

Agenda Item Number 4.

Report of the Executive Committee

Presenter: George Kloeppe

Action Recommended: None. Information Only

Meeting Notes:

Meeting of March 12, 2009

The LCOG Executive Committee was called to order at 5:30 on Thursday, March 12, by Board Chair Greg James in the LCOG Park Place Office in Eugene.

Members present were:

Willamalane P&R District Director Greg James
SD 19 Director Al King
Coburg Mayor Judy Volta
Oakridge Mayor Don Hampton (by conference phone)
Florence Mayor Phil Brubaker (by conference phone)

Staff members attending included Bob Swank, Byron Vanderpool, Kay Metzger, Jamon Kent, Ann Mortenson and George Kloeppe. The Committee considered:

April Board Topics

A preliminary listing of the topics proposed for consideration by the Board at its April 23 meeting was distributed and discussed. Greg James indicated that he would investigate the possibility of a Willamalane meeting location. It was generally concluded that the primary discussion topic in April should be structured to follow-up on the February Board Planning Session. It was noted that currently known action items would include the adoption of a Revised FY 2008-09 LCOG Budget and the adoption of the 2009-10 Area Plan on Aging and Disability Services. Additional action items were expected to be added over the coming month.

Board of Directors Planning Session—Regional Issues

The Committee reviewed a memo from George Kloeppe and a summary report of the Board's February 26 Planning Session, prepared by Andrea Riner. Kloeppe noted that it was important to move from the topic-identification stage to the action stage. The Board had been asked to focus on the question: *What can the LCOG Board do to improve the well being of the region?* Three topics had risen to the top of the Board's deliberation and five tools were identified for the Board to use to pursue improvements: Communication, coordination, advocacy, planning and convener. There was consensus that "Public Safety Improvement" should be considered at the April Board meeting. It was suggested that the Public Safety Coordinating Council (PSCC) could have useful data and insight to the current situation. Staff was asked to contact the PSCC leadership with an eye toward a presentation (or written report) at the April meeting. It was also suggested that the Lane County Sheriff should be contacted to participate in the discussion.

2009 Budget Committee Appointments

After some discussion, it was moved and seconded (Volta and King) to appoint Jon Hiltbrand to a three-year term and to name Phil Brubaker, Gary Williams and Sherry Duerst-Higgins to one-year terms on the agency's Budget Committee.

Information Items

Regional Investment Board

Mayor Hampton reported that the Benton-Lane-Linn-Lincoln RIB, on which he has been a member, will hold one last meeting. He expressed regret that, particularly in the current economic situation, the regional investment board approach to local economic development was not supported by the State. He also observed that, while some of the other RIBs in Oregon had not been effective, the four-county board serving this area had been diligent and forthcoming in addressing its obligations, and represented a real asset for communities.

Stormwater Solutions Workshops

Mayor Hampton called the Committee's attention to Stormwater Workshops to be held on April 3 (EWEB) and April 30 (LCC). The Committee requested that staff provide the LCOG Board with information about the workshops and registration.

S&DS Budget Issue—Closing Intakes for OPI

Kay Metzger summarized a memorandum that had been provided to the Committee. She noted that Oregon Project Independence (OPI) has been supported by revenue from the Senior Property Tax Deferral Trust Fund and that the balance in the Fund had substantially declined. She told the Committee that the State has estimated that an 85 percent cut would leave approximately \$2 million for the program statewide. In concert with the other AAAs in the state, LCOG/S&DS closed intakes to the program on March 3. Metzger told the Committee members that LCOG/S&DS was currently serving approximately 160 clients through the OPI program and that, for the present, those clients would continue to receive service. The Committee requested that Kay provide a geographical breakdown of the current OPI clients and some information on pending legislation that recommends services (such as OPI) to prevent or delay the need for Medicaid.

Area Commission on Transportation

Byron Vanderpool reported that the Lane Mayors Roundtable had met in Lowell in February and had discussed the prospect of forming an Area Commission on Transportation (ACT) in the region. Sonny Chickering, ODOT, had been present at the Roundtable and provided background information to the mayors. The mayors decided that it would be appropriate to advocate for the creation of an ACT to the Board of County Commissioners. Accordingly, Chickering was encouraged to prepare a draft letter, which if considered appropriate, could be signed by all mayors who were so empowered and inclined. In the meantime, a bill was introduced in the Oregon Legislature (SB 944), which would require the establishment of an ACT in Lane County. The Executive Committee considered these developments and determined that no action by LCOG was needed at present.

Economic Stimulus

Byron Vanderpool provided the Committee with a brief report on the local efforts related to the federal American Recovery and Reinvestment Act. He suggested the LOC's City Funding Book as a good summary of the ARRA as it relates to Oregon local government agencies. He noted that the COG staff was attempting to provide reliable information to member governments and assist in their accessing the stimulus resources where possible. Kloepfel noted that, earlier in the day, the

MPC had approved the expenditure of approximately \$6.5 million for transportation improvements in the MPO area with another similar amount being granted to Lane Transit District under the stimulus program, and slightly over \$2M for Transportation Enhancement projects in the City of Eugene.

Project Homeless Connect

Kay Metzger provided the Committee with a brief report on the agency's participation in the March 6 Homeless Connect event at the Lane Events Center. She noted that 8 staff members were present providing a variety of services such as assistance with Medicaid application and screening (a total of 32 completed), enrollment in the Oregon Prescription Drug Assistance Program (7 enrollments completed), information about emergency preparedness and other community resources (280 contacts).

Meeting of April 9, 2009

The LCOG Executive Committee was called to order at 6:00 on Thursday, April 9, by Board Chair Greg James in the LCOG Park Place Office in Eugene. Members present were:

Willamalane P&R District Director Greg James
SD 19 Director Al King
Coburg Mayor Judy Volta
Oakridge Mayor Don Hampton
Florence Mayor Phil Brubaker
Lane ESD Director Sherry Duerst-Higgins

Also present was Cottage Grove Mayor Gary Williams. Staff members attending included Bob Swank, Byron Vanderpool, Kay Metzger, Jamon Kent, Ann Mortenson and George Kloeppel. The Committee considered:

April Board Agenda

A preliminary agenda for the Board of Directors' attention at its April 23 meeting was distributed and discussed. Kloeppel reported that Eugene School District 4-J had agreed to host the meeting. The primary discussion topic at the meeting is to be public safety in the region. Speakers on this topic will include Sheriff Burger and John Clague from the PSCC's Public Information Committee. It was noted

that significant action items would include the adoption of a Revised FY 2008-09 LCOG Budget and the adoption of the 2009-10 Area Plan on Aging and Disability Services. The Committee asked that the Board members be polled by the staff as to the most convenient meeting start-time. While 7:00 p.m. has been the tradition for several years, it was recommended that 6:00 or 6:30 might be more accommodating.

Board of Directors Planning

The Committee briefly discussed the Board's February 26 Planning Session, which had emphasized the economy and focused on the question: *What can the LCOG Board do to improve the well being of the region?* While there had been clear consensus that "Public Safety Improvement" should be considered at the April Board meeting, no specific suggestions were offered regarding further discussion topics for the Board. The Committee members expressed the belief that the February Session was too short. Kloeppel noted that the Board had previously followed a tradition of holding a planning meeting in July that included about three hours of working time with a dinner. By motion—Brubaker and Duerst-Higgins—the staff was requested to put an item on the April 23 Board agenda that would seek a consensus about holding such a meeting in July. Mayor Gary Williams indicated that, if such a meeting was to be held on July 23, his city would volunteer to host it.

Revised FY 2008-09 Agency Budget

It was noted that the Budget Committee had met immediately prior to the Executive Committee meeting and had approved a Revised Budget for the current fiscal year. Kloeppel noted that the recommended Revised Budget would be considered by the Board of Directors on April 23. As approved by the Budget Committee the proposed revision would increase the budgetary authorization by approximately 8 percent, placing the FY 2008-09 Budget at \$31,836.093.

Administration and Management Items

Executive Director Biennial Performance Review

Greg James reported that the ad hoc committee, including Sherry Duerst-Higgins, Judy Volta and himself, had met by conference call with Jeff DeFranko of True North Consulting and had agreed upon seven statements that could be posed to (1) LCOC staff members, (2) elected officials, and (3) member agency staff.

Respondents would be asked to indicate the degree to which they agreed or disagreed with each statement. Greg James distributed a summary of the data-collector. There was general agreement that the recommended approach would yield useful information. It was understood that the Committee would receive a report from the ad hoc committee and DeFranko at the June 11 meeting.

Third Quarter Financial Report

Kloepfel referred to the Report of the first nine months of the current year. He noted that revenues exceeded expenditures at the end of March by approximately \$3.3 million. He noted that with “personal services,” staffing costs, well over 40 percent of the budget, it was noteworthy that expenditures through nine months in that line item were at the 74 percent level.

Deferred Compensation Plan, RFP Analysis

Bob Swank referred the Committee to a memo dated April 3 in which he had summarized agency management’s steps toward exploring alternative deferred compensation plan managers. A “457” deferred compensation benefit is offered to LCOG staff, and currently three managers are available from which staff members can make a choice. Swank noted the work of the Hyas Group consulting firm with which the agency had contracted to oversee a request-for-proposal (RFP) process and analysis of responses. He noted that five responses were received and that a decision had been made to retain the Oregon Savings Growth Plan, but to replace Nationwide and VALIC with ICMA/RC. He said that another deferred compensation RFP would likely be issued in approximately five years.

Legal Counsel, Potential RFP

Kloepfel noted that the agency had long contracted with the law firm of Harrang Long Gary Rudnick, PC for legal services, and that for many years Glenn Klein of the firm had served as chief counsel to LCOG. While the firm possessed experts in a number of relevant areas of the law, Klein’s role had been to respond directly to questions or legal tasks and/or refer them to colleagues within the firm. Kloepfel noted that Klein was leaving the firm to become the City of Eugene’s full-time legal counsel and that the change posed an opportunity to consider alternative representation. The Committee briefly discussed the issue and encouraged a solicitation of proposals for legal services. In this context, it was noted that the attorneys of Harrang Long had provided public official training to local governments—typically on an every-other-year basis. Kloepfel noted that the

training sessions, while broadly advertised, had been poorly attended in recent years. The Committee indicated general support for the educational service provided, and suggested that there might be some economy in a joint-venture relationship for training with the League of Oregon Cities. It was also suggested that, related to public official training, there should be a structured orientation geared to newly appointed Board members by which familiarity with LCOG could be enhanced.

Information Items

Marlene Siavitz

George Kloeppe referred to a memo dated April 2 in which he had announced the passing on March 15 of Marlene Siavitz, LCOG's financial services manager for over 22 years. He acknowledged that her diligence and professionalism had served the agency well and that, on a personal level, she would be deeply missed by the LCOG family. He indicated that during her final illness a 0.25 portion of Kim Voorhies' time was transferred from the business assistance program (Steve Dignam, manager) to financial services (Associate Director Bob Swank, manager). In addition, following a recruitment, Jo Ann Wright, CPA, had been hired to work 0.625 FTE time at the senior level in the financial services work group. Kloeppe noted that, unlike Marlene's position, Jo Ann's position would not immediately carry supervisory responsibility.