



Executive Committee

Thursday, February 26, 2026

11:00 am – 12:00 pm

Virtual Meeting

Join TEAMS Meeting by clicking [HERE](#)

Meeting ID: 286 248 952 613 75

Passcode: R8x8ML99

Mobile 1 Click Number: [+1 872-242-8088](#)

Phone Conference ID: 941 884 270#

Contact: Justin Peterson (jpeterson@ocwcoq.org)

AGENDA

- | | | |
|---|--|--------------------------|
| 1) 11:00 | Call to Order & Agenda Review | Chair,
Paul Schuytema |
| 2) 11:02 | Roll Call | Staff |
| 3) 11:05 | Public Comment | Chair |
| 4) 11:08 | November 20, 2025, Minutes Approval
(Attachment A pg. 03) | Chair |
| <i>ACTION: Approval of Minutes</i> | | |
| 5) 11:10 | Election of Officers and Executive Committee
Discussion (Attachment B pg. 07)
The election of officers is scheduled for the March
CWEDD Board Meeting. Discuss Chair, Vice Chair,
and Executive Committee. | Staff |
| <i>ACTION: Discussion</i> | | |
| 6) 11:15 | March 19, 2026, CWEDD Draft Meeting agenda
(Attachment C pg. 09)
We are waiting for final agenda topics from LCOG
Staff. | Staff |
| <i>Action: Approval of Agenda</i> | | |
| 7) 11:20 | Strategic Discussion on CWEDD Board Goals
The 25-30 CEDS was recently adopted. How do we
continue the momentum? | All |



- CEDS Priority Areas Discussion
- CWEDD Regional Meeting Discussion (Fall 2026)

8) 11:45 Other Business

All

- Bylaws and Membership update – discussion
- Letter of Support Updates (EDALC, Mass Timber -RDI, and Mapleton Water District).
- Executive Committee Member updates
- 2026 CWEDD Executive Committee Schedule (**Attachment D pg. 12**)

9) 12:00 Adjournment

Chair

The next meeting will be on Thursday, May 28, 2026.

CWEDD Executive Committee Roster 2026 (pending appointments)	
Bryan Cutchen	City of Oakridge - Mayor
Ron Whitlach	City of Lebanon - Staff
Paul Schuytema	EDALC- Lincoln County – Staff
Greg Ervin	City of Cottage Grove – City Councilor
Nancy Wyse	Benton County – County Commissioner

QUORUM REQUIREMENT: “A quorum shall be three of five members present. Alternates may serve on the Executive Committee if the representative is not able to attend a meeting and if the representative so decides. The Executive Committee shall be conducted in compliance with the Oregon Public Meetings Laws as described in ORS 192.610 through ORS 192.690.” (CWEDD Bylaws Section VI B.4).



CWEDD EXECUTIVE MEETING
Thursday, November 20, 2025
11:00am - 12:00pm
Microsoft Team's Meeting Remote Connection

Members: Councilor Greg Ervin, Ron Whitlatch, Paul Schuytema, Mayor Bryan Cutchen

Staff: CED Supervisor Justin Peterson, Executive Assistant Ashlyn Muzechenko

TOPIC	DISCUSSION	DECISION / CONCLUSION
1. Call to Order & Agenda Review	The Chair, Paul Schuytema, called the May CWEDD Executive Committee meeting to order 11:01am. There were no additions or other changes to the agenda.	The meeting was called to order at 11:01am by The Chair Paul Schuytema
2. Roll Call	CWEDD Staff Justin Peterson conducted roll calls for the members and staff in attendance.	Roll call was conducted.
3. Public Comments	There were no members of the public present, therefore there were no public comments presented to the CWEDD Executive Committee.	There were no public comments.
4. Approval of Minutes from August 28, 2025 (Attachment A) Action: Approval of Minutes	Mayor Bryan Cutchen moved to approve the CWEDD Executive Committee minutes of August 28, 2025. Councilor Greg Ervin seconded. The motion carried successfully, and the minutes were approved. Councilor Greg Ervin voted for approval. Ron Whitlatch voted for approval. Chair Paul Schuytema voted for approval. Mayor Bryan Cutchen voted for approval. There were no votes against.	The CWEDD Executive Committee Approved of the August meeting minutes unanimously.
5. CWEDD Board Membership Discussion	Peterson shared initial discussion about updating the CWEDD Board membership. The high-level goal is to increase representation on CWEDD. Peterson reviewed the Articles of Agreement and the CWEDD Bylaws regarding the membership section. Staff have proposed changes around the membership for the COG Board. One update being proposed is to update the 6 OCWCOG Executive members to 3, one from each county. This would allow for 3	CWEDD Executive Committee members gave consensus to move forward with sending the membership change suggestions to the COG Board. This item will include changes to the CWEDD Articles of Agreement and the

CWEDD Bylaws.

open seats on OCWCOG to be open for other Economic Development Practitioners. The CWEDD board historically has not had representation from community colleges, universities, chambers, and other types of economic development practitioners.

The Executive Board members on the OCWCOG side are appointed to 6-8 other committees, the goal is to allow that representation but only one from each county to lighten their workload.

For the Lane Council of Government's side, Brenda shared her proposal with Justin, and it was to open membership up to the LCOG Board instead of only the Executive Committee. There is good representation from around the Lane area on their board to allow for more flexibility as to who gets appointed each year.

Chair Schuytema inquired how large the LCOG Board of directors is.

Mayor Cutchen answered there are around 35 members but there are several vacancies.

Peterson shared the current member list for the CWEDD Board:

A	B	C	D	E
OCWCOG Members	Title	Agency	Email	Notes
Nancy Wyse	Commissioner	Benton County	nancy.wyse@bentoncountyor.gov	COG Exec Committee
Claire Hall	County Commissioner	Lincoln County	cehall@co.lincoln.or.us	COG Exec Committee
Alex Johnson II	Mayor	City of Albany	alex@cityofalbany.gov	COG Exec Committee
Sherrie Sprenger	Commissioner	Linn County	ssprenger@co.linn.or.us	COG Exec Committee
Charles Maughan	Mayor	City of Corvallis	charles.maughan@corvallisoregon.gov	COG Exec Committee
Rick Booth	City Councilor	City of Waldport	Rick_Booth@waldport.org	COG Exec Committee
Paul Schuytema	Executive Director	Economic Development Alliance of Lincoln County	paul@businessinlincolncounty.com	County Member
Chris Workman	City Manager	City of Philomath	chris.workman@ci.phiomath.or.us	County Member
Kelly Hart	Community Dev. Director	City of Lebanon	khart@ci.lebanon.or.us	County Member
John Pascone	President	Linn Economic Development Group (LEDG)	pascon@peak.org	County Member
Pam Barlow-Lind	Tribal Planning Director	Confederated Tribes of Siletz Indians	pamela@ctsi.nsn.us	County Member
Christopher Jacobs	Economic Development Manager	Corvallis/Benton County	Christopher.Jacobs@corvallisoregon.gov	County Member
Lane Members	Title	Agency	Email	Notes
Randy Groves	City Councilor	City of Eugene		COG Exec Committee
Shery Duerst-Higgins	Board Member	Lane ESD and South Lane School District	sherry@duerst-higgins.com	COG Exec Committee
Bryan Cutchen	Mayor	City of Oakridge	mayor@ci.oakridge.or.us	COG Exec Committee
Steve Recca	Board Member	Fair Ridge Library District Board Member	steverecca@msn.com	COG Exec Committee
Ashley Espinoza	Board Member	Bethel School District Board Member	ashley@laneworkforce.org	COG Exec Committee
Pete Knox	Board Member	Lane Transit District	pete.knox@ltd.org	COG Exec Committee
Greg Ervin	City Councilor	City of Cottage Grove	greg@ervnit.com; councilorevin@cottagegrove.org	County Member
Matt Michel	City Manager	City of Veneta	mmichel@ci.veneta.or.us	County Member

Schuytema offered to add the industry sector representation as a Economic Development practitioner to include.

Councilor Ervin inquired about Timber representation.

Staff responded that Timber could be included as an industry sector

	<p>representative.</p> <p>Mayor Cutchen inquired about a rural focus. This could be covered by a RAIN or SBDC representative.</p> <p>CWEDD Executive Committee members gave consensus to move forward with sending the membership change suggestions to the COG Board. This item will include changes to the CWEDD Articles of Agreement and the CWEDD Bylaws.</p>	
<p>6. December 11, 2025, CWEDD Board Draft Meeting Agenda (Attachment B)</p>	<p>Peterson shared the draft CWEDD Board meeting agenda for the December 11, 2025, meeting.</p> <p>Mayor Greg Cutchen moved to approve the December Board agenda, Councilor Greg Ervin seconded. The motion carried successfully. With the edit of moving the CWEDD Annual report to its own agenda item.</p> <p>Councilor Greg Ervin voted for approval. Ron Whitlatch voted for approval. Chair Paul Schuytema voted for approval. Mayor Bryan Cutchen voted for approval. There were no votes against.</p>	<p>The CWEDD Executive Committee members approved the December Board meeting agenda with the correction to have the annual report be its own agenda item.</p>
<p>7. Other Business:</p> <ul style="list-style-type: none"> • CWEDD Annual Report • Executive Committee Member Updates 	<p>Other Business:</p> <p><i>CWEDD Annual Report-</i> Peterson shared the CWEDD Annual Report with the members in attendance.</p> <p>Peterson shared background on the annual report and how it came to be with coordination with LCOG and OCWCOG.</p> <p><i>Executive Committee Member Updates -</i> Ron Whitlatch with the city of Lebanon shared there is a lot of housing development happening in the city. There are also a few Business Oregon recruitments currently happening in the city.</p> <p>Mayor Cutchen shared Oakridge had a housing needs analysis done,</p>	

	<p>and a large re-vamp has been happening to the city's zoning code. In Parallel on the permitting and fee side, Oakridge is working on removing barriers for businesses as well.</p> <p>Councilor Ervin shared for Cottage Grove the city is changing. The city is in a stage of recognizing the need to bring in industry and grow smartly. The Urban Renewal District is the vehicle the city is banking on to usher in the next phase of development. The first vote on the Ordinance will be on Monday. The project encompasses east to west of the downtown all the way out to the Walmart and Raw River Road. A levy was on the ballot to take the fire department from 48 cents to 90 cents; this did not pass.</p> <p>Chair Schuytema shared an update that there was discussion opening an ICE facility at Newport Airport, however the situation is still fluid. Additionally, Rouge Brewing shut its doors without any warning last week.</p>	
8. Adjournment	<i>The next CWEDD Executive Meeting is scheduled for February 2026.</i>	The meeting was adjourned at 12:00 pm by The Chair Paul Schuytema.

CWEDD Board Chairmanship History

**No noted Chair and Vice Chair prior to 2016.*

2016	2017
Chair – Mayor Sharon Konopa Vice Chair – Susy Lacer	Chair – Mayor Sharon Konopa Vice Chair – Susy Lacer
2018	2019
Chair – Councilor Dann Cutter Vice Chair – Rob Scoggin	Chair – Mayor Dann Cutter Vice Chair – Rob Scoggin
2020	2021
Chair – Commissioner Pat Malone Vice Chair – Greg James	Chair – Heather Buch Vice Chair – Jim Lepin
2022	2023
Chair – Heather Buch Vice Chair – Paul Schuytema/ Jim Lepin	Chair – Heather Buch Vice Chair - Paul Schuytema
2024	2025
Chair – Paul Schuytema Vice Chair – Councilor Greg Ervin	Chair – Paul Schuytema Vice Chair – Councilor Greg Ervin
2026	2027
Chair – Pending Vice Chair – Pending	

II. OFFICERS

- (A) The officers of the District Board shall consist of a Chair and Vice-Chair elected from among the representatives and by the duly appointed representatives on the District Board for **one-year terms after March 1st**. Officers may be re-elected for up to **three consecutive terms**.
- (B) A vacancy in the office of Chair of the District shall be filled by the Vice-Chair for the unexpired term. In such an event, a new Vice-Chair shall be elected, at the next regular or special meeting of the District Board and they shall serve the balance of their term of that office.
- (C) Duties of the Chair: The Chair shall have general supervisory and direction powers of the District, shall preside at all District meetings, and shall be a non-voting ex-officio member of all committees of the District. The Chair is the sole official spokesperson of the governing body on all matters of policy and position, unless this responsibility is delegated in writing or electronically, to another member of the governing body, or a member of a board or committee appointed by the governing body.
- (D) Duties of the Vice-Chair: In the absence of the Chair, the Vice-Chair shall execute all the powers of the Chair.

The Chair and Vice-Chair shall not be residents of the same Council of Governments Region.

III. ELECTION OF OFFICERS

- (A) An annual organizational meeting shall be held by the District Board **no later than June 30th** of each year during which officers for the coming year will be elected at that meeting
- (B) Nominations may be made from the floor and candidates receiving a simple majority vote of those members present at the annual organizational meeting shall be declared elected.



Board Meeting

March 19, 2026
9:00 am – 11:00 am

LCOG Buford Conference Room (5th floor)
859 Willamette St.
Eugene OR 97401
Lane County

Or

Join Virtually via Teams

TEAMS Meeting by clicking [HERE](#)

Meeting ID: 254 291 114 930 4

Passcode: GL2NZ34k

Mobile 1 Click Number:

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

Phone Conference ID: 572 135 787#

Contact: Justin Peterson (jpeterson@ocwcog.org)

AGENDA

- | | | | |
|----|------|---|------------------------------|
| 1. | 9:00 | Call to Order & Agenda Review
<i>Welcome to Lane County!</i> | Chair, Paul Schuytema |
| 2. | 9:05 | Roll Call | Staff |
| 3. | 9:10 | Public Comment | Chair |
| 4. | 9:12 | CWEDD Board Membership (Handout) & Election of Officers
(Attachment A pg. XX and Attachment B pg. XX)
See attached bylaws for discussion of membership and election of officers.

ACTION: Election of Officers | Staff, |
| 5. | 9:15 | CWEDD Executive Committee Appointment(s)
(Attachment C pg. XX)
New CWEDD Executive Appointments may be required based on the Officer appointments.

ACTION: Election of Executive Committee | Staff |
| 6. | 9:18 | Minutes of December 11, 2025, Meeting
(Attachment D pg. XX)

ACTION: Approval of Minutes | Chair |

- | | | | |
|-----|-------|--|--------------------------------------|
| 7. | 10:00 | LCOG Placeholder
<i>pending</i>

ACTION: Discussion | Pending |
| 8. | 10:15 | LCOG Broadband

ACTION: Discussion | Staff, Jacob Callister |
| 9. | 10:45 | Discussion: CEDS Working Groups (Open time for any questions) (Attachment E pg. XX) <ul style="list-style-type: none"> • <i>Innovation Hubs</i> • <i>Broadband Action Team (BAT)</i> • <i>Blue Economy Update from EDALC</i> • <i>Cascades West Regional Consortium (CWRC)</i> • <i>Early Childhood Education (new appointee needed)</i> • <i>Rural Economic Alliance (REAL)</i> • <i>Lane Economic Committee (LEC)</i> • <i>Other workgroup updates?</i> | Chair/ Staff, Justin Peterson |
| 10. | 10:50 | Other Business (if time allows) <ul style="list-style-type: none"> • CEDS/CWEDD Marketing Video Link • <i>Next regional meeting discussion (Fall 2026)</i> • <i>Regionally Significant Updates – by County (Examples – a large manufacturing company announced a new site, other board meetings you attend)</i> • <i>2026 Meeting Schedule (Attachment F pg. XX)</i> • <i>Topics for 2026 meetings?</i> | Chair/Staff |
| 11. | 11:00 | Adjournment
<i>Next Meeting: June 11, 2026, in Lincoln County</i> | Chair |

OCWCOG Members	Title	Jurisdiction	Attendance
Nancy Wyse	Commissioner	Benton County	
Claire Hall	Commissioner	Lincoln County	
Alex Johnson II	Mayor	City of Albany	
Sherrie Sprenger	Commissioner	Linn County	
Charles Maughn	Mayor	City of Corvallis	
Rick Booth	Mayor	City of Waldport	
Paul Schuytema	Executive Director	EDALC	
Chris Workman	City Manager	City of Philomath	
Kelly Hart	CED Director	City of Lebanon	
John Pascone	President	LEDG	
Pam Barlow-Lind	Planning Director	CTSI	
Sophie Adams	ED Manager	City of Albany	
Lane Members	Title	Jurisdiction	Attendance
Bryan Cutchen	Mayor	City of Oakridge	
Sherry Duerst-Higgins	Board Member	Lane ESD/South Land SD	
Randy Groves	City Councilor	City of Eugene	
Ashley Espinoza	Board Member	Bethel School District Board Member	
Steve Racca	Board Member	Fern Ridge Library District	
Pete Knox	Board Member	Lane Transit District	
Greg Ervin	Council Member	City of Cottage Grove	
Matt Michel	City Manager	City of Veneta	

Quorum Requirement: CWEDD business may be conducted provided a quorum of members attends. A quorum shall consist of a simple majority of the membership of the District Board. The CWEDD members may participate by telephone or other means of electronic communication, provided the meeting is called to order at a meeting place where the public can attend, hear, understand and/or read the comments of the members participating by telephone or electronic means and the members so participating can fully hear, understand, and/or read the comments of the other members participating in the meeting.



Cascades West Economic Development District (CWEDD) Executive Committee 2026 Meeting Dates

Microsoft Teams Information:

[Join the meeting now](#)

Meeting ID: 286 248 952 613 75

Passcode: R8x8ML99

Dial in by phone

[+1 872-242-8088,,941884270#](#)

Phone conference ID: 941 884 270#

Meets quarterly on the
last Thursday of the Month,
11:00 am – 12:00 pm
(opposite month of the CWEDD Board)

February 26

May 28

August 27

November 19

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