

**OCWCOG EXECUTIVE COMMITTEE**  
**April 28, 2016**  
**MINUTES**

- ATTENDEES:** Mayor Sharon Konopa, Albany; Commissioner Anne Schuster, Benton County; Mayor Biff Traber, Corvallis, Councilor Bob Elliott, Lebanon; and Councilor Dann Cutter, Waldport.
- VIDEO:** Commissioner Bill Hall, Lincoln County.
- STAFF:** Executive Director Fred Abousleman; Deputy Director Lydia George; Community and Community Economic Development Director, Phil Warnock; Finance Director Sue Forty, Senior and Disability Services Director, Dave Toler; and Administrative Assistant Terri Sharpe.

**VISITORS:**

Chair Sharon Konopa convened the meeting of the Executive Committee at 9:04 a.m. at the Cascades West Center in Albany, Oregon.

**1. Approval of Previous Meeting Minutes**

Motion to approve the minutes of the February 25, 2016 Executive Committee Minutes made by Councilor Bob Elliott, seconded by Mayor Biff Traber. Motion passed unanimously.

**2. Review of Financials**

Finance Director Sue Forty presented OCWCOG's financial information ending March 2016 and reported that overall, things are good. Contracts are low due to the Supplemental Budget that was recently adopted. The agency has not received the Non-Emergent Medical Transportation dollars of approximately \$470,000. Donations are low, but the Senior Meals' Mother's Day Tea mailing just went out, and the quarterly payment to the Senior Meals Program from the Senior Services Foundation has not yet been received.

Mayor Traber asked about the higher dollar amount in the Coordinated Care line item. Finance Director Forty explained payment is received at the beginning of the month and RideLine has increased the number of providers they are serving. Community and Economic Development (CED) Director Phil Warnock said there was also a cost settlement from last year, which increased income by about a half million dollars. They are working with the InterCommunity Health Network-Coordinated Care Organization (IHN-CCO) in receiving a rate adjustment which will be reflected in the future quarterly reports. This is due to the volume of transport being way ahead of the initial projection. In the last two and a half years they have grown from 6,500 trips per month to about 15,000 trips per month.

*Commissioner Anne Schuster arrived.*

Chair Konopa said the Oregon Department of Transportation's (ODOT) Public Transportation Plan Policy Advisory Committee is updating their Public Transportation Plan and should be aware of the increase in trips through Ride Line. She would like a news release to go out to the local media to connect people with OCWCOG and to show the public what the demand is.

Senior & Disability Director Dave Toler sees the increase as positive. With the increase in Medicaid, more low income people are now eligible to receive this transportation.

### **3. Revisions to the Adopted FY2016-17 Dues Rates**

Finance Director Forty reviewed the revisions needed to be made to the Board-adopted Dues Rates for Fiscal Year 2016-2017. When the dues were calculated the Port of Newport was inadvertently charged for General Dues and the Confederated Tribes of Siletz was not charged a flat fee of \$250 for General Dues, as they historically have. The adjustments affected the prior year's balance of \$255,000 which changes the net increase to \$5,600.

Chair Konopa asked if any cities have opted out of paying dues. Executive Director Abousleman said Mill City is considering being a member of Mid-Willamette Valley Council of Governments (MWVCOG) representing Marion County and are in discussions with both COGs about this. Half of the City is in Marion County, and the other half is in Linn County. Executive Director Abousleman will be meeting with the MWVCOG Executive Director.

Executive Director Abousleman also pointed out to the Committee that the Confederated Tribes of Siletz provides OCWCOG \$13,000 a year in meal donations.

Motion to approve the revisions to the FY2016-2017 Dues Rates and recommend Board ratification at their May meeting made by Mayor Traber, seconded by Commissioner Schuster. Motion passed unanimously.

### **4. OCWCOG Program Updates**

Executive Director Abousleman and Mayor Konopa met with two Board members from the Community Development Corporation (CDC) regarding the issues they have with Cascade West Financial Services, Inc. (CWFSI). The COG Executive Directors from OCWCOG, Lane COG and MWVCOG will meet with the new CDC Executive Director in two weeks to discuss contracts and revenue. Between the three COGs, they have generated close to \$10 million in revenue since the break off with CWFSI.

Chair Konopa welcomed Phil Warnock as the new CED Director and requested the OCWCOG Board be updated as well.

Chair Konopa and CED Director Warnock met with the Cascades West Economic Development District (CWEDD) for discussion on resiliency after a natural disaster. Chair Konopa would like an update of the Resiliency Plan brought to the May Full Board meeting. Executive Director Abousleman will look into getting Josh Bruce to provide a 10-minute presentation on the Plan.

CED Director Warnock updated the Committee on the Federal Land Access Program which has released a grant program for economic development for Federal land access in our area. This is new and something OCWCOG will be looking into. The application deadline is July 1<sup>st</sup>.

Commissioner Schuster asked if a Fall Summit for CED is still being considered. CED Director Warnock said he does have some work to do on it, and will be putting a draft agenda together soon.

Councilor Elliott asked about the stability of the Senior Meals Program. Executive Director Abousleman said it will always be unstable until they figure out a steady revenue stream. The program has continued to operate with an approximate \$200,000 - \$400,000 gap in funding. There is always Federal funding, but the gap is from the increased number of consumers. OCWCOG is

pursuing larger “asks” this year, and SDS Director Dave Toler is researching restructuring and rebranding the program. All else failing, the program may have to be turned over to an independent non-profit; a direction many Area Agencies on Aging are taking.

Mayor Traber asked for a copy of the Senior Meals’ donation request letters to Benton County and the City of Corvallis that OCWCOG recently sent. It was brought up that many of the member jurisdictions have already developed their budgets by the time they receive the letters. This could be a factor in why they are not donating as much.

Councilor Dann Cutter requested a draft of the ask letter, along with information on rent/fees being charged to the Senior Meals Program for facility use, also go to the Board members representing those meal site locations.

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

The Executive Committee reviewed and approved the proposed Full Board agenda with the addition of the Bateman Service Contract, CWEDD Resiliency Plan, and presentation on the Albany building renovation plan.

### **1. Consent Calendar**

- a. Approval of Previous Full Board Meeting Minutes
- b. Bank Signing Resolution
- c. Bateman Service Contract

### **2. Adoption of the FY2016-17 Work Program and Budget**

### **3. Adoption of Older American’s Month Proclamation**

### **4. CWEDD Resiliency Plan**

### **5. Albany Building Renovation Plan Presentation**

### **6. Program Update Questions and Answers**

### **7. Information Sharing**

### **8. Other Business**

### **9. Adjournment**

## **6. Other Business**

Chair Konopa said the Department of Land and Conservation and Development will be holding their regional meeting on the same date as the May 19 Budget Committee and Full Board meeting, and she may be late for the 2:00 p.m. Budget meeting. There is a reception at City Hall from 5:00 – 6:00 p.m. for all elected officials, and the Board is invited. Chair Konopa will have to leave the Board meeting at 4:30 p.m.

Commissioner Schuster asked if there was time at the Full Board meetings to discuss a topic, such as Resilience, instead of information sharing. The Committee discussed ideas on generating discussions on issues/topics that may affect jurisdictions in the region and sharing how they are impacted or dealing with the issue

Councilor Cutter reminded the Committee of a previous discussion on meeting sites for Full Board meetings. It was suggested that each City should host a meeting, giving them the honor of promoting their City. This should result in less videoconferencing. Executive Director Abousleman suggested holding the September Board meeting in Lincoln County.

7. **Adjournment**

Meeting adjourned at 10:21 a.m.

*Minutes by Terri Sharpe*