

OREGON CASCADES WEST COUNCIL OF GOVERNMENTS
FULL BOARD MINUTES
January 21, 2016

- MEMBERS:** Mayor Sharon Konopa, Albany; Commissioner Anne Schuster, Benton County; Commissioner Bill Hall, Lincoln County; Mayor Biff Traber, Corvallis; Councilor Bill Elliott, Lebanon; Councilor Ron Thexton, Monroe; Commissioner John Lindsey, Linn County; Councilor Jim Lepin, Millersburg; and, Mayor A.J. Mattila; Depoe Bay.
- VIDEO:** Councilor Chester Noreikis, Lincoln City; and, Councilor Dann Cutter, Waldport.
- STAFF:** Executive Director Fred Abousleman; Deputy Director Lydia George; Finance Director Sue Forty; Human Resources Manager Eric Wolke; Senior and Disability Services Director Dave Toler; Program Support Supervisor Ann Johnson; Community and Program Support Coordinator Lisa Bennett; Rideline Operations Manager Brenda Mainord; Administrative Assistant Terri Sharpe; Network Operations Specialist Troy Grover; and Diversion Transition Coordinator Dawn John (Video).
- GUESTS:** Chair Mike Volpe, Disability Services Advisory Council (DSAC); Vice-Chair Catherine Skiens, Senior Services Advisory Council (SSAC); Jewell Thexton; and Cathy Savage.

Chair Sharon Konopa called the Full Board of Directors meeting to order at 3:03 p.m. on January 21, 2016 in Albany, Oregon.

1. Welcome and Introductions

The meeting began with introductions of those present. New Senior and Disability Services Director, Dave Toler was introduced. Director Toler came from the Rogue Valley Council of Governments where he served for the past three and a half years.

2. Public Comment

No public comment.

3. Consent Calendar

Motion to approve the Consent Calendar made by Commissioner Bill Hall, seconded by Councilor Jim Lepin, with the amendment to add Councilor Bob Elliott's name to the Board Member roster as being present. Motion passed unanimously. Items approved were: 1) December 3, 2015 Full Board Meeting Minutes; 2) 2016 Full Board Meeting Schedule; 3) Disability Services Advisory Council (DSAC) member Tim Malone of Lincoln County; 4) Senior Services Advisory Council (SSAC) member Suzanne Lazaro of Benton County; and, 5) Financial Update for the period of July 1, 2015 through September 30, 2015.

4. FY2015 – 2016 Supplemental/Revised Budget

Budget Committee Chair Commissioner Hall turned the floor over to Finance Director Sue Forty who presented the FY2015-16 Supplemental Budget to the Board. Additional revenue in Veterans Services and the Brokerage, along with a new grant from the Senior Corps for the *Foster Grandparent Program* were received after the original Budget was adopted. A Supplemental Budget is needed to accurately reflect the agency's revenue and expenditures in the current Fiscal Year.

Motion to adopt Resolution #16-01-01, Supplemental Budget for FY2015-16 made by Commissioner Hall, seconded by Councilor Elliott. Motion passed unanimously.

5. Non-Represented Staff Compensation and Benefits Proposal

Executive Director Fred Abousleman proposed salary and benefit adjustments for non-represented staff based on negotiations with the Union. Historically, non-represented staff have received the same cost of living raise and benefits as represented staff. It was proposed that non-represented staff receive a 2% cost of living adjustment (COLA) effective July 1, 2015 and a 2% COLA effective July 1, 2016. OCWCOG will continue to pay 100% toward medical, dental, vision, and life insurance for employees and dependents, as well as contribute into eligible employees' health savings account (HSA).

Motion to approve recommended compensation and benefits package for non-represented staff as proposed made by Mayor Biff Traber, seconded by Commissioner Hall. Motion passed unanimously.

6. FY2016 – 2017 Dues

Executive Director Abousleman proposed an increase in current dues rates for the FY2016-17 based on population along with the Portland Consumer Price Index (CPI). Total dues increase over last year is \$6,396.12. Member dues make up 1% of the COG's operating budget and are used to match Federal and State contracts that are required.

Motion to set the due rates for FY2016-2017 as proposed made by Councilor Elliott, seconded by Commissioner Hall. Motion passed unanimously.

7. Revisions to the OCWCOG Policy Handbook

Human Resource Manager Eric Wolke proposed revisions to the *OCWCOG Policy Handbook* based on changes in employment law, internal processes, and changes in the recently negotiated Collective Bargaining Agreement.

Motion to approve revisions to the *OCWCOG Policy Handbook* as proposed made by Commissioner Hall, seconded by Councilor Lepin. Motion passed unanimously.

8. Program Update Question and Answers

Executive Director Abousleman reminded the Board of their invitation to the *Legislative Roundtable* that will take place on January 28th from 12:00 p.m. to 2:00 p.m. at the OCWCOG's Albany Office. There will be an open discussion with five of the Legislators representing the three-county area. Senator Sara Gelsler, Senator Arnie Roblan, Representative Andy Olson, Representative Sherrie Sprenger, and Representative Phil Barnhart will be present.

Commissioner John Lindsey inquired about the locks on the Albany OCWCOG building doors. Executive Abousleman explained that it was recommended by law enforcement that OCWCOG reduce unescorted public access upstairs for safety and security of staff.

Councilor Chester Noreikis extended a thanks to Community and Economic Development Program Director Charlie Mitchell on his report and said it was very helpful.

9. Information Sharing

Benton County – Commissioner Anne Schuster said she is working on an education workforce pipeline with Benton County and three other coastal counties that was initiated in Linn County. This program connects K -12, Linn-Benton Community College, and businesses. She and Mayor Traber have been working diligently on the homeless issues in Corvallis and Benton County, and feels there have been some positive breakthroughs. The County Health Department recently went through an accreditation process, which has placed them 100 out of 3,900 other Health Departments in the U.S.

Corvallis – Mayor Traber reported the City recently held a *Celebrate Corvallis* recognizing community leaders and leading businesses. Corvallis also recently experienced a rare murder. With the efforts of the Corvallis Police Department, Benton County Sheriff's Department, state police, and a multitude of other agencies, two suspects were apprehended. Corvallis is also ramping up their activity on their *Vision and Action* process.

Linn County – Commissioner Lindsey said Linn County gave notification of a law suit to the State of Oregon. He hopes to have the suit filed by next month and go to jury by this summer. Commissioner Lindsey feels this is a straightforward case that is being watched in Washington, D.C. and will change things nationally when all is done.

Millersburg – Councilor Lepin reported that International Paper is in the process of selling their property.

Depoe Bay – Mayor A.J. Mattila said the cities of Lincoln City, Depoe Bay, and Newport will be hosting the *Oregon Mayors Convention* this summer. U.S. Senator Ron Wyden has been invited to a town hall meeting with confirmation that Depoe Bay will be first on his next visit. Two councilor positions will be open, and work is underway with the harbor improvements.

DSAC – Chair Mike Volpe reported that membership of the DSAC is up to nine members despite recently losing two. Meetings with State Representative Andy Olson, held with OCWCOG staff and the DSAC and SSAC Chairs, have been very informative. Chair Volpe credited this, as well as the success of the Councils, to Community and Program Support Coordinator Lisa Bennett's hard work and efforts. Chair Volpe thanked everyone who helped him obtain a new van.

Monroe – Councilor Ron Thexton said the City recently installed security cameras at the Legion Hall. Without fulltime police action within the city, Monroe has implemented a community watch program. A walking path is being developed along the old railroad line, Long Tom River, and the city park. The Bureau of Land Management has given the City a bridge for crossing the river on the walking path. Also, the dog park and baseball field have been completed.

Lebanon – Councilor Elliott reported the City is moving ahead on the water plant improvements which should be completed in 2017. McDonalds® has demolished the old building and constructed a new, larger structure, and a new drive-through coffee shop, the Human Bean® recently opened. Linn-Benton Community College and Samaritan College is building a new medical college in Lebanon, and the ground is ready for the infrastructure and the foundation. A Strategic Plan Committee has been formed to deal with the numerous open buildings in Lebanon's downtown area.

Lincoln County – Commissioner Hall said Staples® in Newport is closing. Two apartment houses have been approved for purchase to be used as transitional housing for nonviolent reentry offenders. There is consideration of a transient room tax increase to pay for redevelopment of the Exhibit Hall at the fairgrounds. Vacation rental licensing is anticipated to roll out this summer in order to help deal with issues of noise, parking, and garbage. The new licensing fees will help support a new halftime position with the Sheriff's office.

Waldport – Councilor Dann Cutter said the waterline issues, due to roads washing out, have resolved themselves. The water district serving the south part of Waldport is considering becoming a Public Utility District, which will present some legal ramifications. From the City's standpoint, this will create some limitations with being able to deliver water, and receiving sewer them their water customers.

Lincoln City – Councilor Chester Noreikis reported the City experienced serious storm damage with a landside on the only road to the wastewater treatment plant. Chinook Winds Casino® sponsored a Christmas dinner at the community center that was well attended by approximately 400 – 500 people. The *Winter Solstice Celebration* at the library was also well attended. Councilor Noreikis also expressed his thanks to Tim Malone and Suzanne Lazaro for volunteering on the DSAC and SSAC respectfully.

Albany – Mayor Konopa said the new YMCA is completed and beautiful, and that the new Lowes® is open. It is a smaller scale store, which is a better fit for the neighborhood. The new police and fire station is moving along, and Albany's downtown store fronts are doing well. Urban renewal has been moving forward through the design stage for an additional \$7 million of streetscape in the downtown core area, and along Lyons and Ellsworth.

10. Other Business

Chair Konopa presented an item to be walked on for the Board's approval allowing the OCWCOG to receive and deposit checks made out to the Senior Services Foundation (SSF) with the incorrect Payee written on it. The OCWCOG would in turn write a check back to the SSF. Executive Director Abousleman explained that the SSF is an affiliated organization to the OCWCOG, and they often receive checks that cannot be deposited due to the Financial Antiterrorism Act. The SSF Board expressed their desire for the OCWCOG to deposit the checks into the OCWCOG account, create a clean paper trail, and then have a check written back to the SSF.

Motion to approve OCWCOG staff to receive and deposit checks made out incorrectly to the SSF from their mailings into the OCWCOG's bank account, and write a check back to the SSF made by Mayor Traber, seconded by Commissioner Hall. Motion passed unanimously.

Executive Director Abousleman updated the Board on the state of SBA 504 lending contracts. The OCWCOG will be executing two new contracts within the next month to continue their ability to package Small Business Administration (SBA) loans in the region's three counties.

Commissioner Lindsey inquired how the Highway 101 project in Lincoln City is doing. Councilor Noreikis stated that it has been completed, and they had a nice thank you party for Oregon Department of Transportation.

11. Adjournment

The meeting adjourned at 4:15 p.m.

Minutes by Terri Sharpe

MINUTES APPROVED ON MARCH 17, 2016