

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

**MINUTES
Board of Directors' Meeting
COG Board Room**

June 9, 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 12:10 p.m.

2. CHAIRMAN'S ANNOUNCEMENTS

It is almost time for COG's annual leadership retreat and work session, which will be held July 23 and 24 at the Hyatt Regency Chesapeake Bay. This event is a valuable opportunity to discuss our priorities and build stronger regional relationships. I hope that all of you can attend.

Chairman Brown recognized a number of COG staff members who are retiring in the next couple months; thanking them for their hard work and dedication to this organization. If you added up all of their years of service, it would total over 150 years.

Mike Clifford of the Department of Transportation Planning (38 years); **George Nichols** of the Department of Environmental Programs (30 years); **Nancy Rea** of the Department of Public Safety and Health (8 years); **Lee Ruck**, COG's General Counsel (8 years); **Bobby Snead** of the Department of Transportation Planning (36 years)

Last month, Dave Robertson acknowledged **Carl Kalish**, COG's Director of Purchasing and Facilities who retired in May after 31 years at COG.

3. EXECUTIVE DIRECTOR'S REPORT

Mr. Robertson stated that all but two jurisdictions have signed the Greater Washington 2050: *Region Forward* compact; the City of Manassas is scheduled to act later this month and Prince George's County should be docketing similar action in the coming weeks. As part of the *Region Forward* outreach campaign, Mr. Robertson and Fairfax County Board Chairman Sharon Bulova participated in a community dialogue luncheon hosted by WAMU.

COG's foster parent awards and recruitment campaign continues to attract media attention.

On May 21 COG co-sponsored the annual Bike to Work Day with the Washington Area Bicyclist Association. This year's event saw record registration and garnered record coverage from local, regional and national media outlets.

Mr. Robertson stated that it is now that time of year when COG, through the Clean Air Partners, will be releasing daily "air alerts" which indicate air quality; these alerts are particularly helpful for sensitive populations.

4. AMENDMENTS TO THE AGENDA

The Chairman amended the agenda to have a discussion on COG's participation in a WMATA Governance Review Panel to immediately follow the adoption of the consent agenda, item #6.

5. APPROVAL OF MAY 12 MINUTES

The minutes of the May 12 meeting were unanimously approved and adopted.

6. CONSENT AGENDA

Supplemental Documents:

A. Resolution Authorizing COG to Submit a Joint Grant Proposal With Prince George's County Department of Environmental Resources to the Chesapeake Bay Trust for the Lower Northwest Branch: Urban Watershed Nutrient and Sediment Reduction Project.

The Board adopted R30-10, authorizing the Executive Director, or his designee, to submit a proposal and execute a contract with Prince George's County Department of Environmental Resources in an amount not to exceed \$300,000 to assist them in performing stormwater water quality monitoring, LID stormwater retrofit concept development, homeowner-based BayScaping, riparian reforestation and outreach-related work. The project duration will be three years from the receipt of funding. A \$50,000 COG cash match is required. The COG match will be provided through FY2012, FY2013 and FY2014 Urban Nonpoint Source Program funds.

B. Resolution Authorizing COG to Receive and Expend an Urban Area Security Initiative (UASI) Subgrant to Test the Information Sharing Capacity of the Region

The Board adopted Resolution R31-10, authorizing the Executive Director, or his designee, to receive and expend UASI funds, in an amount not to exceed \$102,456.95, from the State Administrative Agent, to provide exercise design and development support to the COG Police Chiefs, and facilitate a tabletop exercise, testing the information sharing capacity within the region. No COG matching funds are required.

C. Resolution Authorizing COG to Receive and Expend an Urban Area Security Initiative (UASI) Subgrant for Emergency Response Planning for a Mumbai-Style Attack

The Board adopted Resolution R32-10, authorizing the Executive Director, or his designee, to receive and expend UASI funds, in an amount not to exceed \$359,775, from the State Administrative Agent to test the tactical response capabilities of the region in the event of a Mumbai-style attack. No COG matching funds are required.

D. Resolution Authorizing COG to Receive and Expend an Urban Area Security Initiative (UASI) Subgrant for Contract Support to Provide a WEBEOC Regional Communications Exercise

The adopted Resolution R34-10, authorizing the Executive Director, or his designee, to receive and expend UASI funds, in an amount not to exceed \$332,323.45, from the State Administrative Agent to provide exercise design and development support to the Exercise and Training Operations Panel and Emergency Managers Committee, and facilitate a WEBEOC seminar, drill and a functional exercise. No COG matching funds are required.

7. COG PARTICIPATION IN WMATA GOVERNANCE REVIEW: TASK FORCE MEMBERSHIP

Supplemental Documents: WMATA Governance Task Force Memo

Mr. Robertson stated that following the COG Board's May 9 approval, COG and the Greater Washington Board of Trade (BOT) have agreed to jointly engage in a review of the WMATA governance structure. Governance issues have been identified by some public officials and business and civic leaders as areas of concerns. Governance review may also aid in building stronger support among funding partners and the public for long-term solutions to WMATA's revenue needs. A public-private examination of governance structures successfully employed by other transit agencies could provide WMATA with useful options and recommendations. COG partnered with the BOT in 2004-2005 to lead and support a special Metro dedicated funding panel that successfully recommended new federal-regional funding for WMATA. The BOT and COG will jointly sponsor and support a public-private task force to examine WMATA governance options and recommendations.

The BOT and COG have jointly identified and invited several area leaders to serve on the task force. Task Force members were chosen for their past or current regional leadership roles in the public and private sectors and will serve in a voluntary capacity with professional and administrative support provided by BOT and COG staff. Individuals were not selected to represent a particular jurisdiction or business sector. The BOT and COG recognize that the Task Force's successes depends, in part, on its ability to invite input from the very broad-range of stakeholders: WMATA's local, state and federal funding partners, past and present WMATA Board members and management, transit riders and advocacy organizations, WMATA employee organizations and many others. The BOT and COG will assist the task force in designing an input and engagement process to guide task force activities and outcomes.

The task force is anticipated to meet several times during the months of June and July. Similar to the Metro dedicated funding panel support by the BOT and COG in 2004-2005, the task force is expected to have an aggressive schedule to advance its work scope and prepare its findings and recommendations for consideration by the WMATA Board of Directors and WMATA local, state and federal funding partners. The task force will approve the work scope, schedule and appropriate rules or procedures to guide its activities at its first meeting, including opportunities for input by the other stakeholders, organizations or public.

City of Fairfax Councilmember Dan Drummond suggested that the proposed task force membership be reworked to better represent the diverse constituencies in the region, like transportation, smart

growth and labor advocacy groups. He also urged the inclusion of currently sitting elected officials, at minimum one person from each of the three states.

Several members agreed with Mr. Drummond that sitting elected officials should be included but cautioned that the effectiveness of such a task force will be diminished the larger it gets. There was also some agreement that various stakeholder groups should be included however, after much discussion the Board concluded that the best way to include such voices, as well as the general public, was not on the task force itself, but through an inclusive outreach effort at various stages in the task force process.

City of Alexandria Council Member Del Pepper stated that the Board should be represented on the task force.

Montgomery County Board Member Roger Berliner moved approval of the WMATA task force membership with the inclusion of up to 3 elected officials at the discretion of the Board Chairman.

ACTION: Upon motion made, and seconded, additional membership on the WMATA task force was approved.

After the vote, Mr. Drummond requested a roll call, votes are as follows:

YEAS: K. Brown, P. Mendelson, D. Gray, R. Catlin, C. Drzyzgula, E. Jordan, R. Berliner, A. Harrison, J. Britton, B. Williams, R. Pepper, W. Tejada, S. Bulova, P. Gross, A. McGimsey, S. Bass, F. Principi, W. Covington.

NEAS: D. Drummond, J. Foust, J. Scott.

8. IMPLEMENTATION OF COG POLICY FOCUS AND PRIORITY: WORKFORCE FORUM OUTCOMES

Supplemental Documents: Health Forum Summary

Chairman Brown stated that the final report of COG's workforce task force "Closing the Gaps to Build the Future" urged COG to bring together regional stakeholders to identify areas where there is interest and energy to pursue regional action. Last Thursday, we followed through on this recommendation by holding "United for Jobs: A Regional Forum on Careers in Health" at the Washington Convention Center.

Over 100 area elected officials, educators, healthcare employers, and workforce development experts convened to talk about ways we can work together as a region to make metropolitan Washington a leader in the fast-growing health care sector. According to a panel at the forum, this region lags slightly behind the national average in developing new jobs in health care, even though the region has produced jobs in other sectors at twice the national rate.

The event built on existing health-related workforce initiatives across the region and provided participants with a chance to cultivate relationships, develop a more comprehensive understanding of the unique opportunities and challenges facing the health workforce, and make recommendations for enhanced collaboration, future action and COG's role in helping meet those goals.

Several recommendations emerged from the forum, including the need for greater strategic partnerships between businesses, government agencies, educational institutions and adult training programs, enhanced advocacy by local governments for increased educational funding and workforce reform, and the collection of labor market data collection. Nicole Hange COG's Policy Coordinator stated that the central theme throughout the forum was the importance of partnership and

collaboration and COG's natural role as the convener of recurrent forums or workshops. The staff recommendation is to convene an ad hoc group of interested stakeholders, based on the 2009 Workforce Task Force, to keep attention on workforce development, assist COG in the oversight of these recommendations, and advise COG on priorities, implementation strategies and resources.

Ms. Hange added they she hoped this event would be the first in a series of sector specific forums; the next will likely be focused on green jobs.

9. IMPLEMENTATION OF COG POLICY FOCUS AND PRIORITY: SUSTAINABILITY

A. UPDATE ON HUD SUSTAINABLE COMMUNITIES PLANNING GRANT

Supplemental Document: Region Forward Implementation Strategy

Mr. Robertson stated that the notice of funding availability (NOFA) from HUD-DOT-EPA regarding the sustainable communities grant program, which had been originally scheduled for release in May, has still not yet occurred. Staff is monitoring daily and is prepared, through the work of the multi-sector taskforce and highly competent grant consultant, to draft an application for Board review upon the NOFA's release.

The funding from this grant will be instrumental in the implementation of *Region Forward*, specifically in re-focusing attention on the region's activity centers; this will include rethinking how we define and direct resources to activity centers.

B. ENDORSEMENT OF URBAN LAND INSTITUTE CONFERENCE, OCTOBER 2010

Supplemental Document: Resolution R33-10.

The Urban Land Institute (ULI) is the leading organization that focuses on nonpartisan research and education in urban planning, land use and development. COG has worked closely with ULI in the past including the "Reality Check on Growth" which led to the Greater Washington 2050 Coalition. The HUD sustainable community's partnership represents another opportunity for COG and local governments to partner with ULI to plan for better communities throughout the region.

In October ULI will host its fall meeting and urban land expo at the Washington Convention Center. Robert Pinkard Chair of the ULI Washington District Council stated that the conference will bring 6,000 public officials, developers, business and civic leaders to our region and is an excellent opportunity to showcase our regional work on sustainability.

COG has assisted in the development of the program and is asked to continue its support through promotion to locally elected officials and staff throughout the region.

ACTION: Upon motion made, and seconded, Resolution R33-10 was unanimously approved and adopted.

10. APPROVAL OF COG CONTINUITY OF OPERATIONS (COOP) PLAN

Supplemental documents: COG COOP Plan

Similar to many governments and businesses throughout the region, COG has been working to make sure it is prepared for interruptions and emergencies that would affect its ability to conduct business and perform essential functions.

COG recently completed a Continuity of Operations Plan, also known as a COOP plan. Takoma Park Mayor Bruce Williams represented the COG Board during an exercise of the COOP plan in March and

together with George Danilovics COG's Director of Technical Programs and Services provided an overview of the key elements of the plan and COG Board Member roles and responsibilities.

COG's COOP plan is a working document that focuses on how COG will continue to perform essential functions that support the safety of employees and the region, maintain essential COG operations, or that support a governance body. It is not, as is the case for local jurisdictions, an emergency response plan that outlines what COG would do during an incident; rather, how COG would operate despite the incident.

A March table top exercise tested the initial COOP plan and found that while staff were able to make decisions absent key players, had excellent communication with staff and building facilities management; COG lacked a formalized emergency response plan with clear delegation of authority or "succession plans" for key positions. Such deficiencies will be addressed in future iterations of the plan. The COOP plan will also be audited annually to ensure essential functions are accurately portrayed and be tested through additional table top exercises.

11. FY 2010 3RD QUARTER REPORT

City of Fairfax Council Member and COG's Secretary Treasurer Dan Drummond stated that COG's cash balance as of March 31 is \$4.97 million; the reserve fund balance is \$9.48 mil; and COG's total revenue of \$25.7 million exceeded costs by \$2.9 million.

THE NEXT BOARD MEETING WILL BE ON WEDNESDAY, JULY 14, 2010.

**ATTENDANCE: MAY 10, 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	N		
Council	Hon. Vincent Gray	N	Hon. Michael Brown	N
	Hon. Kwame Brown	Y	Hon. Phil Mendelson	Y
Maryland				
Bowie	Hon. G. Frederick Robinson	N	Geraldine Valentino-Smith	N
College Park	Hon. Andrew Fellows	N	Hon. Robert Catlin	Y
City of Frederick	Hon. Karen Young	N		
Frederick County	Hon. David Gray	Y	Hon. Jan Gardner	N
Gaithersburg	Hon. Sidney Katz	N	Hon. Cathy Drzyzgula	Y
Greenbelt	Hon. Judith "J" F. Davis	N	Hon. Emmett Jordan	Y
Montgomery County				
Executive	Hon. Isiah Leggett	N	Mr. Tim Firestine	N
Council	Hon. Roger Berliner	Y		
	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	Y	Hon. Terry Seamens	N
Maryland General Assembly	Hon. Benjamin Barnes	N		
Virginia				
Alexandria	Hon. William Eulle	N	Hon. Redella Pepper	Y
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	Y	Hon. Catherine Hudgins	N
	Hon. Penelope A. Gross	Y	Hon. Michael Frey	N
	Hon. John Foust	Y	Hon. Patrick Herrity	N
Falls Church	Hon. Hal Lippman	N	Hon. Robin Gardner	N
Loudoun County	Hon. Andrea McGimsey	Y		
Manassas	Hon. Sheryl Bass	Y		
Manassas Park	Hon. Frank Jones	N	Hon. Suhas Naddoni	N
Prince William County	Hon. Wally Covington III	Y		
	Hon. Frank Principi	Y		
Virginia General Assembly	Hon. James M. Scott	Y		