

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS  
777 North Capitol Street, N.E.  
Washington, D.C. 20002-4239**

**MINUTES  
Board of Directors' Meeting  
COG Board Room  
October 12, 2005**

**BOARD MEMBERS, ALTERNATES AND PARTICIPANTS PRESENT AND NOT  
PRESENT**

**\*SEE ATTACHED CHART FOR ATTENDANCE**

**STAFF**

**David J. Robertson, Executive Director  
Lee Ruck, General Counsel  
Nicole Hange, Clerk to the Board**

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**1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Chair Judith Davis called the meeting to order at 12:00 p.m. with a recitation of the pledge of allegiance.

**2. APPROVAL OF MINUTES OF SEPTEMBER 14<sup>TH</sup> MINUTES**

Motion was made, seconded and carried unanimously to adopt the minutes.

**3. AMENDMENTS TO THE AGENDA**

There were no amendments to the agenda.

**4. ANNOUNCEMENTS**

Chair Davis appointed the 2006 Nominating Committee. The committee is comprised of seven members with its Chair traditionally being the same as that of the COG Board. Appointed members were: J Davis, Greenbelt (Chair); Robert Bobb, District of Columbia; Phil Mendelson, District of Columbia; John Lovell, Frederick County; Camille Exum, Prince George's County; Gerry Connolly, Fairfax County; and Maureen Caddigan, Prince William County.

## **5. EXECUTIVE DIRECTOR'S REPORT**

During September's IRE graduation ceremony, Montgomery County Chief Administrative Officer Bruce Romer was honored with the 2005 Visionary Leadership Award. Mr. Romer was chosen for setting an exemplary standard of leadership and for his dedication to regional cooperation. Through this award, IRE graduates and COG expressed their appreciation for his continued support to the Institute for Regional Excellence embodies. His commitment to IRE reflects his continued commitment to the future leadership of this region.

Major General Guy Swan in charge of the Joint Force Headquarters for the National Capital Region hosted the Chief Administrator's committee at Ft. McNair. This is an ongoing effort by COG and the federal government to strengthen its relationship in regards to homeland security and to ensure that regional emergency response plans are coordinated with those at the federal level.

Save-the-date postcards have been sent out for the Annual Membership and Awards Luncheon which will be held at the National Press Club on December 14<sup>th</sup>. The meeting is a great place to network with local area officials as well as attend to business matters; both the COG Work Program and Budget will be reviewed and decided upon.

In addition, COG will honor three individuals or organizations for outstanding regional accomplishments at the annual meeting. Nominations from local elected officials are being accepted in three categories: Elizabeth and David Scull Metropolitan Service Award, honoring a locally elected official for outstanding contributions to the region; Regional Partnership Award, given to a private sector entity that has contributed significantly in support of COG's programs or policies; and Regional Media Recognition Award, acknowledging outstanding contributions by a media organization toward addressing a regional social, infrastructure or environmental concern that supports a COG policy or program. Nominations can be made online at the COG website; deadline for nominations is November 4<sup>th</sup>.

General Counsel Lee Ruck briefly described the legislative communiqués included in the board's packet: HR 2360, would provide funds for all of the operations of the Department of Homeland Security and authorize several substantive modifications in departmental structure and activities, including reauthorization of some general aviation at Reagan National, catastrophic planning and mass evacuations; and HR 3893, which contains a number of concepts designed to enhance the ability of industry to site and construct refineries and to dictate blends of fuel as well as providing for conservation education efforts and investigation of price gouging. HR 2360 has passed both the House and Senate and is awaiting Presidential signature; HR3893 has passed the House and been referred to the Senate. The four bills related to the transport of hazardous materials that were identified at last month's meeting have seen no action or setting of hearings. Mr. Ruck suggested that those jurisdictions with an interest in such legislation contact their local representatives to induce action.

## **6. ADOPTION OF CONSENT AGENDA ITEMS**

**ACTION: Consent agenda items A through G were unanimously agreed upon and adopted.**

**(A) Resolution in Support of Sister Cities International**

The COG Board adopted Resolution R36-05, endorsing the 2006 Sister Cities International Conference and Summit on Citizen Diplomacy. The conference and summit will be held in Washington, DC, July 12-15, 2006.

**(B) Children to Children Donation**

The COG Board adopted Resolution R37-05, which provides approval to accept a \$50,000 grant from the Freddie Mac Foundation for the Children to Children project. Children to Children is a grass-roots, family run charity which provides new duffel bags for children in foster care. COG acts as the fiscal agent for Children to Children. This special \$50,000 grant will be used specifically to purchase duffel bags for distribution to Hurricane Katrina victims nationwide. No additional COG matching funds are required.

**(C) Regional Foster Parent Appreciation Gala**

The COG Board adopted Resolution R38-05, which provides approval to accept a \$100,000 grant from the Freddie Mac Foundation for the 2006 Regional Foster Parent Appreciation Gala. This event honors foster parents from around the region for their dedication and service to children in foster care. As in previous years, more than 700 foster parents are expected to attend. The 2006 Regional Foster Parent Gala will be held on May 20, 2006. No additional COG matching funds are required.

**(D) Resolution Authorizing the Execution of a Cooperative Research and Development Agreement with the US Army Center for Environmental Health Research in Support of the Drinking Water Security Monitoring Network in the National Capitol Region**

The COG Board adopted Resolution R39-05, authorizing the Executive Director to execute a 36 month Cooperative Research and Development Agreement with the US Army Center for Environmental Health Research Services in an amount not to exceed \$15,000 (\$5,000 renewable annually) for the ownership transfer of an emergency mobile laboratory trailer and monitoring equipment (estimated \$250,000), and to support consultation services, biomonitor installation assistance and training in support of the National Capital Region drinking water security monitoring network. Funding to support this project is included in the FY 2006 regional water resources program. No additional COG matching funds are required.

**(E) Resolution Authorizing the Executive Director to Submit a Grant Proposal to The Summit Fund of Washington to Implement its Program and Technical Support to Alice Ferguson Foundation's (AFF) Trash Free Potomac Watershed Initiative – Building on the Anacostia Model.**

The COG Board adopted Resolution R40-05, authorizing the Executive Director to submit a grant proposal in the amount not to exceed \$37,501 to providing program and technical support to Alice Ferguson Foundation's (AFF) Trash Free Potomac Watershed Initiative through the period of 18

months from the receipt of funding. No additional COG matching funds are required.

**(F) Resolution Approving Revisions to the Bylaws for the Chesapeake Bay Policy Committee**

On May 11, 2005, the Board adopted Resolution R17-05, directing several changes be made to the bylaws of the Chesapeake Bay Policy Committee (Committee), including assignment of oversight responsibility for the regional water resources work program and budget to the Committee; the addition as Committee members of the water and wastewater utilities who contribute financially to the Regional Water Fund; and maintaining an opportunity for the Environment and Public Works Directors Committee to review and comment of the annual water resources work program and budget. On July 13, 2005, the Committee met and considered language effecting the modifications directed by the Board. On September 28, 2005, the Committee formally adopted amendments to its bylaws and recommends approval by the Board. The changes recommended include those directed by the Board, as well as several changes to insure consistency with the bylaws of the COG Board of Directors, several technical amendments, and a change in the Committee's name to the "Chesapeake Bay and Water Resources Policy Committee" to reflect the committee's broader mission of oversight of COG's water resources programs resulting from oversight for the Regional Water Fund. The COG Board adopted Resolution R41-05 approving revisions to the Chesapeake Bay Policy Committee Bylaws.

**(G) Resolution Authorizing the Executive Director to Expend Urban Area Security Initiative Grant Funds from the Department of Homeland Security to Support the Establishment of a Drinking Water Security Monitoring Network for the National Capital Region**

The COG Board adopted Resolution R42-05, authorizing the Executive Director or his designee, to expend FY04 Urban Area Security Initiative grant funds in an amount not to exceed \$806,000 for the purpose of establishing a water security monitoring network in the National Capital Region. No additional COG matching funds are required.

## **7. UPDATE ON OUTCOMES OF WMATA FUNDING SUMMIT**

On October 4<sup>th</sup> regional leaders met to discuss the need of a dedicated source of revenue for Metro. The Summit concentrated on what the next steps are for local, state, regional, and federal officials to advance the priority of dedicated funding for Metro. Through discussion, the local officials strongly agreed that in order to meet this goal they must work regionally. Instead of a single dedicated source, which had been suggested by the Blue Ribbon Panel, it was decided that three different funding sources would be in order due to the distinct differences of the "states" involved.

Mr. Robertson stressed the urgency of regional action. Congressman Davis' bill which authorizes \$1.5 billion in federal funds towards capital enhancements has a narrow window of opportunity. If the region does not agree to a source(s) of dedicated

funding, the monies will be lost. The upcoming legislative session in Va., Md., and the District of Columbia create further time restraints due to legislative deadlines. Mr. Robertson suggested that Board members actively support the Davis bill within each of their jurisdictions as well as with their respective Governor or Mayor.

Councilmember Carol Schwartz questioned the likelihood of such funding being authorized even if the local jurisdictions do what they have been requested. Debbie Lipman, Director of Policy and Intergovernmental Relations at WMATA, who stated that there are no assurances however; there are ways to make local matching funds dependant upon the actual appropriations from the federal government.

Chair Davis asked what requirements, in addition to those placed on the states, were placed on WMATA. Ms. Lipman stated that WMATA is required to create a position for a federal inspector general as well as other management oversight practices.

Supervisor Bruce Tulloch asked how much of the proposed funding went to expansion funding. Ms. Lipman replied that the funds are strictly for capital improvements and would not fund operational or expansion projects.

## **8. POST-KATRINA PLAN OF ACTION**

After making introductory remarks on the Post-Katrina work plan, as charged by the Board at last month's meeting, Mr. Robertson introduced Gordon Aoyagi, Homeland Security Director for Montgomery County. Mr. Aoyagi briefed the Board on COG's efforts to reexamine area emergency plans and outreach to the public.

Mr. Aoyagi stated that the challenges that have emerged in the aftermath of Hurricane Katrina have raised concerns about local government capabilities being overwhelmed during catastrophic emergencies. Realized was the need for local government response to be coordinated and integrated with state and federal resources in addition to ensuring that these resources arrive in a timely manner to meet needs of the local government and the residents/visitors in the community impacted by the event.

As a region, we need to evaluate how resources in the State of Maryland, the Commonwealth of Virginia and the District of Columbia will be applied across these boundaries in a timely way and how the flow of federal resources will be managed or directed through all or one of the three "states".

The guiding principles of the proposed work program includes both short term and long term goals of: strengthening regional coordination, implementing homeland security policies and programs, preparing for all-hazards including both manmade and naturally occurring, advancing the safety and security of the region in sustainable and enduring ways, fostering a culture of collaboration, communication and mutual aid among all homeland security partners in the region, adopting best-practice, performance-based approaches to staffing, training, and planning for homeland security partners, and striving for an optimal balance of preparedness capabilities across the region recognizing differing risks and circumstances leveraging mutual aid agreements.

In the next four months, COG will facilitate communication between all levels of government officials to review the process of obtaining state and federal resources in the timeliest way. Through coordination by COG, local governments already have a history of providing assistance, mutual aid, to each other during emergencies.

Long-term goals will include planning a major regional emergency exercise in 2006 and finalizing an updated Regional Emergency Coordination Plan that is consistent with any new federal emergency planning mandates.

Mr. Robertson stated that the CAO's will be overseeing the work plan at both the technical and professional level and suggested that the local officials work with their city and county attorney's to ensure this work stays on the radar.

Chair Davis asked if Dr. Jacqueline Brown's suggestion last month that the issue of evacuees coming into our region had been incorporated into the work plan. Mr. Robertson stated that it had been incorporated into the transportation shelter-in-place piece but it would be revised to be more clearly stated.

Vice Chair Jay Fisette asked for clarification as to who would be performing this work. Mr. Robertson stated that it would be a joint effort by the CAO's, COG staff, and the EPC, with COG taking the lead role. Mr. Aoyagi added that the military had offered its assistance as well.

**Action: Motion was made and seconded to approve CONAANDA's new work scope.**

## **9. STATUS REPORT ON THE COMMITTEE ON NOISE ABATEMENT AND AVIATION AT NATIONAL AND DULLES AIRPORTS (CONAANDA)**

Chair of CONAANDA, Rob Krupicka, provided a status report of the activities of CONAANDA highlighting the committee's history and future strategic planning initiatives.

The COG Board formed CONAANDA, originally called National Airport Noise Abatement Committee, in 1985 after the 1983-84 "Scatter Plan" demonstration. Its original mission was to provide a regional policy perspective on airport noise matters on behalf of the Washington area's local governments. Over the next past 20 years, the Committee has been the area's strongest advocate for protecting existing noise abatement and mitigation control at Reagan National Airport.

In 2002 the COG Board created an ad hoc committee charged with exploring the creation of an Airport Policy Committee that would report to the COG Board of Directors. The group recommended that the Board of Directors reconstitute the Committee on Noise Abatement at National and Dulles Airports (CONANDA) with an *enhanced mission* to provide a broad, balanced, and integrated perspective on matters relating to airport and aircraft policies in the Washington metropolitan region.

The Committee is now charged with a much broader and integrated perspective to airport policies such as: aircraft and helicopter noise, economic aspects of airport policy, airport transportation policy matters and General aviation.

CONAANDA has set high standards and goals for itself in FY06. It is committed to expanding its broader mission beyond aircraft noise abatement. Over the next months, the CONAANDA will identify specific recommendations to foster its enhanced mission and identify ways to better integrate CONAANDA with other COG policy committees. This discussion will include a possible name change for the Committee determining if its current name incorporates and shows the breadth of the work it does. It will also

develop a recommendation that explores the opportunity for MWA financial participation in the funding of committee activities, especially since a major focus will be on implementation of the Part 150 recommendations which were jointly developed.

Penny gross recommended including health care providers to helicopter noise.

## **10. SALARY STUDY RESULTS AND RECOMMENDATIONS**

Chair Davis made introductory remarks on the salary study results and recommendations. She stated that the Employee Compensation and Benefits Committee (ECBR) met on September 28 to review findings and recommendations for the Board. All those who were present during this meeting were in support of the recommendations. Follow-up calls were made by the Executive Director to ECBR members who were not present during the ECBR meeting and confirmed they were in support of the recommendations. On behalf of ECBR Chair Davis asked for the Board's approval of resolution R34-05.

The study was aligned with COG's strategic plan and its vision of a world class, high performance regional organization, and to ensure that COG attracts and retains highly qualified employees to provide the best possible services to participating jurisdictions and funding agencies. Specific strategies were to ensure that compensation and benefits were market competitive and to develop and utilized executive, supervisory, and professional succession.

Mr. Robertson noted that COG cannot increase pay grades without the approval of the Board but reminded that this study was consistent with those performed in the past. He also stated that the software the Management Advisory Group (MAG) used in their analysis was also purchased through the contract and will enable COG to conduct such studies on an annual basis without having to contract out.

MAG, hired after a competitive bidding process, was given the following objective: to examine the competitiveness of the current pay levels relative to market practices and to provide recommendations for appropriate pay levels for all positions within COG.

Carolyn Long, financial consultant at MAG, detailed the results of the study. The study conducted a salary survey of 25 representative positions, using benchmark positions approved by COG, including member jurisdictions, nonprofit organizations, and other regional COGs. The review found that COG's minimum salaries lag an average of 7.48% suggesting that it is not in a competitive position in the market with regard to pay ranges.

General recommendations included: the adoption of a new salary structure, effective July 1, 2005, adjusting pay structure from an average of 48 percent to 55 percent for grades 1-12 and 50percent for grades 13-15; provision of a 2 percent general structural increase to all staff effective July 1, 2005; consideration of individual salary adjustments where internal inequities exist; and that COG should regularly conduct salary range review.

Mr. Robertson added that the budget impact of \$286,000 would be absorbed in COG's current budget and would not result in increased dues for the member governments.

**Action: Motion was made and seconded to adopt Resolution R34-05.**

**11. APPROVAL OF ROUND 7.0 COOPERATIVE FORECASTS**

Elizabeth Hewlett, chair of the Metropolitan development Policy Committee briefed the Board on the Round 7.0 cooperative forecasts.

She stated that COG's Planning Directors Technical Advisory Committee (PDTAC) began work on Round 7.0 nearly 3 years ago with the "top-down" calibration of the regional econometric forecasting model. The econometric model yields the maximum amount of new jobs, people and housing for the region based upon trends in the federal spending, job growth by industry, commuting patterns, family size, etc.

The Round 7.0 forecast shows that between 2000 and 2030, the region will add nearly 1.4 million new jobs and that the region will continue to need and attract highly-skilled workers because the model shows that more than two-thirds of all the new jobs would be in management, legal, engineering, architecture, computer/data processing, and other services jobs. Much of the anticipated job growth would be located at or beyond the Capital Beltway. While half of the new employment would occur in the inner suburbs of Fairfax, Montgomery, and Prince George's counties; Loudoun County would see the fastest rate of increase in jobs (+200%) followed by Falls Church (+114%) and Prince William County (+97%).

While job rates increase at an exponential rate, the housing market does not under the current local planning and zoning. The forecast shows a sizeable gap of approximately 92,000 households. After consideration of several ways that forecast jobs and housing growth might be brought into closer alignment, the Planning Directors and MDPC agreed that the most reasonable assumption was that local jurisdictions over time would re-plan and rezone land sufficient to provide for the additional housing that was needed.

This is a deviation from prior Rounds of Cooperative Forecasts (which were entirely constrained by existing plans and zoning) however, the MDPC and Planning Directors believe it is an important acknowledgement that the region must do more to increase the number of affordable housing units within the COG footprint.

Mr. Fisetta added that the region needs to do more to focus future growth in regional activity centers consistent with the Board's position on growth and development.

**Action: Motion was made and seconded to adopt Resolution R35-05.**

**THE NEXT BOARD MEETING WILL BE ON WEDNESDAY November 9, 2005  
ATTENDANCE: October 12, 2005**

**BOARD OF DIRECTORS/ALTERNATES 2005**

<u>Jurisdiction</u>	<u>Member</u>	<u>Y/N</u>	<u>Alternate</u>	<u>Y/N</u>



<b>District of Columbia</b>				
<b>Executive</b>	Hon. Anthony A. Williams	N	Ms. Alfreda Davis	Y
	Mr. Robert Bobb	Y	Ms. Sharon Anderson	N
<b>Council</b>	Hon. Phil Mendelson	N		
	Hon. Carol Schwartz	Y		
<b>Maryland</b>				
Bowie	Hon. G. Frederick Robinson	N		
College Park	Hon. Robert Catlin	Y		
Frederick County	Hon. John R. Lovell, Jr.	N		
Gaithersburg	Hon. John Schlichting	Y		
Greenbelt	Hon. Judith "J" F. Davis	Y		
Montgomery County				
<b>Executive</b>	Hon. Douglas M. Duncan	N	Mr. Bruce Romer	Y
<b>Council</b>	Hon. Nancy Floreen	N		
	Hon. Michael Knapp	Y		
Prince George's County				
<b>Executive</b>	Hon. Jack B. Johnson	N	Dr. Jacqueline Brown	Y
<b>Council</b>	Hon. Camille A. Exum	Y		
	Hon. Tony Knotts	Y		
Rockville	Hon. Robert E. Dorsey	N		
Takoma Park	Hon. Bruce Williams	Y		
Maryland General Assembly	Hon. William Bronrott	N		
<b>Virginia</b>				
Alexandria	Hon. Redella S. Pepper	Y		
Arlington County	Hon. G. N. Jay Fissette	Y		
City of Fairfax	Hon. Robert F. Lederer	N		
Fairfax County	Hon. Gerald E. Connolly	N		
	Hon. Penelope A. Gross	Y		
	Hon. Joan DuBois	N		
Falls Church	Hon. Daniel Gardner	N	Ms. Merni Meserve	Y
Loudoun County	Hon. Lori Waters	N	Mr. Bruce Tulloch	Y
Manassas	Hon. Douglas Waldron	N		
Manassas Park	Hon. Frank Jones	N	Mr. Michael Bunner	N
Prince William County	Hon. Maureen Caddigan	Y	Mr. Dana Fenton	N
	Hon. Hilda Barg	Y	Mr. Rick Canizales	Y
Virginia General Assembly	Hon. James M. Scott	Y		

<b>Other Participants</b>
Gordon Aoyagi, Homeland Security Director, Montgomery County
Elizabeth Hewlett, Chair M-NCPPC, Prince George's County, MDPC
Rob Krupicka, Alexandria City Council, Chair CONAANDA

Carolyn Long, MAG
Imelda Roberts, COG