



**MID-COLUMBIA COUNCIL OF GOVERNMENTS  
Board of Directors Agenda**

Wednesday, August 23, 2017

1:15 p.m. to 3:00 p.m.

MCCOG Boardroom – 1113 Kelly Ave, The Dalles, OR 97058

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I. 1:15 p.m. **Call to Order**

A. Introductions.

B. Approval of minutes from August 8, 2017 Board meeting.

II. 1:20 p.m. **Open Agenda**

*(This time is set aside for the public and board members to introduce subjects NOT on the agenda). Any person wishing to appear before the Board of Directors may appear at the meeting and present under "Open Agenda" Persons recognized by the Chair to speak shall state their name and address for the record. Their presentation will be limited to three minutes. The Board will take no action on the issue(s) presented until the next Board meeting, in order to give the Board time to research any matters or to decide upon a course of action. The time restriction is necessary in order to complete this meeting as published.*

III. 1:25 p.m. **Discussion Items/Action**

A. [Interim Executive Director's Report](#)

- Discussion, Observations & Direction

IV. 2:50 p.m. **Board Member Call**

*(This time is for board members to provide information from their areas of representation, or topics for future discussion)*

V. 3:00 p.m. **Adjourn**

MID-COLUMBIA COUNCIL OF GOVERNMENTS

**Board of Directors Meeting Minutes**

**Tuesday, August 8, 2017**

**1:15 p.m.**

Board Room, 1113 Kelly Avenue, The Dalles, Oregon

2017 Board of Directors:

Gilliam County: \*Michael Weimer  
Hood River County: \*Bob Benton, Paul Blackburn  
Sherman County: \*Tom McCoy  
Wasco County: \*Steve Kramer, Steve Lawrence  
Wheeler County: \*Lynn Morley, Debbie Starkey  
(\*denotes Executive Committee Members)

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**I. Call to Order**

**A. Introductions**

Steve Kramer calls the meeting to order and asks for introductions.

Present: Bob Benton, Paul Blackburn, Steve Kramer, Steve Lawrence, Tom McCoy, Michael Weimar.

Absent: Lynn Morley, Debbie Starkey.

Staff: David Meriwether, Interim Executive Director; Cecilia Lamas-Guiney, Executive Assistant; Sarah Brumbaugh, Finance Director; Stephanie Ziegler, MCBCS Director; Brent Olson, Interim Transportation Director; Sandra Gettman, Program Coordinator; Wanda Schreier, Program Assistant; Brittany Willson, Program Coordinator; Jacob Dunaway, Solutions IT.

Guests: Debbie McCuin & Sarah Odell, DHS/SUA; Kevin Campbell & Dan Schwanz, GOBHI; Susan Montgomery, EOHSC/GOBHI; Sue Arguelles, Citizen; Tyler Stone, Wasco County; Theresa Conley, ODOT Rail & Public Transit; Scott McKay, Senior Advisory Council.

**B. Approval of Minutes**

Tom McCoy motions, seconded by Paul Blackburn, to approve the June 27, 2017 minutes. The motion carries by the following vote:

**AYES: Benton, Blackburn, Kramer, McCoy, Weimar (5)**

**NAYS: None (0)**

**II. Open Agenda**

Steve Kramer states there are two additions to the agenda: a resolution for asset surplus and an invitation to attend an Insitu tour. Board consensus to address additional items first.

**III. Reports/Communications**

**A. Invitation from Insitu**

Paul Blackburn states he is invited, as the Mayor, and plans to attend. He can represent MCCOG as well if necessary.

Steve Kramer states he is unable to attend but believes Commissioner Runyon plans to attend. Details are provided in the agenda packet for those Board members interested in attending.

## **B. Department Activity Reports**

Kramer states that due to length of discussion today, they will bypass department reports and revisit if time allows.

## **IV. Discussion Items/Action**

### **A. Resolution 17-07**

Sarah Brumbaugh, Finance Director, reviews Resolution 17-07, which is to surplus three vehicles currently on the asset list, as detailed on schedule A. These vehicles are old and in need of replacement, their replacement has been budgeted and, to comply with policy, she needs a resolution to remove from asset list and sell.

Paul Blackburn asks why such a new vehicle, the 2017, is being sold already. Brumbaugh replies that this vehicle did not comply with the grant requirements that funded its purchase. This was a mistake and needs to be sold in order to repurchase a vehicle.

Paul Blackburn motions to approve Resolution 17-07. Bob Benton seconds the motion, which passes with the following vote:

**AYES: Benton, Blackburn, Kramer, McCoy, Weimar (5)**

**NAYS: None (0)**

### **B. Interim Executive Director's Report**

David Meriwether addresses the Board and guests. Summarizes the assessment report information provided at last Board meeting.

Paul Blackburn reaffirms that Meriwether will not continue as interim through December 2017.

Meriwether confirms and notes that he will work with the Board to develop a transition plan for that.

Tom McCoy states this is the time to disband MCCOG, if there is a good time, as several leadership positions are vacant.

Bob Benton agrees and states that he supports the decision to disband. Says he has not heard a lot of support for continuing MCCOG, or that members have the energy and time to devote.

Paul Blackburn states he was elected to be the Mayor of his city and this is definitely a side, side job for him; it will not be the focus of his public service. He agrees with Benton and McCoy.

Steve Kramer asks Mike Weimer for his opinion.

Weimar states that is where they need the Executive Director; they need to guide him along. He is the one that is going to be the workhorse in whichever direction is decided.

Kramer states that he is disappointed Judge Morley could not attend today's meeting. However, he did discuss this situation with Morley. From their conversation, it seems Morley would rather invest in his own county as it provides more return. Kramer states he is not here to give you a yes/no on where Morley stands, but that is what he was told.

Kramer states he concurs with the rest of the Board; he does not have the energy this organization needs. The energy level for this organization has lost its zeal. Thinks it's done its job and they need to redirect the energies into these programs, getting the services back out to the people who need them. They have to figure out how to enhance that. Can it be done here? Is that something the Board wants to do? Sounds like they don't have the energy to do that.

Kramer asks members if they would like to discuss more. If not, he entertains a motion to answer this first question.

McCoy states his preferred solution is to pass a motion to tentatively dissolve, but then invite the people who may take over or are interested, to make a presentation on how they plan to run the programs, to ensure these services continue in the best way possible. Need some idea of where we are going before handing it off.

Benton agrees and adds that the motion could include the intent to set up a framework for the future of the programs.

McCoy states that if they could find good homes for the programs, he would feel a lot better about the decision to dissolve.

David Meriwether states, MCCOG as an entity is a direct service provider. MCCOG could continue to be an entity, if not directly providing those services. As sort of a placeholder, could be there in support of, or be a component of another organization. This would involve some change in the bylaws and would still have to comply with the ORS 190 requirements. Is that something the Board would prefer to see, or is that inconsequential.

Benton states he would like to know the values of that. He believes they discussed that at the last meeting. Is unfamiliar of how that process works, of maintaining MCCOG as a shell. Does not know what value there is there. Not necessarily opposed to it.

Blackburn states it sounds like the motion should be, "I move to direct staff to explore finding a productive landing spot for each of the programs." Benton seconds this motion.

Kramer states there is a motion on the floor. Meriwether asks for comments from guests representing MCCOG's partner agencies. Discussion continues.

Blackburn states he would recommend a motion to authorize Meriwether to speak with community partners to get more information and direction for the programs.

Kramer states Blackburn has an opportunity to amend his motion. Or, they can call for a vote. Blackburn amends his motion.

**Paul Blackburn moves to direct staff to research a path toward thoughtful and planned transition of MCCOG programs to suitable locations. Bob Benton seconds the motion, which carries.**

**AYES: Benton, Blackburn, Kramer, McCoy (4)**

**NAYS: Weimar (1)**

Tom McCoy asks Michael Weimar to clarify why he opposes. Weimar states he disagrees with the motion because there is the implication that MCCOG is shutting down.

McCoy asks Weimar if he thinks MCCOG has a viable chance of resurrecting itself without changing its existing structure.

Weimar replies that is a good question. He cannot answer this. It all goes back to the people doing the work. If they think this is not worth it, it's over. That is what he is getting from the majority of the board in the room today, including McCoy.

McCoy adds that Weimar is the senior member of the Board and as such, wants to make sure members understood his standpoint. McCoy thanks Weimar for clarifying.

Kramer states they will have to do some research as to which entities would be the best fit for MCCOG programs.

Mayor Steve Lawrence joins the meeting via phone.

Paul Blackburn asks Lawrence for his input. Lawrence thinks there is no real, strong empathy within the Board for doing the massive fundraising and diversification that is required to keep MCCOG going. They would have to bring in different agencies, expand the board, and do a lot of fundraising. That's a lot to ask of elected officials, number one. Number two, they have some strong options going forward. Someone is interested in making a bid on AAA. With Transportation, have real opportunities with transit. Finally, the counties and the city can do what needs to happen to ensure permitting continues in the local area. With those strong reactions, he thinks there is only one way to go, and that's the way the Board has gone.

McCoy asks chair to allow guests to speak, specifically Scott McKay from the Senior Advisory Committee, and Kevin Campbell from GOBHI.

McKay states he is speaking as the chair, not for the entire committee. Is hopeful that after a thoughtful process, they find a suitable home for the AAA that will provide greater services in the most cost effective way. He is looking forward to the process they will be going through. The Senior Advisory Committee will meet in a week and Meriwether will join, to discuss the best interests of the service area.

Blackburn states he thinks it beneficial for the program to be assumed by an existing entity, so that staff can transfer with the program. The SAC and staff would continue to serve.

Kevin Campbell addresses the Board and guests, introduces himself. Speaks to GOBHI's interest in assuming some of MCCOGs programs and the staff. States that he has been through a situation similar to this while serving as a county judge in Grant County. Regarding a new entity vs. an existing one, he recommends focusing on financial solvents and diversity of programs...bottom line: he does not think there is more money coming from federal government, certainly not any increases. When they formed the CCO in Eastern Oregon, their motto was "local enough to be relevant and big enough to be solvent". It took 12 counties to do that. GOBHI would consider embracing the MCCOG organization into something that would look like the GOBHI family of companies, as a standalone ORS 190. The Board would be policy but also quality assurance and satisfaction. Would contract with GOBHI to do staffing and provide oversight and grow the program. That was the first option he thought of.

The second option considers AAA's option of becoming a 501c3. He knows this limits the program, and its ability to grow in the future (restricts them from becoming a type-B transfer, getting into Medicaid match). That's how the idea of EOSH (Eastern Oregon Human Services Consortium) came about. The boundaries line up. The reality is, there has to be value added in order to regionalize. He recognizes that most prefer not to regionalize, however, this may be most beneficial.

Campbell urges the Board to be quick about this decision. Finally, when he originally talked with Meriwether, he did communicate GOBHIs capacity and ability to assume all MCCOG programs and staff, except for Building Codes. States GOBHI is here to say they will do everything they can as MCCOGs neighbor to help regardless of what the outcome is.

Bob Benton seconds that time is of the essence. Kramer asks for any other questions, comments.

Blackburn asks Meriwether if their motion provided enough direction, or was it still too vague.

Meriwether replies yes. His understanding of the future of AAA is relatively clear. When it comes to Transportation, that's a little different. The same is true for Building Codes. Overall, yes, he knows what the direction is.

Kramer suggests meeting again August 22. Meriwether adds that he would prefer sooner than later as he will be out September. Consensus to meet again Tuesday, August 22 to review the information.

Kramer calls for additional information, hears none. States any questions or concerns prior to next meeting be directed to David Meriwether. Agenda returns to Department reports.

## **B. Department Activity Reports**

### **i. Finance**

Sarah Brumbaugh speaks for Finance department; refers Board to memo provided in packet.

### **ii. MCBCS**

Stephanie Ziegler, MCBCS Director, summarizes that Inspectors have been extremely busy between new housing developments in the counties and the Google project.

### **iii. Solutions IT**

Jacob Dunaway speaks for IT activity. States they are in the final stage of updating computers, Transportation department is next. Overall, things are going well.

Kramer requests a general update on Wheeler Counties IT operations. Dunaway states the county is now up and running, have a functioning email and are working on addressing prioritized items.

Blackburn notes that their 22<sup>nd</sup> meeting will mean travel surrounding the Eclipse event. Weimar is concerned about traveling on that day; maybe plan to attend by phone. Meeting on the 29th would conflict with the Insitu event.

Board discusses alternate dates and suggests 23<sup>rd</sup> and 30<sup>th</sup> for proposed meeting dates. Consensus to meet on those dates. Discussion moves to next agenda item.

### **iv. StRUT**

Steve King, StRUT Manager, provides activity update. States they have continued to prepare to vacate the premises on time. He plans to meet with David soon to finalize the plan for StRUT's closure. October will be the final month of the program/employee activity with MCCOG.

### **v. Transportation**

Brent Olson, Interim Transportation Director, provides verbal summary of transportation's activity. Buses have performed well despite the extreme heat.

### **vi. AAA, WIOA**

David Meriwether speaks for AAA and Workforce departments, information provided in agenda packet.

## **V. Board Member Call**

Steve Kramer calls for other business, hears none.

## **VI. Adjourn**

There being no further business to address, the meeting adjourns.

Respectfully submitted by:

ATTEST:

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Cecilia Lamas-Guiney, Executive Assistant

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MCCOG Board Chair

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### **III. Discussion Items/Action**

#### **A. Interim Executive Director's Report**

# Mid-Columbia Council of Governments

*Memorandum*

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**To:** MCCOG Board of Directors  
**From:** David Meriwether, Interim Executive Director  
**Date:** August 17, 2017  
**Subject:** **Status Report of MCCOG Program Dispersion**

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At their August 8 meeting, the MCCOG Board of Directors voted to “Direct (MCCOG) staff to research a path toward thoughtful and planned transition of MCCOG programs to suitable locations”. Since that time, there have been numerous conversations and analysis regarding the programs and the organization overall. The following report is submitted as of the above date, additional information will almost certainly be forthcoming by the meeting on August 23 – and thereafter.

This report is formatted with discussions regarding the specific programs individually, followed by a discussion of processes and issues with regard to the organization as a whole. I will reference information noted in the report of June, 2017 and derived from the meeting of August 8, but will not repeat foundational information presented earlier.

Note: for the sake of brevity in this report, it is assumed that the Board decides to pursue dispersion of the programs to other parties and to cease operation of MCCOG as a service provider.

## AAA

The State Unit on Aging (SUA) was represented at the August 8 meeting by Debbie McCuin and Sarah O’Dell. I have since spoken to Debbie. SUA is seeking guidance from their legal staff and other DHS guidance regarding how they should proceed in compliance with the Older Americans Act (OAA) and State rules. Debbie believes they will initially offer the AAA program to eligible General Purpose Local Governments, per OAA guidelines. That will probably be in the form of a letter of interest – followed by applications to SUA from the responding parties. Included in their current analysis is a legal scrub of whether an ORS 190 (such as the Eastern Oregon Human Services Consortium, the parent organization of GOBHI) meets the definition of “General Purpose Local government”.

The AAA Program’s Senior Advisory Committee (SAC), met Tuesday, August 15. GOBHI’s CEO, Kevin Campbell, as well as other GOBHI management staff, attended the meeting at the invitation of SAC Board Chair Scott McKay. I provided an update on the status of MCCOG and the AAA Program. Scott asked SAC Board members for input regarding what the preferred home for the AAA Program would look like. Also, Kevin discussed the mission and interest of GOBHI with the group. An outcome of that meeting was to draft a letter to the State unit on Aging encouraging them to find a new home for the AAA Program, which will include the list of preferred characteristics. The SAC is very interested in being engaged in the process of determining the best home for the AAA Program. I’ll get copies of the letter to SUA and the SAC meeting minutes to you when they’re prepared and ready. It’s also worth noting that



several members of the SAC have been engaged with GOBHI in its capacity as a Coordinated Care Organization, and stated they have positive experiences with that organization.

### Oregon Money Management Program (OMMP)

The Money Management program administered by MCCOG staff is not funded through OAA, but rather through the State of Oregon. It is likely it will go to the same home as AAA, however, as it serves seniors and is currently located within the AAA program in MCCOG. Preliminary conversations with the program's coordinator indicate the process of transition would take 3-6 months since it involves the Social Security Administration's approval. A seamless transition is particularly critical with OMMP because of the fragile nature of the clients the program serves.

### Building Codes

The disposition of the Building codes program will be at the discretion of the individual counties, as each has sovereign authority to determine their course of action subject to compliance with State Building code rules and processes. Therefore, as the governing body of MCCOG, the board will not have much to say about where the program goes. For practical purposes, this discussion does not involve Hood River County (or city), as they are not served by MCCOG's program.

Wasco, Sherman, Gilliam & Wheeler counties, and the cities therein, need to work out how they want to handle Building Codes, whether individually, together, or another combination of services. Current Building Codes staff are engaged with the formation of a private corporation that could contract to provide building code services, should any or all of the counties want to consider contracting for services. If those employees are part of a private corporation, regardless of whether that corporation contracts with other parties, the placement or disposition of Building Codes Program employees would not involve efforts on the part of MCCOG as directly as is the case with other MCCOG employees.

The disposition of the building code funds and reserves will be dependent on the course(s) chosen by the counties, bearing in mind that the funds are limited for building code purposes. The disposition of the Building Codes program is up to (and potentially between) the four individual counties; I'll need direction from the Board regarding what role you want MCCOG staff to play in these discussions.

### Transportation

Discussion have occurred which - at this point - lean toward a disposition whereby the Transit (LINK) part of the program is transferred to MCEDD; the GOBHI portion of the Brokerage would be assumed by GOBHI directly. At this point we are examining that would happen to the Pacific Source and Fee for Service Brokerage contracts, as those parties have discretion and processes they would need to follow. Potentially, they could contract with GOBHI for services, solicit proposals from other Brokerages, or transfer those services in some other manner.

In all scenarios, LINK would continue to provide Non-emergency Medical Transportation rides for Wasco County. From joint discussions with MCEDD and GOBHI & ODOT, the Transportation Building would go with LINK, but the Brokerage would continue to be located there and rent space from LINK (the transit building was built with ODOT funds with enough space to accommodate the Brokerage - but the purpose of the building is for LINK). We are currently working with MCEDD and GOBHI to determine what a personnel and function split

would look like, given that some employees work in both sides of the Transportation Program. In particular, MCEDD is undergoing a review to determine whether LINK is fiscally feasible at the current level of service when separated from the Brokerage.

#### Workforce / IFS

Transition of the Adult and Dislocated Worker program, operated via Department of Labor funds through the East Cascade workforce Investment Board (ECWIB) would be handled through a Request for Proposals process administered by ECWIB. We would have some input and engagement in the process, including making our interests and priorities known. Ultimately, however, the decision would be made by ECWIB. The RFP process would take 120 days, more or less, followed by transition (such as is currently underway with respect to the Youth Program). The IFS program, which provides employment services for folks who are recipients of DHS services, will be at the discretion of DHS. We're reaching out to DHS with regard to process, and will hopefully have something to report by the Board meeting.

#### StRUT

Activities are underway for StRUT to cease operation as a MCCOG Program, and for the functions to incorporate into a separate 501c3 entity. When that occurs, it is planned that StRUT will partner with Far West Recycling, Inc., a computer recycling company in Tualatin, Oregon. It is hoped that some of the school districts that have been StRUT customers will continue to do so in its new home. Toward that end, MCCOG can continue to be the fiscal agent for the program until it's able to function as a stand-alone entity later this fall. Good progress is being made on distributing the materials at the current location. It appears to be on track to be completed by the end of the lease period on October 31.

#### Organization as a Whole

The attached report, prepared by Sarah Brumbaugh, lists some of the processes and tasks that would be part of discontinuation of the organization. I have a meeting planned with MCCOG Counsel Carey for Monday, August 21 to further examine issues related to closure. I hope to include that analysis at the Board meeting.

# Mid-Columbia Council of Governments

*Memorandum*

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**To:** MCCOG Board of Directors  
**From:** Sarah Brumbaugh, Finance Director  
**Date:** August 18, 2017  
**Subject:** **Additional Discontinuation Considerations**

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Given the complexity of the MCCOG structure and program diversity, basic issues affected by the discontinuation of MCCOG may not seem to hold as much importance or consideration. But they are many, and in many ways they are more time consuming and “awkward” than the closing of a program. Below is just a few of the tasks that will need to be addressed.

- Activity in our current fiscal year will need a formal audit.
- Record retention needs must be addressed – who will be the keeper of records that are required to be held indefinitely.
- Asset disposal. This is extensive. Sell, donate, discard.
- Employee benefits. Health insurance is easily dropped, but retirement administration has its questions as does our VEBA and Cafeteria Plan requirements.
- MCCOG handles finances for 4 separate entities and IT for another. Helping those agencies find replacements and coordinating a seamless transition.
- MCCOG’s office building will need to be sold – all the strings that attach to that project. It is more than likely our obligations won’t be complete when the building is to be vacated. A new location will have to be leased and paid for.
- Close out of all the memberships and affiliations, as well as the Federal & State acknowledgement of our discontinuation.
- Insurance – how long to continue, and who administers this.
- Contact notification. Every contact that is aware of MCCOGs existence should be notified in some manner. MCCOG has been around for nearly 40 years.

This is just a quick look at some of the less recognized tasks that will need to be addressed should discontinuation of MCCOG be the decision of the board.

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*Mid-Columbia Council of Governments \* 1113 Kelly Avenue \* The Dalles, Oregon 97058  
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*Serving Wasco, Hood River, Sherman, Gilliam and Wheeler Counties*