



Board of Directors Meeting Packet

January 19, 2023
2:00 pm - 4:00 pm

Attend In Person at Two Locations:

Cascades West Albany Center, 1400 Queen Avenue SE, Albany, OR 97322

Cascade West Toledo Center, 203 N Main Street, Toledo, OR 97391

Or Attend Virtually:

[Click to Join Teams Meeting](#)

**Next Board of Directors Meeting:
March 16, 2023 at 2:00 pm**

The meeting locations are wheelchair accessible. If you need special assistance, please contact Oregon Cascades West Council of Governments at 541-967-8720 or adminGA@ocwcog.org, forty-eight (48) hours prior to the meeting.



1400 Queen Ave SE • Suite 201 • Albany, OR 97322
(541) 967-8720 • FAX (541) 967-6123

**OREGON CASCADES WEST COUNCIL OF GOVERNMENTS
BOARD OF DIRECTORS' AGENDA
January 19, 2023
2:00 – 4:00 pm**

Cascades West Albany Center
1400 Queen Avenue SE
Albany, OR 97322

Cascade West Toledo Center
203 N Main Street
Toledo, OR 97391

[Join Teams Meeting](#)

An Executive Session may be called as deemed necessary by the Chair, pursuant to ORS 192.660.

NOTE: Please contact Leah Snodgrass at 541.967.8720 or lsnodgrass@ocwcog.org, no later than noon on Wednesday, January 18, 2023, to confirm your attendance.

1. Welcome and Introductions *(Chair Claire Hall)*
(2:00 pm – 2:05 pm)

2. Public Comment *(Chair Claire Hall)*
(2:05 pm – 2:10 pm)

The floor will be open to the public for comment.

3. Consent Calendar *(Chair Claire Hall)*
(2:10 pm – 2:15 pm)

- a) Approve meeting minutes from December 8, 2022. [\(Page 5\)](#)
- b) Financial Report, YTD December 2022. [\(Page 15\)](#)

ACTION: Motion to approve Consent Calendar items a and b.

- c) Bank Signing Resolution 2023-01-01 [\(Page 22\)](#)

ACTION: Motion to approve and adopt Bank Signing Resolution 2023-01-01, Consent Calendar item c.

4. Executive Committee Confirmation *(Executive Director Vogt)*
(2:15 pm – 2:25 pm)

ACTION: Motion to approve Executive Committee Members.

5. **Termination of Federal Public Health Emergency Assistance** (*Senior and Disability Services Manager Rachel Sine*)
(2:25 pm – 2:40 pm)

ACTION: Information only, no action needed.

6. **Year in Review** (*Executive Director Vogt*)
(2:40 pm – 2:55 pm)

Presented by Communications Officer Meg Walker.

ACTION: Information only, no action needed.

7. **Review and Adopt Supplemental Budget Resolution 2023-01-02** (*Finance Director Nelson*)
(2:55 pm – 3:05 pm)

FY2022-2023 Supplemental Budget memo. ([Page 23](#))

Review of Resolution 2023-01-02, Motion to approve Supplemental Budget for FY 2022-2023. ([Page 25](#))
Budget Summary for Supplemental. ([Page 26](#))

ACTION: Motion to adopt Supplemental Budget, Resolution 2023-01-02.

8. **Preliminary Appraisal Report** (*Finance Director Nelson*)
(3:05 pm – 3:15 pm)

Presented by Finance Director Nelson. ([Page 38](#))

ACTION: Information only, no action needed.

9. **Salary Study** (*Executive Director Vogt*)
(3:15 pm – 3:25 pm)

Memo from HR Manager Schulze, Presented by Executive Director Vogt. ([Page 54](#))

ACTION: Information only, no action needed.

10. **Enterprise Solutions Software Update** (*Technology Services Director Sele*)
(3:25 – 3:35 pm)

ACTION: Information only, no action needed.

11. **OCWCOG Program Updates**
(3:35 – 3:45 pm)

Senior, Disability, and Community Services Program Director Randi Moore ([Page 56](#))
Community and Economic Development ([Page 59](#))
Technology Services Director Jason Sele ([Page 62](#))

ACTION: Information only, no action needed.

12. **Executive Director Update** (*Executive Director Ryan Vogt*)
(3:45 pm – 3:55 pm)

ACTION: Information only, no action needed.

13. **Other Business** (*Chair Claire Hall*)
(3:55 – 4:00 pm)
14. **Adjournment** (*Chair Claire Hall*)
(4:00 pm)

**OREGON CASCADES WEST COUNCIL OF GOVERNMENTS
BOARD OF DIRECTORS COMMITTEE MINUTES
December 8, 2022
Via Zoom Video and Audio Conferencing**

Attendees: **Chair**, Commissioner Claire Hall, Lincoln County; **Vice Chair**, Commissioner Sherrie Sprenger, Linn County; **Treasurer**, Commissioner Pat Malone, Benton County; Commissioner Gil Sylvia, Port of Newport; Mayor Scott Cowan, Millersburg; Mayor Rod Cross, Toledo; Mayor Alex Johnson II, Albany; Mayor Biff Traber, Corvallis; Mayor Don Ware, Brownsville; Councilor Mike Caughey, Harrisburg; Councilor Jeanni Cuthbertson, Monroe; Councilor Adina Olivares, Sodaville; and Councilor Jeremy Romer, Halsey.

Absent: Mayor Greg Holland, Waldport; Mayor Chas Jones, Philomath; Mayor Dean Sawyer, Newport; Mayor Leslie Vaaler, Yachats; Councilor Riley Hoagland, Lincoln City; Councilor Joyce King, Depoe Bay; Councilor Carol Korn, Tangent; Councilor Wayne Rieskamp, Lebanon; Councilor Angelita Sanchez, Sweet Home; and Mr. Robert Kentta, Confederated Tribes of the Siletz Indians.

Staff: **Executive Director** Ryan Vogt; Senior, Disability and Community Services (SDCS) Program Director Randi Moore; Finance Director Marit Nelson; Technology Services (TS) Director Jason Sele; Human Resources (HR) Manager Ryan Schulze; Community Service Program (CSP) Manager Alicia Lucke; Communications Officer Meg Walker, Executive Assistant Leah Snodgrass; and SEIU Union Treasurer Julianna Bell.

Public: Corvallis Mayor Elect Charles Maughan; Founder and Chief Executive Officer Milena Zilo with Zilo International Group LLC.

The Oregon Cascades West Council of Governments' (OCWCOG) Board of Directors Meeting was called to order by Chair Hall on December 8, 2022, at 2:02 pm via Teams Video and Audio Conferencing and in person attendance.

1. Welcome and Introductions

Chair Hall welcomed everyone and confirmed a quorum was reached for voting purposes, and everyone in attendance introduced themselves.

2. Public Comment

There were no public comments.

3. Consent Calendar

Mayor Cross moved to approve the Consent Calendar items which include the meeting minutes from September 15, 2022, the Financial Report Year to Date October 2022, and the 2023 Meeting Schedule. Mayor Johnson seconded the motion. With no objections, the Consent Calendar items were voted upon and approved.

4. Bias Response Update

CSP Manager Lucke introduced Founder and Chief Executive Officer Milena Zilo with Zilo International Group LLC. CSP Manager Lucke stated OCWCOG has been working with Zilo International for the last nine (9) months and is extending the contract to help pilot some new projects. CSP Manager Lucke stated the presentation is a highlight of the research because the final report is in a draft status.

Chief Executive Officer Zilo shared her screen and summarized the presentation that is included in the Board of Directors meeting packet starting on page nineteen (19).

Mayor Johnson asked Chief Executive Officer Zilo if she thinks the increase in Benton County numbers are higher because of the influx of new university students every year? Chief Executive Officer Zilo answered that Benton County is bigger in population and more diverse than Lincoln and Linn Counties. Schools typically have their own bias response system they follow.

Mayor Traber asked a question regarding the recommendation for community-based partnerships to be able to make the reporting system effective, will the report identify possible partnerships to be developed? Chief Executive Officer Zilo answered, yes. There have been stakeholder groups working with Zilo during the initiatives as well as numerous grassroots organizations throughout the region helping to spread the word. Out of those organizations that have taken this process seriously, it will be recommended to continue to support that partnership that essentially already exists with OCWCOG.

Commissioner Sylvia asked how a hate crime is linked to a bias crime? Chief Executive Officer Zilo answered there are clear definitions for a bias incident and a hate crime. A bias incident is where there are slurs and different symbols that are used with bias motive with no offense that would constitute a crime. For hate crime, it can be against a person or property and there needs to be evidence of bias motivation that would constitute a crime. For this report the bias incidents are the focus and not the crime, because the police are involved in those occurrences. Also the hotline does not have the ability to investigate, they are there to help the victims find resources.

Commissioner Sylvia asked if there is a record being kept of the person being accused of committing the bias incident (not the victim) from the hotline information that is gathered? Chief Executive Officer Zilo answered that it is up to the victim on how much information they share with the hotline. Commissioner Sylvia asked if the person being accused of committing a bias incident gets contacted or has a chance to tell their side? Chief Executive Officer Zilo answered that it is not the hotline operators job to identify whether the victims report is true or not, and if it is not a crime so no one is being punished.

Commissioner Sylvia asked what the next actionable steps are? Chief Executive Officer Zilo answered that it is to continue to educate the communities about the resources, diversity, equity, inclusion and belonging. Zilo would like to see an individual in the region that could focus on community training development and leveraging the existing relationships between the organization in the communities. This is something that needs continued education and consistent revisions of the data.

Mayor Sawyer asked if the 300% greater increase could be related to whether people knew about the hotline, and if we can get the hotline information again over a five (5) and ten (10) year period? Chief Executive Officer Zilo answered yes, because the optic has and will change. Chief Executive Officer Zilo also added that just because the numbers are going up, doesn't necessarily mean there are more incidents, it simply means that people are reporting and are more knowledgeable about the resources that exist in the communities.

Mayor Ware asked if the individual communities within the Counties could receive a report regarding incidents? He wouldn't want specific data on the people involved, but it would be helpful to have knowledge that it is happening in his community and the nature of the incident. Chief Executive Officer Zilo answered that there is still work being done with data being collected and trying to make it as detailed as possible. Chief Executive Officer Zilo stated she can try to get it down to the individual cities but is not sure if it is possible.

Councilor Olivares asked if the data is broken down by the type of bias like race, religion, etcetera? Chief Executive Officer Zilo answered that current data is not at that level, but Zilo will try to get it there.

5. 2023-2025 Strategic Plan Adoption

Executive Director Vogt reminded the Board the Mission, Vision and Values work has already been shared but OCWCOG now has a completed document to present and is ready to produce hard copies.

Communications Office Walker shared her screen and presented the following document:

Oregon Cascades West Council of Governments

Strategic Plan 2023 - 2025





I am incredibly proud and honored to present the Oregon Cascades West Council of Governments (OCWCOG) 3-year Strategic Plan. When I joined the OCWCOG, one of my top priorities was to move the organization forward with intention and focus, through clarity of vision and with a strategic road map. This Strategic Plan represents extensive feedback from partners, member agencies, elected officials, board members and staff gathered over the course of the last six months.

The OCWCOG began as the "Linn-Benton Association of Governments" in 1967. In 1970, it was formally created as the Oregon District 4 Council of Governments, then took its current name in 1996. For 55 years we have been serving the region with an array of services. Over that time, our identity and service footprint has changed considerably, bringing to light the need for updated Mission and Vision statements. It was such an honor to lead the discussions which established a new organizational mission statement and vision.

In addition to refreshing our Mission and Vision, we felt the need to develop a set of agency Values to hold ourselves accountable to. The values were created entirely by the incredible staff of OCWCOG who serve the region every day. We asked staff to individually note the five values they hold most dear and live by as they serve you. This resulted in over 150 non-duplicated values we bring to our work. We distilled the list to the most expressed values and asked staff to vote on those they believe the agency should use as a guide as we serve the community.

The Strategic Plan defines five Strategic Priorities for the next three years. These priorities create a clear path for enhancing and improving our core services while leaving plenty of room to explore how we can help the region in new and exciting ways. This plan emphasizes our need to invest in Diversity, Equity and Inclusion to ensure every resident of the region can fully participate and benefit from our agency. We also stress the importance of enhancing our partnerships to remove barriers and fill service gaps for everyone in the region. It recognizes and supports our most critical asset, our staff, and pushes us to be more visible in the community.

As we work to strengthen the region, I encourage you to get involved; share your voice, tell your story, volunteer for one of our programs, and tell me how we are doing.

Ryan Vogt, Executive Director



Our Mission

To promote a thriving region through service, connectivity, and innovation.

Our Vision

We are a regional leader and partner who provides inclusive services to meet individual and community needs.

We commit to:

- Measure ourselves by staff developed agency values
- Align our daily work with our strategic priorities
- Identify and respond to service gaps in the region
- Use data and consumer input to continually improve

Our Values

Compassion - Actively caring for others

Collaboration - Working together to achieve common goals

Diversity, Equity & Inclusion - Creating an environment where everyone is welcomed, supported, and given the resources to thrive

Integrity - Always doing the right thing

Respect - Honoring one another



Strategic Priority: Community Visibility

People know who we are, what we do, and how to access us.



Serving our region relies on connecting to people through a broad range of channels—including word-of-mouth—and awareness of the many ways we can impact lives and communities. We must build a more visible profile and understanding of the OCWCOG's role and offerings.

Key goals:

- New compelling Mission, Vision, and Values
- Strong brand, effective communication and outreach
- Identify common problems and develop/promote regional solutions
- Consumers are aware of available services

Progress Objectives

- > Higher local and regional awareness of our brand and service portfolio
- > Increased number of new consumers
- > Greater participation in community events



Strategic Priority: Organizational Excellence

Recognized as a leader, continuously improving and adapting.



The region deserves and expects us to be a well-run, efficient, and flexible organization. We constantly set a high standard for quality and responsiveness, both to the communities we serve and our staff. We achieve this by placing a strong emphasis on the recruitment, retention, and support of our exceptional workforce.

Key goals:

- Efficient, high-value operations and processes
- Decisive, data-informed actions
- Support and empower staff in delivering programs

Progress Objectives

- > Increased staff engagement and morale
- > Reduction of manual data work and processes
- > Decision making framework that includes data review and interpretation

Mission: To promote a thriving region through service, connectivity, and innovation.



Strategic Priority: Partnerships & Collaboration

Build & strengthen relationships with partner agencies and member governments.



OCWCOG interacts with other local, state, and federal resources to best serve the region. Creating stronger partnerships will enhance our impact on consumers and remove barriers to service throughout the region.

Key goals:

- Further alignment and systems improvement with Community Services Consortium (CSC)
- Expand engagement with non-profit organizations
- Deliver and align with key State agency partner services
- Strong engagement of Board and member governments

Progress Objectives

- > Co-housed partnership with CSC
- > Strategic decision making process with multiple parties at the table
- > OCWCOG staff and services are available at more locations throughout the community



Diversity, Equity and Inclusion

Strengthen our organizational commitment to employing and serving under-represented people and communities.



OCWCOG is embarking on a multi-year process to enhance our staff and workforce understanding of Diversity, Equity and Inclusion issues and their importance. We recognize the value of diversity in staffing and service offerings that allow us to best serve the region.

Key goals:

- Identify and address historical gaps and barriers to accessing services
- Meaningful engagement of under-represented communities
- Enhance our workforce to reflect the diversity of our communities
- Position the agency to be a role model

Progress Objectives

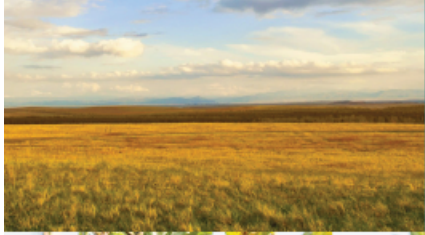
- > All staff are trained in Diversity, Equity and Inclusion matters
- > The diversity of the region is represented in OCWCOG staffing and service delivery model
- > Adoption of decision making processes with Diversity, Equity and Inclusion in mind

Vision: A regional leader providing inclusive services to individuals and communities.



Expansion & Innovation

Lead the region by driving new ideas, creative solutions, and purposeful growth.



We will leverage our role as a convener to understand the region's needs for today and tomorrow. Using the voice of the region, we will implement cutting-edge solutions that are responsive to the needs of the community.

Key goals:

- Use data to assess the reach and impact of our programs
- Actively anticipate new regional needs before they emerge
- Be positioned to respond to national and statewide changes

Progress Objectives

- > Regional concerns are addressed by new lines of work
- > Recognized at the state and national level for creative solutions
- > Increased data-driven assessment of program reach and impact

Values: Compassion - Collaboration - Diversity, Equity & Inclusion - Integrity - Respect



Oregon Cascades West Council of Governments

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Treasurer Malone stated the document is attractive to look at and thinks it is a nice balance between verbal and visual. He is eager to put it into action.

Mayor Cross said he likes seeing Community Visibility as a Strategic Priority and thought the document was well done.

Executive Director Vogt stated the next step is now executing the Strategic Plan. Many of the items identified are already in process, and Executive Director Vogt looks forward to giving future updates at Board meetings reflecting work toward a Strategic Priority.

Mayor Cross moved to adopt the 2023-2025 Strategic Plan. Treasurer Malone seconded the motion. With no objections, the 2023-2025 Strategic Plan was voted upon and adopted.

6. Community Services Consortium Update

Executive Director Vogt directed the Board to his memo included in the Board of Directors meeting packet starting on page thirty-three (33). Executive Director Vogt added that Community Services Consortium (CSC) is looking to begin to move into our building in late spring. Pegge McGuire, the CSC Director has announced she will be retiring in the next several years. OCWCOG and CSC want to have everything in place before that happens.

Executive Director Vogt reminded the Board this will not be a reduction excise and that it is important to both OCWCOG and CSC to maintain workforce, training, diversity objectives, and services while working harmoniously together. The focus of the partnership is doing more with what we have, not doing the same amount with less.

Chair Hall added that she likes the way this partnership is evolving and how it is client focused.

Mayor Cross stated the progress is in line with the vision the Board had four (4) years ago when this conversation started.

Councilor Olivares said she likes hearing that it is not a reduction in staff and hopes it helps the staff from both organizations not feel fearful, but eager to learn from each other.

Treasurer Malone stated he likes the emphasis that this partnership is to better serve the community and not a cost savings exercise.

7. OCWCOG Program Updates

Chair Hall asked the Board if they had any questions for the Program Directors regarding updates, and there was no comment.

Senior & Disability Services (SDS) and Community Service Programs (CSP)

A Program Update memo is included in the meeting packet starting on page thirty-five (35). SDCS Program Director Moore did not present her update.

Community and Economic Development (CED)

A Program Update memo is included in the meeting packet starting on page thirty-nine (39). CED Director Glass did not present her update.

Technology Services (TS)

A Program Update memo is included in the meeting packet starting on page forty-three (43). TS Director Sele did not present an update.

Human Resources (HR)

A Program Update memo is included in the meeting packet starting on page forty-four (44). HR Manager Schulze did not present an update.

8. Executive Director Update

Executive Director Vogt stated OCWCOG is in the process of making the Year End reports like those that were produced last year. This time Executive Director Vogt is hoping to distill the information down to each member agency, not just by County. There is hope to have a report to share in February at the Executive Committee meeting and will work on scheduling to attend the various council meetings in the region again. Mayor Johnson said he has three new councilors and would like for Executive Director Vogt to attend another City of Albany Council meeting soon.

Executive Director Vogt stated Mayor Traber and Mayor Ware will no longer be Board members after this meeting. The member agencies will receive a request soon asking for updates and confirmation on Board commitments. March 9, 2023 there will be a Board Orientation meeting. It is geared toward new members but is also open to all members and it will be in person.

Executive Director Vogt reported that CED Director Glass is no longer with OCWCOG, and he will be stepping in as an interim role until that position is filled. Executive Director Vogt's perception is that previous CED Director Glass did a great job re-establishing relationships and building trust and creditability in the region. There hasn't been a whole lot of growth in the department due to the relationship efforts. Executive Director Vogt thinks this is a good time to look at how the CED department can grow to meet the regions needs, and how the next CED Director can take us there.

9. Other Business

Mayor Johnson stated he learned a week ago about a local assisted living community closing a kitchen for ten (10) days and is gravely concerned about the lack of staff for our senior assisted living facilities. Mayor Johnson is wondering if anyone else is aware of this kind of problem in their community?

Mayor Cross stated the assisted living staff shortage is becoming dire in his community. He is concerned about how much longer they can stay open and what will happen to the residents if they close.

Mayor Johnson is concerned about the people that cannot live on their own and wondering what can we do if we can do anything? These are people that are Adult Protective Services (APS), Senior Health Insurance Benefits Assistance (SHIBA), and Meals on Wheels (MOW) clients.

Executive Director Vogt said that incidents should absolutely be reported to APS because OCWCOG is responsible for the licensing of many of the assisted living facilities. Executive Director stated the workforce issues are at a national level. Last week there were two new foster homes that were opened on the Coast, but OCWCOG lost almost fifty percent (50%) of the adult foster homes during the COVID pandemic.

Executive Director Vogt indicated that if any of the Board members want to come together as a group for stronger advocacy to relieve some of the burdens and/or incentivize people to move into this type of work, OCWCOG would be happy to support and partner in that conversation. Executive Director Vogt would like to bring SDCS Program Director Moore into the conversation and see if there is a way to collectively have a better understanding of the situation and how we can move forward.

CSP Manager Lucke added that it would be good to connect Mayor Johnson with the Senior Services Advisory Council (SSAC) and the Disability Services Advisory Council (DSAC). These councils like to know about these matters and need to hear these concerns.

Treasurer Malone asked TS Director Sele for some information about the change with cyber security insurance standards. Treasurer Malone stated Benton County is going through some changes to meet standards and could not remember OCWCOG's situation on the matter.

TS Director Sele stated the reason for the new criteria conditions from CIS is because a lot of organizations weren't meeting minimum requirement for security, and it was making them vulnerable. They went to a new carrier which made the prices go up significantly. The good news is they backed off from the initial requirements that were pretty stringent requiring a lot of security implementation to make it work, because they were able to work with a carrier that was more willing to accept a lower threshold. As a result, OCWCOG was able to get coverage for a small increase in price and meet the new requirements. TS Director Sele offered OCWCOG's assistance to any local organization that needs direction with meeting requirements and maintaining adequate coverage without a substantial increase in price.

10. Adjournment

With no further discussions, Chair Hall adjourned the meeting at 3:23 p.m.

Meeting minutes taken by Leah Snodgrass



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MEMORANDUM

DATE: January 19, 2023
TO: OCWCOG Finance Committee
FROM: Marit Nelson, Finance Director
RE: OCWCOG Financial Update

Please find our snapshot, and Consolidated Revenue and Expense Statement, for period ending December 31, 2022. These are the most updated financial drafts available to us at this time. As the calendar year and quarter two of the fiscal year come to a close, these values will change slightly as we make the needed adjustments and updates. Now that we are halfway through the fiscal year, we are more fully aware of the funding we will earn and the projects we will be able to start and/or complete in the remaining months of the fiscal year. Our projections are based on those assumptions and in some cases are leading to budget adjustments in a supplemental budget. As always, it is our goal to provide information for review and discussion. Our department directors and program managers meet frequently to identify ways to better meet the needs of our consumers while working to maximize our budget dollars.

	FY 2023 Budget	December 2022	Percentage	FYE Projection
Dues	342,387	332,105	97%	
Contract Revenue	3,906,360	461,141	14%	
Grant Revenue	341,494	214,818	63%	
Donations	200,500	56,606	28%	
State Revenue	2,792,567	529,445	19%	
Federal Revenue	17,904,799	8,943,555	50%	
Coordinated Care	7,715,000	4,532,008	61%	
Total Income (all line items)	\$ 57,160,554	\$ 17,535,646	31%	99%
Total Payroll Expense	\$ 21,229,384	\$ 8,940,134	42%	85%
Contract Expense	13,881,585	6,048,286	44%	
Indirect Expense	3,097,635	1,548,817	50%	
Maintenance & Repair	191,900	61,478	32%	
Supplies	101,675	47,149	46%	
Telephone	181,618	71,844	40%	
Travel / Training	260,220	103,426	40%	
Total Expense (all line items)	\$ 51,974,744	\$ 18,080,296	35%	77%

Fiscal Year (FY) FY 2022-23 Financial Narrative

Please note that our detailed financial report again includes a column for projected fiscal year end values. These are estimates and are based on current trends and expectations we have for the last half of the fiscal year. We do our best through discussion, planning, and anticipation to forecast these values. But as always, these estimates are subject to change as the realities come to fruition.

Overall accrued income is sound at the halfway mark. There are some revenue transactions which are waiting for final closing on the 17th to be accrued. I have an expectation that our reimbursable quarterly billings will increase our total revenue for December by another \$500,000. Couple those values with the beginning fund balances we expect to recognize at audit completion, our trend is stable to the end of fiscal year. Current projections to June 30th have us attaining 99% of the revenue we budgeted.

The beginning fund balances will be finalized and rolled forward with completion of the audit. After Christmas, our auditor reached out to ask for an extension of time to complete the final product. Like the rest of us they have struggled with vacant positions and workload. A meeting is set to discuss timeline and expectations so that we are not pushing up against State's automatic extension date in March.

Personnel Expense continues to ebb and flow as we fill vacant positions, hire on new staff and our COG family changes. Total expenses through December are 42% of budgeted, which is 8% lower than where we would expect to find ourselves. Current expenditures coupled with our anticipated expenses for the rest of the fiscal year show us landing at about 85% of budgeted. There are no red flags at this time.

Additionally, our Materials and Supplies budget is 30% of budgeted for the year. Anticipated total utilization is 70% of budgeted expenses. HVAC unit upgrades are planned at the Albany building this spring as well as two software implementations and follow up to suggestions from the strategic plan. The back half of the fiscal year will be extremely busy for all of us as we make changes, perform set up, train staff, and finalize implementations of these projects. We are looking forward to realizing efficiencies and creating new energy as we push to the other side.

Overall, while revenue projections are slightly less than budgeted, expenditures are trending even lower. There is an anticipation that we could end the year at under 80% of budget. We will continue to monitor and update these projections for the remainder of the fiscal year as more information is known. As we begin to build next year's budget, these are factors we will also consider as we anticipate PERS and other benefits increases, long-term planning, and investment in our staff.

Please let me know if you have any questions.

Consolidate Revenue and Expense Statement

Finance Committee Financial Report

For Period Ended December 31, 2022

Acct No	Description	Budget	YTD Bal	50.00%	Percent of budget to date	Projected FYE 2023
000710	Beg Bal-Restricted for Grants	\$ 15,000	\$ -	0.0%	Numbers will be finalized with audit	\$ 15,000
000725	Beg Bal-Restrict for Contracts	\$ 5,475,883	\$ -	0.0%	Numbers will be finalized with audit	\$ 5,300,000
000740	Beg Bal-Restricted for Other	\$ 3,089,088	\$ -	0.0%	Numbers will be finalized with audit	\$ 3,007,500
000745	Beg Bal-Restrict Reserve	\$ 5,906,076	\$ -	0.0%	Numbers will be finalized with audit	\$ 5,900,000
000750	Beg Bal-Unrestricted	\$ 4,634,176	\$ -	0.0%	Numbers will be finalized with audit	\$ 4,600,000
000801	Dues	\$ 326,083	\$ 316,290	97.0%		\$ 316,290
000802	Fees For Service	\$ 131,600	\$ 47,298	35.9%		\$ 113,515
000803	Internal Transfer	\$ 3,102,636	\$ 1,548,818	49.9%		\$ 3,097,636
000804	Miscellaneous Revenue	\$ 25,000	\$ 10,455	41.8%		\$ 15,000
000805	Contract Revenue	\$ 3,906,360	\$ 549,457	14.1%		\$ 2,197,829
000806	Grant Revenue	\$ 341,494	\$ 214,818	62.9%		\$ 429,636
000807	Donations	\$ 200,500	\$ 56,606	28.2%		\$ 113,212
000808	Interest Revenue				Interest rate increased substantially from projection	
		\$ 220,732	\$ 206,879	93.7%	Will take place January	\$ 496,508
000809	Transfers In	\$ 309,398	\$ -	0.0%		\$ 309,398
000813	Special Projects Dues	\$ 16,304	\$ 15,815	97.0%		\$ 15,815
000819	Special Event Revenue	\$ 20,000	\$ -	0.0%		\$ -
000820	Program Meals Revenue	\$ 160,000	\$ 117,310	73.3%		\$ 234,620
000823	Program Income	\$ 691,308	\$ 345,354	50.0%		\$ 690,708
000824	Match	\$ 35,600	\$ 57,375	161.2%		\$ 137,700
000826	Borrowers Fees	\$ 7,000	\$ 537	7.7%		\$ 1,073
000827	Loan Packaging Fees	\$ 7,750	\$ 1,200	15.5%		\$ 2,400
000828	Service Fees	\$ 6,200	\$ 2,140	34.5%		\$ 5,135
000829	Program Administration	\$ 120,000	\$ 40,288	33.6%		\$ 96,691
000840	Veterans	\$ 114,000	\$ 28,622	25.1%		\$ 114,489
000841	Oregon Project Independence	\$ 1,045,000	\$ 302,621	29.0%		\$ 1,210,484
000842	OEDD/OECD	\$ 120,000	\$ -	0.0%		\$ 60,000
000843	ODOT	\$ 1,465,567	\$ 186,404	12.7%		\$ 745,616
000844	Dept. of Land Conservation Dev	\$ 48,000	\$ 11,798	24.6%		\$ 47,192
000846	Coordinated Care	\$ 7,410,000	\$ 4,532,008	61.2%		\$ 9,064,017
000848	CCO Metrics Income	\$ 305,000	\$ -	0.0%	Year-End reconciliation	\$ 305,000

000860	Economic Development Admin	\$ 75,000	\$ 18,750	25.0%		\$ 75,000
000862	Older Americans Act	\$ 1,223,000	\$ 564,528	46.2%		\$ 1,129,056
000863	Title XIX	\$ 15,751,799	\$ 8,005,311	50.8%		\$ 16,010,621
000864	Federal Senior Meals	\$ 650,000	\$ 295,960	45.5%		\$ 591,920
000865	USDA	\$ 95,000	\$ 33,979	35.8%		\$ 81,550
000867	Federal Match	\$ 100,000	\$ 20,947	20.9%		\$ 83,788
000869	Siletz Revenue	\$ 10,000	\$ 4,080	40.8%		\$ 9,792

REVENUE

		\$ 57,160,554	\$ 17,535,648	30.7%	Overall YTD is reasonable and projections point to positive trend	\$ 56,624,191
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000410	Leave Benefits	\$ 740,288	\$ 320,620	43.3%		\$ 641,240
000420	Fringe Benefits	\$ 1,074,691	\$ 483,381	45.0%		\$ 966,763
000421	Insurance Benefits	\$ 3,728,922	\$ 1,462,000	39.2%		\$ 2,924,000
000425	PERS Benefits	\$ 3,219,395	\$ 1,398,380	43.4%		\$ 2,796,759
000430	PERS Reserve	\$ 250,151	\$ 48,854	19.5%		\$ 97,707
0001ED	Executive Director	\$ 163,922	\$ 83,172	50.7%		\$ 166,344
0004PD	Program Director	\$ 475,870	\$ 199,192	41.9%		\$ 398,385
0004TM	Technology Manager	\$ 5,640	\$ 1,641	29.1%		\$ 3,282
0010PM	Program Manager	\$ 247,752	\$ 87,923	35.5%		\$ 175,845
0013PS	Program Supervisor	\$ 918,136	\$ 394,332	42.9%		\$ 788,664
0015QA	QA & Improvement Manager	\$ 51,656	\$ -	0.0%	Project Manager Mid-Year Hire	\$ 25,828
0016LO	Loan Officer	\$ 71,368	\$ -	0.0%		\$ -
0019PM	Personnel Manager	\$ 115,985	\$ 57,858	49.9%		\$ 115,716
0022SA	Senior Accountant	\$ 51,973	\$ 1,139	2.2%	Accounting Supervisor Dec hire	\$ 40,000
0046CM	Case Manager	\$ 2,971,415	\$ 1,268,874	42.7%		\$ 2,537,748
0053CC	Contracts Coordinator	\$ 122,728	\$ 48,862	39.8%		\$ 97,724
0055CS	Clerical Supervisor	\$ 269,074	\$ 134,222	49.9%		\$ 268,445
0058AP	Assistant Planner	\$ 114,927	\$ 43,454	37.8%		\$ 86,908
005PIO	Public Information Officer	\$ 72,747	\$ 37,808	52.0%		\$ 75,615
0060AS	Accounting Specialist	\$ 47,466	\$ 22,622	47.7%		\$ 45,244
0064ES	Eligibility Specialist	\$ 1,437,220	\$ 599,996	41.7%		\$ 1,199,992
0064MM	Money Management Coord	\$ 46,914	\$ 23,580	50.3%		\$ 47,160
0067EA	Executive Assistant	\$ 55,370	\$ 25,995	46.9%		\$ 51,990
0070AC	Accounting Clerk II	\$ 57,183	\$ 15,381	26.9%		\$ 30,762
0076AA	Administrative Assistant	\$ 471,107	\$ 248,169	52.7%		\$ 496,337
0076BO	Business Officer	\$ 68,968	\$ 32,561	47.2%		\$ 65,123
0085CS	Clerical Specialist	\$ 410,426	\$ 152,163	37.1%		\$ 304,326

0085SS	Software Support Specialist	\$	-	\$	29,094	0.0%	\$	58,189
0085WS	Workstation Support Specialist	\$	86,364	\$	-	0.0%	\$	-
013TSM	Transportation Manager	\$	87,237	\$	27,289	31.3%	\$	54,577
025NSS	Network Support Specialist	\$	204,327	\$	77,490	37.9%	\$	154,980
031CDP	CED Planner	\$	294,291	\$	132,699	45.1%	\$	265,398
034APS	Adult Protective Services Spec	\$	877,727	\$	369,741	42.1%	\$	739,482
037DTC	Diversion & Transition Coord	\$	275,149	\$	134,675	48.9%	\$	269,350
037LCM	Lead Case Manager	\$	214,084	\$	79,303	37.0%	\$	158,607
045ISS	Information Support Specialist	\$	66,371	\$	23,648	35.6%	\$	47,295
052ALO	Assistant Loan Officer	\$	56,895	\$	25,122	44.2%	\$	50,243
055VSO	Veterans Service Officer	\$	56,505	\$	24,295	43.0%	\$	48,590
060FMC	Facility Maint. Coordinator	\$	65,930	\$	26,926	40.8%	\$	53,852
061LES	Lead Eligibility Specialist	\$	62,165	\$	31,037	49.9%	\$	62,074
064ADR	ADRC Specialist	\$	180,261	\$	98,013	54.4%	\$	196,027
064ALW	Asst. AFH Licensing Worker	\$	125,240	\$	59,640	47.6%	\$	119,280
067CEA	Confidential Executive Assist	\$	73,025	\$	29,238	40.0%	\$	58,476
073MRW	Medical Resource Worker	\$	152,061	\$	22,023	14.5%	\$	44,045
075LTB	Lead Trans Brokerage Spec.	\$	-	\$	26,272	0.0%	\$	52,544
075TBS	Transportation Brokerage Spec.	\$	342,564	\$	170,907	49.9%	\$	341,814
076CSA	Case Aide	\$	211,618	\$	96,293	45.5%	\$	192,586
076IHA	In Home Assistant	\$	185,100	\$	104,904	56.7%	\$	209,808
082SMC	Senior Meals Coordinator	\$	44,520	\$	35,780	80.4%	\$	71,560
090RSM	Relief Site Manager	\$	39,940	\$	11,645	29.2%	\$	23,290
88MSM3	Meal Site Manager	\$	251,690	\$	111,922	44.5%	\$	223,844

				42.1%	Trending under budget current and FYE projections		
	PERSONNEL	\$	21,214,358	\$	8,940,135		\$ 17,943,818
000504	Advertising	\$	35,595	\$	10,581	29.7%	\$ 25,394
000506	Auto Expense	\$	17,000	\$	800	4.7%	\$ 1,920
000510	Bank Charges	\$	13,900	\$	5,055	36.4%	\$ 12,132
000513	Board/Comm/Meeting Expense	\$	37,100	\$	17,865	48.2%	\$ 42,876
000516	Computer Maintenance	\$	318,776	\$	117,244	36.8%	\$ 300,000
000521	Contract Administration					Upfront expense to be allocated over time	
		\$	1,500	\$	1,480	98.7%	\$ 3,552
000522	Contract Expense	\$	13,881,585	\$	6,048,286	43.6%	\$ 14,590,888
000523	CEP Contract	\$	600,000	\$	186,166	31.0%	\$ 446,799
000525	Copying	\$	44,850	\$	20,962	46.7%	\$ 50,309

000531	Dues and Memberships			70.6%	One-time payments made annually as renewals are received	
		\$ 78,820	\$ 55,616			\$ 75,000
000532	Equipment Expense	\$ 1,000	\$ -	0.0%		\$ -
000533	Finance Indirect	\$ 874,506	\$ 437,253	50.0%		\$ 874,505
000534	Indirect Expense	\$ 1,247,625	\$ 623,813	50.0%		\$ 1,247,626
000535	Furniture & Fixtures	\$ 119,800	\$ 2,175	1.8%		\$ 5,221
000537	Insurance	\$ 82,604	\$ 42,427	51.4%		\$ 84,853
000540	Interest Expense	\$ 20,000	\$ 9,866	49.3%		\$ 23,679
000542	Legal Services	\$ 76,500	\$ 875	1.1%		\$ 31,100
000543	Licenses and Fees	\$ 282,883	\$ 96,723	34.2%		\$ 275,000
000546	Loan Fees	\$ 15,000	\$ 497	3.3%		\$ 1,194
000549	Maintenance and Repair	\$ 94,000	\$ 20,738	22.1%		\$ 75,000
000550	Marketing Expense	\$ 3,500	\$ -	0.0%		\$ -
000551	Other Operating	\$ -	\$ 110	0.0%		\$ 110
000553	Loan Admin Exp	\$ 150,000	\$ 34,465	23.0%		\$ 82,716
000555	Postage	\$ 56,828	\$ 19,087	33.6%		\$ 45,808
000558	Printing	\$ 19,350	\$ 6,807	35.2%		\$ 16,337
000561	Rent	\$ 683,179	\$ 355,463	52.0%		\$ 710,926
000564	Resource Reserve	\$ 60,000	\$ 10,473	17.5%		\$ 25,136
000567	Supplies	\$ 78,075	\$ 40,342	51.7%		\$ 96,821
000568	Stipend	\$ 139,008	\$ 23,479	16.9%		\$ 56,351
000570	Technology Indirect	\$ 975,504	\$ 487,788	50.0%		\$ 975,576
000573	Telephone	\$ 181,618	\$ 71,844	39.6%		\$ 172,426
000575	Special Event Expense	\$ 20,000	\$ -	0.0%		\$ -
000576	Training	\$ 128,900	\$ 39,220	30.4%		\$ 94,129
000577	Volunteer Recognition	\$ 23,970	\$ 7,520	31.4%		\$ 18,049
000578	Meal Delivery Travel	\$ 53,000	\$ 19,377	36.6%		\$ 46,504
000579	Travel	\$ 131,320	\$ 64,206	48.9%		\$ 128,413
000582	Utilities	\$ 67,677	\$ 25,385	37.5%		\$ 60,924
000584	Janitorial	\$ 97,900	\$ 40,740	41.6%		\$ 81,480
	MATERIALS AND SUPPLIES	\$ 20,712,873	\$ 8,944,730	43.2%	Trending under budget current and FYE projections	\$ 20,778,753
000580	Transfers Out	\$ 314,398	\$ -	0.0%	Will take place mid-year	\$ 314,398
000583	Operating Contingency	\$ 8,839,264	\$ -	0.0%		\$ -
	TRANSFERS AND CONTINGENCY	\$ 9,153,662	\$ -	0.0%		\$ 314,398

000595	Capital Purchase	\$	805,000	\$	186,019	23.1%	Software purchases forthcoming	\$	772,037
000596	Leasehold Improvement	\$	66,000	\$	9,413	14.3%		\$	60,000
	CAPITAL OUTLAY	\$	871,000	\$	195,432	22.4%		\$	832,037
	EXPENSE					34.8%	Trending under budget current and FYE projections		
		\$	51,951,893	\$	18,080,297			\$	39,869,007
								\$	16,755,185

OREGON CASCADES WEST COUNCIL OF GOVERNMENTS

RESOLUTION # 2023-01-01

Authorizing Signing and Endorsing Checks and Other Instruments

WHEREAS, U.S. BANK OF OREGON, UMPQUA BANK, WASHINGTON FEDERAL SAVINGS, CITIZENS BANK, OREGON INVESTMENT POOL, and any other bank deemed appropriate by the Executive Director, or Board Designee, be and are hereby selected as depositories of funds of Oregon Cascades West Council of Governments, and that the Chairperson and the Executive Director, or Board Designee, of Oregon Cascades West Council of Governments are authorized to establish such accounts, and that checks or drafts withdrawing said funds may be signed by any two of the following:

1. _____, Chairperson
2. _____, Vice-Chairperson
3. _____, Executive Director
4. _____, Finance Director
5. _____, Program Director, Tech Services
6. _____, Program Director, Senior and Disability Services
7. _____, Program Manager, Senior and Disability Services
8. _____, Clerical Supervisor, Senior and Disability Services

WHEREAS, that the above named banks, Oregon Investment Pool, and any other bank deemed appropriate by the Board of Directors, Executive Director, or Board Designee, are authorized to honor and pay any and all checks and drafts of Oregon Cascades West Council of Governments signed as provided herein, whether or not payable to the person or persons signing them; and that checks, drafts, bills of exchange, and other evidences of indebtedness may be endorsed for deposit to the accounts of Oregon Cascades West Council of Governments by any of the foregoing or by any other employee or agent of Oregon Cascades West Council of Governments and may be endorsed in writing or by stamp and with or without the designation of the person so endorsing.

WHEREAS, that the authority hereby conferred shall remain in force until written notice from the Board of Directors, Executive Director, or Board Designee, of Oregon Cascades West Council of Governments states that a person or persons authorization has been revoked, or a new authorizing resolution is adopted and presented to the banks named above. The signature of the Board Chair and Vice-Chair shall be binding upon Oregon Cascades West Council of Governments.

NOW, THEREFORE BE IT RESOLVED that the signatures on this resolution are the signatures of the persons authorized to sign for and on behalf of this organization.

Claire Hall, Chair

Date

Vote: Yes ___ No ___ Abstention ___



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(541) 967-8720 • FAX (541) 967-6123

MEMORANDUM

DATE: January 19, 2023
TO: OCWCOG Board of Directors and Budget Committee
FROM: Finance Director, Marit Nelson
RE: **Fiscal Year 2022-23 Supplemental Budget**

Over the course of the first six months of the fiscal year, Oregon Cascades West Council of Governments has been monitoring the revenue and expenditure trends and comparing them to the adopted FY 2022-23 budget. As was noted in the Budget Committee meeting in May, as material changes become known and affect the overall budget document, adjustments to the current document may be required.

Program managers and directors have reviewed the projections, taking into account known opportunities for funding and project timeline updates. This results in the need for a Supplemental Budget for FY 2022-23, the detail of which follows this memo.

Please see additional details below:

Within General Administration, the interest revenue projection for the year was based on the previous year's average rate of return. At this time last year, it was anticipated that the Federal Reserve would raise rates somewhat but not to the extent that has happened this fiscal year. Due to this policy change, OCWCOG is recognizing additional revenue this year which will enable us to prioritize wage and classification studies by engaging a contractor who can help us complete this project within six months. It was originally projected to take several years to complete this task internally. Additionally, this additional revenue provides non-federal funds to meet legal obligations.

The Community and Economic Development (CED) program is making adjustments to finalize their purchase and implementation of Ride Line scheduling software. CED has already budgeted for a small grant it will receive to help offset the cost of licensing, but the costs associated with implementation and project management were recently finalized through the RFP and contract negotiation process. Funds for this project already exist in the CED Contracts department. The request will correctly categorize the expense into Capital Outlay from operational savings. Additionally, OCWCOG has renegotiated the Coordinated Care contract with Samaritan Health. This additional revenue will offset the additional expenses incurred for Ride Line providers as well as costs associated with temporary staff needed to assist during the implementation of the new software solution.

Meals on Wheels in the Community Service Program (CSP) received an accelerated timeline on the delivery of new meal delivery vans after two years of supply chain issues. It was not anticipated that they would be delivered until later in 2023. As with the Ride Line software, this purchase was planned for previously and the funds exist within the MOW program. This request adds the unanticipated capital outlay. Additionally, as a part of mid-year reconciliations for the Veteran's program, adjustments have been made to more accurately reflect the expected revenue and expenditures for the program.

No other changes within the existing budget are taking place at this time. Please see attached agency consolidated sheets for detailed information on those specific lines and programs being affected.

The budgeting process for FY 2023-24 will begin very soon. We look forward to the future and the new opportunities in the coming fiscal year.

Thank you for your time and feedback. If you have questions or need additional clarification, please feel free to let me know.

OREGON CASCADES WEST COUNCIL OF GOVERNMENTS

RESOLUTION# 2023-01-02

Adoption of Supplemental Budget for Fiscal Year 2022-2023

WHEREAS, the Board of Directors adopted a fiscal year 2022-2023 budget at the May 19, 2022 Board Meeting; and

WHEREAS, Oregon Cascades West Council of Governments became aware of conditions that had not been ascertained at the time of the preparation of the budget for the current year which requires a change in the fiscal year 2022-2023 budget.

NOW THEREFORE, BE IT RESOLVED:

That the Oregon Cascades West Council of Governments Board of Directors does hereby adopt the supplemental budget listed below:

REVENUE	ADOPTED 2022-2023	SUPPLEMENTAL Change for 2022-2023	NEW ADOPTED 2022-2023
Beginning Fund Balance	19,120,223	5,010	19,125,233
State Revenue	3,173,567	0	3,173,567
Federal Revenue	17,904,799	0	17,904,799
Local Revenue	1,170,713	343,268	1,513,981
Program Revenue	15,791,252	2,086,000	17,877,252
Total Revenue	57,160,554	2,434,278	59,594,832
EXPENDITURES			
Personnel	21,229,384	-41,352	21,188,032
Materials and Services	30,725,360	2,475,630	33,200,990
Leasehold	0	0	0
Principal Payments	0	0	0
Interest Payments	20,000	0	20,000
Total Expenditures	51,974,744	2,434,278	54,409,022
Unappropriated Balance	5,185,810	0	5,185,810

ADOPTED this 19th day of January 2023 at Albany, Oregon.

Chair

Ryan Vogt, Executive Director

Oregon Cascades West Council of Governments

Agency

Consolidated Supplemental Budget FY 2022-23

Description	2022-23 Adopted	2022-23 Supplemental	General Admin Supplemental	CED Supplemental	CSP Supplemental	Lending Consolidated	SDS Consolidated	Tech Consolidated	Non- Departmental Consolidated	Reserve Consolidated	Value change
Beg Bal-Restricted for Grants	66,956	66,956	0	0	66,956	0	0	0	0	0	0
Beg Bal-Restrict for Contracts	5,423,927	5,446,125	60,000	5,234,049	136,788	0	15,288	0	0	0	22,198
Beg Bal-Restricted for Reconciliation	0	0	0	0	0	0	0	0	0	0	0
Beg Bal-Restricted for Other	3,089,088	3,088,563	133,267	0	435,355	509,000	0	0	2,010,941	0	-525
Beg Bal-Restricted for Reserve	5,906,076	5,906,076	200,000	0	0	0	2,083,270	0	0	3,622,806	0
Beg Bal-Unrestricted	4,634,176	4,617,513	0	99,938	421,204	0	3,930,754	90,903	74,714	0	-16,663
Borrower Fees	7,000	7,000	0	0	0	7,000	0	0	0	0	0
Contract Revenue	3,906,360	3,906,360	0	2,515,681	1,080,069	113,000	100,000	97,610	0	0	0
Coordinated Care	7,410,000	9,500,000	0	9,500,000	0	0	0	0	0	0	2,090,000
CCO Metrics Income	305,000	305,000	0	305,000	0	0	0	0	0	0	0
DCLD	48,000	48,000	0	48,000	0	0	0	0	0	0	0
Donations	200,500	200,500	0	0	200,500	0	0	0	0	0	0
Dues	342,387	342,387	16,304	102,883	0	0	223,200	0	0	0	0
Economic Development Administration	75,000	75,000	0	75,000	0	0	0	0	0	0	0
Environmental Protection Agency	0	0	0	0	0	0	0	0	0	0	0
Federal Match	100,000	101,000	0	0	41,000	0	60,000	0	0	0	1,000
Fee for Service	131,600	131,600	0	10,000	36,500	0	0	35,000	50,100	0	0
Grant Revenue	341,494	336,494	0	76,000	260,494	0	0	0	0	0	-5,000
Indirect Income	3,097,636	3,097,636	2,122,131	0	0	0	0	975,505	0	0	0
Interest Revenue	220,732	455,000	325,000	0	0	130,000	0	0	0	0	234,268
Internal Transfer	5,000	5,000	0	0	5,000	0	0	0	0	0	0
Loan Fees	750	750	0	0	0	750	0	0	0	0	0
Loan Processing Revenue	7,000	7,000	0	0	0	7,000	0	0	0	0	0
Match Revenue	35,600	35,600	0	0	35,600	0	0	0	0	0	0
Oregon Business Development	120,000	120,000	0	120,000	0	0	0	0	0	0	0
Miscellaneous Revenue	25,000	25,000	0	25,000	0	0	0	0	0	0	0
ODOT	1,465,567	1,465,567	0	1,465,567	0	0	0	0	0	0	0
Older American Act	1,223,000	1,223,000	0	0	1,223,000	0	0	0	0	0	0
Oregon Project Independence	1,045,000	1,045,000	0	0	1,045,000	0	0	0	0	0	0
Program Administration	120,000	120,000	0	0	0	120,000	0	0	0	0	0
Program Income	0	0	0	0	0	0	0	0	0	0	0
Program Meals Revenue	160,000	160,000	0	0	160,000	0	0	0	0	0	0
Rent Income	691,308	691,308	0	0	0	0	0	0	691,308	0	0
Senior Meals XIX	650,000	650,000	0	0	650,000	0	0	0	0	0	0
Service Fees	6,200	6,200	0	0	0	6,200	0	0	0	0	0
Siletz Revenue	10,000	10,000	0	0	10,000	0	0	0	0	0	0

Oregon Cascades West Council of Governments

Agency

Consolidated Supplemental Budget FY 2022-23

Description	2022-23 Adopted	2022-23 Supplemental	General Admin Supplemental	CED Supplemental	CSP Supplemental	Lending Consolidated	SDS Consolidated	Tech Consolidated	Non- Departmental Consolidated	Reserve Consolidated	Value change
Special Event Revenue	20,000	20,000	20,000	0	0	0	0	0	0	0	0
Sponsorship	0	0	0	0	0	0	0	0	0	0	0
Title XIX	15,751,799	15,751,799	0	461,799	140,000	0	15,150,000	0	0	0	0
Transfer In	309,398	418,398	109,000	0	0	79,398	30,000	0	0	200,000	109,000
USDA	95,000	95,000	0	0	95,000	0	0	0	0	0	0
Veterans	114,000	114,000	0	0	114,000	0	0	0	0	0	0
REVENUE	57,160,554	59,594,832	2,985,702	20,038,917	6,156,466	972,348	21,592,512	1,199,018	2,827,063	3,822,806	2,434,278
Leave Benefits	740,288	738,009	54,319	79,181	83,589	8,352	485,006	24,438	3,124	0	-2,279
Fringe Benefits	1,074,691	1,075,279	106,502	120,715	124,610	13,279	661,656	41,254	7,263	0	588
Insurance Benefits	3,728,922	3,724,429	304,266	437,778	446,063	40,967	2,279,704	135,983	79,668	0	-4,493
PERS Benefits	3,225,707	3,224,583	296,264	370,874	365,912	40,441	2,003,931	125,640	21,521	0	-1,124
PERS Reserve	244,311	242,484	21,646	27,498	26,423	3,025	152,882	9,400	1,610	0	-1,827
Executive Director	163,922	163,922	163,922	0	0	0	0	0	0	0	0
Deputy Director	0	0	0	0	0	0	0	0	0	0	0
Accounting Specialist	47,466	47,466	47,466	0	0	0	0	0	0	0	0
Accounting Clerk II	57,183	38,000	38,000	0	0	0	0	0	0	0	-19,183
Administrative Assistant	471,107	478,431	40,981	155,023	73,406	4,304	204,717	0	0	0	7,324
ADRC Specialist	180,261	180,261	0	0	78,340	0	101,921	0	0	0	0
Adult Protective Services Specialist	877,727	877,727	0	0	0	0	877,727	0	0	0	0
Assistant Loan Officer	56,895	56,895	0	0	0	56,895	0	0	0	0	0
Assistant AFH Licensing Worker	125,240	125,240	0	0	0	0	125,240	0	0	0	0
Assistant Planner	114,927	114,927	0	114,927	0	0	0	0	0	0	0
Business Officer	68,968	68,968	68,968	0	0	0	0	0	0	0	0
Case Aide	211,618	211,618	0	0	0	0	211,618	0	0	0	0
Case Manager	2,971,415	2,971,415	0	0	204,795	0	2,766,620	0	0	0	0
CED Planner	294,291	294,291	0	286,815	0	7,476	0	0	0	0	0
CED Planner II	0	0	0	0	0	0	0	0	0	0	0
Clerical Assistant	0	0	0	0	0	0	0	0	0	0	0
Clerical Specialist	410,426	410,426	0	0	87,485	0	322,941	0	0	0	0
Clerical Supervisor	269,074	269,074	71,055	136,723	0	0	61,296	0	0	0	0
Confidential Executive Assistant	73,025	73,025	73,025	0	0	0	0	0	0	0	0
Contract Coordinator	122,728	122,728	122,728	0	0	0	0	0	0	0	0
Diversion & Transition Coordinator	275,149	275,149	0	0	0	0	275,149	0	0	0	0
Eligibility Specialist	1,437,220	1,437,349	0	0	220,865	0	1,216,484	0	0	0	129
Executive Assistant	55,370	55,370	0	0	27,664	0	27,706	0	0	0	0
Extra Hire	0	0	0	0	0	0	0	0	0	0	0

Oregon Cascades West Council of Governments

Agency

Consolidated Supplemental Budget FY 2022-23

Description	2022-23 Adopted	2022-23 Supplemental	General Admin Supplemental	CED Supplemental	CSP Supplemental	Lending Consolidated	SDS Consolidated	Tech Consolidated	Non- Departmental Consolidated	Reserve Consolidated	Value change
Facility Maintenance Coordinator	65,930	65,930	0	0	0	0	0	0	65,930	0	0
In Home Assistant	185,100	185,100	0	0	0	0	185,100	0	0	0	0
Information & Referral Spec	0	0	0	0	0	0	0	0	0	0	0
Information Systems Specialist	66,371	66,371	0	0	0	0	0	66,371	0	0	0
Lead Case Manager	214,084	214,084	0	0	0	0	214,084	0	0	0	0
Lead Eligibility Specialist	0	0	0	0	0	0	0	0	0	0	0
Lead Trans Brokerage Specialist	0	0	0	0	0	0	0	0	0	0	0
Loan Officer	71,368	71,368	0	0	0	71,368	0	0	0	0	0
Meal Site Manager 1	155,503	155,503	0	0	155,503	0	0	0	0	0	0
Meal Site Manager 3	96,187	96,187	0	0	96,187	0	0	0	0	0	0
Medical Resource Worker	152,061	152,061	0	152,061	0	0	0	0	0	0	0
Money Management Coordinator	46,914	46,914	0	0	46,914	0	0	0	0	0	0
MPO Director	0	0	0	0	0	0	0	0	0	0	0
Network Operations Specialist	204,327	204,327	0	0	0	0	0	204,327	0	0	0
Other Personnel Costs	0	0	0	0	0	0	0	0	0	0	0
Personnel Manager	115,985	115,985	115,985	0	0	0	0	0	0	0	0
Program Director	481,510	481,510	123,080	99,537	0	11,195	134,903	112,795	0	0	0
Program Manager	313,962	337,658	73,203	0	99,901	0	150,000	0	14,554	0	23,696
Program Supervisor	918,136	918,136	0	0	149,509	0	768,627	0	0	0	0
Public Information Officer	72,747	72,747	72,747	0	0	0	0	0	0	0	0
Relief Site Manager	39,940	39,940	0	0	39,940	0	0	0	0	0	0
RSVP Supervisor	0	0	0	0	0	0	0	0	0	0	0
Services Director	0	0	0	0	0	0	0	0	0	0	0
Senior Accountant	51,973	40,000	40,000	0	0	0	0	0	0	0	-11,973
Senior Loan Officer	0	0	0	0	0	0	0	0	0	0	0
Senior Meals Supervisor	0	0	0	0	0	0	0	0	0	0	0
Senior Meals Coordinator	44,520	44,520	0	0	44,520	0	0	0	0	0	0
Senior Systems Admin	0	0	0	0	0	0	0	0	0	0	0
Software Support Specialist	0	0	0	0	0	0	0	0	0	0	0
STEPS Eligibility Specialist	62,165	62,165	0	0	62,165	0	0	0	0	0	0
Technology Services Manager	0	0	0	0	0	0	0	0	0	0	0
Technology Support Specialist	0	0	0	0	0	0	0	0	0	0	0
Transportation Brokerage Specialist	342,564	342,564	0	342,564	0	0	0	0	0	0	0
Transportation Program Manager	87,237	87,237	0	87,237	0	0	0	0	0	0	0
Veterans Service Officer	56,505	24,295	0	0	24,295	0	0	0	0	0	-32,210
Workstation Support Specialist	86,364	86,364	0	0	0	0	0	86,364	0	0	0

Oregon Cascades West Council of Governments

Agency

Consolidated Supplemental Budget FY 2022-23

Description	2022-23 Adopted	2022-23 Supplemental	General Admin Supplemental	CED Supplemental	CSP Supplemental	Lending Consolidated	SDS Consolidated	Tech Consolidated	Non- Departmental Consolidated	Reserve Consolidated	Value change
PERSONNEL	21,229,384	21,188,032	1,834,157	2,410,933	2,458,086	257,302	13,227,312	806,572	193,670	0	-41,352
Advertising	35,595	37,595	7,500	4,600	17,195	0	7,300	1,000	0	0	2,000
Auto Expense	17,000	17,000	0	0	17,000	0	0	0	0	0	0
Bank Charges	13,900	13,900	12,000	1,000	0	900	0	0	0	0	0
Board/Comm/Meeting Expense	37,100	37,250	25,400	5,000	1,350	0	5,500	0	0	0	150
Borrowers Fees	15,000	15,000	0	0	0	15,000	0	0	0	0	0
CEP Contract	600,000	600,000	0	0	600,000	0	0	0	0	0	0
Computer Maintenance/Equipment	318,776	348,400	62,500	26,000	15,500	0	143,800	98,200	2,400	0	29,624
Contract Administration	1,500	1,500	0	1,500	0	0	0	0	0	0	0
Contract Expense	13,881,585	14,378,969	326,713	11,956,203	1,657,913	28,520	210,000	84,000	115,620	0	497,384
Copying	44,850	44,465	4,800	6,250	8,615	0	24,000	550	250	0	-385
Dues and Memberships	78,820	78,440	10,120	5,800	2,520	0	60,000	0	0	0	-380
Equipment Expense	1,000	1,000	0	1,000	0	0	0	0	0	0	0
Finance Indirect	874,506	874,506	0	124,058	133,099	11,242	606,107	0	0	0	0
Furniture & Fixtures	119,800	119,800	5,000	87,500	500	3,000	22,000	0	1,800	0	0
Indirect Expense	1,247,625	1,247,625	0	176,986	189,888	16,039	864,712	0	0	0	0
Interest Expense	20,000	20,000	0	0	0	20,000	0	0	0	0	0
Insurance	82,604	82,604	0	0	5,200	0	0	0	77,404	0	0
Janitorial	97,900	97,860	0	3,800	3,060	0	3,000	0	88,000	0	-40
Legal Expense	76,500	105,000	37,000	5,000	1,500	0	61,500	0	0	0	28,500
Licenses and Fees	282,883	304,383	33,860	113,000	60,000	6,000	35,000	53,811	2,712	0	21,500
Loan Admin Expense	150,000	150,000	0	0	0	150,000	0	0	0	0	0
Loan Legal Expense	0	0	0	0	0	0	0	0	0	0	0
Maintenance and Repairs	94,000	94,000	0	3,500	21,000	0	1,000	4,000	64,500	0	0
Marketing Expense	3,500	3,500	0	3,500	0	0	0	0	0	0	0
Meal Delivery Travel	18,000	18,000	0	0	18,000	0	0	0	0	0	0
Postage	56,827	56,511	852	6,250	5,984	0	43,000	275	150	0	-316
Printing	19,350	19,250	2,250	3,500	10,400	0	3,000	0	100	0	-100
Rent	683,179	681,669	39,610	83,109	71,672	6,704	450,007	30,567	0	0	-1,510
Resource Reserve	60,000	60,000	0	0	0	0	60,000	0	0	0	0
Stipend	139,008	139,008	0	0	137,808	0	1,200	0	0	0	0
Supplies	78,075	77,758	5,500	12,000	13,683	0	30,000	3,075	13,500	0	-317
Special Event	20,000	20,000	20,000	0	0	0	0	0	0	0	0
Taxes	0	0	0	0	0	0	0	0	0	0	0
Technology Indirect	975,504	975,504	0	138,383	148,471	12,541	676,109	0	0	0	0
Telephone	181,618	182,318	4,900	22,850	30,400	1,000	85,668	36,800	700	0	700

Oregon Cascades West Council of Governments

Agency

Consolidated Supplemental Budget FY 2022-23

Description	2022-23 Adopted	2022-23 Supplemental	General Admin Supplemental	CED Supplemental	CSP Supplemental	Lending Consolidated	SDS Consolidated	Tech Consolidated	Non- Departmental Consolidated	Reserve Consolidated	Value change
Training	128,900	128,400	30,200	27,500	23,500	0	35,200	10,000	2,000	0	-500
Travel	131,320	131,320	9,700	16,000	30,500	0	65,000	5,200	4,920	0	0
Transfers Out	314,398	423,398	309,000	5,000	0	79,398	30,000	0	0	0	109,000
Utilities	67,677	67,677	0	0	0	0	0	0	67,677	0	0
Volunteer Travel	35,000	35,000	0	0	35,000	0	0	0	0	0	0
Volunteer Recognition	23,970	23,970 0	0	0	23,970	0	0	0	0	0	0
Capital Purchases	405,000	951,120	0	400,000	146,120	0	0	0	155,000	250,000	546,120
Leasehold Improvements	66,000	66,000	0	45,000	0	0	0	21,000	0	0	0
Interest Payment	0	0	0	0	0	0	0	0	0	0	0
Principal Payment	0	0	0	0	0	0	0	0	0	0	0
Operating Contingency	9,247,090	10,491,290	204,640	4,343,695	268,532	0	4,842,097	7,826	824,500	0	1,244,200
MATERIALS AND EXPENSES	30,745,360	33,220,990	1,151,545	17,627,984	3,698,380	350,344	8,365,200	356,304	1,421,233	250,000	2,475,630
TOTAL EXPENSES	51,974,744	54,409,022	2,985,702	20,038,917	6,156,466	607,646	21,592,512	1,162,876	1,614,903	250,000	2,434,278
Unappropriated Ending Balance	5,185,810	5,185,810	0	0	0	364,702	0	36,142	1,212,160	3,572,806	0

Oregon Cascades West Council of Governments
General Administration
Consolidated Supplemental Budget FY 2022-23

Description	FTE	2022-23 Adopted	GA	HR	Finance	Special Dues
Beg Bal - Restricted for Contracts		60,000	60,000	0	0	0
Beg Bal-Restricted for Grants		0	0	0	0	0
Beg Bal-Restricted for Other		133,792	50,000	7,906	8,025	67,861
Beg Bal-Restricted for Reserve		200,000	200,000	0	0	0
Beg Bal-Unrestricted		0	0	0	0	0
Indirect Income		2,122,131	742,620	505,006	874,505	0
Miscellaneous Revenue		0	0	0	0	0
Contract Revenue		0	0	0	0	0
Interest Revenue		90,732	0	0	90,732	0
Special Dues Project		16,304	0	0	0	16,304
Special Event Revenue		20,000	20,000	0	0	0
Transfer In						
REVENUE		2,642,959	1,072,620	512,912	973,262	84,165
Leave Benefits		54,319	17,948	15,065	21,306	0
Fringe Benefits		106,502	43,178	24,392	38,932	0
Insurance Benefits		304,266	85,954	73,283	145,029	0
PERS Benefits		296,264	103,407	74,289	118,568	0
PERS Reserve		21,646	7,222	5,556	8,868	0
Executive Director	1.00	163,922	163,922	0	0	0
Deputy Director		0	0	0	0	0
Program Director	1.00	123,080	0	0	123,080	0
Personnel Manager	1.00	115,985	0	115,985	0	0
Business Officer	1.00	68,968	0	68,968	0	0
Program Manager	1.25	73,203	73,203	0	0	0
Contract Coordinator	2.00	122,728	0	0	122,728	0
Accounting Clerk II	1.00	57,183	0	0	57,183	0
Accounting Specialist	1.00	47,466	0	0	47,466	0
Administrative Assistant	1.00	40,981	0	0	40,981	0
Clerical Supervisor	1.00	71,055	0	71,055	0	0
Conf. Executive Assistant	1.50	73,025	51,215	21,810	0	0
Public Information Officer	1.00	72,747	72,747	0	0	0
Senior Accountant	0.75	51,973	0	0	51,973	0
Extra Hire		0	0	0	0	0
PERSONNEL	14.50	1,865,313	618,796	470,403	776,114	0

2022-23 Supplemental	GA	HR	Finance	Special Dues	Change
60,000	60,000	0	0	0	0
0	0	0	0	0	0
133,267	50,000	7,906	7,500	67,861	-525
200,000	200,000	0	0	0	0
0	0	0	0	0	0
2,122,131	742,620	505,006	874,505	0	0
0	0	0	0	0	0
0	0	0	0	0	0
325,000	0	0	325,000	0	234,268
16,304	0	0	0	16,304	0
20,000	20,000	0	0	0	0
109,000	29,000	80,000	0	0	109,000
2,985,702	1,101,620	592,912	1,207,005	84,165	342,743
54,319	17,948	15,065	21,306	0	0
106,502	43,178	24,392	38,932	0	0
304,266	85,954	73,283	145,029	0	0
296,264	103,407	74,289	118,568	0	0
21,646	7,222	5,556	8,868	0	0
163,922	163,922	0	0	0	0
0	0	0	0	0	0
123,080	0	0	123,080	0	0
115,985	0	115,985	0	0	0
68,968	0	68,968	0	0	0
73,203	73,203	0	0	0	0
122,728	0	0	122,728	0	0
38,000	0	0	38,000	0	-19,183
47,466	0	0	47,466	0	0
40,981	0	0	40,981	0	0
71,055	0	71,055	0	0	0
73,025	51,215	21,810	0	0	0
72,747	72,747	0	0	0	0
40,000	0	0	40,000	0	-11,973
0	0	0	0	0	0
1,834,157	618,796	470,403	744,958	0	-31,156

Oregon Cascades West Council of Governments
General Administration
Consolidated Supplemental Budget FY 2022-23

Description	FTE	2022-23 Adopted	GA	HR	Finance	Special Dues
Advertising		7,500	4,000	3,000	500	0
Bank Charges		12,000	0	0	12,000	0
Board/Comm/Meeting Expense		25,400	25,000	100	300	0
Computer Maintenance/Equipment		31,476	10,100	2,400	18,976	0
Contract Expense		242,313	125,000	1,713	115,600	0
Copying		4,800	300	1,000	3,500	0
Dues and Memberships		10,120	7,000	2,000	1,120	0
Furniture & Fixtures		5,000	5,000	0	0	0
Legal Expenses		8,000	5,000	3,000	0	0
Licenses and Fees		33,860	12,000	12,000	9,860	0
Maintenance and Repair		0	0	0	0	0
Postage		852	350	200	302	0
Printing		2,250	2,000	0	250	0
Rent		39,610	16,574	7,196	15,840	0
Supplies		5,500	1,000	500	4,000	0
Telephone		4,900	2,000	900	2,000	0
Special Event Expense		20,000	20,000	0	0	0
Training		30,200	15,500	6,500	8,200	0
Travel		9,700	3,000	2,000	4,700	0
Transfer Out		200,000	200,000	0	0	0
Operating Contingency		84,165	0	0	0	84,165
		0	0	0	0	0
MATERIALS AND SUPPLIES		777,646	453,824	42,509	197,148	84,165
TOTAL EXPENSES		2,642,959	1,072,620	512,912	973,262	84,165
Unappropriated Ending Balance		0	0	0	0	0

2022-23 Supplemental	GA	HR	Finance	Special Dues	Change
7,500	4,000	3,000	500	0	0
12,000	0	0	12,000	0	0
25,400	25,000	100	300	0	0
62,500	10,100	2,400	50,000	0	31,024
326,713	125,000	81,713	120,000	0	84,400
4,800	300	1,000	3,500	0	0
10,120	7,000	2,000	1,120	0	0
5,000	5,000	0	0	0	0
37,000	34,000	3,000	0	0	29,000
33,860	12,000	12,000	9,860	0	0
0	0	0	0	0	0
852	350	200	302	0	0
2,250	2,000	0	250	0	0
39,610	16,574	7,196	15,840	0	0
5,500	1,000	500	4,000	0	0
4,900	2,000	900	2,000	0	0
20,000	20,000	0	0	0	0
30,200	15,500	6,500	8,200	0	0
9,700	3,000	2,000	4,700	0	0
309,000	200,000	0	109,000	0	109,000
204,640	0	0	120,475	84,165	120,475
0	0	0	0	0	0
1,151,545	482,824	122,509	462,047	84,165	373,899
2,985,702	1,101,620	592,912	1,207,005	84,165	342,743
0	0	0	0	0	0

Oregon Cascades West Council of Governments
Community and Economic Development
Consolidated Supplemental Budget FY 2022-23

Description	FTE	2022-23 Adopted	Planning	CAMPO	Ride Line	AAMPO	Equip	Contracts	2022-23 Supplemental	Planning	CAMPO	Ride Line	AAMPO	Equip	Contracts	Change
Beg Bal-Restrict for Contracts		5,211,851	0	1,066,699	2,471,307	990,762	178,281	504,802	5,234,049	0	1,066,699	2,471,307	990,762	178,281	527,000	22,198
Beg Bal-Restricted for Other		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Beg Bal-Unrestricted		99,938	99,938	0	0	0	0	0	99,938	99,938	0	0	0	0	0	0
Beg Bal-Restricted Reserve		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dues		102,883	102,883	0	0	0	0	0	102,883	102,883	0	0	0	0	0	0
Fees For Service		10,000	0	0	10,000	0	0	0	10,000	0	0	10,000	0	0	0	0
Miscellaneous Revenue		25,000	0	25,000	0	0	0	0	25,000	0	25,000	0	0	0	0	0
Contract Revenue		2,515,681	230,000	1,025,840	200,000	959,841	0	100,000	2,515,681	230,000	1,025,840	200,000	959,841	0	100,000	0
Grant Revenue		76,000	0	0	76,000	0	0	0	76,000	0	0	76,000	0	0	0	0
Sponsorship		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Match Revenue		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Oregon Business Development		120,000	120,000	0	0	0	0	0	120,000	120,000	0	0	0	0	0	0
ODOT		1,465,567	687,150	246,540	0	531,877	0	0	1,465,567	687,150	246,540	0	531,877	0	0	0
Coordinated Care		7,410,000	0	0	7,410,000	0	0	0	9,500,000	0	0	9,500,000	0	0	0	2,090,000
Department of Land Conservation		48,000	48,000	0	0	0	0	0	48,000	48,000	0	0	0	0	0	0
Economic Development Admin		75,000	75,000	0	0	0	0	0	75,000	75,000	0	0	0	0	0	0
Title XIX		461,799	0	0	461,799	0	0	0	461,799	0	0	461,799	0	0	0	0
Environmental Protection Agency		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CCO Metrics Income		305,000	0	0	305,000	0	0	0	305,000	0	0	305,000	0	0	0	0
REVENUE		17,926,719	1,362,971	2,364,079	10,934,106	2,482,480	178,281	604,802	20,038,917	1,362,971	2,364,079	13,024,106	2,482,480	178,281	627,000	2,112,198
Leave Benefits		79,181	17,096	6,618	48,585	6,882	0	0	79,181	17,096	6,618	48,585	6,882	0	0	0
Fringe Benefits		120,715	28,747	11,160	69,132	11,676	0	0	120,715	28,747	11,160	69,132	11,676	0	0	0
Insurance Benefits		437,778	68,844	22,668	317,452	28,814	0	0	437,778	68,844	22,668	317,452	28,814	0	0	0
PERS Benefits		370,874	87,550	33,990	213,775	35,559	0	0	370,874	87,550	33,990	213,775	35,559	0	0	0
PERS Reserve		27,498	6,548	2,542	15,748	2,660	0	0	27,498	6,548	2,542	15,748	2,660	0	0	0
Program Director	0.90	99,537	44,782	5,598	43,695	5,462	0	0	99,537	44,782	5,598	43,695	5,462	0	0	0
Program Manager		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Transportation Manager	1.00	87,237	26,396	30,796	0	30,045	0	0	87,237	26,396	30,796	0	30,045	0	0	0
Administrative Assistant	3.65	155,023	6,456	10,759	127,049	10,759	0	0	155,023	6,456	10,759	127,049	10,759	0	0	0
Assistant Loan Officer	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Planner	1.88	114,927	20,732	67,170	20,886	6,139	0	0	114,927	20,732	67,170	20,886	6,139	0	0	0
Business Officer		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CED Planner	4.15	286,815	200,568	9,230	0	77,017	0	0	286,815	200,568	9,230	0	77,017	0	0	0
CED Planner II		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Clerical Supervisor	2.00	136,723	28,476	3,560	101,127	3,560	0	0	136,723	28,476	3,560	101,127	3,560	0	0	0
Contracts Coordinator	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Executive Assistant	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Information and Referral Spec		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lead Trans Brokerage Spec.	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Medical Resource Worker	3.00	152,061	0	0	152,061	0	0	0	152,061	0	0	152,061	0	0	0	0
MPO Director		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Information Spec.	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Transportation Brokerage Spec.	8.80	342,564	0	0	342,564	0	0	0	342,564	0	0	342,564	0	0	0	0

Oregon Cascades West Council of Governments
Community and Economic Development
Consolidated Supplemental Budget FY 2022-23

Description	FTE	2022-23 Adopted	Planning	CAMPO	Ride Line	AAMPO	Equip	Contracts	2022-23 Supplemental	Planning	CAMPO	Ride Line	AAMPO	Equip	Contracts	Change
Extra Hire		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PERSONNEL	25.38	2,410,933	536,195	204,091	1,452,074	218,573	0	0	2,410,933	536,195	204,091	1,452,074	218,573	0	0	0
Advertising		4,600	1,500	1,000	100	2,000	0	0	4,600	1,500	1,000	100	2,000	0	0	0
Auto Expense		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bank Charges		1,000	0	0	1,000	0	0	0	1,000	0	0	1,000	0	0	0	0
Board/Comm/Meeting Expense		5,000	2,500	1,000	500	1,000	0	0	5,000	2,500	1,000	500	1,000	0	0	0
Computer Maintenance/Equipment		26,000	2,500	1,000	9,600	500	10,000	2,400	26,000	2,500	1,000	9,600	500	10,000	2,400	0
Contract Administration		1,500	0	0	1,500	0	0	0	1,500	0	0	1,500	0	0	0	0
Contract Expense		11,397,032	372,500	968,000	8,940,829	1,015,703	0	100,000	11,956,203	372,500	968,000	9,500,000	1,015,703	0	100,000	559,171
Copying		6,250	1,750	500	3,500	500	0	0	6,250	1,750	500	3,500	500	0	0	0
Dues and Memberships		5,800	3,500	1,000	300	1,000	0	0	5,800	3,500	1,000	300	1,000	0	0	0
Equipment Expense		1,000	0	0	1,000	0	0	0	1,000	0	0	1,000	0	0	0	0
Finance Indirect		124,058	21,703	9,532	83,291	9,532	0	0	124,058	21,703	9,532	83,291	9,532	0	0	0
Indirect Expense		176,986	30,962	13,598	118,828	13,598	0	0	176,986	30,962	13,598	118,828	13,598	0	0	0
Furniture & Fixtures		87,500	0	0	17,500	0	70,000	0	87,500	0	0	17,500	0	70,000	0	0
Legal Expenses		5,000	2,000	1,000	1,000	1,000	0	0	5,000	2,000	1,000	1,000	1,000	0	0	0
Licenses and Fees		91,000	7,000	1,500	80,000	1,500	0	1,000	113,000	7,000	1,500	80,000	1,500	0	23,000	22,000
Maintenance and Repair		3,500	0	1,000	0	1,000	1,500	0	3,500	0	1,000	0	1,000	1,500	0	0
Marketing Expense		3,500	2,500	0	1,000	0	0	0	3,500	2,500	0	1,000	0	0	0	0
Postage		6,250	250	500	5,000	500	0	0	6,250	250	500	5,000	500	0	0	0
Printing		3,500	1,500	500	1,000	500	0	0	3,500	1,500	500	1,000	500	0	0	0
Rent		83,109	16,622	11,137	49,666	5,684	0	0	83,109	16,622	11,137	49,666	5,684	0	0	0
Janitorial		3,800	800	3,000	0	0	0	0	3,800	800	3,000	0	0	0	0	0
Supplies		12,000	3,000	500	7,500	500	0	500	12,000	3,000	500	7,500	500	0	500	0
Technology Indirect		138,383	24,209	10,632	92,910	10,632	0	0	138,383	24,209	10,632	92,910	10,632	0	0	0
Telephone		22,850	5,200	2,400	13,000	1,000	0	1,250	22,850	5,200	2,400	13,000	1,000	0	1,250	0
Training		27,500	7,000	4,000	10,000	4,000	0	2,500	27,500	7,000	4,000	10,000	4,000	0	2,500	0
Travel		16,000	8,000	2,000	1,500	2,000	0	2,500	16,000	8,000	2,000	1,500	2,000	0	2,500	0
Operating Contingency		3,212,668	311,780	1,121,189	41,508	1,191,758	51,781	494,652	4,343,695	311,780	1,121,189	1,572,337	1,191,758	51,781	94,850	1,131,027
Transfer Out		5,000	0	5,000	0	0	0	0	5,000	0	5,000	0	0	0	0	0
Capital Purchase		0	0	0	0	0	0	0	400,000	0	0	0	0	0	400,000	400,000
Leasehold Improvements		45,000	0	0	0	0	45,000	0	45,000	0	0	0	0	45,000	0	0
MATERIALS AND SUPPLIES		15,515,786	826,776	2,159,988	9,482,032	2,263,907	178,281	604,802	17,627,984	826,776	2,159,988	11,572,032	2,263,907	178,281	627,000	2,112,198
TOTAL EXPENSES		17,926,719	1,362,971	2,364,079	10,934,106	2,482,480	178,281	604,802	20,038,917	1,362,971	2,364,079	13,024,106	2,482,480	178,281	627,000	2,112,198
Unappropriated Ending Balance		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Oregon Cascades West Council of Governments

Community Service Programs

Consolidated Budget FY 2022-23

Description	FTE	2022-23 Adopted	RSVP	Veterans	Meals on Wheels	OPI-OAA	Stand By Me xfr to 309	Special Contracts & Grants	Meals Reserve	2022-23 Supplemental	RSVP	Veterans	Meals on Wheels	OPI-OAA	Stand By Me xfr to 309	Special Contracts & Grants	Meals Reserve	Change
Beg Bal-Restricted for Grants		66,956	66,956	0	0	0	0	0	0	66,956	66,956	0	0	0	0	0	0	0
Beg Bal-Restrict for Contracts		136,788	15,000	14,476	0	0	0	107,312	0	136,788	15,000	14,476	0	0	0	107,312	0	0
Beg Bal-Restricted for Other		435,355	0	0	358,522	0	0	0	76,833	435,355	0	0	358,522	0	0	0	76,833	0
Beg Bal-Restricted for Reserves		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Beg Bal-Unrestricted		437,867	0	41,896	0	395,971	0	0	0	421,204	0	25,233	0	395,971	0	0	0	-16,663
Fee for Service		36,500	500	0	0	21,000	0	0	15,000	36,500	500	0	0	21,000	0	0	15,000	0
Internal Transfer		5,000	0	0	0	0	0	0	5,000	5,000	0	0	0	0	0	0	5,000	0
Miscellaneous Revenue		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Contract Revenue		1,080,069	510,563	207,500	0	0	0	362,006	0	1,080,069	510,563	207,500	0	0	0	362,006	0	0
Grant Revenue		265,494	48,000	9,000	125,000	0	0	83,494	0	260,494	48,000	4,000	125,000	0	0	83,494	0	-5,000
Donations		200,500	500	0	200,000	0	0	0	0	200,500	500	0	200,000	0	0	0	0	0
Interest Revenue		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Transfer In		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Special Event Revenue		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Program Meals Revenue		160,000	0	0	160,000	0	0	0	0	160,000	0	0	160,000	0	0	0	0	0
Program Income		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Match Revenue		35,600	35,600	0	0	0	0	0	0	35,600	35,600	0	0	0	0	0	0	0
Veterans		114,000	0	114,000	0	0	0	0	0	114,000	0	114,000	0	0	0	0	0	0
Oregon Project Independence		1,045,000	0	0	145,000	900,000	0	0	0	1,045,000	0	0	145,000	900,000	0	0	0	0
Older American Act		1,223,000	0	0	700,000	523,000	0	0	0	1,223,000	0	0	700,000	523,000	0	0	0	0
Title XIX		140,000	0	0	140,000	0	0	0	0	140,000	0	0	140,000	0	0	0	0	0
Senior Meals XIX		650,000	0	0	650,000	0	0	0	0	650,000	0	0	650,000	0	0	0	0	0
USDA		95,000	0	0	95,000	0	0	0	0	95,000	0	0	95,000	0	0	0	0	0
Federal Match		40,000	0	40,000	0	0	0	0	0	41,000	0	41,000	0	0	0	0	0	1,000
Siletz Revenue		10,000	0	0	10,000	0	0	0	0	10,000	0	0	10,000	0	0	0	0	0
REVENUE		6,177,129	677,119	426,872	2,583,522	1,839,971	0	552,812	96,833	6,156,466	677,119	406,209	2,583,522	1,839,971	0	552,812	96,833	-20,663
Leave Expense		85,868	11,303	9,031	24,660	31,329	0	9,545	0	83,589	11,303	6,752	24,660	31,329	0	9,545	0	-2,279
Fringe Benefits		124,022	16,175	15,616	39,678	37,738	0	14,815	0	124,610	16,175	16,204	39,678	37,738	0	14,815	0	588
Insurance Benefits		450,556	44,870	63,222	142,434	133,242	0	66,788	0	446,063	44,870	58,729	142,434	133,242	0	66,788	0	-4,493
PERS Benefits		367,036	49,261	47,560	110,160	114,934	0	45,121	0	365,912	49,261	46,436	110,160	114,934	0	45,121	0	-1,124
PERS Reserve		28,250	3,684	3,557	9,038	8,596	0	3,375	0	26,423	3,684	1,730	9,038	8,596	0	3,375	0	-1,827
Program Director	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Services Director		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Program Manager	1.00	76,205	25,402	5,080	5,080	30,482	0	10,161	0	99,901	25,402	28,776	5,080	30,482	0	10,161	0	23,696
Program Supervisor	2.00	149,509	0	0	64,844	84,665	0	0	0	149,509	0	0	64,844	84,665	0	0	0	0
RSVP Supervisor		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Administrative Assistant	1.725	66,082	40,684	13,676	0	11,722	0	0	0	73,406	40,684	21,000	0	11,722	0	0	0	7,324
ADRC Specialist	1.50	78,340	0	0	0	78,340	0	0	0	78,340	0	0	0	78,340	0	0	0	0
Case Manager	3.00	204,795	0	0	0	187,621	0	17,174	0	204,795	0	0	0	187,621	0	17,174	0	0
Clerical Assistant		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Clerical Specialist	2.00	87,485	0	0	45,834	0	0	41,651	0	87,485	0	0	45,834	0	0	41,651	0	0
Contracts Coordinator	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Eligibility Specialist	4.00	220,736	118,137	102,599	0	0	0	0	0	220,865	118,137	102,728	0	0	0	0	0	129
Executive Assistant	0.50	27,664	0	0	0	27,664	0	0	0	27,664	0	0	0	27,664	0	0	0	0
STEPS Elig Specialist	1.00	62,165	0	0	0	9,325	0	52,840	0	62,165	0	0	0	9,325	0	52,840	0	0
In Home Assistant		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lead Case Manager	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lead Eligibility Specialist	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Oregon Cascades West Council of Governments

Community Service Programs

Consolidated Budget FY 2022-23

Description	FTE	2022-23 Adopted	RSVP	Veterans	Meals on Wheels	OPI-OAA	Stand By Me xfr to 309	Special Contracts & Grants	Meals Reserve	2022-23 Supplemental	RSVP	Veterans	Meals on Wheels	OPI-OAA	Stand By Me xfr to 309	Special Contracts & Grants	Meals Reserve	Change
Money Management Coordinator	1.00	46,914	0	0	0	0	0	46,914	0	46,914	0	0	0	0	0	46,914	0	0
Meal Site Manager 1	3.90	155,503	0	0	155,503	0	0	0	0	155,503	0	0	155,503	0	0	0	0	0
Meal Site Manager 3	2.20	96,187	0	0	96,187	0	0	0	0	96,187	0	0	96,187	0	0	0	0	0
Relief Site Manager	1.40	39,940	0	0	39,940	0	0	0	0	39,940	0	0	39,940	0	0	0	0	0
Senior Meals Supervisor		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Senior Meals Coordinator	1.00	44,520	0	0	44,520	0	0	0	0	44,520	0	0	44,520	0	0	0	0	0
Technology Support Spec.		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Workstation Support Specialist		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Veterans Service Officer	1.00	56,505	0	56,505	0	0	0	0	0	24,295	0	24,295	0	0	0	0	0	-32,210
Extra Hire		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PERSONNEL	27.225	2,468,282	309,516	316,846	777,878	755,658	-	308,384	0	2,458,086	309,516	306,650	777,878	755,658	-	308,384	0	-10,196
Advertising		15,195	10,000	1,000	2,000	1,195	0	1,000	0	17,195	10,000	3,000	2,000	1,195	0	1,000	0	2,000
Auto Expense		17,000	0	0	12,000	0	0	0	5,000	17,000	0	0	12,000	0	0	0	5,000	0
Bank Charges		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Board/Comm/Meeting Expense		1,200	500	200	300	0	0	200	0	1,350	500	350	300	0	0	200	0	150
Computer Maint./Equipment		16,900	2,500	2,400	2,400	7,200	0	2,400	0	15,500	2,500	1,000	2,400	7,200	0	2,400	0	-1,400
Contract Expense		1,804,100	3,600	500	1,500,000	230,000	0	70,000	0	1,657,913	3,600	433	1,353,880	230,000	0	70,000	0	-146,187
CEP Contract		600,000	0	0	0	600,000	0	0	0	600,000	0	0	0	600,000	0	0	0	0
Copying		9,000	3,000	1,000	2,500	2,000	0	500	0	8,615	3,000	615	2,500	2,000	0	500	0	-385
Dues and Memberships		2,900	1,000	500	1,200	0	0	200	0	2,520	1,000	120	1,200	0	0	200	0	-380
Finance Indirect		133,099	17,499	16,619	51,568	31,772	0	15,641	0	133,099	17,499	16,619	51,568	31,772	0	15,641	0	0
Indirect Expense		189,888	24,965	23,710	73,570	45,328	0	22,315	0	189,888	24,965	23,710	73,570	45,328	0	22,315	0	0
Furniture & Fixtures		500	500	0	0	0	0	0	0	500	500	0	0	0	0	0	0	0
Insurance		5,200	4,000	0	1,000	0	0	200	0	5,200	4,000	0	1,000	0	0	200	0	0
Legal Expenses		2,000	500	1,000	500	0	0	0	0	1,500	500	500	500	0	0	0	0	-500
Licenses and Fees		60,500	6,500	7,500	20,000	1,500	0	25,000	0	60,000	6,500	7,000	20,000	1,500	0	25,000	0	-500
Maintenance and Repair		21,000	1,000	0	5,000	0	0	0	15,000	21,000	1,000	0	5,000	0	0	0	15,000	0
Marketing Expense		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Postage		6,300	2,500	350	2,200	500	0	750	0	5,984	2,500	34	2,200	500	0	750	0	-316
Printing		10,500	4,000	500	5,000	500	0	500	0	10,400	4,000	400	5,000	500	0	500	0	-100
Rent		73,182	14,940	13,607	17,912	20,877	0	5,846	0	71,672	14,940	12,097	17,912	20,877	0	5,846	0	-1,510
Supplies		14,000	6,000	1,000	0	6,500	0	500	0	13,683	6,000	683	0	6,500	0	500	0	-317
Stipend		137,808	137,808	0	0	0	0	0	0	137,808	137,808	0	0	0	0	0	0	0
Technology Indirect		148,471	19,520	18,538	57,524	35,441	0	17,448	0	148,471	19,520	18,538	57,524	35,441	0	17,448	0	0
Telephone		29,700	3,000	3,200	16,000	4,500	0	3,000	0	30,400	3,000	3,900	16,000	4,500	0	3,000	0	700
Special Event		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Training		24,000	12,000	5,000	3,000	2,000	0	2,000	0	23,500	12,000	4,500	3,000	2,000	0	2,000	0	-500
Volunteer Recognition		23,970	20,000	0	3,970	0	0	0	0	23,970	20,000	0	3,970	0	0	0	0	0
Meal Delivery Travel		18,000	0	0	18,000	0	0	0	0	18,000	0	0	18,000	0	0	0	0	0
Volunteer Travel		35,000	35,000	0	0	0	0	0	0	35,000	35,000	0	0	0	0	0	0	0
Travel		30,500	5,000	3,000	10,000	10,000	0	2,500	0	30,500	5,000	3,000	10,000	10,000	0	2,500	0	0
Transfers Out		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Operating Contingency		275,834	32,271	7,302	0	85,000	0	74,428	76,833	268,532	32,271	0	0	85,000	0	74,428	76,833	-7,302
Janitorial Expense		3,100	0	3,100	0	0	0	0	0	3,060	0	3,060	0	0	0	0	0	-40
Unappropriated EFB for future		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Capital Purchase		0	0	0	0	0	0	0	0	146,120	0	0	146,120	0	0	0	0	146,120
MATERIALS AND SUPPLIES		3,708,847	367,603	110,026	1,805,644	1,084,313	0	244,428	96,833	3,698,380	367,603	99,559	1,805,644	1,084,313	0	244,428	96,833	-10,467
TOTAL EXPENSES		6,177,129	677,119	426,872	2,583,522	1,839,971	0	552,812	96,833	6,156,466	677,119	406,209	2,583,522	1,839,971	0	552,812	96,833	-20,663
GAIN / (LOSS)		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

AGENCY CONSOLIDATED	
CASCADES WEST COUNCIL OF GOVERNMENTS	
FY 2022-23 Supplemental	
Beginning Fund Balance	19,125,233
State Revenue	3,173,567
Federal Revenue	17,904,799
Local Revenue	1,513,981
Program Revenue	17,877,252
TOTAL REVENUE	59,594,832
Personnel	12,183,248
Fringe Benefits	1,075,279
Insurance Benefits	3,724,429
Leave Benefits	738,009
PERS Benefits	3,467,067
TOTAL PERSONNEL	21,188,032
Materials & Supplies	33,200,990
Interest Payments	20,000
Principal Payments	-
TOTAL MATERIALS & SUPPLIES	33,220,990
Unappropriated Ending Balance	5,185,810

December 27, 2022



Ms. Tena Purdy, CPCU, AU
Underwriting Manager
Citycounty Insurance Services
PO Box 1469
Lake Oswego, OR 97035

Dear Ms. Purdy:

HCA Asset Management, LLC has performed onsite inspections and valuation services for the **Oregon Cascades West Council of Governments**, one of your program's insured entities. We are pleased to submit our restricted appraisal report for certain property of interest to Citycounty Insurance Services (hereafter "CIS"), a risk pool operating in the state of Oregon.

I. Purpose/Intended Use:

The sole purpose of our appraisal was to express our opinion of the replacement cost for insurance purposes. This report and the opinions of value expressed herein should be utilized for no other purpose. The intended use of the appraisal is to provide value conclusions that will assist CIS in its effort to maintain proper and supportable insurance to value, insurance placement, proof of loss documentation, and collection of important underwriting data as it relates to their property insurance reporting requirements. Neither this report nor its contents are to be referenced in any public documentation or redistributed to any third party without the express written consent of HCA. The information contained in the reports is specific to your needs as the intended user and HCA is not responsible for any unauthorized use.

The submitted reports have been understood as "restricted appraisal reports" and are prepared under USPAP Standards Rule 8-2b-i through xii and Advisory Opinion 11 (updated as of the 2020-2021 edition). The criterion for this type of report has been achieved in the certificate letter of the report. Individualized detailed valuation backup will be provided upon request of the client or in the event of any future judicial proceedings. The rationale for how the appraiser arrived at the opinions and conclusions set forth in the report may not be understood properly without additional information contained in the appraiser's work file.

Replacement Cost (RC) is the cost to construct or replace, at one time, an entire building of equal quality and utility. Modern materials and current methods, designs, and layouts are used for replacement. Replacement Cost does not take into consideration improvements necessary to conform to changes in building codes, demolition, debris removal, site accessibility or site work, reuse of building components or services, overtime, bonuses for labor, soft costs, extraordinary fees, premiums for materials, or other contingencies. For insurance purposes, the prices used for labor, materials, overhead, profit and fees are those in effect as of the date of our appraisal.

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Actual Cash Value (ACV) is equal to replacement value minus physical depreciation. This type of value will be determined using a combination of estimated (calculated) depreciation based on estimated or actual age analyses in conjunction with physical inspection and condition assessments. These items combined will determine the total amount of depreciation to be applied on an asset by asset basis. While considered, no further application has been utilized to account for the other forms of obsolescence (functional/economical).

It is important to review these definitions as stated in the current insurance policy language for accuracy and consistency. In the event of a partial loss, the amount of loss may be based on repair and renovation costs that are proportionately higher than the provided values for entire property, as defined herein.

Exclusion is a provision in an insurance contract describing property or types of property not covered by the contract. Typical exclusions segregated from our valuation conclusions are as follows: 1) Site Preparation; 2) Footings and Foundations (below the lowest occupied level); and, 3) Underground Portions of Plumbing. **For the purposes of this work, we have not removed any of these costs from our calculations.**

II. Scope and Methodology:

HCA has conducted a field inventory of certain property owned by the insured, as designated by CIS. For each building, HCA has provided a detail Building Report. A complete listing of properties appraised by our staff is included with the Summary & Detail Report formats accompanying this letter.

Our valuation report includes:

- Buildings / Structures
- Moveable Machinery & Equipment / Contents
- Fixed Equipment / Process Equipment – these items have been valued and included with Building values.
- Insurable Property in the Open (where not listed separately)

Excluded from the scope of our service were the following:

- Land/Landscaping
- Licensed Vehicles
- Mobile Property (unlicensed rolling stock)
- Infrastructure assets
- Intangible assets
- Property in the open not typically covered by insurance
- Consumable supplies and spare parts; inventory items not included in project scope
- Leased property and personal property of others (except the property identified by the client as to be included for responsibility of insurance purposes)
- Architectural drawings and records

Buildings/Structures:

Each building subject to our appraisal (refer to proposal) has been physically inspected. Square footage for each building was generated based on a review of blueprints, by physically measuring each building or by using existing documentation (i.e. CAD information; as-built plans, facilities information) and then verifying the data provided. Major construction components and building elements were identified and valued as part of the overall structure. Building plans/notes and photographs were prepared for each site to become part of our proof of loss documentation, in addition to assisting with the valuation efforts.

Furniture, Machinery and Moveable Equipment:

This category is often referred to as “Personal Property” or “Contents” in the insurance industry. HCA did not perform a detailed physical inventory of machinery and equipment assets. For insurance purposes, contents were either tallied and grouped by building to develop reasonable estimates of Replacement Cost, or the costs have been “modeled” based on similar properties previously appraised by our staff (estimated based on a standard cost per square foot). For larger, newly constructed locations, contents may also have been estimated based on a combination of original cost documentation provided by the Entity. Based on the accepted scope of our engagement, these results should not be used for more detailed proof-of-loss documentation.

Insurable Property In The Open:

At the locations appraised, our staff recorded and valued insurable property in the open within 500’ of the building and included the cost in the building total. Any locations specifically designated by CIS including items such as lighting and fencing were valued, and the resulting values have been reported separately.

III. Three Approaches to Value:

The appraisal industry supports three recognized approaches to value (Cost, Sales Comparison and Income Approaches). As stated under USPAP Standards Rule 7.4, the appraiser has considered each approach to value and has decided which were applicable to the current project scope and intended use. The three approaches, as defined by the American Society of Appraisers are:

Cost Approach – This approach is based on the proposition that the informed purchaser would pay no more for a property than the cost of producing a substitute property with the same utility as the subject property. It considers that the maximum value of a property to a knowledgeable buyer would be the amount currently required to construct or purchase a new asset of equal utility. When the subject asset is not new, the current cost new for the subject must be adjusted for all forms of depreciation and obsolescence as of the effective date of the appraisal. **For Insurance Appraisal purposes, this is the most appropriate approach to valuing assets and the one utilized by our staff for this engagement.**

Sales Comparison Approach – This approach involves the comparison of comparable recent sales (or offerings) of similar assets to the subject. If the comparable sales are not exactly like the subject, adjustments must be made to the price of the comparable sales (or offerings). The adjustments may be either up or down in order to estimate what the comparable would have sold for if it had the same characteristics as the subject. This approach leads to an indication of the most probable selling price for the assets being appraised.

Income Approach – This approach considers value in relation to the present worth of future benefits derived from ownership and is usually measured through the capitalization of a specific level of income.

The most reliable data available for the type of assets included in the scope of our appraisal includes historical cost and replacement cost information. Sources for this information include, but are not limited to, client historical costs, purchase orders, recent contracts, files, databases, past inventories, manufacturers' suggested retail price lists, manufacturers' price quotes, bluebooks, industry price guides and retail equipment catalogs. It has been established that the Cost Approach is the most relative and appropriate for insurance purposes. For this reason, we decided to employ the Cost Approach.

IV. Additional Risk Modeling Data

As part of our inspection and report, our staff has prepared our estimates for the following:
a) Flood Zone. To provide this information we have utilized subscription-based resources for specific location data based on GPS coordinate readings obtained by our staff while in the field. We have not performed a detailed engineering mapping service and cannot certify the data provided; however, we feel confident that the data provided by the mapping service is a reasonable determination of these risks which may allow the intended user to identify specific property characteristics/locations that may warrant further research. In addition, in some cases the buildings visited by our staff are located in areas that are not mapped by the governing authorities. In the case where flood zone information is not mapped and unavailable, the Flood Zone will be designated as "N" in our reports and supporting data.

V. Summary

The appraisal report includes the following documents:

- This letter and attached Certification, summarizing our procedures and methodology;
- Tables indicating the coding and physical addresses for the locations inspected and valued;
- The attached appraisal reports (summary and detail) outlining our findings;
- A Comparison Report, displaying the member's initial values and our subsequent findings;
- Overview sketch or site plan for Utility Plant locations (presented in the Detail Report, preceding the pages which correspond to that location); and,
- A statement outlining our appraisal assumptions and conditions that limit use of the appraisal.

Exclusions have been calculated according to our experience with property that is typically excluded for insurance purposes. We accept no responsibility of liability for the excluded property. It is our recommendation that you consult with your insurance representatives so that these figures may be compared to those in your current coverage. It is recommended that a new inspection be conducted every five to seven years to meet current insurance appraisal standards.

For insurance purposes it is our opinion that as of the effective date of November 29, 2022, the estimates of value are as follows:

	Replacement Cost
Buildings (Includes Process Equipment):	\$13,318,400
Contents:	\$2,193,500
Property in the Open:	\$116,500
Total for Locations Appraised:	<u>\$15,628,400</u>
	Actual Cash Value
Total for Buildings Appraised:	<u>\$9,074,800</u>

VI. Appraisal Certification

I certify that, to the best of my knowledge and belief:

- The statements of fact contained in this report are true and correct. I have not knowingly misrepresented any facts or information that would have an impact on my calculations or conclusions of value.
- The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.
- I have performed no services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within a three-year period immediately preceding acceptance of this assignment.
- I have no present or prospective interest in the property that is the subject of this report, and I have no personal interest with respect to the parties involved.
- I have no bias with respect to any property that is the subject of this report or to the parties involved with this assignment.
- My engagement in this assignment was not contingent upon developing or reporting predetermined results.
- My compensation for completing this assignment is not contingent upon the reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- I have made a personal inspection of the properties that are the subject of this report (where applicable under the scope of services).
- Analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice (updated annually).
- No one provided significant property appraisal assistance to the person signing this certification.

Respectfully Submitted,
HCA Asset Management, LLC



Nicklas Benson
Responsible Appraiser

VII. Assumptions & Limiting Conditions

1. It is assumed that the utilization of the improvements is within the boundaries or property lines of the property described and that there is no encroachment or trespass unless noted in the report. No survey has been offered or ordered in connection with the service.
2. Building areas discussed have been calculated in accordance with standards developed by the American Institute of Architects as included in AIA Document D101 "Methods of Calculating Areas and Volumes of Buildings".
3. It is assumed that there are no hidden or unapparent conditions of the property, subsoil, or structures that render them more or less valuable. No responsibility is assumed for such conditions or for arranging for engineering studies that may be required to discover them.
4. All engineering and architecture utilized by our staff is assumed to be correct.
5. We have assumed that the property is free from insect infestation, dry rot, and fungus growth. The mechanical systems, heating system, piping, plumbing, and other building service equipment have not been specifically tested but are assumed to be in good working order and adequate for the buildings, unless specifically cited otherwise.
6. It is assumed that all applicable zoning and land use regulations have been complied with, unless nonconformity has been stated, defined, and considered in the appraisal report.
7. It is assumed that all required licenses, certificates of occupancy, consents, or other legislative or administrative authority from any local, state, or national government or private entity or organization have been or can be obtained or renewed for any use on which the value estimate contained in this report is based.
8. It is assumed that there is full compliance with all applicable federal, state, and local environmental regulations and laws unless noncompliance is stated, defined, and considered in the appraisal report.
9. It is assumed that there are no hazardous substances on the subject property or on surrounding properties that would potentially adversely affect the value of the subject property. The analyses and value conclusions in this appraisal report are null and void should any such hazardous materials be discovered. We possess no expertise or qualifications for identifying hazardous materials. We assume no responsibility for investigating or arranging for competent engineering studies of the property to identify such hazardous materials.
10. The information furnished by others is believed to be reliable and has been confirmed with public records or a knowledgeable party when possible. However, no warranty is given for its accuracy.
11. All assets shown on any data files, maps, blueprints or inventory lists provided by the client are assumed to be owned, operated, and maintained by the client with no shared interest by another entity. No land surveys, title searches, or legal determination of ownership have been conducted.

12. Any blueprints, maps or plans provided to HCA are assumed to be “as-built”.
13. Our appraisal is valid only for the function, which is stated herein. Any other use of, or reliance upon this report by you or third parties is invalid.
14. If physical inspection of the property was made, the inspection was conducted by appraisers familiar with general real property and building construction. HCA is not responsible for the structural integrity of the property or its conformity to building construction code requirements or safety concerns.
15. No person other than those identified (and the Client) had any significant professional input on the valuation process. Unless previously stated, no subcontractors or outsourcing were utilized in the derivation of the values provided in the report.
16. HCA reserves the right to make adjustments to our opinions of value as deemed necessary.
17. Property areas, dimensions, and descriptions used in this analysis have not been verified in all cases. This information has been provided for identification purposes only and are not to be used for any other purpose including legal documentation.
18. Possession of this report or any copies does not carry any right of redistribution or publication. No portion of this report may be shared with any third parties through prospectus, advertising, public publication, news, or any other means of communication (including email/internet) without the prior written consent of HCA Asset Management, LLC.

We have acted as an independent contractor and have no personal interest, either present or contemplated, in the subject property. We certify that no fee received, or to be received, or the employment of our services, is in any way contingent upon the opinion reported. HCA will maintain and house copies of our work file, all relative correspondence, and the final reports and database(s) for a period not less than five years after preparation or at least two years after final disposition of any judicial proceeding in which the appraiser provided testimony related to the assignment, whichever period expires last. This policy is outlined in accordance with the American Society of Appraisers and the Uniform Standards of Professional Appraisal Practice (USPAP).

NATURAL DISASTER DISCLAIMER

Recovery and reconstruction from widespread natural disasters such as pandemic, wildfire, hurricane, earthquake, tornado or flood often create abnormal shortages of labor and materials typically resulting in significant price increases compared to conditions prior to the event. These increases, while temporary, may last for a year or more before returning to normal market conditions.

The values as reported herein are estimated based on normal market conditions and are considered appropriate for the stated purpose of this report (insurance coverage). Some or all of the estimated values as reported herein may be inadequate for reconstruction or repair in periods after a widespread natural disaster.

HCA Asset Management, LLC

Citycounty Insurance Services

Location Table

Entity	Site	Address	Building	Pg. Ref.
71667	Oregon Cascades West Council of Governments			
	001 MAIN ADMINISTRATIVE OFFICES	1400 QUEEN AVE SE, ALBANY, OR 97321		
			001.01 MAIN ADMINISTRATIVE OFFICES	1
	002 TOLEDO SENIOR SERVICES	203 N MAIN ST, TOLEDO, OR 97391		
			002.01 TOLEDO SENIOR SERVICES	4

Insurance Summary Report - ACV

Citycounty Insurance Services - CIS 2022

Oregon Cascades West Council of Governments

As of Date: 11/29/2022

Actual Cash Value (ACV)

			Year Built	ISO Class	No. Of Stories	Square Footage	Building (Less Exclusions)
SITE:	001	MAIN ADMINISTRATIVE OFFICES					
	BLDG: 001.01	MAIN ADMINISTRATIVE OFFICES	1977	4	2	37,510	\$6,447,900
		1400 QUEEN AVE SE ALBANY, OR 97321					
						Site Totals:	\$6,447,900
SITE:	002	TOLEDO SENIOR SERVICES					
	BLDG: 002.01	TOLEDO SENIOR SERVICES	2000	1	2	9,216	\$2,626,900
		203 N MAIN ST TOLEDO, OR 97391					
						Site Totals:	\$2,626,900
						Report Totals:	\$9,074,800



Insurance Summary Report - RCV

Citycounty Insurance Services - CIS 2022

Oregon Cascades West Council of Governments

As of Date: 11/29/2022

As of Date: 11/29/2022							----- Replacement Cost (RC) -----			
		Year Built	ISO Class	No. Of Stories	Square Footage	Building Replacement ----- Building Reproduction	Contents	Property In The Open	Total	
SITE:	001	MAIN ADMINISTRATIVE OFFICES								
	BLDG: 001.01	MAIN ADMINISTRATIVE OFFICES 1400 QUEEN AVE SE ALBANY, OR 97321	1977	4	2	37,510	\$10,399,700 ----- N/A	\$1,687,500	\$110,800	\$12,198,000 ----- N/A
Site Totals:					Replacement Cost:	\$10,399,700	\$1,687,500	\$110,800	\$12,198,000	
					Reproduction Cost:	N/A			N/A	
SITE:	002	TOLEDO SENIOR SERVICES								
	BLDG: 002.01	TOLEDO SENIOR SERVICES 203 N MAIN ST TOLEDO, OR 97391	2000	1	2	9,216	\$2,918,700 ----- N/A	\$506,000	\$5,700	\$3,430,400 ----- N/A
Site Totals:					Replacement Cost:	\$2,918,700	\$506,000	\$5,700	\$3,430,400	
					Reproduction Cost:	N/A			N/A	
Report Totals:					Replacement Cost:	\$13,318,400	\$2,193,500	\$116,500	\$15,628,400	
					Reproduction Cost:	N/A			N/A	



HCA Asset Management, LLC

Citycounty Insurance Services Insurance Detail Report

As of date: 11/29/2022

ENTITY: Oregon Cascades West Council of Governments
SITE: 001 MAIN ADMINISTRATIVE OFFICES
BUILDING: 001.01 MAIN ADMINISTRATIVE OFFICES
ADDRESS: 1400 QUEEN AVE SE
ALBANY, OR 97321
OCCUPANCY: OFFICE

FIRE PROTECTION AND SAFETY: AUTO FIRE PROTECTION/ALARM SYS.
EMERGENCY LIGHTING
EXIT LIGHTING
FIRE EXTINGUISHERS
FM-200 SUPPRESSION SYSTEM
INTRUSION SYSTEM
MANUAL FIRE ALARM PULL STATIONS
SECURITY CAMERAS
SPRINKLER SYSTEM

SPRINKLERED (YES-% OR NO): 100%

FOUNDATION: CONCRETE FOOTING
CONCRETE SLAB

EXTERIOR WALLS: BRICK ON MASONRY

ROOFING: SINGLE PLY MEMBRANE

PARTITION WALLS: BRICK
DRYWALL ON STUD

CEILING: ACOUSTICAL TILE

BUILDING SERVICES: AIRCONDITIONING-CENTRAL
ELECTRIC
HEATING - FORCED WARM AIR
PLUMBING

FLOORING: CARPETING

BUILDING FEATURES: AUTOMATIC DOOR OPENERS
BUILT-IN CABINETS & SHELVING
COVERED ENTRANCE WAY
ELEVATOR-PASSENGER
SKYLIGHTS

ISO CONSTRUCTION CLASS: MASONRY NONCOMBUST.
FRAMING: STEEL
DATE OF CONSTRUCTION: 1977
ADDITIONS (YES-YR. OR NO): 0
RENOVATIONS (YES-YR OR NO): 1994, 2006, 2014, 2018
NUMBER OF STORIES: 2
GROSS/BASEMENT SF: 37,510 / NO
CONDITION: GOOD
FLOOD ZONE: X
HAZARD/ADDITIONAL RISK:
LATITUDE/LONGITUDE: 44.624372°N 123.085627°W



BUILDING:
REPLACEMENT COST NEW (RC): \$10,399,700
ACTUAL CASH VALUE: \$6,447,900

PROPERTY IN THE OPEN: \$110,800

PERSONAL PROPERTY:
CONTENT VALUE: \$1,687,500

BUILDING NOTES: TWO STORY MASONRY OFFICE BUILDING FEATURING A FULL SPRINKLER SYSTEM, LOBBY, ADMINISTRATIVE OFFICES, CONFERENCE ROOMS, CUBICAL WORK AREAS, LOUNGE, IT-SERVER ROOM, KITCHENETTE, RECORDS STORAGE, AND MISCELLANEOUS STORAGE AREAS. IN 2018, THE ROOFING WAS RESEALED. CONTENT INCLUDES: OFFICE FURNISHINGS, COMPUTER WORKSTATIONS, NETWORKING EQUIPMENT, APPLIANCES AND MISCELLANEOUS STORAGE. INTERIOR OFFICE RENOVATION IN 2014. FLOORS RESEALED IN 2018.

**CIS Property Appraisal
PITO Detail Report**

Item Description	Replacement Cost	Building Total
DUAL FIXTURE LIGHTS x 5	\$37,500	
MASON SIGNAGE	\$8,500	
CONCRETE PICNIC TABLE	\$5,000	
6 FT CLF - 850 LF	\$23,800	
HANDICAP SIGNS x 8	\$4,000	
CMU KNEE WALL 800 LF	\$32,000	\$110,800
CLF – Chain Link Fencing		
WI – Wrought Iron		
FP – Flagpole		
LP – Light Pole		
BW – Barbed-Wire		
RW – Raised Wood		
LF – Linear Feet		
FT – Feet		
H – Height		

ENTITY: Oregon Cascades West Council of Governments
 SITE: 002 TOLEDO SENIOR SERVICES
 BUILDING: 002.01 TOLEDO SENIOR SERVICES
 ADDRESS: 203 N MAIN ST
 TOLEDO, OR 97391
 OCCUPANCY: OFFICE

FIRE PROTECTION AND SAFETY: AUTO FIRE PROTECTION/ALARM SYS.
 EMERGENCY LIGHTING
 EXIT LIGHTING
 FIRE EXTINGUISHERS
 INTRUSION SYSTEM
 MANUAL FIRE ALARM PULL STATIONS
 SECURITY CAMERAS

SPRINKLERED (YES-% OR NO): NO

FOUNDATION: CONCRETE FOOTING
 CONCRETE SLAB
 CONCRETE WALLS

EXTERIOR WALLS: CMU - DECORATIVE VENEER
 WOOD SIDING

ROOFING: ASPHALT SHINGLE

PARTITION WALLS: DRYWALL ON STUD

CEILING: ACOUSTICAL TILE
 DRYWALL

BUILDING SERVICES: AIRCONDITIONING-CENTRAL
 ELECTRIC
 HEATING - FORCED WARM AIR
 HEATING / AC-HEAT PUMP
 PLUMBING

FLOORING: CARPETING

BUILDING FEATURES: AUTOMATIC DOOR OPENERS
 BUILT-IN CABINETS & SHELVING
 ELEVATOR-PASSENGER
 SKYLIGHTS

ISO CONSTRUCTION CLASS: FRAME / COMBUSTIBLE
 FRAMING: WOOD
 DATE OF CONSTRUCTION: 2000
 ADDITIONS (YES-YR. OR NO): 0
 RENOVATIONS (YES-YR OR NO): 2022
 NUMBER OF STORIES: 2
 GROSS/BASEMENT SF: 9,216 / 2304
 CONDITION: GOOD
 FLOOD ZONE: X
 HAZARD/ADDITIONAL RISK:
 LATITUDE/LONGITUDE: 44.621414°N 123.937632°W

**BUILDING:**

REPLACEMENT COST NEW (RC): \$2,918,700
 ACTUAL CASH VALUE: \$2,626,900

PROPERTY IN THE OPEN: \$5,700

PERSONAL PROPERTY:

CONTENT VALUE: \$506,000

BUILDING NOTES: TWO STORY WOOD FRAME OFFICE BUILDING FEATURING A FINISHED PARTIAL BASEMENT LEVEL, ADMINISTRATIVE OFFICES, CONFERENCE ROOMS, KITCHEN, CUBICAL WORK AREAS, RECORDS STORAGE ROOMS, RESTROOMS AND STORAGE AREAS. IN 2022, NEW ROOFING AND HVAC EQUIPMENT WAS INSTALLED. CONTENT INCLUDES: OFFICE FURNISHINGS, COMPUTER WORKSTATIONS, CUBICLES, APPLIANCES AND MISCELLANEOUS STORAGE.

**CIS Property Appraisal
PITO Detail Report**

Item Description	Replacement Cost	Building Total
4 FT CLF - 250 LF	\$5,000	
ASH TRAY x 2	\$400	
TRASH	\$300	\$5,700
CLF – Chain Link Fencing		
WI – Wrought Iron		
FP – Flagpole		
LP – Light Pole		
BW – Barbed-Wire		
RW – Raised Wood		
LF – Linear Feet		
FT – Feet		
H – Height		

HCA COMPARISON REPORT

TOTALS

Entry Code	71667	71667	
Entity	OCWCOG	OCWCOG	
Site Code	001	002	
Building Code	001.01	002.01	
Building	Main Administrative Offices	Toledo Senior Services	
Address	1400 Queen Ave SE	203 N Main Street	
City	Albany	Toledo	
County	Linn	Lincoln	
State	OR	OR	
Zip	97322	97391	
Construction Class	4- Masonry Noncombust	1- Frame / Combustible	
Year Constructed	1977	2000	
Stories	2	2	
Square Footage	37,510	9,216	
SOV Bldg Value	\$9,058,325.00	\$280,384.00	\$11,918,709.00
HCA Bldg Value	\$10,399,700.00	\$2,918,700.00	\$13,318,400.00
SOV Contents	\$1,666,656.00	\$511,643.00	\$2,178,299.00
HCA Contents	\$1,687,500.00	\$506,000.00	\$2,193,500.00
SOV Proc. Equip. Included in RCN	\$0.00	\$0.00	\$0.00
HCA Proc. Equip. Included in RCN	\$0.00	\$0.00	\$0.00
SOV PITO	\$57,812.00	\$3,125.00	\$60,937.00
HCA PITO	\$110,800.00	\$5,700.00	\$116,500.00
SOV TIV	\$10,782,793.00	\$3,375,152.00	\$14,157,945.00
HCA TIC	\$12,198,000.00	\$3,430,400.00	\$15,628,400.00
% Change	13.12%	1.63%	10.39%



1400 Queen Ave SE • Suite 201 • Albany, OR 97322
(541) 967-8720 • FAX (541) 967-6123

MEMORANDUM

DATE: January 19, 2022
TO: OCWCOG Board of Directors
FROM: Ryan Schulze, Human Resources Manager
RE: **Salary Study of OCWCOG Represented Positions**

OCWCOG has not performed a comprehensive salary study of represented positions in what can only be described as a very long time. There is no electronically saved documentation of a represented salary study that I have been able to identify. A review of documentation suggests perceived inequities in salary have been addressed through the reclassification request process rather than through compensation review. This practice has resulted in some positions being placed on an existing classification for the salary range versus the appropriate alignment of compensation, duties, and classification.

In recent years, requests for reclassification have increased dramatically. Factors may include a lack of recent salary data, staff awareness that others have seen increased wages through the reclass process, and general perception that the evolution of how we do work means the job is not the same as it once was. Due to a combination of staffing levels, bargained timelines for completion of these requests, and an inability to limit the volume of requests, this work can quickly become unmanageable. Additionally, addressing this issue through this manner does not address the root issue and serves to further complicate compensation in our agency.

During collective bargaining in 2021, both the Union and Management had the desire to take steps to ensure agency staff are placed in the correct classification and paid a competitive wage for the work they do. There was a great deal of discussion about conducting a salary study of represented positions to work toward this mutual goal. It was recognized that HR is not staffed to do a complete study and that there is significant cost to having a consultant perform a comprehensive study. Ultimately through bargaining, Management committed to completing a review of six (6) represented positions' salaries per year.

In this first year of conducting these studies it became apparent very quickly that proceeding at a rate of six (6) classifications per year would in at least the short term, create more issues than it is addressing. As one classification might move upward in salary range it could create compression with those above it. Multiple positions that sit on the same classification may have conflicting findings as to their competitiveness relative to the market and so on.

The resulting realization is that if we are unable to review the compensation of all classifications for at least six years we will perpetually recreate this cycle. As a leadership team, we determined it is imperative that a full and comprehensive salary study be conducted. With the findings of a comprehensive study we will be able to approach the Union with valid data to inform any needed changes to salaries and potentially correct classification of positions that do not fit well in our existing structure.

We are pleased to inform the Board that we have entered into a contract with HR Genuine, a small local consulting firm with direct experience working with Council of Government agencies such as ours, to perform a comprehensive salary study of all represented positions. Work is underway to gather all needed data with a project end date projected by April of this year.

We anticipate the findings of the study will further demonstrate the need for significant changes to our compensation structure. These findings will be the first step in developing a more robust and adaptive system that will better meet our needs today and into the future. Having the survey completed in April will be an important factor in having a meaningful and planful bargaining discussion of economic topics in collective bargaining that will begin later this year.



Senior, Disability and Community Services

1400 Queen Ave SE • Suite 206 • Albany, OR 97322
(541) 967-8630 TTY/Voice • 1-800-638-0510 TTY/Voice



Area Agency on Aging

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MEMORANDUM

DATE: January 19, 2023
TO: OCWCOG Board of Directors
FROM: Randi Moore, Senior, Disability, and Community Services Director
RE: **Senior, Disability, and Community Services Updates**

Senior and Disability Services Updates

Public Health Emergency Extension Allows For Continued Policy Provisions

On January 5, 2023, the Centers for Medicare and Medicaid Services (CMS) announced in an Informational Bulletin that the Medicaid continuous enrollment condition is no longer linked to the COVID-19 Public Health Emergency (PHE) declaration. Congressional appropriators released legislative language for the FY 2023 omnibus appropriations bill that contains language that removes continuous Medicaid Benefits from the PHE effective March 31, 2023, and that State can start to complete their disenrollment and renewal process effective April 1, 2023.

Emergency Supplemental Nutritional Assistance Program (SNAP) Allotments ending February 2023

Since March 2020, most people in Oregon who receive SNAP have also received extra emergency food benefits (officially called Emergency Allotments) each month on their EBT (Oregon Trail) card. This benefit was created by the federal government to help with the COVID-19 public health emergency. The federal government has now told us that February will be the last month Oregon can distribute Emergency Allotments. People receiving SNAP will get only their regular SNAP benefit in March 2023 and every month after March.

End of Year District (Linn/Benton/Lincoln) total SNAP Cases

28,739 – Total SNAP cases
Branch 2211 (Linn/ Benton) SNAP issuances: 7428
Branch 2111 (Lincoln) SNAP issuances: 2441

End of Year Data: Long Term Care Services and Support:

Branch 2211 – Linn and Benton Counties

	2020	2021	2022
Total Service Recipients	1872	1857	1885
Total In-Home Care Consumers	1088	1115	1166
Total Community Based Care Consumers	551	510	514
Total Nursing Facility Consumers	233	232	205

Branch 2111 – Lincoln County

	2020	2021	2022
Total Service Recipients	658	661	651
Total In-Home Care Consumers	467	453	470
Total Community Based Care Consumers	147	178	157
Total Nursing Facility Consumers	44	30	24

Adult Protective Services (APS) Monthly Averages for 2022

	2020	2021	2022
Monthly Average Total Complaints	247	288	304
Monthly Average Community Investigations	63	71	72
Monthly Average Facility Investigations	38	39	49
Monthly Average Community Non-Abuse	115	135	150
Monthly Average Facility Non-Abuse	33	41	37

Community Service Program Updates

Senior Health Insurance Benefits Assistance Program

The OCWCOG Senior Health Insurance Benefits Assistance (SHIBA) program wrapped up its fall Annual Enrollment Period (AEP) in December, with Linn, Benton, and Lincoln counselors providing free Medicare options to local residents. During the last quarter, a total of 706 OCWCOG region residents received free Medicare options counseling with our accredited National Service SHIBA volunteers.

1:1 Counseling Appointments Held October – December 2022

Linn County	Benton County	Lincoln County
North Albany – 26	North Albany – 26	Depoe Bay – 8
Albany – 60	Alsea – 3	Eddyville - 2
Brownsville – 3	Corvallis – 221	Newport – 67
Crabtree – 2	97339 – 1	South Beach – 11
Lebanon – 83	Philomath – 23	Lincoln City – 23
Mill City – 1	Monroe – 7	Otis - 7
Scio – 9		Otter Rock – 2
Sweet Home – 20		Seal Rock - 5
Tangent – 4		Siletz – 11
Harrisburg - 3		Toledo – 29
		Waldport - 33
		Yachats – 16
Total - 211	Total – 281	Total - 214

Bias Response Initiative

Zilo International Group is completing its Final Draft report for the Bias Response feasibility study within Linn, Benton, and Lincoln Counties. It will be available for public comment this week. A key finding in the research is that Zilo does not recommend creating a Bias Response System for the region, but instead proposes to leverage the existing State Bias Response hotline and promote local community engagement. Specifically, Zilo recommends to:

- Hire 1.0 FTE as a support liaison for the tri-county area to the Bias Response hotline
- Invest in training and education
- Support and expand community-based responses and partnerships
- Prioritize cultural competence and language access
- Promote allyship and understand intersectional community identities
- Create Public Awareness Campaigns

A link to the DRAFT report will be emailed to all members this week.



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MEMORANDUM

DATE: January 19, 2023
TO: OCWCOG Board of Directors
FROM: Ryan Vogt, Executive Director
RE: **Community and Economic Development Updates**

Community and Economic Development Updates

Transportation

Corvallis Area Metropolitan Planning Organization (CAMPO)

- Adair Village Trails Plan draft submitted for approval by planning commission.
- Philomath School Circulation site visit and workshop with City Council and School Board held in October.
- Bicycle/Pedestrian count program reports have been prepared.
- Drafted workplan for state fiscal year 2024.
- Prepared semi-annual reports and required documents.

Albany Area Metropolitan Planning Organization (AAMPO)

- Participated in statewide and regional meetings as appropriate, to stay up to date on local, statewide, and federal transportation issues.
- Set up a technical assistance agreement with Nelson/Nygaard to study the expansion of Linn Benton Loop transit service to Tangent.
- Drafted workplan for state fiscal year 2024.

Projects

LBCC and OSU Mobility Hub Design

- Identified additional funding from Benton County and Linn Benton Loop to complete preliminary engineering.
- Submitted Statewide Transportation Improvement Fund (STIF) Discretionary grant for \$3 million to construct both mobility hubs.

Seamless Transit Experience

- Outreach

Cascades West Transportation Options

- Conducted outreach to community based organizations on how Cascades West Transportation Options (CWTO) can assist in securing grant funding for local needs.
- Worked with Lincoln County Transit on project ideas to support coastal communities.

Linn, Benton, Lincoln County Human Services Coordinated Plan Update

- Draft plans reviewed with transit providers at an in-person workshop in December.

Cascades West Ride Line

Data below is from October 2022 to December 2022. During this time, Ride Line provided over 33,000 physical trips throughout the region. The majority of these trips were sedan trips over 27,000. The second most utilized mode was Mileage reimbursements at over 11,000 reimbursements.

	Trips (Sedan, Wheelchair, Secure, Stretchers)	Clients (Unique members)	Reimbursement (Mileage, Meals, Lodging)	Clients (Unique members)
Linn County	19,695	1,684	6,501	266
Benton County	6,174	596	1,905	66
Lincoln County	6,567	640	2,720	165
All other counties	604	98	597	8
Regionally	33,040	2,920	11,723	497

Ride Line is preparing for a major software update, switching from the unsupported system OBSS to a new system. Cross-training has taken place for additional support for day-to-day supervision, two temps have been hired to assist during the transition, and a third will soon come on board.

Planning

Cascades West Economic Development District (CWEDD)

- Staff is completing the three-year EDA grant update and will be submitting the full application by January 15th. The update includes the development of a three-year scope of work, a staffing plan, and other supplemental documents.
- City of Albany Community Block Grant Program (CDBG) Small Business Loan/Grant Program – the City of Albany requested OCWCOG take on the administration of their CDBG funds. OCWCOG has agreed to administer the program as a very focused small grant program opportunity for in-home childcare providers in the City of Albany. The city has agreed to this use. EDA Planning and Business Lending Staff launched the grant application process on January 9, 2023. The timeline from marketing to delivery of grant funding will run from early January to the end of February 2023.
- Staff finished visiting 27 rural cities at the end of December and have identified numerous projects in all four counties (Linn, Benton, Lincoln & Lane). Staff is currently working on a Water/Wastewater cohort for 2023 that would involve Business Oregon, United States Department of Agriculture (USDA), Sequoia Consulting, and OCWCOG along with the 15 cities that were identified as needing water/wastewater grants and grant management. Staff has had the privilege of reconnecting the City of Siletz and the

Siletz Tribe to USDA and Business Oregon to continue their quest for wastewater funding. EDA Staff brought in OCWCOG's transportation expert, Nick Meltzer, to discuss railroad crossings with the cities of Sweet Home and Lebanon that need new crossings to open up land. Nick was also brought into the conversation for the new I5 Interchange in Millersburg. Staff continues that conversation with Business Oregon and Regional Solutions. Seven cities were referred to Sequoia Consulting for their projects. Staff also continues to complete prospecting for each city they visit and sending them their tailored results.

- Staff continued convening the Childcare Working Group for Linn, Benton, & Lincoln Counties. Staff, in partnership with Linn Benton Community College and Reinventing Rural have scheduled two virtual rural childcare workshops for Tuesday, January 24th and Tuesday, January 31st.
- Kicked off the regional EDA Broadband Grant by promoting the Faster Internet Oregon speed test. This data will inform the broadband infrastructure planning for the region by identifying the largest gaps in service. The speed test can be taken from home: fasterinternetoregon.org

Land Use & Planning Projects

- The Cascades West Regional Consortium (CWRC) finished phase one of the work with ECONorthwest on the Wetland Mitigation Bank Feasibility Study. The study was presented to the CWRC in October 2022 followed by presentations from the Department of State Lands and the Army Corps of Engineers on wetlands development permitting. The CWRC met November 15, 2022, to start discussing action on next steps from recommendations that came out of the study. The CWRC meets again on February 21, 2023, at 11:00 am to continue the conversation.

Cascades West Business Lending

City of Albany Economic Development Loan Program

- The City of Albany has contracted Cascades West Business Lending (CWBL) to administer the city's economic development loans. This consists of seven existing loans we began servicing on January 1st, 2023.

CCD Conversion

- "Unity Lending" is a partnering collaboration with Oregon Cascades West Council of Governments (OCWCOG), Mid-Willamette Council of Governments (MWVCOG), Lane Council of Governments (LCOG), and CCD Business Development Corporation (CCD). On January 1, 2023, the CCD began processing all servicing aspects of OCWCOG's loan portfolios. This will allow the COG's lending staff to better market the loan programs, engage in the communities we serve, and get more of the program funding in the hands of small businesses.



Technology Services

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MEMORANDUM

DATE: January 19, 2023
TO: OCWCOG Board of Directors
FROM: Jason Sele, Technology Services Director
RE: **Technology Services Update**

Enterprise Software Project

We have completed demos from our Enterprise Software vendors and are meeting jointly with COG and CSC team members to make a final selection. After a contract is signed the vendor will provide a project team to us to begin the implementation process. Our intent is to combine team members from both the COG and CSC and work through the implementation together. This will allow us to consolidate as many functions as possible between the two agencies and set us up for the future. We have reserved \$200K for this fiscal year budget with an expectation of an additional \$200K in 23/24. That investment will be offset by our current annual cost for Springbrook at the COG and MIP accounting systems at CSC, as well as other HR related annual license costs. The result will be a slightly higher annual expense for licensing with the new software but it will include additional modules and functionality over our current systems. We anticipate a huge improvement in efficiency at both agencies.

Teams Phone System

We have fully migrated to our new Teams phone system.