

**Cascades West Area Commission on Transportation  
Executive Committee Meeting  
Thursday, February 09, 2023  
4:00 pm – 5:00 pm**

**Virtual Microsoft Teams Meeting**

Via Teams by clicking [HERE](#)

Meeting ID: 284 848 555 074

Passcode: CeJg8W

Mobile One Click Number

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

Phone Conference ID: 804 615 299#

Contact: Nick Meltzer, [nmeltzer@ocwcog.org](mailto:nmeltzer@ocwcog.org)

## AGENDA

- |                |  |  |
|----------------|--|--|
| <b>1. 4:00</b> | <b>Welcome &amp; Introductions:</b> <ul style="list-style-type: none"><li>• <b>Chair and Vice Chair Nominations (Attachment A)</b></li></ul> <p>“ARTICLE III OFFICERS AND STAFFING<br/>A. Officers shall consist of a Chair and a Chair-Elect, both of which shall be County Commissioners. The Chair and Chair-Elect shall be from different counties, and the positions shall rotate among the Commissioners from each of the three counties.”</p> <p style="text-align:center"><b><i>ACTION: Appoint Chair and Vice Chair</i></b></p> | <b>Outgoing<br/>Chair,<br/>Commissioner<br/>Pat Malone</b> |
| <b>2. 4:05</b> | <b>Agenda Review</b>   | <b>Chair</b>   |
| <b>3. 4:10</b> | <b>Approve Minutes of December 08, 2022, Meeting (Attachment B)</b> <p style="text-align:center"><b><i>ACTION: Approval of meeting minutes</i></b></p>   | <b>Chair</b>   |
| <b>4. 4:15</b> | <b>February 23, 2023, CWACT Full Commission Agenda (Attachment C)</b> <p style="text-align:center"><b><i>ACTION: Approval of Agenda Topics</i></b></p>   | <b>Staff</b>   |
| <b>5. 4:30</b> | <b>Updated Quorum Changes</b> <p style="text-align:center"><i>Reviewing update to quorum changes following December’s CWACT meeting</i></p> <p style="text-align:center"><b><i>ACTION: Discussion</i></b></p>  | <b>Staff</b>   |
| <b>6. 4:55</b> | <b>Other Business</b> <ul style="list-style-type: none"><li>• 2023 Coastal Meeting</li><li>• 2023 Tour ideas</li></ul>   | <b>Chair</b>   |
| <b>7. 5:00</b> | <b>Adjournment</b>   | <b>Chair</b>   |

*The next CWACT Executive Committee Meeting is scheduled for Thursday, April 13, 2023, from 4:00pm – 5:00pm.*

The Cascades West COG facilities are accessible to persons with disabilities. If you will need any special accommodations to attend the meeting contact Ashlyn Muzechenko at least 24 hours prior to the meeting. She can be reached at [amuzechenko@ocwcog.org](mailto:amuzechenko@ocwcog.org).

### **CWACT Chair and Vice-Chair History (2020-2023)**

The CWACT Chair and Vice-Chair will be determined each year by rotating through the different counties. The following is an excerpt from the bylaws to confirm the procedure.

ARTICLE III OFFICERS AND STAFFING

A. Officers shall consist of a Chair and a Chair-Elect, both of which shall be County Commissioners. The Chair and Chair-Elect shall be from different counties, and the positions shall rotate among the Commissioners from each of the three counties.

***CWACT Chair/Vice Chair History***

<b>Year</b>	<b>Chair</b>	<b>Vice-Chair</b>	<b>Commissioner Names</b>
<b>2020</b>	Lincoln	Linn	Doug Hunt/Roger Nyquist
<b>2021</b>	Linn	Benton	Roger Nyquist/Annabelle Jaramillo
<b>2022</b>	Benton	Lincoln	Pat Malone/ Doug Hunt
<b>2023</b>	Lincoln	□□	Claire Hall/Roger Nyquist

**CWACT EXECUTIVE COMMITTEE**  
**Thursday, December 08, 2022**  
**4:00 pm to 5:00 pm**  
**Microsoft Teams Remote Connection**

**DRAFT MINUTES**

<b>Members</b>	<b>Jurisdiction</b>	<b>Attended</b>
Matt Lehman	Benton County	Yes
Pat Malone	Benton County	Yes
Betty Kamikawa	Lincoln County	Yes
Doug Hunt	Lincoln County	Yes
Adam Keaton	Linn County	Yes
Roger Nyquist	Linn County	Yes
Savannah Crawford	ODOT	Yes
<b>Alternates</b>	<b>Jurisdiction</b>	<b>Attended</b>
James Feldmann	ODOT	Yes

**Staff:** CWACT Planner Steph Nappa, Transportation Program Manager Nick Meltzer, Operations Supervisor Emma Chavez, AAMPO Assistant Planner Billy McGregor and CED Administrative Assistant Ashlyn Muzechenko

<b>TOPIC</b>	<b>DISCUSSION</b>	<b>DECISION / CONCLUSION</b>
1. Welcome & Introductions	Chair Pat Malone started the meeting off with introductions of members attending and staff.	<b>The meeting was called to order at 4:03 pm by Chair Commissioner Pat Malone.</b>
2. Agenda Review	The agenda was approved with no changes.	<b>There were no changes to the agenda.</b>
3. Approve Minutes of October 13, 2022	The October 13 <sup>th</sup> minutes were approved by consensus with no changes.	<b>The CWACT Executive members gave consensus to approve the October 13, 2022, meeting minutes.</b>
4. December 15, 2022,	Staff Steph Nappa introduced the draft agenda for the upcoming	

<p>CWACT Full Commission Agenda Review</p>	<p>CWACT Full Commission meeting. Staff Nappa gave a brief description of all of the agenda topics listed for the CWACT Full Commission meeting agenda that is scheduled for December 15, 2022.</p> <p>Commissioner Roger Nyquist asked for an intermodal update to be included on the CWACT Full Commission Meeting agenda.</p> <p>Staff Nappa noted to add it to the other business category for Roger Nyquist to give his update.</p>	
<p>5. Updated CWACT Membership Changes (Attachment B)</p> <p><b>Action: Information and Discussion</b></p>	<p>Staff Nick Meltzer shared that at the last Full Commission meeting there was concerns from members about the bylaw changes previously proposed. Staff Meltzer shared that there are new membership changes being proposed that address the small city representation and reducing the amount of ODOT advised members.</p> <p>Staff Meltzer noted that with these changes, for quorum there will only need to be about 10 or 11 members present.</p> <p>Councilor Betty Kamikawa noted that even though there was disapproval from the small city standpoint, these new bylaws are decently representing. Councilor Kamikawa also noted that the smaller cities main problem is the lack of communication.</p> <p>Staff Meltzer noted that in the Bylaws there is language stating that if members miss two consecutive meetings they can be removed from the membership. However, that is not the administrative role that staff want to take.</p> <p>Commissioner Roger Nyquist added that quorum issues could be due to the ACTs not being able to make important decisions anymore.</p> <p>Councilor Kamikawa agreed, stating that members are losing interest due to the ACT reset being drug out and not finished.</p> <p>Commissioner Pat Malone added that the quorum issue is something</p>	

	<p>that needs to be resolved as this group needs to be functional. Malone also noted that the CWACT has exceptionally more members than many of the other ACTs across the state, so redoing the membership would help our problem.</p> <p>Commissioner Malone noted that being in the meeting isn't just having your voice heard, you can also speak with your representative to make your case presented to the ACT.</p> <p>Councilor Adam Keaton noted that even though he didn't attend the last meeting, he felt the membership changes are really nicely done.</p>	
6. Recap of the OTC-ACT Chairs Meeting	<p>Staff Meltzer noted that one of the big things regards around lack of funding and legislative concepts. Staff Meltzer asked ODOT's legislative liaison to share those concepts with the CWACT at a future meeting for members to decide if they want to support those.</p> <p>Staff Meltzer added that this meeting of the OTC-ACT Chairs was more of an open conversation where ACTs could voice their concerns to the OTC. Staff Meltzer added that there was a large presentation regarding ODOT's diversity and equity committee.</p> <p>Councilor Kamikawa noted that regarding ODOT's money issues, they are making decisions without asking for the ACT's input. Kamikawa went on to note that this is technically part of the ACTs job, to advise ODOT.</p> <p>Councilor Kamikawa added that all of the ACTs need to support each other. She also shared that the smaller ACT's feel left out, with all of the money going to the larger ACT in Portland and that they are feeling left out from meetings and important decisions.</p> <p>Staff Meltzer noted that the CWACT makes comments, but it isn't clear if the comments made during the OTC meetings actually get considered in their final decisions. Meltzer added that many ACTs' voiced support for some sort of feedback loop.</p>	

	<p>Chair Malone asked about the timetable on ODOT sharing their legislative concepts with the CWACT.</p> <p>Staff Meltzer added that the ODOT Legislative concepts will be presented at the CWACT Full Commission meeting on December 15, 2022.</p>	
7. Other Business:	Staff Nick Meltzer noted that there will be extra special snacks at this next meeting as it will be Commissioner Hunt's and Steph's last ACT meeting.	
8. Adjournment	The next CWACT Executive Committee Meeting is scheduled for February 09, 2023.	<b>Meeting adjourned at 4:29pm By Chair Pat Malone</b>

## Agenda

Thursday, January 26, 2022

5:00 pm - 7:00 pm

## HYBRID MEETING: IN-PERSON AT FOLLOWING LOCATIONS:

OCWCOG, Albany ABC Conference Room; 1400 Queen Avenue SE, Albany, OR  
 OCWCOG, Toledo Conference Room; 203 North Main Street, Toledo, OR

## VIA TEAMS VIDEO/CALL-IN AVIALABLE

Teams Link by clicking [HERE](#)

Meeting ID: 286 971 423 600

Passcode: zFJPaU

Mobile One Click Number

[+1 872 242 8088](#)

Phone Conference ID: 374 742 856#

Contact: Nick Meltzer; [nmeltzer@ocwcog.org](mailto:nmeltzer@ocwcog.org)

- |         |  |  |
|---------|--|--|
| 1) 5:00 | <b>Welcome and Agenda Review</b>   | <b>Chair,<br/>Commissioner<br/>Claire Hall</b> |
| 2) 5:05 | <b>Public Comments</b><br><i>This time is reserved for members of the public to comment on issues related to the CWACT's activities (limited to three minutes per comment).</i>  | <b>Chair</b>                                   |
| 3) 5:10 | <b>Approve Minutes of December 15, 2022, meeting (Attachment A)</b><br><br><b><i>ACTION: Approval of Minutes</i></b>   | <b>Chair</b>                                   |
| 4) 5:15 | <b>New Member Orientation</b><br><i>Presentation on ACT history and role in state transportation planning.</i><br><b><i>ACTION: Information Only</i></b>   | <b>Nick Meltzer,<br/>CWACT Staff</b>           |
| 5) 5:30 | <b>Caucus to Select Executive Committee Members (Attachment B)</b><br><i>CWACT members caucus to select County representatives to serve on the Executive Committee for 2023.</i><br><br><b><i>ACTION: Elect County Member to Serve on Executive Committee</i></b>            | <b>Chair</b>                                   |
| 6) 6:00 | <b>Legislative Update and CWACT Priorities</b><br><i>After a brief update on transportation legislation being forwarded by ODOT, CWACT members will hold a discussion on other legislative and project priorities.</i><br><br><b><i>ACTION: Discussion and Direction</i></b> | <b>ODOT and<br/>CWACT Staff</b>                |

- 7) 6:45 **CWACT Bylaws Update**  
*Update on Bylaws conversation and potential path forward.*

**ACTION: Discussion**

- 8) 7:00 **Adjournment**

**Chair**

Last Name	First Name	Representing	Category
*Malone	Pat	Benton County	Primary
Bronstein	Sarah	Benton County – Private Sector	Primary
Montague	Jackie	City of Albany	Primary
Napack	Jan	City of Corvallis	Primary
Bedingfield	Lindsay	City of Depoe Bay	Primary
McMillen	Randy	City of Halsey	Primary
*Keaton	Adam	City of Harrisburg	Primary
Michelle	Steinhebel	City of Lebanon	Primary
Mark	Rick	City of Lincoln City	Primary
Sullivan	John	City of Millersburg	Primary
Cuthbertson	Jeanni	City of Monroe	Primary
Jan	Kaplan	City of Newport	Primary
*Lehman	Matt	City of Philomath	Primary
Sanchez	Angelita	City of Sweet Home	Primary
Samaniego	Joe	City of Tangent	Primary
*Kamikawa	Betty	City of Toledo	Primary
Holland	Greg	City of Waldport	Primary
Scott	Dennis	City of Waterloo	Primary
O'Shaughnessey	Mary Ellen	City of Yachats	Primary
Kentta	Robert	Conf. Tribes of Siletz Indians	Primary
Hall	Claire	Lincoln County	Primary
Gray	Cody	Lincoln County – Private Sector	Primary
*Nyquist	Roger	Linn County	Primary
Steele	Janet	Linn County – Private Sector	Primary
*Crawford	Savannah	ODOT	Primary
Sylvia	Gil	Port of Newport	Primary
Dahl	Zack	Port of Toledo	Primary