

**Cascades West Area Commission on Transportation
Executive Committee Meeting**

Thursday, November 30, 2023

4:00 pm – 5:00 pm

VIRTUAL MEETING

Via Teams by clicking [HERE](#)

Meeting ID: 284 848 555 074

Passcode: CeJg8W

Mobile One Click Number

[+1 872 242 8088](#)

Phone Conference ID: 804 615 299#

Contact: Nick Meltzer, nmeltzer@ocwcog.org

AGENDA

- | | |
|--|--|
| 1. 4:00 Welcome | Chair,
Commissioner
Claire Hall |
| 2. 4:05 Approve Minutes of August 10, 2023, Meeting (Attachment A)
<i>ACTION: Approval of meeting minutes</i> | Chair |
| 3. 4:10 Introduction – Interim Area Manager
Robert Harrison will serve as the interim area manager replacing Savannah Crawford. | Meltzer |
| 4. 4:15 Propose Cancelling December 2023 CWACT Full Commission
<i>ACTION: Cancel Meeting or Approval of Agenda Topics</i> | Meltzer |
| 5. 4:25 ACT/OTC Chair’s Meeting December 7th
Discuss any topics to bring to the meeting, confirm attendance, review agenda. | Meltzer/ODOT
Staff |
| 6. 4:35 Other Business <ul style="list-style-type: none">• Oregon Transportation Commission (OTC) Updates• Schedule 2024 Executive and Full Board Meetings (Attachments B1 and B2) | Peterson |
| 7. 4:45 Adjournment | Chair |

The next CWACT Executive Committee Meeting is tentatively scheduled for February 08, 2024.

CWACT Executive Committee

Last Name	First Name	Email	Representing
Burns	Jackie	jackie.burns@cityoftoledo.org	City of Toledo
Hall	Claire	cehall@co.lincoln.or.us	Lincoln County
Lehman	Matt	matt.lehman@philomathoregon.gov	City of Philomath
Malone	Pat	patrick.malone@co.benton.or.us	Benton County
Montague	Jackie	jackie.montague@cityofalbany.net	City of Albany
Nyquist	Roger	rnyquist@co.linn.or.us	Linn County
Crawford	Savannah	savannah.crawford@odot.state.or.us	ODOT

QUORUM REQUIREMENT: “A quorum for the Executive Committee shall be a majority of the members and there shall be as least one representative from each county present” (CWACT Bylaws: Article V – Committees Section A.2)

CWACT EXECUTIVE COMMITTEE
Thursday, August 10, 2023
4:00 pm to 4:30 pm
Microsoft Teams Remote Connection

DRAFT MINUTES

Members	Jurisdiction	Attended
Matt Lehman	Benton County	No
Pat Malone	Benton County	Yes
Betty Kamikawa	Lincoln County	Yes
Claire Hall	Lincoln County	No
Jackie Montague	Linn County	Yes
Roger Nyquist	Linn County	No
Savannah Crawford	ODOT	Yes
Alternates	Jurisdiction	Attended
James Feldmann	ODOT	No

Guests: There were no guests present

Staff: Transportation Program Manager Nick Meltzer, Operations Supervisor Emma Chavez Sosa, CED Planner Justin Peterson and CED Administrative Assistant Ashlyn Muzechenko

TOPIC	DISCUSSION	DECISION / CONCLUSION
1. Welcome	<p>The meeting was called to order at 4:02 pm by Commissioner Pat Malone</p> <p>Jackie Montague provided an introduction as this is her first CWACT Executive Committee Meeting.</p> <p>The rest of the group introduced themselves to the new members.</p> <p>Councilor Betty Kamikawa noted that she will be moving, and this will be her last CWACT meeting.</p>	The meeting was called to order at 4:02 pm by Commissioner Pat Malone
2. Approve Minutes of June	Councilor Betty Kamikawa moved to approve the CWACT Executive	Councilor Betty

<p>08, 2023 (Attachment A)</p> <p>Action: Approval of meeting minutes</p>	<p>Committee Minutes from the June 08, 2023, meeting. ODOT Staff Savannah Crawford seconded. The motion passed unanimously.</p>	<p>Kamikawa moved to approve the CWACT Executive Committee Minutes from the June 08, 2023, meeting. Savannah Crawford seconded. The motion passed unanimously.</p>
<p>3. August Meeting Cancellation</p>	<p>Staff Nick Meltzer noted that staff would like to propose the cancellation of the August CWACT Full Commission meeting due to a very light agenda.</p> <p>The group agreed to cancel the august meeting.</p>	<p>The CWACT Executive Committee members in attendance agreed to cancel the August Full Commission Meeting.</p>
<p>4. Beverly Beach Letter of Support (Attachment B)</p> <p>Action: Discussion and Decision</p>	<p>Meltzer shared that ODOT is applying for a Promoting Resilient Operations for Transformative, Efficient, and Cost-saving Transportation Program (PROTECT) grant and has requested a letter of support from CWACT.</p> <p>Savannah Crawford shared that this is a planning grant, and does not include construction funding. This grant will hopefully get \$5 million to help ODOT get through the Goal 18 process.</p> <p>Crawford provided background on this process and also on the grant for the construction project.</p> <p>Meltzer added that the deadline for the grant is August 18th, and the CWACT Executive Committee states in its bylaws that it can speak for the Full Commission if needed.</p> <p>Councilor Jackie Montague asked if this was the first time a letter of support had been sent. Meltzer noted that he believes this was the first time CWACT has done one historically for ODOT.</p> <p>Commissioner Malone shared that this is an important task to provide local support to our members and their jurisdictions.</p>	<p>Councilor Betty Kamikawa moved to approve the letter of support for the PROTECT Grant. Councilor Jackie Montague seconded. The motion carries.</p>

	<p>Crawford shared that moving forward ODOT will be asking CWACT for letters of support for other federal grants in the future.</p> <p>Councilor Betty Kamikawa moved to approve the letter of support for the PROTECT Grant. Councilor Jackie Montague seconded. The motion carries.</p>	
<p>5. Introduction of Additional CWACT Staff</p> <p>Action: Informational</p>	<p>Staff Justin Peterson provided his introduction to the CWACT Executive Committee Members.</p> <p>Peterson will be assisting CWACT in the place of former staff Stephanie Nappa as the Lead Planner.</p>	<p>CWACT Staff Justin Peterson will be assisting CWACT in the place of former staff Stephanie Nappa as the Lead Planner.</p>
<p>6. Other Business:</p> <ul style="list-style-type: none"> • October 26th Meeting – Benton County Kalapuya Building • Schedule November/December Meeting 	<p>The next CWACT Full Commission Meeting will be at the Benton County Kalapuya Building. This will also include a tour of Philomath Boulevard.</p> <p>Meltzer noted that the November and December meetings can be rescheduled during CWACT in October.</p> <p>Emma Chavez-Sosa shared that in the past the meetings were moved up a week or so both for Executive and Full Commission. The group agreed to tentatively plan on that.</p>	
<p>7. Adjournment</p>	<p>The next CWACT Executive Committee Meeting is scheduled for Thursday, October 12, 2023.</p>	<p>The meeting was adjourned at 4:24 pm by Commissioner Pat Malone</p>

Cascades West Area Commission on Transportation (CWACTION)

2023 Executive Committee Meetings

Microsoft Teams Information:

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 277 918 342 243

Passcode: XXzfV2

Or call in (audio only)

[+1 872-242-8088,,940715571#](#)

Phone Conference ID: 940 715 571#

**Meets on the 2nd Thursday
of every two months –
4:00 – 5:00 pm**

February 08

April 11

June 13

August 08

October 10

December 12

(Dates may be cancelled and/or rescheduled
based on agenda content and holidays)



Cascades West Area Commission on Transportation (CWACTION) 2024 Full Commission Meetings

Microsoft Teams Information

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 223 064 016 430

Passcode: bwmunv

Or call in (audio only)

[+1 872-242-8088,,554357122#](#)

Phone Conference ID: 554 357 122#

Meets on the 4th Thursday of every two months from 5:00 – 7:00 pm

Meeting Date	Proposed Location	<i>Tentative</i> Tour/Informational Presentation
February 22	Albany/OCWCOG	Diversity Training (ODOT), Member Orientation
April 25	Corvallis/OCWCOG	Grant Opportunities, Connect Oregon, Oregon Highway Plan, Rail Plan, Transportation Safety Action Plan
June 27	Newport	Revenue and Funding Discussions, Member

		Updates
August 22	Albany/OCWCOG/CANCEL?	Pending
October 24	Benton Kalapuya Building	Equity and Transportation, Grant Opportunities
December 26	Albany/OCWCOG	Regional funding needs and priorities

(Dates may be cancelled and/or rescheduled based on agenda content and holidays)