



## Executive Committee

**President**  
Scott Passey

**President Elect**  
Diana Quinn

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Debbie Burke

**Secretary**  
Virginia Olsen

**Treasurer**  
Gina Anderson

**Board Members**  
Jill Boltz  
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Randy Hinchliffe  
Christy O'Flaherty  
Paula Swisher  
Bobbie Usselman

**Past President**  
Sandy Paul

**Visit our Website:**  
[www.WMCAClerks.org](http://www.WMCAClerks.org)

Founded in 1970, WMCA is a non-profit association that promotes the professional and education standards of Municipal Clerks, County Clerks, and Transit Board Clerks in various local governments of the State of Washington.

## President's Message Seek. And. Destroy.

**Scott Passey, MMC**

I love February! Do you know why? Valentine's Day and Presidents Day. Did you know Valentine's Day was first associated with romantic love in the circle of Geoffrey Chaucer during the High Middle Ages, when the tradition of courtly love flourished? In 18th Century England, it evolved into an occasion in which lovers expressed their love for each other by presenting flowers, offering confectionery, and sending greeting cards (known as "valentines"). Please consider this message as my non-romantic valentine to you. I sincerely appreciate all of you for your contributions to the WMCA. We would be *nowhere* without our membership.

On that note, I hope you are able to be *somewhere* next month, and that place is – drum roll please – the WMCA Annual Conference in Pasco, Washington! March 18-21 are the dates to watch! Everyone is working really hard to make this a great conference. Make sure you complete the Conference Registration form by February 17, 2014, and save \$25 for the Master Academy and \$50 for the annual conference. Conference attendees earn 3 CMC "Experience" or 3 MMC "Professional/Social" points. Preregistration ensures that meals are ordered for you and that conference materials are ready. Go to [www.wmcaclerks.org](http://www.wmcaclerks.org) for a registration form now! (actually, wait until after you read my entire message). I also encourage you to make your room reservations as soon as possible. Rooms have been blocked for WMCA until February 23, 2014, at \$90/single a night. Call the Red Lion Pasco at 1-509-547-0701 for reservations. Don't forget to say you are with WMCA!

As a reminder, the Master Academy session will be held on Tuesday, March 18th. Jan Dwyer Bang, President of Boundless Results, will present our Master Academy, entitled "Service Leadership – Serving with Excellence, Clarity and Heart." And don't forget to join me Tuesday night, where I'll be hosting a welcome reception with appetizers. We will also have special, fun-filled, live and silent auctions on Wednesday night following dinner. Help replenish our scholarship fund and win some serious coin! We have three cash prizes of \$500, \$750, and \$1000 in the \$5 raffle to give away at the annual banquet. \$1 raffle tickets are also available to win \$100 cash or a gift basket donated by our regional clerks associations. All of the proceeds from the raffles and auction items are used for educational scholarships to attend the annual conference, professional development sessions, and Master Academy trainings. I'm going to be a serious investor in raffle tickets, so how embarrassed will you be if your President wins big???

*Continued on Page 2*

### ON THE INSIDE...

IIMC Region IX Updates	Page 2
WMCA Annual Conference	
Auctions	Page 3
Donations	Page 3
Northwest Clerks Institute	Page 4
Legislative Update	Page 4
Featured Clerk	Page 5
Bylaws Amendment	Page 6
WMCA Voting	Page 6

# PRESIDENT'S MESSAGE

## *Continued from page 1*

I'll have one final President's Message next month and then I'll leave you in the capable hands of Diana Quinn. It's been an extremely rewarding year, and I strongly encourage each of you to get involved in the Association. I realize that so many of us are busy just trying to manage business in our various jurisdictions. Obviously that is our first priority as public servants, but if you have just a little time to devote to a committee or the executive committee, it's a wonderful experience. Until I see you at conference, or until we meet again, I leave you with a traditional Gaelic blessing:

May the road rise up to meet you  
May the wind be always at your back  
May the sun shine warm upon your face  
As you seek and destroy all over the place  
Until we meet again

Well, I may have exercised some artistic license with it. Take care.

*Scott*

## REGION IX UPDATES

*By Joann Tilton, MMC, IIMC Region IX Director*

### Region IX Directors' Update

If you haven't already, you should soon be receiving the Winter Issue of the Region IX Newsletter. With the holidays, workloads in general, and that nasty flu that's been going around, we've had a few delays in pulling it all together. Be sure to check it out and see what is happening in California, as well as Oregon, Washington, and Alaska. The newsletter will include highlights from the IIMC Board's Mid-Year meeting held in Savannah, Georgia last November. Until then, here are a few other items worth noting.

#### **New Athenian Dialogue Update**

Here's some news that is worth repeating. At the Mid-Year Board meeting, the Board of Directors voted to increase the number of Athenian Dialogue points from 2 to 3. All Dialogues taken on or after January 1 will earn 3 points, with a maximum number of 18 possible points earned in this category.

Learning opportunities come in all forms. If you have yet to try an Athenian Dialogue, I invite you to watch for one coming to an area near you and register.

#### **Conference Registration**

It's not too early to start thinking about the 2014 IIMC Annual Conference in Milwaukee, Wisconsin. If you're done thinking and you are ready to register by credit card, you can do so by clicking [here](#). If you need the printable form, find it [here](#).

Alice and I hope your 2014 is off to a great start! Let us know what is going on in your corner of Clerkdom. Are you working on a new project that you are particularly proud of? If so, share – we'd love to hear about it! Do you have questions regarding IIMC or certification? We stand ready to help you find answers to your questions.

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# 2014 WMCA ANNUAL CONFERENCE

By *Debbie Jermann, MMC, C-Tran*

## Auctions!

Spring is right around the corner and we are starting to count down the days until the 44th Annual WMCA Conference. Your Fundraising Committee is gearing up for another successful fundraising conference week.

The silent and live auctions we hold at conference are one of the top money makers for scholarship funds. Be creative with your auction baskets – there are many popular themes, including spa treatments, gardening, home décor, wine tasting, and many more – be creative. Chances are if it is something that you enjoy, others will also enjoy.

Don't forget the men in your lives – create a "Guy" bucket with outdoor sports items, fishing tackle, bug repellent, hand warmers, wool socks. Perhaps a Poker Night Bucket including snacks. For those of you who would appreciate a little "me" time, how about a gas card and gift certificate for a weekend with the guys golfing.

Given everyone's hectic schedules, both at work and home, the Fundraising Committee would also like to also offer the option for those who do not have time to shop, the opportunity to simply donate cash – we will do the shopping for you! If you prefer this option, send a check to Debbie Jermann, MMC, C-TRAN, PO Box 2529, Vancouver, WA 98668.

**Thank you for supporting WMCA Scholarships – we will see you in Pasco!**



By *Heidi K.S. Napolitano, Town of Woodway*

## Donations ... Let's give as much as we get!

So many wonderful things come home with us from the conference: information and ideas from the education sessions; professional connections and friendships; WMCA swag; and so much more. The conference is also an opportunity to give generously to others. Each year, the President chooses a group in need of donations and asks conference participants to donate as they are able.

This year, we are partnering with the National Guard to collect supplies that will be sent to our troops deployed overseas. Many everyday items that we take for granted can be difficult to find in foreign countries. A little bit of home can make all the difference for the men and women of our Armed Forces. The supplies listed below are items that the troops request and appreciate.

- Snacks
- Ramen Noodles
- Microwaveable Bowls
- Dehydrated food such as dried fruit or jerky
- Spices to BBQ with
- Personal grooming supplies like deodorant, soap, or toothpaste
- Magazines, books, or puzzle books
- Pens/pencils
- Batteries
- Socks or slippers

While physical supplies are important, encouragement and thanks are essential. Take a moment to write a quick note of thanks to be delivered with the donations. Bring notes with you, or write a card when you arrive.

**Thanks for making a difference!**

# EDUCATION COMMITTEE

By: Joanna Sanders, CMC, City of Port Townsend

## Register for the 2014 Northwest Clerks Institute!



Registration is open for 2014 classes. Sited on the beautiful campus of the University of Puget Sound in Tacoma, Washington, you won't want to miss this opportunity to invest in your future! Make a difference in your organization, career and future. Build management skills, learn from professional instructors, and foster peer relationships.

### Important Dates and Course Descriptions:

**Professional Development – June 1-6, 2014** (The Role of Clerk, Customer Service, Legal Issues, Risk Management, Records Management, Jurassic Parliament, Ethics, Effective Business Writing and Writing Minutes and Meeting Notes)

**Professional Development II – June 8-13, 2014** (What's the Color of Your Desk?, Understanding Yourself and Others, Keys to Good Supervision, Financial Management and Budgeting, Managing Human Resources, RESOLVE (problem solving/team building/negotiations), Creating Your Personal Vision Statement, Advanced Records Management)

**Professional Development III – June 15-20, 2014** (Communicate Like a Pro, Minimizing the Impact of Negative Influences in the Workplace, Decision-making, Intergenerational Communication and Management, Meeting the Media, Leadership Focus: How to lead with service and results, Handling Emotions Under Pressure, The Ever Changing Workplace)

**Professional Development IV – June 9-12, 2014** (Master Academy - Advanced School of Leadership with Dr. De Hicks of SCGI)

# LEGISLATIVE COMMITTEE

By Sandy Paul, MMC, Legislative Committee Chair

## Legislative Updates

While our elected Representatives continue to be mired in process and accomplishing very little of note, a pair of issues has come to the attention of the Legislative Committee:

In the case of - Anthony J. Predisik, et al, V. Spokane School District #81, it was decided by the trial court that the personal information maintained in an employee's file was not subject to an exemption to the Public Records Act but also determined that redaction was sufficient protection of personal information. Should those same records be part of an investigative agency's work, redaction was deemed to be the primary protection of individual privacy. Verdict: redact and release.

The Association of Washington Cities asked the Legislative Committee to weigh in on the following:

The original version of [HB 2105](#) would have required public

agencies to post agendas of regular meetings of its governing body online twenty-four hours in advance. Agencies without a website or fewer than five full-time employees are exempt from the requirement. Agencies would still be allowed to modify their agenda before the meeting, and if an agency fails to post an agenda in advance, any otherwise legal action would not be invalidated.

We heard some concerns from smaller cities that met the threshold but do not have the resources to update their website regularly. AWC's Victoria Lincoln worked with the bill's sponsor and others to increase the employee threshold to 10 and clarify that failure to post an agenda does not provide a basis for awarding attorney fees or seeking a mandamus or injunction under the Open Public Meetings Act.

Committee members reported that posting of agendas (including meeting packet materials) was already being done for the most part. Posting on websites within 24 hours when a municipality contracts for IT/Website Maintenance Services posed an unusual hardship, however. What do YOU think?

# FEATURED CLERK

## Debbie Jermann, MMC

### Executive Assistant/Clerk of the Board, C-TRAN

Born in Astoria Oregon, Debbie Jermann is the Executive Assistant/Clerk of the Board for C-TRAN in Vancouver, WA. Her parents live on the property her Dad was born on, across the Columbia River from Astoria, in the little Finnish community of Naselle, WA.

Deb and her husband Joe have been married 12 years. They have no two-legged children, but have two, four-legged "kids": Murphy, a three-year-old Yellow Lab; and Maggie, a two-year-old Westie.

Debbie's been working for C-TRAN for about six years. Prior to that, she served as the City Recorder for City of Gresham for 11 years and Recording Secretary there for two. She also worked for Hood River County from 1985-1995. A very active member of OAMR, Deb served the organization for several years as Secretary, 2nd Vice President, 1st Vice President, President and Immediate Past President. Her term as President was in 2003-2004. Wow, how fortunate for WMCA to get that kind of experience on our team!

C-TRAN is the public transit agency in Clark County, WA and is totally debt free – pays cash for all purchases, including capital. Amazing! It serves a population of 357,398 (including the cities of Vancouver, Battle Ground, Ridgefield, La Center, Camas, Washougal, Town of Yacolt, and Unincorporated Clark County).

On the personal side, Debbie loves camping, gardening, reading, NASCAR Sprint Cup Racing (Go Jr.!), spending time with family and friends, and football (Go Hawks!). Her favorite color is sage green and she enjoys eating Mexican food.

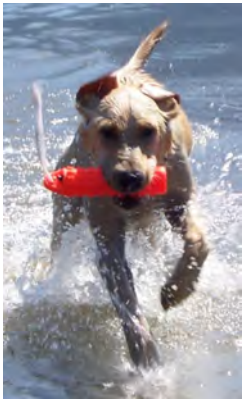


"I spent some very special time with family this year – some of it planned, like a Christmas party and a work party to stain decks, weed flower beds, power wash walls, etc., for her folks. I was also able to spend time with family members as we took care of some of our own dealing with health issues. But what I found was, whether planned or not, we can count on every last person in this crazy family to be there when they are needed – no argument, no excuses – just wonderful people you can count on! I have also been

able to sneak in a few events with friends and that is always good, whether we are doing something exciting, or just hanging on a covered porch with a nice cold beer."

When asked about what she's been working on at work, Debbie said, "As required by State Statute, transit districts must perform a Board Composition Review every four years.

This gives all jurisdictions in the service boundary a chance to look at how our Board is composed, and propose changes to how the nine seats are filled. We also have a non-voting member on our Board who represents the labor unions. We began this process in June of 2013 will continue to meet monthly until we have a decision to change or maintain the status quo."



Debbie's been an integral part of WMCA since she came here from Oregon. She has served on the Fundraising, Conference Planning, Scholarships, and Education Committees. Debbie has chaired the Fundraising Committee and her energy and great ideas have helped WMCA raise record numbers for scholarships!



**Thank you, Debbie, for being our Featured Clerk this month!**

# MUCH ADO ABOUT TERM LIMITS

February  
2014

*By the Executive Committee*

## Proposed Bylaws Amendment

A member of the Executive Committee noted that our current WMCA Treasurer would not be able to serve past March of 2015 because Article IV of our bylaws states: "The Secretary and Treasurer shall each serve a two-year term. The Treasurer shall be elected every odd-numbered calendar year during the regular annual election of that year, by a majority vote of the active members voting, and shall not serve more than two consecutive terms." Concern was expressed because the WMCA Treasurer responsibilities are vast, very specialized and extremely time consuming and traditionally, there are not very many candidates willing and able to make this commitment. The job involves filing tax returns; preparing non-profit reports; collecting payments for conference, trainings and expenses; issuing payments and reimbursements; preparing the annual audit; and more. You can imagine how much time this takes!

Quite a discussion ensued and it centered around a proposed bylaws amendment to remove the two term limit. The main reasons are these:

1) WMCA could maintain qualified, skilled and experienced people in important positions that are not easy to recruit for; and 2) If someone were willing to continue serving in that capacity, they have the ability to continue to run for office and the membership still has the final say in the matter.

Additional discussion took place about the Secretary position and how it has typically been difficult to recruit people to run for this position. The Secretary must attend all the meetings; travel with the digital recorder and laptop; prepare the meeting minutes and notices; and maintain WMCA records (among other things).

The Executive Committee feels that this position should also be included in a bylaws amendment because often times someone needs to be cajoled into running for Secretary. It was noted that if there are people with a passion to serve in these positions, why limit them to four years? The alternative could be that no one runs or someone is talked into running but their heart is not in the job. The Executive Committee feels that removing the term limits for these two positions benefits WMCA by maintaining key people with the required skills and a passion for the job, yet it does not take away the voting power of the membership. The members still make the final decision on who serves in the positions.

A bylaws amendment will be prepared for the annual business meeting to take place at our conference in Pasco on Thursday, March 20. Discussion among the membership is healthy and encouraged! In the meantime, if you have a question about this proposal, please let us know. You can email President Scott Passey at [scott.passey@edmondswa.gov](mailto:scott.passey@edmondswa.gov).

*By Leana Johnson, WMCA Elections Officer*

## It's Voting Time!

Don't Forget to Vote for WMCA Officers and Board Directors! All you have to do is follow this [link](#) to the elections, enter in your WMCA member ID and vote! You have until 4pm February 21<sup>st</sup> to cast your ballot. The results will be announced at the 2014 WMCA Conference during the Business Meeting.

**Thank you for participating!**

## Published by Clerks for Clerks!

If you have any great news to share or ideas for articles for the next edition of the WMCA Newsletter, be sure to email them to Melody Valiant at [mvaliant@ci.tumwater.wa.us](mailto:mvaliant@ci.tumwater.wa.us) and Rachel Shaw at [rshaw@cityofprosser.com](mailto:rshaw@cityofprosser.com).

Washington State  
Horse Expo  
Ridgefield  
February 14-16  
[www.wastatehorseexpo.com](http://www.wastatehorseexpo.com)

Fly Fishing Show  
Lynnwood  
February 15-16  
[www.flyfishingshow.com/Seattle.html](http://www.flyfishingshow.com/Seattle.html)

Chocolate on the Beach  
Pacific Beach  
February 21-23  
[www.chocolateonthebeachfestival.com](http://www.chocolateonthebeachfestival.com)

Wintergrass Festival  
Bellevue  
February 27-March 2  
[www.acousticsound.org](http://www.acousticsound.org)

Sewing & Stitchery Expo  
Puyallup  
February 27-28  
March 1-2  
[www.sewexpo.com](http://www.sewexpo.com)

Affair to Remember -  
Gatsby Style  
Bellingham  
March 1  
[www.alzsociety.org](http://www.alzsociety.org)

Murder Mystery Dinner  
Food Bank Fundraiser  
Monroe  
March 8  
[www.evergreenfair.org/murder-mystery-fundraiser.aspx](http://www.evergreenfair.org/murder-mystery-fundraiser.aspx)

Wings Over Water  
Northwest Birding Festival  
Blaine  
March 13-16  
[www.blainechamber.com/wow](http://www.blainechamber.com/wow)

Northwest Women's Show  
Seattle  
March 21-23  
[www.nwwomenshow.com](http://www.nwwomenshow.com)

Spring Break Family  
Kite Fun  
Long Beach  
March 22  
[www.kitefestival.com](http://www.kitefestival.com)