

**OREGON CASCADES WEST COUNCIL OF GOVERNMENTS  
EXECUTIVE COMMITTEE MEETING MINUTES  
AGENDA  
September 19, 2019**

**MEMBERS:** Commissioner Pat Malone, Benton County; Mayor Sharon Konopa, City of Albany; Mayor Jim Lepin, City of Millersburg; Mayor Biff Traber, City of Corvallis; and Mayor Dan Cutter, City of Waldport (phone).

**STAFF:** Executive Director Fred Abousleman; Deputy Director Rachael Maddox-Hughes; Community Services Program Director Jennifer Moore; Senior and Disability Services Director Randi Moore; and Community and Economic and Economic Development Executive Administrative Assistant Emma Chavez.

The Oregon Cascades West Council of Governments (OCWCOG) Executive Committee Meeting was called to order by Chair Mayor Biff Traber at 10:06 am on Thursday, September 19, 2019 at the Cascades West Center in Albany.

**1. Approval of Previous Meeting Minutes**

Mayor Jim Lepin motioned to approve the August 22, 2019 meeting minutes. Mayor Sharon Konopa seconded. Motion passed unanimously.

**2. Executive Session**

Chair Biff Traber called the meeting to Executive Session at 10:10 am. All staff were asked to leave except for Executive Director Fred Abousleman and Deputy Director Rachael Maddox-Hughes.

Upon returning from Executive Session; Chair Traber announced that the following action would be taken.

**ACTION:** Chair Traber made a motion for the Executive Committee to accept Executive Director Abousleman's resignation and request that Mr. Abousleman remain at OCWCOG through the entire 90 days as detailed in his contract.

Chair Traber confirmed that a transition plan will be developed leading up to his departure. Additionally, the Executive Committee requests for Executive Director Abousleman to consult with the OCWCOG after his December 6, 2019 departure date. During Executive Director Abousleman's transition, Chair Traber and Vice Chair Dan Cutter will work with Deputy Director Rachael Maddox-Hughes, Finance Director Sue Forty, and Executive Director Abousleman to oversee operations. Deputy Director Maddox-Hughes and Finance Director Forty will consult with Attorney Jim Brewer in regard to OCWCOG policy, and as of December 6th will work with Executive Director Abousleman on a consultant basis, and not hire an Interim Director, for the time being.

Vice Chair Cutter moved to approve the motion. Commissioner Pat Malone seconded the motion. Motion passed unanimously.

**3. Adjournment**

Meeting adjourned at 11:15 am.

*Meeting minutes taken by Emma Chavez.*