



# Law Enforcement Records and Information Association

## Executive Board Meeting Minutes

<b>Date</b>	<b>November 8-9, 2022</b>	<b>Semiahmoo Resort Baine, WA and Online</b>
<b>Time</b>	<b>0900-1600</b>	

Members in attendance:

<input checked="" type="checkbox"/>	President	Kirsty Jones	<input checked="" type="checkbox"/>	Director	Heather Ging
<input type="checkbox"/>	1 <sup>st</sup> Vice President	Candice Mauracher <i>(Absent – excused)</i>	<input type="checkbox"/>	Director	Erica Meeks <i>(Absent – excused)</i>
<input checked="" type="checkbox"/>	2 <sup>nd</sup> Vice President	Cathy Munoz	<input checked="" type="checkbox"/>	WASPC Ex-Officio	Joan Smith
<input type="checkbox"/>	Secretary	Ellen Hyde <i>(Absent-unexcused)</i>	<input checked="" type="checkbox"/>	Past President	Jeanne Johnson Jacobs
<input checked="" type="checkbox"/>	Treasurer	Ilia Heath	<input checked="" type="checkbox"/>	Committee Chair (Training)	Heather Ging
<input type="checkbox"/>	Director	Lisa Edlin <i>(Absent-excused)</i>	<input type="checkbox"/>	Committee Chair (Conference)	Candice Mauracher <i>(Absent – excused)</i>

DAY 1 – 0900-1600 [*Lunch provided 1200-1300*]

- 1) **Call to order @ 0907 – Kirsty Jones**
- 2) **Call for Additional Agenda Items – Kirsty Jones**
  - a. Extending 2022 memberships bought in December throughout 2022
  - b. Adding additional regional training for 2023 and training cost increase for 2023
  - c. Add update to standing rules
- 3) **Secretary Minutes – Ellen Hyde (*absent*)**
  - a. Approval of minutes from November 2021
  - b. Confirmed minutes from November 2021 E-board Meeting don't exist - Cathy retrieved the Secretary computer from Ellen – November 2021/January 2022 Minutes are missing and 2021 General Meeting
  - c. Approval of minutes from September 2022 E-board meeting - Meeting minutes is tabled, as minutes are with board member not in attendance
- 4) **Break @ 0952 – 1011 – Kirsty Jones called meeting back to order**
- 5) **Membership Report – Kirsty Jones**
  - a. See attached report
  - b. Kirsty reports we have 423 active members – Overall healthy
- 6) **Legislative Report – Cathy Munoz**
  - a. See attached report

- b. Cathy was able to attend the Sunshine Committee 4<sup>th</sup> quarter meeting virtually and reported there was nothing of interest to law enforcement records
- c. Kirsty was able to attend WASPC legislative committee priorities meeting virtually and reported there was nothing relevant to public records proposed.
- d. Jeanne makes a motion to approve the 2022 November Legislative Report, Ilia seconds the motion – Motion passes to approve the 2022 November Legislative Report

#### 7) Training Report – Heather Ging

- a. See attached report
- b. Training numbers are good, and steady with panels being the ‘hot topic’ items with high attendance
- c. Intro to Public Disclosure class was going to be held January 25, date has been changed to March 3<sup>rd</sup>
- d. Cathy makes a motion to approve the 2022 November Training Report, Ilia seconds the motion – Motion passes to approve the 2022 November Training Report

#### 8) Treasurer Report – Ilia Heath

- a. See attached report
- b. Budget is healthy – made profit from trainings this past year
- c. Cathy makes a motion to approve 2022 November Treasurer Report, Jeanne seconds the motion – motion passes to approve the 2022 November Treasurer Report

#### 9) Old Business

- a. Distribute LEIRA Logo wear
  - i. Chris Leyda mailed these out and everyone has received
- b. New LEIRA Coin – Cathy Munoz
  - i. Coin mockup idea was sent to coin company by Cathy – rough estimate is \$7/\$9 per coin
  - ii. **Cathy will reach out and continue forward with this to get a final estimate and design to be approved by the board**
- c. WASPC Fall 2022 conference (Nov. 14-17 @ Stevenson, WA)– Kirsty Jones
  - i. Kirsty will be attending the Fall WASPC conference next week
- d. Replacing OneDrive – Cathy Munoz/Heather Ging
  - i. During the eBoard meeting the board was able to fix issues with OneDrive and will continue using at this time
- e. 2023 Conference Committee update – Candice Mauracher (*absent*)
  - i. General update – Candice Mauracher
    - 1. Kirsty gave a general update for the Conference Committee in Candice’s absents
    - 2. **Candice will schedule a regular conference committee date to occur monthly working up to the conference**
    - 3. **Budget for the Conference will be voted on as part of the 2023 budget approval**
  - ii. Training - Kirsty Jones
    - 1. A general layout/plan was created for the trainings for the conference including schedule and trainers

2. Cathy/Heather/Kirsty – will reach out to potential trainers and begin schedule trainings for conference

- iii. Registration – Cathy Munoz
  - 1. Registration can be completed through Memberclicks
  - 2. Once trainings are set, Cathy will set up the registration portal
- iv. PR – Heather Ging
  - 1. Asked Semiahmoo again for a Marketing/PR packet that contains photos of the property that we can use for advertising the conference – Semiahmoo Sales staff said they will investigate, but did supply logos for use
  - 2. Heather took some photos of the hotel while onsite for the meeting to use

**10) Break for lunch @ 1154 – 1312 – Kirsty Jones called meeting back to order**

**11) New Business**

- a. Prep for Annual Business Meeting
  - i. 2023 Election results (tentative)
- b. Set 2023 meeting schedule
  - i. For 2023 the eboard will convene on a monthly basis every 4<sup>th</sup> Thursday of the month at 1000 via virtual meeting (excluding the October eboard meeting which will be held in person at the 2023 Conference at Semiahmoo)
- c. WASPC Spring 2023 conference (May 22-25 @ Spokane, WA) – Cathy Munoz
  - i. Cathy will attend on behalf of LEIRA
- d. WASPC Fall 2023 conference November 6-9 @ Three Rivers, WA) – Cathy Munoz
  - i. Cathy will attend on behalf of LEIRA
- e. 2023 Membership renewals
  - i. Membership cost will remain the same for 2023
  - ii. Membership renewals are set to start emailing out January 2023
    - 1. *Kirsty will verify again renewals are properly set prior to January 2023*

**12) Break @1420 –1455 – Kirsty Jones called meeting back to order**

**13) New Business (Cont.)**

- a. Lunch with LEIRA (virtual networking) – Cathy Munoz
  - i. A virtual lunch with LEIRA members to discuss specific topics with a topic specialist – to network and expand knowledge on that topic
  - ii. *Cathy will work on setting this up*
  - iii. *eBoard will send topic ideas and possible topic specialists to Cathy prior to January meeting for the first potential virtual lunch*
- b. Committee assignments/roles – Cathy Munoz
  - i. Clarification on the duties/roles of the different positions of the eBoard
  - ii. *eBoard will come up with a list of duties/roles for each position and this will be continued/evaluated at the January meeting*

## 14) Meeting Adjourned @ 1612

DAY 2 – 0830-1600 [Lunch provided 1200-1300]

### 1) Meeting called to order @ 0836 by Kirsty Jones

### 2) New Business (Cont.)

- a. Create 2023 budget
  - i. 2023 budget was discussed, including 2023 Conference budget
  - ii. Jeanne makes a motion to approve the LEIRA 2023 Budget, Cathy seconded the motion – Motion passes to approve the LEIRA 2023 Budget
  
- b. Extending 2022 memberships bought in December to 2023
  - i. Discovered this already exists in the standing rules for LEIRA and states that memberships will not be prorated
  
- c. Adding more trainings for 2023
  - i. Added property/evidence training to be taught in late spring/early summer
    1. Cathy emailed Joe Upton of Lacey PD as a potential trainer – Heather will follow up with him
  - ii. Added a leadership training to be taught by Jeanne in late spring/early summer
    2. Jeanne will update the board on dates/training topic at January meeting
  - iii. De-escalation/A.L.I.C.E. training hopefully to be taught in late spring/early summer by Kirkland PD Community Support Division
    3. Heather will follow up and schedule
  - iv. Eboard discussed increasing prices for LEIRA taught trainings
    4. A full day LEIRA taught training cost will increase to \$75 for member and \$125 for non-member.
    5. Half day (4-hour trainings) will be \$50 for members and \$100 for non-members
    6. Cathy makes the motion to approve increasing the LEIRA training registration cost, Kirsty seconds the motion – motion approved to change LEIRA training registration cost
  
- d. Update to standing rules
  - i. Came to the attention of the board, there is some misinterpretation due to the wording of standing rule 36 article 3
  - ii. Adding a new standing rule to clarify our interpretation of article 3 section 1 regarding state agencies vote count. Cathy makes a motion to add the following for standing rule 36 -Per Article III Membership and Voting, Section 1, each of the state agencies listed as an example have one vote per agency, Ilia seconds the motion – motion passes to add the following for standing rule 36 -Per Article III Membership and Voting, Section 1, each of the state agencies listed as an example have one vote per agency

### 3) Break @ 1036 – 1056 – Kirst Jones called meeting back to order

### 4) New Business (Cont.)

- e. Meet Conference Committee

- iii. Introductions made – first in person meeting with conference committee
- b. Discuss Conference
  - i. Went over everything so far planned for conference
  - ii. Discussed next steps
  - iii. Separate meeting minutes were taken for particulars relating to the Conference Committee discussions – please see Conference Committee Meeting Minutes for November 2022

**5) Break for Annual Business Meeting 1330-1400**

**6) Adjourned at 1133**

**\*Note: Action items/Tasks assigned are listed in RED**



## **LEIRA**

### **Treasurer's Report**

#### **Bank Balances as of 11/04/22**

<b>Checking</b>	<b>\$25,352.39</b>
<b>Savings</b>	<b>\$40,385.09</b>
<b>Total</b>	<b>\$65,737.48</b>

# LEIRA

## Statement of Activity

September 1 - November 1, 2022

	TOTAL
Revenue	
Earned Interest	1.33
Membership	350.00
Regional Training	
07 Reg Trng-Jul	3,000.00
10 Reg Trng-Oct	1,595.00
12 Reg Trng-Dec	1,185.00
<b>Total Regional Training</b>	<b>5,780.00</b>
<b>Total Revenue</b>	<b>\$6,131.33</b>
GROSS PROFIT	<b>\$6,131.33</b>
Expenditures	
Credit Card Payments Fees	241.24
Executive Board	4,992.00
Presidents Expense	162.96
Regional Trainings	
10 Regional Training-Oct	1,105.00
<b>Total Regional Trainings</b>	<b>1,105.00</b>
<b>Total Expenditures</b>	<b>\$6,501.20</b>
NET OPERATING REVENUE	<b>\$ -369.87</b>
NET REVENUE	<b>\$ -369.87</b>



# LEIRA

## Budget vs. Actuals: 2022 Budget - FY22 P&L

September 1 - November 1, 2022

	SEP 2022		OCT 2022		NOV 1, 2022		TOTAL	
	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET
<b>Revenue</b>								
Earned Interest	0.65		0.68				\$1.33	\$0.00
Membership	100.00		250.00				\$350.00	\$0.00
Regional Training								
07 Reg Trng-Jul			3,000.00				\$3,000.00	\$0.00
10 Reg Trng-Oct	1,595.00						\$1,595.00	\$0.00
12 Reg Trng-Dec	1,050.00		135.00				\$1,185.00	\$0.00
<b>Total Regional Training</b>	<b>2,645.00</b>		<b>3,135.00</b>				<b>\$5,780.00</b>	<b>\$0.00</b>
<b>Total Revenue</b>	<b>\$2,745.65</b>	<b>\$0.00</b>	<b>\$3,385.68</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$6,131.33</b>	<b>\$0.00</b>
<b>GROSS PROFIT</b>	<b>\$2,745.65</b>	<b>\$0.00</b>	<b>\$3,385.68</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$6,131.33</b>	<b>\$0.00</b>
<b>Expenditures</b>								
Awards and Plaques		12.50		12.50		12.50	\$0.00	\$37.50
Capital Outlay		141.67		141.67		141.67	\$0.00	\$425.01
Conference Future		416.67		416.67		416.67	\$0.00	\$1,250.01
Credit Card Payments Fees	99.56	208.34	111.83	208.34	29.85	208.34	\$241.24	\$625.02
Executive Board	4,992.00	666.67		666.67		666.67	\$4,992.00	\$2,000.01
Legislative		83.34		83.34		83.34	\$0.00	\$250.02
Membership Promotions		41.67		41.67		41.67	\$0.00	\$125.01
Presidents Expense	162.96	416.67		416.67		416.67	\$162.96	\$1,250.01
Professional Services fees		1,000.00		1,000.00		1,000.00	\$0.00	\$3,000.00
Regional Trainings		2,083.34		2,083.34		2,083.34	\$0.00	\$6,250.02
10 Regional Training-Oct			1,105.00				\$1,105.00	\$0.00
<b>Total Regional Trainings</b>		<b>2,083.34</b>	<b>1,105.00</b>	<b>2,083.34</b>		<b>2,083.34</b>	<b>\$1,105.00</b>	<b>\$6,250.02</b>
Scholarship		50.00		50.00		50.00	\$0.00	\$150.00
<b>Total Expenditures</b>	<b>\$5,254.52</b>	<b>\$5,120.87</b>	<b>\$1,216.83</b>	<b>\$5,120.87</b>	<b>\$29.85</b>	<b>\$5,120.87</b>	<b>\$6,501.20</b>	<b>\$15,362.61</b>
<b>NET OPERATING REVENUE</b>	<b>\$ -2,508.87</b>	<b>\$ -5,120.87</b>	<b>\$2,168.85</b>	<b>\$ -5,120.87</b>	<b>\$ -29.85</b>	<b>\$ -5,120.87</b>	<b>\$ -369.87</b>	<b>\$ -15,362.61</b>
<b>NET REVENUE</b>	<b>\$ -2,508.87</b>	<b>\$ -5,120.87</b>	<b>\$2,168.85</b>	<b>\$ -5,120.87</b>	<b>\$ -29.85</b>	<b>\$ -5,120.87</b>	<b>\$ -369.87</b>	<b>\$ -15,362.61</b>



# LEIRA

## Statement of Activity

January 1 - November 1, 2022

	TOTAL
Revenue	
Earned Interest	6.63
Membership	14,800.00
Regional Training	
03 Reg Trng-Mar	2,600.00
05 Reg Trng-May	5,950.00
06 Reg Trng-Jun	1,740.00
07 Reg Trng-Jul	20,750.00
10 Reg Trng-Oct	2,520.00
12 Reg Trng-Dec	1,915.00
<b>Total Regional Training</b>	<b>35,475.00</b>
<b>Total Revenue</b>	<b>\$50,281.63</b>
GROSS PROFIT	<b>\$50,281.63</b>
Expenditures	
Credit Card Payments Fees	1,323.38
Executive Board	4,957.00
Miscellaneous Expenses	84.50
Presidents Expense	1,612.97
Professional Services fees	8,329.29
Regional Trainings	
05 Regional Training-May	3,110.00
06 Regional Training-Jun	1,440.00
07 Regional Training-Jul	14,000.00
10 Regional Training-Oct	1,105.00
<b>Total Regional Trainings</b>	<b>19,655.00</b>
<b>Total Expenditures</b>	<b>\$35,962.14</b>
NET OPERATING REVENUE	<b>\$14,319.49</b>
NET REVENUE	<b>\$14,319.49</b>



LEIRA

Budget vs. Actuals: 2022 Budget - FY22 P&L  
January 1 - November 1, 2022

	JAN 2022	FEB 2022	MAR 2022	APR 2022	MAY 2022	JUN 2022	JUL 2022	AUG 2022	SEP 2022	OCT 2022	NOV 1, 2022	TOTAL
	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET
<b>Revenue</b>												
Earned Interest	0.68		0.68	0.63	0.70	0.65	0.72	0.72	0.65	0.68		\$6.63
Membership	5,800.00		1,400.00	550.00	150.00	500.00	700.00	700.00	100.00	250.00		\$14,800.00
Regional Training												\$0.00
03 Reg Trng-Mar			350.00	100.00	1,700.00	100.00						\$2,000.00
05 Reg Trng-May	750.00		1,845.00	2,305.00	1,700.00	350.00						\$5,650.00
07 Reg Trng-Jun				50.00	1,250.00	5,200.00	1,850.00					\$7,750.00
09 Reg Trng-Aug							895.00		1,595.00			\$2,490.00
10 Reg Trng-Oct							730.00		1,050.00			\$1,780.00
12 Reg Trng-Dec												\$0.00
<b>Total Regional Training</b>	<b>750.00</b>	<b>0.00</b>	<b>2,195.00</b>	<b>2,455.00</b>	<b>4,110.00</b>	<b>6,890.00</b>	<b>3,005.00</b>	<b>4,235.72</b>	<b>2,645.00</b>	<b>3,135.00</b>	<b>0.00</b>	<b>\$25,475.00</b>
<b>Total Revenue</b>	<b>\$6,550.68</b>	<b>\$0.00</b>	<b>\$6,550.68</b>	<b>\$3,005.63</b>	<b>\$4,260.70</b>	<b>\$6,390.65</b>	<b>\$0.00</b>	<b>\$4,235.72</b>	<b>\$2,745.65</b>	<b>\$3,285.68</b>	<b>\$0.00</b>	<b>\$50,281.63</b>
<b>GRCS\$ PROFIT</b>	<b>\$6,550.68</b>	<b>\$0.00</b>	<b>\$6,550.68</b>	<b>\$3,005.63</b>	<b>\$4,260.70</b>	<b>\$6,390.65</b>	<b>\$0.00</b>	<b>\$4,235.72</b>	<b>\$2,745.65</b>	<b>\$3,285.68</b>	<b>\$0.00</b>	<b>\$50,281.63</b>
<b>Expenditures</b>												
Awards and Plaques	12.50		12.50	12.50	12.50	12.50	12.50	12.50	12.50	12.50		\$127.50
Capital Outlay	141.66		141.66	141.66	141.67	141.67	141.67	141.67	141.67	141.67		\$1,558.33
Conference Future	416.66		416.66	416.66	416.67	416.67	416.67	416.67	416.67	416.67		\$4,583.33
Credit Card Payments Fees	119.10		171.25	208.33	155.09	208.33	208.33	208.34	208.34	208.34		\$2,291.66
Executive Board	666.66		666.66	666.66	666.67	666.67	666.67	666.67	666.67	666.67		\$7,353.33
Executive Board	666.66		666.66	666.66	666.67	666.67	666.67	666.67	666.67	666.67		\$7,353.33
Executive Board	666.66		666.66	666.66	666.67	666.67	666.67	666.67	666.67	666.67		\$7,353.33
Miscellaneous Promotions	41.66		41.66	41.66	41.67	41.67	41.67	41.67	41.67	41.67		\$458.33
Miscellaneous Expenses	84.50		84.50	84.50	84.50	84.50	84.50	84.50	84.50	84.50		\$845.00
Professionals Expense	416.66		416.66	416.66	416.67	416.67	416.67	416.67	416.67	416.67		\$4,583.33
Professional Services fees	1,000.00		1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00		\$11,000.00
Regional Trainings	2,083.33		2,083.33	2,083.33	2,083.33	2,083.33	2,083.33	2,083.33	2,083.33	2,083.34		\$22,916.66
05 Regional Training-May				2,975.00	85.00	50.00						\$3,110.00
06 Regional Training-Jun						1,400.00						\$1,400.00
07 Regional Training-Jul							14,000.00					\$14,000.00
10 Regional Training-Oct												\$0.00
<b>Total Regional Trainings</b>	<b>2,083.33</b>	<b>2,083.33</b>	<b>2,083.33</b>	<b>2,975.00</b>	<b>85.00</b>	<b>1,400.00</b>	<b>14,000.00</b>	<b>2,083.33</b>	<b>2,083.33</b>	<b>2,083.34</b>	<b>2,083.34</b>	<b>\$18,655.00</b>
Scholarship	50.00		50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00		\$500.00
<b>Total Expenditures</b>	<b>\$116.10</b>	<b>\$5,120.79</b>	<b>\$6,044.49</b>	<b>\$3,105.10</b>	<b>\$1,136.10</b>	<b>\$6,950.31</b>	<b>\$1,183.57</b>	<b>\$1,183.57</b>	<b>\$6,254.62</b>	<b>\$1,216.83</b>	<b>\$2,083.95</b>	<b>\$58,982.14</b>
<b>NET OPERATING REVENUE</b>	<b>\$6,434.58</b>	<b>\$-5,120.79</b>	<b>\$711.19</b>	<b>\$-100.47</b>	<b>\$3,124.60</b>	<b>\$-469.66</b>	<b>\$-4,957.56</b>	<b>\$-4,957.56</b>	<b>\$-2,508.97</b>	<b>\$-5,120.87</b>	<b>\$-5,120.87</b>	<b>\$-5,328.13</b>
<b>NET REVENUE</b>	<b>\$6,434.58</b>	<b>\$-5,120.79</b>	<b>\$711.19</b>	<b>\$-100.47</b>	<b>\$3,124.60</b>	<b>\$-469.66</b>	<b>\$-4,957.56</b>	<b>\$-4,957.56</b>	<b>\$-2,508.97</b>	<b>\$-5,120.87</b>	<b>\$-5,120.87</b>	<b>\$-5,328.13</b>

## Current Membership as of 11/04/22

Admin	10
Lifetime	28
Member	385
<b>Total</b>	<b>423</b>
Prospect	481
<b>Total Active</b>	<b>904</b>

## New Memberships 12/1/21-11/4/22

December 2021	1
January 2022	14
February 2022	15
March 2022	11
April 2022	9
May 2022	10
June 2022	16
July 2022	4
August 2022	10
September 2022	2
October 2022	5
November 2022	1

## Membership Renewals (breakdown by month)

November 2021	0
December 2021	40
January 2022	130
February 2022	12
March 2022	7
April 2022	2
May 2022	4
June 2022	2
July 2022	1
August 2022	0
September 2022	0
October 2022	0

## Lapsed Membership

Lapsed 2 years of more	90
Lapsed 6 months to 1 year	180
About to lapse next 31-60 days	390



## LEIRA 2022 Training Report

Courses	Date	Registered
Firearm Background Check Program Q&A	January 19	93
Intro to Public Disclosure	March 9	40
PRI – Redacting Records	May 5	35
BWC Panel – They Are Here	May 25	86
PRI – Intro to LE Records Management	June 15	10
Advanced Public Disclosure	July 14	53
Authentic and Deliberate Leadership: The West Point Way	July 15 – Oct 7	16
PRI – Sealing and Expunging	October 4	13
Intro to Public Disclosure	October 27	24

### Upcoming Course

Course	Date
PRI – Redacting Records	December 6

### 2023 Training Plans

Upcoming Courses	Dates	Trainer(s)
Intro to Public Disclosure	January 25	Cathy Munoz and Julie Ubert
IAPE	April 11 & 12	IAPE Trainer
IAPE Supervisor Course	April 13	IAPE Trainer
Advanced Public Disclosure	May 8	Karen Horowitz

## 2023 LEIRA Conference

October 3-5

Semiahmoo Resort in Blaine, WA

Courses TBD but there will be courses for Evidence, Leadership and Records



## LEIRA EXECUTIVE BOARD

*"Dedicated to the advancement of knowledge through sharing & exchange of professional experiences & technology"*

President: Kirsty Jones ♦ Past President: Jeanne Johnson Jacobs ♦ 1<sup>st</sup> Vice President: Chris Leyda  
♦ 2<sup>nd</sup> Vice President: Cathy Munoz ♦ Treasurer: Ilia Heath ♦ Secretary: Ellen O'Brien  
♦ Director: Heather Ging ♦ Director: Erica Meeks ♦ Director: Lisa Edlin ♦ Ex-Officio: Joan Smith - WASPC

To: LEIRA Executive Board

From: Cathy Munoz, 2<sup>nd</sup> Vice President/Legislative Committee Chair

Ref: Legislative Report

Date: October 31, 2022

I was able to virtually attend the Sunshine Committee 4<sup>th</sup> quarter meeting. There was nothing of interest to law enforcement records.

Kirsty was able to virtually attend the WASPC legislative committee priorities meeting. There was nothing relevant to public records proposed.

If anyone has any suggestions for the committee to pursue or questions, please reach out to us.

Respectfully Submitted,

*Catherine S Munoz*

Cathy Munoz