

WHATCOM COUNCIL OF GOVERNMENTS
BOARD MINUTES
JANUARY 18, 2023

IN ATTENDANCE (IN PERSON OR VIA ZOOM):

MEMBERS VOTING: **Bellingham:** Michael Lilliquist, Edwin “Skip” Williams; **Blaine:** Richard May; **Lake Whatcom W&SD:** Jeff Knakal; **Lummi Nation:** Terrence Adams (for Anthony Hillaire); **Lynden:** Scott Korthuis (Chairman); **Nooksack:** Kevin Hester; **Port of Bellingham:** Bobby Briscoe; **Sumas:** Bruce Bosch; **Whatcom County:** Satpal Sidhu, Kaylee Galloway, Kathy Kershner EX OFFICIO: Les Reardanz, WTA

STAFF Bob Wilson, Ron Cubellis, Hugh Conroy, Melissa Fanucci, Lethal Coe

A. CALL TO ORDER

Mr. Wilson determined that a quorum was present, and Chairman Korthuis called the meeting to order at 3:02 p.m.

B. PUBLIC COMMENT

None

C. AGENDA ADDITIONS

None

D. CONSENT AGENDA

Minutes of December 14, 2022, and December 2022 Claims

The consent agenda included the minutes of the meeting of December 14, 2022, and the list of claims from December 1 through December 29, 2022, in the amount of \$142,100.82, which was emailed to the representatives on January 11, 2023, and which was audited and certified by the Executive Director, acting as the Auditing Officer as required by RCW 42.24.090.

APPROVED AS PRESENTED BY UNANIMOUS CONSENT

E. BUDGET REPORT

Mr. Cubellis presented the budget report for December 2022.

F. PUBLIC HEARING

Proposed WCOG Title VI Plan

Mr. Wilson described the proposed Title VI Plan and answered questions posed by certain representatives.

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PUBLIC HEARING OPENED AT 3:10 P.M.

No members of the public were present, either in the conference room or online. A Notice of Public Hearing was published in *The Bellingham Herald* on January 1, 2023, as well as in the online edition of the *Cascadia Daily News*, which provided detailed instructions on how to submit comments or register to speak.

PUBLIC HEARING CLOSED AT 3:10 P.M. BY UNANIMOUS CONSENT

MOTION: Mr. Lilliquist moved, second by Mr. Williams, to adopt the Whatcom Council of Governments' Title VI Plan, as presented.

MOTION PASSED

G. OLD BUSINESS

None

H. NEW BUSINESS

1. Appointment of Three Small Cities' Representatives to the Executive Committee

MOTION: Mr. May moved, second by Mr. Briscoe, to appoint Mr. Hansen of Ferndale, Mr. Hester of Nooksack, and Mr. Korthuis of Lynden to the Executive Committee.

MOTION PASSED

2. Election of Chair, Vice Chair and Secretary-Treasurer

MOTION: Ms. Bosch moved, second by Mr. May, to appoint Mr. Korthuis to serve as chairman, Mr. Lilliquist to serve as vice-chairman, and Mr. Hansen to serve as secretary-treasurer.

MOTION PASSED

3. Amend WCOG Procurement Policy

Mr. Cubellis explained the need to amend the Procurement Policy and described the recommended revisions.

MOTION: Ms. Lilliquist moved, second by Mr. Briscoe, to approve the modifications to the Procurement Policy, as presented.

MOTION PASSED

4. Amend WCOG Bylaws

Mr. Cubellis described the proposed modifications to the Bylaws.

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MOTION: Ms. Hester moved, second by Mr. Briscoe, to approve the modifications to the Bylaws of the Whatcom Council of Governments, as presented.

MOTION PASSED

5. Amend WCOG Personnel Manual

Mr. Cubellis described the proposed modifications to the Personnel Manual.

MOTION: Ms. Lilliquist moved, second by Mr. Briscoe, to approve the modification pertaining to Section 6.5 “Life Insurance,” as presented, but to revise the language pertaining to Section 5.1 “Vacation”, as follows: “The Executive Director may start a new employee at a vacation accrual year greater than Year 1 when the employee’s work history or market conditions warrant such an adjustment. In no case shall such an adjustment exceed the maximum monthly accrual rate approved by the Council Board.”

MOTION PASSED

6. Adopt 2023 Cost Allocation Plan

Mr. Cubellis explained the need to adopt a cost allocation plan annually, and then described the proposed 2023 WCOG Cost Allocation Plan.

MOTION: Ms. Williams moved, second by Mr. Hester, to approve the 2023 WCOG Cost Allocation Plan, as presented.

MOTION PASSED

7. Adopt New Member Information Form

Mr. Wilson explained his recommendation to revise WCOG’s information form that new members are asked to complete to add an optional question about the individual’s color, race and national origin, for the purpose of annual Title VI reporting.

MOTION: Ms. Briscoe moved, second by Mr. Hester, to approve the modified New Member Information Form, as presented.

MOTION PASSED

I. EXECUTIVE DIRECTOR’S REPORT

None

J. CORRESPONDENCE

None

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K. BOARD OPEN FORUM

No discussion or announcements

L. ADJOURN

There being no further business, the meeting adjourned at 3:47 p.m.

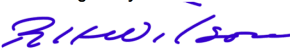
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Greg Hansen
Secretary-Treasurer

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Robert H. Wilson, AICP
Executive Director

Approved May 10, 2023