

Cascades West Area Commission on Transportation (CWACT)
Executive Committee
Thursday, August 8, 2019
4:00 – 5:00 pm
Oregon Cascades West, Albany Office

AGENDA

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|----|------|--|------------------------|
| 1. | 4:00 | Welcome and Introductions | Chair Jaramillo |
| 2. | 4:05 | Agenda Review | Chair |
| 3. | 4:10 | Approve Minutes of June 13, 2019 Meeting
(Attachment A)
<i>ACTION: Approval of meeting minutes</i> | Chair |
| 4. | 4:15 | August 22nd CWACT Full Commission Agenda Review
<i>ACTION: Discuss and provide approval for next meeting agenda items</i> | Staff |
| 5. | 4:30 | October Meeting Date Discussion | |
| 5. | 4:40 | Other Business
<i>ACTION: Information Only</i> | All |
| 6. | 5:00 | Adjournment | Chair |

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**Cascades West Area Commission on Transportation (CWACT)
Executive Committee
Thursday, June 13, 2019
Albany COG Office
1400 Queen Ave SE, Albany**

DRAFT MINUTES

Attendance: Commissioner Roger Nyquist, Commissioner Doug Hunt, Commissioner Annabelle Jaramillo, and John Huestis

Members Absent: Bill Bain

Present: Phil Warnock, and Emma Chavez

1. Call to Order

The Vice Chair, Commissioner Doug Hunt called the meeting to order at 4:05 pm.

2. Agenda Review

There were no changes to the agenda.

3. Approve Minutes from April 11, 2019 Meeting

ACTION: Consensus from the Executive Committee to approve the April 11, 2019 meeting minutes as written.

4. CWACT Executive Committee Meeting Process

Staff Phil Warnock advised that this is an opportunity to advise new members of the role of the Executive Committee.

Hunt questioned if there had been any issues. He noted that the caucus may have been an issue.

Commissioner Nyquist noted that it can be that the process may seem awkward, however, has been working thus far.

Councilor Napack noted that her Alternate, Mary Steckel is retiring and questioned what the reappointment process was. It was noted that the City of Corvallis would appoint her Alternate.

Hunt went on to advise that the Executive meets every other month to coincide with the Full Commission meeting. The Committee reviews and approves the CWACT Full Commission meeting agenda.

5. June 27th CWACT Full Commission Agenda Review

Warnock reviewed the June 27th draft agenda with members.

Members had the following requests:

- Add STIP Project Update to Area Manager's Report
Members would like to know the status of STIP projects, what the current cycle is, and when the next cycle will begin.
- Change agenda item 12 to "DAS Training Process Review"
Warnock noted that ODOT still intends for the CWACT to hold a group training at the end of the year, and that this is an information agenda item for new members.

Staff was requested to ask if members have already taken this course, does it meet the DAS requirements. Additionally, check if the ACT needs to complete a Conflict of Interest training.

6. Other Business

Commissioner Hunt noted that the August meeting is scheduled for the same day as the Coastal Caucus meeting, on August 22nd.

Members discussed receiving additional information from ODOT; such as a review of local plans, projects, and planning efforts.

Commissioner Malone would like a calendar of all the transportation meetings. He mentioned that CAMPO provided a binder to its members, and he noted it would be helpful to have that for all Board/Committees.

7. Adjournment

Meeting adjourned at 4:42 pm.