



## MEETING NOTICE

**MEETING:** LCOG Executive Committee  
**DATE:** Thursday, March 15, 2007  
**TIME:** 5:30 p.m.  
**LOCATION:** LCOG Main Office  
Wells Fargo Office Building  
Fourth Floor Small Conference Room  
99 East Broadway, Suite 400  
Eugene, Oregon  
**CONTACT:** George Kloeppe, 682-4395

## AGENDA

### ITEMS IN SUPPORT OF THE BOARD OF DIRECTORS

1. April Board Items

Although a month away, the agenda for the LCOG Board meeting of April 26 at Willamalane is taking shape and can be explored under this item. The special discussion topic for April is “the impact of education on the economy.” The Committee’s direction is sought regarding the most appropriate focus for such a discussion.

2. Biennial Performance Review of Executive Director, Meeting with Consultant

The schedule for the biennial performance review of the Executive Director, approved by the Board in December, calls for the Committee to meet this month with the consultant and George Kloeppe to “refine and gain approval of the process...consider possible questions...identify participants.” See attached memo from HR Manager, Marianne Griffin.

### **3. Transportation Planning: Proposed Joint Meeting with MPC**

Setting up a joint meeting between the Metropolitan Policy Committee (MPC) and the LCOG Executive Committee proved a difficult scheduling task. However, the meeting has now been set for March 20 at 5:30 in the LCOG office (fourth floor conference room). The purpose of the meeting (stated here particularly for the benefit of new Executive Committee members) is to explore with the MPC the options for a “dispute resolution” process that could be used, if the MPC’s existing Bylaws lead to a “decision freeze.” Such has not often been the experience of the MPC, acting on LCOG’s behalf as the Metropolitan Planning Organization (MPO) for transportation planning issues. But the experience of a year ago in which the adoption of an updated Metropolitan Transportation Improvement Program (MTIP) was delayed because of policy differences between the participating jurisdictions, prompted the LCOG Board to ask the MPC to adopt a process which could be employed when such situations emerge. Former County Administrator and Eugene City Manager Jim Johnson will facilitate the discussion on the 20<sup>th</sup>. Under this agenda item, the Committee is encouraged to think through its primary *interests* in this issue. See attached memo from Byron Vanderpool.

### **4. Nomination of Mayor Gary Williams to Second Term on NARC Board**

Mayor Williams has expressed an interest in continuing to serve on the board of the National Association of Regional Councils (NARC). He has represented the COGs and MPOs of Region XV (Oregon and Washington) on that Board for the past two years. Eligible for re-election, Gary must be nominated by his COG (that would be us). The Committee is asked to approve the submission of a nomination on behalf of Mayor Williams. A draft of such a nomination is attached.

### **5. Economic Development District Bylaw Change**

LCOG approval is required to modify the Bylaws of the four-county Economic Development District that LCOG shares with Cascades West Council of Governments. Under this item, Steve Dignam will present a proposed Bylaw change that, when approved by both COGs, will give the organization flexibility to use a special subcommittee to guide the annual updates of the Comprehensive Economic Development Strategy (CEDS). The proposed change as been suggested by the federal Economic Development Administration. The Committee is asked to approve the recommended Bylaw change.

## **ADMINISTRATION AND MANAGEMENT ITEMS**

### **6. Auditor Selection**

The agency's Audit Committee, comprised of Mayor Ron Petitti, Willamalane Director Greg James, Associate Director Bob Swank, and Financial Services Manager Marlene Siavitz, reviewed the responses of four accounting firms to LCOG's RFP for audit services. Interviews were conducted and the respondents' proposals evaluated. The Audit Committee has recommended that the Executive Director enter into a contract with Jones & Roth P.C. Accordingly, George Kloeppe will execute a 3-year contract for audit services with the firm. Because this is the first time that an Audit Committee has been appointed and utilized, feedback and discussion of this process would be welcome.

### **7. Appointment of Budget Committee**

The Committee is asked to appoint members of this year's Budget Committee. The Committee is comprised of three citizens, serving three-year overlapping terms, and three members of the Board, serving one-year terms. Previously, the Executive Committee discussed the desirability of having at least one of the "citizen" positions on the Budget Committee filled by a CEO of a member jurisdiction. The Regional Managers Group was solicited in January for volunteers and Veneta City Administrator Ric Ingham stepped forward with the support of the other managers. Ric Ingham's appointment to a three-year term is recommended. The three policy officials to sit on this year's Budget Committee also need to be appointed.

## **INFORMATION ITEMS**

### **8. 2006 Needs Assessment of Lane County Seniors and Persons with Disabilities**

See attached memo and Needs Assessment document from SDS Director Kay Metzger.

### **9. Proposed Federal Rules, Medicaid Program**

### **10. Coordinated Population Forecast**

### **11. Quadrennial MPO Certification**