

WHATCOM COUNCIL OF GOVERNMENTS
EXECUTIVE COMMITTEE MINUTES
DECEMBER 14, 2016

ATTENDANCE

COMMITTEE MEMBERS: Bob Bromley (Chairman), Michael McAuley (Vice Chairman), Jack Louws (Secretary/Treasurer), Kelli Linville, Terry Bornemann, Harry Robinson, Jon Mutchler

BOARD MEMBERS: Pete Stark

GUESTS: Kirk Vinish, Greg Young

STAFF: Bob Wilson, Ron Cubellis, Hugh Conroy

A. CALL TO ORDER

At Chairman Bromley's request, Vice Chairman McAuley agreed to act as chair for the meeting, which he called to order at 3:02 p.m. with a quorum present.

B. PUBLIC COMMENT

None

C. AGENDA APPROVAL

MOTION: Mr. Louws moved, Mr. Robinson seconded, to approve the agenda with the addition in New Business of item F.4, "Authorizing the Executive Director to Request Federal Reimbursement," as an action item.

MOTION PASSED

D. CONSENT AGENDA

Included in the consent agenda were the Executive Committee minutes of May 11, 2016, and claim voucher Nos. 2016304-2016380 for the months of October and November, totaling \$267,103.74.

MOTION: Mr. Louws moved, Mr. Bornemann seconded, to approve the consent agenda.

MOTION PASSED

E. OLD BUSINESS

None

F. NEW BUSINESS

F.1 Recommendation to the Council Board Regarding the Proposed 2017 WCOG Budget

Mr. Wilson explained the changes made to the budget since the first draft was presented in September. In response to a question from Ms. Linville, Mr. Conroy explained the project associated with the "Pass-Through Funding" budget item.

MOTION: Mr. Louws moved, Ms. Linville seconded, to recommend to the Council Board that it adopt the proposed 2017 Whatcom Council of Governments' Budget as presented.

MOTION PASSED

F.2 Personnel Manual Updates

Mr. Cubellis explained the proposed changes to WCOG's Personnel Manual: eliminating the Executive Director's monthly cell phone allowance, and clarifying the activities associated with the staff Wellness Program.

MOTION: Mr. Louws moved, Ms. Linville seconded, to approve the WCOG Personnel Manual updates as presented.

MOTION PASSED

F.3 Banking Changes

Mr. Cubellis provided the rationale for his and Mr. Wilson's interest in terminating the longstanding arrangement by which Whatcom County serves as WCOG's fiscal agent, and instead, having WCOG take on that responsibility for itself through the establishment of checking, saving and petty cash accounts at Washington Federal Bank. He explained that it would be significantly less expensive than the fees WCOG pays the County to process its payroll, and it would also reduce the amount of staff time required to pay WCOG's vendors.

MOTION: Mr. Louws moved, Mr. Mutchler seconded, to approve Resolution No. 16-12-1, authorizing staff to open checking and saving accounts at Washington Federal Bank.

MOTION PASSED

F.4 Authorizing the Executive Director to Request Federal Reimbursement

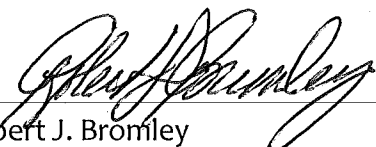
Mr. Cubellis explained that he was recently informed by staff of the Washington State Department of Transportation that federal regulations prohibit them from processing reimbursement vouchers submitted by WCOG until the Executive Committee approves a resolution authorizing the Executive Director to submit them on WCOG's behalf.

MOTION: Mr. Mutchler moved, Ms. Linville seconded, to approve Resolution No. 16-12-2, delegating to the Executive Director the authority to legally bind the Whatcom Council of Governments for the sole purpose of requesting federal reimbursement.

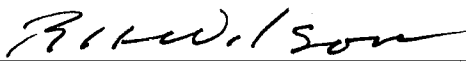
MOTION PASSED

G. ADJOURN

There being no further business, the meeting adjourned at 3:18 p.m.



Robert J. Bromley
Chairman



Robert H. Wilson, AICP
Executive Director

Approved March 8, 2017

