

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: January 8, 2014
TIME: 12:00 – 2:00PM
PLACE: COG Board Room

**PLEASE NOTE: Chair Pro Tempore Mendelson will begin the meeting promptly at Noon.
Lunch for members and alternates will be available at 11:30AM**

AGENDA

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

**Phil Mendelson, Council Chair, District of Columbia
COG Board Chair Pro Tempore**

**2. ANNOUNCEMENTS
(12:00 – 12:05PM)**

Chair Pro Tempore Mendelson

- A. 2014 Board Meeting Dates**
- B. Annual Retreat Date – July 25-27**
- C. Recognition of Outgoing Board Members**
- D. Recognition of Immediate Past Chairwoman Karen Young**

**3. EXECUTIVE DIRECTOR'S REPORT
(12:05 – 12:10PM)**

**4. AMENDMENTS TO AGENDA
(12:10 – 12:15PM)**

**Adjunct Member*

**5. ELECTION OF 2014 COG BOARD OFFICERS & APPOINTMENT OF 2014 POLICY COMMITTEE LEADERSHIP
(12:15-12:20PM)**

**Sharon Bulova, Chairman, Fairfax County Board of Supervisors
Committee Member, 2014 Nominating Committee**

Immediate Past Board Chairwoman Young chaired the Nominating Committee for both COG corporate and COG Board officers for 2013. Corporate officers were elected at the COG annual membership and awards luncheon on December 11, 2013. Chairman Bulova will recommend approval of the proposed slate of COG Board officers for 2014: Chairman Phil Mendelson, Vice Chairman William Euille, and Vice Chairman Roger Berliner.

Chairman Bulova will recommend the appointment of 2014 leadership for COG policy advisory committees, public-private partnerships and administrative committees. Additional appointment action is anticipated in February as COG receives information concerning final appointments by its member governments to COG boards and committees.

RECOMMENDED ACTION: Elect 2014 Officers and approve 2014 committee appointments.

**6. APPROVAL OF MINUTES OF NOVEMBER 13, 2013
(12:20 – 12:25PM)**

**7. ADOPTION OF CONSENT AGENDA ITEMS
(12:25 – 12:30PM)**

A. RESOLUTION AUTHORIZING COG TO ISSUE A CONTRACT TO ENHANCE AND EXPAND SITUATIONAL AWARENESS DASHBOARD FROM DC TO NCR PARTNERS

The Board will be asked to adopt Resolution R1-2014, authorizing the Executive Director, or his designee to receive and expend up to \$917,500 to enhance and expand the situational awareness dashboard that can be used for a video overview, management of large volumes of data, and to quickly compile and disseminate situation reports from the District of Columbia (DC) Homeland Security and Emergency Management Agency (HSEMA) to NCR partners. Funding for this effort will be provided through a Subgrant from the State Administrative Agent (SAA). **No COG matching funds are required.**

RECOMMENDED ACTION: Adopt Resolution R1-2014.

B. RESOLUTION AUTHORIZING COG TO ISSUE A CONTRACT TO COMPLETE PREVENTION & PROTECTION PROGRAM DEVELOPMENT PROJECT FOR DC HSEMA

The Board will be asked to adopt Resolution R2-2014, authorizing the Executive Director, or his designee to receive and expend up to \$50,000 to complete a Prevention and Protection Program Development Project for the District of Columbia (DC) Homeland Security and Emergency Management Agency (HSEMA) and NCR partners. The contractor will develop courses of action to identify and direct the means to achieve mission-specific goals. Funding for this effort will be provided through a Subgrant from the State Administrative Agent (SAA). **No COG matching funds are required.**

RECOMMENDED ACTION: Adopt Resolution R2-2014.

C. RESOLUTION AUTHORIZING COG TO ISSUE A CONTRACT TO COMPLETE DISTRICT RECOVERY AND MITIGATION PROGRAM DEVELOPMENT PROJECT

The Board will be asked to adopt Resolution R3-2014, authorizing the Executive Director, or his designee to receive and expend up to \$150,000 to develop a Recovery Program to include a base plan and supporting annexes for the District of Columbia (DC) Homeland Security and Emergency Management Agency (HSEMA) and coordinate with NCR partners to identify and direct the means to achieve mission-specific goals. Funding for this effort will be provided through a Subgrant from the State Administrative Agent (SAA). **No COG matching funds are required.**

RECOMMENDED ACTION: Adopt Resolution R3-2014.

D. RESOLUTION AUTHORIZING COG TO ISSUE A CONTRACT TO DEVELOP THE DISTRICT PREPAREDNESS FRAMEWORK

The Board will be asked to adopt Resolution R4-2014, authorizing the Executive Director, or his designee to receive and expend up to \$150,000 to develop a District Preparedness Framework for the District of Columbia (DC) Homeland Security and Emergency Management Agency (HSEMA) that will be the capstone document that defines the District Preparedness System. Funding for this effort will be provided through a Subgrant from the State Administrative Agent (SAA). **No COG matching funds are required.**

RECOMMENDED ACTION: Adopt Resolution R4-2014.

E. RESOLUTION AUTHORIZING COG TO ISSUE A CONTRACT TO VALIDATE AND UPDATE THE DISTRICT RESPONSE PLAN, STATE OPERATIONS GUIDE, AND FIELD OPERATIONS GUIDE

The Board will be asked to adopt Resolution R5-2014, authorizing the Executive Director, or his designee to receive and expend up to \$250,000 to validate and update the District Response Plan, State Operations Guide, and the Field Operations Guide for the District of Columbia (DC) Homeland Security and Emergency Management Agency (HSEMA). Funding for this effort will be provided through a Subgrant from the State Administrative Agent (SAA). **No COG matching funds are required.**

RECOMMENDED ACTION: Adopt Resolution R5-2014.

F. RESOLUTION AUTHORIZING COG TO ISSUE A CONTRACT TO VALIDATE AND UPDATE THE JOINT ALL-HAZARDS OPERATIONS CENTER STANDARD OPERATING PROCEDURES

The Board will be asked to adopt Resolution R6-2014, authorizing the Executive Director, or his designee to receive and expend up to \$250,000 to validate and update the Joint All-Hazards Operations Center Standard Operating Procedures for the District of Columbia (DC) Homeland Security and Emergency Management Agency (HSEMA). Funding for this effort will be provided through a Subgrant from the State Administrative Agent (SAA). **No COG matching funds are required.**

RECOMMENDED ACTION: Adopt Resolution R6-2014.

G. RESOLUTION AUTHORIZING COG TO ISSUE A CONTRACT FOR THE CONDUCT OF AN EMERGENCY EVACUATION TRANSPORTATION SEMINAR

The Board will be asked to adopt Resolution R7-14, authorizing the Executive Director, or his designee to receive and expend up to \$70,000 to obtain the services of a contractor to conduct an Emergency Evacuation Transportation Seminar for all NCR jurisdictions to determine the effectiveness of updated emergency evacuation transportation plans in the region. Funding for this effort will be provided through a Subgrant from the State Administrative Agent (SAA). **No COG matching funds are required.**

RECOMMENDED ACTION: Adopt Resolution R7-14.

H. Resolution Authorizing the Execution of a Memorandum of Understanding with the Maryland Department of Natural Resources for Anacostia Forestry-Related Services

The Board will be requested to approve Resolution R8-2014, authorizing the Executive Director to execute an eighteen (18) month memorandum of agreement with the Prince George's County Department of Environmental Resources in an amount not to exceed \$880,000 for Anacostia forestry-related services. **No local match is required.**

Recommended Action: Adopt Resolution R8-2014

I. RESOLUTION AUTHORIZING COG TO ISSUE A CONTRACT FOR THE CONDUCT A 2014 METROBUS PASSENGER SURVEY

The Board will be asked to adopt Resolution R11-2014, authorizing the Executive Director, or his designee, to receive up to \$820,000 from Washington Metropolitan Area Transit Authority (WMATA) and \$180,000 from the TPB Unified Planning Work Program (UPWP) for the conduct of a 2014 Metrobus Passenger Survey and to execute a contract, not to exceed \$1,000,000, for consultant assistance in the conduct this survey. The demographic and travel pattern ridership data collected in this survey will be used by the TPB in its regional transportation planning efforts and by the Washington Metropolitan Area Transit Authority (WMATA) in its regional bus subsidy allocation formula and in meeting its Federal Transit Administration (FTA) Title VI requirements. **No additional COG funds will be required.**

Recommended Action: Adopt Resolution R11-2014

**8. APPROVAL OF FY2015 WORKPLAN & BUDGET
(12:30-12:50PM)**

**Chuck Bean
Executive Director, COG**

The Executive Director presented a proposed FY 2015 (July 1, 2014 to June 30, 2015) Work Program and Budget to the COG Budget and Finance Committee, which met in October and early January. The Committee recommended COG Board approval of the FY 2015 Work Program and Budget. The proposed FY 2015 budget was reviewed by the Chief Administrative Officers and sent to senior officials from each COG member government in November for additional review and comment. Mr. Bean will summarize the proposed FY 2015 Work Program and Budget.

RECOMMENDED ACTION: Adopt Resolution R9-2014.

**9. ADOPTION OF POLICY GUIDELINES
(12:50 – 1:00PM)**

Chairman Mendelson

Earlier this spring, the Board directed development of criteria and a process for developing COG's legislative and policy positions. After close consultation with the Board's Legislative Committee and Past Board Chairs group, staff has prepared draft policy guidelines for Board consideration and action. The objective is to focus and more clearly define parameters that will provide practical guidance to the Board when considering policy action. (Discussed, tabled at the September 11, 2013 meeting.)

RECOMMENDED ACTION: Adopt Resolution R37-2013.

**10. 2014 LEGISLATIVE PRIORITIES
(1:00-1:15PM)**

Chairman Mendelson

Monica Beyrouiti & Chuck Bean, COG

Enhancing COG's legislative priorities and strengthening relationships with state and federal elected officials continues to be a focus of COG Board leadership and COG staff. Staff has worked with COG's policy committees and the Legislative Committee to draft the region's 2014 legislative platform. The COG Board will be asked to review and adopt these priorities, as well as an enhanced advocacy and communications strategy in 2014.

RECOMMENDED ACTION: Adopt 2014 Legislative Priorities.

11. APPROVAL OF “PLACE AND OPPORTUNITY: STRATEGIES FOR CREATING GREAT COMMUNITITES AND A STRONGER REGION”

(1:15-1:40PM)

Mary Hynes
Council Member, Arlington County Board
Chair, Region Forward Coalition

Rosalynn Hughey
Deputy Planning Director, District of Columbia
Chair, Planning Directors Committee

Paul DesJardin & Sophie Mintier, COG DCPS

In January 2013 the COG Board approved the new Activity Centers map reflecting local comprehensive and land use plans. Activity Centers—the places that will accommodate much of the region’s growth in the coming decades—are a key factor that attracts residents, businesses, and visitors to the area, and are critical to ensuring the region’s future competitiveness and success. “Place + Opportunity: Strategies for Creating Great Communities and a Stronger Region” is a resource to strengthen and enhance Activity Centers throughout metropolitan Washington. As called for in Economy Forward, the report presents goals, strategies, and tools to assist local governments and other stakeholders with their efforts to create thriving, high-opportunity places.

Recommended Action: Approve Report

12. EXECUTIVE SESSION FOR EXECUTIVE DIRECTOR’S PERFORMANCE EVALUATION

(1:40-1:55PM)

By motion, the Board of Directors will temporarily conclude the public meeting and convene in Executive Session for the purpose of discussing the results of the Executive Director’s performance evaluation as conducted by the Employee Compensation and Benefits Review Committee (ECBR) and other COG Board Members. During the Executive Session, the Board will be asked to review the ECBR’s recommendations as contained in Resolution R10-2014. Subsequent to Executive Session, the Board will consider R10-2014 in open meeting.

13. OTHER BUSINESS

(1:55-2:00PM)

14. ADJOURN – THE NEXT MEETING IS WEDNESDAY FEBRUARY 12, 2014

(2:00PM)



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