

COG BOARD OF DIRECTORS MEETING

District of Columbia
Bladensburg*
Bowie
Charles County
College Park
Frederick
Frederick County
Gaithersburg
Greenbelt
Montgomery County
Prince George's County
Rockville
Takoma Park
Alexandria
Arlington County
Fairfax
Fairfax County
Falls Church
Loudoun County
Manassas
Manassas Park
Prince William County

DATE: May 9, 2012
TIME: 12:00 Noon
PLACE: COG Board Room

**PLEASE NOTE: Chairman Principi will begin the meeting promptly at 12:00 noon.
Lunch for members and alternates will be available at 11:30 a.m.**

AGENDA

**1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE
(12:00 Noon)**

**Chairman Frank Principi
Supervisor, Prince William County**

**2. ANNOUNCEMENTS
(12:00 – 12:05 p.m.)**

Chairman Principi

- a) Workshop – Climate Impacts Symposium – May 21, 2012
- b) Economic Growth and Competitiveness Webinar – May 24, 2012
- c) Executive Director Search Committee Update

**3. EXECUTIVE DIRECTOR'S REPORT
(12:05 – 12:15 p.m.)**

- a) Outreach
- b) Legislative and Regulatory Update
- c) Information and Follow-Up
- d) Letters Sent/Received
- e) General Counsel's Report

**4. AMENDMENTS TO AGENDA
(12:15 – 12:20 p.m.)**

**5. APPROVAL OF MINUTES OF APRIL 11, 2012
(12:20 – 12:25 p.m.)**

777 North Capitol Street, N.E., Suite 300, Washington, D.C. 20002
202.962.3200 (Phone) 202.962.3201 (Fax) 202.962.3213 (TDD)

CONSENT AGENDA

**6. ADOPTION OF CONSENT AGENDA ITEMS
(12:25 – 12:30 p.m.)**

A. RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT WITH THE DISTRICT DEPARTMENT OF THE ENVIRONMENT (DDOE) FOR THE POPE BRANCH POST-CONSTRUCTION RESTORATION MONITORING PROJECT

The COG Board will be asked to adopt Resolution R22-2012, authorizing the Executive Director, or his designee, to submit a proposal and execute a contract with DDOE to perform physical aquatic habitat, water quality, and macro invertebrate sampling for evaluating post-stream restoration project success in the Pope Branch watershed, and to prepare a final report summarizing results and recommendations from the monitoring effort. The project duration will be 4 years from contract execution. The amount of the contract shall not exceed \$130,000 funded by DDOE and a total cash match of \$20,000 provided by COG from budgeted and planned COG urban watershed program funds, i.e., \$5,000 per year for the FY 2013 to 2016 period.

RECOMMENDED ACTION: Adopt Resolution R22-2012

B. RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ACCEPT AND EXPEND GRANT FUNDS FROM THE NATIONAL FISH AND WILDLIFE FOUNDATION TO SUPPORT IMPLEMENTATION OF AN ANACOSTIA STORM WATER BIORETENTION PROJECT

The COG Board will be asked to adopt Resolution R23-2012, authorizing the Executive Director, or his designee, to accept and expend grant funding in an amount not to exceed \$175,000 from the National Fish and Wildlife Federation for the purpose of developing and implementing a storm water bioretention facility and associated educational signage at the Langston Golf Course/National Park Service Kenilworth Gardens in the Anacostia Watershed, and the expected duration of the grant is through September 2013. No matching funds are required.

This will expand upon an existing successful partnership between COG, the Anacostia Watershed Restoration Partnership, and the National Park Service in their efforts to manage storm water, a major factor in the Anacostia River's water quality.

RECOMMENDED ACTION: Adopt Resolution R23-2012

ACTION AGENDA

7. RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT TO PROCURE AND IMPLEMENT NEW ASSOCIATION MANAGEMENT SOFTWARE (12:30 – 12:35 p.m.)

George Danilovics
Director, Information Technology & Facilities Management

The COG Board will be asked to adopt Resolution R24-2012, authorizing the Executive Director, or his designee, to enter into a contract not to exceed \$230,000 with the selected vendor for software procurement and implementation services. The Executive Director, or his designee, is additionally authorized to enter into hosting and support agreements with the vendor for an initial contract period not to exceed 5 years. Association Management Software (AMS) is specialized software used by membership associations to manage their membership contact information and membership engagement. COG wishes to provide enhanced member services on a software platform that improves the frequency and ease of member communication, reduces duplicate systems records management, streamlines committee support tasks, and allows for new cost-recovery event hosting. The AMS will also provide information to the COG website and integrate video recordings of committee meetings. On April 11, 2012, the COG Board of Directors authorized the release of a Request for Proposals for Association Management Software. A Technical Selection Committee is currently scheduling interviews with the finalists. The approved FY 2012 and FY 2013 COG Work Program and Budget include \$320,000 in the Capital Repair & Replacement Plan to fund the Association Management Software project. A more detailed memorandum on the benefits and funding of the Association Management Software is included in the Board Meeting packet.

RECOMMENDED ACTION: Adopt Resolution R24-2012

INFORMATION ITEMS

**8. FY 2012 THIRD QUARTER FISCAL REPORT
(12:35 – 12:40 p.m.)**

**Candice Quinn Kelly
President, Charles County
COG Secretary-Treasurer**

Secretary-Treasurer Quinn Kelly will provide the COG Board with the FY 2012 third quarter (January – March 2012) fiscal report.

RECOMMENDED ACTION: Presentation.

**9. RESULTS OF THE 2012 ANNUAL HOMELESS ENUMERATION
(12:40 – 12:55 p.m.)**

**Michael Ferrell
Executive Director, Coalition for the Homeless
Chairman, COG Homeless Services Planning and Coordinating Committee**

In January, COG's Homeless Services Planning and Coordination Committee conducted the twelfth enumeration of the homeless in metropolitan Washington. This annual enumeration is part of an ongoing effort to monitor and report on the number of people found on the streets, in emergency shelters, in transitional and permanent supportive housing, or otherwise homeless and in need of a safe shelter. This report contains the final results of the 2012 Annual Homeless Enumeration.

RECOMMENDED ACTION: Presentation.

SPECIAL MONTHLY LEARNING SESSION

10. ECONOMIC GROWTH AND COMPETITIVENESS: LEARNING SESSION – METROPOLITAN WASHINGTON AREA’S COMPETITIVE ADVANTAGES (12:55 – 1:55 p.m.)

In April, local economic development officials highlighted several of the region’s economic assets, which include three airports and the second largest transit ridership in the U.S., a highly educated workforce, and strong research universities and federal labs. Collectively, these assets add up to a significant competitive advantage for the National Capital Region. How the region will capitalize on and market these assets will determine its economic future.

James C. Dinegar, President and Chief Executive Officer, Greater Washington Board of Trade, will highlight the region’s significant economic regional assets identified by the Greater Washington Initiative and opportunities to further leverage those assets.

Mark Treadaway, Vice President of Air Service Planning and Development, Metropolitan Washington Airports Authority, will discuss the role of the region’s airports as an economic driver, specifically around air cargo and tourism.

George Vradenberg, Co-founder and Vice Chair, Chesapeake Crescent Initiative, will identify how this region can do a better job of commercializing research performed by federal labs and university research centers.

RECOMMENDED ACTION: Presentation and discussion.

11. OTHER BUSINESS (1:55 – 2:00 p.m.)

12. ADJOURN - NEXT MEETING JUNE 13, 2012 (2:00 p.m.)



Reasonable accommodations are provided for persons with disabilities. Please allow 7 business days to process requests. Phone: 202.962.3300 or 202-962.3213 (TDD). Email: accommodations@mwkog.org. For details: www.mwkog.org

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AGENDA ITEM #2

ANNOUNCEMENTS

SPEAKERS:

Donald “Don” Boesch, PhD: *President, University of Maryland Center for Environmental Science; Professor, Marine Science, UMD; Chair, National Research Council’s Ocean Studies Board.*

Antonio “Tony” Busalacchi, Jr., PhD: *Director, University of Maryland (UMD) Earth System Science Interdisciplinary Center; Professor, UMD Department of Atmospheric and Oceanic Science; Chair, UMD Council on the Environment.*

Ray Najjar, PhD: *Professor of Oceanography, Department of Meteorology, Pennsylvania State University.*

Wade Smith, PhD: *Environmental Scientist, Noblis, Inc.*

Julia Koster, AICP: *Director, Intergovernmental Affairs Planning Division, National Capital Planning Commission.*

Kambiz Agazi, *Environmental Coordinator, Fairfax County, VA*

Laurens van der Tak, P.E., D. WRE: *Vice President, Principal Water Resources Engineer, and Deputy Director for Water Resources and Ecosystems Management, CH2M HILL; Chair, AWWA Climate Change Committee.*

Jessica Grannis, *Staff Attorney and Adjunct Professor, Harrison Institute for Public Law at Georgetown University Law Center*

Robert Kalafenos, *Environmental Protection Specialist, Sustainable Transport and Climate Change team, Office of Natural Environment, Federal Highway Administration.*

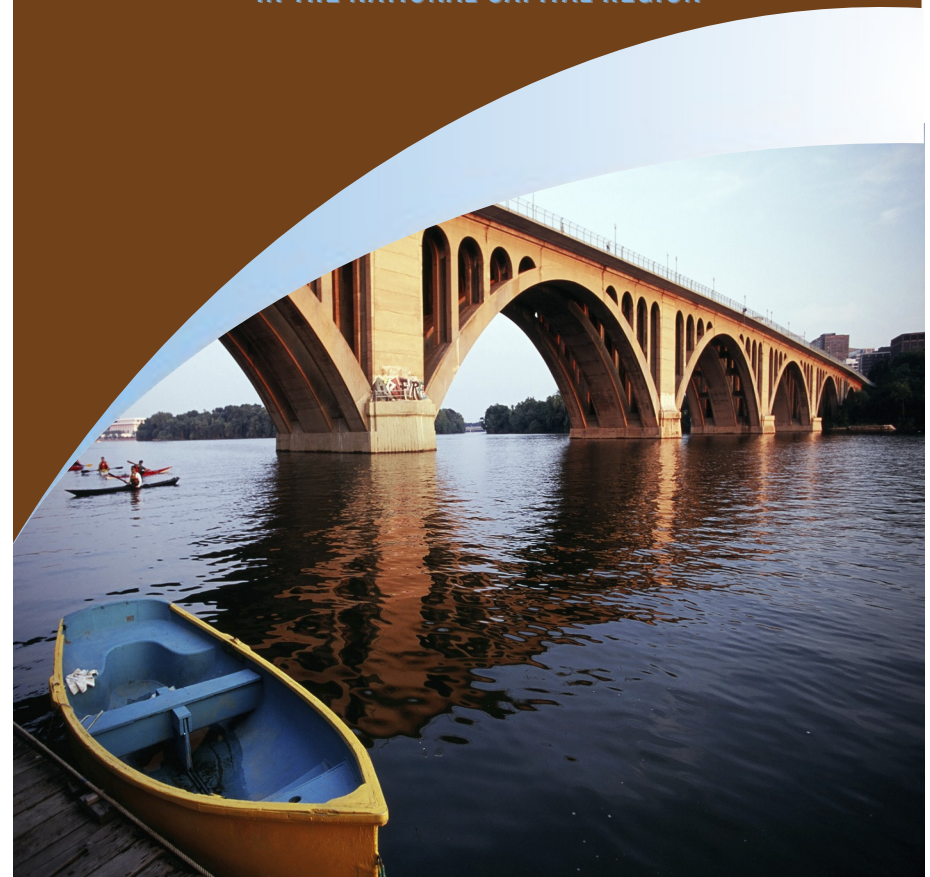
Stuart Freudberg, *Director of Environmental Programs, Metropolitan Washington Council of Governments*

CLIMATE IMPACTS SYMPOSIUM

MAY 21, 2012



A WORKSHOP FOCUSING ON THE PLANNING IMPLICATIONS
OF POTENTIAL CHANGES IN PRECIPITATION PATTERNS,
SEA LEVEL RISE, FLOODING, AND WATER QUALITY
IN THE NATIONAL CAPITAL REGION



**CLIMATE IMPACT SYMPOSIUM
MONDAY, MAY 21, 2012 -AGENDA AND SPEAKERS**

DATE: Monday, May 21st, 2012
TIME: 10 am-3 pm
LOCATION: Metropolitan Washington Council of Governments (COG), Board Room 3rd Floor

[COG's Climate Impact Symposium & RSVP](#)
Please RSVP by May 16th

Note: This event is intended for COG's members and affiliates. Others may attend on a space-available basis.

QUESTIONS TO BE ADDRESSED:

What are actual data trends telling us and what do modeling results predict about the effects of climate change in the metropolitan Washington region?

How can climate trends be incorporated into water, land use, and transportation planning in the region?

What are the next steps moving forward to improve climate resilience in the region?

10:00 AM

WELCOME REMARKS

Stuart Freudberg, Metropolitan Washington Council of Governments

10:15 AM

MORNING SESSION: CLIMATE CHANGE IN THE REGION

What are actual data trends telling us and what do modeling results predict about the effects of climate change in the metropolitan Washington region?

Dr. Don Boesch, Center for Environmental Science, University of Maryland

Overview of the evidence base for global and national trends in temperature, precipitation, and sea level, and implications for the Chesapeake Bay/Potomac watersheds.

Dr. Antonio Busalacchi, Earth System Science Interdisciplinary Center (ESSIC), University of Maryland

Overview of climate modeling tools, and potential applicability for downscaling results to the Chesapeake Bay/ Potomac watersheds.

Dr. Ray Najjar, Pennsylvania State University (PSU)

Summary of climate change impacts expected in the Mid-Atlantic and the Chesapeake Bay, and precipitation projections analyzed for the state of Pennsylvania.

Dr. Wade Smith, Noblis

Review of what modeling predicts for sea level rise, storm surge, and stream flooding in the Potomac.

NOON

LUNCH PRESENTATION: Julia Koster, National Capital Planning Commission Federal Government research, planning and decision-making: A focus on potential flooding in the Downtown Washington Area.

1:00 PM

AFTERNOON SESSION: PLANNING IMPLICATIONS TO MULTIPLE SECTORS

Moderator: Kambiz Agazi, Environmental Coordinator, Fairfax County, VA

How can climate trends be incorporated into water, land use, and transportation planning in the region?

Laurens van der Tak, CH2M Hill

The impact of changing precipitation patterns and tide levels on drainage and stormwater management design in Alexandria, and implications for the COG region.

Jessica Grannis, Georgetown Climate Center

Feasible land use strategies to address sea level rise in VA, DC and MD.

Robert Kafalenos, US DOT Federal Highway Administration

Potential mid-Atlantic impacts of climate change on transportation infrastructure and implications transportation planning.

2:30 PM

DISCUSSION AND CONCLUSIONS

What are the next steps moving forward to improve climate resilience in the region?

The COG Board of Directors is hosting an

ECONOMIC GROWTH *and* COMPETITIVENESS

Webinar

Save the Date

MAY 24, 2012 | 2:00 TO 3:00 PM

The COG Board is inviting economic development leaders from across the region, to lead a discussion on economic development in metropolitan Washington. Specifically the Board is interested in better understanding economic development activities occurring at the state and local level, where the commonalities are, and opportunities for greater regional coordination and cooperation.

SPOTLIGHT ON:

Fairfax, Prince George's, Frederick, and Prince William Counties.

The webinar will feature brief presentations by economic development departments of these counties.

A Q&A and discussion will follow.



AGENDA ITEM #3

EXECUTIVE DIRECTOR'S REPORT

COG

May 9, 2012

outreach report

executive director:
david robertson

- **Tri-State Oversight (TOC) Committee.** Met with senior staff from TOC on a proposal for additional administrative support to group by COG.
- **Freddie Mac Foundation.** Attended regional meeting with senior officials on transition plan for foundation.
- **Regional Partnership.** Spoke at conference sponsored by Atlanta Regional Commission.
- **Infrastructure Funding.** Co-sponsored event with Our Nation's Capital on infrastructure banks. Also attended Board of Trade Potomac Conference on public-private infrastructure partnerships.
- **Emergency Preparedness.** Met with Arlington County Manager Barbara Donnellan on FY 2012 Urban Area Security Initiative (UASI) grant process.

District of Columbia:

- David Robertson presented COG's FY 2013 Work Program and Budget (WPB) to Council's Committee of the Whole.
- Stuart Freudberg (DEP) met with DC Council Chair Kwame Brown and City Administrator Allen Lew about the 2012 Blue Plains Intermunicipal Agreement.
- COG/Emergency Preparedness Council hosted annual Homeland Security Seminar at Fort McNair.

Frederick County:

- Nicole Hange (EO) briefed the Board of Commissioners on the WPB.
- Dave McMillion (DPSH) participated in an Emergency Management Advisory Committee discussion on UASI funding opportunities.

Loudoun County: Paul DesJardin (DCPS) met with Supervisor Kenneth Reid about Region Forward.

Prince George's County: Kamilah Bunn (DCPS) led a Wednesday's Child Lunch & Learn for the County Department of Social Services.

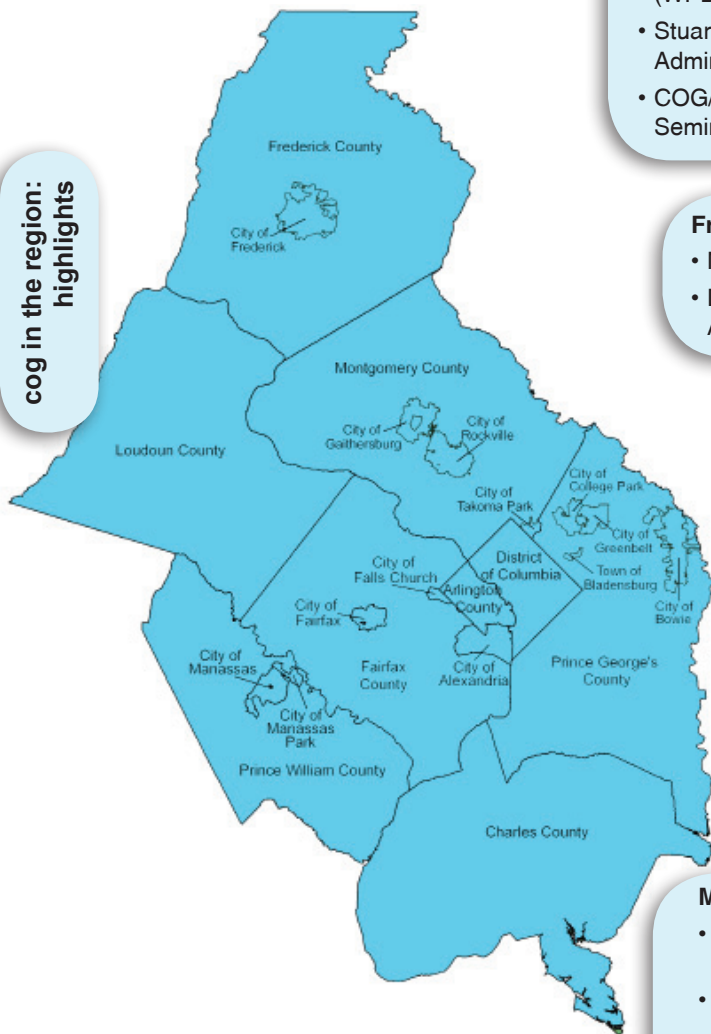
Fairfax County: David Robertson attended a retirement reception for County Executive Tony Griffin.

City of Manassas: David Robertson and Nicole Hange met with new City Manager John Budesky.

Multiple Locations:

- DEP/OPA staff participated in a regional communications exercise regarding the Potomac River water supply.
- Commuter Connections promoted its services at 10 transportation events in DC, White Oak, Rockville, Alexandria, and Reston.
- Clean Air Partners held its 4th annual poster contest, which received submissions by 250 local students. May 9 COG Board Packet 12

cog in the region:
highlights



COG

May 9, 2012

media report

Click on any of the underlined words to read/watch the news item.

Moving Forward on Regional Economic Growth & Competitiveness

In March, the COG Board of Directors launched its work on developing an Economic Growth & Competitiveness Call to Action Report for metropolitan Washington. At its April meeting, the Board continued its focus on the topic, inviting state and local economic development officials to discuss their jurisdiction's strengths, industries and sectors that merit consideration for development, and the role that COG and other regional organizations can play in strengthening economic growth and competitiveness. The discussion was covered by the [Washington Examiner](#) and the [Washington City Paper](#). [Click here](#) to view a summary of the meeting, as well as other background information on the initiative.

TPB Survey Highlights Transportation Mode Share by Subareas

New data from the National Capital Region Transportation Planning Board's (TPB) Household Travel Survey provides information on transportation mode share in seven geographic subareas, such as Logan Circle, Takoma Park, and Reston. The data was covered by the [Washington Examiner](#), WTOP, and the BeyondDC blog.

SOCIAL MEDIA UPDATE



April was a busy month for *The Yardstick* blog over at [RegionForward.org](#).

On April 17, Our Nation's Capital, COG, the George Mason University School of Public Policy, and other groups sponsored a forum on [infrastructure banks as a possibility to help solve our regional and national infrastructure crises](#).

Throughout the month of April, green and sustainability initiatives and events throughout the region were featured on COG and Region Forward social media. [Click here](#) to view summary blogs of the posts featuring several of COG's cities and counties.

Other Earth Month related posts include:

- Observations from a [US-China Environmental Exchange](#)
- An initiative to help make [churches in the region more energy efficient](#)
- A recap of an event COG hosted with [energy experts from Germany and Denmark](#)





COG Events Calendar

May - July 2012

Updated: May 1, 2012

| May 2012 | |
|----------|--|
| May 8 | Clean Air Partners Annual Celebration 06:00 PM - 09:00 PM Baltimore Museum of Industry Contact: Jen Desimone - 202-962-3360 or jdesimone@mwkog.org |
| May 9 | COG Board of Directors 12:00 PM - 02:00 PM COG Board Room Contact: Barbara Chapman - bchapman@mwkog.org |
| May 9-12 | The New World: 20th Annual Conference of the Congress for the New Urbanism West Palm Beach, FL Contact: Sandrine Milanello - smilanello@cnu.org |
| May 16 | Transportation Planning Board 12:00 PM - 02:00 PM COG Board Room Contact: Ron Kirby - rkirby@mwkog.org |

| May | | | | | | |
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| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

| June | | | | | | |
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| July | | | | | | |
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| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |



COG Events Calendar

| | |
|--------|---|
| May 18 | Bike To Work Day 06:00 AM - 06:00 PM Regional Contact: Douglas Franklin - DFranklin@mwkog.org |
| May 21 | Climate Impacts Symposium 10:00 AM - 03:00 PM COG Board Room Contact: Lana Sindler - 202-962-3347 or lsindler@mwkog.org |
| May 23 | Climate, Energy & Environment Policy Committee (CEEPC) 09:30 AM - 12:00 PM COG Board Room Contact: Joan Rohlfs/Stuart Freudberg - jrohlfs@mwkog.org |
| May 23 | Metropolitan Washington Air Quality Committee 12:00 PM - 02:00 PM COG Board Room Contact: Joan Rohlfs - jrohlfs@mwkog.org |
| May 24 | Economic Growth & Competitiveness Webinar 02:00 PM - 03:00 PM Online Webinar Contact: Nicole Hange - nhange@mwkog.org |
| May 30 | 6th Annual JFHQ/MDW - MWCOG Chaplains Training Day 07:30 AM - 04:00 PM Fort Lesley McNair (Army Base) Contact: Dennis Bailey - 202-962-3269 or DBailey@mwkog.org |



COG Events Calendar

| June 2012 | |
|---------------|--|
| Jun 4-6 | National Charrette Institute Training Training Center Contact: Bill Lennertz - bill@charretteinstitute.org |
| Jun 9 | Outstanding Foster Parent Appreciation Gala & 20th Anniversary Salute to Wednesday's Child 06:00 PM - 12:00 AM Grand Hyatt Washington Contact: Carette Rogers & Susan O'Brien - 202- 962-3220 or gala@mwcog.org |
| Jun 10- 14 | NARC 46th Annual Conference & Exhibition St. Petersburg Contact: Lindsey Riley - lindsey@NARC.org |
| Jun 13 | COG Board of Directors 12:00 PM - 02:00 PM COG Board Room Contact: Barbara Chapman - bchapman@mwcog.org |
| Jun 20 | Transportation Planning Board 12:00 PM - 02:00 PM COG Board Room Contact: Ron Kirby - rkirby@mwcog.org |
| Jun 24- 27 | Maryland Municipal League Annual Convention Ocean City Convention Center Contact: Karen Bohlen - karenb@mdmunicipal.org |
| Jun 26 | Commuter Connections Employer Recognition Awards 08:30 AM - 10:00 AM National Press Club Contact: Stacey Walker - 202-962- 3327 or swalker@mwcog.org |



COG Events Calendar

| | |
|------------------|--|
| Jun 27 | Metropolitan Washington Air Quality Committee (MWAQC) 12:00 PM - 02:00 PM COG Board Room Contact: Joan Rohlfs - jrohlfs@mwkog.org |
| July 2012 | |
| Jul 11 | COG Board of Directors 12:00 PM - 02:00 PM COG Board Room Contact: Barbara Chapman - bchapman@mwkog.org |
| Jul 13-16 | 2012 NACo Annual Conference and Exposition - Pittsburgh, PA Contact: NACo - nacomeetings@naco.org |
| Jul 18 | Transportation Planning Board 12:00 PM - 02:00 PM COG Board Room Contact: Ron Kirby - rkirby@mwkog.org |
| Jul 25 | Climate, Energy & Environment Policy Committee (CEEPC) 09:30 AM - 12:00 PM COG Board Room Contact: Joan Rohlfs/Stuart Freudberg - jrohlfs@mwkog.org |
| Jul 25 | Metropolitan Washington Air Quality Committee 12:00 PM - 02:00 PM COG Board Room Contact: Joan Rohlfs - jrohlfs@mwkog.org |

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AGENDA ITEM #4

AMENDMENTS TO AGENDA

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AGENDA ITEM #5

APPROVAL OF MINUTES OF APRIL 11, 2012

METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 North Capitol Street, N.E.
Washington, D.C. 20002-4290

MINUTES
Board of Directors Meeting
COG Board Room

April 11, 2012

BOARD MEMBERS, ALTERNATES, AND OTHER PARTICIPANTS PRESENT AND NOT PRESENT:

See attached chart for attendance.

STAFF:

David J. Robertson, Executive Director
Sharon Pandak, General Counsel
Nicole Hange, Government Relations Coordinator
Barbara J. Chapman, Executive Board Secretary

GUESTS:

Dominick Murray, Deputy Secretary for Business and Economic Development, Maryland
Brian Kenner, Office of the Deputy Mayor for Planning and Economic Development, D.C.
Tom Flynn, Economic Development Director, Loudoun County
Terry Holzheimer, Economic Development Director, Arlington County
Steve Silverman, Economic Development Director, Montgomery County
Gene Lauer, Economic Development Director, Charles County
Todd M. Turner, City of Bowie Council Member and Chairman, Transportation Planning Board

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Principi called the meeting to order at 12:00 p.m. and led those present in the Pledge of Allegiance.

2. CHAIRMAN'S ANNOUNCEMENTS

Chairman Principi introduced and welcomed Christopher K. Murphy, who will be attending COG Board meetings as Mayor Vincent Gray's alternate going forward. Mr. Murphy has served as Chief of Staff in the Executive Office of the Mayor since 2011. He is an attorney and Member of the District of Columbia and Massachusetts Bar Associations. He graduated from Harvard University with a B.A. in American History with Honors and received his law degree from Georgetown University Law Center, J.D. with Honors. His work experience since 1990 includes positions held in government, corporate, and service organizations.

The Chairman reminded Board Members that Our Nation's Capital is hosting a forum on Infrastructure Banks in Metropolitan Washington on April 17, 2012, at George Mason University's Arlington Campus on how we can address our transportation and environmental infrastructure needs. The focus will be on infrastructure banks, which are seen by some officials as a promising way to address the funding challenge. As COG is a co-sponsor of this event, he encouraged members and their staffs to attend.

On behalf of the Chesapeake Bay and Water Resources Policy Committee, the Chairman invited Board Members to participate in a Tour of Fairfax County's Norman M. Cole, Jr. Pollution Control Plant on May 18, 2012. The tour is to promote the work that local governments have done to benefit local water quality, the Potomac River, and the Bay. The target audience for this tour includes local government elected officials and state and federal water quality policy officials.

In a flyer provided to Board Members, COG announced a new service—complimentary wireless access—for guests while visiting COG offices.

3. EXECUTIVE DIRECTOR'S REPORT

Outreach/Media

The COG Outreach Report and the COG Media Report, both dated April 11, 2012, were provided to Board Members along with the COG events Calendar.

Letters Sent and Received

A letter was sent on behalf of COG to the Senate Subcommittee on Health Care, District of Columbia, Census and National Archives and the Congressional Committee on Oversight and Government Reform on March 12, 2012, to strongly urge both committees to reject the proposal to make the American Community Survey voluntary for the reasons set forth in the letter.

Information

A copy of the final version of the letter approved at the March Board Meeting, which contains the COG Board of Directors' input on the WMATA Strategic Plan, was provided to Board Members, along with a copy of the letter to the Congressional Delegation regarding federal support for the Washington Metropolitan Area Transit Authority in 2013. We urged that Congress support the full federal share of \$150 million in FY-2013 for capital and safety improvements for WMATA.

For the Board's information, Mr. Robertson noted the letter to the Federal Housing Finance Agency (FHFA) regarding the announced wind down of the Freddie Mac Foundation. The Foundation's future is a serious concern because of its significant local charitable investment and the profound impact it has on the people of the National Capital Region. The 8 Neighbors who signed the letter have requested to meet with Edward DeMarco, Acting Director of the FHFA, to discuss options.

4. AMENDMENTS TO AGENDA

There were no amendments to the agenda.

5. APPROVAL OF MINUTES

The minutes of the March 14, 2012, meeting were approved and adopted, as amended.

6. ADOPTION OF CONSENT AGENDA ITEMS

Supplemental documents: R17-2012 through R21-2012

A. RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO SOLICIT COMPETITIVE BIDS TO IMPLEMENT NEW ASSOCIATION MANAGEMENT SOFTWARE

The COG Board reviewed Resolution R17-2012, which authorizes the Executive Director, or his designee, to solicit competitive bids to implement new Association Management Software. This contract will be managed by COG's Office of Information Technology and Facility Management. COG wishes to provide enhanced member services on a software platform that would be easier for staff to manage and would improve communication tools and services to COG Members and other partners. Improving Member services is included in the COG Board's adopted 2012 COG Board Work Plan initiatives. Association Management Software (AMS) is specialized software used by membership associations to manage their committees and a large database of information and to engage members. The AMS would eliminate duplication of effort within the organization and help to insure that accurate committee information is reflected across COG. The AMS also will integrate with the new COG website. Authorization to execute a contract, including proposed project cost, revenue source, timetable and deliverables, will be submitted for approval by the COG Board at its May 9 meeting.

B. RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO SOLICIT COMPETITIVE PROPOSALS AND EXECUTE A CONTRACT FOR CONSULTANT SUPPORT FOR THE CAPITAL AREA FORECLOSURE NETWORK

The COG Board was asked to adopt Resolution R18-2012, which authorizes the Executive Director, or his designee, to solicit competitive proposals and to execute a contract with the contractor in an amount not to exceed \$75,000 to fill the position of Director of the Capital Area Foreclosure Network (CAFN). Funding to support this expense is included in COG's FY-2012 and Fy-2013 work program and budget. This contract will be managed by the COG Department of Community Planning and Services. CAFN was established in 2010 as a partnership between COG and the nonprofit Roundtable of Greater Washington to respond to the foreclosure crisis in the metropolitan Washington area. CAFN's current Director will again be leaving her position effective this summer, and CAFN's leadership seeks to find a new Director by June 30 of this year. The CAFN Director will continue to be a part-time, contract position. CAFN receives funding from a variety of organizations, including Fannie Mae, Freddie Mac, the Federal Reserve Bank, NeighborWorks, the Community Foundation of the National Capital Area, and others. No matching COG funds are required.

C. RESOLUTION AUTHORIZING COG TO CONTRACT FOR INTERIM CHIEF FINANCIAL OFFICER CONSULTANT SUPPORT

The COG Board was asked to adopt Resolution R19-2012, authorizing the Executive Director, or his designee, to contract with Tate and Tryon to obtain consultant staff support for an Interim Chief Financial Officer (CFO), in an amount not to exceed \$50,000. Funding to support this expense is included in COG's FY-2012 indirect cost allocation plan. This contract will be managed by the Executive Director. Tate and Tryon provides senior-level accounting and financial support to nonprofit organizations and associations. An Interim CFO will be in place March through June. COG expects selection and placement of a permanent CFO by June.

D. RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO FILE A PLANNING GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE FEDERAL AVIATION ADMINISTRATION FOR PHASE 27 OF THE CONTINUOUS AIRPORT SYSTEM PLANNING PROGRAM

The Board was asked to adopt Resolution R20-2012, which authorizes the Executive Director, or his designee, to submit a planning grant application and to execute a grant contract with the Federal Aviation Administration (FAA) for Phase 27 of the Continuous Airport System Planning (CASP) program for the National Capital Region. This contract is to be managed by the COG Department of Transportation Planning. This application would be in an amount not to exceed \$333,333. The FAA will provide funds for 90 percent, or \$300,000, of the project total. The ten percent match, \$33,333, will be provided from a combination of funds, as follows: \$19,750 already approved in the FY-2013 COG work program and budget and an additional amount not to exceed \$13,583 from the unallocated/contingency line item in the approved FY-2013 COG work program and budget. The recommended additional match is necessary to meet FAA local match requirements, which changed from a five percent match to a ten percent match under the new FAA reauthorization bill approved by Congress earlier this year.

ACTION: Upon motion duly made and seconded, Resolutions R17-2012 through R20-2012 were unanimously approved, as presented, and adopted by the Board of Directors.

7. APPROVAL OF RESOLUTION AMENDING THE COG RULES OF PROCEDURE TO INCLUDE CONFLICT OF INTEREST BUIDELINES

The Chairman stated that last month COG's General Counsel, Sharon Pandak, highlighted a draft Conflict of Interest policy and asked for feedback at this month's Board meeting. As a nonprofit organization, certain actions of COG members are accountable to certain government authorities, including the Internal Revenue Service. COG staff, in coordination with the regional Attorneys Committee, worked on developing a policy for COG members and staff that, if adopted, will become part of COG's official Rules of Procedure. The Chairman then called for any questions from Board members, and Ms. Pandak responded to several questions. The Chairman then called for the vote to amend the Rules of Procedure to add a new Section 10.00 – Conflict of Interest Guidelines, a copy of which is to be attached to and made a part of the minutes of this meeting.

ACTION: Upon motion duly made and seconded, Resolution R21-2012 was unanimously approved, as presented, and adopted by the Board of Directors.

8. ECONOMIC GROWTH AND COMPETITIVENESS: LEARNING SESSION – OPPORTUNITIES TO BETTER INTEGRATE STATE AND LOCAL ECONOMIC DEVELOPMENT STRATEGIES

For the Board's second learning session in our program focusing on Economic Growth and Competitiveness in the metropolitan Washington region, state and local economic development officials were invited to discuss how different strategies can be better aligned into a focused, regional approach. Local governments will always compete with neighboring communities for jobs and economic growth, and justifiably so. However, there is growing acceptance that our biggest competitors are not found within the Washington area, but in other regions in the U.S. and overseas. Developing a plan to address this reality is essential to maintaining and capitalizing on this region's competitive advantages.

Economic Development Directors from Loudoun (Flynn), Arlington (Holzheimer), Montgomery (Silverman) and Charles (Lauer) Counties participated on the panel, as did the Deputy Secretary for Business and Economic Development in Maryland (Murray) and the Chief of Staff for the Deputy Mayor for Planning and Economic Development in the District of Columbia (Kenner). Panelists were asked to

discuss (1) their jurisdiction's greatest assets and what strategies they have implemented to capitalize on those strengths; (2) the top industries or sectors that have not received enough attention and have promising growth potential in their jurisdictions; and (3) to identify one or two roles or actions by COG and other regional partners like the Greater Washington Board of Trade to help strengthen economic competitiveness and promote job creation.

There was consensus on the region's significant assets: a well educated workforce and strong entrepreneurial climate. Panelists were also widely in agreement that the region can and must do more to shore up its manufacturing industry and to commercialize on the research coming out of the region's federal and private laboratories. Individually, each of the jurisdictions has its own unique strengths and opportunities, whether it is Dulles Airport in Loudoun, bio tech in Montgomery, or start-up companies in D.C. They each commented on what their jurisdictions are doing to stimulate entrepreneurial activities, take advantage of the economic growth opportunities in their jurisdictions, and help get unemployed people back to work.

When asked what COG or other regional entities can do to help support their efforts, each stressed the need for a more robust regional marketing strategy, noting that with the demise of the Greater Washington Initiative, marketing has fallen to the wayside. Although there was consensus that metropolitan Washington would benefit from a coordinated approach to economic development, exactly what such a strategy would look like or entail was not as clear. Both Mr. Holzheimer and Mr. Silverman cautioned against viewing local competition as a negative, because in fact competition is what makes each strive to do better. A focused marketing strategy that illuminates the assets of each of the region's jurisdictions should be the approach, not the creation of a single regional plan that discourages local competition.

Building on this discussion, the May Board meeting's learning session will be focused on a review of the region's assets and will include a presentation by the Board of Trade, which many feel must be a partner in our effort.

Following comments from Board members, Chairman Principi expressed the Board's appreciation to the panelists for their excellent contributions to the discussion on opportunities to integrate state and local economic development strategies in the metropolitan Washington region. A video copy of the presentation and links to additional information about COG's ongoing focus on growth and economic development can be found at www.mwcog.org/about/econ_plan/econ_growth_competitiveness.asp.

9. PRESENTATION ON REGIONAL TRANSPORTATION PLANNING AND LINKAGE WITH REGION FORWARD AND COG BOARD FOCUS ON ECONOMIC GROWTH AND COMPETITIVENESS

Transportation planning at the regional level is coordinated in the Washington area by the National Capital Region Transportation Planning Board (TPB), which became associated with the Metropolitan Washington Council of Governments in 1966, serving as COG's transportation policy committee. When it comes to transportation, our region of five million people faces several major challenges—significant traffic congestion, the maintenance of our aging road and transit infrastructure, and the need to accommodate an additional 1.6 million new people by 2040. This makes transportation planning a top regional priority in Region Forward and for area residents and businesses.

The successful achievement of many Region Forward goals will depend on actions by the TPB and transportation implementation partners. In addition, the region's economic growth is linked to regional mobility and investments in transportation infrastructure. In order for us to reach our goals in Region Forward and further strengthen our region's economy, transportation planning by the TPB and its partners will play a key role.

Chairman Principi welcomed TPB Chairman Todd M. Turner, City of Bowie Council Member, and COG's Transportation Planning Director, Ron Kirby. Mr. Turner expressed his appreciation for the opportunity to address the Board, and he gave an overview of the TPB's federally mandated role as the entity responsible for coordination of planning and funding for the region's transportation system. The TPB's activities include administration of the Financially Constrained Long-Range Plan (CLRPP)/Transportation Improvement Program, oversight of air quality conformity, technical modeling and forecasting, and technical assistance to Member agencies. The TPB's Annual United Planning Work Program (UPWP) is a document incorporating all federally assisted state, regional, and local planning activities to be undertaken in the region. It is required as a basis and condition for all federal funding for transportation planning. The UPWP is integrated into COG's fiscal year budget; COG membership dues provide a 10 percent match to federal and state funds. For FY-2012 and FY-2013, the total funding level is \$12.1 million, of which 80% is federal, 10% state, and 10% local (from COG dues).

Mr. Kirby presented COG's TPB vision statement, which promotes a comprehensive range of transportation options, ensures adequate maintenance, preservation, and safety of the existing system, and supports international and interregional travel and commerce, among other goals. The CLRPP is developed cooperatively by government bodies and agencies represented on the TPB and contains all regionally significant transportation projects and programs. It contains over 750 projects, including major highway and transit investments such as Dulles Rail, Metro Purple Line, DC Streetcar, and I-95 HOT Lanes. CLRPP is updated every four years, amended annually, and funding must be "reasonably expected to be available" for projects. He reviewed other planned projects for the region, including those that support Region Forward. Future prospects and challenges included: 1) uncertain federal reauthorization, which means maintaining current funding levels may be the best we can hope for; 2) continued state funding challenges; 3) increased focus on tolls, development districts, public/private partnerships, such as Dulles Rail and Beltway HOT Lanes; 4) maintaining safe and reliable operations; and 5) new transportation initiatives which are likely to require advocacy and, ideally, new funding sources.

On behalf of the Board, the Chairman thanked Mr. Kirby and Mr. Turner for their informative briefing. The tools are in place to manage the current and planned transportation infrastructure in accordance with Region Forward and economic growth and competitiveness initiatives affecting the metropolitan Washington region.

10. OTHER BUSINESS.

There was no further business to come before the meeting. Upon motion duly made and seconded, the meeting was adjourned at 2:05 p.m.

THE NEXT BOARD MEETING WILL BE ON WEDNESDAY, MAY 9, 2012.

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AGENDA ITEM #6

ADOPTION OF CONSENT AGENDA ITEMS

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

**RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT WITH THE
DISTRICT DEPARTMENT OF THE ENVIRONMENT (DDOE) FOR THE
POPE BRANCH POST-CONSTRUCTION RESTORATION MONITORING PROJECT**

WHEREAS, the Metropolitan Washington Council of Governments (COG) is a nationally recognized watershed restoration expert and has provided coordination, management, and technical support for the Anacostia restoration effort since 1987; and

WHEREAS, COG is recognized as a leader in Anacostia watershed restoration and stream macro invertebrate and physical aquatic habitat and water quality monitoring and has, since 1988, surveyed major portions of the Anacostia tributary system, including Pope Branch, helped develop over 500 projects for stormwater management, stream restoration, wetland creation, and riparian reforestation in the watershed, and has worked with its many partners to increase citizen participation in the restoration effort ; and

WHEREAS, on June 14, 2006, the Board adopted Resolution R28-2006 establishing a new Anacostia governance structure for the restoration of the Anacostia watershed, including the formation of a new Anacostia Watershed Steering Committee; and

WHEREAS, the District of Columbia Government has a vested interest in the restoration of the Anacostia River and the Pope Branch tributary, serving as an active voting member of the Anacostia Watershed Steering Committee (AWSC) and Anacostia Watershed Management Committee (AWMC); and

WHEREAS, COG has a continuing interest in the restoration, management, and protection of the Anacostia River and its tributaries and the entire region will benefit from lessons learned during post-restoration monitoring; and

WHEREAS, over the past several years, COG has worked cooperatively with the District Department of the Environment to monitor various streams, including Pope Branch;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS THAT

The Executive Director, or his designee, is hereby authorized to execute a contract providing Pope Branch post-stream restoration monitoring-related services to the District Department of the Environment (DDOE); and, *further*, that the contract shall be for a period of four years beginning on the date the contract is executed and the amount of the contract shall not exceed \$150,000, \$130,000 of which shall be funded by DDOE plus a COG match of \$20,000 to be provided from budgeted and planned COG urban watershed program funds, payable \$5,000 per year for the FY 2013 to 2016 period.

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

**RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ACCEPT AND EXPEND
GRANT FUNDS FROM THE NATIONAL FISH AND WILDLIFE FOUNDATION
TO SUPPORT IMPLEMENTATION OF AN ANACOSTIA WATERSHED STORMWATER BIORETENTION PROJECT**

WHEREAS, the restoration of the Anacostia River watershed is a regional priority in the Washington Metropolitan Area, and the Metropolitan Washington Council of Governments (COG) has a continuing interest in its restoration, management and protection; and

WHEREAS, COG adopted Resolution R28-2006 establishing an Anacostia Watershed Partnership (Partnership) with responsibility for adoption and oversight of the regional programs, policies and projects to effect watershed-wide restoration; and

WHEREAS, COG has provided coordination, management, and technical support for the Anacostia restoration effort since 1987; and

WHEREAS, this storm water bioretention project at the Langston Golf Course and Kenilworth Park, is a collaborative effort between COG, the Partnership, and the National Park Service to intercept the flow of storm water into the Anacostia watershed and Nash Run, a primary tributary; and

WHEREAS the Anacostia River is among the most polluted in the Nation, and storm water is the primary cause of pollution in the Anacostia; and

WHEREAS, educational signage will be erected to allow the many visitors to the Langston Golf Course and Kenilworth Park to learn about bioretention; and

WHEREAS, improving water quality of the Anacostia River, as a tributary to the Potomac River and the Chesapeake Bay, supports the State Watershed Implementation Plan requirements and Chesapeake Bay Total Maximum Daily Load (TMDL) requirements for a Chesapeake Bay pollution diet to achieve improved Bay water quality by 2025; and

WHEREAS, this project will help provide storm water bioretention cost-benefit information for our local governments, some of which have storm water retrofit requirements as a result of the Bay TMDL and MS4 permits;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS THAT

The Executive Director, or his designee, is hereby authorized to accept and expend grant funds from the National Fish and Wildlife Foundation in an amount not to exceed \$175,000, with the expected duration of the grant to be through September 2013, for the purpose of implementing a storm water bioretention site at the Langston Golf Course in the Anacostia Watershed, and no COG matching funds are required.

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AGENDA ITEM #7

ACTION AGENDA

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

**RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT TO
PROCURE AND IMPLEMENT NEW ASSOCIATION MANAGEMENT SOFTWARE**

WHEREAS, the Metropolitan Washington Council of Governments (COG) is a membership organization with 22 members, an annual operating budget of \$26M, and an excellent reputation as a key player in the metropolitan Washington region; and

WHEREAS, the COG Board of Directors' adopted 2012 Work Plan calls on staff to enhance member services, communication, and transparency; and

WHEREAS, COG currently uses software purchased in FY 2006 which is outdated and does not perform many of the core functions required of a membership association; and

WHEREAS, COG's Work Program and Budget for the fiscal years 2012 and 2013 include \$320,000 in the Capital Repair & Replacement Plan to fund the AMS project; and

WHEREAS, the AMS software will provide the following new benefits to COG:

- 1) increased communication ability to COG members;
- 2) committee portals for committee documents and member collaboration;
- 3) reduction of duplicative, nonintegrated systems at COG;
- 4) increased webinar and event capabilities for regional and national participation;
and
- 5) reduction of manual administrative functions which will allow professional staff to focus on core program and grant activities.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE METROPOLITAN
WASHINGTON COUNCIL OF GOVERNMENTS THAT**

The Executive Director, or his designee, is hereby authorized to enter into a contract with selected Association Management Software (AMS) vendor to procure and implement AMS software for membership associations, including hosting and support agreements with the vendor for an initial contract period not to exceed five years, and the overall cost of such software and implementation services shall not exceed a total of \$230,000, which shall be funded by COG's Capital Repair & Replacement Plan in FY 2012 and FY 2013.

One Region Moving Forward

District of Columbia
Bladensburg*
Bowie
Charles County
College Park
Frederick
Frederick County
Gaithersburg
Greenbelt
Montgomery County
Prince George's County
Rockville
Takoma Park
Alexandria
Arlington County
Fairfax
Fairfax County
Falls Church
Loudoun County
Manassas
Manassas Park
Prince William County

Date: April 30, 2012
To: COG Board of Directors
From: David Robertson, Executive Director
George Danilovics, Information Technology
and Facilities Management Director
Subject: Association Management Software Project

In February, the COG Board adopted its 2012 Work Plan and called on staff to enhance member related services; specifically the improvement of communication and transparency through new technology. In response to the Board's direction, COG staff has identified Association Management Software (AMS) as a way to provide value to COG's members and to alleviate the challenges in managing the complexities of a modern membership association.

AMS software will:

- Enhance member's experience and interaction with COG;
- Increase revenue by allowing products and events to easily collect fees;
- Reduce operating cost and increase staff efficiency; and
- Provide more accurate and up-to-date information to staff, members, and the public.

On April 11, 2012 the COG Board authorized COG management to release a Request for Proposals for Association Management Software. Two vendors met the minimum qualifications and are within the project budget. A Technical Selection Committee is currently scheduling interviews and demos with the two finalists. Subsequent to Board approval, staff will enter into contract with the selected vendor.

Benefit to COG Members

At its core, COG is a member association of 22 local governments and more than 250 elected officials that serve on a multitude of boards, committees and work groups. Additionally, more than seven thousand public and private stakeholders regularly participate in COG. As an association, COG must be transparent in its operations, responsive to its members and provide ease of access to COG products, objectives and deliverables.

*Adjunct Member

COG members, from the Board of Directors to those on technical committees and working groups, will benefit greatly after the implementation of the AMS. Members will have the ability to quickly log into the AMS to view agendas, documents, calendars, and events for all of the boards and committees for which they are a member. The AMS will also allow members to subscribe to many of the electronic and hard copy publications and announcements that COG distributes. The AMS will provide a way for COG members to socially network with their peers in the region based on topics of interest and specialties. Once implemented, the AMS will become the first stop for COG members to get information on their activities relating to COG.

Benefit to COG Staff

The main software tool that COG currently uses to manage committees was procured in FY2006 and does not meet many of the standards COG and its members have for committee support and engagement with members. As a membership association, COG must be able to readily provide information on committee appointments, tenure, as well as basic communication on meeting announcements, RSVP requests and other forms of outreach.

Cost/Benefit Overview

Many COG boards and committees are supported by grant and local funded professional staff and members of the senior leadership team. Conservatively, the administrative functions to support a technical committee meeting require 8 hours of staff time (policy boards such as the COG Board of Directors and TPB require significantly more time). The AMS will automatically perform some of the meeting scheduling, reminder, confirmation, and material preparation functions that should save staff 2 hours per meeting – a 25% time savings. COG has approximately 100 committees that meet on a monthly basis. While it is essential that administrative support be provided to committees, by automating core support functions the AMS will assume 2,400 hours of staff time that can now be used by professional and senior level staff to advance the work programs of COG's policy boards. The reduction of time needed to perform committee administrative functions will also provide professional and senior level staff time to research and apply for additional grant funds or to take on new initiatives that support COG and the region.

There are expected cost benefits to COG members too. Members have voiced concerns in the past about errors in member records and communications, duplication in responding to COG event or meeting confirmation, and duplication in staff communication to members, or worse, gaps in communication. These deficiencies in what is a core COG activity --- cost-effectively running a membership association --- also can result in added staff burdens to COG members.

Integrated Technology and Member Access

The AMS will become the single point of data entry for member information and committee management. The chance for errors is reduced and the accuracy of information increases as COG transitions multiple independent systems into a single AMS. The AMS will serve as the central repository for all information related to COG committees and members. Even as senior-level staff retire, the information that they know about COG committees and members will be retained within the AMS. The AMS will also streamline the process of meeting RSVPs and committee communications. Staff will be able to quickly and accurately distribute information out to COG committees through email or postal mailings. Lastly, the AMS will allow COG to have the option to host pay-for-participation events which will allow COG to receive revenue from event participants in order to offset costs of hosting large events.

Vendor Support

COG will receive significant products and services from the selected vendor as part of the contract to implement AMS by October 2012, including: web-hosting of AMS software; technical assistance; implementation support; data "clean-up" and conversion; development of AMS policies and procedures; and staff training.

AMS Funding

The COG Board of Directors has established a Capital Repair & Replacement Plan to anticipate and fund large expense activities that would not be appropriate for inclusion in an annual operating budget or allowable for inclusion in COG's indirect cost allocation plan. The activities in the Capital Repair & Replacement Plan are recommended by COG management and approved by the COG Board of Directors each January along with the COG Work Program and Budget. The Capital Repair & Replacement Plan is fully funded by building, investment and interest income. No local funds or grant funds are used for projects within the Plan.

COG's adopted FY2012 and FY2013 Work Program and Budgets include funding for the AMS within the Capital Repair & Replacement Plan. The adopted budgets allocate \$120,000 in FY2012 and \$200,000 in FY2013 for a total AMS project budget of \$320,000. Based on the two vendors under consideration, staff is requesting authorization to enter into contract with the selected vendor for software and installation services in an amount not to exceed \$230,000, which will leave a significant portion of the annual contingency reserve unallocated.

Staff looks forward to completing the Association Management Software implementation this year as it will provide better, more engaging services to COG members while at the same time increasing efficiency and accuracy of staff activities.

Thank you for your guidance and support for this project.

Core Functions a Membership Association Needs to Perform

| Function | Current State | After AMS Implementation |
|------------------------------|--|--|
| Email Committee Members | Manual process, unable to personalize emails, unable to track message receipt, unable to track if recipient clicked any links within email | Email integrated within AMS to ensure delivery to current committee roster, ability to address emails to the recipient, track message delivery & bounce backs, track which links in emails were clicked |
| Maintain Committee Rosters | Current committee rosters are maintained, unable to list all committees a member has been a part of | Ability to track current as well as historical committee participation in order to track member's involvement with COG |
| Meeting RSVP | Manual process of staff calling members to confirm attendance | Members or their designee can RSVP online, AMS can automatically email members who haven't submitted RSVP prior to meeting |
| Pay for Participation Events | Limited ability to do this today, requires multiple people to be involved, staff time and complexity negates revenue generated | Event host can create tiered pay structure for events and collect event fees directly through AMS |
| Committee Member Portals | Some committees have SharePoint sites to collaborate, share documents & calendars | All committees will have a portal within the AMS which will allow members to access all of their committees from one location |
| Track Committee Activity | Unable to electronically track attendance, voting, or committee work plans | AMS can keep records of attendance, voting, and committee work plans for easy reporting and historical reference |
| Outreach & Publications | Manual, ad hoc lists created for distribution of COG communications | AMS centralizes all communications and publications allowing members and the public to subscribe to communications that are of interest to them |
| Webinars and Video Recording | Limited ability to host webinars for committees or public viewing | AMS integrates with webinar/video recording to allow members to easily pull up prior meetings for viewing at their leisure, staff will have greatly expanded flexibility and capability to host regional and national webinars |



AGENDA ITEM #8

FY 2012 THIRD QUARTER FISCAL REPORT

(HANDOUT AT MEETING)

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AGENDA ITEM #9

RESULTS OF THE 2012 ANNUAL HOMELESS ENUMERATION

Information Embargoed Until 12 Noon May 9, 2012



2012 Homeless Enumeration Results for the Washington Metropolitan Region

**Presented by: Michael Ferrell, Chairman
MWCOG Board of Directors**

MAY 9, 2012

2012 Point-in-Time Enumeration

- COG's 12th annual enumeration
- Conducted January 25, 2012
- Provides a one-day, “snapshot” of the region's homeless population
- Updates data on the number of unsheltered persons and persons utilizing Winter Shelters, Year-round Emergency Shelters, Transitional Housing Facilities, Safe Havens and Permanent Supportive Housing within nine metropolitan Washington area jurisdictions

How is Homelessness Defined?

- Literally Homeless - People who reside in some form of emergency or transitional shelters, domestic violence shelters, runaway youth shelters, and places not meant for human habitation, which include streets, parks, alleys, camp sites, abandoned buildings, and stairways.
- Formerly Homeless - People presently living in permanent supportive housing following a period of living on the street or in emergency or transitional shelter

Homelessness By Jurisdiction, 2011 - 2012

| Jurisdiction | 2011 | 2012 | Percent Change 2011 - 2012 |
|------------------------|---------------|---------------|-------------------------------|
| Alexandria | 416 | 352 | -15% |
| Arlington County | 461 | 451 | -2% |
| District of Columbia | 6,546 | 6,954 | 6% |
| Fairfax County | 1,549 | 1,534 | -1% |
| Frederick County | 280 | 285 | 2% |
| Loudoun County | 156 | 164 | 5% |
| Montgomery County | 1,132 | 982 | -13% |
| Prince George's County | 773 | 641 | -17% |
| Prince William County | 566 | 467 | -17% |
| TOTAL | 11,879 | 11,830 | -0.4% |

NOTE: The 2011 total has changed to reflect a revision in Prince William County's family count.

Household Composition, 2008 - 2012

THE REGION'S HOMELESS HOUSEHOLDS

| Year | Unaccompanied Youth | Single Individuals | People in Families | Total |
|---|---------------------|--------------------|--------------------|--------|
| 2012 | 15 | 6,204 | 5,611 | 11,830 |
| 2011 | 26 | 6,647 | 5,206 | 11,879 |
| 2010 | 16 | 6,763 | 4,995 | 11,774 |
| 2009 | n/a | 6,689 | 5,293 | 11,982 |
| 2008 | n/a | 7,140 | 4,566 | 11,706 |
| 2008 – 2012 Percent Change | -6.3% | -13.1% | 22.9% | 1.1% |

Family Composition, 2012

LITERALLY HOMELESS PEOPLE IN FAMILIES BY JURISDICTION

| Jurisdiction | Families | Adults in Families | Children in Families | Persons in Families |
|------------------------|--------------|--------------------|----------------------|---------------------|
| Alexandria | 49 | 51 | 88 | 139 |
| Arlington County | 58 | 77 | 111 | 188 |
| District of Columbia | 1,014 | 1,307 | 1,880 | 3,187 |
| Fairfax County | 249 | 332 | 505 | 837 |
| Frederick County | 39 | 42 | 74 | 116 |
| Loudoun County | 29 | 35 | 60 | 95 |
| Montgomery County | 126 | 152 | 229 | 381 |
| Prince George's County | 113 | 124 | 238 | 362 |
| Prince William County | 88 | 103 | 203 | 306 |
| ALL COG COCs | 1,765 | 2,223 | 3,388 | 5,611 |

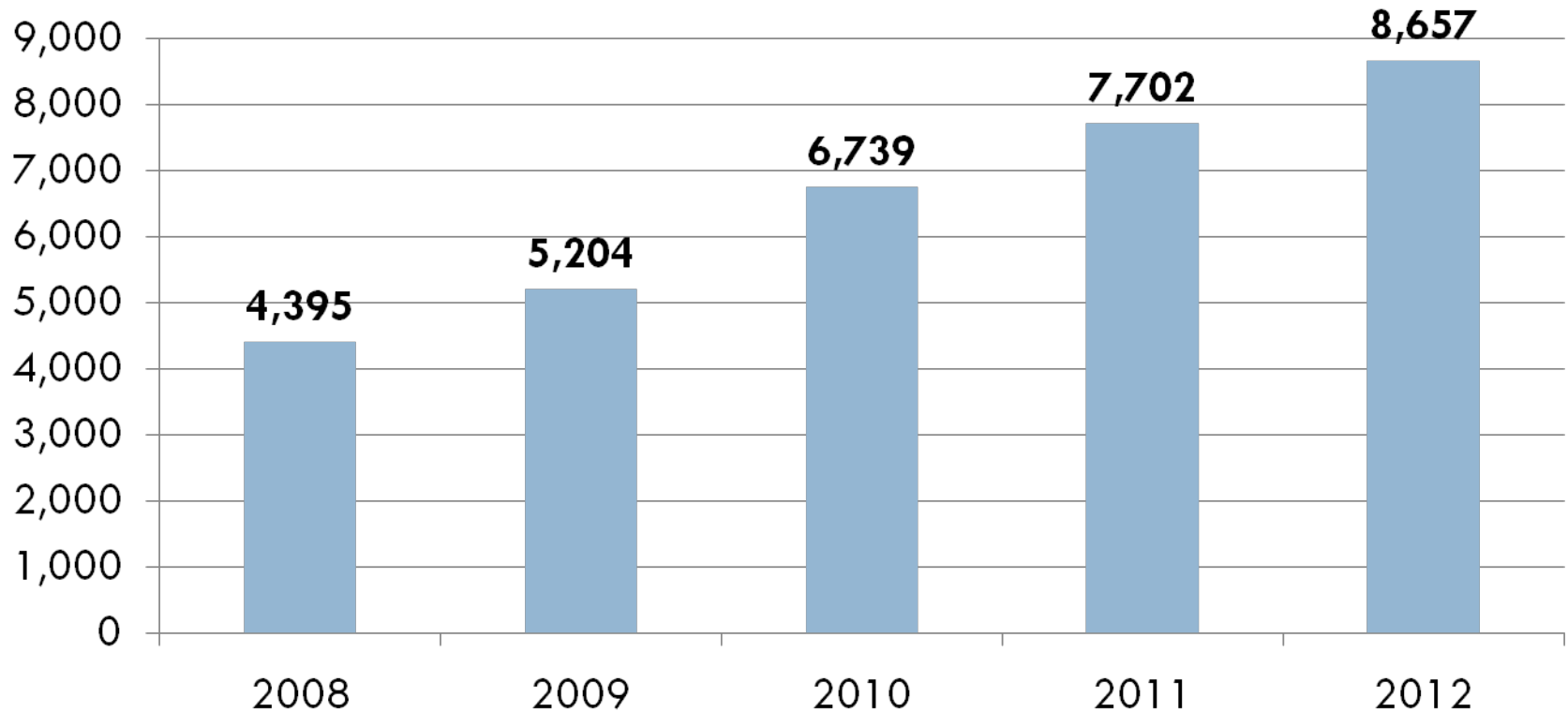
- Children represent 60% of all people in homeless families and account for 29% of the region's homeless population

Homelessness and the Working Poor

- 35 percent of all homeless adults in families are employed (3% decrease from 2011)
- 17 percent of all homeless single adults have jobs (3% decrease from 2011)
- 38 percent of all adults who have income reported that employment wages and salaries were their primary source of income (3% decrease from 2011)

Permanent Supportive Housing

Formerly Homeless Persons Residing in Permanent Supportive Housing



Recommendations to Reduce Homelessness

- Continue Housing First and Rapid Re-housing models that provide homeless residents with needed wrap-around services to assist them in their efforts to live as independently as possible.
- Implement shelter diversion programs and prevention strategies that identify households at risk of homelessness and prevents their need to be housed in local shelter programs.
- Increase and improve outreach efforts to unsheltered homeless people living in the woods and on the street

Recommendations, cont.

- Jurisdictions are encouraged to support the creation of more living wage jobs.
- The region should create affordable housing opportunities across income levels.

Are there any questions?

- My contact information:

Michael Ferrell, Executive Director

District of Columbia Coalition for the Homeless

(202) 347-8870

mferrell@dccfh.org



AGENDA ITEM #10

ECONOMIC GROWTH AND COMPETITIVENESS: LEARNING SESSION – METRO WASHINGTON AREA'S COMPETITIVE ADVANTAGES

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AGENDA ITEM #11

OTHER BUSINESS

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AGENDA ITEM #12

ADJOURNMENT

NEXT MEETING: JUNE 13, 2012