

**Central Oregon Intergovernmental Council
Board Meeting Minutes**

Date: March 4, 2021	Virtual Meeting - Conference call	Prepared by: H. Bullock Reviewed by: T. Baney
<p>COIC Board Committee Members: Commissioner Jerry Brummer, Crook County; Commissioner Phil Chang, Deschutes County; Commissioner Mae Huston, Jefferson County; Councilor Bartt Brick, City of Madras; Councilor Anthony Broadman, City of Bend; Councilor Barb Campbell, City of Bend; Councilor Denise Keeton, City of Metolius; Councilor Gretchen Schlie, City of Culver; Councilor Gail Merritt, City of Prineville; Councilor Jennifer Letz, City of Sisters; Brigette McConville, representing Confederated Tribes of Warm Springs; Louie Pitt, representing Confederated Tribes of Warm Springs; Councilor Krisanna Clark Endicott, City of Redmond; Katy Brooks (representing Business & Industry); Phil Fine (representing Agribusiness & Agriculture); Ron Osmundson (representing Unemployed & Underemployed); James Lewis (representing Tourism & Recreation);</p> <p>COIC Staff: Tammy Baney, Executive Director; Michelle Williams, Deputy Director and Fiscal Services Manager; Peter Werner, Legal Counsel; Andrea Breault, CET Transportation Director; Dana Dunlap, Adult Programs Manager; Scott Aycock, Community and Economic Development Director; Patrick Germick, Loan Officer; Derek Hofbauer, Outreach and Engagement Administrator; Racheal Nellis, HR Manager; Hannah Bullock, Executive Administrative Assistant; Rhett Coble, Youth Employment Counselor; Rachel Zakem, Transit Planning Specialist;</p> <p>Guests:</p>		
Agenda	Discussion	Action Item
Call to Order	Chair Brick called the March meeting of the COIC Board of Directors to order at 5:33 p.m. Tammy Baney facilitated attendance and introductions by roll call. A quorum was present during the meeting.	
Service Story	Rhett Coble, Youth Employment Counselor with the Youth Education Department shared a service story about an individual who was referred to COIC’s Drop Out Recovery/GED program in La Pine. This individual had been diagnosed with Asperger which affected his social skills and made learning and retention difficult for him. In addition to working towards his High School Diploma in a “one on one” classroom environment, he had also worked diligently to grow and develop crucial skills in achieving time line goals, social skills, budgeting, resume building, and interview techniques. Utilizing WIOA funds COIC was able to line this individual up with an internship at a local gas station, setting specific goals and training to help him be successful. He did so well at his internship that he was hired on to work part time at the gas station and is still working there today. This individual, his parents, and staff members at La	

	Pine High School have provided very positive feedback on how the program has helped him grow and move towards his educational and training goals.	
Public Comment	None	
Consent Agenda	The consent agenda, including the minutes from the February 4, 2021 Board of Directors meeting as written, was moved, seconded, and approved unanimously by the board.	Motion: The consent agenda was approved. Commissioner Jerry Brummer motioned and Katy Brooks seconded; the motion passed unanimously.
Administrative	<p>COIC Director Tammy Baney welcomed new Board members and informed the group that Board orientation materials are available on the website. Hannah Bullock, Executive Assistant, gave a quick tour of the website and where documents can be found.</p> <p>Tammy Baney explained that COIC will be sending Board members a demographics survey which will be used to update our organizational profile for the Ford Family Foundation.</p>	
Fiscal	<p>Michelle Williams, Deputy Director and Fiscal Manager, provided a detailed overview on the financial aspects of the organization including December 2020 and January 2021.</p> <ul style="list-style-type: none"> • Explanation of various departments and different billing cycles • Explanation of how each program is funded • Explanation of facilities reserve and how that is used • Being half way through the fiscal year to date, COIC has kept expenditures in line with revenues while also strategically adding capacity where needed to fulfill increased demands due to COVID and the economy, all which are projected to be longer term needs. 	

<p>Program Updates: Transportation</p>	<p>Andrea Breault, Transportation Director, presented an overview of Cascades East Transit.</p> <ul style="list-style-type: none"> • Core operations: 70-80 vehicles, 250 bus stops, 32 contracted drivers & 25 in-house drivers, call center and dispatch center • Apply, manage, and perform audit/compliance reporting for grants • Future planning efforts including additional hub, routes, and increased frequency <p>It was also discussed what it entails to become a transit district. CET will take the initiative to start gathering information and research to create a proposal. Discussed Intergovernmental Agreement (IGA) with City of Bend. Discussion was also had on the likelihood of a transit district measure in the future as well as what role the COIC Board will have.</p> <p>CET is looking for volunteers from the Board to serve on evaluation committees for two Request for Proposals (RFPs) for Bend Transit and Electrification Feasibility Study.</p>	
<p>CED & Loans</p>	<p>Scott Aycock, CED Director, and Morgan Greenwood, CED Planner, provided an informational presentation on the Pilot Proposal for Regional Housing Council. The purpose of RHC is to build a regional collaborative governance approach to Central Oregon’s homelessness, housing affordability and housing production crises.</p> <p>Regarding selection of members for the Council, Councilor Barb Campbell requested Scott Ayock send an email with information.</p> <p>Councilor Jennifer Letz clarified that there should be some weight and action behind this Council, even though it won’t be a regulatory body. Scott Aycock agreed and clarified that there will hopefully be a recognized role from the State and proactively created a set of priorities for funding and ensure there is something tangible that comes out of the work.</p> <p>Commissioner Phil Chang added that it would also help if COIC can help explain to people what the collective impact and action will be and some examples of concrete things that can come out of the RHC.</p> <p>Scott Aycock and Tammy Baney also presented on High Desert Home – 10 year plan to end homelessness.</p>	

	<p>Goal is to create a regional strategic plan. Board feedback was sought on does this seem like the right place for COIC to be involved in the work? There was a general consensus that it is appropriate and worth the time and energy to pursue.</p> <p>Brigette McConville, representing Confederated Tribes of Warm Springs, shared that Warm Springs is doing work to develop homeless housing solutions and agreed that the homelessness issue is a good thing to be talking about.</p>	
Executive Director Update	None	
Regional Roundtable	None	
Adjourn	Chair Brick adjourned the meeting at 7:38 p.m.	