

LANE COUNCIL OF GOVERNMENTS BOARD OF DIRECTORS
Lane Council of Governments
LCOG, 859 Willamette Street, Suite 500, Eugene
The meeting was held via in person and via teleconference.

April 27, 2023
6:00 p.m.

VOTING MEMBERS

Present

Bd. Member Heather Buch, Chair (Lane County)
Bd. Member Sonja Carlson, Vice Chair (Eugene Water and Electric Board (EWEB))
Bd. Member Sherry Duerst-Higgins (Lane ESD, School District 45J3)
Mayor Nancy Bell (City of Coburg)
Councilor Randy Groves (City of Eugene)
Mayor Candace Solesbee (City of Cottage Grove)
Councilor Shelly Clark (City of Creswell)
Mayor Bryan Cutchen (City of Oakridge)
Councilor Kori Rodley (City of Springfield)

Councilor Robbie McCoy (City of Veneta)
Bd. Member Jonathan Light (School District 19)
Bd. Member Alyssa Brownlee (School District 68)
Bd. Member Steve Recca (Fern Ridge Library Board)
Bd. Member Greg James (Willamalane Park & Recreation District)
Bd. Member Susy Lacer (Siuslaw Public Library District)
Patti Chappel (Emerald People's Utility District)
Jim Palisi (Siuslaw Valley Fire and Rescue, Western Lane Ambulance District)

Absent

Representative Lane Community College
Representative City of Dunes City
Representative City of Florence
Representative City of Junction City
Representative City of Lowell
Representative City of Westfir
Representative Heceta Water PUD
Representative Rainbow Water and Fire District

Representative Port of Siuslaw
Representative School District 4J
Representative School District 40
Representative School District 52
Representative River Road Parks & Rec. District
Representative Lane Library District
Representative Junction City RFPD

OTHERS

Pete Knox, Lane Transit District (LTD), Non-voting member
Brenda Wilson, LCOG Executive Director
Corey Surett, Senior and Disability Services (S&DS) Program Manager
Michael Wisth, Government Services Division Director
Councilor Victoria Doyle, City of Springfield
Beth Bridges, Minutes Recorder

CALL MEETING TO ORDER

1. Welcome & Introductions

Chair Heather Buch called the meeting of the Lane Council of Governments (LCOG) Board of Directors to order at 6:01 p.m. Those present introduced themselves.

2. Requests for Additions to the Agenda

LCOG Executive Director Brenda Wilson asked to remove the Executive Committee Report because of technical difficulties encountered and add under Business Items a request for a letter of support.

3. Public Comment

No one wished to provide public comment to the Board.

PRESENTATIONS

4. Overview of LCOG

Corey Surett, S&DS Program Manager, gave a Powerpoint presentation entitled *LCOG Senior and Disability Services, Overview of Services*. He summarized S&DS was responsible for planning and administering programs and services for older adults (age sixty or more), adults (age eighteen or older) with disabilities, and caregivers. Mr. Surett explained the offices in Eugene, Cottage Grove, and Florence provided all S&DS services whereas offices in Junction City, Oakridge, and Veneta provided a subset of services. He reviewed each S&DS program: Information and Assistance (staffing the Aging and Disability Resource Connection (ADRC); Senior Meals Program (Meals on Wheels and Café 60 dining rooms); Senior Connections (programs that facilitated seniors' independent living such as caregiver support, options counseling, rural energy assistance and medical escort rides, money management, and health promotion); Eligibility Services (assessments for Medicaid, Oregon Health Plan (OHP), and Supplemental Nutrition Assistance Program (SNAP); In-Home/Community Based Care (case managers who coordinate care for people in their homes, residential care facilities, nursing homes, and adult foster homes); and Adult Protective Services (investigations of elder abuse, including neglect and financial exploitation).

When Jim Palisi asked if those conducting home well check visits ensured there were working smoke detectors, Mr. Syrett said working smoke detectors were part of the on-site risk assessment.

After Mayor Cutchen inquired about how consistent was the state and federal funding, Ms. Wilson explained the federal Medicaid money passed through the state which set funding levels every biennium.

Responding to Sherry Duerst-Higgin's question about what was the income level was required to receive services, Mr. Surett said Medicaid eligibility was the basic determinant. Ms. Wilson clarified eligibility was determined on a program-by-program basis.

Mayor Solesbee asked about the volunteers: was it difficult to get new people involved or to retain volunteers post-Pandemic? Mr. Surett responded recruiting and keeping volunteers had been a challenge. He noted in the last year, S&DS had added an outreach coordinator to help recruit more volunteers.

Michael Wisth, Government Services Division Director, gave a Powerpoint presentation entitled *Government Services*. He described the Division as a suite of services, including consulting services, that changed to meet the needs of LCOG members. He discussed the program areas and referenced sample projects for each: Urban and Regional Planning (Port of Siuslaw Strategic Business Plan, Blue River

Comprehensive Redevelopment Plan, Metropolitan Wastewater Management Commission 20-year Facility plan); Transportation Planning (Central Lane Metro Planning Organization; Lane Area Commission on Transportation (LaneACT), Transportation Options, Safe Route To Schools, LinkLane); Telecommunications and Broadband (Lane Broadband strategic plan and funding proposals); Regional Technology Services (Information Technology long range planning, technical project management, cybersecurity); Spatial Analysis and Mapping (Geographic Information System (GIS), Regional Land Information Database (RLID), building footprints, hazards reporting); Economic Development (regional priorities, business loan program); Metro TV (meeting coverage, technical assistance); and Local Government Personnel Services (labor contract negotiations, recruitments, dispute resolutions).

Alyssa Brownlee asked about fiber to the McKenzie area. Mr. Wisth replied they were in the early stages of looking to expand broadband services up river. Staff was working with Lane Electric staff to explore the possibility of piggybacking fiber installation as Lane Electric undergrounded their facilities.

Ms. Buch, currently serving on the Cascade West Economic Development District (CWEDD), invited others to attend their next regional meeting in Albany on May 11, 2023.

BUSINESS ITEMS

5. Consent Agenda

a. Minutes of February 23, 2023

Ms. Duerst-Higgins moved to approve the minutes as submitted. Sonja Carlson seconded the motion. The motion carried, 16:0:1. Ms. Brownlee abstained. All other voting members present approved the motion.

6. Letter of Support

Ms. Wilson had received a request from Oregon Broadband Equity Coalition for LCOG to submit a letter of support for a broadband mapping effort entitled Faster Internet. The information positions Oregon to compete for federal grants to fund broadband infrastructure. She noted the MidWillamette and Cascade West Council of Governments had already indicated their support for the project.

Mr. Palisi questioned why the existing data wasn't adequate and was there any interest in a public:private partnership. Ms. Wilson explained it was important to verify the existing data was correct. She noted LCOG had engaged a consultant to develop a regional broadband strategy and she was confident it would include public:private partnerships.

Greg James moved to approve the letter of support. Steve Recca provided the second. The motion passed unanimously, 17:0:0.

6. FY23 Revised Budget

Ms. Wilson gave a Powerpoint presentation entitled *FY23 Revised Budget*. The FY23 Revised Budget reflected an increase of 6% (\$4,449,804) above the FY23 Adopted Budget. The largest increase was in Ending Reserves (now an audited number, not an estimate).

Ms. Wilson reviewed the changes within each of the three managerial funds: Special Revenue Funds (Senior and Disability Services (S&DS) and Government Services); Enterprise Funds (Business Loans, Economic Development, Park Place Building Management, Minutes Recorders); and General Fund. Increases in resources were primarily from state and federal allocations, the majority of which was for S&DS. She highlighted a new Medicaid-funded program in S&DS, Oregon Project Independence. Ms. Wilson described other changes of note: an increase in the General Fund reflecting a contract to facilitate organizational development work with the Eugene Springfield Fire Department; decreased transportation funding and contracts in Government Services; decreased activity in the Business Loan program; decreased rental revenue from the Park Place building; improved fund raising efforts for the Senior Meals program; and a transfer from Government Services to the Park Place Building Management fund to reflect the time spent by the Government Services Manager to lead the project on the Park Place HVAC replacement.

Turning to requirements, Ms. Wilson stated increased expenditures reflected the increased resources. Ms. Wilson detailed changes in Beginning Reserves, Personal Services, Material and Services, Services by Others, Capital Outlay, Transfers, and Ending Reserves. She highlighted the \$4.2 million proposed increase in Beginning Reserves, which reflected the audited amounts. The increase in the Enterprise Fund was because the HVAC project would not been completed in FY23 and loan activity was down. The increased reserves in S&DS reflected increased funding and decreased expenditures, primarily staff vacancies. Discussing the proposed changes to Personal Services, Ms. Wilson noted there were not a lot of changes. Of the \$229,815 overall increase, the majority was in S&DS. She noted S&DS continued to have vacancies due to work force shortages. Ms. Wilson reviewed the decreases in Materials and Services. The reduction of \$2.9 million reflected lower expenses to host the LCOG Recognition dinner and less travel and training for staff. The savings more than offset increased emergency senior meals and rental commission fees. Ms. Wilson said there were no changes recommended for Capital Outlays or Debt Service. She also reviewed changes in Services by Others (increased contractors in Government Services and more respite services and home care workers in S&DS), Interfund Transfers, and Ending Reserves.

Ms. Wilson then reviewed the budget and FTE trends from FY20 to FY23 Revised. LCOG continued to grow. She discussed ending reserves, differentiating between those which were dedicated to a specific purpose and the contingency funds. The amount of the Operational Contingency Account was set by a formula adopted by the LCOG Board. In conclusion, Ms. Wilson announced the Budget Committee had voted unanimously to recommend the Board adopt the Revised FY23 Budget.

Commissioner Buch opened the public hearing on the Revised FY23 Budget at 7:12 p.m. Seeing no one wishing to make public comment, she closed the public hearing at 7:13 p.m.

When Mr. Palisi asked about the study for the Eugene Springfield fire department, Ms. Wilson clarified they had contracted with LCOG to facilitate a long term vision of the organizational structure.

Councilor Rodley noted she should be listed as the LCOG Representative from the City of Springfield and a member of the Audit Committee.

Mayor Cutchen asked about the board policy on contingency. Ms. Wilson explained how the contingency amount had been set. She anticipated bringing a recommendation to the Board in the fall to adjust the contingency amount because it had never been used.

Mr. Recca moved to adopt the Revised FY23 Budget, with the correction noted by Councilor Rodley. Ms. Carlson seconded the motion. The motion passed unanimously, 17:0:0.

INFORMATION ITEMS

7. Executive Committee Report

The agenda item had been removed as part of Agenda Item 2.

Ms. Buch adjourned the April LCOG Board of Directors meeting at 7:18 p.m.