

MID-COLUMBIA COUNCIL OF GOVERNMENTS  
BOARD OF DIRECTORS MEETING MINUTES  
Tuesday, May 27, 2014, 1:00 p.m. to 3:00 p.m.  
Board Room, 1113 Kelly Avenue, The Dalles, Oregon

2014 Board of Directors:

Gilliam County: \*Mike Weimer, Steve Shaffer, Denise Ball  
Hood River County: \*Maui Meyer, Les Perkins, Mark Zanmiller.  
Sherman County: \*Michael Smith, Cliff Jett, Tom McCoy  
Wasco County: \*Rod Runyon, Scott Hege, Carolyn Wood  
Wheeler County: \*Anne Mitchell, Chris Perry, Jack Lorts  
(\*denotes Executive Committee Members)

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**I. CALL TO ORDER**

A Roll Call and Introductions

The meeting was called to order by Michael Smith, Chair.

Present: Mark Zanmiller, Maui Meyer, Denise Ball, Michael Weimar, Steve Shaffer, Cliff Jett, Michael Smith, Tom McCoy, Carolyn Wood, Rod Runyon, Scott Hege, and Anne Mitchell.  
(Note, Shaffer arrived after Roll Call at 1:05 p.m.)

Absent: Les Perkins, Chris Perry, and Jack Lorts.

Staff: John Arens, Executive Director; Sarah Braumbaugh, Fiscal Director; Holli Francis, WIA Director; Tine Meriwether, Executive Assistant.

Guests: Rodger Nichols, Haystack Broadcasting; Robin Cope, Project Manager Contractor.

B. Approval of March 25, 2014 and April 8, 2014 Minutes

Maui Meyer moved, seconded by Cliff Jett, to approve the March 25, 2014 minutes as presented. The motion passed by the following vote:

**AYES: Zanmiller, Meyer, Ball, Weimar, Jett, Smith, McCoy, Wood, Runyon, Hege, Mitchell (11)**

**NAYS: None (0)**

**ABSENT: Shaffer, Perkins, Perry, Lorts, (4)**

Meyer moved, seconded by Jett, to approve the April 8, 2014 minutes as presented. The motion passed by the following vote:

**AYES: Zanmiller, Meyer, Ball, Weimar, Jett, Smith, McCoy, Wood, Runyon, Hege, Mitchell (11)**

**NAYS: None (0)**

**ABSENT: Shaffer, Perkins, Perry, Lorts, (4)**

**OPEN AGENDA**

There was no public comment.

## **PUBLIC HEARING – BUDGET DOCUMENT**

Chair Smith opened the public hearing to receive public comment. Steve Shaffer entered the meeting at 1:05 p.m.

- A. Public Hearing on Fiscal Year 2014-15 Budget Document and Adoption of Resolution No. 12-31, Cost Allocation Plan and Operating Budget Document.

Sarah Brumbaugh stated there were only two changes to the budget document that was approved by the Budget Committee at their meeting on March 25, 2014. MCCOG will no longer be providing financial services to the City of Rufus; there is a change in AAA as a retired employee is coming back as a .1 FTE (Shirley Ludlow).

It was noted that there will be no increase in the current permit fee schedule in Building Codes.

Steve Shaffer spoke regarding his concerns for AAA's level of services in the frontier community with the downsizing of Ludlow's position.

Scott Hege asked if we need to have as many computer servers as we currently have. John Arens commented that there will be a reduction when the Eden program ends in Building Codes. The Eden expense will come off the Building Codes' budget when that program is retired.

Brumbaugh discussed \$8,000 savings in merchant fees by switching to another Merchant VISA provider. This is when customers use their VISA to pay for Building Code permits.

Following comments and there being no public comments, Chair Smith closed the public hearing.

Jett moved, seconded by Carolyn Wood, to adopt Resolution No. 12-31 as presented. The motion carried by the following vote:

**AYES: Zanmiller, Meyer, Ball, Weimar, Shaffer, Jett, Smith, McCoy, Wood, Runyon, Hege, Mitchell (11)**

**NAYS: None (0)**

**ABSENT: Perkins, Perry, Lorts, (3)**

## **ACTION ITEM**

- A. Consideration of amending Board Calendar.

Staff requested that the Board Calendar be revised by shifting Board meetings back to every other month with Executive Committee meetings held in the off months, as shown in the calendar provided. Arens stated he wanted to utilize the Executive Committee more for discussions with staff on program details or issues that might need more time to evaluate and/or discuss than in just one board meeting.

June 24<sup>th</sup> will be designated as an Executive Committee meeting. The next full board meeting will be July 22<sup>nd</sup>. Staff will send out a revised meeting maker to the board.

Hege requested that the full board also receive Executive Committee agendas and packets so they can keep up with discussion items.

Following discussion, Tom McCoy moved, seconded by Steve Shaffer, to amend the Board Calendar as proposed by staff. The motion carried by the following vote:

**AYES: Zanmiller, Meyer, Ball, Weimar, Shaffer, Jett, Smith, McCoy, Wood, Runyon, Hege, Mitchell (11)**

**NAYS: None (0)**

**ABSENT: Perkins, Perry, Lorts, (3)**

### REPORTS/COMMUNICATIONS

#### A. Workforce Development Report, Holli Francis, WIA Program Director

Francis reviewed the National Career Readiness Certificate and the Oregon Certified Work Ready Communities Initiative as outlined in her written report to the Board.

Francis called the Board to action and requested they help in promoting NCRC testing by:

1. Each board member take the NCRC test;
2. Each board member seek 2 letters of support from the business community;
3. Help Francis to find testing centers within the 5 county area. (It was noted that Sherman County has a site to proctor tests).

Francis and Arens discussed the proposed new boundaries for TOCOWA outlined in a letter that was distributed to the Board from Judge Mike McCabe, Chair of The Oregon Consortium. In further clarification from Francis, she stated Regions 9, 10, and 11 would be combined into the Central Region LWIB. MCCOG would become part of that Region. Francis further stated that The Oregon Consortium would no longer be an LWIB as the idea is to gain local control.

#### Special Presentation:

Following comments, Francis thanked Robin Cope for her service to MCCOG in helping to support the WIA program by managing special projects throughout several years for MCCOG, as a contractor. Cope is retiring and leaving the area. Francis presented her with a framed picture of Mt. Hood as a token of appreciation for her work.

#### B. March Financials

Brumbaugh presented the March financial as provided in the board packets. She reviewed the comments section of the report. She stated that the Building Codes fund will receive \$115K from its reserve fund in order to balance. This is needed despite the 10% fee increase.

Brumbaugh introduced an outline of the Transportation facility expenses for the new transportation facility. This is an estimate of what the expenses will be.

#### Additional Reports:

#### C. New Transportation Center

Arens gave a brief update on the progress made toward the construction of the new transportation facility. He stated the plans are 70% complete and the cost is at about \$2.3 million. He has asked that cuts to the design be made to keep it within budget. He stated construction of the facility is anticipated to begin mid-February 2015. Construction dollars consist of a Flex Fund Grant of \$870K with a \$100K match from MCCOG. The \$750K Connect 4 Stip grant is expected to come forward in 2015.

#### D. State Building Codes Review:

Arens reported that State Building Codes has requested a review of our fee increase process and the Operating Plan submitted for MCCOG's Building Codes program. Staff will be responding to the State's inquiry next week about the review process and timeline needed for staff to submit a response.

E. StRUT Program

Arens gave a brief update on activities at the StRUT facility. He stated Wahtonka Community School will be constructing raised planter beds on the tennis courts through an agreement between Wahtonka and Dufur School District, the property owner. Also, HeadStart will be using the kitchen facility. The additional uses necessitates that StRUT staff will move from the front offices to the rear of the facility.

In other news, StRUT donations are up. The Spring Conference resulted in giving out hundreds of recycled computers to attendees. It has been a successful year for the StRUT program.

Board Discussion:

Carolyn Wood asked if the Link buses can be used to provide charter tours. Arens responded that we cannot compete with private business charters for this kind of service.

Board asked if the Times Journal is used to advertise MCCOG job opportunities. It would help in notifying frontier communities, where jobs are scarce.

**EXECUTIVE SESSION – ORS 192.660 2 (g)**

The Board went into Executive Session as authorized under ORS 192.660 2 (g) to discuss:

A. Contract Negotiations – Transportation Network

There was a discussion on software purchase for NEMT (Non-Emergent Medical Transportation).

The Board came out of Executive Session. No formal action was taken.


Board Discussion – continued

Rod Runyon questioned if the Board would receive a copy of the response staff was preparing for the State Building Codes. Arens responded that Chair Smith will be reviewing the response letter and any material provided. The material is voluminous and will fill a ring-binder. Staff will provide a copy of the letter to the Board.

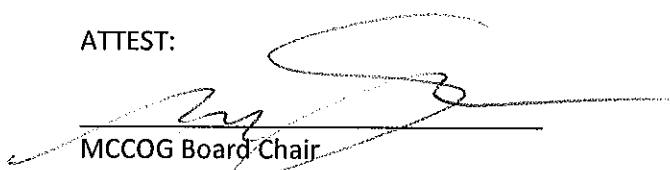
**ADJOURN**

There being no further business to come before the MCCOG Board of Directors, the meeting was adjourned at 3:01 p.m.

Respectfully submitted by:

  
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Tine Meriwether, Executive Assistant

ATTEST:

  
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MCCOG Board Chair