

**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 14, 2010

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**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Brown called the meeting to order at 12:15 p.m.

2. APPROVAL OF MARCH 10 MINUTES

The minutes of the March 10 meeting were unanimously approved and adopted.

3. AMENDMENTS TO THE AGENDA

There were no amendments to the agenda.

4. CHAIRMAN'S ANNOUNCEMENTS

There is a growing movement across the country in support of local food. To help push this movement forward in the National Capital Region, with foundation grant support, COG launched www.nationalcapitalfarms.org, a web site aimed at promoting local agriculture. It provides information on locally grown food, locations of farmers markets, restaurants that feature locally-grown products, regional agricultural statistics, and much more.

In addition to launching this site, COG is hosting a Regional Working Lands Forum, "The Growing Local Challenge" on April 21 in Frederick, Maryland. The National Capital Region's population is growing quickly, and with that growth come significant challenges in meeting the demand for a secure, high quality local food supply. Those interested in attending may register at www.nationalcapitalfarms.org.

The Chairman also announced that COG will be hosting "United for Jobs: A Regional Forum on Careers in Health" June 3rd. COG is sponsoring this 1-day regional forum focused on careers in health, recognizing that many of the occupations projected to grow the fastest in our regional economy are concentrated in the healthcare industry. The event would build on existing health-related workforce initiatives across the region and offer an avenue to identify opportunities for enhanced collaboration and capacity building. Invitations and additional program information will be provided in the coming weeks.

COG's Leadership Retreat and Work Session has been scheduled for July 23 and 24 at the Hyatt Regency Chesapeake Bay. In recent years, the sessions have been well attended and extremely valuable for everyone involved. In the next week, COG staff will send a retreat survey to COG Board members and other retreat invitees that will seek input on the retreat program. Invitations will shortly follow.

5. EXECUTIVE DIRECTOR'S REPORT

Mr. Robertson stated that he met with the Metropolitan Washington Airports Authority Executive Director Jim Bennett and Arlington County Board Member Mary Hynes on March 10 to discuss aviation legislation and possible modifications proposed to alter regional slot and perimeter rules. The current effort to change the rules has been defeated, though it is likely to return; Mr. Robertson stated that staff will continue to monitor and provide recommendations for Board actions as appropriate.

COG co-sponsored a farewell reception for outgoing WMATA General Manager John Catoe in March; the interim general manager Richard Sarles was introduced to the Chief Administrative Officers committee.

Maryland General Assembly Delegate, and active COG member, Bill Bronrott has accepted a position with the Federal Transit Administration as Deputy Administrator of the Federal Motor Carrier Safety Administration (FMCSA) effective April 27, 2010. Staff will reach out to the General Assembly to identify an equally active appointment to serve on his committees.

Mr. Robertson stated that the Transportation Planning Board is soliciting applications for its Transportation/Land Use Connections grant program. The deadline is May 12, 2010 and technical assistance grants will be provided in amounts from \$20,000 to \$60,000 to provide focused consultant assistance to communities working on creative, forward-thinking and sustainable plans and projects.

On April 19, the Anacostia Restoration Partnership hosted "Turn it Around" a celebration and release of the Anacostia Watershed Restoration plan which is aimed at reversing hundreds of years of environmental neglect of the area.

April 29, COG will host a scaled-back version of the annual foster parent appreciation event and will launch its media campaign to attract more resource families.

Mr. Robertson stated that the ongoing effort to have all 21 member jurisdictions endorse *Region Forward* has resulted in 10 signatures to-date, with all but two jurisdictions scheduled to formally act on the initiative.

6. CONSENT AGENDA

Supplemental Documents: Resolutions R11-10 through R17-10.

A. REVISED RESOLUTION SUPPORTING CONTINUING REGIONAL STRATEGIES TO REDUCE OBESITY

At the March 10 meeting, the Board received a presentation on the outcomes of the "Childhood Obesity and the Impact on Learning" forum which focused on the progress school districts are making in addressing obesity and the challenges they face. Resolution R18-10 provided several strategies to reduce instances of obesity region-wide to create healthier communities. Several amendments were offered to ensure that the Resolution best reflected the needs and preferences of the region, however, due to time constraints; adoption of Resolution R18-10 was deferred to the April 14 meeting. The revised resolution is reflective of the amendments made on March 10.

B. RESOLUTION IN SUPPORT OF A CONTRACT TO SEEK CONSULTING SERVICES IN SUPPORT OF A REGIONAL FOSTER CARE MEDIA CAMPAIGN

The Board adopted R19-10 authorizing the Executive Director, or his designee, to accept a grant, in the amount of \$50,000, from the Freddie Mac Foundation to fund a regional foster parent media campaign. The Executive Director is further authorized to enter into a contract with VPC, Inc. to provide consulting services for the production of video and audio segments in an amount not to exceed \$45,000. No COG matching funds are required.

C. RESOLUTION AUTHORIZING THE ENGAGEMENT OF A PAYROLL PROCESSING FIRM FOR FISCAL YEARS 2011-2015

The Board adopted Resolution R20-10 authorizing Executive Director, or his designee, to enter into a contract with ADP to provide payroll processing and related services for the period beginning April 14, 2010 through COG's Fiscal Year 2015. The Executive Director is further authorized to extend the period of performance for an additional three fiscal years at COG's option based on the performance and cost effectiveness of the payroll outsourcing. The estimated initial implementation cost is \$26,000 and the first annual payroll processing fee is \$30,000. No COG matching funds are required. Revenue to support this activity is included in COG's fiscal year indirect cost allocation plan.

D. APPOINTMENT OF STRATEGIC PLAN REVIEW TASK FORCE

The first member-led strategic plan for COG was adopted in 1999 and subsequently updated in 2004, in part to respond to new COG activities in homeland security. Participants at the COG July 2009 leadership retreat recommended that a task force review the strategic plan to assess what level of examination may be warranted prior to the July 2010 leadership retreat. Options may include no update or limited action required; modest review or update; or comprehensive update. The COG Board appointed the following members to the Strategic Plan Review Task Force: Chairman Bruce Williams, City of Takoma Park; and Members Andrea Harrison, Prince George's County, Frank Principi, Prince William County, Penelope Gross, Fairfax County and Michael Brown, District of Columbia. The Task Force will review the strategic plan, assess the recommended level of update or action; determine the need for an expanded strategic plan task force, if required; and identify the associated budget and time commitments. Task Force recommendations will be presented at the COG July 2010 leadership retreat.

E. RESOLUTION AUTHORIZING COG TO EXECUTE A COOPERATIVE AGREEMENT AND ISSUE CONTRACTS TO DEVELOP, EVALUATE AND UPDATE THE CONCEPT OF OPERATIONS PLAN FOR PANDEMIC INFLUENZA IN THE DISTRICT OF COLUMBIA, AND UPDATE THE REGIONAL HEALTH AND MEDICAL GAP ANALYSIS

The Board adopted Resolution R22-10, authorizing the Executive Director, or his designee, to execute a cooperative agreement and issue contracts to develop, evaluate and update the concept of operations plan for pandemic influenza in the District of Columbia, and update the regional health and medical gap analysis. The District of Columbia will provide COG with \$171,736 in Centers for Disease Control and Prevention funding. No COG matching funds will be required.

ACTION: Upon motion made, and seconded, Resolution R18-10 through R22-10 were unanimously approved and adopted.

7. ENDORSEMENT OF NATIONAL CAPITAL REGION LAND CONSERVATION ACT

Supplemental Documents: Resolution R23-10

U.S. Representative James Moran (VA) and U.S. Senator Ben Cardin (MD) have introduced the National Capital Region Land Conservation Act which would appropriate \$50 million annually in federal matching funds for 5 years to local governments for the planning, evaluation, and acquisition of parkland and other greenspace.

Representative Moran provided the Board with an overview of his proposed legislation. He stated that the federal commitment to providing parkland and other public lands in the region dates back to the visionary leadership more than a century ago. The bill is an amendment to the Capper-Crampton Act of 1930 which recognized the unique character of the National Capital Region and sought to preserve its natural resources.

In his comments, Representative Moran emphasized the necessity of parks, open space, fish and wildlife habitat, and historic preservation sites for current and future residents of the National Capital Region to safeguard green infrastructure and the region's economy. He cited COG statistics that show rapid development has led to 25% of land in the metropolitan area being impervious, paved-over surfaces.

COG's Chesapeake Bay and Water Resources Policy Committee and Metropolitan Development Policy Committee have both endorsed the bill and encouraged the COG Board to do the same.

Several COG Board members noted their support of the bill and the local opportunities it provides, specifically in terms of helping the region meet its sustainability goals reflected in *Region Forward*.

ACTION: Upon motion made, and seconded, Resolution R23-10 supporting the National Capital Region Land Conservation Act and transmitting a letter to the Congressional Delegation was unanimously approved and adopted.

8. BRIEFING ON THE CAPITAL AREA FORECLOSURE NETWORK

Supplemental Documents: Resolution R24-10
CAFN Summary

Addressing the region's housing needs, including slowing the pace of foreclosure rates, was identified as a priority task in COG's FY 2011 Work Program and Budget and in COG's 2010 Policy Focus and Priorities. The Capital Area Foreclosure Network (CAFN) is an innovative new partnership between the Metropolitan Washington Council of Governments, the Nonprofit Roundtable of Greater Washington and the Urban Institute. Myriam Torrico, Administrator of Hispanic Affairs at the Montgomery County Department of Housing and Community Affairs and Marian Segel, Executive Director of Housing Counseling Services briefed the Board on the work to date of CAFN and proposed next steps.

CAFN will build the capacity of housing counseling, legal service and direct service organizations by raising awareness of the role of direct services through marketing and outreach, coordinating trainings around the region, and developing sustainable fundraising strategies.

Preliminary data from the Urban Institute show that the region has an overall foreclosure rate of 2.9 percent, with local rates ranging from less than one percent in Arlington and 6 percent in Prince George's County. The data also show that 9.5 percent of all the region's mortgages are 30-days or more delinquent and that subprime loans are responsible for about half of all foreclosures. A survey of local housing counseling agencies, also conducted by the Urban Institute, shows that CAFN members served an average of 423 clients last year. Roughly 90 percent stated that a lack of funding prevents them from increasing their foreclosure prevention capacity to meet the demand for services.

Ms. Torrico stated that local elected officials have a special role to play in that they have the trust of their constituents to provide accurate information on where and from whom to request foreclosure assistance. CAFN has printed brochures "Mortgage Late? Don't Wait!" that provide regional information on preventing foreclosure for distribution. She also noted the importance of local government financial support in sustaining the work of housing counseling services.

CAFN will host a Webinar on Thursday, April 15 from 10:00 – 11:00 am when they will release more detailed data on foreclosures in the region and provide additional information about CAFN's mission and services. Those interested may register at <https://www2gotomeeting.com/register/358890722>.

On May 6, the Federal Reserve Bank of Richmond, Fannie Mae and CAFN will co-host a training on new federal protections for renters during foreclosure proceedings, as well as existing state and local protections. Property managers, loan servicers, lawyers, local government representatives and nonprofit representatives are encouraged to attend. Registration information can be found on the COG web site, www.mwvcog.org.

College Park Mayor Andrew Fellows asked if analysis had been conducted to determine whether the lack of housing counseling services in certain areas resulted in increased numbers of foreclosures. Ms. Segel responded that a more comprehensive analysis is currently underway, CAFN will return to the Board to report the results and progress of its work in early summer.

ACTION: Upon motion made, and seconded, Resolution R24-10 supporting the work of CAFN was unanimously approved and adopted.

9. PRELIMINARY RESULTS OF THE 10TH ANNUAL HOMELESS ENUMERATION

Supplemental Documents: Preliminary Results of the Enumeration PowerPoint

On January 27, 2010, COG's Homeless Services Planning and Coordination Committee conducted the tenth enumeration of the homeless in Metropolitan Washington. This report 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 or supportive services or are otherwise homeless. Michael Ferrell, Chairman of COG's Homeless Services Planning and Coordinating Committee provided the preliminary results of and analysis of the data. A final analysis and full report will be released next month. The full report will include descriptions of each jurisdiction's homeless Continuum of Care and more detailed explanations of each jurisdiction's respective survey results.

Preliminary results show that the region's homeless population decreased by 1.7 percent between 2009 and 2010. The 2009 enumeration counted 11,982 homeless persons in the region. In 2010, the survey counted 11,774 homeless persons. While the number of single persons counted as homeless increased slightly, the number of homeless persons in families decreased by 298 people.

According to the survey, 40 percent of all homeless adults in families in the region have jobs; while 21 percent of homeless single adults have jobs. The survey also noted the region has increased its winter/hypothermia bed count by 70% or 868 beds over the last five years. The region has also increased its permanent supportive housing beds by 55% or 2,490 beds in that same time span.

The figures varied among jurisdictions across the region. The results indicate that Prince William County experienced a 23 percent decrease in its homeless population between 2009 and 2010, the largest decrease in the region, while the District of Columbia, at 5 percent, experienced the region's largest increase over the same time span.

Several Board members questioned the accuracy of the numbers as first-hand experience and the economic decline would suggest that the number of homeless individuals and families would be higher. Mr. Ferrell explained that he believes that the numbers would have been higher had it not been for stimulus dollars used toward homelessness prevention programs and urged local jurisdictions to identify funds to sustain and increase these programs before the stimulus money expires.

Vice Chairman Harrison asked whether a summer count could be done in lieu of, or as a complement to, the January count when there is likely to be a more accurate depiction of the homeless population in the warmer months. Mr. Farrell stated that they are federal mandated to conduct the count in January but that a supplemental count could be very valuable.

Several Board members inquired about data for their specific communities, Mr. Ferrell stated that a more comprehensive analysis would be provided for each jurisdiction in the full report to be released next month.

10. OUTCOMES FROM COG REGIONAL SNOW FORUM

Supplemental Documents: Proposed Implementation Agenda

After the Blizzards of 2010 buried the region under more snow than it had experienced in years, Chairman Brown called for an After-Action Leadership Forum on Snow Response to begin collecting important lessons-learned from the experience. Held on April 5, the program examined the region's expectations and performance in clearing roadways and railways, and how well local, federal and state government officials worked together to the response to the storms. On April 7, the Chief Administrative Officers Committee reviewed the recommendations made during the Forum and added several of their own after a high-level discussion of the experience of managing the storms.

The recommended implementation agenda include the review and revision of local snow plans before the next snow season; adoption of uniform parking practices, across the region, during major snow storms; development of regional public messaging to improve communication about safety, health concerns, travel sidewalk clearing and power outages; a re-commitment to telework; development of federal aid agreements; identifying opportunities for coordinating a regional pool of equipment and staff; and urging Congress to repeal the 48-hour rule with says that the government will only reimburse jurisdictions for snow removal during a designated 48-hour period during a federal declared state of emergency.

Mr. Robertson stated that the relevant committees and COG staff will provide the Board with regular updates on the implementation status of the recommendations which will result in a summary report to the Board prior to the 2010-2011 snow season.

11. APPROVE APPOINTMENT OF HUD SUSTAINABLE COMMUNITIES TASK FORCE

Supplemental Documents: Proposed HUD Sustainable Communities Task Force

Implementation of Greater Washington 2050 is a priority task in COG's FY 2011 Work Program and Budget and COG's 2010 Policy Focus and Priorities; HUD's Sustainable Communities Grant program would provide funding to begin this process for very targeted and measurable projects. The COG Board was briefed on the new HUD Sustainable Communities Planning Grant program at its March meeting and the Board unanimously approved COG comments on the program in response to HUD's Advance Notice and Request for Comments. Chairman Brown's letter to HUD stressed that COG is well-qualified and the National Capital Region well-positioned to submit a regional consortium application for this program, building on considerable work by COG, including the Region Forward report and voluntary compact.

The Board was asked to appoint a HUD Sustainability Communities Task Force to oversee this work by COG and approve the recommendation which outlines COG's anticipated regional approach to this grant opportunity, process for engagement, and timetable for completion.

The Task Force would be co-led by three local elected officials (District of Columbia, Maryland and Virginia). Other elected officials are encouraged to participate on the Task Force, as well. The Task Force will report monthly to the COG Board on progress in developing the regional grant application and provide an opportunity for the Board to review grant goals, objectives and strategies. Other Task Force participants will include approximately three representatives from each of the Planning Directors Technical Advisory Committee, Housing Directors Advisory Committee, and the TPB Technical Committee. Staff will strive to ensure jurisdictional balance in Task Force participation.

Mr. Robertson stated that the Task Force would convene approximately 3 times between April 14 and June 5, the currently-proposed submission deadline for Sustainable Communities Planning Grant applications. The COG Board will have final oversight of all work of the Task Force. The National Capital Region Transportation Planning Board (TPB), the Metropolitan Washington Air Quality Committee (MWAQC), the Metropolitan Development Policy Committee (MDPC), and the Climate, Energy and Environmental Policy Committee (CEEPC), will provide policy recommendations as needed, while the TPB Technical Committee, Planning Directors Technical Advisory Committee (PDTAC) and Housing Directors Advisory Committee (HDAC) will provide technical support in their respective areas.

ACTION: Upon motion made, and seconded, the creation of a HUD Sustainability Task Force was unanimously approved.

12. APPROVE FY 2010 CONTINGENCY RESERVE REPROGRAMMING

Supplemental Documents: Resolution R25-10

FY 2010 Budget Contingency Reserve Reprogramming Memo

Mr. Robertson asked the Board to approve two budget reprogramming requests from contingency reserve: 1) \$100,000 to support extraordinary unbudgeted snow/administrative leave for COG employees during the 2009-2010 snow season in FY 2010; and 2) \$50,000 (\$20,000 in FY 2010 and \$30,000 in FY 2011) to support one-time conference and consultant expense in support of COG's focus on jobs and economic resiliency.

Mr. Robertson stated COG budgeted one snow day (approximately \$38,000) in FY 2010, an amount that has proven sufficient in recent years, but clearly not this fiscal year when the region experienced several record-breaking snow storms. For the fiscal year ending June 30, 2010, COG authorized employees to

charge a total of three and one-half days of snow/administrative leave, resulting in an additional \$109,000 of unbudgeted expense. COG was closed fewer days and incurred fewer snow/administrative leave days than the federal government (four and one-half days) and some of its member governments during the 2009-2010 snow season. COG based its decision to open or close on information discussed during regional snow calls. On several dates management's options were extremely limited due to the closure of above-ground METRO stations, very severe reduction in commuter rail service, and cancellation of bus service.

He recommended that the Board approve reprogramming of contingency reserve in an amount not to exceed \$100,000 in FY 2010 stating that at least \$9,000 and perhaps more of the unbudgeted expense of \$109,000 can be accommodated by expense reductions and/or expenses that are projected to come in under budget between now and June 30, 2010.

Mr. Robertson stated that in adopting the 2010 Policy Focus and Priorities, the Board made jobs and economic resiliency a top priority for 2010. Management is committed to examine COG's ongoing policy and program activities to identify opportunities to strengthen or elevate economic recovery or sustainability. A comprehensive review of the impact federal recovery spending has had on job retention and creation in the region and the identification of opportunities on how remaining or new funding can be prioritized to maximize jobs and economic impact will require analysis that is outside of COG's current capacity. In order to meet the Board's objectives, management is recommending the strategic use of consultant support, in an amount not to exceed \$30,000, to assist in conducting this analysis. Management recommends this expense be approved for FY 2011. Management will look to area universities, leveraging existing relationships for maximum return on investment, which specialize in regional economic development.

The COG Board has also directed management to expand its workforce development initiative, a key component to economic recovery and sustainability. Staff is planning a conference for the late spring that will bring together a wide-range of workforce stakeholders in the education, business, government and civic communities to: 1) address immediate sectoral employment needs in the National Capital Region; 2) identify a regional strategy for integrating workforce and economic development efforts; 3) develop meaningful and sustainable partnerships; and 4) position COG as a regional leader and resource for workforce development collaboration.

These actions are consistent with COG adopted policy regarding the contingency reserve and will enable COG to meet its program responsibilities, end the fiscal year with a positive fund balance, and add to the General Reserve.

ACTION: Upon motion made, and seconded, Resolution R25-10 to reprogramming contingency reserve funds was unanimously approved and adopted.

13. OTHER BUSINESS

Mr. Robertson stated that the Board has received a letter from the Chief Administrative Officers and the Fire Chief's Committee urging the Board to send a letter to the National Capital Region (NCR) Congressional Delegation to oppose federal plans to privatize the NCR National Medical Response Team (MRT). The NCR-MRT was first established in 1965 and is staffed with EMS, hazmat and law enforcement personnel representing area local governments. The team is managed by Arlington County under contract with the U.S. Department of Health and Human Services (HHS) and deployed at the request of HHS for national special security events. The concern is that privatizing a largely locally-led response capability is not likely to reduce costs or improve effectiveness or efficiency.

ACTION: Upon motion made, and seconded, the transmittal of a letter urging opposition of the privatization of NCR-MRT was unanimously approved and adopted.

THE NEXT BOARD MEETING WILL BE ON WEDNESDAY, MAY 10, 2010.

ATTENDANCE: APRIL 14, 2010
BOARD OF DIRECTORS/ALTERNATES 2010

<u>Jurisdiction</u>	<u>Member</u>	<u>Y/N</u>	<u>Alternate</u>	<u>Y/N</u>
District of Columbia				
Executive	Hon. Adrian Fenty	N		
	Mr. Neil Albert	Y		
Council	Hon. Vincent Gray	N	Hon. Michael Brown	Y
	Hon. Kwame Brown	Y	Hon. Phil Mendelson	N
Maryland				
Bowie	Hon. G. Frederick Robinson	N	Geraldine Valentino-Smith	N
College Park	Hon. Andrew Fellows	Y	Hon. Robert Catlin	N
City of Frederick	Hon. Randall McClement	N	Hon. Karen Young	N
Frederick County	Hon. David Gray	N	Hon. Jan Gardner	N
Gaithersburg	Hon. Sidney Katz	N	Hon. Cathy Drzyzgula	Y
Greenbelt	Hon. Judith "J" F. Davis	Y	Hon. Emmett Johnson	N
Montgomery County				
Executive	Hon. Isiah Leggett	N	Mr. Tim Firestine	N
Council	Hon. Roger Berliner	N		
	Hon. Michael Knapp	N		
Prince George's County				
Executive	Hon. Jack B. Johnson	N	Ralph Moultrie	N
Council	Hon. Camille Exum	N	Hon. Tom Dernoga	N
	Hon. Andrea Harrison	Y		
Rockville	Hon. John Britton	Y		
Takoma Park	Hon. Bruce Williams	N	Hon. Terry Seamens	Y
Maryland General Assembly	Hon. Benjamin Barnes	N		
Virginia				
Alexandria	Hon. William Eulle	N	Hon. Redella Pepper	N
Arlington County	Hon. Walter Tejada	Y	Hon. Jay Fisette	N
City of Fairfax	Hon. Dan Drummond	Y	Hon. Jeffrey Greenfield	N
Fairfax County	Hon. Sharon Bulova	N	Hon. Catherine Hudgins	N
	Hon. Penelope A. Gross	Y	Hon. Michael Frey	N
	Hon. John Foust	N	Hon. Patrick Herrity	N
Falls Church	Hon. Hal Lippman	Y	Hon. Dan Maller	N
Loudoun County	Hon. Andrea McGimsey	Y		
Manassas	Hon. Sheryl Bass	Y		
Manassas Park	Hon. Frank Jones	N	Hon. Suhas Naddoni	Y
Prince William County	Hon. Wally Covington III	Y		
	Hon. Frank Principi	Y		
Virginia General Assembly	Hon. James M. Scott	N		

