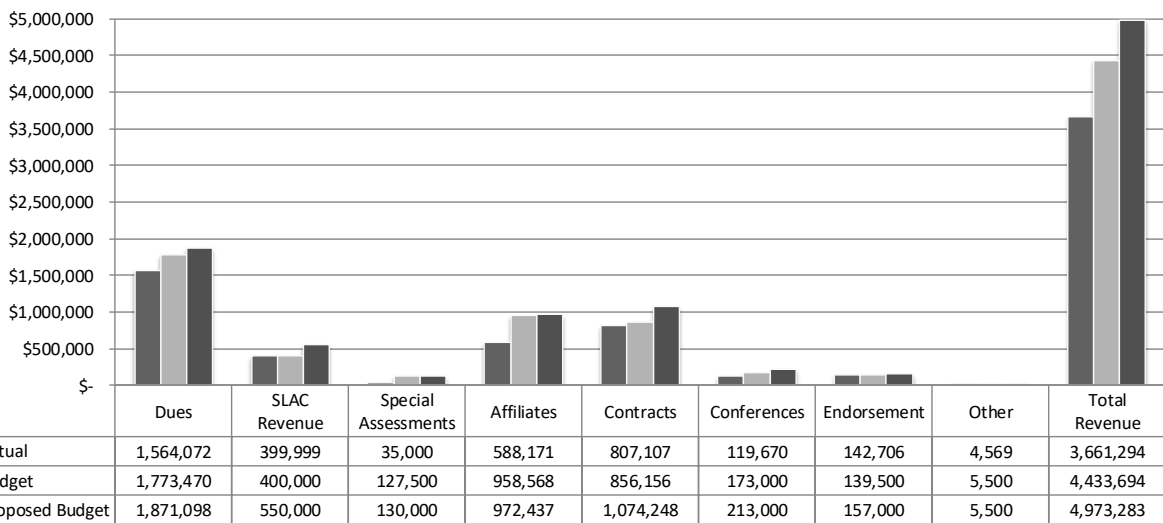
**Revenue & Expenses - 2023 Proposed Budget and 5 Year Trend
Operating & Special Funds**



Operating Expenses by Cost Center - 2023 Proposed Budget



Revenue by Source - (All Funds) 2021 Actual, 2022 Approved & 2023 Proposed Budget



2023 PROPOSED GENERAL DUES – 6% CHANGE

	2023	2022	2021	2020	2019	2018	2017	2016	2015
Total Dues	1,366,897	1,295,045	1,108,086	1,108,086	1,080,560	1,056,583	1,033,191	1,005,938	984,646
Basic Dues Rate:	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
Basic Dues Total:	97,500	97,500	97,500	97,500	97,500	97,500	97,500	97,500	97,500
Base POP Dues:	1,269,397	1,197,545	1,010,586	1,010,586	983,060	959,083	935,691	908,438	887,146
King Co Population Cap %:	25%	25%	25%	25%	25%	25%	25%	25%	25%
King Co Population Cap \$:	317,349	299,386	252,647	252,647	245,765	239,771	233,923	227,109	221,787
Dues Less Population Cap:	952,048	898,158	757,940	757,940	737,295	719,313	701,768	681,328	665,360
% Change	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
CPI	6.0%	18.5%	0.0%	2.8%	2.5%	2.5%	3.0%	2.4%	2.4%

County	2022 Estimated Population (OFM - June 30)				2023 Proposed Dues				Prior Year	
	All Counties		Excluding King		Basic Dues	POP/Base Share	Total Dues	Cost Per Capita	2022 Dues	% Chg.
	POP	%	POP	%						
Adams	21,100	0.27%	21,100	0.38%	2,500	3,622	6,122	0.290	5,913	3.53%
Asotin	22,600	0.29%	22,600	0.41%	2,500	3,879	6,379	0.282	6,274	1.67%
Benton	212,300	2.70%	212,300	3.83%	2,500	36,440	38,940	0.183	36,844	5.69%
Chelan	80,650	1.03%	80,650	1.45%	2,500	13,843	16,343	0.203	15,890	2.85%
Clallam	77,625	0.99%	77,625	1.40%	2,500	13,324	15,824	0.204	15,225	3.93%
Clark	520,900	6.62%	520,900	9.39%	2,500	89,408	91,908	0.176	86,645	6.08%
Columbia	3,950	0.05%	3,950	0.07%	2,500	678	3,178	0.805	3,189	-0.35%
Cowlitz	112,350	1.43%	112,350	2.03%	2,500	19,284	21,784	0.194	20,845	4.50%
Douglas	44,000	0.56%	44,000	0.79%	2,500	7,552	10,052	0.228	9,818	2.38%
Ferry	7,300	0.09%	7,300	0.13%	2,500	1,253	3,753	0.514	3,813	-1.57%
Franklin	99,750	1.27%	99,750	1.80%	2,500	17,121	19,621	0.197	18,827	4.22%
Garfield	2,300	0.03%	2,300	0.04%	2,500	395	2,895	1.259	2,869	0.89%
Grant	101,800	1.29%	101,800	1.84%	2,500	17,473	19,973	0.196	19,303	3.47%
Grays Harbor	76,400	0.97%	76,400	1.38%	2,500	13,113	15,613	0.204	14,880	4.93%
Island	87,700	1.12%	87,700	1.58%	2,500	15,053	17,553	0.200	16,669	5.30%
Jefferson	33,350	0.42%	33,350	0.60%	2,500	5,724	8,224	0.247	7,825	5.11%
King	2,317,700	29.47%	capped at 25%		2,500	317,349	319,849	0.138	301,886	5.95%
Kitsap	280,900	3.57%	280,900	5.06%	2,500	48,214	50,714	0.181	47,723	6.27%
Kittitas	47,200	0.60%	47,200	0.85%	2,500	8,102	10,602	0.225	10,278	3.15%
Klickitat	23,150	0.29%	23,150	0.42%	2,500	3,974	6,474	0.280	6,299	2.78%
Lewis	83,400	1.06%	83,400	1.50%	2,500	14,315	16,815	0.202	15,832	6.21%
Lincoln	11,050	0.14%	11,050	0.20%	2,500	1,897	4,397	0.398	4,330	1.55%
Mason	66,200	0.84%	66,200	1.19%	2,500	11,363	13,863	0.209	13,371	3.68%
Okanogan	42,700	0.54%	42,700	0.77%	2,500	7,329	9,829	0.230	9,642	1.94%
Pacific	23,600	0.30%	23,600	0.43%	2,500	4,051	6,551	0.278	6,122	7.00%
Pend Oreille	13,625	0.17%	13,625	0.25%	2,500	2,339	4,839	0.355	4,797	0.86%
Pierce	937,400	11.92%	937,400	16.90%	2,500	160,897	163,397	0.174	152,985	6.81%
San Juan	18,150	0.23%	18,150	0.33%	2,500	3,115	5,615	0.309	5,372	4.54%
Skagit	131,250	1.67%	131,250	2.37%	2,500	22,528	25,028	0.191	24,127	3.74%
Skamania	11,900	0.15%	11,900	0.21%	2,500	2,043	4,543	0.382	4,543	-0.01%
Snohomish	847,300	10.77%	847,300	15.28%	2,500	145,432	147,932	0.175	141,056	4.87%
Spokane	550,700	7.00%	550,700	9.93%	2,500	94,523	97,023	0.176	89,073	8.93%
Stevens	47,050	0.60%	47,050	0.85%	2,500	8,076	10,576	0.225	10,114	4.57%
Thurston	300,500	3.82%	300,500	5.42%	2,500	51,578	54,078	0.180	50,955	6.13%
Wahkiakum	4,525	0.06%	4,525	0.08%	2,500	777	3,277	0.724	3,201	2.35%
Walla Walla	62,625	0.80%	62,625	1.13%	2,500	10,749	13,249	0.212	12,731	4.07%
Whatcom	231,650	2.95%	231,650	4.18%	2,500	39,761	42,261	0.182	40,027	5.58%
Whitman	47,800	0.61%	47,800	0.86%	2,500	8,204	10,704	0.224	10,376	3.16%
Yakima	259,950	3.31%	259,950	4.69%	2,500	44,618	47,118	0.181	45,376	3.84%
Totals	7,864,400	100.00%	5,546,700	100.00%	97,500	1,269,397	1,366,897	0.174	1,295,045	5.55%

2023 GENERAL DUES – HISTORICAL LOOK

	2023	2022	2021	2020	2019	2018	2017	2016	2015
Total Dues	1,366,897	1,295,045	1,108,086	1,108,086	1,080,560	1,056,583	1,033,191	1,005,938	984,646
Basic Dues Rate:	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
Basic Dues Total:	97,500	97,500	97,500	97,500	97,500	97,500	97,500	97,500	97,500
Base POP Dues:	1,269,397	1,197,545	1,010,586	1,010,586	983,060	959,083	935,691	908,438	887,146
King Co Population Cap %	0	25%	25%	25%	25%	25%	25%	25%	25%
King Co Population Cap \$	317,349	299,386	252,647	252,647	245,765	239,771	233,923	227,109	221,787
Dues Less Population Cap	952,048	898,158	757,940	757,940	737,295	719,313	701,768	681,328	665,360
% Change	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
CPI	6.0%	18.5%	0.0%	2.8%	2.5%	2.5%	3.0%	2.4%	2.4%

2014	2013	2012	2011	2010	2009	2008	2007
963,854	927,367	909,183	893,107	1,050,711	1,050,711	1,009,329	974,256
2,500	2,000	2,000	-	2,000	2,000	2,000	2,000
97,500	78,000	78,000	-	78,000	78,000	78,000	78,000
866,354	849,367	831,183	-	972,711	972,711	931,329	896,256
25%	25%	25%	0%	25%	25%	25%	25%
216,588	212,342	207,796	-	262,678	262,678	252,332	243,564
649,765	637,025	623,387	-	710,033	710,033	678,997	652,692
n/a	n/a	n/a	-15.0%	n/a	n/a	n/a	7.7%
2.0%	2.0%	1.8%	0.0%	0.0%	4.1%	3.9%	n/a

2023 PROPOSED TRANSPORTATION DUES – 6% CHANGE

	Historical								
	2023	2022	2021	2020	2019	2018	2017	2016	2015
Total Dues	290,321	276,978	265,385	265,385	259,644	254,643	249,764	244,080	239,639
Basic Dues Rate:	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400
Basic Dues Total:	54,600	54,600	54,600	54,600	54,600	54,600	54,600	54,600	54,600
POP Dues:	235,721	222,378	210,785	210,785	205,044	200,043	195,164	189,480	185,039
King Co Population Cap %:	25.0%	25%	25%	25%	25%	25%	25%	25%	25%
King Co Population Cap \$:	58,930	55,595	52,696	52,696	51,261	50,011	48,791	47,370	46,260
Dues Less Population Cap:	176,791	166,784	158,089	158,089	153,783	150,033	146,373	142,110	138,779
% Change	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
CPI	6.0%	5.5%	0.0%	2.8%	2.5%	2.5%	3.0%	2.4%	2.4%

County	2022 Estimated Population (OFM - June 30)				2023 Proposed Dues				Prior Year	
	All Counties		Excluding King		Basic Dues	POP/Base Share	Total Dues	Cost Per Capita	2022 Dues	% Chg.
	POP	%	POP	%						
Adams	21,100	0.27%	21,100	0.38%	1,400	673	2,073	0.098	2,034	1.90%
Asotin	22,600	0.29%	22,600	0.41%	1,400	720	2,120	0.094	2,101	0.93%
Benton	212,300	2.70%	212,300	3.83%	1,400	6,767	8,167	0.038	7,777	5.00%
Chelan	80,650	1.03%	80,650	1.45%	1,400	2,571	3,971	0.049	3,886	2.17%
Clallam	77,625	0.99%	77,625	1.40%	1,400	2,474	3,874	0.050	3,763	2.95%
Clark	520,900	6.62%	520,900	9.39%	1,400	16,603	18,003	0.035	17,025	5.74%
Columbia	3,950	0.05%	3,950	0.07%	1,400	126	1,526	0.386	1,528	-0.14%
Cowlitz	112,350	1.43%	112,350	2.03%	1,400	3,581	4,981	0.044	4,807	3.63%
Douglas	44,000	0.56%	44,000	0.79%	1,400	1,402	2,802	0.064	2,759	1.57%
Ferry	7,300	0.09%	7,300	0.13%	1,400	233	1,633	0.224	1,644	-0.67%
Franklin	99,750	1.27%	99,750	1.80%	1,400	3,179	4,579	0.046	4,432	3.33%
Garfield	2,300	0.03%	2,300	0.04%	1,400	73	1,473	0.641	1,469	0.32%
Grant	101,800	1.29%	101,800	1.84%	1,400	3,245	4,645	0.046	4,520	2.75%
Grays Harbor	76,400	0.97%	76,400	1.38%	1,400	2,435	3,835	0.050	3,699	3.68%
Island	87,700	1.12%	87,700	1.58%	1,400	2,795	4,195	0.048	4,031	4.07%
Jefferson	33,350	0.42%	33,350	0.60%	1,400	1,063	2,463	0.074	2,389	3.11%
King	2,317,700	29.47%	capped at 25%		1,400	58,930	60,330	0.026	56,995	5.85%
Kitsap	280,900	3.57%	280,900	5.06%	1,400	8,953	10,353	0.037	9,798	5.67%
Kittitas	47,200	0.60%	47,200	0.85%	1,400	1,504	2,904	0.062	2,844	2.11%
Klickitat	23,150	0.29%	23,150	0.42%	1,400	738	2,138	0.092	2,105	1.54%
Lewis	83,400	1.06%	83,400	1.50%	1,400	2,658	4,058	0.049	3,876	4.71%
Lincoln	11,050	0.14%	11,050	0.20%	1,400	352	1,752	0.159	1,740	0.72%
Mason	66,200	0.84%	66,200	1.19%	1,400	2,110	3,510	0.053	3,419	2.67%
Okanogan	42,700	0.54%	42,700	0.77%	1,400	1,361	2,761	0.065	2,726	1.27%
Pacific	23,600	0.30%	23,600	0.43%	1,400	752	2,152	0.091	2,073	3.84%
Pend Oreille	13,625	0.17%	13,625	0.25%	1,400	434	1,834	0.135	1,827	0.42%
Pierce	937,400	11.92%	937,400	16.90%	1,400	29,878	31,278	0.033	29,344	6.59%
San Juan	18,150	0.23%	18,150	0.33%	1,400	578	1,978	0.109	1,933	2.34%
Skagit	131,250	1.67%	131,250	2.37%	1,400	4,183	5,583	0.043	5,416	3.09%
Skamania	11,900	0.15%	11,900	0.21%	1,400	379	1,779	0.150	1,779	0.00%
Snohomish	847,300	10.77%	847,300	15.28%	1,400	27,006	28,406	0.034	27,129	4.71%
Spokane	550,700	7.00%	550,700	9.93%	1,400	17,553	18,953	0.034	17,476	8.45%
Stevens	47,050	0.60%	47,050	0.85%	1,400	1,500	2,900	0.062	2,814	3.05%
Thurston	300,500	3.82%	300,500	5.42%	1,400	9,578	10,978	0.037	10,398	5.58%
Wahkiakum	4,525	0.06%	4,525	0.08%	1,400	144	1,544	0.341	1,530	0.91%
Walla Walla	62,625	0.80%	62,625	1.13%	1,400	1,996	3,396	0.054	3,300	2.92%
Whatcom	231,650	2.95%	231,650	4.18%	1,400	7,383	8,783	0.038	8,369	4.96%
Whitman	47,800	0.61%	47,800	0.86%	1,400	1,524	2,924	0.061	2,863	2.13%
Yakima	259,950	3.31%	259,950	4.69%	1,400	8,285	9,685	0.037	9,362	3.46%
Totals	7,864,400	100.00%	5,546,700	100.00%	54,600	235,721	290,321	0.037	276,978	4.82%

2023 PROPOSED PUBLIC LANDS DUES – 6% CHANGE

		Historical							
	2023	2022	2021	2020	2019	2018	2017	2016	2015
Total Dues	99,196	93,254	88,049	88,049	85,232	82,733	80,290	77,848	76,022
% Change									0.0%
CPI	6.0%	5.5%	0.0%	2.5%	2.5%	3.0%	2.4%	2.4%	

County	2023 Proposed Dues	Prior Year	
	Total Dues	2022 Dues	\$ Chg.
Adams	100	100	-
Asotin	264	235	29
Benton	468	893	(425)
Chelan	4,078	3,659	419
Clallam	7,170	6,451	720
Clark	3,031	3,376	(344)
Columbia	513	463	49
Cowlitz	1,236	1,636	(401)
Douglas	150	141	10
Ferry	1,566	1,384	182
Franklin	310	394	(84)
Garfield	325	305	20
Grant	1,032	1,263	(231)
Grays Harbor	2,394	2,151	242
Island	100	100	-
Jefferson	3,789	3,689	101
King	3,734	3,148	586
Kitsap	900	814	86
Kittitas	2,366	2,107	259
Klickitat	575	359	216
Lewis	8,811	8,451	360
Lincoln	242	227	15
Mason	4,541	4,495	45
Okanogan	4,596	4,107	489
Pacific	2,334	1,995	338
Pend Oreille	1,704	1,498	206
Pierce	1,348	1,249	99
San Juan	100	100	-
Skagit	10,995	10,655	340
Skamania	4,918	4,291	627
Snohomish	8,602	8,440	162
Spokane	100	100	-
Stevens	1,104	985	118
Thurston	5,888	5,058	830
Wahkiakum	1,706	1,498	207
Walla Walla	100	100	-
Whatcom	5,490	5,094	397
Whitman	100	100	-
Yakima	2,417	2,142	276
Totals	99,196	93,254	5,942

2023 PROPOSED HUMAN SERVICES DUES – 6% CHANGE

	Historical Assessments					
	2023	2022	2021	2020	2019	2018
Total Dues	114,684	108,193	102,552	102,552	99,759	97,326
% Change	0.06					
CPI	6.0%	5.5%	0.0%	2.8%	2.5%	0.025

	2022 Est Population (OFM-June 30)		2023	Prior Year	
	All Counties		Total	2022	
County	POP	%	Dues	Dues	\$ Chg.
Adams	21,100	0.27%	308	290	18
Asotin	22,600	0.29%	330	320	9
Benton	212,300	2.70%	3,096	2,916	180
Chelan	80,650	1.03%	1,176	1,137	39
Clallam	77,625	0.99%	1,132	1,080	52
Clark	520,900	6.62%	7,596	7,143	453
Columbia	3,950	0.05%	58	59	(1)
Cowlitz	112,350	1.43%	1,638	1,557	81
Douglas	44,000	0.56%	642	621	20
Ferry	7,300	0.09%	106	111	(5)
Franklin	99,750	1.27%	1,455	1,386	69
Garfield	2,300	0.03%	34	31	2
Grant	101,800	1.29%	1,485	1,426	58
Grays Harbor	76,400	0.97%	1,114	1,051	63
Island	87,700	1.12%	1,279	1,203	76
Jefferson	33,350	0.42%	486	452	34
King	2,317,700	29.47%	33,798	31,945	1,853
Kitsap	280,900	3.57%	4,096	3,839	257
Kittitas	47,200	0.60%	688	660	28
Klickitat	23,150	0.29%	338	322	15
Lewis	83,400	1.06%	1,216	1,132	84
Lincoln	11,050	0.14%	161	155	6
Mason	66,200	0.84%	965	923	43
Okanogan	42,700	0.54%	623	606	16
Pacific	23,600	0.30%	344	308	37
Pend Oreille	13,625	0.17%	199	195	4
Pierce	937,400	11.92%	13,670	12,775	895
San Juan	18,150	0.23%	265	244	21
Skagit	131,250	1.67%	1,914	1,836	78
Skamania	11,900	0.15%	174	173	0
Snohomish	847,300	10.77%	12,356	11,762	593
Spokane	550,700	7.00%	8,031	7,349	681
Stevens	47,050	0.60%	686	646	40
Thurston	300,500	3.82%	4,382	4,114	269
Wahkiakum	4,525	0.06%	66	60	6
Walla Walla	62,625	0.80%	913	869	45
Whatcom	231,650	2.95%	3,378	3,186	192
Whitman	47,800	0.61%	697	669	28
Yakima	259,950	3.31%	3,791	3,640	151
Totals	7,864,400	100.00%	114,684	108,193	6,492

2023 PROPOSED COUNTY & REGIONAL PLANNING ASSESSMENT - 6% CHANGE

	2023	2022			
Total Dues	79,500	75,000			
% Change					
CPI	6.0%				

	2022 Est Population (OFM-June 30)		2023 Dues	Prior Year	
	All Counties			2022 Dues	\$ Chg.
County	POP	%	Total Dues		
Adams	21,100	0.27%	213	201	12
Asotin	22,600	0.29%	228	222	6
Benton	212,300	2.70%	2,146	2,021	125
Chelan	80,650	1.03%	815	788	27
Clallam	77,625	0.99%	785	749	36
Clark	520,900	6.62%	5,266	4,952	314
Columbia	3,950	0.05%	40	41	(1)
Cowlitz	112,350	1.43%	1,136	1,080	56
Douglas	44,000	0.56%	445	431	14
Ferry	7,300	0.09%	74	77	(3)
Franklin	99,750	1.27%	1,008	961	48
Garfield	2,300	0.03%	23	22	2
Grant	101,800	1.29%	1,029	989	40
Grays Harbor	76,400	0.97%	772	729	44
Island	87,700	1.12%	887	834	53
Jefferson	33,350	0.42%	337	313	24
King	2,317,700	29.47%	23,429	22,145	1,284
Kitsap	280,900	3.57%	2,840	2,661	178
Kittitas	47,200	0.60%	477	458	19
Klickitat	23,150	0.29%	234	224	10
Lewis	83,400	1.06%	843	785	59
Lincoln	11,050	0.14%	112	108	4
Mason	66,200	0.84%	669	640	29
Okanogan	42,700	0.54%	432	420	11
Pacific	23,600	0.30%	239	213	25
Pend Oreille	13,625	0.17%	138	135	3
Pierce	937,400	11.92%	9,476	8,856	620
San Juan	18,150	0.23%	183	169	14
Skagit	131,250	1.67%	1,327	1,273	54
Skamania	11,900	0.15%	120	120	0
Snohomish	847,300	10.77%	8,565	8,154	411
Spokane	550,700	7.00%	5,567	5,095	472
Stevens	47,050	0.60%	476	448	28
Thurston	300,500	3.82%	3,038	2,852	186
Wahkiakum	4,525	0.06%	46	41	4
Walla Walla	62,625	0.80%	633	602	31
Whatcom	231,650	2.95%	2,342	2,208	133
Whitman	47,800	0.61%	483	464	20
Yakima	259,950	3.31%	2,628	2,523	105
Totals	7,864,400	100.00%	79,500	75,000	4,500

2023 PROPOSED SLAC DUES – 0% CHANGE

	Historical					
	2023	2022	2021	2020	2019	2018
Total Dues	400,000	400,000	400,000	400,000	400,000	400,000
Basic Dues Rate:	2,500	2,500	2,500	2,500	2,500	2,500
Basic Dues Total:	97,500	97,500	97,500	97,500	97,500	97,500
Base POP Dues:	302,500	302,500	302,500	302,500	302,500	302,500
King Co Population Cap %:	25%	25%	25%	25%	0	0
King Co Population Cap \$:	75,625	75,625	75,625	75,625	75,625	75,625
Dues Less Population Cap:	226,875	226,875	226,875	226,875	226,875	226,875

County	2022 Estimated Population (OFM - June 30)				2023 Proposed Dues				Prior Year	
	All Counties		Excluding King		Basic Dues	POP/Base Share	Total Dues	Cost Per Capita	2022 Dues	% Chg.
	POP	%	POP	%						
Adams	21,100	0.27%	21,100	0.38%	2,500	863	3,363	0.159	3,362	0.03%
Asotin	22,600	0.29%	22,600	0.41%	2,500	924	3,424	0.152	3,453	-0.84%
Benton	212,300	2.70%	212,300	3.83%	2,500	8,684	11,184	0.053	11,175	0.08%
Chelan	80,650	1.03%	80,650	1.45%	2,500	3,299	5,799	0.072	5,882	-1.42%
Clallam	77,625	0.99%	77,625	1.40%	2,500	3,175	5,675	0.073	5,714	-0.69%
Clark	520,900	6.62%	520,900	9.39%	2,500	21,306	23,806	0.046	23,755	0.22%
Columbia	3,950	0.05%	3,950	0.07%	2,500	162	2,662	0.674	2,674	-0.47%
Cowlitz	112,350	1.43%	112,350	2.03%	2,500	4,595	7,095	0.063	7,134	-0.54%
Douglas	44,000	0.56%	44,000	0.79%	2,500	1,800	4,300	0.098	4,349	-1.12%
Ferry	7,300	0.09%	7,300	0.13%	2,500	299	2,799	0.383	2,832	-1.17%
Franklin	99,750	1.27%	99,750	1.80%	2,500	4,080	6,580	0.066	6,624	-0.67%
Garfield	2,300	0.03%	2,300	0.04%	2,500	94	2,594	1.128	2,593	0.03%
Grant	101,800	1.29%	101,800	1.84%	2,500	4,164	6,664	0.065	6,744	-1.19%
Grays Harbor	76,400	0.97%	76,400	1.38%	2,500	3,125	5,625	0.074	5,627	-0.04%
Island	87,700	1.12%	87,700	1.58%	2,500	3,587	6,087	0.069	6,079	0.13%
Jefferson	33,350	0.42%	33,350	0.60%	2,500	1,364	3,864	0.116	3,845	0.50%
King	2,317,700	29.47%	capped at 25%		2,500	75,625	78,125	0.034	78,125	0.00%
Kitsap	280,900	3.57%	280,900	5.06%	2,500	11,490	13,990	0.050	13,923	0.48%
Kittitas	47,200	0.60%	47,200	0.85%	2,500	1,931	4,431	0.094	4,465	-0.76%
Klickitat	23,150	0.29%	23,150	0.42%	2,500	947	3,447	0.149	3,460	-0.37%
Lewis	83,400	1.06%	83,400	1.50%	2,500	3,411	5,911	0.071	5,868	0.74%
Lincoln	11,050	0.14%	11,050	0.20%	2,500	452	2,952	0.267	2,962	-0.34%
Mason	66,200	0.84%	66,200	1.19%	2,500	2,708	5,208	0.079	5,246	-0.73%
Okanogan	42,700	0.54%	42,700	0.77%	2,500	1,747	4,247	0.099	4,304	-1.34%
Pacific	23,600	0.30%	23,600	0.43%	2,500	965	3,465	0.147	3,415	1.47%
Pend Oreille	13,625	0.17%	13,625	0.25%	2,500	557	3,057	0.224	3,080	-0.75%
Pierce	937,400	11.92%	937,400	16.90%	2,500	38,342	40,842	0.044	40,513	0.81%
San Juan	18,150	0.23%	18,150	0.33%	2,500	742	3,242	0.179	3,225	0.53%
Skagit	131,250	1.67%	131,250	2.37%	2,500	5,368	7,868	0.060	7,963	-1.19%
Skamania	11,900	0.15%	11,900	0.21%	2,500	487	2,987	0.251	3,016	-0.97%
Snohomish	847,300	10.77%	847,300	15.28%	2,500	34,657	37,157	0.044	37,499	-0.91%
Spokane	550,700	7.00%	550,700	9.93%	2,500	22,525	25,025	0.045	24,368	2.70%
Stevens	47,050	0.60%	47,050	0.85%	2,500	1,924	4,424	0.094	4,423	0.03%
Thurston	300,500	3.82%	300,500	5.42%	2,500	12,291	14,791	0.049	14,740	0.35%
Wahkiakum	4,525	0.06%	4,525	0.08%	2,500	185	2,685	0.593	2,677	0.29%
Walla Walla	62,625	0.80%	62,625	1.13%	2,500	2,562	5,062	0.081	5,084	-0.45%
Whatcom	231,650	2.95%	231,650	4.18%	2,500	9,475	11,975	0.052	11,979	-0.04%
Whitman	47,800	0.61%	47,800	0.86%	2,500	1,955	4,455	0.093	4,490	-0.77%
Yakima	259,950	3.31%	259,950	4.69%	2,500	10,633	13,133	0.051	13,331	-1.48%
Totals	7,864,400	100.00%	5,546,700	100.00%	97,500	302,500	400,000	0.051	400,000	0.00%

Combined Dues 2023 PROPOSED

County	General Dues	Transportation Dues	Public Lands Dues	Human Svcs Dues	County Planning Assessment	Solid Waste Assessment	SLAC Dues	Total Dues
Adams	6,122	2,073	100	308	213	523	3,363	12,701
Asotin	6,379	2,120	264	330	228	542	3,424	13,288
Benton	38,940	8,167	468	3,096	2,146	2,995	11,184	66,996
Chelan	16,343	3,971	4,078	1,176	815	1,293	5,799	33,474
Clallam	15,824	3,874	7,170	1,132	785	1,254	5,675	35,714
Clark	91,908	18,003	3,031	7,596	5,266	6,986	23,806	156,597
Columbia	3,178	1,526	513	58	40	301	2,662	8,277
Cowlitz	21,784	4,981	1,236	1,638	1,136	1,703	7,095	39,573
Douglas	10,052	2,802	150	642	445	819	4,300	19,210
Ferry	3,753	1,633	1,566	106	74	344	2,799	10,275
Franklin	19,621	4,579	310	1,455	1,008	1,540	6,580	35,093
Garfield	2,895	1,473	325	34	23	280	2,594	7,623
Grant	19,973	4,645	1,032	1,485	1,029	1,566	6,664	36,394
Grays Harbor	15,613	3,835	2,394	1,114	772	1,238	5,625	30,591
Island	17,553	4,195	100	1,279	887	1,384	6,087	31,485
Jefferson	8,224	2,463	3,789	486	337	681	3,864	19,845
King	319,849	60,330	3,734	33,798	23,429	30,223	78,125	549,489
Kitsap	50,714	10,353	900	4,096	2,840	3,883	13,990	86,776
Kittitas	10,602	2,904	2,366	688	477	860	4,431	22,329
Klickitat	6,474	2,138	575	338	234	549	3,447	13,754
Lewis	16,815	4,058	8,811	1,216	843	1,329	5,911	38,983
Lincoln	4,397	1,752	242	161	112	393	2,952	10,008
Mason	13,863	3,510	4,541	965	669	1,106	5,208	29,862
Okanogan	9,829	2,761	4,596	623	432	802	4,247	23,290
Pacific	6,551	2,152	2,334	344	239	555	3,465	15,640
Pend Oreille	4,839	1,834	1,704	199	138	426	3,057	12,196
Pierce	163,397	31,278	1,348	13,670	9,476	12,373	40,842	272,384
San Juan	5,615	1,978	100	265	183	485	3,242	11,869
Skagit	25,028	5,583	10,995	1,914	1,327	1,947	7,868	54,663
Skamania	4,543	1,779	4,918	174	120	404	2,987	14,925
Snohomish	147,932	28,406	8,602	12,356	8,565	11,207	37,157	254,226
Spokane	97,023	18,953	100	8,031	5,567	7,372	25,025	162,070
Stevens	10,576	2,900	1,104	686	476	858	4,424	21,024
Thurston	54,078	10,978	5,888	4,382	3,038	4,136	14,791	97,292
Wahkiakum	3,277	1,544	1,706	66	46	309	2,685	9,632
Walla Walla	13,249	3,396	100	913	633	1,060	5,062	24,413
Whatcom	42,261	8,783	5,490	3,378	2,342	3,246	11,975	77,475
Whitman	10,704	2,924	100	697	483	868	4,455	20,232
Yakima	47,118	9,685	2,417	3,791	2,628	3,612	13,133	82,384
Totals	1,366,897	290,321	99,196	114,684	79,500	111,454	400,000	2,462,052

Washington State Association of Counties' 2023 Dues Assessments

During the WSAC Annual Membership meeting scheduled for November 16, 2022, the membership will adopt the 2023 Annual Operating/Special Budget and Strategic Litigation and Communication Budget as proposed. These two budgets are supported by eight separate dues assessments. Below is a brief synopsis of each dues assessment.

General Dues – Support the general operations of the Association to include policy and legislative advocacy, finance and administration, communications and member services, and other business and program services.

Transportation Dues – Support the Association with particular attention to public works, transportation, infrastructure, county roads, and associated issues. Funds also support legislative advocacy and coordination, finance and administration, communications and training, member service support for the Washington State Association of County Engineers and other business and program services.

Timber/Public Lands Dues – Support the work WSAC does with both state and federal public land issues:

- Support state “Timber Counties” by working closely on issues related to the Department of Natural Resources’ Forest Board Trust Lands, Board of Natural Resources, Forest Practices Board, and Forest and Fish Policy;
- Supports advocacy and outreach efforts regarding Washington State Department of Fish and Wildlife and Department of Natural Resources Payments in Lieu of Taxes (PILT);
- Supports WSAC staff and WSAC member participation with the National Association of Counties’ Western Interstate Region, Public Lands Steering Committee, and advocacy and outreach associated with funding for Federal Payments in Lieu of Taxes, Secure Rural Schools (SRS), and other public land, forest, and natural resource issues.

Human Services Dues – provides funds for WSAC staff working directly on human services, behavioral health, developmental disabilities, veterans, housing/homelessness and associated issues. WSAC staff work closely with the Association of County Human Services. Funds also have been used to support Association of County Human Services meetings.

Strategic Litigation and Communication Dues (SLAC) – provides funding to initiate work on the approved Litigation and Strategic Communication plan. The proposed work plan includes:

- Developing policies, procedures, and parameters for WSACs’ Litigation Program;
- Establishing and supporting a committee to guide litigation strategy development in conjunction with WSAC’s legislative strategy;
- Conducting research to support the legal strategy;
- Coordinating with partners, members, and others in making and pursuing litigation decisions;
- Submitting amicus briefs, coordinating county litigation, intervening in litigation, and serving as lead plaintiff to initiate litigation;
- Hiring a staff attorney who has the ability to litigate cases WSAC chooses to pursue;
- Strategic communication on brand awareness; public awareness, and issue-specific priorities. A major focus will be helping explain WSAC’s actions when litigation is utilized.

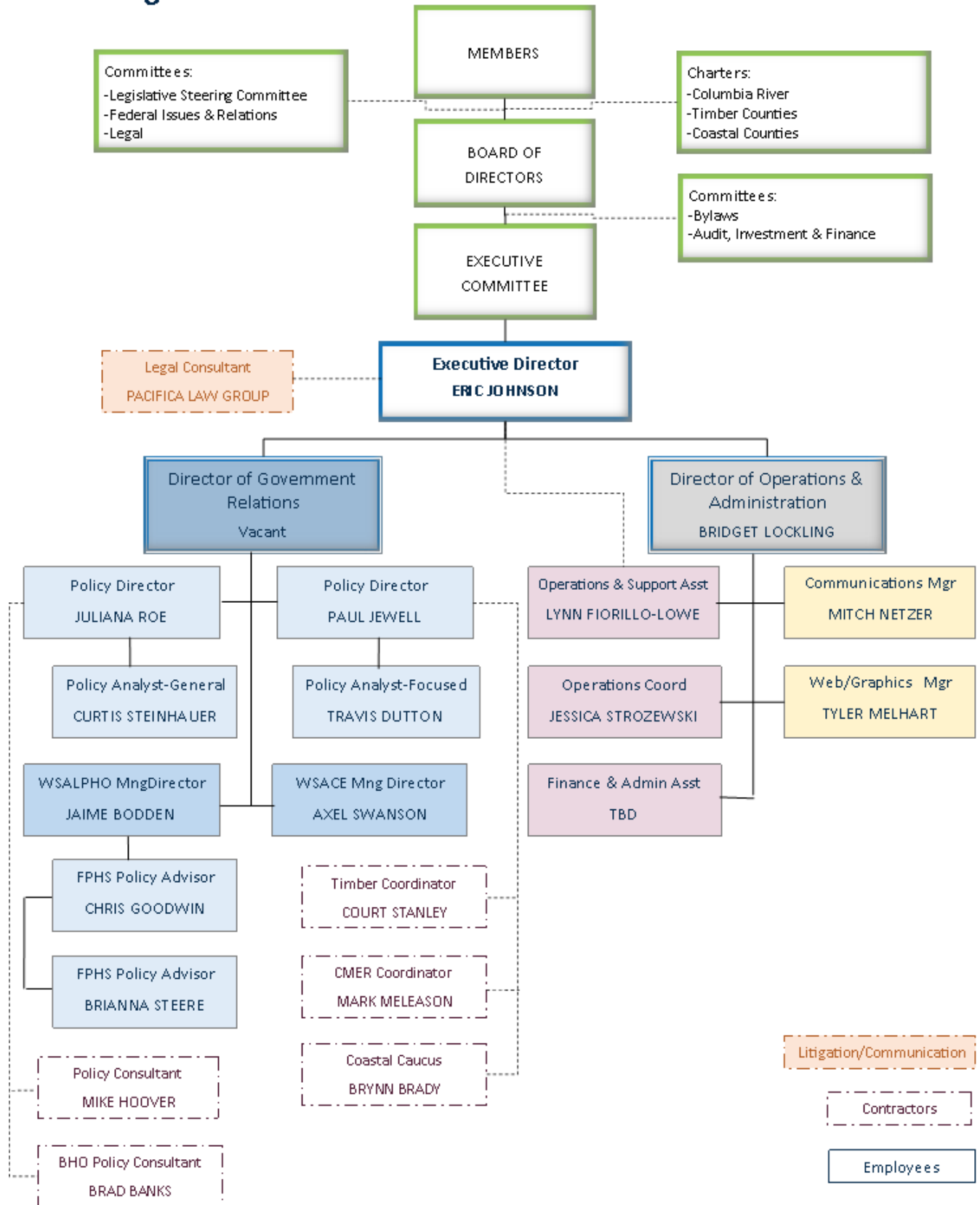
County and Regional Planning Assessment – Supports our work on the Growth Management Act, Land use, shorelines management, and other specific work we do with both the legislature and agencies as well as other stakeholders in Land use issues. Supports our coordination work with the County and Regional Planning Association. County dues percentage based on population.



As the Voice for Washington's 39 Counties, The Washington State Association of Counties is committed to pursuing a comprehensive strategy to support county elected and appointed officials, and their staff, fulfill their constitutional and statutory duties to deliver public services to the citizens of Washington State.

If you have questions regarding WSAC's 2023 Dues Assessments, please contact either WSAC Director of Finance and Administration, Bridget Lockling, at (360) 489-3017/ blockling@wsac.org or WSAC Executive Director Eric Johnson at (360) 489-3013 / ejohnson@wsac.org.

WSAC Org Chart 2023



COLA HISTORY	
2011	0.00%
2012	2.00%
2013	0.00%
2014	2.00%
2015	0.00%
2016	2.00%
2017	2.58%
2018	2.00%
2019	3.00%
2020	2.50%
2021	3.40%
2022	3.00%
2023	6.00%

(range increase, no COLA provided to staff)

(proposed by Exec Committee)

2023
represents 6% COLA

Position/Title	Salary Range	
	Low	High
Executive Director	178,732	232,352
Director of Government Relations	138,508	180,061
Senior Policy Director	118,061	153,479
WSACE Managing Director	118,061	153,479
WSALPHO Managing Director	118,061	153,479
Finance & Administration Director	116,849	151,756
Communications & Member Services Director	116,849	151,756
Policy Director	116,849	151,756
Policy Director	116,849	151,756
Policy Analysts/Advisors	79,500	103,350
Web/Graphic Design Manager	67,046	87,161
Affiliate Services Coord.	67,046	87,161
External Communications Manager	67,046	87,161
Finance Assistant	49,582	64,457
Operations & Support Assistant	49,582	64,457
Meetings & Events Coordinator	49,582	64,457



September 22, 2022

TO: WSAC Board of Directors and Alternates

FROM: President Jamie Stephens, San Juan County Councilmember

PREPARED BY: Jessica Strozeski, Operations Coordinator
Eric Johnson, Executive Director

SUBJECT: 2022-2023 Legislative Steering Committee Roster Confirmation

BACKGROUND

Each county with active members is entitled to have one member from the county legislative authority seated on the LSC. The WSAC bylaws describe active members as “those duly elected or appointed...whose county is currently paying annual dues.” Members are self-nominated. If there is more than one nominee from the same county, the WSAC President must consult with the legislative members of that county and then make a recommendation to the Board of Directors.

In addition to representatives of the county legislative authority, each elected county executive is eligible to serve on the LSC or appoint a designee from their county legislative authority.

The President is required to recommend a proposed roster to the Board of Directors, who confirms the final LSC membership.

Staff asked members to self-nominate by Friday, September 9. At this time, 24 counties have responded. President Stephens' current proposed roster is attached for consideration and approval.

Because not all counties have responded, consistent with past practices, President Stephens or the incoming WSAC President is authorized to fill the remaining vacancies with confirmation by the Executive Committee.

Additionally, President Stephens or the incoming president shall confer and consult with members from counties who have submitted more than one nominee before making a final appointment. Currently, only one county, San Juan, has two submissions for consideration. This is the same process we have used in the last nine years in this scenario.

RECOMMENDATION

Staff recommends adopting **Resolution 2022-22**, confirming a slate of LSC members, and empowering President Stephens or the incoming WSAC President to fill the remaining vacancies with confirmation by the Executive Committee.

2022-2023 Legislative Steering Committee Nominees:

Dan	Blankenship	Commissioner	Adams County
Dan	Christopher	Commissioner	Klickitat County
Bob	Hamlin	Commissioner	Skamania County
Megan	Dunn	Councilmember	Snohomish County
Al	French	Commissioner	Spokane County
Robert	Gelder	Commissioner	Kitsap County
Scott	Hutsell	Commissioner	Lincoln County
Lisa	Janicki	Commissioner	Skagit County
Wes	McCart	Commissioner	Stevens County
Amanda	McKinney	Commissioner	Yakima County
Ryan	Mello	Councilmember	Pierce County
Jim	Nelson	Commissioner	Garfield County
Lisa	Olsen	Commissioner	Pacific County
Kevin	Overbay	Commissioner	Chelan County
Lindsey	Pollock	Commissioner	Lewis County
Chris	Seubert	Commissioner	Asotin County
Janet	St Clair	Commissioner	Island County
Dan	Sutton	Commissioner	Douglas County
Art	Swannack	Commissioner	Whitman County
Lee	Tischer	Commissioner	Wahkiakum County
Sharon	Trask	Commissioner	Mason County
Jill	Warne	Commissioner	Grays Harbor County
Dennis	Weber	Commissioner	Cowlitz County

Counties Requiring Consultation With County Members

Christine	Minney	Councilmember	San Juan County
Cindy	Wolf	Councilmember	San Juan County



Resolution 2022-22

WHEREAS, the Washington State Association of Counties Board of Directors is charged under Association Bylaws with confirming an annual Legislative Steering Committee Roster; and

WHEREAS, the Legislative Steering Committee performs the important work of forming and recommending the WSAC Legislative Agenda for approval by the general membership; and

WHEREAS, the 2022-2023 Legislative Steering Committee must advance a legislative agenda to the membership, monitor legislative activities, guide the staff; and

WHEREAS, WSAC President Stephens recommends a 2022-2023 Legislative Steering Committee Roster to the Board of Directors that includes nominations for 24 counties; and

WHEREAS, WSAC President Stephens or the incoming WSAC President shall:

- Submit to the Executive Committee for confirmation, nominees to fill any current or future vacancies still existing on the Legislative Steering Committee; and
- Meet with nominees from counties who have submitted more than one nominee to serve on the 2022-2023 Legislative Steering Committee before an appointment is made.

NOW, THEREFORE, BE IT RESOLVED that the Washington State Association of Counties Board of Directors confirms President Stephens' 2022-2023 Legislative Steering Committee Roster as proposed:

2022-2023 Legislative Steering Committee Nominees:

Dan	Blankenship	Commissioner	Adams County
Dan	Christopher	Commissioner	Klickitat County
Bob	Hamlin	Commissioner	Skamania County
Megan	Dunn	Councilmember	Snohomish County
Al	French	Commissioner	Spokane County
Robert	Gelder	Commissioner	Kitsap County
Scott	Hutsell	Commissioner	Lincoln County
Lisa	Janicki	Commissioner	Skagit County
Wes	McCart	Commissioner	Stevens County
Amanda	McKinney	Commissioner	Yakima County
Ryan	Mello	Councilmember	Pierce County
Jim	Nelson	Commissioner	Garfield County
Lisa	Olsen	Commissioner	Pacific County
Kevin	Overbay	Commissioner	Chelan County

Lindsey	Pollock	Commissioner	Lewis County
Chris	Seubert	Commissioner	Asotin County
Janet	St Clair	Commissioner	Island County
Dan	Sutton	Commissioner	Douglas County
Art	Swannack	Commissioner	Whitman County
Lee	Tischer	Commissioner	Wahkiakum County
Sharon	Trask	Commissioner	Mason County
Jill	Warne	Commissioner	Grays Harbor County
Dennis	Weber	Commissioner	Cowlitz County

Counties Requiring Consultation with County Members

Christine	Minney	Councilmember	San Juan County
Cindy	Wolf	Councilmember	San Juan County

BE IT FURTHER RESOLVED that the Washington State Association of Counties Board of Directors authorizes President Stephens or the incoming WSAC President to fill the remaining roster vacancies with confirmation from the Executive Committee.

Approved by the Board of Directors of the Washington State Association of Counties on September 22, 2022.

Jamie Stephens, WSAC President

Lisa Janicki, WSAC Second Vice President

September 22, 2022

TO: WSAC Board of Directors and Alternates

FROM: President Jamie Stephens, San Juan County Councilmember

PREPARED BY: Eric Johnson, Executive Director

SUBJECT: 2022-2023 Federal Issues and Relations Committee Roster Confirmation

BACKGROUND

On May 7, 2014, the WSAC Board of Directors established its Federal Relations and Engagement Policy.

This policy directs that “By October 1 of each year, the President shall recommend a Federal Issues and Relations Committee roster for confirmation by the Board of Directors at a regular meeting.”

DISCUSSION

The following established criteria guide federal Issues and Relations Committee membership composition:

- 1) Federal Issues and Relations Committee shall be chaired by WSAC’s elected “Automatic Position” to the NACo Board of Directors.
- 2) All WSAC members who serve on the NACo Board of Directors and WIR Board of Directors shall be the Federal Issues and Relations Committee members.
- 3) Only “Active Members” of the Washington State Association of Counties may be considered for membership on the Federal Issues and Relations Committee.
- 4) At least one WSAC member from each NACo Steering Committee should serve on the Federal Issues and Relations Committee.
- 5) At least one WSAC member from each county that participates in NACo Steering Committee should serve on the Federal Issues and Relations Committee.
- 6) At least one WSAC member from each of the congressional districts.
- 7) Active Members desiring to serve on the Federal Issues and Relations Committee may self-nominate to be considered for appointment.
- 8) Other “Active Members” engaged in regional federal agency issues and relations shall be eligible to serve on the Federal Issues and Relations Committee.
- 9) Preference shall be provided to “Active Members” with tenured experience as county-appointed or elected officials.
- 10) Consider the appointment of ex-officio committee members engaged in federal issues and are members of a WSAC affiliate or partner organization.

WSAC staff initiated recruitment for the Federal Issues and Relations Committee. The following WSAC Members have put forth their nominations for consideration:

Dan	Blankenship	Commissioner	Adams County
Kate	Dean	Commissioner	Jefferson County
Heidi	Eisenhour	Commissioner	Jefferson County
Robert	Gelder	Commissioner	Kitsap County
Jani	Hitchen	Councilmember	Pierce County
Wes	McCart	Commissioner	Stevens County
Ryan	Mello	Councilmember	Pierce County
Kevin	Overbay	Commissioner	Chelan County
Lindsey	Pollock	Commissioner	Lewis County
Janet	St Clair	Commissioner	Island County
Sharon	Trask	Commissioner	Mason County
Dennis	Weber	Commissioner	Cowlitz County
Ron	Wesen	Commissioner	Skagit County

RECOMMENDATION

Staff recommends adopting the attached resolution confirming the following slate of Federal Issues and Relations Committee members and empowering President Stephens or the incoming WSAC President to fill the remaining vacancies with confirmation by the Executive Committee.



Resolution 2022-23

WHEREAS, the Washington State Association of Counties Board of Directors is charged under its policies to confirm an annual Federal Issues and Relations Committee roster as proposed by the WSAC President; and

WHEREAS, the Federal Issues and Relations Committee performs the important work of forming and recommending the WSAC Federal Legislative Agenda for approval by the General Membership at the Annual Conference; and

WHEREAS, the 2022-2023 Federal Issues and Relations Committee must advance a federal legislative agenda to the membership, monitor federal legislative activities, and provide guidance to the staff; and

WHEREAS, WSAC President Stephens recommends a 2022-2023 Federal Issues and Relations Committee Roster to the Board of Directors that includes representatives of 11 counties; and

WHEREAS, WSAC President Stephens or the incoming WSAC President shall submit to the Executive Committee for confirmation nominees to fill any current or future vacancies still existing on the Federal Issues and Relations Committee;

NOW, THEREFORE, BE IT RESOLVED that the Washington State Association of Counties Board of Directors: approves President Stephens' 2022-2023 Federal Issues and Relations Committee Roster as proposed:

Dan	Blankenship	Commissioner	Adams County
Kate	Dean	Commissioner	Jefferson County
Heidi	Eisenhour	Commissioner	Jefferson County
Robert	Gelder	Commissioner	Kitsap County
Jani	Hitchen	Councilmember	Pierce County
Wes	McCart	Commissioner	Stevens County
Ryan	Mello	Councilmember	Pierce County
Kevin	Overbay	Commissioner	Chelan County
Lindsey	Pollock	Commissioner	Lewis County
Janet	St Clair	Commissioner	Island County
Sharon	Trask	Commissioner	Mason County
Dennis	Weber	Commissioner	Cowlitz County
Ron	Wesen	Commissioner	Skagit County

Authorizes President Stephens or the Incoming WSAC President, with confirmation from the Executive Committee, to fill remaining roster vacancies;

Approved by the Board of Directors of the Washington State Association of Counties on September 22, 2022.

Jamie Stephens, WSAC President

Lisa Janicki, WSAC Second Vice President

September 22, 2022

TO: WSAC Board of Directors

FROM: Eric Johnson, Executive Director

PREPARED BY: Jessica Strozewski, Operations Coordinator

SUBJECT: Appointments and Nominations to Statewide Boards & Commissions

The following nominations were received for the open county or local government represented positions on statewide boards and commissions. Attached are applications and statements of interest from each candidate.

WSAC Policy on Board Appointment/Nomination Process

For Boards or Commissions where the WSAC Board of Directors is responsible for nominating individuals, the following process will be used:

The Board of Directors may approve that all nominees be forwarded to the appointing authority for further review via voice vote.

For Boards or Commissions where the WSAC Board of Directors has appointing authority, the following process will be used:

For positions receiving two statements of interest, the Board of Directors shall conduct a hand vote to determine which candidate is the nominee/appointee. For positions receiving more than two statements of interest and where it is necessary to reduce the number of nominees, the board shall conduct an exhaustive ballot voting system until it is determined which candidate(s) are the nominee/appointee.

The exhaustive ballot voting system provides that each board member cast a single vote for their selected nominee. If no candidate is supported by an overall majority of votes, then the candidate with the fewest votes is eliminated, and a further round of voting occurs. This process is repeated for as many rounds as necessary until one nominee has a majority of the Board of Directors present to vote. If more than one nominee needs to be selected, the Board shall continue to vote until a second nominee has a majority, and so on.

Appointments by the WSAC Board of Directors

Justice Assistance Grant Advisory Committee

Eligibility: Elected Commissioner/Councilmember

Number of Positions: One | Applications Received: One

Peter Browning, Skagit County Commissioner

Nominations to the Washington Trust for Historic Preservation

Maritime Washington Advisory Board

Eligibility: Elected Commissioner/Councilmember

Number of Positions: One | Applications Received: One

Kate Dean, Jefferson County Commissioner

Openings Receiving No Nominations

Local Government Advisory Committee

Eligibility: Local Government Employee

WSAC Sends Nominations to Auditor

Number of Position: One

Sentencing Guidelines Commissions

Eligibility: Elected County Official

WSAC Sends Nominations to Governor

Number of Position: One

WSAC will continue to recruit for these positions acknowledging that the Executive Board may make appointments before the November Board of Director's meeting if nominations/applications are received.

Member Nomination Form

Position of Interest:

Justice Assistance Grant Advisory Committee

Name

Peter Browning

Title

County Commissioner

County:

Skagit County

If elected official, your current term ends?

Tuesday, December 31, 2024

Have you contacted the Board or Commission of interest or visited their website to review the meeting schedule and to determine if you are able to meet their requirements?

Yes

As an appointee or nominee of WSAC, you will represent the interests and positions of the Association and act in the best interests of all counties. You may be required to report back to the WSAC Board verbally or in writing, upon request, about activities and decisions of the Board or Commission on which you serve. Do you agree to these responsibilities?

Yes

Statement of Interest:

I spent 27 years in Public Health including 20 years as the Public Health Director for Skagit County. During that time I worked in the Jail and Juvenile detention in KING County for Public Health. I am very interested in sensible funding and appropriate allocations of those funds around the state. I am also a Hospital Commissioner in my county which adds another level of understanding to the importance of funding allocations.

Member Nomination Form

Position of Interest:

Maritime Washington Advisory Board

Name

Kate Dean

Title

Commissioner

County:

Jefferson County

If elected official, your current term ends?

Tuesday, December 31, 2024

Have you contacted the Board or Commission of interest or visited their website to review the meeting schedule and to determine if you are able to meet their requirements?

Yes

As an appointee or nominee of WSAC, you will represent the interests and positions of the Association and act in the best interests of all counties. You may be required to report back to the WSAC Board verbally or in writing, upon request, about activities and decisions of the Board or Commission on which you serve. Do you agree to these responsibilities?

Yes

Statement of Interest:

I represented Counties on the Steering Committee which wrote the now-approved Management Plan for the Maritime Washington National Heritage Area. I found that process to be very informative and would like to continue my involvement with WA Trust for Historic Preservation. Jefferson County has deep connections to maritime heritage and, more importantly, an economy that currently relies on maritime jobs. I am committed to ensuring that the National Heritage Area designation is flexible and beneficial to the diversity of Counties and communities that are included in it.



Resolution 2022-24

WHEREAS, the Washington State Association of Counties Board of Directors is charged with making recommendations and/or appointments to numerous Washington State boards, commissions, and committees, and

WHEREAS, it is vital that county governments' interests are fully represented on statewide boards, commissions, and committees; and

WHEREAS, there is a vacancy on the Justice Assistance Grant Advisory Committee, and

WHEREAS, the following WSAC member has sought nomination for this vacancy:

Peter Browning, Skagit County Commissioner

NOW, THEREFORE, BE IT RESOLVED that the Washington State Association of Counties Board of Directors appoints the following individual to the Justice Assistance Grant Advisory Committee:

BE IT FURTHER RESOLVED that WSAC staff be directed to immediately transmit the appointee's name to the Justice Assistance Grant Advisory Committee; and

BE IT FURTHER RESOLVED that WSAC staff is directed to contact the appointee of their selection; and

BE IT FURTHER RESOLVED that applicants not selected be notified and thanked for their commitment and interest in representing county government.

Approved by the WSAC Board of Directors of the Washington State Association of Counties on September 22, 2022.

Jamie Stephens, WSAC President

Lisa Janicki, WSAC Second Vice President



Resolution 2022-25

WHEREAS, the Washington State Association of Counties Board of Directors is charged with making recommendations and/or appointments to numerous Washington State boards, commissions, and committees, and

WHEREAS, it is vital that county governments' interests are fully represented on statewide boards, commissions, and committees; and

WHEREAS, there is a vacancy on the Maritime Washington Advisory Board, and

WHEREAS, the following WSAC member has sought nomination for this vacancy:

Kate Dean, Jefferson County Commissioner

NOW, THEREFORE, BE IT RESOLVED that the Washington State Association of Counties Board of Directors nominates the following WSAC member to the Maritime Washington Advisory Board:

BE IT FURTHER RESOLVED that WSAC staff be directed to immediately transmit the nominee's name to the Washington Trust for Historic Preservation; and

BE IT FURTHER RESOLVED that WSAC staff is directed to contact the nominee of their selection; and

BE IT FURTHER RESOLVED that applicants not selected be notified and thanked for their commitment and interest in representing county government.

Approved by the WSAC Board of Directors of the Washington State Association of Counties on September 22, 2022

Jamie Stephens, WSAC President

Lisa Janicki, WSAC Second Vice President



September 22, 2022

TO: WSAC Board of Directors and Alternates

FROM: Eric Johnson, Executive Director

PREPARED BY: Bridget Lockling, Director of Finance and Administration

SUBJECT: WSAC Comprehensive Policy Manual Amendment

Background

The Washington State Association of Counties Board of Directors is responsible for the adoption and maintenance of a Comprehensive Policy Manual to guide the administration of the Association's business processes and functions.

Specifically, the Washington State Association of Counties Board of Directors is charged with two areas recommended for amendments:

Adopting and maintaining policies governing the general supervision over the affairs of the Association (WSAC Bylaw 3.1.a)

Adopting and maintaining personnel policies for the Association staff (WSAC Bylaw 3.1.e)

Issue

WSAC last updated its Teleworking/Remote Workplace policy in May 2020, with much of the work being completed on the procedure before the pandemic. Since this time, staff has identified a number of issues regarding the implementation of this policy. Several key factors have driven this review:

- Pandemic – required remote work
- Pandemic – public health requirements and compliance with requirements and recommendations
- Recruitment and Retention
- Flexibility for Work/Life Balance
- Understanding how successful an organization can be with a remote workforce
- New hires have a remote-based option

Discussion

Bridget led a small group of staff to completely re-vamp and expand the Teleworking/Remote workplace policy. The Executive Committee reviewed this policy in August and provided recommendations with the anticipation of bringing this to the WSAC Board of Directors at the September 22nd meeting.

Recommendation

Staff recommends, in consultation with the WSAC Executive Committee, the following amendment to the WSAC Comprehensive Policy Manual:

Teleworking/Remote Workplace

TELEWORK/REMOTE WORK PHILOSOPHY AND STANDARDS

WSAC embraces the concept of remote and telework and makes options available to employees. Depending upon work requirements and department needs, employees may be hired for a fully remote or optional telework position or arrange with their supervisor upon or after hire to transition to a fully remote or optional telework schedule. We provide this opportunity for a variety of reasons:

- We understand the importance of work-life balance and harmony.
- We expect and trust our employees to excel in performance.
- We value the commitment of our employees and strive to promote flexibility.
- We want to ensure the health and safety of employees.

WSAC is committed to establishing an inclusiveness, fairness, and collaboration culture. To achieve this, both the supervisor and employee must adhere to standards to make a remote/telework arrangement beneficial for all those involved, including the end customer. Upon a remote or telework agreement, the Standards for Telework and Remote Work Form must be reviewed and signed by both the employee and supervisor.

Remote workers and teleworkers will receive the same treatment and opportunities as non-teleworkers regarding work assignments, recognition, training and development opportunities, and career advancements.

WSAC values the relationships and camaraderie created through personal interaction and communication. At least once annually, all staff will be required to attend an in-person staff retreat. WSAC or department supervisors may request additional in-person meetings or functions throughout the year. Regular use of interoffice chat technology, such as Teams, is encouraged. Staff promotion of other remote team-building opportunities is also encouraged.

Definitions

Remote Worker-Classification refers to an arrangement in which an employee, under a written remote work agreement, is scheduled to perform at an alternative worksite and is not expected to perform work at the WSAC worksite on a regular and recurring basis. There is no dedicated workspace set for this employee.

Teleworker-Classification refers to a work flexibility arrangement under which an employee performs the duties and responsibilities of such employee's position, and other authorized activities, from an approved worksite other than the location from which the employee would otherwise work. This work arrangement includes expectations of conducting work activities at the WSAC worksite. A written telework agreement is needed for this arrangement. These workers will generally have a dedicated workspace at the WSAC worksite from which to conduct business.

Working Remotely, Virtual Work, or Remote Work-These terms are used interchangeably between remote workers and teleworkers to identify an alternate workspace away from the office.

Official Worksite-The location established during a remote or telework arrangement that represents the primary station from which to conduct business. A remote worker's official worksite is generally their home residence, whereas a teleworker's official worksite is generally the WSAC office. Any changes to the official worksite must be made in writing and approved by the supervisor.

DESIGNATED REMOTE WORKERS

Positions at WSAC are reviewed to determine the suitability of a remote work option. Because our activities are statewide and require travel, we are open to hiring people who live in different areas of the state. If the job is determined to be suitable for remote work, then the employee may be designated as a fully remote worker. Washington residency is required for employment. If extenuating circumstances arise, approval of residence outside of the state may be considered with approval from the Executive Director on a case-by-case basis.

The designation for a fully remote worker does not change the position's responsibilities or the expectation for engagement, performance, and attendance at work functions. This designation has a few critical differences related to travel and accommodations.

Fully remote workers may claim mileage reimbursement from their official worksite, which will default to their home residency, to the location of required attendance, including meetings at the WSAC headquarters. These staff may also claim lodging accommodations if the required travel is more than 2 hours before or after regular work hours. Consideration for the timing to avoid excessive traffic or road conditions is acceptable and should be done with reasonableness on a case-by-case basis. Overnight lodging to accommodate meetings on consecutive days within the same vicinity is allowed. Because travel needs to the WSAC worksite are intended to be infrequent with remote workers, additional limitations of reimbursable expenses may occur.

Fully remote workers may be eligible for an additional budget to configure their home office setting. These funds are provided to help offset the cost of approved appropriate ergonomic accommodations comparable to what they would receive in a typical office environment. Employees must be able to secure reliable, consistent access to the internet to accommodate the need for online attendance at meetings and communication purposes. Any ADA accommodation request must be submitted for approval and as a budgetarily allowable.

Fully remote workers are expected to follow all other conditions listed in the Teleworker section.

TELEWORKERS

Teleworking options are based on factors such as employee performance and suitability, job responsibilities, and equipment needs. Not all positions are suitable for a telecommuting arrangement and will be analyzed upon request and approved on a case-by-case basis. Any telecommuting arrangement will be made on a trial basis, with a plan and timeline for review determined by the employee and their supervisor. Clear communication and expectations are critical to the success of the arrangement. Employees are expected to be accountable for their work performance as if they were onsite, and performance issues will be addressed should the employee fail to meet expectations. The telework accommodation may be discontinued at will and at any time at the request of either the employee, the supervisor, or the Executive Director.

Teleworking does not replace required onsite attendance at meetings or conferences. Employees who need to meet frequently with peers, colleagues, and/or WSAC members or legislative staff are expected to be available and on-premises. Many meetings and functions have options for online attendance. Employees should use their best judgment to decide whether to attend in person or online. Some considerations include travel time, meeting length, frequency of engagement, audience, travel conditions, and overall health and safety.

Flexible Work Schedules

Working remotely does not imply the approval of a flexible work schedule. Flexible work schedules need supervisor approval. It is expected that employees are available during hours conducive to meeting members' needs and being available to assist and collaborate with co-workers and partner organizations. All employees are expected to work the full number of hours agreed to at the time of hire. Working remotely does not remove the requirement for employees to follow timekeeping and PTO-related policies.

Work Environment

The employee will make available an appropriate work environment within their offsite workplace for work purposes that effectively creates a productive workspace, free of distractions that impede work productivity and accountability. This includes the need for reliable and consistent internet connectivity.

Employees should maintain safety at their official worksite location. This includes keeping the workspace free of obstacles and tripping hazards, being mindful of electrical outlets, cords, and equipment to avoid fire hazards, and establishing ergonomically correct furnishings and lighting. In the event of an injury during the performance of work duties, notification shall be given to the employer immediately, and procedures for an L&I claim followed.

Remote work is not designed to replace appropriate and ongoing dependent care. We understand there may be situations that require duality in attending to childcare or other family obligations while working. The employee should determine if the use of leave time is appropriate to make up for missed hours or if temporary, flexible scheduling is needed. Although an individual employee's schedule may be modified to accommodate these needs, the focus of the arrangement must remain on job performance and meeting business demands. Scheduling issues should be discussed with your supervisor. Prospective teleworkers and remote workers are encouraged to discuss teleworking expectations with family members before work starts.

WSAC is not responsible for costs associated with setting up the employee's remote workplace or home office, such as remodeling, furniture, or lighting, nor for repairs or modifications to the home office space.

Office Equipment & Supplies

On a case-by-case basis, WSAC will determine, with information supplied by the employee and the supervisor, the appropriate equipment (hardware, software, modems, printer, phone and data lines, and other office equipment) the employee needs to successfully complete their job functions while working remotely. WSAC shall provide, at the minimum, a laptop computer. Other devices such as additional monitors, docking stations, printer/copiers, or scanners may be requested, and WSAC will review for necessity and provide them if applicable. If approved, the employee may purchase these smaller items using their company credit card or request reimbursement. These items should stay below a total cost of \$300 whenever possible. WSAC will need to inventory any item over \$300 and track it annually until disposition or return upon employment leave. Please review purchases over \$300 with your supervisor for approval. Employees are requested to keep track of smaller equipment items and are accountable for keeping them in good condition. Return of items may be requested if an employee leaves employment.

Employees are expected to secure a favorable price for items through price comparisons or a company account. WSAC will purchase and provide these items upon request. WSAC accepts no responsibility for damage or repairs to employee-owned equipment. Damage to equipment while at home related to non-work conditions,

for example, dogs or other household members, will be the responsibility of the employee to replace. Equipment supplied by the organization is to be used for business purposes only.

WSAC will supply or reimburse the employee with appropriate office supplies (pens, paper, etc.) as deemed necessary.

Security and Confidentiality

Consistent with the organization's expectations of information security for employees working at the office, employees working remotely must protect the proprietary company and customer information accessible from their remote workplace. Steps include using locked file cabinets and desks, regular password maintenance, and other measures appropriate for the job and the environment. Employees are expected to log out of their laptops when not in use and are mindful of any private information potentially accessible in digital or hard copy format.

OTHER CIRCUMSTANCES

Temporary teleworking arrangements may be approved for circumstances such as declared emergencies, inclement weather, special projects, or business travel. These arrangements are approved as needed, with no expectation of ongoing continuance. WSAC may also require teleworking on a short-term basis to address specific emergencies and ensure operations continuity. Workers on an approved remote work arrangement are expected to work during the duration of an emergency event or else request to use unpaid or paid leave. Unless the emergency event affects the ability to conduct work at the worksite location, other arrangements must be made.



Resolution 2022-26

WHEREAS, The Washington State Association of Counties Board of Directors is charged with adopting and maintaining the WSAC Comprehensive Policy Manual; and

WHEREAS, The Washington State Association of Counties Board of Directors acknowledges its responsibility to periodically modify and amend WSAC Comprehensive Policy Manual; and

WHEREAS, The Washington State Association of Counties Board of Directors is charged with:

- Adopting and maintaining policies governing the general supervision over the affairs of the Association (WSAC Bylaw 3.1.a)
- Adopting and maintaining personnel policies for the Association staff (WSAC Bylaw 3.1.e)

WHEREAS, The Washington State Association of Counties (WSAC) Board of Directors last updated its Teleworking/Remote Workplace policy in May 2020, with much of the work being completed on the policy prior to the pandemic; and

WHEREAS, WSAC staff has identified a number of issues regarding the implementation of this policy that need modification; and

WHEREAS, WSACs' Employee Retention policy notes that "the Executive Director shall pursue and implement strategies, actions, and activities to retain a highly competent and professional workforce"; and

WHEREAS, WSAC staff and WSAC Executive Committee have reviewed the proposed modification to the Teleworking/Remote Workplace Policy; and

WHEREAS, Staff recommends, in consultation with the WSAC Executive Committee, amending the WSAC Comprehensive Policy Manual section on Teleworking/Remote Workplace; and

WHEREAS, the WSAC Board of Directors has reviewed and discussed the merits of this proposed amendment;

NOW, THEREFORE, BE IT RESOLVED that the Washington State Association of Counties Board of Directors approves amending the Teleworking/Remote Workplace of the WSAC Comprehensive Policy Manual as proposed and/or amended.

Approved by the Board of Directors of the Washington State Association of Counties on September 22, 2022.

Jamie Stephens, WSAC President

Lisa Janicki, WSAC Second Vice President



September 22, 2022

TO: WSAC Board of Directors and Alternates

FROM: Eric Johnson, Executive Director

PREPARED BY: Paul Jewell, Policy Director

SUBJECT: WSAC Comprehensive Policy Manual Amendment

Background

The 2022 State Supplemental Operating Budget included the following proviso on page 570, Section 310:

(48) (a) \$10,000,000 of the general fund–state appropriation for fiscal year 2023 is provided solely for the department to purchase state forestland, as described in RCW 79.22.010, to begin a program to benefit counties who have lost revenue from existing state forestlands encumbered by wildlife species listed as endangered or threatened by the federal endangered species act. The department must transfer the appropriated amount into the natural resources real property replacement account in accordance with RCW 79.17.210 to purchase state forestlands.

(b) Of the amounts provided in this subsection:

(i) \$5,000,000 must be used to purchase state forestland for the benefit of Clallam county and Jefferson county; and

(ii) \$5,000,000 must be used to purchase state forestland for the benefit of Pacific county, Skamania county, and Wahkiakum county.

(c) The purchased forestlands shall be owned and managed by the department as state forest transfer lands and shall be placed in trust for the benefit of the counties. The purchase of these state forestlands is not limited to lands within the geographic bounds of the counties listed in this subsection.

(d) The purchase of state forestlands must be made in concurrence with the Washington state association of counties before a transaction is finalized.

(e) The department shall work with the Washington state association of counties to determine if any statutory changes are necessary to address issues regarding beneficiary revenue distribution or any other fiscal matters related to state forestlands. The department and the Washington state association of counties shall report to the legislature on any needed statutory changes by December 31, 2022.

Issues

WSAC formed a working group to develop policy proposals for implementing the proviso. The Encumbered Lands Proviso Workgroup (ELP) includes the following members: Clallam County Commissioner Randy Johnson, Cowlitz County Commissioner Dennis Weber, Jefferson County Commissioner Heidi Eisenhour, Lewis County Commissioner Lee Grose, Skagit County Commissioner Lisa Janicki, Skamania County Commissioner Tom Lannen, and Wahkiakum County Commissioner Lee Tischer. Representatives of the DNR, the American Forest Resources Council, and WSAC staff have also been participating in the discussions.

The ELP has met three times and has made significant progress. The ELP identified objectives and issues requiring consideration for proviso implementation. They also developed a Purchase Concurrence Procedure for WSAC to utilize in concurring with DNR proposals to expend funding to acquire replacement forest lands and a Purchase Criteria Policy for DNR to consider when assessing land for acquisition. All policy proposals are subject to approval by the WSAC Board of Directors.

The ELP is also considering an Out-of-County Replacement Forestland Policy and discussing the potential for a replacement forestland trust structure that may be different from the current state forestland trust structure. Future meetings will include the potential development of a Revenue Disbursement Policy, a proposal for operational revenue needs, recommendations about the future of the encumbered lands program, and a possible communications strategy. The ELP hopes to conclude its work in the next few months and prepare a final report and policy proposals for consideration by the WSAC Board of Directors in November.

Next Steps

The ELP hopes to conclude its works in the next few months and have a final report and policy proposals for consideration before the WSAC Board of Directors in November.

However, the ELP also requests the Board consider approving the Purchase Concurrence Procedure and the Purchase Criteria Policy now. The policies may be needed if the DNR is able to identify replacement lands available for purchase before the end of the year. A Resolution has been prepared approving the policies should the Board decide to take such action.

Finally, WSAC must work with the DNR to identify any need for statutory changes and report to the legislature by the end of the year.



ENCUMBERED LANDS PURCHASE CONCURRENCE PROCEDURE

Purpose: The purpose of this procedure is to implement a process to comply with the requirements of the proviso in Section 310 (48) (d) of the 2022 State Supplemental Operating Budget (ESSB 5693 – 2022). The proviso appropriated \$10 million to the Department of Natural Resources (DNR) to purchase state forestland to begin a program to benefit counties that have lost revenue from existing state forestlands encumbered by ESA-listed and threatened species from which timber can no longer be harvested. WSAC is required to concur with DNR before any purchase utilizing this appropriation is finalized. The following procedure outlines WSAC's process and expectations for deciding upon concurrence.

WSAC will decide whether to concur with a proposed purchase of state forestland upon completion of the following procedure:

1. DNR will notify WSAC as soon as possible when considering the purchase of forestland or lands intended to be traded between trusts for state forestlands. WSAC and its members will maintain appropriate and legally allowable confidentiality regarding the potential investment.
2. Upon notification, WSAC will convene a meeting with DNR and all counties impacted by the purchase proposal. This will include any county in which the proposed forestland acquisition is located, even if such county will not be a beneficiary of future revenue from timber harvest.
3. DNR will present the following information on the purchase proposal, as applicable:
 - a. Complete market value analysis of the property, including any difference between the market value and the trust management value;
 - b. An analysis of the economic benefits associated with the purchase for the impacted counties, including long-term and short-term revenue forecasts;
 - c. An analysis of other benefits associated with the purchase (environmental, recreational, etc.);
 - d. Any plans that DNR may have for placing existing lands in conservation status as offsets;
 - e. An analysis of any conservation requirements or potential encumbrances on the property;
 - f. An analysis of how the proposed purchase aligns with the Encumbered Lands Replacement Forestland Purchase Criteria as approved by WSAC; and
 - g. Any known or perceived conflicts that should be considered.
4. WSAC will provide a written concurrence decision within seven working days of the meeting. WSAC will concur if all impacted members consent to the proposed purchase. WSAC will not agree if consensus does not exist among all impacted members.



ENCUMBERED LANDS REPLACEMENT ACQUISITION CRITERIA POLICY

Purpose: The purpose of this policy is to clearly outline the criteria we want DNR to consider when utilizing the funding provided in Section 310 (48) (d) of the 2022 State Supplemental Operating Budget (ESSB 5693 (2022)). That proviso appropriated \$10 million to the Department of Natural Resources (DNR) to purchase forestland to begin a program to benefit counties that have lost revenue from existing state forestlands encumbered by ESA-listed and threatened species from which timber can no longer be harvested.

When considering purchases of forestland to replace existing encumbered state forestland, WSAC requests the DNR consider the following (in order or priority):

1. Seek to replace encumbered state forestlands by prioritizing acquiring lands in the following locations, in the following order:
 - a. In the same county and taxing districts; then
 - b. In the same county; then
 - c. In the same counties where funding is intended to provide benefits as defined in the proviso (Jefferson and Clallam or Pacific, Skamania, and Wahkiakum).
2. Select replacement forestlands with the highest possible soil quality.
3. Target replacement forestlands with the highest possible net operable acres and minimal occurrences of imperiled and critically imperiled species or communities, steep slopes, riparian zones, and other pressures that reduce operability.
4. Prioritize lands with the highest possible management and operational flexibility. Considerations should include past silviculture practices, surrounding land uses, proximity to markets, etc.
5. Favor lands adjacent to existing DNR land holdings.
6. For non-forestland purchases to be swapped with Common School trust forestland holdings in accordance with the encumbered lands program developed for Pacific, Skamania, and Wahkiakum Counties, lands that meet the priorities of the federal land trust beneficiaries.
7. Prefer lands that provide overall acreage gains.
8. Pursue lands with low recreation pressure.
9. **WSAC members are strongly in favor of swapping unencumbered federal forestlands with encumbered State Forestlands as a priority for replacing encumbered lands. WSAC is eager to partner with the DNR in exploring federal land swaps and the willingness of the USFS and other federal agencies to engage in this strategy.**



Resolution 2022-27

WHEREAS, the Washington State Association of Counties Board of Directors is charged under Association Bylaws with approving WSAC policies; and

WHEREAS, the Encumbered Lands Proviso Working Group was established to consider policies for implementing the encumbered lands proviso included in the 2022 Supplemental State Operating Budget; and

WHEREAS, the Encumbered Lands Proviso Working Group has developed two policies so far – the Purchase Concurrence Procedure and the Replacement Purchase Criteria; and

WHEREAS, the Encumbered Lands Proviso Working Group met on September 14, 2022, to finalize the policies and recommend Board approval; and

WHEREAS, timely action on these policies proposals is necessary as the Department of Natural Resources is actively searching for replacement forestlands to be purchased with the funding appropriated by the encumbered lands proviso, and WSAC needs to be responsive if an opportunity to acquire replacement forestlands is presented to the Association.

NOW, THEREFORE, BE IT RESOLVED that the Washington State Association of Counties Board of Directors approves the following policies developed by the Encumbered Lands Proviso Working Group: The Purchase Concurrence Procedure and The Replacement Purchase Criteria.

Approved by the Board of Directors of the Washington State Association of Counties on September 22, 2022.

Jamie Stephens, WSAC President

Lisa Janicki, WSAC Second Vice President

September 22, 2022



STAFF REPORTS



September 22, 2022

TO: WSAC Board of Directors

FROM: Eric Johnson, Executive Director

SUBJECT: Executive Director Report

WSAC Members

Former WSAC President and Snohomish County Councilmember Stephanie Wright resigned to take a position as an Executive Policy Officer with the County Executive Somers. A replacement is pending.

Pierce County Councilmember Hans Zeiger resigned to become President of the Jack Miller Center, an organization “dedicated to reinvigorating education in America’s founding principles and history, an education vital to thoughtful and engaged citizenship.”

The Pierce County Council appointed Paul Herrera to replace Councilmember Zeiger. Councilmember Herrera has served as a Puyallup Tribal Police Officer and is active in Veteran’s Affairs in Pierce County and throughout the State.

Congratulations to Stevens County Commissioner Wes McCart on his selection as 2nd Vice President of the National Association of Counties Western Interstate Region.

Out and About – Courthouse Briefings

WSAC President Jamie Stephens and I have been meeting and eating our way through Washington State – meeting with county commissioners/councilmembers/executives/elected officials, and department leaders. Our goal is to meet with half of the counties every year. To date, we have held courthouse briefings in the following counties

Mason County	Lewis County	Cowlitz County
Wahkiakum County	Kittitas County	Benton County
Okanogan County	Walla Walla County	Franklin County
Lincoln County	Whitman County	Clark County
Whatcom County	Skagit County	Pierce County
Clallam County	Jefferson County	Kitsap County
Snohomish County		

Councilmember Stephens still intends to meet with three more counties, Spokane County, King County, and Thurston County. Here are links to the briefing documents provided during the courthouse briefings. Many thanks to Tyler Melhart on the WSAC staff for keeping these documents updated.

Courthouse Briefing Documents:

https://www.wsac.org/wp-content/uploads/2022/09/WSAC_Courthouse_Briefing_Document_2022_Final-Web_9-1.pdf

End of Session Report:

https://www.wsac.org/wp-content/uploads/2022/09/WSAC_2022_End_of_Session_Report_Final_Web_9-1.pdf

Federal Issues:

Planning and Prepping

The staff has been working throughout summer and early fall, planning and implementing several programs, meetings, and activities for WSAC members. Most are described in other reports. Let me highlight a few here.

- 2023 WSAC Budget planning
- Planning for WSAC Board and LSC meeting, September 22, 2022
- Preparing for 2022 County Leaders Conference, November 14-16, King County
- Prepping for Newly Elected Officials Conference, December 5-8, Thurston County
- Conducted Several Events –
 - WSALPHO Annual Meeting, June 2022, Chelan County
 - WSACE Annual Meeting, June 2022, Okanogan County
 - Local Board of Health Orientation Conference, August 2022, Spokane County
 - Forestry 101 Seminar, June 2022, Thurston County
 - Water 101 Training, June-September 2022
 - WSAC Executive Committee Annual Planning Meeting, August 16-19, San Juan County

WSAC Executive Board Annual Planning Meeting

For the sixteenth year, the WSAC Executive Board held its annual planning meeting in the President's home county, San Juan County. WSAC President Jamie Stephens hosted the WSAC Executive Committee, who focused their time on:

- Reviewing the implementation status 2022-203 Goals, Objectives, and Strategies – and options for continued implementation and resource allocation
- Reviewing current and potential WSAC programs and services
- Discuss organizational performance
- Reviewing 2022 Current Budget Revenues and Expenditures
- Prepare preliminary budgets for consideration for the WSAC Board of Directors
- Developed Proposed 2023 Operating, Special Fund, and Strategic Litigation and Communication Program Budgets

In addition to this critical face-to-face meeting, Executive Committee members conducted a series of pre-meeting calls to review the status of WSAC's 2022 Budget and the status of 2022-2023 Goals, Objectives, and Strategies for the 2023 Budget. Bridget continues to refine a tool she has created -- a BYOB (Build Your Own Budget) tool for staff and Executive Committee to utilize as we looked at options and budget scenario planning. This interactive tool allowed Executive Committee members to see the impact on changes to revenue, changes to organizational staffing and contracts, increased revenue options, COLA and personnel cost changes, expenditure reduction alternatives, and how they all interacted together. This pre-meeting work is essential in scoping the alternatives and options for consideration.

Strategic Litigation and Communication Program

During the September 22, 2022, WSAC Board of Directors' meeting, staff and legal counsel will brief current activities associated with three primary activities:

Indigent Defense – Authorized legal action regarding the State's constitutional duty to provide trial court indigent defense funding.

Blake Decision – Status of current litigation.

WSAC Elections – WSAC Officers, WSAC Board of Directors, NACo Positions

WSAC will soon open the candidate filing period for several WSAC leadership positions. WSAC will distribute a solicitation email to WSAC membership with online application/nomination information for the following positions:

WSAC Positions

- WSAC President: Mary Kuney, Spokane County
- WSAC 1st Vice President Lisa Janicki, Skagit County
- WSAC 2nd Vice President Open to an Eastern Washington Region Active Member
- Four Eastern Region Representatives
- Four Western Region Representatives
- Two Eastern Region Alternates
- Two Western Region Alternates

NACo Positions

- One NACo Board of Directors – Automatic Position
- Western Interstate Region Alternate
 - One member from a county with a population greater than 180,000
 - One member from a county with a population of less than 180,000

Look for the 2022 Annual WSAC Election Announcement to come out soon.

Affiliates/Partners

In addition to member engagement and participation being strong, we continue to communicate regularly with our members and affiliate groups:

- Washington State Association of Local Public Health Officials
- Washington County Administrators Association
- Association of County Human Services
- County Information Services/Technology Directors
- Washington State County Regional Planning Directors
- Washington State Association of County Engineers (WSACE)
- Washington State Association of County Solid Waste Managers
- Washington Clerks of the Boards/Council Association
- Washington State University Extension Directors – Conference Partner

WSAC continues to work closely with other partner organizations, including:

- Washington Association of Prosecuting Attorneys
- Washington State Association of County Auditors
- Washington Counties Risk Pool
- Washington Counties Insurance Fund
- Association of Washington Cities
- Washington Association of County Officials
- Washington Public Ports Association
- Association of City/County Information Services
- Behavioral Health Organizations
- Association of Washington Business

WSAC continues to maintain and expand our cooperative agreements and contracts with several organizations to accomplish the goals of our respective organizations further:

- Department of Natural Resources – Public Lands Counties, Forest and Fish Policy, Comprehensive Monitoring, Evaluation, and Research

- Department of Ecology, Office of Columbia River – Columbia River Caucus
- Puget Sound Partnership – Coastal Counties Caucus, Continuing Dues Assessment
- County Road Administration Board – Partner on Projects
- Department of Transportation – County Transportation Studies
- Washington State Department of Fish and Wildlife - Culvert Inventories
- County Road Administration Board – IT System Functional Improvements

Other Key Areas of Work

- 2nd and 4th Tuesday morning meetings with WSAC Executive Committee
- Preparation for September 22 Board of Directors Meeting
- ARPA Guidance and Technical Assistance
- Virtual Assembly Planning, Scheduling, Communication
- Initiated fee for service work with Kittitas County to assist in organizational structure and County Administrator analysis
- WSAC Operations
 - Remote/Telework Policy Update
 - Registration for County Leaders Conference is now open <https://countyleaders.org/>
- National Association of Counties
 - NACo Steering Committee Recruitments
 - Annual Meeting
 - WIR Conference and Board of Directors
- Health Care Authority/WSAC
- Continuing to Participate:
 - Foundational Public Health Services Steering Committee
 - Forest and Fish Principles Meeting
 - WDFW Budget and Policy Advisory Committee
 - AWC/WSAC/Ports/AWB Executive Director Meetings



2022-2023 *STRATEGIC PLAN*

NOVEMBER 2021

OUR VISION

Healthy, safe, vibrant counties across Washington State.

OUR MISSION

To be a voice for Washington State's 39 counties through advocacy, education, programs, services, and collaboration.

OUR VALUES

Leadership

We are the go-to organization for counties in Washington State. We seek to boldly represent counties as they build strong communities. We endeavor, whenever possible, to collaborate to advance our mission.

Integrity

We build and establish strong foundations of trust and credibility in order to work together effectively and be a valued partner for counties.

Ethics

We seek to make decisions that show respect for each other and our communities.

Trust

We trust each other's good intentions and seek to understand diverse positions in order to support each other.

Collaboration

We strive to strengthen our collective voice by being inclusive of and acknowledging diverse ideas, solutions, viewpoints, interests, and perspectives. When working together to advance our mission, we focus on solutions that strengthen the "whole." We focus on areas where collaboration and concurrence are most possible.

Financial Stability

We manage the organization responsibly and efficiently. We focus on building the resources needed to fulfill the mission and ensure the value of the organization is sustainable.

Vision

We keep our vision at the forefront of everything we do to remain proactive in our work. It is paramount that we remember who we serve.

Respect

We work to earn each other's respect and value each other's efforts. We seek to listen, understand, and assume positive intentions.

2022 WSAC Goals and Objectives

- i. Increase and Strengthen Member Engagement
- ii. Support and Enhance WSAC Engagement with Affiliate Organizations and External Partners
- iii. Ensure WSACs' Financial Stability and Sustainability
- iv. Build Capacity for Data Collection, Tracking, Policy and Data Analysis, and Sharing
- v. Effective Staff Retention Strategies

STRATEGIC FOCUS #1:**INCREASE AND STRENGTHEN MEMBER ENGAGEMENT IN WSAC****GOALS & OBJECTIVES**

- A. County officials acknowledge the value of membership in WSAC.
 - 1. Increase the number of counties who have all Commissioners/Councilmembers participating in at least one or more WSAC activities.
 - 2. Increase repeat attendance in activities and events.
- B. New WSAC members are intentionally integrated into WSAC programs, services, committees and activities.
 - 1. 100% Participation in Newly Elected Officials Training.
 - 2. Increase participation in County Development Institute.
 - 3. Increase percentage of new members who continue regular participation with WSAC.
 - 4. Increase new member satisfaction of orientation and inclusion.
- C. WSAC offers substantial opportunities for member networking, relationship building, collaborations, and ongoing learning.
 - 1. Increase numbers/variety of networking and training opportunities.
 - 2. Increase attendance and participation in networking and training opportunities.

STRATEGIC ACTIONS - 2022

	<i>Lead</i>	<i>Participants</i>	<i>Timeframe</i>	<i>Details</i>
1. Create additional, ongoing, and intentional virtual and in-person activities and opportunities: <ul style="list-style-type: none"> - Formal/structured and informal/social networking. 2. Assure learning opportunities into WSAC's events, programs, and services.	Eric Bridget	WSAC Staff	Outline by March 2022	<p>Networking ideas: mix-up mealtime groups, have a variety of activities, include ice breakers that help people get to know each other, speed-dating, structure down time at conferences/meetings, assign a small cohort of people to get to know each other, give people a sign to put at their table asking others to join them, include low pressure networking opportunities.</p> <p>Working on ideas for 2022 County Leaders Conference for implementation</p> <p>Learning ideas: Teach networking skills/tips/hints for people who may be less experienced, training on building local partnerships, industry specific training, renewed focus on specific areas (ie water, GMA, etc) especially for new members and as continuous</p>

				<p>education, broaden existing trainings to all members (ie. CRAB, state audit, etc.), offer CLE's or certified county official program.</p> <ul style="list-style-type: none"> • Almost completed all County Training Institute Modules; One remaining, Public Involvement • Taping trainings/assemblies for re-use • Water "101" Resources Training • Forest/Timber "101" Training • Call for Proposals and CLC Ideas • Expanded Virtual Assembly Subject matter: <ul style="list-style-type: none"> - American Rescue Plan - Utility Assistance Support - WSDOT Secretary Roger Millar - Commerce Director Lisa Brown - Labor and Industry, Emergency Temporary Standard (Healthcare ETS) protecting workers from COVID-19 - WSU Extension - American Indian Health Commission - Scott Lindquist, Dept of Health, Covid-19 Update - Roundtables - Association of Business, Remote Worker Program - State Board of Health, 1152 Implementation Rule Making - Eryn Hurley, NACo, ARPA US Treasury Final Rule - Commissioner of Public Lands, Hilary Franz - Attorney General Ferguson - Opioid Litigation - Legislative Session Roundup - Broadband Office Director Mark Vasconi - 2023 Legislative Issue Brainstorming - NACo 2nd VP Candidate Forum - Ecology Director Laura Watson - WDFW Director Kelly Susewind - Historic Preservation Grant Program
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				<ul style="list-style-type: none"> - Helen Price Johnson, USDA Rural Development - Department of Retirement Systems - Juvenile Court/Detention - County Road Administration Board - Conservation Commission - Tax Increment Financing - State/Local Split - Transportation Funding - JTC Work Group
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3. Establish a mentoring and advising program to create bilateral connections between members.	Eric Jessica	Executive Committee	March 2022	We are planning to incorporate this into the 2022 NEO. Identifying incoming Commissioners/Councilmembers with potential “mentor” on both the staff/member side.
4. Evaluate the effectiveness and content of courthouse briefings and determine future implementation methods.	Eric	WSAC Executive Committee	Review at August 2022 Executive Committee Meeting	Can virtual be an option at times? Every other year in person? Is content appropriate?
5. Establish performance metrics for member engagement.	Bridget	WSAC Executive Committee	Initial Review - August 2022 Consideration and Review	Define what should be measured. Define adaptive management strategies policy/procedure.
6. Review WSAC Boards and Commissions Appointment Process to reflect need to incorporate newly elected officials and address participation of more members, diversity of member nominees and appointments, length of representation, etc.	Eric	Executive Committee Selected Members for a Review Committee Jessica	Draft for May 2022 Board Meeting Review	<ul style="list-style-type: none"> • Committee Established • 5 Meetings of Committee • Initial DRAFT considered by WSAC Board of Directors May 2022 • Principles of DRAFT Policy being used by Executive Committee during interim appointments • NEXT Steps - Re-convene Committee to prepare for Proposed Policy at November Board Meeting

7. Operationalize Justice, Equity, Diversity and Inclusion Policy	Eric		Draft policy for Executive Committee Review in August 2022	
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STRATEGIC ACTIONS - 2023

	<i>Lead</i>	<i>Participants</i>	<i>Timeframe</i>	<i>Details</i>
1. Implement a communication strategy about the value of WSAC's programs and services	Mitch		Launch in January 2023	Create short, easy to understand messages and videos that communicate the value of participation in WSAC.
2. Consider conducting an annual county lobby day that includes all county officials.	Eric	LSC Co-Chairs	2023 Legislative Session	
3. Create tool to systematically measure: - member and county participation and engagement. Member satisfaction in programs and services.	Bridget	Tyler, Mitch, Jessica	August 2023	Dashboard to show member activity and participation by county, affiliate group, elected officials, etc
4. Conduct data collection to evaluate barriers and impediments associated with minimal or non-participation or counties and members.	Bridget		Initiate September 2023	

STRATEGIC FOCUS #2: SUPPORT AND ENHANCE WSAC ENGAGEMENT WITH AFFILIATE ORGANIZATIONS AND EXTERNAL PARTNERS

GOALS & OBJECTIVES

- A. There are clear paths of communication and engagement with state agencies.
 - 1. Develop collaboration and cooperation agreements, memorandum of understandings, that reflect the important partnership between county government, the State of Washington, other organizations and associations.
 - 2. Complete and implement the Ruckelshaus Center's County/Health Care Authority Communication Framework B. There are strong, supportive connections between and among WSAC members and affiliate organizations.
 - 1. Increase in awareness about the roles of affiliate organizations among WSAC and affiliate members.
 - 2. 100% of affiliate organizations are integrated into WSAC's organizational structure by 2023.
- C. WSAC regularly engages with external partners, groups, and committees to engage in creating a unified voice and developing solutions for shared interests.
 - 1. Identify external partners to develop shared policy agendas with.

STRATEGIC ACTIONS - 2022

	<i>Lead</i>	<i>Participants</i>	<i>Timeframe</i>	<i>Details</i>
1. Implement quarterly listening sessions with affiliates.	Eric	Policy Staff	July 2022	Need to better understand how to facilitate this - and what is needed. Listening with staff? Elected Official interaction with affiliates. Affiliate Presidents and WSAC Executive Committee Interaction?
2. Create a Board and Commission dashboard for those - WSAC nominates or appoints - with front facing data to show upcoming openings, current incumbents, and other information	Bridget	Jessica Tyler	Operational by December 31, 2022	
3. Support and communicate partner positions with WSAC membership regularly.	Eric	LSC Co-Chairs Policy Staff	Initiate Discussion with LSC May 2022	Considered other Association/Group Partners when determining legislative issues for consideration. Looked at whether WSAC should be the lead, or support other partners in legislation.

4. Conduct outreach campaign with affiliates and external partners to invite them to engage with WSAC in creating “one agenda, one voice” together on agreed upon issues	Eric	LSC Co-Chairs Policy Staff	Initiate Discussion with LSC May 2022	Met with WACO to look at their seven likely legislative issues. Have had preliminary discussions with AWC on this.
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STRATEGIC ACTIONS - 2023

	<i>Lead</i>	<i>Participants</i>	<i>Timeframe</i>	<i>Details</i>
5. Establish plan for services to affiliate organizations.	Eric	Bridget, Policy Directors	For WSAC Executive Committee to Review August 2023	
6. Identify potential ala carte/caucus, committee, affiliate initiatives and services.				Example: Marbled Murrelet Study

STRATEGIC FOCUS #3: ENSURE WSAC's FINANCIAL STABILITY AND SUSTAINABILITY

GOALS & OBJECTIVES

- A. WSAC's financial resources support and align with the advancement of the mission.
 - 1. 100% of Washington's counties are "Active Members" as provided for in WSAC Bylaws
 - Pay all Dues
 - Pay all Assessments
- B. WSAC's administration, programs, and services are supported by a variety of funding sources that reduce dependence on a single source.
 - 1. Increase the portion of the annual budget made up of non-dues revenue.
 - 2. Increase the percentage of programs that have more than one fund source.

STRATEGIC ACTIONS - 2022

	<i>Lead</i>	<i>Participants</i>	<i>Timeframe</i>	<i>Details</i>
1. Establish a policy on the management of financial reserves and incorporate and update <i>Section III Cash and Investment Policy</i> in WSAC Comprehensive Policy Manual Update Audit Investment and Finance Committee Charter	Bridget	Audit, Finance and Investment Committee	For Executive Committee Review, August 2022	Draft Presented to WSAC Executive Committee August 2022
2. Identify and increase resources, grants, studies, partnerships, and non-governmental funding sources (i.e. grants, etc.)	Eric	Policy Directors, Advisors, Analysts	Ongoing - Reporting Progress to WSAC Executive Committee August 2022	<ul style="list-style-type: none"> - Identify alternative resources to support program initiatives. - Check with other assoc. - Research potential opportunities and sources - SWISS Collaborative Management - Kittitas County Administrator Assessment - Providing ARPA and LATCF Technical Assistance

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STRATEGIC ACTIONS - 2023

3. Sell marketable services (ie data, research services, regional program coordination)	Eric	Policy Directors, Advisors, Analysts	August 2023 Review options with WSAC Executive Committee	SWISS Management Kittitas County Administrator Assessment
4. Review and revise if necessary WSAC's current dues structure through a transparent process that fosters and highlights the value provided by WSAC to members.	Bridget	Eric Executive Committee	August 2023	Research re: other models Run scenarios recommendation
5. Conduct succession planning	Executive Committee Eric	Board of Directors	Initiate Plan discussion with WSAC Executive Committee in August 2023	Defining succession planning for organizational leadership and staff Establish path to leadership positions, leadership succession plan, maintain institutional memory. August 2022: EJ has asked Executive Committee to read <u>"Who Comes Next: Leadership Succession Planning Made Easy"</u> Eric will gauge the interest in preparation for succession planning.

STRATEGIC FOCUS #4: BUILD CAPACITY FOR DATA COLLECTION, TRACKING, POLICY AND DATA ANALYSIS, AND SHARING

GOALS & OBJECTIVES

- A. WSAC maintains a foundation of consistent, useful data and measures that help tell the story of Washington's counties and WSAC's efforts in an effective and informative way.
1. Build capacity to develop data and information to support counties, policy development and analysis, legislative agenda and legal activities.
 2. Measurable progress on advocacy goals can be easily shared and viewed.
 3. Publish research, data and information.

STRATEGIC ACTIONS - 2022

	<i>Lead</i>	<i>Participants</i>	<i>Timeframe</i>	<i>Details</i>
1. Invest in data capacity building (staff, technology, etc.)	Eric	Curtis Policy Team Bridget	Complete by March 1, 2022 for -FPHS Advisors - Policy Analyst: Natural Resources -Policy Analyst: General	-Staff Recruitment and Onboarding -Staff Work Plans Underway -Data/research plans -Initiate review of software, platforms, tools
2. Identify and prioritize what data to collect based on issues, needs, and narrative we want to tell.	Curtis	Policy Directors, Policy Advisors, Policy Analysts	Initiate discussion/frame issue for LSC, May 2022 County Administrators, April 2022	Framework for decision making & prioritization Develop Work plan for 2022 -23 Tools to transform data into support for the story Internal Review Underway <u>Near Term Data Priorities</u> 1. County Revenues, Expenditures, Population trends

				<p>a. Create a spreadsheet that shows each revenue stream including</p> <ol style="list-style-type: none"> 1. Amount collected per revenue source in the most recent year 2. When each county began collecting each optional tax 3. Whether or not each optional tax has a sunset and what the sunset date is 4. Rate of each tax collection 5. Revenue source growth rates over 1, 5, and 10 years 6. Total sales, property, and fee revenue for each county 7. Amount that 1% property tax increase+new construction would generate for each county 8. Amount that 0.1% and 0.3% sales taxes would generate 9. Population total for each county
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				<p>10. Population growth rates over 1, 5, and 10 years</p> <p>11. Each revenue source total collection per capita in most recent year</p> <p>ii. Next Steps</p> <ol style="list-style-type: none"> 1. Curtis to compile initial spreadsheet by August 19 2. Send to Eric and Policy team for review, incorporate feedback, finish review process by September 15 3. Work with communications staff to create a short analysis of the data (County Revenue Report) to publish by November <p>2. County Labor Force Data</p> <ol style="list-style-type: none"> a. Identify Labor Force Data points and collection strategy <ol style="list-style-type: none"> i. Attend County Administrators meeting in August to ask about good sources of info on county by
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				<p>county labor trends, including:</p> <ol style="list-style-type: none"> 1. How many government workers at county, city, state, federal level. How many retirees? 2. Salary and COLA info 3. Data to support 2023 Legislative Agenda <ol style="list-style-type: none"> a. After LSC agenda setting process is complete circle back with Policy staff to identify data needs for 2023 advocacy goals 4. AMS Engagement data <ol style="list-style-type: none"> a. Curtis to meet with Mitch to draft initial workplan around member engagement and satisfaction measures
3. Increase knowledge, information, and outreach about current data related to policy decisions.	Policy Team Curtis	WSAC Staff, Partners WSAC Leadership, Board, LSC	Ongoing Reporting quarterly Initiate discussion/frame issue for LSC, May 2022	See item #2
4. Implement dashboard for legislative bill progress/success scoring.	Policy Team		Review with LSC, May 2022	

STRATEGIC ACTIONS - 2023

	<i>Lead</i>	<i>Participants</i>	<i>Timeframe</i>	<i>Details</i>
1. Present and communicate data using methods that are user friendly and easily accessible.	Eric Mitch Tyler Curtis	Other WSAC staff, LSC, Board, Affiliates	Ongoing	Create the basic framework & branding Understanding timelines Develop workplans Additional training? Tools needed? Consultants? Communications subcommittee?
2. Develop a data profile that highlights the partnership counties have with state and federal agencies.	Curtis	Other WSAC Staff, LSC, counties, state agencies, external partners	Ongoing	Better understand purpose of Strategic Action Where will data reside? How will it be displayed/communicated/etc. Who has permission to use it? Policies development Efficiency
3. Implement regular updates and progress reporting with built in feedback loops.	Communications Staff	Other WSAC staff, members	Ongoing	Better understand purpose of Strategic Action

STRATEGIC FOCUS #5: EFFECTIVE RETENTION OF CURRENT STAFF EXPERTISE

GOALS & OBJECTIVES

- A. WSAC is considered an employer of choice in Washington State who recruits and retains high quality employees committed to the mission and vision.
1. Staff turnover is less than 10% annually.
 2. Employee satisfaction

STRATEGIES	Lead	Participants	Timeframe	Details
1. Review, revise, and implement policies to create and maintain a quality, supportive work environment.	Eric	Eric, Bridget, WSAC staff	By WSAC Executive Committee August Planning Meeting	<p>2022 Activities</p> <ul style="list-style-type: none"> • Snapshot Salary Survey • Employee Survey • Public Service Loan Forgiveness Program • Organizational Culture/Work Environment Staff Retreat/Activities <p>Continued Present a suite of staff recruitment and retention policies and activities for consideration by the WSAC Executive Committee and Board of Directors:</p> <p>- Review existing Retention Policy to assure tools are available to create and maintain quality work environment - "WSAC is Employer of Choice"</p> <p>COMPENSATION</p> <ul style="list-style-type: none"> - Budget for and Prepare Biennial Compensation Study - Consider Step Increase Plan - Consider Longevity Compensation - Consider mid year 2021 dues increase to provide COLA for staff

				BENEFITS - Increased alternatives, provide flexibility in what options can be chosen - Consider compensation alternatives - Potential alternatives: *Sabbatical Policy - Leave policy options - PTO - Education/School Assistance (time or \$) - School Loan Payments - Flexible/remote work - Hiring Bonus
2. Restore previous staffing levels.	Eric	Bridget	To WSAC Executive Committee at August Planning Meeting	Staff shall prepare information, alternatives, and recommendation on appropriate staffing resource needs to include restoring the Research Director position <ul style="list-style-type: none"> Policy Analyst position has replaced the Research Director Position Looking at the impact of elimination of three positions (Communications and Member Services Director, Members Services Coordinator, Fiscal Assistant) and proposing operations and member services position for 2023 budget
3. Create a directory of staff and program responsibilities	Bridget	Mitch, Tyler	Spring 2022	Create print and online staff directory that provides information to assure member understanding of the program responsibilities of each staff member This work is underway as a tool for both internal and external use. Staff has been asked to fill out a basic description: STAFF NAME: STAFF TITLE: AREAS OF RESPONSIBILITIES/FOCUS: <i>(High level list, what an external audience may need to know when trying</i>

				<p>to connect to the correct person. Will be noted on website) List as many as applicable: DESCRIPTION OF ROLES AND RESPONSIBILITIES: (Will be compiled into a reference tool and used for new employee orientations) General Description (Will be added to staff bio on website): I can help you with: (main point of contact for): Main Focus Areas: Support for Other Programs/Affiliates:</p>
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STRATEGIC ACTIONS - 2023

	<i>Lead</i>	<i>Participants</i>	<i>Timeframe</i>	<i>Details</i>
1. Salary Adjustments: Budget a onetime lump sum to align employee compensation with market levels.	Eric	Executive Committee	August 2022 August 2023	<p>Eric will present recommendations for base salary increases on an annual basis.</p> <p>Executive Committee goal to bring WSAC Executive Director Salary to 100% of salary range by 1/2025</p>
2. Conduct biennial salary/compensation study to stay competitive with the market.	Bridget			
3. Establish internship program that works with WSAC programs and affiliates.	TBD			

2022 WSAC Elections Timeline

Date	Activity
By September 26	President Stephens appoints Elections Oversight Committee Chair Staff finalizes WSAC election website for launch
Sept 30, 10 am	Candidate filing period begins (At least 45 days prior to Annual Meeting) Solicitation email distributed to WSAC membership with online application form (JotForm)
Oct.7 & Oct. 14	Reminder email distributed to WSAC membership
October 17, 5 pm	Candidate filing period ends Candidate materials (statement, photo, etc.) due to WSAC office
October 18 – 20	Staff prepares ballots in eballot system; compiles/verifies election distribution email list; and eballot system assigns unique password to each active member
October 21	WSAC Elections Oversight Committee conference call to review election materials, procedures, and process
October 24 – 28	Staff makes any corrections and modifications to eBallot system per committee's direction
October 28	Ballot notice email distributed to membership "be looking for an email"
November 1, 10 a.m.	Online polling opens (14 days prior to Annual Meeting) WSAC members receive emails with unique password and instructions
November 15, 1 p.m.	Online polling closes Shut down voting computer
November 15, 3:30 p.m.	WSAC Elections Oversight Committee meets to review results
November 16, 9 a.m.	Election Results Announced at WSAC General Membership Meeting
November 20	Election Announcements published on WSAC website, news release distributed to officers' home newspapers and published in WSAC Insider or Friday 5

Offices Subject to Election:

- WSAC President
- WSAC Vice President
- WSAC Second Vice President (*Eastern*)
- Eastern Region Representatives (4) and Alternates (2)
- Western Region Representatives (4) and Alternates (2)
- NACo Board of Directors – Automatic Position -1 position
- NACo WIR 180k+ position (10 counties)
180k- position

September 22, 2022

TO: WSAC Board of Directors

FROM: Eric Johnson, Executive Director

PREPARED BY: Bridget Lockling, Finance, and Administration Director

SUBJECT: Business, Finance, and Operations Report

FINANCE AND ADMINISTRATION

Cash

WSAC ended the second quarter of 2022 with a total cash position of \$2,590,688. This is \$517k less than the ending cash position of the first quarter. This is because of the collection of dues payments in the first quarter and then used throughout the year. Cash is over \$1.07 million higher compared to the end of the second quarter of 2021; this is related to a higher beginning cash balance and the overall increase of budgeted dues. Of this amount, \$300,000 is invested in eConnectDirect CDs. We look to increase our investment in CDs now that rates have increased. So far this year, we have earned \$2,685 in interest from the CDs.

Liabilities

2nd quarter total liabilities are higher this time of year due to booking deferred revenue for annual dues billed in January and not "earned" until the year progresses.

Budget to Actual Activity

The combined All Funds Actual vs. Budget Summary 2022 report shows a positive bottom line of \$403,675. The most significant source of savings was related to staff vacancies and slower litigation expenses than budgeted. As budgeted, the additional policy analyst positions were not filled in the first quarter. Variances highlighted in the financial report include:

- Payroll and Benefits – The YTD difference is mainly due to the vacancy of 2 positions and the elimination of the conference planner position.
- Conference and event over expenditures are partially related to the training events in our Columbia River contract that were not budgeted for. This category also contains our credit card fees, which were substantially higher from some counties paying dues through a virtual card program.
- Contract Services – This category is currently underspent related to the timing of litigation activity not being as high in the first quarter. State contract spending is behind on our Transportation Study as only one subcontract of three incurs costs.

2022 Dues

The 2022 dues billings were sent out the 2nd week of January. We have received most dues payments. Reminder statements will be sent out by the end of the month for any outstanding invoices.

Current tracking information is as follows:

Dues

General Dues – 98% collected (1 county remaining)

Transportation Dues – 100% collected

Public Lands Dues – 98% collected (1 county remaining)

Human Services Dues – 95% collected (2 counties remaining)
Litigation & Communication Dues – 95% collected (2 counties remaining)
Solid Waste Dues – 92% collected (3 counties remaining)
Regional Planners – 95% collected (2 counties remaining)

Special Assessments

Coastal Counties Special Assessment – 92% collected (1 county remaining)
Blake Litigation – 92% collected (3 counties remaining)
ARPA Assessment – 92% collected (3 counties remaining)

2020-2021 Audit

Johnson, Stone, and Pagano began work on the audit in May and were onsite with a team of 3-4 for a week reviewing documents, policies, and procedures. The final audit report is expected in November. The Audit, Investment, and Finance committee will be convened to review the results before the presentation at the Board meeting. We have not been apprised of any issues but anticipate several internal control processes. Work has not begun on the 990 taxes, but the former audit company filed the extension, so we have until November to complete it.

Investment Funds

With the higher cash balance at year-end, we elected to move \$200,000 to a 3-year CD account at 1% earnings. Our other 2-year CD of \$100,000 matured in March and was rolled over into a one-year CD with a 1.15% interest rate. We will explore additional CD investments in the late summer to maximize our returns.

COMMUNICATIONS AND MEMBER SERVICES

Meetings & Events

Virtual, Hybrid, and In-Person Events

WSAC continues to provide conference planning support to several affiliate organizations. In addition to conferences, there have been several smaller events and training over the summer.

Below you will find the current list of events WSAC staff will support in 2022:

COMPLETED

WSALPHO Public Health Retreat | April 11-13 | Skamania County | In-Person (64 Attendees)
WCAA Annual Conference | April 13-15 | Chelan County | In-Person (23 Attendees)
WSACE Annual Conference | June 6-9, 2022 | Chelan County | In-Person (48 Attendees)
WACSWM Annual Conference | June 13-15, 2022 | Kittitas County | In-Person (30 Attendees)
WSALPHO Summer Meeting | June 6-8, 2022 | Chelan County | In-Person (127 Attendees)
WSALPHO Local Board of Health Orientation | Aug 31-Sep 1, 2022 | Spokane County | In-Person

UPCOMING

WSALPHO Environmental Public Health Meeting | Oct 11-13, 2022 | Chelan County | *Hybrid*
County Leaders Conference | November 15-17, 2022 | King County | In-Person
Newly Elected Officials Training | December 5 – 8, 2022 | Thurston County | In-Person

Marketing and Social Media

Social media has remained strong, with WSAC beginning to incorporate paid marketing for our networks to boost engagement and click-through rates to our new Washington Counties Job Board. As our marketing ads grow, we plan to integrate other campaigns, such as public education on our *Learn* page, *WAnderCounties*, and continued Job Board marketing. WSAC's current social media reach is up 167.4% on Facebook, 368.8% on Instagram, and Twitter, having just broken 2,000 followers!

During April, the WSAC social media channels participated in National County Government Month (NCGM) and launched a new campaign, *#WAnderCounties*. WSAC sent out *#WAnderCounties* marketing material, including window clings, decals, and native to Washington wildflower seed packets to all 39 counties. While

NCGM has concluded, the *WAnde*r campaign will continue throughout the year. Counties are encouraged to participate in demonstrating their counties' services and sharing their region's unique beauty.

Business Partners

The Business Partners Program went through a complete redesign and reboot this year. We launched the new program in April. We now offer three tiers of benefits: enhanced marketing benefits, engagement opportunities, and discounts for our County Leaders Conference. While we've had lots of interest and communication with businesses, both previous partners and new, only five have completed registration so far. This is nearly \$5k in new non-dues revenue, though. This is an annual program, so we hope to grow to consistent revenue of \$10k to \$15k.

County Development Institute of Washington (CDIW)

Our revamped County Development Institute, which started in 2021, faced significant delays after the staff coordinating the effort left. Only four of the twelve anticipated training videos were released in 2021. Seven of the eight remaining courses occurred in the first half of 2022. A presenter for the remaining training is still needed, but we anticipate completion by the end of September. Participants should be able to complete and receive certification by the November County Leaders Conference.

In addition to these certificate courses, we are incorporating several other educational and training opportunities in our website's 'Learn' section. We have revamped the "Learn" section of the website by adding sections for the public and schools to learn about counties, the CPO track, an on-demand section, and spots for how to engage the organization through our newsletters. The on-demand section has four courses recorded and in the editing process (Water 101 Module A, B, C, and Timber 101. Other courses on the horizon include Justice, Equity, Diversity, and Inclusion and, finally, Public Health Training. In partnership with WSALPHO, we are preparing to create a course for Public Health Officers based on the Public Health Officers Orientation meeting happening in late August. We hope to continuously grow these pieces of training by recording more training as they occur and finding other topics in response to member needs and emerging issues.

WSAC Counties Job Board

The WSAC Job Board was officially launched on March 8, 2022. The initial rollout announcement went to our database of county officials and targeted recruitment to ACHS members. Word spread quickly, and county HR departments took advantage of the additional recruiting resource, with the first couple of months averaging over 30 job postings. Once we were sure the site was running smoothly and the user experience was good, we started marketing campaigns through social media, including Facebook and LinkedIn. Since its launch, the website has posted 177 jobs, with 47 employers registered and ten candidates registered. There are 28 counties utilizing the service, along with two cities, a school district, and the Olympic Region Clean Air Agency. We have had over 13k page views, and over 6k users visit the website. We are happy with the success of this high-quality website and will continue to promote and market this resource to counties and agencies that support county government work. We need to decide if this should be continued as a free service or move to a paid platform to generate a new source of non-dues revenues.

Hybrid Technology

With the success of the current hybrid meeting kit technology and the support of the WSALPHO FPHS grant funds, we are expanding our ability to support all associations under WSAC by investing in 3 more hybrid meeting audio kits and building out our video capabilities by investing in multiple semi-automated cameras and the ability for multi-camera switching in our larger meetings.

Appointments to Statewide Boards & Commissions

Joint Transportation Committee IJA Workgroup

Ryan Mello, Pierce County Councilmember

Decarbonization Advisory Group

Cindy Wolf, San Juan County Councilmember

Public Safety Telecommunicator Board

Tom Handy, Whitman County Commissioner

Nominations

Creative Economy Strategic Workgroup

Thurston County Economic Development Manager

State-Level Vehicle Residences Workgroup

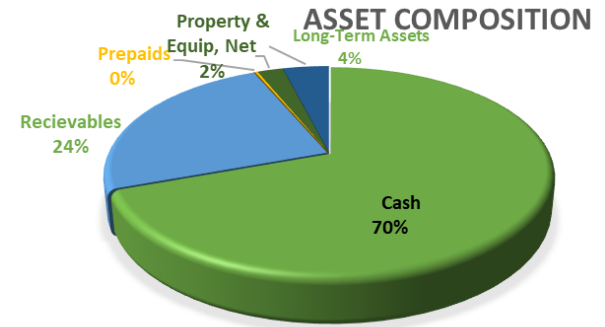
Peter Browning, Skagit County Commissioner

JUN 30, 2022 Financial Dashboard

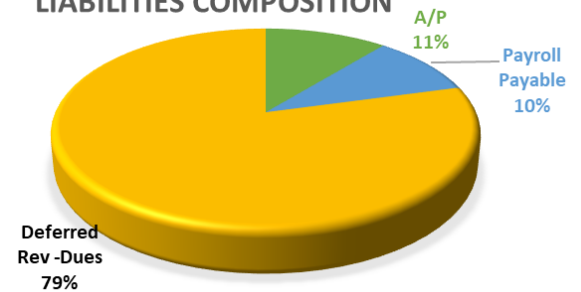
STATEMENT OF FINANCIAL POSITION

AS OF 6/30/2022

Litigation \$918,719	Litigation \$590,687	Litigation \$328,032
Special \$929,982	Special \$523	Special \$929,459
Operating \$2,303,940	Operating \$2,189,542	Operating \$114,398
Total Assets, \$3,731,396	Total Liabilities, \$2,161,076	Net Assets/Equity, \$1,570,320



LIABILITIES COMPOSITION



2022 Revenues Budget to Actual

as of 6/30/2022



2022 Operating Fund

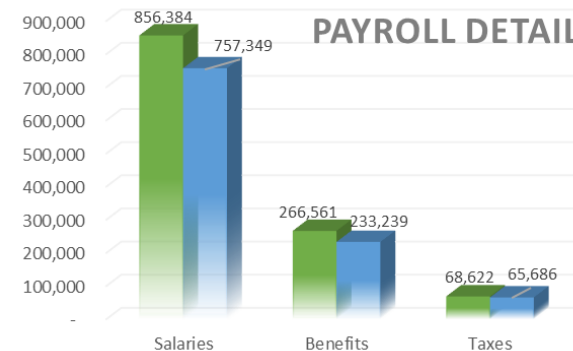
Revenues are 94% of Budgeted YTD
Expenses are at 91% of Budgeted YTD
Savings highest in salaries and benefits from staff vacancies. Contract expenditures should catch up some in the second half of the year.

2022 Expenses Budget to Actual

as of 6/30/2022



PAYROLL DETAIL



Statement of Financial Position, by Fund
 For the Current Ending Period and 3 Years Prior

	Operating Fund	Special Fund	Litigation Fund	Total 6/30/22	12/31/2021	12/31/2020	12/31/2019
Assets							
Cash & Cash Equivalents	\$ 956,546	\$ 961,526	\$ 672,615	\$ 2,590,688	\$ 878,586	\$ 661,591	\$ 651,808
Receivables & Other Current Assets	738,997	500	161,929	901,426	521,288	499,283	442,365
Prepays	8,128	-	911	9,039	16,042	41,698	36,861
Property & Equipment, Net	82,365	-	-	82,365	34,739	38,427	61,581
Long-Term and Other Assets							
Counties Building Partnership	146,330	-	-	146,330	152,374	146,331	155,142
NACo RMA LLC Partnership	1,549	-	-	1,549	1,549	1,549	62
Total Assets	\$ 1,933,915	\$ 962,026	\$ 835,455	\$ 3,731,396	\$ 1,604,578	\$ 1,388,879	\$ 1,347,818
Liabilities & Unrestricted Equity							
Accounts Payable	\$ 202,333	\$ 526	\$ 33,062	\$ 235,922	\$ 159,267	\$ 163,393	\$ 133,611
Payroll Payable	181,361	-	30,762	212,122	183,568	185,453	154,185
Deferred Revenues-Dues	1,338,032	-	375,000	1,713,032	63,281	55,627	72,000
Net Assets							
Undesignated	212,190	841,500	314,631	1,368,320	996,463	782,406	786,022
Board Designated	-	120,000	82,000	202,000	202,000	202,000	202,000
Total Net Assets	\$ 212,190	\$ 961,500	\$ 396,631	\$ 1,570,320	\$ 1,198,463	\$ 984,406	\$ 988,022
Total Liabilities & Unrestricted Equity	\$ 1,933,915	\$ 962,026	\$ 835,455	\$ 3,731,396	\$ 1,604,578	\$ 1,388,879	\$ 1,347,818

Key factors for changes in WSAC's Assets and Equity between 2019 and 2022:

- Cash –Cash flow is higher in the beginning of the year and is reduced as it is used throughout the year on general expenses. Cash remained stable from previous year as expenditures were lower than anticipated. Cash increase in 2022 from new dues assessments.
- Receivables & Other Current Assets - Quarterly receivables in the second quarter are mostly from pending dues payments, but also from State Contracts and Affiliate reimbursements.
- Liabilities – Deferred Revenues will decrease throughout the year as Dues are earned quarterly.

Actual vs. Budget in Summary
 For the Current Ending Period and 3 Years Prior

Operating Fund	Total Budget	Budget 6/30/22	Actual 6/30/22	Variance (unfavorable)	12/31/2021	12/31/2020	12/31/2019
Revenue							
Dues	\$ 1,773,470	\$ 886,735	\$ 886,735	\$ -	\$ 1,564,072	\$ 1,564,077	\$ 1,525,193
Business Partner Fees	-	-	-	-	-	-	-
Special Assessments	35,000	17,500	17,500	-	35,000	127,000	35,000
Affiliate Assessments	1,051,068	525,534	493,006	(32,528)	588,170	601,977	596,107
Contract Services	856,156	362,970	276,585	(86,385)	807,107	747,908	407,451
Conferences and Events	173,000	4,000	9,950	5,950	119,670	32,000	205,781
Other Miscellaneous Revenues	-	-	-	-	-	-	-
Total Revenue	\$ 3,888,694	\$ 1,796,739	\$ 1,683,775	\$ (112,964)	\$ 3,114,020	\$ 3,072,962	\$ 2,769,532
Operating Expense							
Payroll and Benefits	\$ 2,323,226	\$ 1,145,977	\$ 1,000,931	\$ 145,046	\$ 1,653,783	\$ 1,839,677	\$ 1,799,807
Meetings, Travel and Hosting	168,000	87,574	84,138	3,436	65,327	33,333	174,567
Conferences and Events	146,500	16,500	37,384	(20,884)	194,232	7,878	190,090
Contract Services	721,700	313,850	246,504	67,346	731,608	865,089	442,959
Professional Services Other	147,000	43,500	65,373	(21,873)	112,188	133,999	119,595
Technology and Telecom	48,314	27,907	25,862	2,045	42,442	52,962	47,442
General Operating	174,279	94,959	111,928	(16,970)	199,064	161,966	184,008
Total Operating Expense	\$ 3,729,019	\$ 1,730,267	\$ 1,572,119	\$ 158,148	\$ 2,998,643	\$ 3,094,904	\$ 2,958,468
Changes in Net Assets	\$ 159,675	\$ 66,472	\$ 111,656	\$ 45,184	\$ 115,376	\$ (21,942)	\$ (188,936)
Dues as a % of Total Revenue	45.6%		52.7%		50.2%	50.9%	55.1%
# of Permanent Staff	16		16		14	12	12
Payroll Exp as % of Total Exp	62%		64%		55%	59%	61%
Net Income as % of Revenue	4%		7%		4%	-1%	-7%

Key factors for changes in WSAC's 2022 variances:

- Affiliate assessment revenues are based on actual expenses from the affiliates WSAC manages (recorded within Operating Expense) with a 12% overhead charge added. Variance through 2nd quarter are due to the budgeted ACCIS contract that we did not end up getting.
- Contract services are behind target due to lower reimbursable expenses from the DOT-Study money contract. There are earnings from the new Ecology contract for a Soil bank Feasibility study that was not budgeted for in 2022.
- Payroll and Benefits – Two positions that were budgeted for a whole year, were not filled until April. One position that was budgeted for was not filled.
- Conference and event expenses are over YTD due to training events not budgeted for in our Columbia River contract, higher expenses from the WACSWM conference than budgeted and higher credit card fees.
- Contract Services –Contract service expenditures have a large variance due to under expenditures in the DOT-Study Money contract. Some work is still waiting to get underway. The Coastal Caucus contract was budgeted to be brought in-house to staff, but we elected to have it remain a subcontract. The Soil Bank Feasibility contract was not budgeted for.
- Professional Services Other is off mainly due to timing issues with the budget from the schedule of the audit. Do not see ongoing issues in this category.

Actual vs. Budget in Summary

For the Current Ending Period and 3 Years Prior

Special Fund	Total Budget	Budget 3/31/2022	Actual 3/31/2022	Variance (unfavorable)	12/31/2021	12/31/2020	12/31/2019
Revenue							
Business Partner Fees	-	-	-	-	-	-	650
Marketing and Royalties	139,500	34,875	86,555	51,680	142,706	176,197	198,413
Other Miscellaneous Revenues	500	-	-	-	-	-	-
Interest Earnings	5,000	1,250	2,685	1,435	4,569	10,273	18,436
Total Revenue	\$ 145,000	\$ 36,125	\$ 89,240	\$ 53,115	\$ 147,275	\$ 186,470	\$ 217,499
Operating Expense							
Meetings, Travel and Hosting	55,000	11,750	3,090	8,660	4,278	26,791	40,824
Conferences and Events	10,000	-	-	-	101	-	4,096
Professional Services Other	7,500	-	-	-	7,500	7,500	19,406
Technology and Telecom	5,000	-	-	-	2,626	4,414	11,380
General Operating	12,500	1,250	6,929	(5,679)	11,135	10,663	17,784
Total Operating Expense	\$ 90,000	\$ 13,000	\$ 10,019	\$ 2,981	\$ 25,639	\$ 49,368	\$ 93,490
Changes in Net Assets	\$ 55,000	\$ 23,125	\$ 79,221	\$ 56,096	\$ 121,636	\$ 137,102	\$ 124,009
Dues as a % of Total Revenue	0.0%		0.0%		0.0%	0.0%	0.0%
# of Permanent Staff	15		13		14	12	12
Payroll Exp as % of Total Exp	0%		0%		0%	0%	0%
Net Income as % of Revenue	38%		89%		83%	74%	57%

Actual vs. Budget in Summary
 For the Current Ending Period and 3 Years Prior

Litigation Fund	Total Budget	Budget 6/30/2022	Actual 6/30/2022	Variance (unfavorable)	12/31/2021	12/31/2020	12/31/2019
Revenue							
Dues	\$ 400,000	\$ 100,000	\$ 375,000	\$ 275,000	\$ 400,000	\$ 399,999	\$ 400,003
Total Revenue	\$ 400,000	\$ 100,000	\$ 375,000	\$ 275,000	\$ 400,000	\$ 399,999	\$ 400,003
Operating Expense							
Payroll and Benefits	\$ 100,158	\$ 20,889	\$ 55,344	\$ (34,455)	\$ 113,798	\$ 120,582	\$ 81,065
Meetings, Travel and Hosting	7,500	1,000	-	1,000	62	-	1,377
Conferences and Events	-	-	-	-	-	-	2,500
Contract Services	-	-	-	-	-	-	-
Professional Services Other	355,000	81,000	106,858	(25,858)	255,002	326,047	337,686
Technology and Telecom	2,343	461	-	461	1,200	-	315
General Operating	500	125	-	125	7,031	-	311
Total Operating Expense	\$ 465,501	\$ 103,474	\$ 162,202	\$ (58,728)	\$ 377,093	\$ 446,629	\$ 423,254
Changes in Net Assets	\$ (65,501)	\$ (3,474)	\$ 212,798	\$ 216,272	\$ 22,907	\$ (46,630)	\$ (23,251)
Dues as a % of Total Revenue	100.0%		100.0%		100.0%	100.0%	100.0%
# of Permanent Staff	16		16		14	12	12
Payroll Exp as % of Total Exp	22%		34%		30%	27%	19%
Net Income as % of Revenue	-16%		57%		6%	-12%	-6%

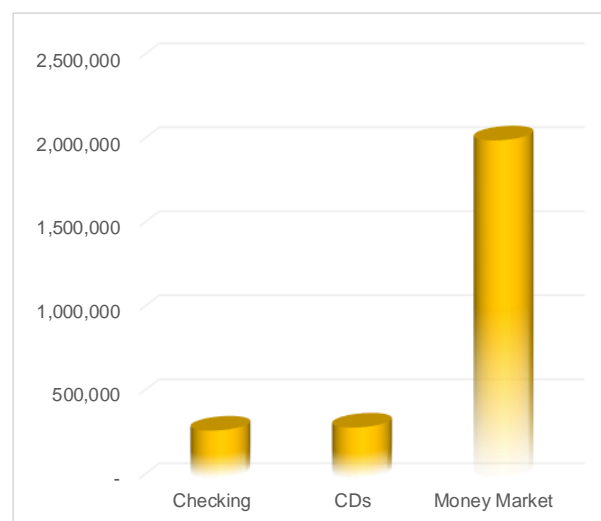
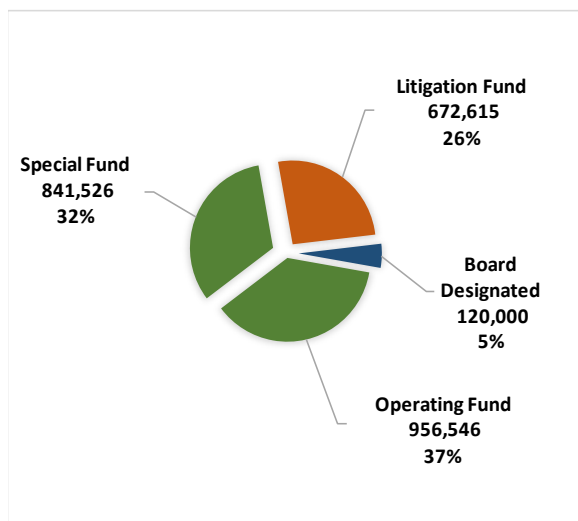
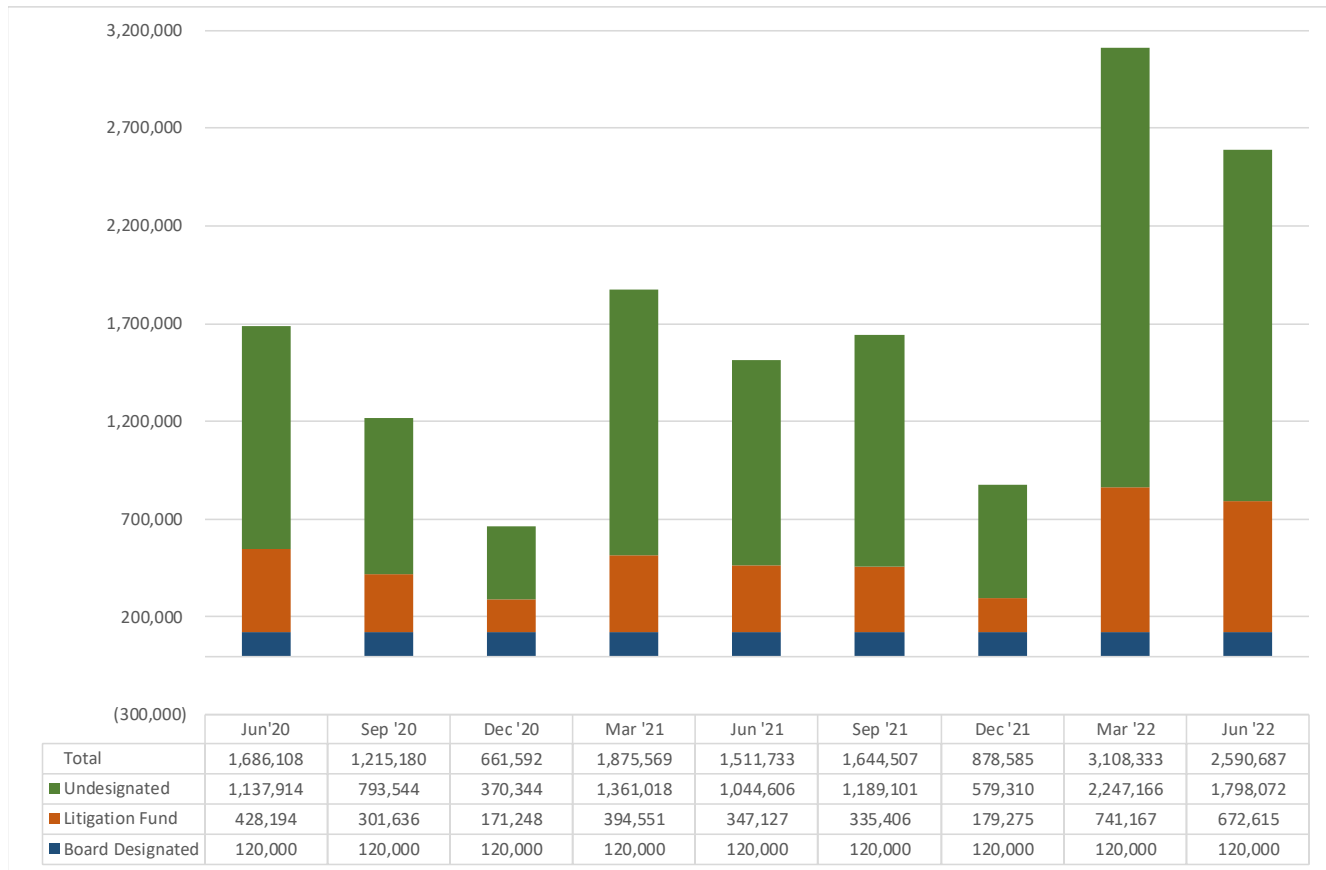
Actual vs. Budget in Summary
 For the Current Ending Period and 3 Years Prior

Combined Funds	Total Budget	Budget 6/30/2022	Actual 6/30/2022	Variance (unfavorable)	12/31/2021	12/31/2020	12/31/2019
Revenue							
Dues	\$ 1,773,470	\$ 886,735	\$ 886,735	\$ -	\$ 1,964,072	\$ 1,964,076	\$ 1,925,196
Business Partner Fees	-	-	-	-	-	-	650
Special Assessments	35,000	17,500	17,500	-	35,000	127,000	35,000
Affiliate Assessments	1,451,068	725,534	868,006	142,472	588,170	601,977	596,107
Contract Services	856,156	362,970	276,585	(86,385)	807,107	747,908	407,451
Conferences and Events	173,000	4,000	9,950	5,950	119,670	32,000	205,781
Marketing and Royalties	139,500	69,750	86,555	16,805	142,706	176,197	198,413
Other Miscellaneous Revenues	500	250	-	(250)	-	-	-
Interest Earnings	5,000	2,500	2,685	185	4,569	10,273	18,436
Total Revenue	\$ 4,433,694	\$ 2,069,239	\$ 2,148,015	\$ 78,776	\$ 3,661,295	\$ 3,659,431	\$ 3,387,034
Operating Expense							
Payroll and Benefits	\$ 2,423,384	\$ 1,191,567	\$ 1,056,275	\$ 135,292	\$ 1,767,581	\$ 1,960,258	\$ 1,880,872
Meetings, Travel and Hosting	230,500	109,574	87,228	22,346	69,667	60,124	216,767
Conferences and Events	156,500	16,500	37,384	(20,884)	194,332	7,878	196,686
Contract Services	721,700	313,850	246,504	67,346	731,608	865,089	442,959
Professional Services Other	509,500	220,500	172,231	48,269	374,690	467,546	476,687
Technology and Telecom	55,657	31,579	25,885	5,693	46,267	57,375	59,137
General Operating	187,279	100,709	118,834	(18,125)	217,230	172,629	202,103
Total Operating Expense	\$ 4,284,520	\$ 1,984,278	\$ 1,744,341	\$ 239,937	\$ 3,401,376	\$ 3,590,899	\$ 3,475,211
Changes in Net Assets	\$ 149,174	\$ 84,961	\$ 403,675	\$ 318,714	\$ 403,675	\$ 259,919	\$ 68,532
Dues as a % of Total Revenue	40.0%		41.3%		53.6%	53.7%	56.8%
# of Permanent Staff	16		16		14	12	12
Payroll Exp as % of Total Exp	57%		61%		52%	55%	54%
Net Income as % of Revenue	3%		19%		11%	7%	2%

Key factors for changes in WSAC's income and expenses between 2019 and 2022:

- 2022 Dues revenue increases from 2021 are a result of the addition of three new assessments and a COLA adjustment this year.
- Affiliate assessment revenues are based on actual expenses from the affiliates WSAC manages (recorded within Operating Expense) with a 12% overhead charge added.
- Payroll and Benefits – Fluctuations each year are due to a variety of staffing vacancies as well as some restructuring of positions.
- Contract Services –Contract service expenditures vary each year depending.

Total Cash & Investment Position - All Funds
For The Quarter Ended June 30, 2022



TO: WSAC Board of Directors and Alternates

FROM: President Jamie Stephens, San Juan County Councilmember

PREPARED BY: Eric Johnson, Executive Director

SUBJECT: Policy and Legislative Update

HIGHLIGHTS

ACCOMPLISHMENTS

- Successfully recruited two new policy analyst positions – general/research and natural resources.
- Successful first session for Axel Swanson, WSACE Managing Director.
- Successful 2022 legislative session that provided significant benefits for counties, including new state funding support in different areas.
- Represented counties in the passage of the Move Ahead Washington Act and JTC Workgroup on IIJA funding splits.
- Provided members with comprehensive training sessions on water law/policy and timber policy issues.
- Ongoing engagement with members and affiliates, including virtual sessions, legislative updates, and LSC participation and planning.
- New local Board of Health training programming implemented with about 100 participants and 23 local health jurisdictions represented.

CHALLENGES

- Additional unfunded mandates implemented by the legislature during the 2022 session.
- Little legislative progress or traction on indigent defense legislative priority.
- Pandemic-related relationship-building challenges with both legislative and WSAC members.
- Significant turnover expected in the legislative ranks of both Houses and Parties.
- Concern building over the potential for an economic recession.

OPPORTUNITIES

- \$10 million appropriation for replacing encumbered state forestlands proviso in the Supplemental State Operating Budget.
- Actively engaged House Local Government Committee chair.
- Ongoing development of a data repository/library to support WSAC's policy agenda.
- Enhanced interaction and preparation with local government fiscal note staff at the Department of Commerce to improve bill analysis for legislators.
- State revenue projections continue to increase despite recession concerns.
- Ongoing development of the 2023-24 WSAC Legislative Agenda.

Session Recap

The 2022 legislative session was a short, 60-day session that began on January 10th and concluded (on time) on March 10th. As usual, during a short session, the pace was hectic as the legislature decided to take on significant policy proposals and required state budget updates. The 2022 legislative session was also entirely remote for lobbyists and the public, limiting our ability to advocate for WSAC policy priorities in-person with decision-makers. However, we continued to also see increased access and participation by all interested parties through the continued use and improvement of virtual hearings and testimony.

This year's session focused on several major policy initiatives, including gun control measures, revisiting police accountability laws passed during the 2021 session, and a surprise effort to pass a substantial transportation funding package. Other significant topics that were discussed, but saw little change or progress, included proposals to eliminate or severely limit exclusionary single-family zoning by local governments, and the Governor's proposals making it a crime for politicians to lie about election fraud and for implementation of a new statewide standard for riparian buffers.

Overall, WSAC worked alongside members and other interested parties to make significant progress on several key legislative priorities, including affordable housing, government operations, waste management, GMA, and transportation. Unfortunately, we failed to make progress in other important policy initiatives and continue to endure the burden of several new unfunded mandates passed on to local governments by the legislature.

General Government/Fiscal

2022's short session included major proposals on tort liability, elections, public records, and meeting issues. We were able to stop bills dramatically changing police misconduct standards (HB 1202) and prejudgment interest (SB 5155) that would have substantially increased tort liability and risk premiums for counties. We also stopped bills that would have significantly reworked elections while adding new mandates and uncertainties into our voting systems: preclearance requirements for specific voting changes (SB 5597), moving primary dates (SB 5540), ranked-choice voting (HB 1926 and SB 5851), and abolishing odd-year elections (HB 1727). As an outgrowth of COVID practices, we got a major change in HB 1329 that allows local governments to hold remote meetings in any emergency, whether state or local.

Unfortunately, we could not get full state funding for PERS/TRS-1 cost-of-living adjustments (SB 5676), which fall disproportionately on local government and will require additional ongoing funding to keep the accounts actuarially sound. The good news is that our work highlighted the issue, and legislators better understand how changes to "closed" systems can impact all the systems.

Transportation

The Washington State Association of County Engineers (WSACE) had a much busier legislative session than initially planned. We pursued the advancement of our legislative priorities through support and opposition of several policy bills and a significant effort to adjust the Move Ahead Washington Transportation Package (Move Ahead) in favor of local jurisdictions.

Surprisingly, the legislature passed a 16-year/\$17 billion state infrastructure spending plan in a short session. Following the adoption of the federal Infrastructure Investment and Jobs Act (IIJA) in the Fall of 2021, it has been a historic year for transportation funding.

While Move Ahead includes many critical state and local projects and made substantial investments in state preservation and maintenance, transit, ferries, and multimodal options, it initially lacked any investment for local preservation. It also included a very unfavorable two-year state/local split of the new

IIJA funding.

Keeping these initial challenges in mind, however, counties ended up in pretty good shape.

The final Package includes an additional \$80 million over 16 years in direct distributions to counties for preservation and maintenance through the County Road Administration Board's County Arterial Preservation Program. In a very positive late development for counties, the final budget directed the Joint Transportation Committee to convene a work group over the interim and develop a recommendation to the Legislature for the state/local split of IIJA funding (see interim report).

The Package also includes a new local option authority related to Transportation Benefit Districts. It establishes a new WSDOT safety program to reduce rural roadway departures and allocates \$20 million over the 16 years or \$1.25 million annually for the program.

Other priority bills:

HB 2026: Implementing a per miles charge on vehicles (WSACE had concerns, did not pass).

HB 1722: Concerning the acceleration of broadband deployment (WSACE opposed, did not pass).

HB 1918: Reducing emissions from outdoor power equipment (WSACE had concerns, did not pass).

Public Health

This year's short session proved significantly less tumultuous for public health than last year's challenge with HB 1152. While this year's primary focus was to ensure budget stabilization on key items, a few bills of note moved through the session and crossed the finish line. Budget highlights included state authorization of funding to maintain local COVID-19 response, additional tobacco cessation and prevention activities, the establishment of school-based health centers, and additional funding to address youth suicide.

A few policy wins were passed; HB 1074 authorizes local health jurisdictions to convene community fatality review teams for drug overdose and suicides, similar to child death and maternal mortality review teams. HB 1893 allows emergency medical responders to administer medical treatment like vaccines or conduct field tests during a declared emergency.

Counties also successfully prevented a 2021 carryover bill from moving through. HB 1258 would have created a whole new food safety program that authorized and allowed the operation of home kitchens to be used for commercial purposes, ignoring several food safety measures critical for preventing illness.

Human Services/Law & Justice

The 2022 legislative session began with policies ranging from criminal sentences and the use of force to legal financial obligations (LFOs) and specialty courts. A significant focus of the session centered around the issues related to the *State v. Blake* decision and its various, ongoing ramifications. The Legislature re-allocated the \$44.5 million to counties for resentencing and vacating *Blake* convictions. They also reallocated and doubled the amount provided for establishing the LFOs aid pool, bringing that total to \$46.75 million. The Administrative Office of the Courts (AOC) will set up a system by which it will eventually begin to directly refund LFOs to those individuals eligible for reimbursement because of *Blake*. Cities were allocated separate *Blake* funds for municipal courts.

There was also a significant focus on behavioral health, affordable housing, and homelessness. The pandemic has increased the need for care for those with mental health and substance use problems and those suffering from the psychosocial consequences of the pandemic. Additionally, Washington communities continue to face a massive affordable housing shortage and a growing number of persons

entering homelessness, strained even more by the pandemic. The legislature passed several bills and provided significant funding for new programs like the Apple Health and Homes Program created in ESHB 1866 (Chopp). It also included historic investments in affordable housing and homelessness prevention, reaching almost one billion dollars.

There was an increased focus on developmental disabilities, resulting in a proviso directing the Developmental Disabilities Administration (DDA) to conduct a study on provider rates. This is a crucially important topic that has proven challenging to convey to legislators. The study will be completed this interim.

Water, Land Use, & Environment

The 2022 legislative session included several major proposals on land use, timber, environmental, and solid waste issues. Significant wins for WSAC included passing HB 1241 (extending the timeframe for mandatory comprehensive plan updates to 10 years) and new funding for local planning (\$10 million annually). Other vital wins were funding for replacing State Forestlands encumbered by the marbled murrelet and other endangered species, funding for a study on local planning costs, funding for a study on local solid waste revenue adequacy, and passage of SB 5275 (LAMIRD flexibility) and SB 5593 (UGAs adjustments).

Unfortunately, we also lost a couple of battles as HB 1812 (EFSEC) and SB 5042 (GMA effective dates) passed. We also saw the legislature pass unfunded mandates onto counties over our objections, including HB 1663 (landfill gas capture systems) and HB 1799 (organic materials management). However, a worrying proposal by the Governor's office proposing new statewide riparian standards that would have required local government enforcement died in committee. It was replaced with funding for a facilitated process to work with stakeholders during the interim. That process is just beginning.

Interim Activities and Progress

WSAC's policy staff continues to work to support members during the interim period between legislative sessions. This year has been particularly busy providing additional professional development opportunities for members, onboarding new staff, taking on additional group facilitations, and creating a new legislative agenda for the upcoming session, among other things. Each member of the policy team has been actively engaged in several projects.

Paul Jewell, Policy Director – Water, Land Use, Natural Resources, Environment, & Solid Waste

Paul serves on several statewide workgroups representing WSAC members, including the Low Carbon Advisory Board, GMA Roadmap III steering committee, HB 1220 advisory committee, Commerce's GMA WAC update advisory group, and others. He also continues to work with Ecology and a consultant on the soil bank feasibility study and model code development project to address legacy pesticide concerns on former orchard lands in Central Washington. He recently was tasked with coordinating the Legislative Steering Committee for the Association.

Paul developed and hosted several member training sessions during the Spring and Summer on water and timber issues. The timber training concluded in June, and the water training series will finish at the end of September. Paul is also organizing the Encumbered Lands Proviso workgroup to develop recommendations for implementing the proviso to replace State Forestlands encumbered by the marbled murrelet and other endangered species in five member counties. The Columbia River Counties Caucus and the Timber Counties Caucus continue to meet regularly with his support.

Finally, Paul has also been working closely with Travis Dutton, helping train him as part of the policy team, working to define his role within WSAC, and overseeing Travis's work managing WSAC's solid

waste affiliate (WACSWM) and beginning facilitation of the new SWISS regional group, a collaboration of Snohomish, Whatcom, Island, Skagit, and San Juan Counties.

Juliana Roe, Policy Director – Human Services and Law & Justice

Juliana has been monitoring and participating in various work groups and committees representing WSAC. Some of these include the various *Blake* work groups, the Criminal Sentencing Task Force, the Sentencing Guidelines Commission, the Criminal Justice Treatment Account work group, the Juvenile Detentions Alternative Initiative, and others. She was also recently tasked with taking over the General Counsel duties and managing and working closely with Curtis Steinhauer.

Juliana works with the Association of County Human Services affiliate on issues related to behavioral health, developmental disabilities, housing and homelessness, and veterans. She continues to attend their bi-monthly meetings, helping them develop their legislative agenda and assisting with county-related issues during the year.

Jaime Bodden – WSALPHO Managing Director

WSAC and WSALPHO provided comments and input into the State Board of Health (SBOH) rulemaking on Chapter 246-90 WAC: Local Board of Health Composition. SBOH finalized the rule in April with an effective date of July 1, 2022. Local health jurisdictions and counties are now selecting and appointing other local board of health members. With FPHS funding, WSAC and WSALPHO held a new local board of health training from August 31-September 1 in Spokane. About 100 attendees participated in the training with 23 local health jurisdictions represented in addition to state agencies and public health partners. Content included an overview of public health, the governmental public health system, public records, and the realities of serving on boards. WSAC staff is now working on creating on-demand content that compliments the in-person training and will be available to the additional incoming local board of health members.

WSALPHO hosted a local public health retreat for its membership in April at Skamania Lodge. The retreat focused on building adaptive leaders, addressing change management in times of crisis, and building resiliency in our local workforce. It also provided a chance for local health jurisdictions to connect in person since the pandemic's beginning, with a healthy mix of new leaders and veteran staff. In June, WSALPHO held its summer conference in person for the first time since the pandemic, and local health jurisdictions were ready to roll up their sleeves for statewide conversations. With record attendance, topics covered included workforce development, post-pandemic strategic planning, emerging policy issues, and modernization.

With the addition of Brianna Steere and Chris Goodwin, WSALPHO has been able to elevate and lead more foundational public health services (FPHS) administration and planning efforts. Immediately post-session, the public health system's focus shifted to the fiscal year 2023 concurrence process. Jaime, Chris, and Bri collected and promoted several local proposals seeking to increase business and functional capacity within local health jurisdictions. WSALPHO was also identified as a fiscal agent to lead several workforce development proposals for local health jurisdictions. The increased resources highlight WSALPHO and WSAC's role in supporting counties' systems transformation and capacity-building support. Current work in FPHS includes assisting local health in completing annual assessments of FPHS funding, developing committee processes and functions, and onboarding additional workgroups into the proposal development process. Our local goal is to have other funding proposals developed well before the FY 24-25 State Operating Budget passes to speed up the concurrence process.

WSALPHO staff have also begun a workforce development report – the first of such reports WSALPHO has created. In response to listening to local health jurisdictions describe recruiting and staff challenges, as well as noticing the trend of staff leaving local public health, WSALPHO created a workforce survey to better understand the retention and hiring challenges of local health. Local information will be collected and used with additional national survey data to develop local, state, and federal policy recommendations to support building a strong, nimble, and capable public health workforce. WSALPHO also continues navigating new organizational changes and partnerships with the Department of Health, aligning local strategies on communication, resource distribution, and workforce development strategies.

Axel Swanson – WSACE Managing Director

Over the interim, WSACE is updating legislative priorities, and the strategic plan and preparing for conferences. Axel will coordinate these administrative responsibilities for the Board while finalizing workgroup activities, reports, and recommendations. He also continues meeting with legislators and agency partners to prepare for the 2023 legislative session.

With the passage of the IIJA, the State Legislature anticipated this new revenue, and the recently enacted Move Ahead Package allocates much of it to the state over the next two years. However, the Move Ahead Washington legislation directed the Joint Transportation Committee (JTC) to convene a workgroup of stakeholders to recommend the future state/local splits passed in the IIJA after the initial two years. Counties participated in this process with other local partners to try and ensure a more equitable division of these critical resources moving forward. Axel provided staff support for WSAC's appointed representative, Pierce County Councilmember, Ryan Mello. There have been three workgroup meetings, and the stakeholders have reached a tentative agreement. This agreement will be formalized by JTC staff in a memo this month, reviewed by the workgroup, and sent to the Governor's Office requesting that it be included in the budget.

WSAC's representative on the workgroup, Pierce County Councilmember Ryan Mello, deserves much credit for his role in negotiating a considerably better overall outcome for local governments.

Axel has also been helping coordinate an ad hoc Broadband Deployment Best Practices Workgroup facilitated by the MRSC. The group's shared goal is to accelerate broadband deployment to unserved and underserved areas consistent with best practices in right-of-way permitting and policy. Discussions are intended to lay the groundwork for a predictable, consistent, and timely permitting process for broadband infrastructure. The meetings are designed to achieve a consensus outcome and clear next steps.

Mike Hoover, Contractor – General Government & Finance

Mike continues to work on stakeholder groups relating to tort liability, elections, public records, and open meetings. Many of the issues "stopped" in the last session are expected to come back next year, so considerable work is being done to educate legislators and work through the problems we highlighted in the committee.

Election laws are expected to be a primary focus again next year. Our concerns are not only with the individual proposals under consideration but also how all these changes would fit with existing law and even other competing bills. For example, certain county charters require staggered (odd- and even-year) elections, so it is unclear how a change to all even-year elections would affect these practices. There are systems such as software that cannot presently accommodate some of the proposed demographic trackings, and laws relating to election reimbursement and ballot postage would need to be tracked to ensure that all the changes consider the burdens being placed on local systems.

Similarly, there is an interest in reforming the Public Records Act to account for abusive or nuisance

“gotcha” lawsuits and requests. Mike is part of a group trying to come up with solutions in line with recent case law on the matter. Costs for simple compliance have skyrocketed, and differentiating between actual mistakes versus intentional withholding of documents would go a long way towards bringing costs down.

Finally, there is continuing interest in tort reform and soaring risk management costs. Our risk pool managers estimate that some of the ideas previously proposed could increase premiums by as much as 475%. Perhaps equally concerning is the chance that the relatively few public insurers who serve our risk management market will leave Washington or stop offering certain policies or coverage. Working with legislators to get them to see “the bigger picture” of their changes and mandates continues throughout the interim.

Travis Dutton, Policy Analyst – Natural Resources

Travis’s primary focus upon joining WSAC in April was to take over the administration of WACSWM, WSAC’s solid waste affiliate. With assistance from the communications team, Travis hosted a two-day meeting for WACSWM in Ellensburg in June. Members discussed statewide issues and established their legislative priorities for the upcoming biennium.

Additionally, Travis met this summer with the counties that are part of the SWISS Regional Partnership (Snohomish, Whatcom, Island, San Juan, and Skagit). SWISS recently contracted with WSAC to coordinate and facilitate meetings and collaboration addressing priority topics. The initial discussions were intended to understand better how priority topics impacted each county and what regional success would look like. Travis will be working in the fall and winter to finalize SWISS’s priorities and develop group governance agreements and a strategic plan.

Travis participates with several committees and groups, including the Forest Health Advisory Committee, Wildfire Advisory Committee, and Wastewater Permit Fees Advisory Committee, and will be representing WSAC members on the HB 1799 Solid Waste Funding Study. Travis will also be engaging with solid waste partners.

Curtis Steinhauer, Policy Analyst – General/Research

Curtis started at WSAC shortly after the end of the 2022 legislative session. His primary responsibility at the outset is to provide technical assistance and communication around American Rescue Plan Act (ARPA) funding distributed to Washington State Counties. In his first several months with the organization, Curtis has established a stakeholder coalition consisting of County staff working directly with ARPA state and local fiscal recovery funds, communicated with federal and state agencies on behalf of counties concerning these funds, and updated WSAC’s webpage with information about state and local fiscal recovery fund investments made by Counties.

Curtis is leading the effort to develop a data repository/library to support WSAC’s policy agenda, working closely with other WSAC staff to identify data priorities and create a workplan for developing the initial infrastructure of the library in 2022-23. He also serves as WSAC’s point of contact for the Department of Commerce Local Government Fiscal Note team. He has conducted county staff surveys to answer research questions about local planning ordinances, housing programs and regulations, and solid waste management programs. Finally, Curtis supports Juliana Roe’s work with the Association of County Human Services and provides research and technical support around that group’s legislative advocacy goals.