

**Central Oregon Intergovernmental Council
Board Meeting Minutes**

Date: February 3, 2022	Virtual Meeting - Conference call	Prepared by: H. Bullock Reviewed by: T. Baney
<p>COIC Board Committee Members: Commissioner Phil Chang, Deschutes County; Commissioner Wayne Fording, Jefferson County; Commissioner Jerry Brummer, Crook County; Councilor Anthony Broadman, City of Bend; Councilor Jay Patrick, City of Redmond; Councilor Jennifer Letz, City of Sisters; Councilor Gail Merritt, City of Prineville; Councilor Gretchen Schlie, City of Culver; Councilor Barb Campbell, City of Bend; Councilor Cathi Van Damme, City of La Pine; Councilor Denise Keeton, City of Metolius; Councilor Gabriel Soliz, City of Madras; Tim Deboodt (representing Timber & Wood Products); James Lewis (representing Tourism & Recreation);</p> <p>COIC Staff: Tammy Baney, Executive Director; Michelle Williams, Deputy Director and Fiscal Services Manager; Peter Werner, General Counsel; Hannah Bullock, Executive Administrative Assistant; Patrick Germick, Loan Officer; Andrea Breault, Transportation Director; Hofbauer, Outreach & Engagement Administrator; Dana Dunlap, Adult Program Manager; Matthew Romero, Adult Employment Counselor; Gloria Fallini, Adult Employment Councilor; Janel Ruel, CED Program Administrator; Scott Aycock, CED Director;</p> <p>Guests: Shawn Stanfill; Bill Reynolds; Jay Keeton; Kirstin Angela, District Administrator for Black Butte School District;</p>		
Agenda	Discussion	Action Item
Call to Order	Chair Broadman called the February 3 rd meeting of the COIC Board of Directors to order at 5:35 p.m. Chair Broadman facilitated attendance and introductions by roll call. A quorum was present during the meeting.	
Public Comment	Shawn Stanfill with the Veteran Healing Memorial shared for the need for transportation for veterans. He shared about how they are currently helping to meet this need and also requested any support COIC/CET could offer to allow veterans to drive other veterans to doctor appointments. The CET team is researching options to meet the needs and will bring recommendations to the Board.	
Service Story	Janel Ruehl, CED Program Administrator and Kirstin Angela, District Administrator for the Black Butte School District, shared about a project to bring Broadband access to Camp Sherman. A broadband needs assessment has been completed to identify what the community needed and COIC has been engaged with the key champion for this project, the Black Butte School District. Next steps include additional community gatherings, permitting processes, applying for broadband grant funding. Letters of support are appreciated to assist with the grant process.	

	Vice-Chair Jay Patrick stated his support and encouraged others to write letters of support.	
Consent Agenda	The consent agenda, including the minutes from the January 6, 2022 Board of Directors meeting, was moved, seconded, and approved unanimously by the board.	Motion: The consent agenda, was approved. Tim Deboodt motioned and Commissioner Wayne Fording seconded; the motion passed unanimously.
Program Updates	<p><u>CED</u></p> <p>Update on Infrastructure Bill Discussion Scott Aycock, Community & Economic Development Director</p> <p>Scott Aycock provided an overview of the Federal infrastructure package, federal funding, and regional capacity. Most communities in Oregon do not have the capacity to track it all, much less secure as much funding as they might receive. Issues include awareness of funding sources and requirements, ability to move projects from concept to “shovel ready” projects, prioritization of projects, grant writing capacity, grant administration capacity, and ability to identify and shape up shared regional (often major) projects. Aycock shared that COIC is reviewing Infrastructure Bill Summaries for relevance to Central Oregon and is discussing infrastructure and other needs with our local government partners. He shared about some upcoming opportunities and how a funding model might work.</p> <p><u>ADULT</u></p> <p>Bethlehem Inn Pilot Project Presentation Matthew Romero & Gloria Fallini, Adult Employment Counselors</p> <p>Matthew Romero and Gloria Fallini shared about a new partnership with Bethlehem Inn and the service model created over the past few months. The pilot program proposal is to offer WorkSource services on-site at Bethlehem Inn. It will connect residents to employers who offer livable wage jobs that may support these individuals on a path toward self-sufficiency. COIC Employment Counselors will provide career exploration and coaching, access to support services and partner organizations to assist with overcoming</p>	

	<p>employment barriers, customized workshops for job preparation and skill development along with, resume and interview classes and access to WorkSource workshops. COIC will utilize the mobile lab for those in need of accessing technology to create resumes, submit online job applications and attend virtual interviews. Approval has been received from East Cascades Works to move forward with implementing the plan and to begin offering services on site to Bethlehem Inn residents as early as March.</p> <p><u>TRANSPORTATION</u> Transportation Metrics Review Discussion Andrea Breault, Transportation Director</p> <p>Andrea Breault shared an overview on what current metrics and reports are provided monthly and asked for Board feedback on the presentation, information, or any other changes on what they would like to see in order to make it as useful as possible.</p> <p>Chair Broadman suggested adding some information about trends in general over time. Commissioner Chang asked for more information on comparisons between months and years. Councilor Letz commented that the bar graph is really helpful and shows comparisons between years. She suggested applying a similar idea to some of the other data.</p>	
Executive Director Update	<p>Tammy Baney, Executive Director, shared the following updates:</p> <ul style="list-style-type: none"> • The Youth and Adult employment programs both had Workforce Investment Opportunity Act audits completed with zero findings. Congratulations to those teams and the fiscal team for exceptional work. • The Youth Education program was highlighted on the front page of the Bulletin on January 12th highlighting the partnership with the Deschutes Juvenile Detention Facility and the academic program and teaching staff. • Tammy provided an overview of Senate Bill 762 related to wildfire preparedness/youth employment program partnerships. We are in discussions with other youth crew and organizations such as Heart of Oregon, talking about ways to collectively apply in order to do fuels reduction work and not duplicate efforts but rather enhance the work that we are doing. In March we will bring additional information to the Board. 	
Regional Round Table	<p>Councilor Barb Campbell asked about the search for mobility hubs and possible new ideas for where to put one.</p>	

	<p>Councilor Jennifer Letz shared that Sisters is close to getting a mobility hub site purchased from Deschutes County National Forrest. Also regarding Senate Bill 762, Sisters has hired a wildfire consultant to do a wildfire mitigation plan for the City of Sisters, specifically City owned property.</p>	
<p>Adjourn</p>	<p>Chair Broadman adjourned the meeting at 7:08pm.</p>	