

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

Date: November 4, 2021	Virtual Meeting - Conference call	Prepared by: H. Bullock Reviewed by: T. Baney
<p>COIC Executive Committee Member: Councilor Bartt Brick, City of Madras; Councilor Anthony Broadman, City of Bend; Commissioner Jerry Brummer, Crook County; Commissioner Patti Adair, Deschutes County; Commissioner Wayne Fording, Jefferson County; COIC Staff: Tammy Baney, Executive Director; Michelle Williams, Fiscal Services Manager; Peter Werner, Legal Counsel; Hannah Bullock, Executive Assistant; Guests: None</p>		
Agenda	Discussion	Action Item
Call to Order	Chair Brick called the October 7, 2021, meeting of the COIC Executive Committee to order at 4:39 p.m. A quorum was present.	
Approval of Executive Committee Minutes	Commissioner Jerry Brummer moved to approve the minutes from the October 7, 2021 meeting as written; Vice-Chair Anthony Broadman seconded; the motion carried.	Motion: Commissioner Jerry Brummer moved to approve the minutes from the October 7, 2021 meeting as written; Vice-Chair Anthony Broadman 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"> • It was noted that the Board will go into Executive Session at the start of the meeting pursuant to ORS 192.660(2)(b). • Dustin Gurley, Lead Classroom Instructor, will be sharing the service story this month. • Public Comment – none that we are aware of. • Auditing firm will provide an overview of 2019-2020 Fiscal Year Financial Audit 	

	<ul style="list-style-type: none"> • Patrick Germick, Loan Officer, will provide an overview on Loans Program and request approval of loans under EDA Cares Act. It was noted that this agenda item could require an Executive Session depending on what questions are asked and if the information is subject to public disclosure. • Ashley Mohni, Strategic Programs and Partnerships Coordinator, will provide an update on CET Electric Technology Feasibility Study 	
Executive Update	<p>Executive Director, Tammy Baney, shared the following updates:</p> <ul style="list-style-type: none"> • COIC is continuing internal Diversity Equity and Inclusion (DEI) work. Small groups have been formed and there has been great participation. In the future, we hope to identify training needs and develop a budget as an investment to support the team. • Strategic planning efforts have been moving forward. COIC has begun outreach to strategic planning consultants and we anticipate selection towards the beginning of 2022. • COIC will be affected by the Federal mask mandate requirements since we have over 100 employees. We are watching requirements closely and are preparing to meet the deadlines. • There will be a Board leadership change with Chair Brick leaving. Per COIC bylaws, Vice-Chair Broadman will take on Chair responsibilities. There will be two options for the Board to consider at December meeting: the Board may either select a new Vice-Chair to serve for the month of December or may choose to go without a Vice-Chair for December. New Board leadership will be selected at the January meeting. • Thank you and passing of Board Chair responsibilities from Chair Brick to Vice-Chair Broadman. 	
Executive Session: Labor Negotiations ORS 192.660(2)(d)	Executive Session – discussion and update on Labor Negotiations.	
Adjourn	Chair Brick adjourned the meeting of the COIC Executive Committee at 5:23 p.m.	