



WASHINGTON STATE  
**CRIMINAL JUSTICE TRAINING COMMISSION**  
19010 1<sup>ST</sup> AVENUE SOUTH, BURIEN, WA 98148

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**COMMISSION MEETING**

Wednesday, July 13, 2022  
10 AM

**COMMISSION MEMBERS PRESENT:**

De'Sean Quinn (Vice-Chair), Councilman, Tukwila  
Jeffrey Anaya, Officer, Vancouver Police Department  
Jared Couch, Sergeant, Upper Skagit Police Department  
Ryan Dreveskracht, Attorney Presiding over Law Enforcement Practices and Accountability  
Nickeia Hunter, Citizen at Large  
Katrina Johnson, Citizen at Large  
Sonia Joseph, Citizen at Large  
Walter Kendricks, Citizen at Large  
Bart Logue, Civilian Oversight over Law Enforcement  
Trishandra Pickup, Citizen at Large  
Tim Reynon, Tribal Representative, Puyallup Tribe  
Kurtis Robinson, Citizen at Large  
Penelope Sapp, Chief, Kitsap County Jail  
Dan Satterberg, Prosecuting Attorney, King County  
Annalesa Thomas, Citizen at Large  
Mike Webb, Attorney General Designee

**WSCJTC STAFF PRESENT:**

Monica Alexander, Executive Director  
Jerrell Wills, Deputy Director  
Kevin Zeller, Assistant Director  
Chad Arceneaux, Assistant Director of Certifications  
Lacey Ledford, Executive Assistant  
Marisa Peer, Manager, HR  
Bart Hayes, Manager, Advanced Training Division  
Dave Campbell, Commander, Basic Training Division  
Sean Hendrickson, Manager, Applied Skills Division  
Megan Saunders, Manager, Communications  
Jeff Wilcox, Manager, Information Technology Unit  
Mike Devine, Manager, Certifications Division  
Renee Berry, Confidential Secretary  
Norma Moreno, Confidential Secretary  
Ethan Swenson, Administrative Assistant, Information Technology Unit

**GUESTS PRESENT:**

Justin Kato, Assistant Attorney General, WA State Attorney General

## **OPENING**

*De'Sean Quinn, Commission Vice-Chair*

**Vice-Chair Quinn** called the meeting to order at 10:06 AM.

**Lacey Ledford** conducted a roll call of the Commissioners. A quorum was present.

**Vice-Chair Quinn** announced that this meeting was being hosted on Zoom instead of in-person.

**Commissioner Couch** announced to the Commission that while he is serving as interim police chief for his department, he will be recusing himself from any voting that may occur.

## **OLD BUSINESS**

At 12:00PM, noting the special meeting was scheduled for only two hours, **Commissioner Robinson** moved to extend the meeting an addition 30 minutes or to complete the agenda business as listed. **Commissioner Logue** seconded the motion. **The motion passed unanimously.**

### **Bylaws**

**Vice-Chair Quinn** thanked the subcommittee, **Commissioners Logue, Reynon, and Sapp**, and shared that the foundation for the Bylaws came from multiple sources, including RCWs to keep the language consistent with statutes, the Governor's Board and Commission Membership Handbook, the Office of Independent Investigations Advisory Board bylaws, and the Community Assembly Representative Handbook, all of which informed the changes in the language.

### **Commission Chair and Vice Chair**

**Commissioner Reynon** noted that in the Commission Chair and Vice-Chair that two bullet points cause differing options for when elections would occur, disallowing a vote to occur today for the vacant Chair position.

**Commissioner Robinson** moved to replace the language in the fourth bullet point, "*The elections take place at any regular or special meeting prior to or after a vacancy in the chair position occurs.*" **Commissioner Reynon** seconded the motion. **The motion passed unanimously.**

### **Commission Member Duties**

**Commissioner Thomas** moved to approve the section as written. **Commissioner Robinson** seconded the motion. **The motion passed unanimously.**

### **Commission Member Expectations**

**Commissioner Kendricks** moved to approve the section as written. **Commissioner Reynon** seconded the motion. **The motion passed unanimously.**

### **Ad-hoc Committees or Working Groups**

**Commissioner Reynon** moved to approve the section as written. **Commissioner Satterberg** seconded the motion. **The motion passed unanimously.**

### **Commission Meetings**

**Commissioner Satterberg** moved to approve the section as written. **Commissioner Dreveskracht** seconded the motion. **The motion passed unanimously.**

## **Commission Meeting Agendas**

**Commissioner Thomas** expressed a desire to have the Bylaws reflect that Commission members should receive an outline of the agenda two weeks in advance of a regular Commission Meeting and all the agenda with all the materials one week prior to a regular Commission Meeting. **Commissioner Reynon** sought clarity if the stated five-days as written meant five business days, which would equate to a week. **Commissioner Thomas** clarified the intent to have at least a weekend between receiving the materials and the meeting itself.

**Commissioner Thomas** moved to approve the section with the amendment to state one-week in lieu of five days. **Commissioner Logue** seconded the motion. **The motion passed unanimously.**

## **Public Attendance and Participation**

**Commissioner Reynon** indicated that as written there is not enough time for a member of the public to review the materials of an upcoming Commission Meeting and post their written comments seven-days in advance. **Commissioner Logue** suggested that the deadline for written comment be struck and that written public comment is distributed as received. **Derek Zable** clarified that when creating WACs there are rules for what and when updates are posted on the website but that regular Commission materials are not posted on the website, only the agenda and the requirement is that is posted a minimum of 24-hours prior to a Commission Meeting. **Vice-Chair Quinn** explained that opportunities will always be provided for oral public comments in every meeting. **Commissioner Logue** suggested to strike the last sentence in the final bullet point and added that draft materials be posted on the website one week in advance of a meeting with final materials being posted a day in advance.

**Commissioner Robinson** moved to approve the section as amended by **Commissioner Logue**. **Commissioner Logue** seconded the motion. **The motion passed unanimously.**

**Vice-Chair Quinn** added that the Bylaws subcommittee will review this section and if adjustments are needed that they will be presented in the next meeting.

## **Commission Meeting Minutes**

**Commissioner Kendrick** moved to approve the section as written. **Commissioner Thomas** seconded the motion. **The motion passed unanimously.**

## **Complaints**

**Commissioner Reynon** moved to approve the section as written. **Commissioner Sapp** seconded the motion. **The motion passed unanimously.**

## **Quorum**

**Commissioner Robinson** moved to approve the section as written. **Commissioner Sapp** seconded the motion. **The motion passed unanimously.**

## **Voting**

**Commissioner Robinson** pointed out that the section referencing voting by voice is not conducive to how virtual meetings have caused voting to be done via alternative methods and suggested inserting the word *may* instead of *shall*.

**Commissioner Kendrick** moved to approve the section as amended. **Commissioner Sapp** seconded the motion. **The motion passed unanimously.**

## **Attendance**

**Commissioner Kendricks** shared his personal concern that he frequently receives unexpected or emergent issues that are unavoidable. **Commissioner Reynon** reiterated that providing notice to the Chair or the Executive Director as soon as possible will be allowable.

**Commissioner Reynon** moved to approve the section as written. **Commissioner Hunter** seconded the motion. **The motion passed unanimously.**

#### **Preparation**

**Commissioner Webb** moved to approve the section as written. **Commissioner Robinson** seconded the motion. **The motion passed unanimously.**

#### **Ethics**

**Commissioner Reynon** moved to approve the section as written. **Commissioner Sapp** seconded the motion. **The motion passed unanimously.**

#### **Conflict of Interest**

**Commissioner Reynon** moved to approve the section as written. **Commissioner Joseph** seconded the motion. **The motion passed unanimously.**

#### **Confidentiality**

**Commissioner Reynon** moved to approve the section as written. **Commissioner Sapp** seconded the motion. **The motion passed unanimously.**

#### **Access to Commission Legal Counsel**

**Commissioner Reynon** proposed an additional sentence to the end of this section that states, *“The Attorney General’s Office should respond to the Commissioner making the inquiry with copies provided to the Executive Director and Chair.”* **Commissioner Webb** added that it would be prudent to add something where an individual Commissioner cannot waive privilege without the approval of the Chair and the Executive Director.

**Commissioner Robinson** moved to approve the section as amended. **Commissioner Thomas** seconded the motion. **The motion passed unanimously.**

#### **Public Representation in Person, in the Media, and Online**

**Commissioner Reynon** moved to approve the section as written. **Commissioner Kendricks** seconded the motion. **The motion passed unanimously.**

#### **Public Records**

**Chair Quinn** moved to approve the section as written. **Commissioner Logue** seconded the motion. **The motion passed unanimously.**

#### **Respectful Workplace Environment**

**Chair Quinn** moved to approve the section as written. **Commissioner Logue** seconded the motion. **The motion passed unanimously.**

#### **Anti-Discrimination and Harassment**

**Chair Quinn** moved to approve the section as written. **Commissioner Logue** seconded the motion. **The motion passed unanimously.**

#### **Adoption of Rules**

**Chair Quinn** moved to approve the section as written. **Commissioner Thomas** seconded the motion. **The motion passed unanimously.**

#### **Amendment and Suspension of Bylaws**

**Chair Quinn** moved to approve the section as written. **Commissioner Anaya** seconded the motion. **The motion passed unanimously.**

#### **Rules of Order**

**Chair Quinn** moved to approve the section as written. **Commissioner Logue** seconded the motion. **The motion passed unanimously.**

#### **Chair and Vice-Chair Vote**

**Commissioner Robinson** nominated **Vice-Chair Quinn** for the position of Commission Chair. **Vice-Chair Quinn** accepted the nomination knowing what it would require in the position and stated his humility at the nomination.

**Commissioner Robinson** moved appoint **Vice-Chair Quinn** for the position of Commission Chair. **Commissioner Webb** seconded the motion. **The motion passed unanimously.** **Vice-Chair Quinn** abstained.

**Commissioner Reynon** nominated **Commissioner Satterberg** for the position of Commission Vice-Chair. **Chair Quinn** pointed out that **Commissioner Satterberg** would be leaving his position soon. **Commissioner Reynon** indicated that this was a consideration upon the nomination, stating that upon the retirement of **Commissioner Satterberg** that many of the newer Commissioners would be eligible for the Commission Vice-Chair position.

**Commissioner Reynon** moved appoint **Commissioner Satterberg** for the position of Commission Vice-Chair. **Commissioner Robison** seconded the motion pending the acceptance of the nomination by **Commissioner Satterberg**. **The motion passed unanimously.**

#### **EXECUTIVE SESSION**

**Chair Quinn** announced that there would be no executive session. **Chair Quinn** asked if anyone had anything further. Hearing none, he thanked the Commissioners and adjourned the meeting at 12:16 PM.

Next Meeting: August 31, 2022, 10 AM, WSCJTC
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Written by:	<u><i>Lacey Ledford</i></u>	<u>8/31/22</u>
	Lacey Ledford, Executive Assistant	Date
Reviewed by:	<u><i>Monica Alexander</i></u>	<u>8/31/22</u>
	Monica Alexander, Executive Director	Date
Approved by:	<u><i>De'Sean Quinn</i></u>	<u>8/31/22</u>
	De'Sean Quinn, Commission Chair	Date