

**Central Oregon Intergovernmental Council
Board of Directors Meeting Minutes
August 3, 2017**

**City of Redmond Public Works Department
243 E Antler Ave., Redmond, OR**

COIC Board Members: Attending: Commissioners: Jerry Brummer, Crook County; Tony DeBone, Deschutes County; and Wayne Fording, Jefferson County. City Councilors: Bruce Abernethy, City of Bend; Bart Carpenter, City of Culver; Connie Briese, City of La Pine; Bartt Brick, City of Madras; Gail Merritt, City of Prineville; Jay Patrick, City of Redmond; Chuck Ryan, City of Sisters; and Lonny Macy, Confederated Tribes of Warm Springs. Appointed members: Casey Kaiser, Crook County; Katie Condit, Deschutes County; and Katy Brooks, Deschutes County.

COIC Staff: Scott Aycock, Community and Economic Development (CED) Manager, Hallie Adams, CED Program Manager, Dr. John Bouchard, Alternative Education Manager; Jane Foote, Human Resources Manager; Karen Friend, Executive Director; Josh Lagalo, Youth Programs Manager; Linda Orcelletto, Executive Assistant, Tamara Powell, Policy and Services Administrator for Cascades East Ride Center; Michelle Rhoads, Transportation Manager; and Michelle Williams, Fiscal Services Administrator.

Jay Patrick, chair, called the meeting to order at 5:30 p.m.

Public Comment

None

Consent Agenda

- a. Approval of Board Minutes: June 1, 2017
- b. Financial Report
- c. Staff Report
- d. Cascades East Transit Monthly Management Report and Cascades East Ride Center Monthly Management Report: June 2017

Mr. Abernethy made a motion to approve the consent agenda as presented. Commissioner Brummer seconded the motion. Motion carried unanimously.

Administrative

Resolution 290 – Approval of COIC Support for Full Funding for Rural Community and Economic Development Programs

Mr. Aycock discussed purpose and next steps for the proposed resolution. Mr. Aycock stated that many Economic Development Districts throughout the state are considering similar resolutions and authoring letters to their respective delegation in support of full funding of the identified programs.

Approval of this resolution would authorize the Executive Director to send the resolution and cover letter to Senators Wyden and Merkley, Representative Walden, and the National Association of Development Organizations (NADO).

BE IT RESOLVED that, the Central Oregon Intergovernmental Council Board of Directors supports full funding of federal programs - including the US Economic Development Administration, US Department of Agriculture Rural Development and US Department of Labor Workforce Innovation and Opportunity Act programs - that support investments into our rural regional infrastructure and economic development objectives.

Mr. Abernethy moved to approve Resolution 290 as presented. Mr. Ryan seconded the motion. Motion carries unanimously.

Cascades East Ride Center Policies

There was discussion surrounding the board's preference procedurally about reviewing information regarding policies prior to, or the evening of the meeting. It was agreed to have the information in the board packet ahead of time and also presented at the meeting.

Ms. Rhoads offered highlights of the first reading of the policies that are recommended for Cascades East Ride Center (CERC). CERC is a non-emergency medical transportation brokerage for those served through Medicaid. The CCO has evolved the focus on provision of transportation services to outcomes and improving the health of the clients rather than focusing on costs of the service. The policies allow for coordinated care clients to receive more services.

With the newer philosophy of coordinated care, it is CERC's job to make certain rides are the most effective, efficient, and appropriate for the client. Pacific Source is the coordinated care organization for C.O. and has a two-year contract with COIC to focus on service that provides better health outcomes.

Proposed policies include: Same Day/Next Day Rides, Significant Events, Verifications & Referrals, Denials, Fixed Route Bus, Grievance, and Pharmacy Stops. Ms. Friend said the significance to the board is that policies control expenditure of costs, and these policies expand the transportation services previously provided.

COIC has just completed the second year of a risk based contract with PacificSource. The first year of the risk based contract with Pacific Source, resulted in a \$190,000 surplus. This year, the projected surplus is less than \$18,000. This reduction in surplus is primarily due to expanded services. COIC will continue to work with Pacific Source if funding is not adequate to cover the level of service desired by PacificSource.

Ms. Rhoads will bring the policies to the next meeting for approval. Ms. Friend introduced Tamara Powell, Policy and Services Administrator for Cascades East Ride Center. She has been instrumental in developing policies and procedures for our clients.

Program Items

Legislative Update

Ms. Friend discussed a section-by-section summary of House Bill 2745, the ORS 190 revision that was passed and signed by Governor Brown. Also included is a summary of the transit portion of House Bill 2017, the recently approved transportation package. The third document presented to the Board explains the requirements for advisory councils and the responsibility in approval and oversight of the funds in the future. Ms. Friend discussed next steps scheduled for this fall will be to develop a process to develop a steering committee to update the regional transportation improvement plan, and insure stakeholder input, while also working with simultaneously on the development of transit advisory councils with the counties. Transportation improvement plan, rule making, and formation of advisory council will occur over the next year. Funds as approved in HB2017 will begin to be collected July 1, 2018, with money available early in 2019. Starting the process now will give us the time needed to be prepared. Staff will continue to provide updates to the board as needed.

Youth Program Update

Ms. Friend introduced Dr. John Bouchard who manages the Alternative Education Program Manager and Josh Lagalo, who manages the School to Work program.

Dr. Bouchard gave a PowerPoint presentation about the alternative education program. Graduation this past June in Bend was standing room only. Dr. Bouchard presented statistics for the programs across Central Oregon. For the school year just ended, 237 students either graduated high school or passed their GED at COIC.

Dr. Bouchard also presented on the ongoing work that COIC was able to do with a grant from Higher Education Coordinating Commission. The grant supported reducing barriers for students pursuing higher education. The grant supported COIC staff in taking kids to Central Oregon Community College (COCC) to identify why GED students struggle and support activities that ensure success. Staff identified that those who earn their GED exit at different times, so transition to college is difficult. Staff assisted students in activities such as: navigating the registration process, understanding instructor preferences, using a new system called Blackboard, and interacting with many different professors. COIC also addressed a transportation barrier by providing students bus passes and sometimes rides.

COIC has been instrumental in preparing students for the next step in building a successful future. Of youth who earned a GED, 62 were employed at end of year. Of all the students, 107 out of 300 were employed at end of school year.

Credits and programs are utilized differently for each school. For example, Redmond focuses more on the GED program. Every student who comes to COIC is referred from a high school. Goal for next year is to maintain current pace with GED and graduation rates. COIC also has a new partnership with COCC Adult Basic Education in the Redmond Classroom that will offer open enrollment with individualized classes two days a week, specifically for youth 18-24-years-old.

Mr. Lagalo reported that the work education program allows work crews to earn school credit, while also gaining necessary skills to be successful in the workplace. COIC work crews perform projects for BLM, State Parks and many others. The program serves 46 youth in Bend, Redmond, and Prineville this summer and 18 youth in Lakeview. COIC has 5 OYCC crews working with the Forest Service and Heart of Oregon Corp; 2 in Lakeview, 1 crew each in Bend, Prineville, and Redmond.

Throughout the school year, the COIC runs 6 to 8-week full and part-time, entry level paid work experience/internships at area businesses. Some examples of the businesses currently hosting youth include Breedlove Guitar, Webfoot Painting, Greg's Grill, and local veterinarian clinics.

Ms. Condit commented that the manager at Greg's Grill told her his best employees are students from COIC. Mr. Abernethy works for Bend La Pine School District and oversees federal grant program with a subcontract with COIC and Juvenile Justice. Bend La Pine Schools was elected to be in the national monitor program. Representatives who evaluated the program were impressed with incredible work done with these high risk students served by COIC at the Juvenile Justice Center.

Mr. Lagalo also reported that he spoke at the E2E business meeting offered by the Bend Chamber. Companies discussed the entry level worker shortage. Additional great partnerships have since developed with local employers.

Community & Economic Development Strategy

Mr. Aycock is asking for a full adoption of Comprehensive Economic Development Strategy (CEDs), which is a broad assessment of regional community and economic development needs and strategies to address them. The CEDs directly impacts the work of the COIC Community and Economic Development Department by setting priorities for the next 3-5 years, but not all strategies of the plan are led by COIC. Three big roles for COIC are: regional coordination and collaboration, regional planning, and project development and technical assistance. COIC continues to work with county and city partners to get individual projects funded, and projects approved in the CEDs have greater opportunities for funding.

This fall, a subcommittee of the COIC Board in addition to non-board members will be appointed. Mr. Aycock noted that the document is fluid and can be amended at any time. Mr. Aycock is asking for the full CEDs to be adopted which will then set forth the required outreach efforts.

Next step is to create a live web page of the CEDs for Board and partners. Once the CEDs committee is revitalized it will meet at least quarterly and will also update the Board regularly.

Commissioner DeBone made a motion to adopt the CEDs with changes to remove the word 'clean' from 'insecure access to clean water' under regional weakness on page 12. Seconded by Ms. Condit. Unanimous approval.

Strategic Plan Subcommittee Update

Mr. Abernethy reported on the work of the strategic plan subcommittee stating that the task was to review the progress on the strategic plan and the remaining goals and recommend next steps. Because of significant board change-over, the subcommittee wanted to ensure the current goals were still valid. The subcommittee recommendation is to complete the current strategic plan goals.

Mr. Abernethy also reported that the subcommittee recommendation was to create advisory committees (both board members and outside of board) to be involved with CEDS Strategy Committee, a Transit committee and assist with the visible organization initiative. This will lead to board development and engagement.

The subcommittee also recommended that the Board discuss at future meetings big picture questions in preparation of a FY 2018-19 strategic plan update that include: COIC's Focus/Mission and Power/Influence/Relevancy, Regional Leadership, and Customer service including who are our customers.

Remaining goals for FY 2017-18 include: Create a more visible organization strategy and implementation of phase 1 activities, implement process for dues increase, develop transit governance/advisory committee, reformulate the comprehensive economic development strategy committee.

Visible Organization

Ms. Friend reported that the large remaining goal of the strategic plan that has not yet been implemented is the visible organization goal. Staff has been working on what steps were necessary to complete this goal. COIC does not have staff with the skills necessary to conduct a communications audit, develop a communications plan and phased strategy, explore the identity of the organization and recommend how to improve public awareness. COIC sent a request for quotes to area agencies to determine if the work to be completed, as identified in the goal, could be accomplished within a \$35,000 budget. COIC staff received the quotes which indicate that the budget, while on the low end, is enough to complete the intended pieces of the goal.

Staff is requesting approval to allocate the \$18,000 remaining amount for FY2016/17 in unused capacity fund toward the completion of this goal. With matching funds from other programs within COIC, staff has identified a total of \$35,500 for this effort. Staff also requests the Board form a Visible Organization subcommittee to set goals for and guide this work. COIC will form a staff committee to inform the work. The Board will receive regular updates on the progress of the project and make final decisions on logo, branding, naming, if those become recommended outcomes of the project.

Mr. Brick cautioned us to make sure we measure the concrete value added and benefits for our clients for the \$35,000. Goals can be set to assure that we can justify and measure what we are buying. Those interested in being involved on committee: Mr. Brick, Mr. Kaiser, Ms. Condit, Commissioner DeBone.

Mr. Ryan made a motion to approve the \$18,000 of unused capacity fund from COIC dues toward the visible organization program. Wayne Fording seconded. Unanimous approval.

Capacity Funds Request for City/County Administration

COIC staff request Board approval of a capacity fund allocation of \$7,500 for ongoing support of six meetings in 2017-2018 with county and city administrators. Administrators discuss common and regional priorities such as emergency management, the Deschutes River Basin, economic development, and legislative issues. Staff will continue to report any updates to the board as needed.

Commissioner DeBone motions to approve the \$7,500 to support the Regional City-County Administrator meetings. Seconded by Commissioner Brummer. Unanimous approval.

Executive Director Report

Ms. Friend announced that COIC received notice from Government Finance Officers Association that we again received the certificate of achievement for financial reporting for the fiscal year ending June 30, 2015.

Ms. Friend reported that the transportation department is working on Solar Eclipse service planning. CET will still be offering services between towns, but limited to one or two trips in the morning and evening in an attempt to avoid peak traffic times. Ms. Friend passed out a brochure offering information people could benefit from in preparation for delay. CET will continue to operate services in each city, but service will likely be much like a snow schedule due to increased traffic.

Regional Roundtable

Commissioner DeBone discussed significant increases in RVs, tents and waste due to the number of homeless camps on public lands, on the east side of Redmond. The area identified includes property in the Redmond Urban Reserve, areas just outside city of Redmond, some industrial land, COCC owned land, and Redmond Schools owned land. Deschutes County intends to close roads and has been working together with area organizations to mitigate issues of waste disposal, camping on public land, trash and displacement of people with closures of road. Because people will be displaced due to the road closures, Commissioner DeBone offered a list of services that the County has prepared.

Adjourned at 7:21 pm by Jay Patrick, Chair



Jay Patrick, Chair

