



# Executive Committee Meeting Packet

August 24, 2023  
9:00 am - 11:00 am

Attend In Person at

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

Or Attend Virtually:

[Click to Join Teams Meeting](#)

**Next Executive Committee Meeting:  
October 26, 2023 at 9:00 am**

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*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](mailto: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

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**OREGON CASCADES WEST COUNCIL OF GOVERNMENTS  
EXECUTIVE COMMITTEE AGENDA**

**August 24, 2023  
9:00 – 11:00 am**

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

[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](mailto:lsnodgrass@ocwcog.org), no later than noon on Wednesday, August 23rd, to confirm your attendance.

1. **Welcome/Call to Order** (*Chair, Commissioner Claire Hall*)  
(9:00 – 9:05 am)

Introductions

2. **Consent Calendar** (*Chair, Commissioner Claire Hall*)  
(9:05 – 9:10 am)

Approval of Executive Committee meeting minutes for April 27, 2023. ([Page 4](#))

**ACTION: Motion to approve Consent Calendar items.**

3. **Executive Session** (*Executive Director Ryan Vogt*)  
(9:10 -10:00 am)

Per ORS 192.660(2)(d) an Executive Session will be called to discuss Bargaining.

4. **Bias Response Next Steps** (*Executive Director Ryan Vogt*)  
(10:00 -10:10 am)

**ACTION: Information only.**

5. **Corvallis Building Update** (*Executive Director Ryan Vogt*)  
(10:10 -10:20 am)

**ACTION: Information only.**

6. **Executive Director Update** (*Executive Director Ryan Vogt*)  
(10:20 – 10:30 am)

**ACTION: Information only.**

7. **Other Business** (*Chair, Commissioner Claire Hall*)  
(10:30 – 10:35 am)

8. **Adjournment**  
(10:35 am)

**OREGON CASCADES WEST COUNCIL OF GOVERNMENTS**  
**EXECUTIVE COMMITTEE MEETING MINUTES**  
**Via Microsoft Teams Audio / Video Conference**  
**April 27, 2023**

**MEMBERS:** **Chair** Commissioner Claire Hall, Lincoln County; **Vice-Chair** Commissioner Sherrie Sprenger, Linn County; **Treasurer** Commissioner Pat Malone, Benton County; Mayor Alex Johnson II, City of Albany; and Mayor Chas Jones, City of Philomath.

**STAFF:** Finance Director Marit Nelson; Tech Services Director Jason Sele; Human Resource Manager Ryan Schulze; Communication Officers Meg Walker; and Economic Development Planner Justin Peterson.

**ABSENT:** Executive Director Ryan Vogt; and Mayor Dean Sawyer, City of Newport.

**PUBLIC:** None

The Oregon Cascades West Council of Governments' (OCWCOG) Executive Committee Meeting was called to order by Chair Hall on April 27, 2023, at 9:00 am via Teams Video and Audio Conferencing and in person attendance.

**1. Call to Order**

Chair Hall welcomed everyone and confirmed a quorum was reached for voting purposes. Roll call was not conducted since those in attendance all knew each other.

**2. Consent Calendar**

Chair Hall asked for a motion to approve the Consent Calendar. Mayor Johnson moved to approve the meeting minutes from February 23, 2023; Treasurer Malone seconded it. A vote was taken and passed unanimously.

**3. EDA Planning Grant Resolution**

EDA Planner Justin Peterson introduced the annual resolution that must be completed for the Economic Development Administration Grant. Peterson shared that the grant runs on a three-year cycle and is currently in the process of being renewed.

Peterson noted that this year is the first of the three-year period and each year a new resolution will need to be submitted to show they can receive the appropriate match. There is 75,000 from the grant which needs to be matched by the program. The Comprehensive Economic Development Strategy (CEDS) are one of the predominant projects that supports this grant and is a big effort into creating the 5-year plan.

Chair Hall asked for a motion to approve the EDA Planning Grant Resolution. Treasurer Malone moved to approve the required resolution 2023-03-01, which Authorizes Economic Development Administration Planning Grant Submittal. Vice Chair Sprenger seconded it. A vote was taken and passed unanimously.

**4. DEI Focus Group**

HR Manager Schulze stated OCWCOG has entered into a contract with MGT Consulting to do Diversion, Equity, and Inclusion (DEI) work across the agency.

HR Manager Schulze said one of the elements in the contract will be a focus group with Community Services Consortium (CSC) and the OCWCOG. There was an email sent with dates to get the focus group together.

HR Manager Schulze stated this is where OCWCOG is with the DEI work at this point.

#### **5. Executive Director Update**

HR Manager Schulze, filling in for Executive Director Ryan Vogt provided the Executive Director Update. HR Manager Schulze shared that OCWCOG is in the first quarter of the Strategic Plan, with Communications Officer Meg Walker gathering data around which milestones and goals have been achieved.

HR Manager Schulze added that the Community Services Consortium (CSC) IT Director is on extended leave and OCWCOG Tech Services Director Jason Sele has stepped in to help. Tech Services Director Sele will be working as Tech Director for both CSC and OCWCOG.

Tech Services Director Sele stated he has been working on plans for CSC's budget, which has really helped him understand where all of the dollars are headed and how to move forward with that agency.

Treasure Malone said he is in great favor of on the ground collaboration as it really fits into OCWCOG's long-range plan.

HR Manager Schulze added that Executive Director Vogt has been making an effort to get on city council meeting calendars.

#### **6. Other Business**

There was no other business discussed.

#### **7. Executive Session**

An Executive Session pursuant to ORS 192.660 was called at 9:11 am. At 9:34 am, Chair Hall closed the executive session, and reconvened the public session.

#### **8. Adjournment**

Chair Hall adjourned the OCWCOG Executive Committee Meeting at 9:36 am.

*Meeting minutes taken by Ashlyn Muzechenko.*