



## CWEDD Board Meeting

Thursday, November 10, 2022

9:00 am – 11:00 am

Virtual Microsoft Teams Meeting

Via Teams by clicking [HERE](#)

Meeting ID: 295 205 099 492

Passcode: kpWLeM

**Mobile One Click Number**

**[+1 872 242 8088](tel:+18722428088)**

Phone Conference ID: 549 391 026#

### AGENDA

- |    |      |  |   |
|----|------|--|---|
| 1) | 9:00 | Call to Order & Agenda Review  | Chair,<br>Commissioner<br>Buch  |
| 2) | 9:05 | Roll Call  | Staff,<br>Justin Peterson   |
| 3) | 9:10 | Public Comment   | Chair   |
| 4) | 9:15 | Minutes of September 29, 2022, Meeting (Attachment A)  | Chair   |
|    |      | <b>ACTION: Approval of Minutes</b>   |   |
| 5) | 9:20 | <b>Mass Timber Grant Update</b> <ul style="list-style-type: none"><li>• Expected Next Steps</li><li>• Project Timelines</li><li>• Ways to Engage</li><li>• Q and A</li></ul>   | Guests, Leigh<br>McIlvaine with<br>DLCD, and<br>Others  |
| 6) | 9:50 | <b>Broadband Grant Updates</b> <ul style="list-style-type: none"><li>• Consultant Updates: Lane County Broadband Strategic Plan Update and Linn, Benton, and Lincoln Feasibility Study Update</li><li>• Broadband Action Team (BAT)</li><li>• Oregon Broadband Office Update</li></ul> | Brenda Wilson,<br>Jenny Glass,<br>Rachael Maddox<br>Hughes, and<br>Seth Thompson<br>with Biz Oregon |

- 7) **10:35 Diversity, Equity, and Inclusion (DEI)** **Staff, Jenny Glass**
- Introduction and Next Steps
  - Space for highlighting projects in the region that are doing great inclusive economic development work (best practices, lessons learned, or challenges).
- 8) **10:40 Brownfields Grant Application Linn and Benton Counties** **Staff, Justin Peterson**
- Staff will provide an update about the EPA Coalition Grant Application for Linn and Benton Counties.
- 9) **10:45 Discussion: CEDS Working Groups (Open time for any updates)** **Staff, Jenny Glass and Justin Peterson**
- *Broadband Action Team (BAT)*
  - *Cascades West Regional Consortium (CWRC)*
  - *Early Childhood Education*
  - *Rural Economic Alliance (REAL)*
  - *Lane Economic Committee (LEC)*
  - *Blue Economy Update from EDALC*
  - *Other workgroup updates?*
- 10) **10:50 Other Business (if time allows)** **Chair/Staff**
- *Moving to Hybrid Meetings for 2023*
  - *Executive Committee Updates*
  - *Staff Updates*
  - *Jurisdiction Updates (Focus on larger projects that benefit the region)*
- 11) **11:00 Adjournment** **Chair**
- Next Meeting: TBD 2023 – CWEDD BOARD MEETING  
Scheduled for Thursday February 09, 2023, from 9:00am to 11:00am.*

## Attendance (For Quorum Purposes)

<b>OCWCOG Members</b>	<b>Title</b>	<b>Jurisdiction</b>	<b>Attendance</b>
Nancy Wyse	Commissioner	Benton County	
Claire Hall	Commissioner	Lincoln County	
Jim Lepin	Mayor	City of Millersburg	
Sherrie Sprenger	Commissioner	Linn County	
Alan Rowe	Councilor	City of Adair Village	
Dean Sawyer	Mayor	City of Newport	
Paul Shuytema	Executive Director	EDALC	
Chris Workman	City Manager	City of Philomath	
Kelly Hart	Director	City of Lebanon	
John Pascone	President	AMEDC	
Pam Barlow-Lind	Tribal Planner	CTSI	
Kate Porsche	Economic Development	City of Corvallis	
<b>Lane Members</b>	<b>Title</b>	<b>Jurisdiction</b>	<b>Attendance</b>
Greg James	Board Member	WillamaLane Parks and Rec	
Tom Cotter	Council Member	City of Veneta	
Randy Groves	City Councilor	City of Eugene	
Heather Buch	Commissioner	Lane County	
Patti Chappel	President	Emerald People's Utility Dist.	
Mary Walston	Board Member	4J School District	
Greg Ervin	Council Member	City of Cottage Grove	
Matt Michel	City Manager	City of Veneta	

**Quorum Requirement:** CWEDD business may be conducted provided a quorum of members attends. A quorum shall consist of a simple majority of the membership of the District Board. The CWEDD members may participate by telephone or other means of electronic communication, provided the meeting is called to order at a meeting place where the public can attend, hear, understand and/or read the comments of the members participating by telephone or electronic means and the members so participating can fully hear, understand, and/or read the comments of the other members participating in the meeting.

**CWEDD BOARD OF DIRECTORS MEETING MINUTES****Thursday, September 29, 2022****9:00 am – 11:00 am****Virtual Via Microsoft Teams**

<b>OCWCOG Members</b>	<b>Title</b>	<b>Jurisdiction</b>	<b>Attendance</b>
<b>Nancy Wyse</b>	Commissioner	Benton County	Yes
<b>Claire Hall</b>	Commissioner	Lincoln County	No
<b>VACANT</b>	VACANT	VACANT	VACANT
<b>Sherrie Sprenger</b>	Commissioner	Linn County	Yes
<b>Dean Sawyer</b>	Mayor	City of Newport	No
<b>Paul Schuytema</b>	Executive Director	EDALC	Yes
<b>Chas Jones</b>	Mayor	City of Philomath	Yes
<b>Chris Workman</b>	City Manager	City of Philomath	Yes
<b>Kelly Hart</b>	Director	City of Lebanon	Yes
<b>John Pascone</b>	President	AMEDC	Yes
<b>Pam Barlow-Lind</b>	Tribal Planner	CTSI	No
<b>Kate Porsche</b>	Economic Development	City of Corvallis	No
<b>Lane Members</b>	<b>Title</b>	<b>Jurisdiction</b>	<b>Attendance</b>
<b>Greg James</b>	Board Member	WillamaLane Parks and Rec	Yes
<b>Tom Cotter</b>	Council Member	City of Veneta	No
<b>Randy Groves</b>	City Councilor	City of Eugene	Yes
<b>Heather Buch</b>	Commissioner	Lane County	Yes
<b>Patti Chappel</b>	President	Emerald People's Utility Dist.	Yes
<b>Laural O'Rourke</b>	Board Member	4J School District	No
<b>Greg Ervin</b>	Council Member	City of Cottage Grove	Yes
<b>Matt Michel</b>	City Manager	City of Veneta	No

Staff in Attendance: Sandra Easdale (LCOG), Brenda Wilson (LCOG), Meg Walker (OCWCOG), CWEDD Planner Justin Peterson (OCWCOG), EDA Planner Anne Whittington (OCWCOG), Operations Supervisor Emma Chavez (OCWCOG), GIS Planner Mary Bach-Jackson (OCWCOG), CED Administrative Assistant Ashlyn Muzechenko (OCWCOG).

Guests in Attendance: None

TOPIC	DISCUSSION	DECISION / CONCLUSION
1. Call to Order & Agenda Review	There were no changes to the agenda.	<b>Meeting called to order at 9:04am by Chair Heather Buch</b>
2. Welcome and Roll Call	There were enough members present to have a quorum.	<b>Roll Call was conducted by Staff Justin Peterson</b>
3. Public Comment	There were no members of the public present, therefore there were no public comments made.	<b>There were no public comments.</b>
4. Minutes of May 12, 2022, Meeting (Attachment A)  <b>Action: Approval of Minutes</b>	There were a few changes to the minutes, and they were approved by consensus.  Chris Workman addressed issues with the name Paul Schuytema on the first page from Pau to Paul, and there was another spelling correction on first page from Commissioner Heath to Heather.	<b>The May 12, 2022, Minutes were approved by consensus with corrections.</b>
5. Letter of Support Request Guidelines (Attachment B)  <b>Action: Approval of letter of Support Request Guidelines</b>	Commissioner Heather Buch introduced this agenda item.  Staff Justin Peterson gave insight to the letter of support guidelines that staff members put together and the CWEDD Executive committee have looked over.  Staff Justin Peterson noted the goal is to be proactive and limit or eliminate the last-minute requests they have been receiving lately.  Commissioner Heather Buch noted that this would allow for the applicants to give the members more information on what they are asking for in their letters of support as well as more time in advance for the letters of support.  Paul Schuytema made a motion to approve the recommendations, Greg Ervin Seconded. Discussion follows.  Greg James had a comment, regarding that this (the new guidelines) can be built in as a standard, but the executive board needs to availability to override this in an emergency situation.	<b>Paul Schuytema made a motion to approve the recommendations, Councilor Greg Ervin seconded, Motion passes unanimously.</b>

	<p>Randy Groves noted that idea was talked about in the last Executive Committee meeting. He also agreed that these guidelines are needed, but the Executive Committee should be able to override in an emergency.</p> <p>Chris Workman asked a question about multiple jurisdictions applying for the same grant.</p> <p>Chair Heather Buch answered that is a concern for hers but doesn't feel that it was covered at the last meeting. She added that it may be possible to support both at the same time.</p> <p>Kelly Hart noted that with multiple projects within the region with the CEDS, it isn't the CWEDD member's role to decide who they support, but to allow all the applicants whose projects support the CEDS to have a letter of support. She also added that it is CWEDD's job to support the CEDS.</p> <p>Chris Workman added that he agrees with Kelly Hart's idea to support multiple applicants applying for the same grants.</p> <p>Randy Groves noted that it can really depend on the type of grants, because there could be limitations on numbers of awards per region. He also added that it would be important to look at timeliness of the applications as well.</p> <p>Chair Heather Buch explained that they should be able to support as many grants as the CEDS are supported by.</p> <p>Chris Workman suggested that if the Exec committee feels they will be limited on the letters of support to send in, then it should be sent to the full board to decide which ones they will support.</p> <p>Randy Groves noted that these things may come few and far between, but there could be a case where they couldn't support both, so it does</p>	
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	<p>happen from time to time. He also added that this will vary depending on the grant, and that it is also important to encourage people to apply for support in a timely manner.</p> <p>Chair Buch stated that it doesn't harm anyone to have a disclosure on the rules on the letters of support. She also touched on the importance of having these guidelines because having to meeting time expectations are troublesome for the full board.</p> <p>Chris Workman noted he is concerned about the first come first served method, he likes the idea of supporting multiple applications for grants. He also added that if there is limited availability for the region it shouldn't be just first come first serve, there should be a process for dealing with these grants.</p> <p>Chris Workman also detailed that a solution or new process for dealing with limited availability on number of applicants for our region could be to set a date and note that they will look at all grant applications until "This Date" which would be specified by the board, and then choose the best option that comes in by them, which he feels could be done by the Executive Committee as long as the choice is unanimously approved.</p> <p>Kelly Hart noted that the applicant can add specific bullets on whether there can only be a specific number for the region, then there could be a meeting called to evaluate which of the applicants are more in tune with the goals of the CEDS.</p> <p>Paul Schuytema added that it makes sense to put out guidelines for applicants to read over which should include the right to approve one or more than one of the grant applications per region. As well as explicitly say they will be approving the applications that are in line with the CEDS to support the growth of the region.</p> <p>Commissioner Heather Buch noted that it would be a great idea to have information on the form itself regarding more than one</p>	
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	<p>application per grant, and to specify that the applications need to be in line with the CEDS.</p> <p>Motion passes unanimously after a lengthy discussion.</p>	
<p>6. Childcare Working Group Update (Attachment C)</p> <p><b>Action: Information Only</b></p>	<p>Staff Anne Whittington introduced the working group update for Linn, Benton, and Lincoln Counties. She explained that March Bach-Jackson created the maps for these childcare areas, ages 0 -5 whose parents both are working.</p> <p>Staff Anne Whittington shared that the slots needed are 5,301 and there is a deficit of over 3,000 slots as there are only 1,528 slots available through providers just in Linn County.</p> <p>Chair Buch added she would like to see a map for Lane County.</p> <p>Greg James asked Brenda Wilson about seeing the Lane County maps as well.</p> <p>Brenda Wilson confirmed she will be talking with Lane County Staff and OCWCOG Staff to get those maps for Lane County created and shared with members.</p>	
<p>7. CARES Funding Summary (Attachment D)</p> <p><b>Action: Information Only</b></p>	<p>Staff Anne Whittington noted that the CED team was able to provide 23 grants worth around \$171,616. Staff Whittington also added that the CARES Funding Grants have ended.</p> <p>Staff Whittington also noted that the grants renewed relationships between the COG and cities. She also added that there were numerous benefits felt across Linn, Benton, Lincoln, and Lane counties.</p> <p>Chair Buch noted she enjoys seeing all the projects laid out in that form presented in the packet.</p>	
<p>8. CWEDD Additional Funding for Rural</p>	<p>Staff Anne Whittington noted that this is funded by Business Oregon and FORD Family foundation that has around \$86,000.</p>	



<p>Capacity Building</p> <p><b>Action: Information Only</b></p>	<p>Currently Staff Justin Peterson and Anne Whittington are in the outreach phase with 27 rural communities in all four counties to potentially partner with on grant writing.</p> <p>Chair Heather Buch asked about the time frame for this project.</p> <p>Staff Anne Whittington noted that this project will end October of 2023.</p> <p>Staff Anne Whittington noted that there is also money available to help with grant writing costs, currently they have been visiting cities in Lane County and have moved to Lincoln now.</p>	
<p>9. Discussion: CEDS Working Groups (Attachment E)</p> <p><b>Action: Information Only</b></p>	<p>Staff Justin Peterson noted that this is a standing agenda item where all the working groups can present their updates to the members.</p> <p>Upcoming is the CWRC, which is having a half day work group coming up in October that will address the challenges around wetlands, with multiple groups giving presentations such as the Army Corps and the Department of Statelands (DSL).</p> <p>Staff Anne Whittington summarized the Broadband update is to use Soliarty as the contractor. The Contract was signed August 15<sup>th</sup>, that will continue until October 2023, the kickoff meeting is on October 13<sup>th</sup>.</p> <p>Brenda Wilson mentioned that LCOG is in negotiations to hire a vendor for their regional broadband study, called Fenley that is a corporation out of the Seattle area. They are initially focusing on Lane County but are wanting to tie in their efforts to the entire CWEDD Region.</p> <p>Commissioner Buch added that Lane workforce specifically Ashley Espinoza, put out an RFP for an industry specialist on childcare, that has been filled by Holly Mar, and hopefully they can be looped into our regions childcare discussions moving forward.</p> <p>Kelly Hart added that the new Rural Economic Alliance (REAL) has unleashed their new website, the link was also posted in the chat for</p>	

	<p>all members to look over. Which staff added here:  <a href="http://ruraleconomicalliance.org">ruraleconomicalliance.org</a></p> <p>Paul Schuytema had a couple quick updates for Blue Economy, they received 1 million dollars for a two-year project that will kick off a convening operation that will focus on blue career pathways, innovation, and jobs. The state legislatures approved funding for 6 sector surveys statewide, one of which was Blue Economy. They are waiting to hear if they received the funding from the state. OSU and Hatfield received funds to develop curriculums to promote the Blue Career Pathways.</p>	
<p>10. Other Business:          Executive Committee Updates, Staff Updates, Jurisdictional updates</p>	<p><b>Executive Committee Updates: (CWEDD Project Tracker)</b>          Most of the Executive Committee updates revolved around the Letter of Support Guidelines which were already touched upon in the earlier part of the meeting.</p> <p><b>Staff Updates:</b>          Justin Peterson noted there were no staff updates.</p> <p><b>Jurisdictional Updates:</b>          Staff Justin Peterson noted this is the place for large regional updates for members to share with the group.</p> <p>Chair Heather Buch added that there is a major grant underway in the Port of Coos Bay, that has a mega grant that they have applied for that would add the first container to rail port on the West Coast. The rail would be in Lane County and the port would be in Coos Bay. This would benefit the City of Eugene, as well as multiple other cities and counties across the West Coast Region and more specifically Lane County. They are hoping to hear if they received this grant in a few months.</p> <p>John Pascone noted that the Millersburg Mid-Willamette valley intermodal facility construction is about 95% done, they will be up and operating in November. They will also be getting impots as well as exports. Pascone also noted that this project is 5 years in the making</p>	

	and is finally getting finished up.	
11. Adjournment	The next CWEDD Board meeting is scheduled for Thursday, November 10, 2022.	<b>Meeting Adjourned by Chair Heather Buch at 9:47am</b>