

MEETING: LCOG Executive Committee

DATE: Thursday, April 15, 2004

TIME: 7:00 p.m. following Budget Cmte. meeting << **NOTE**

LOCATION: LCOG Main Office
Wells Fargo Office Building
Fourth Floor Small Conference Room
99 East Broadway, Suite 400
Eugene, Oregon

CONTACT: George Kloeppe, 682-4395

AGENDA

1. **April 22 Board of Directors Agenda**

The agenda and background materials for the Board's April meeting at the Springfield School District Administrative Office will be available for review under this item.

2. **Executive Committee Roles & Responsibilities—Setting Board Meeting Content and Establishing Policy—Committee Meeting Schedule**

The Board of Directors has asked that the Executive Committee address a larger proportion of the agency's business and, further, that it take responsibility for *setting the table* for the Board's discussions of regional topics. Under this item, the Committee is asked to provide guidance to staff. Issues include an assessment of the most appropriate discussion topics and action items for the Board of Directors, as well as the Committee's desired procedure and meeting times. See the attached background paper, entitled "Division of Labor between Board and Executive Committee.

3. Senior Meals Program Cutbacks

LCOG's Senior Meals Program—both the group meals at 13 sites and the home-delivered meals to homebound seniors—has been a continuing economic challenge. The Meals Advisory Committee has recommended several cost-saving changes, which will be considered by the Senior Services Advisory Council on April 13. The SSAC's recommendation will be transmitted to the Board of Directors, probably this month. Under this item, the underlying situation and the recommended actions can be discussed. This issue also provides a *real world* case for some of the changes in our policy-setting procedures. It is appropriate for the Board to be the final decision point at present; but under the new process in which a greater share of the deliberative process in the hands of the Executive Committee, a choice would need to be made. As the Committee considers this topic, members are encouraged to also judge whether future issues of this kind should be resolved by the Committee, with only a report going to the Board.

4. FY 2003-04 Revised Budget

Immediately prior to the Executive Committee meeting, the agency's six-member Budget Committee will meet to give initial consideration to the coming year's budget and to recommend a *Revised Budget* for fiscal year 2003-04. That proposed amendment to the current year's budget (scheduled for Board consideration this month) can be reviewed for the benefit of the Executive Committee under this item.

5. Wastewater

At last month's meeting of the Board, a suggestion was made that LCOG assist municipalities that are struggling with developing or expanding wastewater treatment facilities. It was asserted that by attending to any of several of the aspects of this task collectively, or at least in a coordinated fashion, public resources could be used more effectively. There are of course multiple aspects of municipal wastewater management, ranging from initial planning through engineering, finance and administration. The Committee is urged to provide direction on how best to frame the issue for Board discussion.

6. Bylaws Amendment

When the Board chose to move to a six-meeting-per-year format, some changes in the agency's Bylaws became necessary. The recommended amendments were previewed at the March 18 Board meeting, with the understanding that formal action could be taken this month. The attached mark-up copy of the Bylaws highlights the proposed changes. As was noted last month, they are intended both to accommodate the new schedule of meetings and to clean up an obsolete provision related to the performance review of the Executive Director. The Committee's recommendation to the Board in this regard can be presented at the April 22 meeting.

7. Other Issues