



Executive Committee Meeting Packet

February 22, 2024
9:00 am - 11:00 am

Attend In Person at

Cascades West Corvallis Center, 1121 NW 9th Street, Corvallis, OR 97330

Or Attend Virtually:

[Click to Join Teams Meeting](#)

**Next Executive Committee Meeting:
April 25, 2024 at 9:00 am**

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
EXECUTIVE COMMITTEE AGENDA**

**February 22, 2023
9:00 – 11:00 am**

Oregon Cascades West Council of Governments
1121 NW 9th Street
Corvallis, OR 97330

[Join Teams Meeting](#)

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

NOTE: Please contact Angelykah Light at 541.405.8420 or alight@ocwcog.org no later than noon on Wednesday, February 21st, 2024, 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 August 24, 2023. ([Page 4](#))

ACTION: Motion to approve Consent Calendar items.

3. **Legislative Advocacy Follow Up** (*Executive Director Ryan Vogt*)
(9:10 – 9:30 am)

Legislative Advocacy update. ([Page 7](#))

ACTION: Decision.

4. **COG/CSC Partnership** (*Human Resources Manager Ryan Schulze*)
(9:30 - 9:50 am)

Agency partnership update. ([Page 9](#))

ACTION: Information only.

5. **Executive Director Update** (*Executive Director Ryan Vogt*)
(9:50 – 10:05 am)

ACTION: Information only.

6. **Other Business** (*Chair, Commissioner Claire Hall*)
(10:05 – 10:35 am)

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

OREGON CASCADES WEST COUNCIL OF GOVERNMENTS
EXECUTIVE COMMITTEE MEETING MINUTES
In-person at Albany ABC Conference Room
and Via Microsoft Teams Technologies
August 24, 2023

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

STAFF: Executive Director Ryan Vogt; Finance Director Marit Nelson; Human Resource Manager Ryan Schulze; Technology Services Director Jason Sele, Senior and Disability Services Program Director Randi Moore, and CED Administrative Assistant Ashlyn Muzechenko.

ABSENT: **Chair** Commissioner Claire Hall, Lincoln County; and Councilor Rick Booth, City of Waldport.

PUBLIC: None in attendance.

1. Call to Order

The Oregon Cascades West Council of Governments' (OCWCOG) Executive Committee Meeting was called to order by Vice-Chair Commissioner Sherrie Sprenger on Thursday, August 24, 2023, at 9:03 am via Teams Video and Audio Conferencing and in person attendance. Vice Chair Sprenger welcomed everyone and confirmed a quorum was reached for voting purposes.

2. Consent Calendar

Vice Chair Sprenger asked for a motion to approve the Consent Calendar. Treasurer Malone moved to approve the meeting minutes from April 27, 2023; Mayor Jones seconded it. A vote was taken, and the motion passed unanimously.

3. Executive Session

The Executive Session was called to order at 9:04am.

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

The Executive Session was adjourned at 10:18am.

The OCWCOG Executive Committee Meeting Reconvened at 10:22am.

4. Bias Response Next Steps

Executive Director Vogt reminded the committee about the Bias Response initiative timeframe for the Bias Response and that there has been a full report which was vetted at several board meetings. Executive Director Vogt stated the Bias Report had a recommendation for engagement and education throughout all communities with regular opportunities for communities of color to weigh in on policy making. There was a specific recommendation regarding OCWCOG hiring one

full time employee (FTE) to be a liaison with the Department of Justice and their bias response department.

Executive Director Vogt asked the Committee their thoughts on the recommendation, if it makes sense for OCWCOG to continue forward with or are there other options that should be considered. Executive Director Vogt stated that after conversations with Corvallis City Manager Mark Shepard, Corvallis would be supportive of moving forward with the recommendations and would support others paying for further moment on this on behalf of the region since they fully funded the first initiative.

Treasure Malone said it would be helpful to gauge the level of support for hiring someone from more areas of the region. Treasurer Malone stated he would be interested in the duties the FTE would perform.

Mayor Jones stated he would like to see a high-level overview of the FTE position.

Vice Chair Sprenger stated that she was unsure if OCWCOG has the financial ability to create a new position for the FTE along with other unknown expenses that could be related. Vice Chair Sprenger said she thinks it is appropriate to pause the discussion so other member agencies in the region can weigh in on the recommendations. Vice Chair Sprenger would like to know who in the region needs this support and if they would benefit from OCWCOG having the FTE dedicated to the Bias Response initiative.

Executive Director Vogt stated he will develop some questions and answers before the next Executive Committee in October so the Committee can be better prepared to provide feedback and determine if there is an unmet need.

5. Corvallis Building Update

Executive Director Vogt said OCWCOG has purchased the building in Corvallis and has possession of the keys. Additionally, there is a staff group from Community Services Consortium (CSC) and OCWCOG working on the logistics for the new office space. Executive Director Vogt stated there will be a soft open and a press release soon from OCWCOG. CSC will be posting their own later on. Executive Director Vogt is hopeful to do a grand opening ribbon cutting event at the new Corvallis office for the December Board meeting.

Vice Chair Sprenger asked about the financial fund make-up of the Corvallis Office purchase.

Executive Director Vogt said much of the building was paid out of one-time funds that are reserve funds for buildings. This fund grows to continuously address the five (5) to ten (10) year maintenance schedule. Funds also used came from programmatic Ride Line funding from excess COVID funding that was no longer tethered. The Ride Line funding was around \$200,000 – \$300,000. Additionally, there was funding from Senior and Disability Services, that also had COVID funding leftover and untethered. Both the Ride Line and Senior and Disability Services funding will be re-paid over time.

6. Executive Director Update

Executive Director Ryan Vogt reported that there was not anything more to address, and that Management and Staff are thankful for the Board's leadership and support.

7. Other Business

There was no other business discussed.

8. Adjournment

Vice Chair Sprenger adjourned at 10:49 am.

Meeting minutes taken by Ashlyn Muzechenko and Leah Snodgrass.



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MEMORANDUM

DATE: February 22, 2024

TO: OCWCOG Executive Board of Directors

FROM: **Ryan Vogt**, Executive Director

RE: **Legislative Advocacy**

This memo is being provided as a follow-up to the January 18, 2024, full board discussion to inquire if the Board of Directors is interested in creating and funding an effort to provide legislative advocacy on behalf of the member agencies in the region.

Background Information:

In January of 2024, at the full Board of Directors meeting, there was a discussion about what role, if any, the COG should play in providing legislative advocacy on behalf of member agencies throughout the region. The Board approved the COG to spend up to \$10,000 of the “special projects dues,” to provide analysis and recommendations to the Board for legislative advocacy on behalf of the region. However, there was not uniform agreement as to what type of advocacy should be analyzed for a solution. The Board asked the COG to frame questions which had come from the discussion and solicit the Board members’ feedback on which areas should be the priority areas to explore. In short, there was a lack of consensus on what we were trying to achieve by providing legislative advocacy. The possible focus areas from the conversation were:

1. There is some desire to have bill tracking and a clearing house where COG could keep communities (elected officials) informed of bills important to them.
2. There is a desire by some to have their voice heard (presume this means either advocate community specific issues by proxy, or create a place for local elected officials to personally chat with legislators)
3. There is some desire to be at the table when legislative concepts are being crafted and/or when OARs and Policy is being developed.
4. There is a desire to have a top issues “talking points” so anyone meeting with legislators can carry a uniform message.

After that meeting, I also received very strong advocacy from city managers/city administrators who attended the monthly lunch meeting on January 19th, that they really wanted the COG to use its convening power to host regular meetings between our legislative representatives and local elected officials and management, such as quarterly lunches. This information was sent to Board members on January 29th, and as of this writing I have received 3 responses. I committed to revisiting this conversation at the next full board meeting in March.

Current Situation:

If the Executive Committee wishes to pursue the COG hosting a convening while the full board continues to discuss the other 4 options, there may be a benefit to moving quickly. The short-session of the legislature is happening right now and the COG could try to mobilize a convening in March. This would allow the legislative participants the opportunity to discuss the results of the legislative session and hear directly from elected officials their questions/concerns/praise about those efforts and about how those will impact their communities.

Motion:

Motion to have the COG host a legislative convening.



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MEMORANDUM

DATE: February 22, 2024
TO: OCWCOG Board of Directors Executive Committee
FROM: **Ryan Schulze**, Human Resources Manager
RE: **Human Resources Program Update**

CSC Partnership

There are two topics related to our ongoing partnership with CSC to report on:

CSC Executive Director:

In the most recent CSC Board meeting, Pegge McGuire announced she will be retiring at the end of 2024, a year earlier than expected. As a result, the CSC Board moved to create a subcommittee consisting of membership from both the CSC Board and COG Board of Directors to evaluate options and make recommendations for next steps in recruiting for the next Executive Director of CSC.

The reason for the joint committee is to include in the evaluation process, exploration of the possibility for a position that would have oversight of both COG and CSC. There are likely many possible ways to achieve this and there is not expectation that any of those options are necessarily the path forward for both agencies.

IT/HR Contract services:

As COG has been providing contracted services for IT and HR to CSC we have had ongoing conversations with Pegge McGuire about the quality and efficiency of services provided as well as challenges CSC has been experiencing.

It has become clear that CSC has an immediate need to reduce administrative (indirect) costs while enhancing HR and IT services. This has resulted in CSC making the decision to shutter HR and IT programs within CSC and rely on COG as a contract provider of all related needs. The decision has triggered a layoff of CSC staff in HR and IT (5 staff in total).

For purposes of continuity, stability, and because we value the partnership we have with CSC and thereby the people at CSC, COG has made offers of employment to each of the staff experiencing layoff. The positions offered are Limited Term positions that in the short term will primarily serve CSC and could become regular status at a later point. As of the date of this memo, all but one staff have accepted offers of employment and we are beginning the onboarding process.