

# WASHINGTON ASSOCIATION OF SHERIFFS & POLICE CHIEFS

3060 Willamette Drive NE Lacey, WA 98516 ~ Phone: (360) 486-2380 ~ Fax: (360) 486-2381 ~ Website: [www.waspc.org](http://www.waspc.org)

*Serving the Law Enforcement Community and the Citizens of Washington*



June 1, 2012

Sheriff Gene Dana  
Kittitas County Sheriff's Office  
307 W. Umptanum Rd.  
Ellensburg, WA 98296

Dear Sheriff Dana:

I am pleased to inform you that the Kittitas County Sheriff's Office will receive **\$72,000.00** for the Registered Sex Offender Address and Residency Verification Program.

As you know, \$4.8 million of state funding was allocated to local law enforcement for fiscal year 2012 to verify the address and residency of all registered sex offenders and kidnapping offenders under RCW 9A.44.130. The grant award is effective July 1, 2012 and expires on June 30, 2013.

The requirement of this program is for face-to-face verification of a registered sex offender's address at the place of residency:

1. For level I offenders, once every twelve months
2. For level II offenders, once every six months
3. For level III offenders, once every three months

In addition, funding from this program should be used to send at least one staff person to one or more Offender Watch User Group meetings and/or the RSO Coordinator Conference during the year.

For the purposes of this program unclassified offenders and kidnapping offenders shall be considered at risk level I, unless in the opinion of the local jurisdiction a higher classification is in the interest of public safety.

Attached is an award agreement which needs to be signed and returned to WASPC. The required quarterly reporting form is also included in this notification. Quarterly reports are to be submitted electronically, faxed, or by mail by the 10th of the month following the end of the quarter. Once the report is received, payment for a quarter of the total award will be sent.

If you have any questions please contact Dawn Larsen at 360-486-2419 or [dlarsen@waspc.org](mailto:dlarsen@waspc.org).

Sincerely,

A handwritten signature in dark ink, appearing to read "Mitch Barker".

Mitch Barker  
Executive Director

<b>President</b> <b>ED HOLMES</b> <i>Chief - Mercer Island</i>	<b>President Elect</b> <b>OZZIE KNEZOVICH</b> <i>Sheriff - Spokane County</i>	<b>Vice President</b> <b>ERIC OLSEN</b> <i>Chief - Kirkland</i>	<b>Past President</b> <b>KEN IRWIN</b> <i>Sheriff - Yakima County</i>	<b>Treasurer</b> <b>PAUL AYERS</b> <i>Chief - Issaquah</i>
<b>Executive Board</b>				
<b>CLIFFORD COOK</b> <i>Chief - Vancouver</i>	<b>TOM SCHLICKER</b> <i>Chief - Swinomish</i>	<b>KEN HOENBERG</b> <i>Chief - Kennewick</i>	<b>STEVE BOYER</b> <i>Sheriff - Kitsap County</i>	<b>JOHN SNAZA</b> <i>Sheriff - Thurston County</i>
<b>RICHARD LATHIM</b> <i>Sheriff - Franklin County</i>	<b>RANDY STEGMEIER</b> <i>Chief - Western WA University</i>	<b>JOHN BATISTE</b> <i>Chief - WA State Patrol</i>	<b>LAURA LAUGHLIN</b> <i>SAC - FBI, Seattle</i>	<b>MITCH BARKER</b> <i>Executive Director</i>

**WASHINGTON ASSOCIATION OF SHERIFFS AND POLICE CHIEFS  
INTERAGENCY AGREEMENT  
SPECIFIC TERMS AND CONDITIONS**

**Registered Sex Offender Address and Residency Verification Program**

This AGREEMENT is entered into by and between the WASHINGTON ASSOCIATION OF SHERIFFS AND POLICE CHIEFS (hereinafter referred to as WASPC) and the **KITTITAS COUNTY SHERIFF'S OFFICE** (hereinafter referred to as the RECIPIENT).

- |  |  |
|--|--|
| 1. Award Recipient Name and Address:<br><b>Kittitas County Sheriff's Office<br/>307 W. Umptanum Rd.<br/>Ellensburg, WA 98296</b> | 2. Contact: <b>Gene Dana</b><br>Title: <b>Sheriff</b><br>Telephone: <b>509-962-7525</b>  |
| 3. Project Title<br><b>Registered Sex Offender Verification</b>  | 4. Award Period:<br><b>07/01/12 - 06/30/13</b>   |
| 5. Grant No:<br><b>RSO 12-13 Kittitas</b>  | 6. Funding Authority:<br><b>WASHINGTON ASSOCIATION OF<br/>SHERIFFS AND POLICE CHIEFS</b> |
| 7. Amt. Approved<br><b>\$ 72,000.00</b>  | 8. Service Area:<br><b>Kittitas County</b>   |

FUNDING SOURCE


Funding for this AGREEMENT is provided to WASPC from the State of Washington. Funding awarded the RECIPIENT shall not exceed the amount shown on the award letter.

SCOPE OF SERVICES


The RECIPIENT shall use the funds awarded to meet the requirements identified in the award letter. The required quarterly report will be submitted within ten days of the end of the quarter. Funds will be disbursed in equal amounts by the end of the reporting month. Delays in report submittal or project related activities may result in disbursement of funds delay.

IN WITNESS WHEREOF, WASPC and RECIPIENT acknowledge and accept the terms of this AGREEMENT and attachments hereto, and in witness whereof have executed this AGREEMENT as of the date and year written below. The rights and obligations of both parties to this AGREEMENT are governed by the information on this Award Sheet and Letter and other documents incorporated herein.

FOR WASPC:

  
\_\_\_\_\_  
Name: Mitch Barker  
Title: Executive Director  
Date: June 1, 2012

FOR THE RECIPIENT:

  
\_\_\_\_\_  
Name: Gene Dana  
Title: Sheriff  
Date: June 06, 2012

## AGENCY RSO CONTACT INFORMATION

WASPC requires three individuals be designated to the positions of Authorized Official, Project Director and Financial Officer for the purposes of administering a grant. The Project Director and the Financial Officer may not be the same person, however, under extenuating circumstances, one person may otherwise fill two positions.

**Applicant Agency:** KITTITAS COUNTY SHERIFF'S OFFICE

### PROJECT MANAGER

<b>SEVERSON</b>	<b>BRENT</b>	<b>DETECTIVE</b>
Last Name	First Name	Title
<b>307 W. UMPTANUM RD</b>		<b>ELLENSBURG WA 98926</b>
Business Mailing Address		City State Zip
<b>509-962-7098</b>	<b>509-933-8204</b>	<b>brent.severson@co.kittitas.wa.us</b>
Telephone	Fax	Email

### FINANCIAL OFFICER/GRANT ADMIN.

<b>DAWSON</b>	<b>KIM</b>	<b>ADMINISTRATIVE ASSISTANT</b>
Last Name	First Name	Title
<b>307 W. UMPTANUM RD.</b>		<b>ELLENSBURG WA 98926</b>
Business Mailing Address		City State Zip
<b>509-962-7089</b>	<b>509-962-7599</b>	<b>kim.dawson@co.kittitas.wa.us</b>
Telephone	Fax	Email

### THE AUTHORIZED OFFICIAL IS THE CHIEF EXECUTIVE OFFICER, OR DESIGNEE OF THE AGENCY.

<b>MYERS</b>	<b>CLAYTON</b>	<b>UNDERSHERIFF</b>
Last Name	First Name	Title
<b>307 W. UMPTANUM RD.</b>		<b>ELLENSBURG WA 98926</b>
Business Mailing Address		City State Zip
<b>509-962-7525</b>	<b>509-962-7599</b>	<b>clay.myers@co.kittitas.wa.us</b>
Telephone	Fax	Email

# Registered Sex Offender

## Address Verification Quarterly Grant Report

<b>Agency:</b>					<input type="checkbox"/> 1st Qtr <input type="checkbox"/> 2nd Qtr <input type="checkbox"/> 3rd Qtr <input type="checkbox"/> 4th Qtr				
<b>Address:</b>					<b>Months:</b>		<b>Yr:</b>		
<b>Contact:</b>			<b>Number:</b>		<b>Email:</b>				
					<b>Level I</b>	<b>Level II</b>	<b>Level III</b>	<b>Unknown</b>	
Number of registered sex offenders at the beginning of the quarter									
Number of face-to-face address verifications made for quarter									
Number of face-to-face address verifications made year-to-date									
Average number of attempts before verification is made									
Number of sex offenders registering as homeless									
Number of false homeless reportings*									
<b><i>*reporting as homeless but living at a residence, in another county, etc.-anecdotal</i></b>									
Number of registered sex offenders not at reported address									
Number of resulting arrests for failure to register									
Number of resulting prosecutions for failure to register									
Number of arrests on new sex offense charges									
Number of arrests on unrelated warrants or charges									
Number of DNA samples taken									

Other comments:

Please submit completed report at the end of each quarter (quarters end March 31, June 30, September 30, and December 31) and are due no later than the 10th of the following month. Once the report is received a check for 25% of your total award will be automatically sent to your agency. Reports can be emailed to Dawn Larsen at [dlarsen@waspc.org](mailto:dlarsen@waspc.org), mailed to Washington Association of Sheriffs & Police Chiefs, 3060 Willamette Drive NE Lacey, WA 98516, or faxed to (360) 486-2381.