

## **Agenda Item Number**

**4.**

### **Report of the Executive Committee**

**Presenter:** George Kloeppe

**Action Recommended:** None. Information Only

**Meeting Notes:**

**Meeting of March 15, 2007**

The LCOG Executive Committee met at 5:30 on Thursday, March 15 in the LCOG Main Office in Eugene. Members present were:

LCOG Board Chair, Patrick Lanning, EWEB  
LCOG Vice Chair, Greg James, Willamalane  
Coburg Mayor Judy Volta  
Florence Mayor Phil Brubaker  
Oakridge Mayor, Don Hampton  
LCC Director, Susie Johnston  
Bethel School District Director Alan Laisure  
Cottage Grove Mayor Gary Williams

Staff members attending included Bob Swank, Byron Vanderpool, Kay Metzger, Jamon Kent, Ann Mortenson and George Kloeppe. The Committee considered:

**Date and Time of Executive Committee Meetings**

With the 2007 Committee at full strength, Patrick Lanning asked for input regarding the most convenient time and day of the month for regular meetings. After some discussion, it was decided that the Committee would meet at 5:30 (except when the Budget Committee was meeting) on the second Thursday of the month.

## **April 26 Board Agenda**

George Kloeppel distributed and described a preliminary listing of a dozen agenda items already planned for the April meeting of the Board of Directors. He asked for the Committee's suggestions regarding the "special discussion topic" for the month, "impact of education on the economy." After some discussion it was agreed that the South Lane School District Superintendent, Krista Parent should be consulted and invited to serve as the catalyst speaker. Kloeppel noted that the agency's Revised Budget was scheduled for approval in April and that a favorable recommendation from the Budget Committee would accompany the document. Kloeppel noted that a ten-minute presentation (plus Board discussion) was planned on the Lane County Food Policy Council on which Mayor Hampton serves as co-chair. It was noted that the Board would be asked in April to recommend the appointment of a non-metro city representative to the Regional Investment Board. Kloeppel reported that he had solicited the interest of mayors of the non-metro cities and that the Executive would be asked to make a recommendation for the Board at its April meeting.

## **Biennial Performance Review of Executive Director**

The Committee discussed the Performance Review with LCOG HR Manager Marianne Griffin and Consultant Jeff DeFranco. With the guidance of the consultant, the Committee identified groups to whom questions should be directed. Expanding the groups that were solicited in 2005, the Committee supported seeking the judgment of elected officials beyond the Board of Directors (other officials with whom the Executive Director interacts) and seeking the opinions of peers (regional council directors) in the Northwest. It was agreed that the same kinds of questions would be asked this year in order to provide an indication of change over time. It was agreed that the schedule that had been proposed should be amended to reflect the new Executive Committee meeting schedule. Otherwise, approval was given to Griffin and the consultant to move forward with the "360 Degree Review" as proposed.

## **Transportation Planning, Joint Meeting with MPC**

It was noted that a meeting of the Committee and the Metropolitan Policy Committee had been scheduled for Tuesday, March 20. Consultant Jim Johnson provided background on his discussions of the "dispute resolution" issue with members of the MPC. Vanderpool announced that, because of scheduling

conflicts, no representative of the City of Eugene would be able to attend the March 20 meeting. The Committee agreed to cancel that meeting. Johnson indicated that from his discussions with the MPC members he was convinced that there was little likelihood of obtaining agreement from the three large jurisdictions to abandon the veto provisions in the MPC Bylaws. He did indicate, however, that MPC members might be open to discussing regional transportation issues with LCOG and that there might be openness to a process that could be used to find MPC agreement, prior to the use of the veto provision on transportation decisions. Kloeppe reminded the Committee that the LCOG Board's planned discussion topic for the June 28 meeting was "regional transportation." It was suggested that MPC officials be invited to participate in the exploration of that topic. It was further agreed to communicate with the MPC LCOG's continuing interest in a planning process that provides an efficient system of movement of people and goods through and within the metropolitan area; and further to communicate that the process by which public policy decisions are made and resources allocated should also be efficient and straight forward. However, the Committee agreed to terminate its previous request that the MPC change its operating practice to avoid freezes in the decision making process.

### **Nomination of Mayor Gary Williams to Second Term on NARC Board**

Patrick Lanning asked the Committee's approval to nominate Mayor Williams to a second term on the board of the National Association of Regional Councils. It was moved by Mayor Brubaker, seconded by Mayor Volta, that the nomination be authorized and submitted. Mayor Williams thanked the Committee for its support.

### **Economic Development District Bylaw Changes**

George Kloeppe requested that this item be deferred until a later meeting.

## **Administrative Items**

### **Auditor Selection**

Because an Audit Committee had been established to assist with the selection of an auditor, some discussion of the process was encouraged. The Committee had selected the firm of Jones & Roth P.C. for a three-year (renewable for an additional two years) contract. Greg James who served on the Committee indicated that the process was a good one and that he was pleased with the outcome.

## **Appointment of Budget Committee**

By motion (Mayor Volta, Susie Johnston) Veneta City Administrator Ric Ingham was appointed to a three-year term on the LCOG Budget Committee. In separate action it was agreed without motion to name Board members Greg James, Susie Johnston and Phil Brubaker to one-year terms on the Budget Committee. It was noted that the Committee would meet twice—April 12 and May 10—before submitting its approved budget for FY 2007-08 to the Board of Directors.

## **Information Items**

### **Needs Assessment of Lane County Seniors and Persons with Disabilities**

SDS Director Kay Metzger reviewed the annual Needs Assessment, developed by staff and the Advisory Councils and published in December 2006.

### **Proposed Federal Rules, Medicaid Program**

SDS Director Kay Metzger described rules proposed by the Centers for Medicare and Medicaid Services that would impact the use of local funds as “match” for Medicaid funding and cast a question on the role of councils of governments/AAAs in the operation of Medicaid programs. She distributed an advocacy letter by which LCOG’s concerns would be conveyed to the rule-making agency. Without motion, the Committee agreed to authorize the transmittal of the comments.

### **Coordinated Population Forecast**

Associate Director Bob Swank reviewed the approach that was planned for updating the Coordinated Population Forecasts for Lane County. He noted that the Regional Managers Group had agreed to serve as the oversight body for this effort. A question was raised about how this project came up, and it was noted that four cities had requested the LCOG Board to authorize the effort. In response to a question about the cost of doing the work, Swank reported that a straight projection of 15-year trends and of 5-year trends would be done and submitted to the Regional Managers; for that work, costs would be absorbed by LCOG. He indicated that, if the project from that point forward required additional analysis, a project contract would be proposed.

## **Quadrennial MPO Certification**

Technology Services Director Byron Vanderpool reported that the periodic (now on a four-year cycle) review of the Central Lane MPO (LCOG) would be conducted by the US Department of Transportation May 1-3.

## **Meeting of April 12, 2007**

The April meeting of the LCOG Executive Committee was called to order at 6:42 on Thursday, April 12 in the LCOG Main Office in Eugene. Members present were:

LCOG Board Chair, Patrick Lanning, EWEB  
LCOG Vice Chair, Greg James, Willamalane  
Coburg Mayor Judy Volta  
Florence Mayor Phil Brubaker  
Oakridge Mayor, Don Hampton  
LCC Director, Susie Johnston  
Cottage Grove Mayor Gary Williams

Staff members attending included Bob Swank, Byron Vanderpool, Kay Metzger, Steve Dignam, Marianne Griffin, Jamon Kent, Ann Mortenson and George Kloeppe. The Committee considered:

## **April 26 Board Agenda**

George Kloeppe distributed and described a draft agenda for the April 26 meeting of the Board of Directors. He noted that the “special discussion topic” for the month, “impact of education on the economy,” would utilize Krista Parent from SD 45-J and Sonya Christian of LCC. [Subsequent to the meeting, Ms. Parent had to cancel her participation because of a conflict] Kloeppe noted that item 12.D would be a 10-minute presentation by Mayor Hampton and Laurie Trieger regarding the Lane County Food Policy Council. Mayor Hampton noted that there would be background material provided in advance of the meeting in the packet. Kloeppe noted that the action items and reports included on the draft agenda should be manageable during the first hour of the meeting. The Committee asked

that the discussion of education and the economy be started at 8:00 and that any unaddressed agenda items be picked up at the end of the meeting.

### **Biennial Performance Review of Executive Director**

The Committee discussed the Performance Review with LCOG HR Manager Marianne Griffin. The Committee reviewed and discussed the questions that had been developed by the consultant and reviewed by the subcommittee; they also considered the participants, whose ratings would be sought. It was agreed that Kloepfel should be requested to prepare a self-evaluation that touches upon the goals established in 2005. May 10 was given as the deadline for the self-evaluation. By motion (Brubaker and James) the staff was authorized to work with the consultant to refine the questions and list of potential respondents and to move forward with the “360 Degree Review” as proposed.

### **June Board Meeting, Discussion of Regional Transportation**

Kloepfel reminded the Committee that the Special Discussion topic for the Board’s June meeting would be “Regional Transportation.” Input was solicited for the approach that would have the greatest value for Board members. It was suggested that Werner Broeg of Socialdata America (TravelSmart) might be a good catalyst. It was suggested that, to prime the pump, Board representatives from each member jurisdiction should be asked to bring “one idea” for improving the efficient movement of people and goods within and through the region. It was suggested that the June discussion identify the long-term transportation interests of the various public sector entities represented on the Board.

### **FY 2006-07 Revised LCOG Budget**

The agency’s Budget Committee had met immediately prior to the Executive Committee meeting and had approved the Revised Budget and recommended its adoption by the Board in April.

### **Economic Development District Bylaw Changes**

Steve Dignam, Economic Development Program Manager, reviewed and discussed recommended changes in the Bylaws of the Cascades West Economic Development District. By motion (Volta and James) approval was granted for the changes as recommended.

## **FY 2007-08 Area Plan for Senior & Disabled Services**

S&DS Director Kay Metzger presented the proposed 2007-08 component of the 2008-2012 “Area Plan.” She noted that it was the first year of a new plan cycle and was based upon a current assessment of needs. She also stressed that the proposed Plan had been built upon six objectives, developed by the Advisory Councils. After making two typographical corrections, she invited discussion and questions. Questions were asked and answered regarding the changes in resource allocation. It was noted that, while described in a single Plan, the programs portrayed are supported by different revenue streams, and that explained some of the recommendations made by the Advisory Councils. It was moved by Greg James, seconded by Gary Williams, to approve the Plan for the coming year and to recommend its adoption as a consent agenda item by the Board of Directors. Motion passed unanimously.

## **Regional Investment Board Appointment**

Kloeppel noted that he had placed this action item on both the Committee’s agenda and on the draft agenda for the April Board meeting. Two non-metro city representatives had stepped forward, expressing willingness to serve. Because both Mayors Brubaker and Hampton were members of the Executive Committee, Kloeppel suggested that the Committee might ask the Board to make the appointment. With the concurrence of the Committee, the issue was referred.

## **Third Quarter Financial Report**

It was noted that the report of revenue and expense experience for the first nine months of the fiscal year would be presented to the Board at its April 26 meeting. The Committee reviewed the Report. Kloeppel observed that at the end of the third quarter, the agency’s revenues had exceeded expenditures by \$1.4 million. He also noted that the expenditures for Personal Services (staffing expense) were at 72 percent of budget at the end of the period. It was suggested that the Report include the Revised Budget information, rather than the entries from the original adopted Budget.

## **House Keeping Issues**

Kloeppel reminded the Committee members that the Executive Committee does not traditionally meet in July or August. He noted, however, that on July 12 (the

second Thursday of the month) there would be a retirement event at Mt. Pisgah for Steve Gordon who had been with the agency since 1975. In the unlikely event of a need for a Committee meeting in July, KloeppeI suggested that another date/time be found.

KloeppeI also noted that the Board would be asked on April 26 to make a change in its meeting schedule. The City of Oakridge had offered to host the September meeting on Saturday, September 22, thereby avoiding a conflict with the League of Oregon Cities Conference. It was noted that a Saturday Board meeting had been successfully held in Oakridge previously and that the Board was expected to approve the change. Such action would open up the June Board meeting (June 28) for a new host. It was suggested that, since transportation planning would be a topic, a metro jurisdiction might want to host.