

Agenda Item Number 4.

Report of the Executive Committee

Presenter: George Kloeppe

Action Recommended: None. Information Only

Meeting Notes:

Meeting of October 14, 2010

The LCOG Executive Committee was called to order at 5:30 p.m. on Thursday, October 14, 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
Lowell Mayor Warren Weathers
Florence Mayor Phil Brubaker (via speaker phone)

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

December 9 Board of Directors Meeting Topics

George Kloeppe distributed a topical listing of the items expected to be included on the Board's December 9 meeting agenda. In addition to business items to be addressed by the Committee, the Board will be asked to accept the Financial Statements and Audit Report for FY 2009-10, appoint a non-metro official to the Lane Economic Committee, approve the Budget Assumptions and Process for FY 2011-12, approve the Member Dues Rates for the next fiscal year, receive the first quarter Financial Report for the current year, and confirm appointments (made by the Executive Committee) to the Lane Economic Committee.

Agency Communications Plan

Kloeppe shared a draft Request for Information seeking interested firms or individuals capable of assisting with the preparation of a Communications Plan. Committee members observed that the draft RFI included insufficient information about LCOG's expectations and available

resources. It was agreed that the background paper describing the organization's needs and expectations should be appended to the RFI. The Committee discussed the timing and cost of the project. Bob Swank urged the Committee to be generous in its consideration of the cost in order to obtain a quality product. Kloepfel indicated that the RFI and supplemental information would go out to over a dozen potential consultants. He expressed appreciation to Rosie Pryor and Patty Unfred, Metro's Policy and Planning Communications Manager, for providing names of prospective consultants.

Sustainable Communities Grant

Kloepfel announced that the federal Department of Housing and Urban Development (HU), in collaboration with US EPA and US DOT, had announced earlier in the day the award of \$1,450,000 to LCOG under the Sustainable Communities Program. He indicated that there would be a press conference at the LCOG office on Friday, October 15, at 1:15, and that the Director of the Office of Sustainable Housing at HUD, Shelley Poticha, would be present for that media availability. Kloepfel noted that LCOG's application had been for \$1.8 million and had been submitted with the participation of the Cities of Eugene and Springfield, Lane County, the UO, St. Vincent de Paul of Lane County, LTD, HCSA, ODOT and the Central Lane MPO. Key features of the project are expected to include the provision of more transportation choices, the promotion of equitable, affordable housing, enhanced economic competitiveness, and a coordinated approach to leveraging federal policies and investments to support the regional community. Kloepfel noted that LCOG's award was the only one made in the state of Oregon, and that he had received congratulatory notes from national associations. He expressed appreciation for the work of the staff in preparing a highly competitive and ultimately successful application.

Regional Voice

It was noted that enhanced communication with the Legislature had been a component of the recommendations of the Communications Subcommittee in the Climate of Prosperity program. Kloepfel reported that the suggested policy positions, reviewed by the Board in September, had been shared with the membership with the request that they identify those policy positions with which they were comfortable/uncomfortable, and communicate back to the COG prior to the November 4 Executive Committee meeting. Committee members asked that he send a reminder to the membership. Kloepfel also noted that he had contacted the chiefs of police and the Sheriff regarding the bail bond company issue (recommended opposition to allowing such companies to return to the state). He noted that five chiefs, plus Sheriff Burger and Alex Gardner, Lane County District Attorney, had concurred in opposition to the return of bail bond companies. The Executive Committee would address the Regional Voice agenda at its November 4 meeting. Kloepfel noted that the IGR staff members would like to have a process by which emerging legislative issues could be referred to LCOG and a position statement generated. The Committee concluded that the Regional Voice design was still developing and that the desired process might not be possible in the 2011 Session.

“2-1-1” Financial Support

LCOG Vice Chair, Mayor Judy Volta, indicated that she had signed the formal request letters to the County and thirteen cities, pursuant to the Board’s action in September. The Board had recommended an assessment of ten cents per capita in support of the “2-1-1” telephone system. Kloepfel reported that he had asked United Way Executive Director Priscilla Gould to attend the October 7 Regional Managers’ meeting, and that Ms. Gould had responded to the questions about the program and described the advantages to local government that had been experienced in communities that had a “2-1-1” system. Kloepfel also call the Committee’s attention to a news story in the October 8 issue of the *Springfield Times* that described the program, LCOG’s action, and quoted Mayors Volta and Brubaker—a very positive article.

DSAC Appointments

Senior and Disabled Services Director Kay Metzger presented the recommendation of the Disabilities Services Advisory Council (DSAC) regarding appointments and re-appointments of members. After the presentation, it was moved by Sherry Duerst-Higgins and seconded by Tony McCown that three DSAC members (Abel, Aubrey and Rogers) be re-appointed for two-year terms; that Linda Hamilton be appointed to the Council, effective October 1; that three new prospective members (David Balthrop, Christine Riley and Stephen W. Pickett) be appointed to the Council effective October 1; and that Terry Parker be appointed to a one-year Community Representative position. Motion carried unanimously.

S&DS Advocacy Priorities for 2010-11

Kay Metzger described the traditional approach to advocacy with the Executive Committee and Board of Directors approving broadly-stated priority positions, which would authorize advocacy efforts during the legislative session. She outlined the proposed priorities for 2010-11:

- Improve access to Medicaid services through equitable reimbursement to Transfer Area Agencies on Aging and workload-based staffing.
- Support services that prevent or postpone the need for Medicaid such as the Oregon Project Independence program.
- Advocate for pedestrian safety and other improvement that will enhance the livability of our community for seniors and people with disabilities.

Background material was provided to expand upon these three priorities, and questions were asked and answered by Ms. Metzger. It was moved by Tony McCown, seconded by Sherry Duerst-Higgins that the three priorities be endorsed and recommended to the Board for approval. Motion carried unanimously.

First Quarter Financial Report

Bob Swank presented the report of revenue and expenditures during the first three months of the fiscal year. Kloepfel noted that revenue exceeded expenditures for the three-month period by

\$3.5 million and that staffing expenses were “on track” at 25 percent of the appropriation in that line item at the end of September. No action was required.

Lane Area Commission on Transportation

It was noted that representatives of the “stakeholders” had met with the Lane County Commissioners and that a mutually agreeable set of Bylaws had been crafted. Those Bylaws, providing for the appointment of citizen members by the LACT itself, will be presented to the Oregon Transportation Commission on November 9. Kloepfel indicated that the OTC was expected to approve the Bylaws and incorporate them into a Charter for the Lane Area Commission on Transportation. No action was required.

Economic Development Strategies

Though not on the published agenda, Kloepfel asked permission to report on an economic development topic. With permission granted, he noted that the Lane Economic Committee (LEC) had been strengthened by the Bylaw amendments approved by the LCOG Board. With additional policy-level participation, the Committee would be better equipped to elevate its deliberations and “think strategically about improving the economy of the region.” Kloepfel reported that Economic Development Program Manager, Steve Dignam, proposes that the LEC assemble the proposals from the adopted Comprehensive Economic Development Strategies (CED) and the results of the Economic Summit and engage in a prioritization process. Kloepfel noted that more information on this project will be forthcoming by the end of the year.

It was noted that the next meeting of the Executive Committee would be on November 4, the date change being necessitated by Veterans Day on the 11th. The meeting was adjourned at 6:40.

Meeting of November 4, 2010

The LCOG Executive Committee was called to order at 6:30 p.m. on Thursday, November 4, by Board Chair Chris Pryor in the LCOG Park Place Office in Eugene. Members present were:

Coburg Mayor Judy Volta
Eugene Councilor Chris Pryor
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 Kloepfel.

December Board of Directors Meeting Agenda

A draft agenda for the December 9 meeting of the Board of Directors was presented. Kloepfel noted that December always presented a heavy Board agenda. The annual routine items for

December 9 will include a report from the Chair of the MPC, the Budget Assumptions for FY 2011-12, a financial report of the first quarter of the fiscal year, a presentation of the Financial Statements from FY 2009-10 and Report of the Auditor, the dues rates for FY 2011-12, and appointments/election of Board members to serve on the Executive Committee in 2011. In addition, Kloepfel noted that a “featured presentation” would highlight the Aging and Disabled Resource Center (ADRC) for which LCOG is doing a funded pilot project, the appointment of a non-metro city official to serve on the Lane Economic Committee, the proposed “Regional Voice” positions of the agency, and a report on progress toward a Communications Plan. The Committee asked that the Financial Statements and Audit Report be inserted into the Reports section of the agenda and that the ADRC presentation be placed under the S&DS business section.

Communications Plan

Kloepfel reported that on October 20 a Request for Information (RFI) was sent to 12 firms and individuals with a response requested by November 15. He noted that the Communications Subcommittee might be asked to meet prior to the Board of Directors meeting to provide counsel on the selection of a consultant. Kloepfel indicated that a contract should be in place and work initiated in December. No Committee action was required.

Regional Voice

Kloepfel reported that three member jurisdictions had responded to his October 1 solicitation of a review of the proposed legislative concepts and recommended positions. He indicated that, based upon the input received by the end of November, a proposal will be submitted to the Board of Directors for approval. No Committee action was required.

Advocacy Letter, Oregon Project Independence (OPI)

LCOG S&DS Director Kay Metzger reported that the OPI program was currently funded through February 2011 and that, absent E-Board action, Area Agencies like LCOG would have to send out notices of closure before the end of January. She recommended that the Committee authorize a letter to Rep Nathanson and Sen Verger (Lane delegation members of the E-Board) to urge that the program be funded through June, thus allowing the Legislature to decide if the program is to be retained and, if so, at what level. Metzger distributed a draft letter. Without motion, it was agreed that the Chair could sign the letter. Further, individual Committee members indicated that they would communicate with E-Board members, as well.

FY 2011-12 LCOG Dues Rates

George Kloepfel presented his recommendation for member dues rates for the fiscal year that will begin in July 2011. He reminded the Committee that Board adoption of the rates (if not the final schedule of member dues) in December allows members time to incorporate the COG dues into their budgets. Kloepfel noted that the rates had been held at the FY 2008-09 levels for the past two years and recommended that an inflation adjustment of 1.15 percent be applied to all of the rates. In his memo, Kloepfel identified the recommended rates with the inflation factor

applied. The Committee requested that the recommendation going to the Board have estimated dollar amounts shown—either the proposed rates applied to current year populations or to preliminary 2010 populations. After discussion, the dues proposal was forwarded to the Board without recommendation.

Budget Assumptions and Process for FY 2011-12

LCOG Associate Director Bob Swank summarized a background memo describing the staff-recommended assumptions that would guide the preparation and consideration of the FY 2011-12 budget. Notably, a 1.15 percent dues increase was proposed (see item above) and a one percent salary adjustment would be budgeted. The Committee discussed the projected changes in PERS and health insurance costs, along with the other listed budget assumptions. Without motion, the proposed assumptions were endorsed for submittal to the Board of Directors. Swank also called the attention of the Committee to the recommended process for the development and ultimate approval of the budget for the coming year. It was noted that the Executive Committee would be appointing the Budget Committee at its March 10 meeting, that a Revised FT 2010-11 Budget would be submitted to the Board in April, and that a public hearing would be held by the Board on June 23 before final adoption of the FY 2011-12 Work Program & Budget.

FY 2009-10 Financial Statements and Audit

Swank reported that good progress was being made by the fiscal staff in the finalization of the Financial Statements for the previous fiscal year and that the auditor was on schedule for a presentation of the formal report on December 9.

BTOP Fiber Project Competitive Bid Purchase

A staff report was made to the Committee (also serving as the agency's Contract Review Board) on three contracts awarded for splicing, outside plant design, and engineering services after a competitive bid process. It was noted that the project (over \$8 million) was progressing as planned. The Committee asked that periodic reports be provided regarding the project and that the Board be kept informed as to work completed.

HUD Sustainable Communities Grant

LCOG Government Services Director Byron Vanderpool described the recently-announced grant of \$1.45 million from the federal Department of Housing and Urban Development (HUD). He reported that a meeting had been held earlier in the day with the local partners and Mary McBride, the Region X Director of HUD. He noted that it was expected that the scope of work (the available resources having been reduced from the amount sought in the application) would be worked out with HUD and partner staff members within a few weeks.

Appreciation Dinner

Kloeppe reminded the Committee that the agency's annual Appreciation Dinner would be held on January 27 at LCC's Center for Meeting and Learning and that award nominations were due

December 1. Committee members were encouraged to submit nominations for the consideration of the Screening Committee.

Lane Economic Committee, Non-Metro City Member

Kloeppeel reminded the Committee that the Board had amended the LEC's Bylaws in June and that one of the changes called for the appointment by the Board of Directors of an elected official from a non-metro city. The ten cities involved had been solicited in September and again in October. There had been one affirmative response. Oakridge Mayor (and former LEC member) Don Hampton had indicated a willingness to serve. Without motion, the Committee determined to recommend Mayor Hamptons selection to the full Board in December.