

**OCWCOG EXECUTIVE COMMITTEE**  
**June 25, 2015**  
**MINUTES**

**ATTENDEES:** Commissioner Bill Hall, Lincoln County; Councilor Dann Cutter, Waldport; Mayor Sharon Konopa, Albany; Commissioner Anne Schuster, Benton County; and Councilor Bob Elliott, Lebanon.

**STAFF:** Executive Director Fred Abousleman; Deputy Director Lydia George; Finance Director Sue Forty; Community & Economic Development Director Charlie Mitchell; Human Resource Manager Eric Wolke; and Administrative Assistant Terri Sharpe.

**VISITORS:** None

Chair Sharon Konopa convened the meeting of the Executive Committee at 9:04 a.m. at the Cascades West Center in Albany, Oregon. Executive Director Fred Abousleman introduced COG's new Human Resource Manager, Eric Wolke.

**1. Approval of Previous Meeting Minutes**

Motion to approve the minutes of the April 23, 2015 Executive Committee meeting made by Councilor Bob Elliott, seconded by Commissioner Anne Schuster. Motion passed unanimously.

**2. Review of April Financials**

Finance Director, Sue Forty reviewed the July 2014 – April 2015 Financial Statements with the committee. It was reported that overall, COG is operating with more revenue this year than last year with less payroll expense.

Chair Konopa inquired about the Travel and Training expense. Sue explained that the Travel and Training line encompasses the agency's conferences, along with mileage reimbursements for both staff and volunteers.

**3. Discussion of Possible Board Presentation from the Regional Tobacco Prevention Partnership**

Commissioner Anne Schuster made a request from staff at Benton County Health to make a presentation on their Regional Tobacco Prevention Partnership Program to the Full Board at their July meeting. Mayor Konopa called for a discussion noting this was different than the usual scope of a Board presentation. Discussion followed with the agreement for a 15 minute presentation followed by 10 minutes for questions and answers at the July 16, 2015 Full Board meeting. Deputy Director Lydia George will contact the staff at Benton County Health.

**4. COG Update, Policy and Regional Developments**

Executive Director Abousleman provided information to the Executive Committee for discussion on the forming of an alliance between Oregon Cascades West Council of Governments (COG) with the United Way of Benton and Lincoln Counties and the United Way of Linn County. Formalizing the Alliance would need to go through the Boards of all three organizations with the signing of a

Statement of Professional Alliance. The Executive Committee was in favor of the Alliance and recommended it be brought forward for review by the Full Board.

Executive Director Abousleman informed the Executive Committee that COG has received the contract for the new Foster Grandparent Program from Albany Parks and Recreation. COG received over \$60,000 that will go toward RSVP community programs across all three counties. The intent of the program is to partner senior volunteers with children in need to achieve more success through mentoring. COG will test the program for a year, and then decide whether to continue sponsoring the program.

Executive Director Abousleman announced that the Legislature decided on the elimination of two core Senior and Disability Services programs; Option Counseling and the Gatekeeper Program. The State is eliminating \$2.8 million in general funds supporting Gatekeeper, and \$1.8 million supporting Options Counseling which means \$210,000 less for COG's Budget. Executive Director Abousleman sent a letter to Board members encouraging them to contact their Legislators and also suggested drafting a letter to the Legislature. Commissioner Bill Hall stated there will be an end of the session Christmas Tree Bill, and encouraged the Executive Committee to ask that the funding for the two programs be added back into the budget through this Bill.

Motion directing staff to draft a letter from the Executive Committee to all COG Legislators advocating for the restoration of funding for Option Counseling and the Gatekeeper Program made by Commissioner Hall, seconded by Councilor Elliott. Motion passed unanimously.

Executive Director Abousleman updated the Executive Committee on the effects sequestration will have on COG. Three to four years ago the Federal Government implemented sequestration, which is a 10-year process of budget cuts by 10% every year, to all non-defense, non-discretionary programs. In the last biennium, the State of Oregon used general fund dollars to cover the loss of Federal funding. If there is not a line item in the State Budget for this biennium, then COG will be looking at a 5% or greater cut to all non-defense, non-discretionary programs. This is a trickledown effect and will affect all State and local budgets. Executive Director Abousleman asked the Executive Committee for guidance on how to handle this. Discussion revolved around having two five-year budgets drawn up for COG, one that reflects the State covering the cuts with general fund dollars, and the other with the State not covering those cuts. Drafting a second letter from the Executive Committee to our Legislators was also proposed. After much discussion, it was decided Executive Director Abousleman will put together a brief presentation, with talking points that the Board members can use when contacting their Legislators that will include the financial aspects and the impact that sequestration has on the programs.

Community and Economic Development Director, Charlie Mitchell, updated the Executive Committee on the Comprehensive Economic Development Strategy (CEDS) process. The team at the University of Oregon is working on the final draft and it is expected to be released within the next 2-4 weeks, with an implementation phase in early fall.

Executive Director Abousleman acknowledged Mayor Biff Traber as the Key Speaker for COG's first elder abuse event "We Stand Against Abuse".

Chair Konopa informed the Board that three Senior Service Foundation Board Members approached her with concerns over the future of the Foundation, along with the uncertainty of the nonprofits that COG was forming. The Chair would like each Executive Officer meet together with the Foundation Board, together, to update and get clarity on the Foundation's future.

Executive Director Abousleman provided background information on the relationship of the Foundation with COG. COG has a Memo of Understanding (MOU) that invests in the Foundation to provide them with logistical support. The investment was to receive from the Foundation a level of funding for Senior Meals and RSVP that would exceed that logistical level. To date, this has never been achieved. Conversation with the Foundation revolved around them increasing their support in order for COG to continue with theirs. With COG investing approximately \$80,000 to \$150,000 per year and the Foundation's endowment at \$60,000 per year, Executive Director Abousleman does not feel it is fiscally responsible to continue this investment. The MOU expires June 30, 2015, but COG will extend it for another six months until the Foundation decides what direction they want their future to be. COG will continue to support the Foundation at the same level of service listed in the MOU with the exception of dedicated staff.

Executive Director Abousleman's recommendation to the Executive Committee is to develop the skill set of 'major giving' internally, giving COG more control over major giving, major asks, philanthropy, major donations and grants. Executive Director Abousleman also pointed out that COG's not creating 501c3's to compete with the Foundation, but rather take the two existing 501c3's and restructure them to make them more nimble and collaborative for COG.

After much discussion it was decided that the Foundation Board would be invited to the August 27<sup>th</sup> Executive Committee meeting to present their concerns. Executive Director Abousleman, on behalf of Chair Konopa, will contact President Sarah Giboney of the Senior Service Foundation and extend the invitation to her and the Foundation Board.

Finance Director Forty will provide to the Board an 'In-kind' financial sheet on the Foundation's cost to COG. Executive Director Abousleman will provide a copy of the MOU to Chair Konopa.

*Councilor Dann Cutter left the meeting.*

## **5. July Full Board Agenda Items**

The Executive Committee reviewed and approved the proposed Full Board agenda items:

### **1. Consent Calendar**

- a. Approval of Previous Full Board Meeting Minutes
- b. Approval of Senior and Disability Services Advisory Council (SSAC) and Disability Services Advisory Council (DSAC) memberships.

2. **Presentation by the Regional Tobacco Prevention Partnership**
3. **Proclamation to Recommit to Full Implementation of the ADA**
4. **Report on the Health and Transportation Forum**
5. **Presentation of COG's Long Term Services and Support Programs**
6. **Program Update Question and Answers**
7. **Information Sharing**
8. **Other Business**
9. **Adjournment**

6. **Other Business**

No other business to discuss.

7. **Adjournment**

Meeting adjourned at 10:30 a.m.

*Minutes by Terri Sharpe*

***Minutes Approved October 22, 2015***