

**OREGON CASCADES WEST COUNCIL OF GOVERNMENTS  
BOARD OF DIRECTORS MINUTES  
December 6, 2018**

**MEMBERS:** Mayor Sharon Konopa, Albany; Commissioner Anne Schuster, Benton County; Councilor Bob Elliott, Lebanon; Mayor Biff Traber, Corvallis; Councilor Dann Cutter, Waldport; Mayor Jim Lepin, Millersburg; Councilor Debbie Nuber, Scio; Mayor Marjean Cline, Halsey; and Commissioner Roger Nyquist, Linn County.

**VIDEO:** Commissioner Stewart Lamerdin, Port of Newport; Mayor Billie Jo Smith, Toledo; and Councilor William Dalbey, Toledo.

**STAFF:** Executive Director Fred Abousleman; Deputy Director Rachael Maddock-Hughes; Finance Director Sue Forty; Community and Economic Development (CED) Director Phil Warnock; Senior and Disability Services Director Randi Moore; Community Services Program Director Jennifer Moore; Technology Services Manager Brian Chytka; Q& A Trainer Heather Schermerhorn; Meals on Wheels Supervisor Anita Lengacher; Interim Human Resources Manager Lydia George; and Communications Consultant Lindsey Riley.

**VIDEO STAFF:** Eligibility Supervisor Dawn John.

**GUESTS:** Mike Volpe, Cathy Savage, Suzette Boydston, and The Honorable Catherine Skiens.

The Oregon Cascades West Council of Governments' (OCWCOG) Board of Directors' Meeting was called to order by Chair Sharon Konopa at 2:06 pm at the Cascades West Center in Albany.

**1. Welcome and Introductions**

Introductions were made.

**2. Public Comment**

No public comment.

**3. 2018 Regional Award Presentation**

Chair Sharon Konopa noted that Commissioner Catherine Skiens could not attend the *CelebrateLBL* event, and but is present at the meeting today to accept her award. Executive Director Fred Abousleman commented that Commissioner Skiens received one of the most prestigious awards – the Volunteer of the Year Award. He thanked Suzette Boydston and many of the OCWCOG Board members who nominated Commissioner Skiens for the award. Executive Director Abousleman listed several of the Commissioner's accomplishments.

Commissioner Skiens noted that she volunteers for many reasons and that she believes volunteering is important for many reasons. She follows in Mike Volpe's footsteps, as he volunteers more than she does.

Chair Konopa recognized other Board members who were attending their last OCWCOG Board meeting – Mayor Billie Jo Smith in Toledo; Mayor Marjean Cline in Halsey. Chair Konopa thanked them for their time and service to OCWCOG.

Executive Director Abousleman noted that the outgoing Board and Executive Committee members were receiving Nambe ornaments, as a thank you for their support and time to the organization.

Mayor Smith thanked OCWCOG for what it does for the Region and for our cities.

Mayor Cline commented that she appreciates OCWCOG. She said that Executive Assistant Hilary Norton is thankful that OCWCOG is there. Mayor Cline will miss coming to the meetings.

Executive Director Abousleman presented Commissioner Anne Schuster and Councilor Bob Elliott with gifts and said thank you. He commented that as members of the Executive Committee, OCWCOG Staff appreciates their service.

Chair Konopa noted that she will really miss Commissioner Schuster and Councilor Elliott. Thank you for your service.

#### **4. Consent Calendar**

No changes to the Consent Calendar. Commissioner Schuster motioned to approve the Consent Calendar. Mayor Cline seconded. Motion passed unanimously.

#### **5. Review of Executive Director's Accomplishments and Goals**

Executive Director Abousleman noted that the Executive Committee had some discussion about my performance and goals. Specifically, the conversation was about what the Region's Cities and Counties will need over the next year and how can OCWCOG help those over the next year?

Councilor Dann Cutter would like to see a more robust pipeline for students to go into government and/or internship.

Commissioner Schuster would like to see a facilities review. Executive Director Abousleman would like more open space buildings and agrees with a facilities review. He would like guidance on this and is looking at a vision for facilities and what all the buildings should look like or how the facilities should function.

Mayor Jim Lepin asked about the remodel of the building. Executive Director Abousleman responded that the remodel did not happen. However, Staff is quickly growing of out this space, a remodel and/or facility review needs to take place.

Commissioner Roger Nyquist commented that OCWCOG does a lot of things that people in the Region depend on every day. He asked how Executive Director Abousleman thought about how OCWCOG performs every day? Are you performing at 100%? Executive Director Abousleman responded that yes, Staff does very well at delivering services, however he recognizes that this is going to change (funding, specifically), and Staff is looking at all of this and what the impact will be. This will impact the program dramatically. He doesn't think OCWCOG will ever be at 100%, but he notes that OCWCOG is doing better than our counterparts. He also notes that he will always be continually looking at funding and budgets to make sure that OCWCOG continues to provide the services.

Ms. Boydston commented that the voice and transparency of OCWCOG is the best since she has been working with the organization.

Commissioner Schuster noted that she likes how Senior Companion is now a program of OCWCOG, allowing the organization to continue to meet seniors needs. Ms. Boydston says that this has always been her dream to have OCWCOG administer all three Senior Corps programs.

Executive Director Abousleman agreed that yes, bringing on the Senior Companion Program has helped ease the Medicaid side. He noted that OCWCOG will continue to push itself to do the best for its constituents.

## **6. Selection of Nominating Committee**

Mayor Konopa noted that new Board members will not be elected this month, but rather at the Board meeting in January.

Mayor Konopa recommended that the Nominating Committee be the current Executive Committee. She noted that nominations will be made for new Board members from the floor in January.

Deputy Director Rachael Maddock-Hughes commented that a corrected Slate of Nominees is included in the Board packets. Mayor Konopa noted that Representatives need to be appointed again in January.

Mayor Smith motioned to appointed members of the Executive Committee to be the Nominating Committee. Mayor Cline seconded. Motion passed unanimously.

Executive Director Abousleman noted that the Executive Committee is elected and the Representatives are appointed by Members.

## **7. Selection of Subcommittee on Association's Bylaws**

Chair Konopa asked for volunteers for the Subcommittee on the Association's Bylaws Committee. Volunteers included Councilor Cutter, Commissioner Claire Hall, and Mayor Konopa.

Chair Konopa recommended that this be added to the January Board meeting agenda to see if any new Board members wanted to serve on this Subcommittee.

Mayor Biff Traber motioned to approve the selection of the Association Bylaws Subcommittee members. Commissioner Hall seconded. Motion passed unanimously.

## **8. Approval of Proposal Salary Range for New Assistant Veterans Service Officer**

Executive Director Abousleman noted that OCWCOG staffs the Veterans Services Officer in Benton County.

Interim Human Resources Manager Lydia George noted that the current salary range that was approved (in 1998) is for a Veterans Services Officer, however OCWCOG and the Veterans Services Office has a need for an Assistant Veterans Services Officer. Thus far,

OCWCOG has staffed this position, but previously this position has not needed an accreditation, and the Director has found that this position now needs an accreditation to do the job.

Therefore, using the Pay and Comp Policy adopted by the OCWCOG Board, Staff used the average of the information provided and the comparison within OCWCOG's own salaries to provide this new salary scale recommendation for the Assistant Veterans Services Officer.

Interim Human Resources Manager commented that the Finance Committee has been briefed.

Councilor Elliott motioned for the approval of the proposed salary range for the new Assistant Veterans Service Officer. Councilor Cutter seconded. Motion passed unanimously.

## **9. Legislative Advocacy Update**

Executive Director Abousleman noted that the Legislative Issue Areas document that is included in the Board packet, is the first policy document produced by OCWCOG in many years. It was built with the assistance and feedback of the Region's City Managers and Elected Officials. He emphasized that it is not inclusive of all issue areas, and that OCWCOG defers to the League of Oregon Cities and the Association of Oregon Counties, unless either organization disagrees with OCWCOG positions.

Executive Director Abousleman continued his comments by noting that Staff will be sending this document to the Oregon State Delegation, and that it can be updated throughout the year, as necessary.

Executive Director Abousleman commented that the document includes issues such as land use and wetlands, which may be the largest issue in the Region right now. The document also includes discussion of 404 assumption, but also includes items that were of concern to the Coast, such as working with the Oregon Department of Transportation and Intergovernmental Agreements. Finally, he noted that Senior and Disability Services and the need for continued funding for its programs, along with disaster preparedness was also included.

Councilor Cutter requested that OCWCOG match bills to issue areas, when the bills start coming out of the Legislature.

Mayor Konopa pointed out a spelling mistake on page 10 – disaster.

Mayor Cline noted that she would distribute the document to the City of Halsey's next Council meeting.

Executive Director Abousleman commented that if anyone hears that a Committee is asking for testimony, or someone (on the Hill or elsewhere) is asking for something, please let him know. OCWCOG is happy to help in pulling information together for you and/or to assist in writing testimony.

Commissioner Schuster noted that Benton County sponsors a Legislative Breakfast. Executive Director Abousleman thanked Benton County for hosting this two-hour breakfast where Legislators have an opportunity to meet with businesses.

## 10. OCWCOG Program Updates

### Community Services Program –

- Community Services Program (CSP) Director Jen Moore noted that she is working with the *Meals on Wheels* Food Service Consortium on a new Request for Proposal (RFP) for their food service contract. This happens once every five years. To assist staff in their process, they form a Food Service Selection Committee to review the full proposals and make recommendations to move forward with a contract. The Committee needs at least one more volunteer, hopefully from a Board member. The Committee currently has three active bidders and is planning a total of four meetings starting in January. If you would like to volunteer for this Committee, please contact CSP Director Moore. ([jmoore@ocwcoq.org](mailto:jmoore@ocwcoq.org))

### Senior and Disability Services –

- Senior and Disability Services (SDS) Director Randi Moore noted that the Senior Services Advisory Council (SSAC) and Disability Services Advisory Council (DSAC) are looking to be advocates for the OCWCOG *Legislative Issue Areas* document.
- SDS Director Moore commented on Governor Kate Brown's recommended budget, where right now the Oregon Office of Aging and People with Disabilities (ADP) budget has no funding cuts. SDS Director Moore did note that caseloads are growing, so this is somewhat like a budget cut. Funds have been set aside in the Governor's budget for homecare worker increases; an increase in rates for assisted-living facilities; and a large investment in centralized technology and infrastructure.

Commissioner Schuster asked what is defined as a senior? SDS Director Moore said that the answer depends on the program; either 55, 60, or 65.

### Community and Economic Development –

- Community and Economic Development (CED) Director Phil Warnock noted that the Brownfields program in Lincoln County recently held a stakeholder and outreach meeting, and also removed 20 tons of tires from one field.
- He commented that the Siletz Tribal Business Corporation is partnering on a Mill Site in Toledo.
- He noted that the Oregon Transportation Commission (OTC) met in Lebanon. Commissioner Nyquist presented to the group, where he noted that everyone is affected by the problems in the Portland metro area.

Commissioner Schuster asked for an update on the transload sites, as she noted that it appears to be taking a long time. Commissioner Nyquist replied that everything is on track, and OTC is managing this.

Mayor Traber asked about the conversation at OTC and the need for Area Commissions on Transportation (ACTs). Commissioner Nyquist confirmed that the conversation took place and that the discussion was around the importance of the need for ACTs for localities; he said that they aren't going anywhere.

Commissioner Schuster asked for a CWEDD update. CED Director Warnock noted that the most recent conversation has been about a regional lands database during a

meeting in Lane County, which was part of a University of Oregon grant for resiliency model. (He will put together a one-pager for the Board.) He noted that the CWEDD used the Path of Totality of the Eclipse as an example for resiliency. The CWEDD has a preparedness toolkit that is in the refinement phase.

## **11. Topics of Regional Interest**

Mayor Konopa noted that there were several topics that have come up as topics of interest, such as marijuana, wastewater, housing, and many others.

### **Outdoor Music Festivals –**

- Commissioner Nyquist noted that outdoor music festivals were a big issue in Linn County.
- For those not familiar with the issue, he provided the following background information. Linn County has hosted a large country music festival (pulling in nationally-recognized acts) for the past 15 years. For the last several years, the festival hasn't met County health standards and have not paid their vendors in a timely manner. The County originally denied the permits to the festival hosts on these grounds; the hosts appealed based on their right to assemble and this is where the County is now (working on the appeal).
- Commissioner Nyquist noted that the land use code will need to be changed, as the festival has regional impacts – transportation, healthcare, environmental, etc. Marion County has land use code precedence for such an event, so Linn County is borrowing some of this language.
- In total the festival is a \$4 million event.

Mayor Konopa asked if there were any other issues that the Board wanted to address in the New Year.

### **Biosolids Disposal –**

- Councilor William Dalbey commented that biosolids disposal is a big issue in Toledo. Mayor Lepin asked Executive Director Abousleman how many localities replied to OCWCOG's feedback request on this topic? Executive Director Abousleman replied that OCWCOG was asked to gather information about this from across the Region, and while Staff was able to gather a small amount of information, they were not able to gather enough to be able to report any findings to move forward.
- Mayor Lepin noted that his Town of Millersburg has a \$700,000 bill to get rid of the sludge. He is looking at the option of a composting facility to get rid of it. He asked the Board if this was an option (a composting facility) to purchase / build / maintain / utilize at a Regional level?
- Mayor Konopa noted that the City of Albany started to work on this issue locally, but that the Albany site is not large enough to handle the Region's waste. Albany needed to move forward sooner rather than later on a solution.
- Executive Director Abousleman commented that the information gathering on the first round of information gathering did not provide any solutions. He noted that if the Board wants a Regional solution, then other localities need to become more active in this conversation.
- Commissioner Hall commented that the Coast is running out of space, so the only real answer is to transport waste into the Valley. The City of Newport is shipping theirs into Kings Valley.

- Executive Director Abousleman said that if Toledo, Albany, and Millersburg are interested in working together on this project, then perhaps the conversation can start there. Linn-Benton Community College was going to build a hydrogen test facility, so they would still very much like to be part of the conversation as well. Executive Director Abousleman commented that there many different opportunities available around this topic.
- Councilor Dalbey is going to talk to Toledo to start the conversation.
- Mayor Lepin and Councilor Dalbey want a conversation on biosolids.

Housing –

- Mayor Lepin also commented that housing is still an issue; he would like to keep this on the docket and an active part of the conversation. He noted that the City of Millersburg is rewriting its land use code to be friendlier to housing.
- Commissioner Schuster commented that there was a workshop recently held in Benton County that talked about building 30,000 houses using 3-D printing. Executive Director Abousleman asked what the limiting factor for housing in Albany? Chair Konopa noted that affordable rent and housing that simply is not available in Albany. She noted that construction costs are too high to build affordable housing. Commissioner Hall commented that the same thing was happening on the Coast – construction costs were too high to build affordable housing.

## **12. Other Business**

Mayor Susan Wahlke noted that the City of Lincoln City broke new ground on a police building.

## **13. Adjournment**

The meeting adjourned at 3:40 pm.

*Minutes recorded by Lindsey Riley.*