

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

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

September 9, 2009

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

Vice Chairman Kwame Brown called the meeting to order at 12:05 p.m. with a recitation of the pledge of allegiance.

2. APPROVAL OF MINUTES OF JULY 8 MINUTES

The minutes of the July 8 meeting were unanimously approved and adopted.

3. AMENDMENTS TO THE AGENDA

There were no amendments to the agenda.

4. ANNOUNCEMENTS

In the absence of Chairman Gross, who is in China representing the National Capital Region at an international tourism conference, Vice Chairman Kwame Brown presided over the meeting.

Vice Chairman Brown announced that the COG Annual Meeting and Awards Luncheon is scheduled to be held December 9 at the Renaissance Washington Hotel. A letter of invitation, including a call for awards, will be mailed shortly.

5. EXECUTIVE DIRECTOR'S REPORT

Mr. Robertson stated that member and stakeholder outreach on COG's Greater Washington 2050 Initiative continued through the summer and this first phase will be wrapped up shortly. A second round of outreach, mostly for sign-on, will occur after Board adoption in early 2010.

COG received several media hits in August and early September including the kickoff meeting of COG's regional Census in Schools program and the Transportation Planning Board's proposal of a regional grant application for a priority bus network to be funded by the Federal stimulus package.

The Institute for Regional Excellence recently held the graduation for the 2008-2009 cohorts; acceptance letters for the next class will be mailed soon.

In recognition of September as emergency preparedness month, staff distributed a month long calendar of related region-wide events.

Mr. Robertson stated that he attended a United Way event for the Extreme Makeover-Home Edition program which will be reconstructing a community center and home in the metro area. The renovation will be aired in November.

The potential impact of H1N1, and COG's ability to continue its work and support our member jurisdictions, has compelled staff to hasten work on the organization's continuity of operations plan. The proposed plan, including a potential recommendation for the ability of the Board to convene by teleconference if medically necessary, will be presented to the Board in October.

6. CONSENT AGENDA

Supplemental Documents: R42-09 through R50-09 (Electronic)

City of Manassas Council Member John Way requested that R49-09 be removed from the Consent Agenda for discussion. Mr. Way's concern was ensuring that this resolution was consistent with COG's adopted policy on tree canopy as reflected in the Climate Change Report. COG's Director of Environmental Programs Stuart Freudberg stated that the purpose of the resolution is to repurpose/recycle otherwise discarded timber and which would not have a negative impact on the tree canopy in that area.

A. APPROVAL OF CONSULTANT SUPPORT FOR COG CONTINUITY OF OPERATIONS PLAN

The Board adopted Resolution R42-09, authorizing the Executive Director, or his designee, to contract with a consultant in an amount not to exceed \$65,000 to complete COG's continuity operations plan. A continuity of operations plan is an essential planning and management tool for all organizations. It is especially important that COG be able to support its member governments and other stakeholders in the event of an emergency or incident. COG has completed approximately 40 percent of its COOP plan using internal staff and other resources. The Executive Director has recommended that COG accelerate its COOP plan using consultant support so it that completes its COOP plan in 2009 and is fully prepared

for H1N1 and other possible challenges to COG's readiness and response capabilities. COG has issued a Request for Proposal and will select a consultant or firm through a competitive bidding process. Funding in an amount not to exceed \$65,000 from COG's adopted FY 2010 contingency reserve is requested to support this expense.

B. APPOINTMENT OF MEMBER TO THE NATIONAL CAPITAL REGION EMERGENCY PREPAREDNESS COUNCIL

The Board approved the Chairman's recommendation to appoint Arlington County Board Member Mary Hynes to COG's National Capital Region Emergency Preparedness Council (EPC). Board Member Hynes succeeds Board Vice Chair Fissette. The EPC is a public-private advisory body established by COG in 2002 to oversee regional emergency preparedness and response policies and programs.

C. RESOLUTION AUTHORIZING COG TO RECEIVE AND EXPEND FUNDING FROM THE DISTRICT OF COLUMBIA TO DEVELOP ITS CHESAPEAKE BAY WATERSHED IMPLEMENTATION PLAN

The Board adopted Resolution R44-09, authorizing the Executive Director, or his designee, to receive and expend grant funding up to \$45,000 from the District of Columbia Department of the Environment to provide contract services to prepare the District's Chesapeake Bay Watershed Implementation Plan. No COG matching funds are required.

D. RESOLUTION AUTHORIZING COG TO FUND THE EMERGENCY PREPAREDNESS COUNCIL SENIOR LEADERS SEMINAR FOR 2009

The Board adopted Resolution R45-09, authorizing the Executive Director, or his designee, to execute a contract with a consulting firm to develop and conduct the Emergency Preparedness Council Senior Leaders Seminar for 2009 and the associated R-ESF/RPWG Workshop. Funds in the amount of \$185,935 have been approved by the Exercise and Training Operations Panel and provided to COG by the State Administrative Agent for the National Capital Region. No COG matching funds are required.

E. RESOLUTION AUTHORIZING COG TO PROVIDE SUPPORT FOR A VOLUNTEER RECEPTION CENTER REGIONAL EXERCISE

The Board adopted Resolution R46-09, authorizing the Executive Director, or his designee, to enter into a contract with a consulting firm for \$79,760 for the development and conduct of the Volunteer Reception Center Regional Exercise and to reimburse Volunteer Centers for \$17,800 in associated personnel and supply costs. Funds have been allocated to COG for this initiative by the State Administrative Agent for the National Capital Region. No COG matching funds are required.

F. RESOLUTION AUTHORIZING COG TO ENTER INTO A CONTRACT WITH A CONSULTING FIRM TO PROVIDE HEALTH AND MEDICAL PLANNING SUPPORT IN THE NATIONAL CAPITAL REGION

The Board adopted Resolution R47-09, authorizing the Executive Director, or his designee, to enter into a contract with a consulting firm to provide the health and medical planning support as requested by the Health and Medical Regional Planning Group and approved by the Chief Administrative Officers and the Senior Policy Group. The State Administrative Agent for the National Capital Region has provided COG with \$3,035,230 in Urban Area Security Initiative funding to support this initiative. No COG matching funds are required.

G. RESOLUTION AUTHORIZING COG TO ISSUE A CONTRACT FOR THE DEVELOPMENT, EVALUATION AND UPDATE OF THE CONCEPT OF OPERATIONS PLAN FOR PANDEMIC INFLUENZA IN THE DISTRICT OF COLUMBIA

The Board adopted Resolution R48-09, authorizing the Executive Director, or his designee, to execute a contract for the development, evaluation and update of the concept of operations plan for pandemic influenza in the District of Columbia. The State Administrative Agent for the National Capital Region will provide COG with \$226,506 in State Homeland Security Program funding. No COG matching funds are required.

H. RESOLUTION AUTHORIZING COG TO ENTER INTO AN AGREEMENT WITH THE DISTRICT OF COLUMBIA DEPARTMENT OF TRANSPORTATION URBAN FORESTRY ADMINISTRATION FOR THE PURPOSES OF CONDUCTING A STREAM AND FOREST ASSESSMENT

The Board adopted Resolution R49-09, authorizing the Executive Director, or his designee, to enter into an agreement with the District of Columbia Department of Transportation Urban Forestry Administration for the purposes of supporting a stream segment assessment in Oxon and Barnaby Run as well as a site audit for a proposed urban wood recovery and processing facility. The agreement provides funds to COG and to its sub-grantees identified in the amount not to exceed \$36,000. A \$5,000 COG match is required and is currently budgeted in FY 2010. The project duration is two years.

I. RESOLUTION AUTHORIZING COG TO ACCEPT FUNDING FOR THE STREET SMART PEDESTRIAN AND BICYCLE CAMPAIGNS

The Board adopted Resolution R50-09, authorizing the Executive Director, or his designee, each year to enter into agreements with, and accept funds from the agencies which have agreed to participate in the Street Smart campaigns, for the purpose of implementing the Street Smart Pedestrian and Bicycle Safety Campaigns. The Executive Director is further authorized to enter into agreements each year with a competitively procured project consultant or consultants, to implement the Street Smart Pedestrian and Bicycle Safety Campaigns. No COG matching funds are required.

ACTION: Upon motion made, and seconded, Resolutions R42-09 through R50-09 were unanimously approved and adopted.

7. COG RETREAT OUTCOMES

Supplemental Documents: Retreat Summary and Next Steps (Electronic)

COG held its eleventh annual retreat July 31 through August 2, which was attended by 36 elected and appointed officials. Presentations focused on recommendations from COG's Greater Washington 2050 Coalition, the emerging linkages between federal climate change and transportation legislation and a recommitment to the Chesapeake Bay. The retreat also included a dinner keynote from two of Congress' newest members and a crash course on social networking. Mr. Robertson briefed the Board on the outcomes of these discussions and recommended priorities for 2010.

After a very robust discussion on the progress of the Greater Washington 2050 report and the impending compact document several suggestions were made to both enhance the quality and significance of the document as well as ensure optimal buy-in from the general public. Specifically, concerns were raised regarding the branding of the compact document, ensuring that the suggested outcomes are measurable and the need for refinement of metrics in a few of the topic areas including transportation, health, education and public safety. Staff will finalize the compact document and its associated targets and metrics and return to the Board in January with a final product for adoption. Additional outreach will be made to member jurisdictions upon completion of the compact with hopes of official sign-on in March.

One of the more lively sessions was focused on social networking technologies for local governments and public officials. The presentations stimulated thinking about how to utilize the new forums for communication to better engage constituents, it also brought to light some associated anxiety with using such avenues, specifically the issues of privacy and monitoring. COG staff will plan a more in-depth workshop in the fall for those who are interested in learning more.

The final session of the retreat was a regional roundtable focused on achieving COG's 2009 goals and identifying those issues for continued or renewed focus in 2010. Clearly the completion and implementation of the Greater Washington 2050 Initiative in the next 6-9 months is a top priority for this organization and the region. In keeping with the focus on long-term planning, several members stressed the need for a revision of COG's strategic plan to better reflect current sentiment on building and growing sustainably.

The region's economic sustainability and vitality will continue to be a top priority. The Workforce Development Taskforce will craft recommendations in the coming months on better linking workforce and economic development policies to ensure that the region emerges from this economic downturn more resilient and internationally competitive in the new economy. Related is a push for COG to think more innovatively as Congress and the Administration begin to focus additional resources on regionalism and projects with cross-cutting qualities. Related, COG will continue to engage the region's congressional delegation and see co-sponsorship of periodic meetings, something both Representatives Connolly and Edwards were very supportive of.

8. BUILDING THE REGION TOGETHER – OUTCOMES AND NEXT STEPS

Supplemental Documents: Building the Region Together Program (Electronic)

On July 20, the National Capital Planning Commission and COG co-hosted a meeting with White House Senior Advisor Valerie Jarrett and Obama Administration officials to discuss ways in which leaders at various levels of government can work together on issues ranging from traffic congestion and transit funding to environmental protection and affordable housing. The meeting was a promising step forward to better dialogue. Administration officials seemed genuinely interested in the issues that COG and NCPC work to address. This effort also helps COG advance a COG Board recommendation to beef up our engagement with members of Congress and senior Administration officials on important regional and local issues. Marcel Acosta, the Executive Director of NCPC, and Dave Robertson discussed potential next steps, including the advancement of a recommendation on how to continue to cultivate an improved federal-regional partnership.

The new Administration appears to be supportive of regional collaboration and planning and is interested in opportunities whereby the National Capital Region might be used as a test case for projects that could be replicated across the country. Additionally, the Administration has employed Valerie Jarrett as the Senior Advisor for Intergovernmental Relationship, who has an extensive background in local government and therefore understands the challenges faced by local officials. Administrations officials see an opportunity in using COG as a one-stop resource center for regional issues.

The goal in pursuing such a relationship is to ensure that the region is speaking with one voice, which will mean also enhanced collaboration with NCPC whose role is the central planning agency for federal land and buildings in this region. In the next month, COG will work with NCPC to produce a summary report of the event as well as recommended next steps, including follow-up meetings with the various federal agencies, and will present the recommendations at the October Board meeting.

Loudoun County Board Member Andrea McGimsey stressed the need for a regional green business plan and increased stock of affordable housing, which should include buy-in from the federal government.

Arlington County Board Vice Chair Jay Fisetta suggested that as COG and NCPC begin to flesh out a work plan that they look to existing work and policies adopted COG, he specifically referenced CO2 emission reductions.

City of Frederick Alderman Alan Imhoff stated that it will be interesting, using this process, to see how COG compares to regions across the country.

Fairfax County Board Chairman Sharon Bulova stated that perhaps this new partnership might enable COG to create some "incentives" for localities signing on to the Greater Washington 2050 Initiative to adhere to the mutually agreed upon principles.

Vice Chairman Brown stated that it is imperative that COG/NCPC focus on few objectives with short-term deadlines and provide regular updates on progress.

9. APPROVAL OF TPB RECOMMENDATION FOR THE SUBMITTAL OF A DOT TIGER GRANT APPLICATION

Supplemental Documents: R51-09 (electronic)

TIGER Application background (electronic)

The Washington Region has a very successful public transit network system that consists of metro rail and is complemented by commuter rail and regional and local bus systems. To ensure continued success and provide greater levels of services, challenges to existing bus service must be addressed. Priority bus treatments can improve the capacity and efficiency of bus service. There are currently numerous high performance bus projects under development or implementation however, funding for many of these projects is uncertain as state and county budgets have been tightened due to current economic conditions.

The American Recovery and Reinvestment provides the region with hundreds of millions of dollars in formula funding, as well as the opportunity to seed discretionary funding under a new \$1.5 billion multimodal program. This Transportation Improvements Generating Economic Recovery (TIGER) program is intended to fund innovative transportation projects with national or regional significance. The members of the TPB Scenario Study Task Force have developed a plan for the first phase of a regional priority bus network, with the intention of seeking funding for this plan through the TIGER program. The centerpiece of the proposal is the K Street transitway which has been in the CLRP for nearly a decade; other components include a collection of priority bus corridors and services that extend the reach of the K street transitway, a bike-sharing system and the improvement of two Metrorail stations and the creation of one new transit center. Each of these projects will increase regional mobility and access by relieving congestion and expanding accessibility of multimodal transportation options.

It is anticipated that additional funding will be leveraged to complete the projects and it is likely that COG will serve, at least in part, as the administrative agent. A letter of support from the Congressional delegation is in the works for this proposal and should greatly boost the application.

At its July meeting, the Transportation Planning Board approved the recommendation to submit a regional priority bus application package with a total value up to \$300 million. COG is the administrative agent of the TPB, and therefore the COG Board must authorize the executive director to apply for and administer grant funding on behalf of the TPB in an excess of \$25,000.

Tim Firestine, Chief Administrative Officer for Montgomery County, expressed concern that COG's application might hinder other local application, such as one in Montgomery County. Staff responded that they had several conversations with Montgomery County officials and it is their understanding the Montgomery's projects would be included in COG's application.

Several members raised a bit of concern that HOV/HOT lanes were included in the package though they have not yet been finalized and wanted to be sure the other projects could still go forward; Mr. Kirby responded that this proposal does not hinge in the approval or not of the HOT lanes.

ACTION: Upon motion made, and seconded, Resolution R51-09 was approved and adopted. There was one abstention: Firestine.

10. EXECUTIVE SESSION ON THE EXECUTIVE DIRECTOR'S PERFORMANCE EVALUATION

The Board convened in Executive Session to discuss the results of the performance evaluation process conducted by the Employee Compensation and Benefits Review Committee (ECBR) and other Board members.

11. RECONVENE PUBLIC SESSION

Upon returning to public session the Board of Directors voted on the recommendations made by the ECBR.

ACTION: Upon motion made and seconded, the R52-09 was unanimously approved and adopted as amended approving the Executive Director's new 3-year contract.

THE NEXT BOARD MEETING WILL BE ON WEDNESDAY, OCTOBER 14, 2009.

**ATTENDANCE: SEPTEMBER 9, 2009
BOARD OF DIRECTORS/ALTERNATES 2009**

<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	Y
	Hon. Kwame Brown	Y	Hon. Phil Mendelson	Y
Maryland				
Bowie	Hon. G. Frederick Robinson	N	Geraldine Valentino-Smith	Y
College Park	Hon. Robert Catlin	Y		
City of Frederick	Hon. William Holtzinger	N	Hon. Alan Imhoff	Y
Frederick County	Hon. David Gray	Y	Hon. Jan Gardner	N
Gaithersburg	Hon. Sidney Katz	N	Hon. Henry Marraffa	Y
Greenbelt	Hon. Judith "J" F. Davis	Y	Hon. Rodney Roberts	N
Montgomery County				
Executive	Hon. Isiah Leggett	N	Mr. Tim Firestine	Y
Council	Hon. Roger Berliner	N		
	Hon. Michael Knapp	N		
Prince George's County				
Executive	Hon. Jack B. Johnson	N		
Council	Hon. Marilyn Bland	Y	Hon. Tom Dernoga	N
	Hon. Andrea Harrison	N		
Rockville	Hon. Susan Hoffmann	N	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. Jay Fisette	Y	Hon. Walter Tejada	N
City of Fairfax	Hon. Dan Drummond	N	Hon. Jeffrey Greenfield	N
Fairfax County	Hon. Sharon Bulova	Y	Hon. Catherine Hudgins	N
	Hon. Penelope A. Gross	N	Hon. Michael Frey	N
	Hon. John Foust	Y	Hon. Patrick Herrity	N
Falls Church	Hon. Hal Lippman	Y	Hon. Dan Maller	N
Loudoun County	Hon. Andrea McGimsey	Y		
Manassas	Hon. Harry J. Parrish II	N	Hon. Jonathan Way	Y
Manassas Park	Hon. Frank Jones	N		
Prince William County	Hon. Wally Covington III	Y		
	Hon. Frank Principi	Y		
Virginia General Assembly	Hon. James M. Scott	Y		

Other Participants
Marcel Acosta, National Capital Planning Commission
Julia Koster, National Capital Planning Commission