

**Central Oregon Intergovernmental Council
Board Meeting Minutes**

Date: February 1, 2018	City of Redmond Public Works Department 243 E Antler Ave., Redmond, OR	Prepared by: B. Taylor Reviewed by: K. Friend
<p>County Commissioners: Wayne Fording, Jefferson County. City Councilors: Bruce Abernethy, City of Bend; Bartt Brick, City of Madras; Gail Merritt, City of Prineville; Jay Patrick, City of Redmond; John Chavez, City of Metolius, Lonny Macy, Warm Springs Tribal Representative, and Don Greiner, City of La Pine. Appointed Officials: Katie Condit, Deschutes County; and Katy Brooks, Deschutes County. COIC Staff: Karen Friend, Executive Director; Michelle Williams, Fiscal Services Manager, Michelle Rhoads, Transportation Manager; Scott Aycock, Community and Economic Development (CED) Manager; Vernita Ediger, Natural Resources and Environment Program Administrator; Jim MacKinnon, Loan Manager; Lisa Kyle, Loan Officer; and Josh Lagalo, WIOA, Youth and Education and Training Manger.</p>		
Agenda	Discussion	Action Item
Call to Order	Chair Patrick called the Executive Session to order at 5:36 pm	
Executive Session <i>pursuant to ORS 192.660(2)(f)</i>	Executive Session under authority of ORS 192.660(2)(f) to consider information or records that are exempt by law from public inspection.	
Adjourn	Chair Patrick adjourned the Executive Session at 5:42pm	
Call to Order	Chair Patrick called the COIC Board Meeting to order at 5:47 pm	
Election of Officers Chair and Vice Chair	<p>Chair Patrick noted the first item of business for the COIC Board was the election of officers specifically Chair and Vice-Chair. Chair Patrick opened the floor for nominations. Chair Patrick nominated Commissioner Fording for Chair. There being no other nominations, Chair Patrick closed the nominations. Councilor Abernathy seconded the motion; the motion carried.</p> <p>Chair Fording, opened the floor for the nomination of Vice-Chair. Councilor Patrick nominated Councilor Brick for Vice-Chair, Councilor Abernathy seconded the motion; the motion carried.</p> <p>Ms. Friend informed the Board that she was nominated as Secretary/Treasurer years ago and is happy to continue to serve since there is no term limit for the Secretary/Treasurer unless the Board would like to elect someone.</p>	<p>Motion: Councilor Patrick made a motion to nominate Commissioner Fording for Chair, Councilor Abernathy seconded. The motion carried.</p> <p>Motion: Councilor Patrick made a motion to nominate Councilor Brick for Vice-Chair, Councilor Abernathy seconded the motion; the motion carried.</p>

<p>Board Meeting Schedule</p>	<p>Chair Fording, reported to the Board that two meeting schedule scenarios for the 2018 COIC Board meetings are up for discussion; one scenario includes a meeting of the COIC Board every other month while the other remains status quo.</p> <p>Councilor Abernethy asked the Board if there was a recommendation from the Executive Committee and asked if the Board did not meet monthly, would the Executive Committee be given more authority to make decisions. Ms. Friend noted that the topic was discussed briefly in Executive Committee but was decided, due to lack of quorum, to discuss at the regular Board meeting. She reported that the bylaws state the Executive Committee would act on matters on behalf of the board between meetings of the Board. In addition, if the Board decided to meet every other month, the Executive Committee would need to meet the months in between the Board meetings to ensure key initiatives stayed on point. Ms. Friend added that if the Board agreed to meeting every other month, the agenda would be robust and the meetings would be scheduled to run longer, and the Bylaws would have to be amended.</p> <p>Councilor Abernethy asked if the Board would have the ability to make decisions via email. Ms. Friend said currently, the Board is allowed write in votes, and has the ability to change the bylaws to reflect the ability to vote electronically.</p> <p>Councilor Patrick reported that years ago, the COIC Board meet quarterly however with more decisions needing to be made now compared to years ago, he would suggest continuing to meet monthly.</p> <p>Councilor Brick added that his concern is with the timeliness of passing pressing items and believes four months is too long to wait for a resolution if an item is not resolved the first meeting.</p> <p>Ms. Brooks noted that meeting every other month may send the wrong message to the region. She noted that there are many important conversations to have as of late and if the agenda is light, the meeting could always be cancelled. Councilor Patrick added that if the agenda is light for Redmond, they also cancel the meeting for the month. Councilor Merritt also agreed with canceling the meeting is the agenda is light. After discussion, Chair Fording noted that unless something changes, an action item is not needed, and the Board of COIC will continue to meet monthly.</p>	
<p>Consent Agenda</p>	<p>Chair Fording asked the Board if anyone had any comments, questions or discussion regarding the consent agenda. Councilor Patrick made a motion to approve the consent agenda. Councilor</p>	<p>Motion: Councilor Patrick made a motion to approve the</p>

	Abernethy seconded. The motion carried.	consent agenda. Councilor Abernethy seconded. The motion carried.
Presentations	<p>Chair Fording introduced Georell Bracelin with GB2, the consulting group hired to assist COIC with the COIC’s visible organization goal.</p> <p>Ms. Bracelin informed the Board that her company helps a brand become more visible, in addition to changing, renovating or refreshing a brand. Ms. Bracelin reminded the group that back in November, she met with a diverse group of stakeholders, partners, board members and COIC staff to explore COIC’s brand, values, inherent spirit and compelling personality for future communication. Ms. Bracelin reported that she is happy to review what GB2 did with the results from the workshop and hopes it resonates with the Board. Ms. Bracelin introduced her coworker Tenley Sutton who handed out COIC’s brand manifesto to the Board.</p> <p>Ms. Bracelin reported that the initial step in the workshop processes started out with a brand review to determine what the group thought people in the community said and felt about COIC. The next phase was a series of brain exercise designed to extract critical information about COIC’s values to help hone in on COIC’s voice so messages are relevant, thoughtful, genuine and consistent. Some of the exercise included, brand studies, business discussions, brand association, attributes, values, and personality. Consistent qualities and values that were identified by the group were discussed.</p> <p>Councilor Brick asked if the qualities are who COIC is now, or who COIC wants to be? Ms. Bracelin noted it is a mix of both, but mainly who COIC is now.</p> <p>Ms. Bracelin informed the Board that after the workshop, her team summarized the data and built a personality or brand manifesto for COIC. Ms. Bracelin noted the manifesto, if agreed upon by the Board, will be used in the next steps to develop and shape COIC’s brand. The manifesto is as follows:</p> <p>“Community First.</p> <p>Although you may not know we’re here, we’re always behind the scenes. Working for you, your family, your neighbors, your friends, and your co-workers in Central Oregon. Working to help this place we love be the very best it can be.</p> <p>Who are we? Community leaders who collaborate with partners to identity, then approach problems</p>	

	<p>and opportunities around us with optimism, calm focus and clarity. We are mindful, deliberate pacesetters with a sense of purpose that drives us to earn your trust through engagement and transparency. We have big hearts, open minds and a can-do attitude. We're honest about what we do — and what we can help others do. Connecting and supporting is in our DNA.</p> <p>We're also smart, reliable and competent. And while we keep our commitments and get things done, we're always looking to the future for better ways and new ideas that would enhance the way of life in our region. We believe in the power of possibility. We believe in good things to come. We believe we were made to care for our community.”</p> <p>Ms. Bracelin reported that the personality or manifesto will be used to drive next steps; it will be the tone we talk about, the spirit to drive what we do, and how COIC communicates about who it is. The manifesto is not meant to be public facing rather more of an internal tool to help us think about what we do. Ms. Bracelin asked the Board for feedback specifically if the manifesto sounds like COIC in particular who COIC is and who COIC wants to be.</p> <p>Ms. Brooks noted that she was at the workshop and thought the manifesto represented the emotional message. In addition, she added that it was clear there was cohesiveness, ownership and pride to work for and with COIC and believes the manifesto is a reflection of the dedicated employees, partners, and stakeholders. Councilor Brick noted that the manifesto represents what COIC is on good days as well as what we want to be on bad days. Commissioner Fording added he thought the organization brand development is heading in the right direction. Councilor Abernethy added that although he likes the manifesto, he would like to see more regional mention because COIC has the ability to view things through the regional lens and bring different size communities together as well as help see other's problems as part of the community. Ms. Friend noted that she had the same comment and thought it appropriate to change the wording under “who are we” to say “regional leaders.”</p> <p>After discussion, the consensus was that the Board was in favor of the manifesto with the wording changed to regional leaders and gave the go ahead to move ahead to the next steps. Ms. Bracelin was thanked for her time.</p>	
<p>Presentation of 2016-2017 Audit</p>	<p>Ms. Friend informed the Board that COIC's CPA, Stuart Katter with Kerkoch, Katter & Nelson, would not be attending the Board meeting due to illness however he did want to let everyone know that the audit went very well and there were no findings or comments. Ms. Friend asked the Board if they</p>	

would prefer to wait for Mr. Katter to present at the next meeting or if they would like to have Michelle Williams, also a CPA and COIC's Fiscal Manager, report on the audit. The Board agreed to have Ms. Williams discuss the audit results.

Ms. Williams informed the Board that she would give a high overview of the 2016-2017 year audit. Ms. Williams reviewed the financial statements, the Auditor's statement, and Management's Discussion and Analysis noting the total assets year over year rose by 20% including PERS. However; Ms. Williams said since the PERS effect is out of our control, the increase without PERS is more relevant for the Board to look at and is 7%. Liabilities increased by 15% with the biggest majority being deferred revenue now being recognized. Ms. Williams noted sometimes revenue is received ahead of the completion of a project and must be deferred to the next year to align with the completion of the project.

Ms. Williams reported that the net position, or total equity, increased by 26% or \$2.5M mostly due to transportation since the organization operated lean, watched the budget and stretched the dollar. Ms. Friend added that COIC was waiting to conclude contracts to ensure they could become part of the fund balance and now that COIC has a bit of reserve to manage cash flow it will be a tremendous benefit for sustainability. Ms. Williams added that total revenue increased year over year by 9.2% and total expenses decreased by 6% mainly due to forgoing purchasing capital items.

Chair Fording inquired if payroll stayed steady. Ms. Williams reported that COIC was under budget for payroll and with the exception of materials and supplies this month; COIC has been under budget every month.

Councilor Brick inquired if the capital expenses were deferred? Ms. Williams replied that they were deferred and included in the 2017-2018 budget. Ms. Friend added that the need to defer capital projects is due to the timing of grants and procurements, for example receipt of busses take a long time so that money is generally pushed out.

Chair Fording asked what, if anything, COIC is doing to prepare for PERS in the years ahead. Ms. Williams noted that COIC is part of a state pool and although COIC's rates went down this year due to prior overfunding, we do not know what PERS will be in the future making planning difficult. Ms. Friend added that COIC is different than cities and counties because they are allowed to bond and bring money in thus; we are dependent on the rate they give us.

	<p>Chair Fording asked if we could build an increase in PERS in the budget to set aside in the event it is increased. Ms. Friend replied that unfortunately, our grants will not allow for it.</p> <p>Ms. Williams reminded the Board to please email her with any additional questions. In addition, she asked if after the presentation they were comfortable with the results or if they wished to speak to Mr. Katter. The Board’s consensus was to accept the audit results as presented by Ms. Williams.</p>	
<p>Appoint Budget Officer Adopt Budget Calendar</p>	<p>Chair Fording reminded the Board that it is the responsibility of the Board to appoint a Budget Officer, appoint a citizen member for the budget committee and approve the proposed budget calendar.</p> <p>Ms. Friend reminded the Board that the Budget Officer has generally been the Fiscal Manager. Councilor Abernathy moved to appoint Ms. Williams as the Budget Manager, Mr. Macy seconded the motion; the motion carried.</p> <p>Ms. Williams reported that she reached out to former Budget Committee member, Joe Krenowicz to see about his interest in continuing to serve on the committee and Mr. Krenowicz noted he would be interesting in serving another term. Councilor Abernathy moved to appoint Mr. Joe Krenowicz as the non-council member on the Budget Committee, Ms. Brooks seconded the motion; the motion carried.</p> <p>Ms. Williams noted the same timeline was used to propose the 2018 budget calendar as was used for 2017. Councilor Abernathy moved to approve the proposed budget calendar for 2018, Ms. Brooks seconded; the motion carried.</p>	<p>Motion: Councilor Abernathy moved to appoint Ms. Williams as the Budget Manager, Mr. Macy seconded the motion; the motion carried.</p> <p>Motion: Councilor Abernathy moved to appoint Mr. Joe Krenowicz as the non-council member on the Budget Committee, Ms. Brooks seconded the motion; the motion carried.</p> <p>Motion: Councilor Abernathy moved to approve the proposed budget calendar for 2018, Ms. Brooks seconded; the motion carried.</p>
<p>Capacity Fund Request Wild Horse Project</p>	<p>District Ranger, Slater Turner and Natural Resource and Environmental Program Administrator for CED, Vernita Ediger was introduced to the Board. Ms. Ediger noted that much has changed since 1975 thus in order to develop an acceptable and effective herd management plan, the Forest Service entered into a cost share agreement with COIC to convene diverse stakeholder perspectives to provide feedback and assist the Forest Service in development of an effective, scientifically sound and socially acceptable herd management plan.</p>	<p>Motion: Councilor Patrick made a motion to approve the dues request of \$2899, for the Wild Horse Project, Councilor Abernathy seconded; the motion carried.</p>

Mr. Turner added that the importance of COIC as a partner is to bring the diverse interest groups together to help the Forest Service design a plan that fits today's world with respect to what we have going on in the forest for example, mountain biking trail use, sheep grazing, and in particular the increase number of the wild horse herd which grows approximately 10-20% per year. Mr. Turner noted that COIC has been instrumental in helping the Forest Service because of the diverse groups of people who have shared opinions, and ideas.

Ms. Ediger reminded the Board that COIC has been supporting the Forest Service in their efforts to update the Wild Horse Management Plan since January 2016 under a cost share agreement. She noted the funding on the existing agreement ran out November 30. Ms. Ediger reported that the Forest Service is prepared to add \$22,044 so that COIC may complete their remaining work through August 2018 but COIC must match this with \$7,795 in local funds. She added that COIC has identified \$4,906 leaving \$2,899. Ms. Ediger asked the Board to approve \$2,899 in dues fund to support COIC staff to complete the remaining work.

Councilor Abernethy asked why, according to board material, individuals attending the meetings would not be asked to neither reach consensus nor make recommendations and questioned how the Forest Service would be able to take the wide variety of opinions to make decisions. Ms. Ediger reported that during the first two-years of working with the diverse group of stakeholders, they recognized the very narrow range of common ground, the ability to create meaningful common ground, and the various interpretations of policies by various groups thus; the best way to engage the public was to just get everyone's opinion and not ask that they reach a consensus or make recommendations. Mr. Turner added that through this process they have had many constructive conversations to consider as they update the plan.

Councilor Abernethy asked if there is a risk of the public seeing COIC in a bad light if they disagree with this plan. Mr. Turner reported that the Forest Service will take full responsibility for the plan. He added that COIC's role is that of facilitator by providing a safe environment so that everyone with a strong opinion can share it openly. He noted that it was important to get COIC involved so people wouldn't look at the Forest Service as being selective rather open to everyone with an interest or stake in the game, so to speak.

Councilor Merritt asked where the meetings are held. It was reported the meetings are held in the library.

	<p>Councilor Patrick noted he was proud COIC has taken on the program and made a motion to approve the dues request of \$2899, Councilor Abernethy seconded; the motion carried.</p> <p>Councilor Britt asked Mr. Turner if the wild horse herd was affected by the eclipse activity back in August. Mr. Turner answered that yes, most left the area and some have not been found.</p>	
<p>Resolution 292- EDA Planning Grant</p>	<p>Scott Aycock, CED Manager, reported Resolution 292 relates to the planning and partnership grant COIC has received from the EDA since the early 90s. The grant supports work in development and implementation. He added that for the last 2 –years, the EDA has required a Board approved resolution authorizing COIC to apply for the grant.</p> <p>Mr. Aycock noted the scope of work has not been finalized for the grant but would include housing infrastructure work across communities, ongoing natural resource work, support of the local food hub, and high level regional priorities such as the Deschutes Water Alliance concept.</p> <p>Ms. Brooks moved to approve the resolution for the EDA Planning Grant, Councilor Patrick seconded; the motion carried.</p>	<p>Action: Ms. Brooks moved to approve the resolution for the EDA Planning grant, Councilor Patrick seconded; the motion carried.</p>
<p>Capacity Fund Request DWA Development</p>	<p>Mr. Aycock reported that for the last few years, COIC has been convening with city managers and county administrators every other month for a meeting where a standing agenda item has been to discuss water in the region with the main driver being the pathway for affordably and accessing water as the cities grow and ensuring a neutral table when making decisions regarding agriculture, instream and communities. Because of this, city managers and county administrators have asked COIC to research the opportunity to reengage the Deschutes Water Alliance (DWA).</p> <p>Mr. Aycock reminded the Board that in the past, the DWA existed but lacked sufficient staffing. He added that the goals and objectives expressed included: securing and maintaining stream flows and water quality in the Deschutes Basin for the benefit of fish, wildlife and people; securing and maintaining a reliable and affordable supply of water to sustain agriculture; securing and maintaining a safe, affordable and high quality water supply for urban communities; providing a forum for discussion, understanding and coordination of water needs; building on previous studies and reports and working collaboratively to create a regional integrated water management process and plan; creating an archive of information related to water management issues, and collaborating to leverage funding into the region to pursue implementation activities.</p>	<p>Action: Ms. Brooks made a motion for the Board to approve the \$6K dues request for DWA discovery, Councilor Merritt seconded; the motion carried.</p>

Mr. Aycock added that two workgroups, the Upper Deschutes Basin Study and the Basin Study Working Group were developed to focus on data needed for decision making regarding science and develop scenarios.

Mr. Aycock reminded the Board that the DWA really never went away, it was more or less on hiatus and the Memorandum of Understanding has not expired. He added that the last iteration of the DWA included representatives from the cities, counties, irrigation districts, the Confederate Tribes of Warm Springs, and the Deschutes River Conservancy, in addition to non-voting members such as the DEQ, Department of Fish and Wildlife, Federal Bureau of Reclamation, and stakeholders such as Fish and Wildlife and federal and state delegations. Mr. Aycock added that the city managers did not want to change the goals and objectives in the MOU however there could be some additions.

Mr. Aycock said that he is requesting \$6K in dues funds to support his time and Ms. Friend's time to carefully assess re-engaging the DWA. The exploration process would include meeting with key stakeholders, creating a draft proposal which may involve more stakeholder outreach, designing a collaborative process, looking at other models, developing some revisions to the MOU, supporting the reappointment of actual members and developing a staffing and financial plan. Mr. Aycock noted that all along the way there will be opportunities for a "go" or "no go" during the rebuilding process. He added that COIC may begin the fundraising or work to identify funds. He said it would most likely be a member fee type based model to create the backbone for staffing, but they would also go out and look for and apply for grants as well.

Councilor Abernethy asked Mr. Aycock if he could give a rough estimate or ballpark figure for total cost of the project annually. Mr. Aycock said based on his conversations with the City of Bend, roughly \$150K. Ms. Friend added that they expect to identify what it would mean in terms of staffing and costs to re-engage. Mr. Aycock noted that he is taking the process slowly and at this point not asking for money to re-engage the DWA rather just funding the developmental and discovery phase process.

Chair Fording asked if this was a request from the cities and counties. Ms. Friend replied that, in addition to regional county and cities administrators, the COCO group is very interested in this reengagement.

Councilor Brick inquired of COIC's role once the DWA is fully functional and funded. Mr. Aycock noted

	<p>he would let the group decide the appropriate way to staff and support but think it would be a good fit for a regional council of governance to take on the issue. Ms. Friend added that they will engage the board as they go along since it is a regional activity. Mr. Aycock noted that in addition to the dues request, he would also like to ask the Board if, in their opinion, it makes sense to get involved.</p> <p>Ms. Brooks asked how the amount of \$6K was determined and Mr. Aycock noted it would fund staff time through the main steps including thought process and strategy, not implementation. Ms. Friend added the next item on the agenda is for a dues request to also fund types of programs such as this.</p> <p>Ms. Brooks added that she believes it is appropriate for COIC to get involved with the thought process and strategy and made a motion for the Board to approve the \$6K dues request for DWA discovery, Councilor Merritt seconded; the motion carried.</p>	
<p>Membership Dues</p>	<p>Ms. Friend reminded the Board that they are coming up on 10-years of having instituted dues for this organization. She noted that back in 2007, the Board moved to create a dues fund because COIC is a grant funded organization which makes funding developmental activities problematic. Ms. Friend said it is the dues fund, as well as leverage the fund creates for COIC, that allows COIC to develop projects that benefit the region.</p> <p>Ms. Friend reported that included in the meeting material were several examples of what the capacity fund has been used for, the fund request amount, reasons for requesting a capacity fund increase and what it would actually look like to each jurisdiction. She added that the funds leveraged has been \$7.4M and about \$3.7M of those funds were leveraged from state, federal and foundation funding sources that would not have come into the region without the capacity (dues) fund.</p> <p>Ms. Friend noted that the biggest reason for the increase request is because COIC is at a crossroads specifically, the Board has made requests for COIC to develop bigger projects such as the DWA, which is more challenging to do in the confined resources we currently have. Ms. Friend added that they are asking for an increase of \$20K, as well as asking the jurisdictions to dedicate funds that continue for COIC to convene the Regional Administrators meetings to stay abreast of regional priorities as well as priorities in common that could be done regionally such as housing and water and for project and program development activities. The intent is that these two items would not require further approval by the Board.</p> <p>Mr. Aycock added that he is amazed at how many projects started small and become very large;</p>	<p>Motion: Councilor Patrick made a motion to approve the dues request and earmark \$20 towards program development and Regional Administrative Meetings, Councilor Greiner seconded; the motion carried.</p>

	<p>taking on a life of their own and no longer coming back for dues requests such as Transit and Housing for All which are both generating results as well as their own funding.</p> <p>Chair Fording asked if the Regional Administrators meetings are getting full participation. Ms. Friend noted that they were very well attended.</p> <p>After some discussion, Councilor Patrick made a motion to approve the capacity (dues) request and earmark \$20 towards program development and staffing the Regional Administrators Meetings, Councilor Greiner seconded; the motion carried.</p>	
COIC Sponsorship Policy	<p>There was no discussion on the COIC Sponsorship Policy, Chair Fording asked for a motion. Councilor Abernethy moved to approve the COIC Sponsorship Policy, Councilor Patrick seconded; the motion carried.</p>	Motion: Councilor Abernethy moved to approve the COIC Sponsorship Policy, Councilor Patrick seconded; the motion carried.
Public Records Policy	<p>Ms. Friend noted that the changes in the policy are those that are required by law. Councilor Brick moved to approve the Public Records Policy, Councilor Merritt seconded, the motion carried.</p>	Motion: Councilor Brick moved to approve the Public Records Policy, Councilor Merritt seconded, the motion carried.
Big Ed's Loan Request	<p>Loan Officer, Lisa Kyle was introduced. Ms. Kyle informed the Board that she has been with the loan department for 15 years. She reported that over a year ago, the COIC Board approved a loan for Warm Hearts, LLC dba Big Ed's Artisan Bread in the amount of \$225K. At that time, the owners knew they would need expansion financing and were able to negotiate with their landlord for additional room which tripled their current space from 2500 sq. feet to 7000 sq. feet.</p> <p>Ms. Kyle added that in addition to serving many local businesses, Big Ed's was approached by McDonalds of Eugene who wished to distribute their products in the Willamette Valley and on the Oregon Coast, as well as by a coastal casino which committed to purchasing 3,500 buns per week.</p> <p>Ms. Kyle reported that the new loan request would be tacked on to the existing loan and amortized over the remaining life of the original loan.</p> <p>Ms. Brooks asked how many employees are currently employed with Big Eds. Ms. Kyle reported that although she does not know the exact number, the expansion is expected to create several new job opportunities in Bend.</p>	Motion: Councilor Abernethy moved to approve the Big Ed loan request, councilor Patrick seconded; the motion carried.

	<p>Councilor Patrick commented that he is happy COIC can support a local business like Big Ed's when banks cannot. Councilor Abernethy moved to approve the Big Ed loan request, Councilor Patrick seconded; the motion carried.</p>	
<p>HB2017 Update</p>	<p>Ms. Friend informed the Board that when the memo from the Rules Committee is available recapping the last meeting, she will forward to the Board. The memo outlines where the committee stands in regards to the process specifically, what has been accomplished and what is planned for the next meeting, which is scheduled for next week.</p> <p>Ms. Friend reported that the 90% formula rules have been developed and now are in review with the Department of Justice. She added that the Rules Committee is supportive of allowing joint management agreements that would allow us to work together as a tri-county area to jointly manage funds as well as delegate authority to COIC if they so choose. However, the counties will have to appoint members for an Advisory Committee. She added that although they will have to maintain responsibility to appoint committees, that can be written into the processes we develop locally.</p> <p>Ms. Friend informed the Board that although some items are closed for public comment, the Rules Committee continues to take comments thus when you are provided with the memo, if you have any comments about the direction being taken, please let her know because the Rules Committee has been very receptive about necessary changes.</p> <p>Ms. Friend reported that a very big win concerned the discretionary pool of funds defined as inter-city with coordination between providers, which would have excluded Central Oregon since we have one provider. The committee was able to change the wording to be "Inter-community" and coordinated between "communities" which expanded the purpose of the funds and allowed Central Oregon to be eligible for the funds.</p> <p>Ms. Friend added that the Department of Justice is reviewing the proposed rules so far for legal adequacy. She said there are some fixes in legislation for reporting requirements as well as other technical fixes identified.</p> <p>Ms. Friend reported that the Department of Revenue identified that the 1/10 of 1% payroll tax funding will go to the county in which the reporting entity resides; not where the employee lives but rather where the employer or the company resides. Moreover, instead of tacking the tax onto the</p>	

	<p>existing quarterly payroll tax, the Department of Revenue will be creating a new system and because they believe they will not get 100% compliance, they have not yet given any estimates of timing or dollar amounts.</p> <p>Ms. Friend said once the Board receives the memo, if they have any questions to please let her know.</p>	
Regional Roundtable	<p>Ms. Friend gave the Board an update on COIC's youth department. She noted that the Board chair mentioned a need for an alternative school in Culver. COIC met with the Culver School District and have entered into an agreement to provide alternate education for Culver students. Since COIC lacked the staff to set up a school in Culver and because Redmond has been struggling with filling their classroom, it was agreed that COIC would provide alternative education to Culver students if they attended class in Redmond, and that they would be transported using CET busses.</p> <p>Ms. Friend reported that COIC arranged for transportation of the 10 students signed up for alternative education and those students started school today in Redmond. She added that COIC is very excited about the new relationship.</p>	
Other Business/ Announcements	No additional business announcements were made.	

There being no further business.

Adjourned at 7:42 by Wayne Fording, Chair