

AGENDA  
Mid-Willamette Valley  
Council of Governments  
**EXECUTIVE COMMITTEE**

**December 5, 2023**

**3:30 p.m.**

**Hybrid Meeting: MWVCOG 100 High St SE Suite 200, Salem, OR 97301/ Zoom**

Join Zoom Meeting

<https://us06web.zoom.us/j/86477139306?pwd=AEXHa0cl84wk9lR7brjxgMpUfEUo7n.1>

Meeting ID: 864 7713 9306

Passcode: 463464

1. Call to Order – *Lisa Leno*
2. Approval of minutes of September 5, 2023 Pg. 2
3. Review Agenda for December 19, 2023, Board meeting Pg. 4
4. Community Development Partnership Board meeting September 19, 2023, at 4:30 p.m. immediately following the COG Board Meeting to consider adopting the draft CEDs.
5. The Executive Committee will need to make recommendations on: Pg. 7
  - a) Election of Officers for 2024
6. Executive Director's Report
  - a) Legislative Priorities
7. Other business
8. Adjournment

Next Executive Committee Meeting will take place on Tuesday March 5, 2024, at 3:30 p.m.

*The Mid-Willamette Valley Council of Governments is pleased to comply with the Americans with Disabilities Act (ADA). If you need special accommodation to attend this meeting, please contact Linda Hansen at (503) 588-6177 at least 48 hours prior to the meeting. Hearing impaired, please call Oregon Telecommunications Relay Service, 7-1-1. Thank you.*

## **MINUTES OF SEPTEMBER 5, 2023**

### **MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS EXECUTIVE COMMITTEE**

**In Person at Spirit Mountain/Zoom Webinar Available**

#### **MEMBERS PRESENT**

**CHAIR:** Lisa Leno, Tribal Council Member, Confederated Tribes of Grand Ronde

**VICE CHAIR:** Ian Davidson, Salem-Keizer Transit District Board

**PAST CHAIR:** Councilor Sal Peralta, City of McMinnville  
Councilor Roxanne Beltz, City of Monmouth

#### **MEMBERS ABSENT**

None

#### **OTHERS PRESENT**

Scott Dadson, Executive Director MWVCOG

Linda Hansen, Administrative Support Coordinator MWVCOG

Amber Mathiesen, Finance Director MWVCOG

McRae Carmichael, Community Development Director

Cathy Clark, City of Keizer Mayor

John McArdle, City of Independence Mayor

#### **CALL TO ORDER & INTRODUCTIONS**

Chair Leno called the meeting to order at 12:36 p.m.

#### **APPROVAL OF MINUTES OF JUNE 6, 2023**

A motion was made by Mr. Davidson, seconded by Councilor Beltz, **TO APPROVE THE MINUTES AS WRITTEN**. The motion passed as follows:

YES: Leno, Peralta, Davidson, Beltz

NO: None

ABSENT: None

#### **REVIEW OF AGENDA FOR SEPTEMBER 19, 2023, BOARD MEETING**

Mr. Dadson mentioned that there would be a Presentation about Broadband at the start of the COG Board meeting and outlined briefly shared about Resolution 2023-09: Acceptance of the \$1 million Community Lender Loss Reserve Grant in the Consent Calendar. There was some discussion about item F on the agenda, Resolution 2023-10: Out of Region Service Fees and COG Affiliates regarding staff capacity and confirming that there would be annual reevaluation of affiliate status. A request was made for a map of areas served by COGs surrounding the MWVCOG region. A brief update on the current audit was given under the discussion of G.1. Financial Report on the agenda. The 2023 Legislative Gathering on September 28, 2023, at 7:00 a.m. at CCBI was talked about, with encouragement given to those in attendance to get elected officials from local governments to attend.

#### **EXECUTIVE DIRECTOR'S REPORT**

Mr. Dadson briefly covered a number of topics in his report. It was commented that legislators don't understand the plight of City's budgets due to the good revenue coming into the State coffers. It would take a lot of education to change Measures 5 and 50. He shared that the COG will convene a group to discuss the Westside Express Service (WES). He shared with the group that he had met with Latinos Unidos Siempre, a group that has made a request to the COG regarding Safe Routes to School (SRTS), to listen and learn about their concerns. Mr. Dadson also met with the school district and the police who are partners with the SRTS program regarding the LUS concerns.

### **ADJOURNMENT**

Hearing no further business, Chair Leno adjourned the meeting at 2:00 p.m.

---

Scott Dadson, Executive Director

## AGENDA

### Board of Directors

Mid-Willamette Valley Council of Governments

**Tuesday, December 19, 2023**

**3:30 P.M. – 4:30 P.M.**

**Hybrid: In Person and Zoom**

**CONTACT:** Scott Dadson, Executive Director, 503-540-1601  
**CHAIR:** Tribal Councilwoman Lisa Leno, Confederated Tribes of Grand Ronde  
**VICE CHAIR:** Ian Davidson, Cherriots, Salem Keizer Transit District

---

**A. CALL TO ORDER** – *Lisa Leno, Chair*

**B. INTRODUCTIONS** – *Lisa Leno, Chair*

**C. PUBLIC COMMENT** (*This time is reserved for questions or comments from persons in the audience*)

**E. CONSENT CALENDAR** (*All items on the Consent Calendar will be approved by one vote unless an item is withdrawn for discussion at the request of a Board member. Members may have an item withdrawn by notifying the Chair at the meeting. The item will be removed by the Chair for discussion and a separate motion will be required to take action on the item in question.*)

**1. Minutes of October 24, 2023, special meeting of the Board of Directors** **pg. x-x**  
*Requested Action: Approve minutes*

**2. Adopt 2024 Meeting Schedule** **pg. x-x**  
*Requested Action: Motion to Adopt the meeting schedule for the 2024 calendar year.*

**4. Adopt Fund Balance Target for FY 2024-2025** **pg. x-x**  
*Requested Action: Motion to Adopt Resolution 2023-12.*

### F. INFORMATIONAL ITEMS

**1. Financial Report** **pg. x-x**  
*Information only.*

**2. Department Activity Reports** **pg. x-x**  
*Information only. Reports from the Community Development Department, Transportation Department, and Small Business Loan Program.*

### **3. Legislative Policy Update – Legislative Policy Subcommittee**

## **G. ACTION ITEMS**

### **1. Adopt Legislative Policy for 2024**

**pg. x-x**

*Requested Action: Motion to Adopt Legislative Policy for 2024*

### **2. Adopt Member Dues/EDD Assessment FY 2024-2025**

**pg. x-x**

*Requested Action: Motion to Adopt Member Dues and EDD Assessment for FY 2024-2025*

### **3. Election of Officers for 2024**

**pg. x-x**

*Requested Action: Motion to Elect officers for the 2024 calendar year based upon the recommendations of the Executive Committee.*

## **H. EXECUTIVE DIRECTOR’S REPORT**

### **1. Annual Meeting Planning Update**

**I. BOARD DISCUSSION/ROUNDTABLE** *(This is an opportunity for Board members to introduce subjects not on the agenda and report on happenings in their respective jurisdictions.)*

## **J. ADJOURNMENT**

**NEXT MEETING: Annual Dinner  
Wednesday, February**

*The Mid-Willamette Valley Council of Governments is pleased to comply with the Americans with Disabilities Act (ADA). If you need special accommodations to attend this meeting, please contact Linda Hansen at [lhansen@mwvcoq.org](mailto:lhansen@mwvcoq.org) or (503) 588-6177 at least 48 hours prior to the meeting. Hearing impaired, please call Oregon Telecommunications Relay Service, 7-1-1. Thank you.*

## **MWVCOG BOARD OF DIRECTORS MEETING SCHEDULE FOR CALENDAR YEAR 2024**

---

<b><u>Date</u></b>	<b><u>Location</u></b>
January 25, 2024 New Member Orientation 4:00 p.m.	Zoom or COG Offices 100 High Street SE, Suite 200 Salem, Oregon
February TBD Annual Meeting 6:00 p.m.	In Person Location to be confirmed
March 5, 3:30 pm Executive Committee	Zoom or COG Offices
March 19, 3:30 pm Board of Directors	Zoom or COG Offices
May 21, 3:30 pm Budget Committee	Zoom or COG Offices
June 4, 3:30 pm Executive Committee	Zoom or COG Offices
June 18, 3:30 pm Board of Directors & Budget Hearing	Zoom or COG Offices
September 10, 3:30 pm Executive Committee	Zoom or COG Offices
September 17, 3:30 pm Board of Directors	Zoom or COG Offices
December 3, 3:30 pm Executive Committee	Zoom or COG Offices
December 17, 3:30 pm Board of Directors	Zoom or COG Offices

- Board meetings are scheduled to begin at 3:30 p.m., except for the annual meeting, which is in the evening.
- Executive Committee meetings are scheduled to begin at 3:30 p.m., unless specifically noted.
- The Budget Committee will meet at 3:30 p.m..
- The Budget Hearing will be part of the June COG Board Meeting.

***DRAFT***

**MEMORANDUM**

**TO:**        **Board of Directors**  
              Mid-Willamette Valley Council of Governments

**DATE: December 5, 2023**

**FROM:**   **Scott Dadson**  
              Executive Director

**RE:**        Election of Officers for 2024

---

**Action Requested**

Approve the following CY 2024 MWVCOG slate of officers:

- Chair: Ian Davidson, Salem Area Mass Transit District (Cherriots)
- Vice Chair: [To Be Determined]
- Immediate Past Chair: Lisa Leno, Confederated Tribes of Grand Ronde
- [To Be Determined]

**Background**

Under the 190 Agreement, the Executive Committee annually nominates a Chair and Vice Chair to the COG Board for the new calendar year. The Agreement provides that the Immediate Past Chair, Lisa Leno, Confederated Tribes of Grand Ronde, will automatically serve on the Executive Committee for one year; and that a fourth member be selected by the Board Chair.

After discussion at their December 5, 2023, meeting, the Executive Committee is recommending that [... your recommendation based on the discussion at this meeting will go here].

**XI. PERMANENT COMMITTEES**

1. There is hereby established an Executive Committee which shall consist of the Council Chair and Vice Chair and one other member of the Council's Board of Directors appointed by the Chair. Not more than two of these three members may represent jurisdictions in Salem and Marion County. The immediate past chair, if still in elected office, shall also serve in a voting position on the Executive Committee.

The functions of the Executive Committee shall be:

- a. To consult with the Executive Director of the Council and provide direction to him between the regular meetings of the Council's Board of Directors.
- b. To prepare operational guidelines for the Executive Director.
- c. To review all proposals for initiation of new programs by the Council of Governments and to prepare a statement of the impact of said programs for the consideration of the Board of Directors of the Council.