

**Central Oregon Intergovernmental Council
Executive Committee Meeting Minutes**

Date: September 2, 2021	Virtual Meeting - Conference call	Prepared by: H. Bullock Reviewed by: T. Baney
<p>COIC Executive Committee Member: Councilor Bartt Brick, City of Madras; Commissioner Wayne Fording, Jefferson County; Commissioner Patti Adair, Deschutes County COIC Staff: Tammy Baney, Executive Director; Michelle Williams, Fiscal Services Manager; Peter Werner, Legal Counsel; Racheal Nellis, HR Manager; Hannah Bullock, Executive Assistant; Guests: None</p>		
Agenda	Discussion	Action Item
Call to Order	Chair Brick called the September 2, 2021, meeting of the COIC Executive Committee to order at 4:35 p.m. A quorum was present.	
Approval of Executive Committee Minutes	Commissioner Adair moved to approve the minutes from the August 5, 2021 meeting as written; Commissioner Fording seconded; the motion carried.	Motion: Commissioner Adair moved to approve the minutes from the August 5, 2021 meeting as written; Commissioner Fording seconded; the motion carried.
Agenda Review	<p>Executive Director Tammy Baney noted she had not heard from any Board member regarding an item on the consent agenda to be taken off for further discussion. It was confirmed that no requests were made to take an item off the consent agenda.</p> <p>Baney then reviewed with the Committee the agenda for the Board meeting:</p> <ul style="list-style-type: none"> • Jenny Porfily, an employment counselor, will be sharing the service story this month • Public Comment – none that we are aware of • It was noted that the Youth Education agenda item will be moved ahead of the Board Practices Assessment • It was noted that there are agenda items and resolutions added for hiring for HR and CED departments and a request for a letter of support for transportation service to Warm Springs 	

	<ul style="list-style-type: none"> • There will be an overview of the Board Practices Assessment • There will be a presentation on the Cascades East Transit Optimization Study • Update on FTA Required Public Transit Safety Action Plan • Informational Overview on the Adult Education and Training Department Program Year 2020-2021 	
Executive Update	<p>Executive Director, Tammy Baney, shared that she has been asked to participate in a number of discussions in reference to un-housed individuals in our communities and ways to tie together and leverage the work that is being done in the region. Other updates included:</p> <ul style="list-style-type: none"> • The Hawthorne office had a restroom overflow incident that has required repairs and has delayed the office/staff moves. • Regarding Board meetings being held in person vs. virtual in the future, we continue to monitor and are test driving new equipment to be able to have video/virtual hybrid. 	
Other Items		
Adjourn	Chair Brick adjourned the meeting of the COIC Executive Committee at 4:45 p.m.	