

**Cascades West Area Commission on Transportation
Executive Committee Meeting
Thursday, April 14th, 2022
4:00 – 5:00 pm**

Join Via Zoom by clicking [HERE](#); Passcode: 2022
Via Phone: 1-669-900-9128; Meeting ID: 870 3263 9653; Passcode: 2022

AGENDA

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| 1. 4:00 Welcome & Introductions | Chair,
Commissioner
Pat Malone |
| 2. 4:10 Agenda Review | Chair |
| 3. 4:15 Approve Minutes of February 10, 2022 Meeting (Attachment A)
<i>ACTION: Approval of meeting minutes</i> | Chair |
| 4. 4:20 April 28th, 2022 CWACT Full Commission Agenda Review
<i>ACTION: Discuss and provide approval for next meeting agenda items.</i> | Staff |
| 5. 4:30 CWACT Membership
<i>Both ODOT and the COG Board have expressed interest in reviewing CWACT membership policies and potentially making changes</i>
<i>ACTION: Discussion</i> | Staff |
| 6. 4:45 Other Business <ul style="list-style-type: none">• Hybrid/in-person meetings | Chair |
| 7. 5:00 Adjournment | Chair |

The Cascades West COG facilities are accessible to persons with disabilities. If you will need any special accommodations to attend the meeting contact Emma Chavez at least 24 hours prior to the meeting. She can be reached at 541-967-8551 (TTY/TTD 711)

CWACT EXECUTIVE COMMITTEE
Thursday, February 10, 2022
4:00 to 5:00 pm
Zoom Remote Connection

DRAFT MINUTES

Members	Jurisdiction	Attended
Matt Lehman	Benton County	Yes
Pat Malone	Benton County	Yes
Betty Kamikawa	Lincoln County	Yes
Doug Hunt	Lincoln County	Yes
Dick Olsen	Linn County	
Roger Nyquist	Linn County	Yes
Savannah Crawford	ODOT	Yes
Alternates	Jurisdiction	Attended
James Feldmann	ODOT	Yes

Staff: Steph Nappa, Nick Meltzer, and Emma Chavez

TOPIC	DISCUSSION	DECISION / CONCLUSION
1. Welcome		The meeting was called to order at 4:02 pm by Chair Commissioner Pat Malone.
2. Agenda Review		There were no changes to the agenda.
3. Approve Minutes of December 9, 2021		Consensus to approve the December 9, 2021 meeting minutes as presented.

<p>4. February 24 CWACT Full Commission Agenda Review</p>	<p>Staff Steph Nappa provided a review of the February 24 CWACT Full Commission agenda.</p> <p>Staff is encouraging Executive members to reach out to member jurisdictions to attend the February 24th meeting to ensure quorum.</p> <p>Commissioner Hunt advised that he is not running for re-election, and he will not be able to serve as Chair next year. Commissioner Hunt suggested that the rotation next year as the Lincoln County's member will be new. Members discussed having Commissioner Hunt remain on the CWACT and Nappa noted that Commissioner Hunt could be nominated a member at large if the Executive Committee so desired.</p> <p>The February 24th meeting notice will go out a week prior to the meeting and Staff Emma Chavez has been sending out reminders the week of the meeting.</p> <p>Staff Nick Meltzer advised that last year, Staff developed an email for the Executive Committee to members to send to their county jurisdictions to assist with the quorum notes. He noted that Staff is able to provide that for the upcoming meeting as well. The Executive Committee directed staff to prepare an email for members to send to the full commission members in their jurisdiction.</p> <p>James Feldmann wanted to check in on the evaluation and ranking of the projects. Staff Nappa advised that each applicant will conduct a presentation and members will then have an open discussion and ranking. If consensus is not met, Robert's rules will be followed and a vote will take place.</p> <p>Mayor Matt Lehman, something Philomath has been doing is having members email the minute taker to keep track in real time basis. Staff Nappa advised that there had been a thought to use an online polling tool during the meeting to gather that information. However, some members may have a difficult time with zoom technology and Staff was trying to avoid that.</p>	
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	Staff Nappa noted that the final task on the agenda for the Full Commission will be the caucusing to decide on their county member representatives to the Executive Committee.	
5. CWACT Attendance & Quorum	Discussed during agenda item 4.	
6. Other Business	Member will get the meeting notice on the 17 th for the February 24 th meeting. Included in the agenda packet, will be the applications for the Connect OR funding.	There was no other business to discuss.
7. Adjournment		Meeting adjourned at 4:22 pm.