

# Agenda Item Number 4.

## Report of the Executive Committee

**Presenter:** George Kloeppe

**Action Recommended:** None. Information Only

**Meeting Notes:**

**Meeting of August 12, 2010**

The LCOG Executive Committee was called to order at 5:30 p.m. on Thursday, August 12, by Board Chair Chris Pryor in the LCOG Park Place Office in Eugene. Members present were:

Willamalane P&R District Director Greg James  
Coburg Mayor Judy Volta  
Eugene Councilor Chris Pryor  
LCC Board Member Tony McCown  
Lane ESD Board Member Sherry Duerst-Higgins  
Lane County Commissioner Faye Stewart  
Florence Mayor Phil Brubaker (via speaker phone)

Staff members attending included Bob Swank, Byron Vanderpool, Kay Metzger, Milo Mecham, Dan Mulholland, Ann Mortenson and George Kloeppe.

**September Board of Directors Meeting Topics**

George Kloeppe circulated a preliminary listing of topics expected to be included on the Board's September 30 agenda. It was noted that the regular, fourth-Thursday, meeting date had been changed for September to avoid conflict with the LOC Conference in Eugene. Kloeppe sought the Committee's direction regarding the "Legislative Dialogue" at the September meeting. All members of the delegation had been invited to attend and a follow-up invitation was to go out soon. After some discussion, it was agreed that one hour should be devoted to the Dialogue and that it should be at the top of the meeting agenda (6:00 to 7:00 p.m.). The individual members would be given a set amount of time (depending upon how many legislators were present) to describe their expectations for the 2011 Session from the perspective of their own committee positions and personal priorities. There would then be an opportunity for the COG Board members to ask questions—some perhaps set up by the Regional Voice priorities under consideration by the Executive Committee. It was noted that going "around the table" with each jurisdictional representative having an opportunity to speak/ask a question was a good approach.

Board members will be invited to send questions to the office prior to the Executive Committee's September 9 meeting for selection.

In addition to the Legislative Dialogue, Kloeppele shared the other presently-known items that would be on the September Board agenda. He suggested that there be a "Program Presentation" on the Aging/Disability Resource Center (ADRC), but noted that if time was too limited, that presentation could be deferred until December. In September, the Board will be asked to act upon the Comprehensive Economic Development Strategy (CEDS) for the 4-county economic development district (EDD). In that connection, he noted that the EDD board would "meet" via conference call on October 5 at 4:00 to give final adoption to the CEDS, and that more information would be forthcoming. Also at the September 30 meeting, the Nominating Committee will be asked to make its report; an election for the chair and vice chair for 2011 would be held. Finally, Kloeppele noted that the Committee's discussion later in the meeting regarding a communications plan and a Regional Voice strategy would lead to agenda items on September 30.

### **Enhanced Communication**

The Committee reviewed and discussed a nine page white paper from George Kloeppele outlining the three primary communication areas that had been discussed, and reflecting the work and shortcomings of the COG organization in each area. His report recommended the preparation of a Communications Plan. Also reviewed was a paper distributed by Greg James entitled "LCOG Climate of Prosperity Communications Activities: Key Overriding Concepts," which outlined six desirable elements of a communications strategy. Without motion, it was agreed that a report would be prepared by staff that would recommend a Communications Plan. The question of how such a plan might be developed was discussed. Kloeppele indicated a preference for using a consultant.

### **Broad Band Stimulus Grant: Procurement Actions**

A background report and recommendation from Bob Swank was reviewed and discussed. It was the staff recommendation that the EWEB and SUB portions of the BTOP-funded fiber optic project be implemented through the use of ORS 190 Agreements. Further, it was recommended that construction, equipment and interconnection work in Douglas County be exempt from the Public Contract Requirements, per Chapter 7 of LCOG's Public Contracting Regulations and that Douglas Fastnet, a subsidiary of Douglas Rural Electric Co-op, be contracted for such work in Douglas County with an estimated cost of \$1,439,245. Further, it was recommended that fiber optic construction, equipment and interconnect work in Florence be exempt from Public Contract requirements per Chapter 7 of LCOG's Regulations. Per such recommendation, the contractor, Coast Com would be contracted to provide services in the amount of \$298,273. Swank noted that all other work associated with the project would be engineered by consultants engaged by LCOG and the subsequent work would be competitively procured.

Swank noted that work on the proposed interconnection site would be competitively bid. Professional services contractors to be used on the project (under \$20,000 annually) were not and will not be competitively bid. With additional input from LCOG staff members Milo Mecham

and Dan Mulholland, the Committee was asked to conduct a public hearing (legal notices having been given), adopt findings (provided in the pre-meeting material and posted on the internet for the public's review) that justify the exemption from competitive bidding requirements, and approve the execution of certain contracts for the implementation of the Broadband Stimulus Opportunities Program construction in Douglas County with Douglas Fastnet and in Florence with Coast Com. After some further explanation of the work to be done, Committee members pointed out that exemptions from competitive bidding requirements might well be in order but that such exemptions needed to be based on a "squeaky clean" rationale.

Chair Pryor opened the public hearing. There being no person wishing to provide testimony, Chair Prior closed the hearing. The Committee members discussed the importance of competitive processes and, at the same time, acknowledged that the findings were well stated and made the case that the present situation was appropriate for an exemption.

It was moved by Tony McCown, seconded by Greg James, that the recommended exemption to competitive bidding requirements be approved. Motion carried 6-1 Mayor Volta voting no (and Sherry Duerst-Higgins have left the meeting before the vote). Motion passed.

It was moved by Tony McCown, seconded by Mayor Brubaker, that contracts with Douglas Fastnet and Coast Com be approved—the Executive Director so authorized. Motion carried 6-1 with Mayor Volta voting no. Motion passed.

### **Climate of Prosperity Project: Regional Voice**

A four-page background paper from George Kloeppel had been sent to the Committee members. In the paper, Kloeppel reflected the Climate of Prosperity Task Force conclusion that it would be in the region's best interest to build a stronger relationship with the Lane County legislative delegation. The paper described a proposal for LCOG to garner membership support/approval for legislative concept positions—support or oppose—for communication to/with the members of the regional delegation. The paper highlighted the advantages, as well as the limitations, of such a strategy. Finally, the paper offered 12 legislative concepts with position recommendations for the Committee's consideration. It was determined that inadequate time remained for the Committee to attend to the Regional Voice proposal. It was noted that the issue would be going before the LCOG Board of Directors on September 30, and that the Committee would have an opportunity on September 9 to consider and refine its recommendation. The matter was carried over to the Committee's next meeting.

### **Lane Area Commission on Transportation**

It was reported that there had been no policy change in the LACT formation process. The stakeholders group had crafted proposed Bylaws and submitted that document to the Board of Commissioners for consideration. The Board of Commissioners had expressed some concerns with elements of the proposed LACT, specifically with respect to the method of appointment and number of "citizen" members. It was noted that the Commissioners were scheduled to spend 40 minutes on the subject the following week.

## **Impacts of State Budget Reduction on LCOG/SDS**

S&DS Director Kay Metzger presented a memo and oral report on the restoration by the State Emergency Board on July 22 of funding cuts that had been imposed by the Governor on the current biennial budget for the Department of Human Services and the LCOG programs contracted by the State DHS. She spoke of the Oregon Project Independence program, the Personal Care program, in home services funded by Medicaid, the Meals on Wheels program's use of Medicaid funding, and reimbursement rates to residential care facilities, assisted living facilities and nursing homes. In all cases, the funding restorations had been welcomed. It was also noted that the previous reduction of 5 percent for funding of staff at LCOG's Senior and Disabled Services Division was not restored. Metzger emphasized that this decision would mean that for the current year LCOG will receive only 85 percent of what it costs the State to provide the same services elsewhere in Oregon. Metzger concluded by reporting that over the past twelve months the caseload in Lane County has grown by approximately 1,400 clients.

The meeting was adjourned at approximately 7:30 by Chair Pryor.

## **Meeting of September 9, 2010**

The LCOG Executive Committee was called to order at 5:30 p.m. on Thursday, September 9, by Board Chair Chris Pryor in the LCOG Park Place Office in Eugene. Members present were:

Willamalane P&R District Director Greg James  
Coburg Mayor Judy Volta  
Eugene Councilor Chris Pryor  
LCC Board Member Tony McCown  
Lane ESD Board Member Sherry Duerst-Higgins  
Lane County Commissioner Faye Stewart  
Florence Mayor Phil Brubaker (via speaker phone)

Staff members attending included Bob Swank, Byron Vanderpool, Kay Metzger, and George Kloeppe.

## **September Board of Directors Meeting Topics**

George Kloeppe circulated a preliminary agenda for the Board of Directors' September 30 meeting at LCC's Center for Meeting and Learning. The Committee discussed the business items listed, noting that it was a full agenda. It was agreed that the "legislative dialogue" would be scheduled at the beginning of the meeting with the expectation that attention to the regular business agenda could begin by 7:00. It was noted that business items related to the agency's communication strategy, the "Regional Voice" and 2-1-1 required Executive Committee recommendations (later in this agenda). It was requested that the agenda order be adjusted to put the Senior and Disabled Services topics (none this month) ahead of the other business items—change to be initiated at the December Board meeting.

## **Agency Communications Plan**

The Committee reviewed and discussed a proposed agenda item summary and background paper for the Board's consideration on September 30. It was agreed that, in all three areas in which the need for improved communication had been identified, the development of a strategic communications plan seemed the logical first step. The Committee members emphasized that such a plan should be prepared with the assistance of a consultant, that it should be done expeditiously, and that it should have an action-orientation. The Committee recommended that the Board authorize the staff to prepare a preliminary scope of work and move forward with identifying and contracting with a consultant. It was agreed that the plan preparation process follow the accepted planning approach of identifying goals, objectives, desired outcomes and proposed action steps. It was the Committee's stated expectation that the plan be ready for submission to the Board after the first of the year. It was agreed that, in addition to the staff review called forth in the agenda item summary, the draft plan would be simultaneously considered by the members of the Communications Subcommittee and the Executive Committee.

## **Regional Voice Project**

The Committee reviewed and discussed a draft agenda item summary for the Board's consideration on September 30. Included was a listing of 12 legislative concepts that, with Board approval, could become the heart of a Regional Voice statement to the Legislature. Modifications to the concept statements were suggested. The project was supported by the Committee and recommended for submission to the Board. It was further agreed that the Board should be advised to take the specific legislative concepts under advisement and act upon a Regional Voice position statement at its December meeting.

## **2-1-1 Support**

The Lane 2-1-1 information/referral system had been presented to the Board and discussed by the Executive Committee previously. There had been a broad-based expression of support for the service—and particularly for its migration from just an on-line resource to a telephone information system. The Committee considered a background memo from S&DS Director Kay Metzger and agreed to recommend that the general purpose units of government in the county be asked to politically and financially contribute to the support of the system. A sample "membership" structure was included in the background memo; it portrayed the amounts that would be asked of the cities and the County in order to raise \$36,650. The Committee's recommendation included the proposed ten cent per capita assessment, to be collected by LCOG and paid to United Way.

## **Administrative Items**

Because of a conflict with Veterans' Day, the Committee agreed to reschedule its November meeting to the 4<sup>th</sup>

Because of scheduling issues for the Auditor, it was agreed that the Audit Committee would meeting with Jones & Roth immediately before the October 14 Executive Committee meeting.

### **Information Items**

The Committee was reminded that the Cascades West Economic Development District Board would approve the Comprehensive Economic Development Strategy (CRDS) for the four-county region via conference call at 5:00 pm on Tuesday, October 5. It was noted that the CEDS was slated for approval by the LCOG Board on September 30. Kloepfel indicated that the details for accessing the call on the 5<sup>th</sup> would be forthcoming by the end of the month for members of the Committee—who are, by charter, members of the EDD Board.