

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

MINUTES

**Board of Directors Meeting
COG Board Room**

February 13, 2013

BOARD MEMBERS, ALTERNATES, AND OTHER PARTICIPANTS

PRESENT AND NOT PRESENT:

See attached chart for attendance.

STAFF:

Chuck Bean, Executive Director
Sharon Pandak, General Counsel
Nicole Hange, Government Relations Coordinator
Barbara J. Chapman, Executive Board Secretary
Paul Beriault, Chief Financial Officer
Paul DesJardin, Director, Community Planning and Services

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

2. ANNOUNCEMENTS

SUPPLEMENTAL DOCUMENTS: Save-the-Date flyer and COG 2013 Board Handbook

Chairwoman Young

Retreat – Save the Date. Chairwoman Young felt that it's never too early for Board Members to mark their calendars for our annual retreat, which is being held on the weekend of August 2 through 4 at the Hyatt Regency Chesapeake in Cambridge, Maryland. She pledged to do her best to ensure that there is excellent attendance and an engaging program. Watch for a few more friendly reminders in the months ahead.

2013 Board Member Handbook. The second annual Board Member Handbook was distributed at the meeting. It includes key documents about the Council of Governments and its governance, such as the Board Roster, Organizational Chart, By-laws, Rules of Procedure, Work Program and Budget, and the 2013 Policy Platform. It is also available on the COG web site if you search for "Board Handbook."

3. EXECUTIVE DIRECTOR'S REPORT

SUPPLEMENTAL DOCUMENTS: Outreach/Committee Updates Report, COG Media Report, Letters Sent/Received

Policy Board and Committee Updates Report. The **Transportation Policy Board (TPB)** released for public comment three draft reports—the Constrained Long-Range Transportation Plan (CLRP), the FY 2013-2018 Transportation Improvement Program (TIP), and the Scope of Work for Air Quality Conformity Assessment. The 30-day public comment period will end at midnight on February 16. The **Chesapeake Bay & Water Resources Policy Committee (CBWR)** was briefed by the Aqualaw legal firm on ways to maintain flexibility in water quality permitting. The **Climate Energy & Environment Policy Committee (CEEPC)** hosted a panel discussion on electrical grid modernization, with speakers from Energy Future Coalition, the Perfect Power Institute, Pepco, and Washington Gas. Presentations focused on new technologies and grid management approaches that would improve the economic efficiency of the grid.

Region Forward Coalition met to discuss initial results of the Activity Centers Strategic Investment Plan and industry and occupational workforce challenges in the region. It also launched a redesigned regionforward.org website to better promote COG and the Coalition's advancement of its vision plan.

Heart of COG. At the Heart of COG this month, we have Dennis Bailey, Public Safety Planner and seven-year employee of COG. Dennis is the man responsible for COG's Regional Incident Communications and Coordination System (RICCS). When an emergency occurs, RICCS enables regional decision-makers to quickly communicate on a wide range of issues. It has been a valuable tool since September 11, 2001, and Dennis's dedication and service are greatly appreciated.

Outreach Highlights. In January, Chuck Bean met with Board members from nine Maryland and Virginia jurisdictions, a good start on the total of 22, and attended a joint meeting of Frederick City and County officials. He also met with County Managers from four jurisdictions, the President and CEO of the Board of Trade, and the General Manager/CEO of the Washington Metropolitan Area Transit Authority. In addition, he visited the D.C. Homeland Security and Emergency Management Agency to see the District's Emergency Operations Center.

Staff worked with the D.C. Area Automobile Dealers Association on two events at the 2013 Auto Show. Chuck Bean joined in a press conference with U.S. Energy Secretary Steven Chu to speak about COG's electric vehicle report. COG also hosted a forum on making the business case for electric vehicles in the Washington area. Staff also participated in the 92nd Annual Meeting of the Transportation Research Board (TRB), attending meetings and workshops on a wide range of transportation issues.

Media Highlights and Upcoming Events. Regional leaders in February approved an updated set of Activity Centers to support land use planning, help guide investments in infrastructure and development, and analyze regional growth. These 139 Centers include existing urban centers, traditional towns, transit hubs, and areas expecting future growth. The update was a major initiative by the Region Forward Coalition and covered by ABC 7 and WTOP, among others. And kudos to our new Chairwoman, Karen Young, who was quoted in a Frederick News-Post article discussing the temporary reprieve from sequestration, the next phase of the fiscal cliff, and COG's Economy Forward plan.

Letters Sent/Received. Chuck Bean expressed his appreciation to Montgomery County Councilmember Roger Berliner, in his capacity as Chairman of the Climate, Energy and Environment Policy Committee, for the letters sent to various a senators and delegates in Maryland and Virginia on issues of interest to the committee.

4. AMENDMENTS TO AGENDA

There were no amendments to the Agenda.

5. APPROVAL OF MINUTES

The minutes of the February 13, 2013, Board Meeting were approved.

6. ADOPTION OF CONSENT AGENDA ITEMS

SUPPLEMENTAL DOCUMENTS: Resolutions R07-2013 and R08-2013

A. RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH VENDORS FOR COMPLETION OF CONFERENCE ROOM PHASE TWO RENOVATIONS

The Board adopted Resolution R07-2013, authorizing the Executive Director, or his designee, to enter into a contract not to exceed \$90,000 to complete phase two renovations on the first floor of the COG building.

B. RESOLUTIONS AUTHORIZING THE EXECUTIVE DIRECTOR TO DESIGNATE "AUTHORIZED SIGNERS" FOR THE PURPOSE OF AUTHORIZING CERTAIN TRANSACTIONS FOR THE COG PENSION PLAN AS REQUIRED BY SENTRUST BANK, TRUSTEE FOR THE PLAN

The Board adopted Resolution R08-2013, authorizing the Executive Director to sign and designate authorized signers of COG for certain purposes, such as authorizing cash transactions, including ACH and wire transfer, providing investment management direction for investment management accounts, appointing investment managers for custodial accounts, signing and taking other actions on behalf of COG with respect to trusts and other agreements entered into by COG, which are approved by or made pursuant to the decisions of the COG Pension Plan Administrative Committee, and such other authority as may be granted in documents specified by SunTrust Bank ("SunTrust"), and its successors and assigns in accordance with the approve of the Pension Plan Administrative Committee.

ACTION: Upon motion duly made and seconded, Resolutions R07-2013 and R08-2013 were unanimously approved and adopted by the COG Board of Directors.

7. APPROVAL OF 2013 COG BOARD WORK PLAN

SUPPLEMENTAL DOCUMENTS: 2013 COG Board Work Plan

Chairwoman Young recognized that everyone here today has common challenges that cross city, county, and state lines, such as transportation, the environment, public safety, and our economy. We know that there is no organization better positioned to address these issues than the Council of Governments. As the Board of Directors of this organization, we want to make sure that the Council meets its full potential.

At the end of the year, she believed we would all look back on 2013 and say that the Council of Governments is an even stronger organization—one with a more engaged membership and with closer ties to our state and federal partners. In addition, we want to build on and advance the key projects that, we believe, will greatly enhance this region’s competitiveness.

Most of all, we want to ensure that all officials, staff, and stakeholders that participate at the Council of Governments are moving in the same direction—toward achieving our Region Forward vision. The work plan before us today focuses on four key elements to help us reach these goals, which are as follows:

Region Forward 2.0—our vision. The Board and staff will focus on propelling *Region Forward* to its next phase by aligning everything we do—our communications, programs, and governance through the Region Forward framework.

Economy Forward Implementation—a five-point plan to strengthen the region’s economy amid major changes in federal spending. It brings together a range of interrelated areas including transportation, activity centers, and workforce development.

Member Engagement—Membership is the lifeblood of any association and particularly for the Council of Governments. Building a strong sense of community and harnessing the collective intelligence of our members is critical to our future success.

Stronger State and Federal Alliance—Strengthening COG’s relationship with state and federal legislators continues to be a priority for the COG Board. We cannot achieve our Region Forward vision without an equal commitment from, and strong alliance with, state and federal governments.

The Chair then called on Chuck Bean for his input. He reviewed the importance of each of the key elements of the Work Plan and discussed his ideas and plans for each element in the coming year. The Chair then opened the meeting up to discussion among Board members. Following the discussion, the Chair and Vice Chairs then recommended that the Board approve and adopt the 2013 Board of Directors Work Plan, as presented.

RECOMMENDED ACTION: Upon motion duly made and seconded, the Board of Directors approved and adopted the 2013 Board of Directors Work Plan.

8. APPROVAL OF THE DRAFT ROUND 8.2 COOPERATIVE FORECASTS

SUPPLEMENTAL DOCUMENTS: Round 8.2 Cooperative Forecasts and the various Forecast tables

Paul DesJardin, Director of Community Planning and Services, introduced guest speaker Rosalynn Hughey, Deputy Director, District of Columbia Office of Planning, and Chairman of the Planning Directors Technical Advisory Committee.

Since launching the Cooperative Forecasting Program in 1975, the Council of Governments has provided regularly updated population, household, and employment projections for use in regional and local planning activities. The forecasts have been a valuable resource for our member governments as well as regional and federal agencies. The Planning Directors Technical Advisory Committee approved this

update to the forecasts at their January 18, 2013 meeting. The update reflects the 2010 Census and local economic trends. Ms. Hughey discussed the program, stating that forecasts were based on information obtained from our staffs, and in addition, we used the information from documents like *Region Forward* to shape our goals.

Mr. Fellows inquired as to whether or not the Forecasts represent an alternative scenario of growth for the region. Mr. DesJardin stated that the Cooperative Forecasts come directly from local government comprehensive plans and zoning and are our best estimates of our most likely future, given current local land use and planning policies. Mr. DesJardin also stated that the Planning Directors had worked closely with the Transportation Planning staff on several occasions to develop alternative growth forecasts.

Mr. DesJardin added that the Planning Directors Technical Advisory Committee recommended that the draft Round 8 Cooperative Forecasts for use in this year's Air Quality Conformity Analysis of the FY 2013-2018 Transportation Improvement Program (TIP) and the 2013 financially Constrained Long Range Plan (CLRP) be approved by the COG Board.

RECOMMENDED ACTION: The Board of Directors approved and adopted Resolution R09-2013, including the Forecast tables attached to the resolution.

9. FY 2013 SECOND QUARTER FISCAL REPORT

SUPPLEMENTAL DOCUMENTS: FY-2013 Second Quarter Financial Report and Supporting Schedules

The Chair called on Candice Kelly (Commissioner President of Charles County), acting in her capacity as COG's Corporate Secretary-Treasurer, to review the Fiscal Year 2013 Second Quarter Financial Report (October through December 2012). Paul Beriault, Chief Financial Officer, was present to answer questions regarding the report and the attached supporting Schedules.

Secretary-Treasurer Kelly presented the second quarter report, stating that all areas of the report show significant budgetary and fiscal developments that further strengthen COG's financial position and allow for the completion of this year's approved work program as well as meeting strategic goals.

Following the presentation, Frank Principi (Supervisor, Prince William County) asked a question about the cash on hand shown on Schedule 1 – Statement of Net Assets. Mr. Beriault responded that daily cash on hand was up by \$2.5 million to \$6.4 million, as shown on the Statement of Net Assets as of December 31, 2012.

There was additional discussion about the information provided on Schedule 4 – Accounts Receivable Aging. Frank Principi thought it would be helpful to know the ratio for Accounts Receivable turnover and the Number of Days in Accounts Receivable. Mr. Beriault will add this information to future quarterly financial statements on Schedule 4.

RECOMMENDED ACTION: The presentation was received with the thanks of the Board of Directors.

10. NOTICE TO AMEND BY-LAWS AND RULES OF PROCEDURE

SUPPLEMENTAL DOCUMENTS: Memorandum to Board of Directors and Bylaws and Rules of Procedure (marked up)

As local and state officials on the Board, Directors have overall policy, program, and fiduciary responsibility for the Council of Governments and its independent policy boards' work program and budget. Therefore, it is important for the By-laws and Rules of Procedure to be periodically updated and for new and returning members to be familiar with these documents. General Counsel, Sharon Pandak, highlighted the proposed amendments to update the Board's By-laws and Rules of Procedure to conform to the requirements of the D.C. Nonprofit Corporations Act of 2010 and current practices.

Following her presentation, Ms. Pandak noted that Directors were given a copy of the proposed changes to the By-laws to read before the Board votes on the amendments. The Board scheduled the vote on the By-laws amendments for our March 13 Board Meeting.

ACTION: Received presentation with the thanks of the Board of Directors.

11. RESPONSE TO BOARD REQUEST FOR PRIOR RESOLUTIONS ON GUN VIOLENCE

SUPPLEMENTAL DOCUMENTS: Memorandum from General Counsel Pandak, Resolutions Adopted 6/13/68, 9/9/81 (R22-81), and 2/13/91 (R5-91), and 2007 National Capital Region Gun Law Comparison

At the request of David Snyder (Council Member, City of Falls Church), the Board directed that COG staff provide historical information on prior COG Board positions on gun violence/control. There were three positions taken by the Board regarding various aspects of gun control in 1968, 1981, and 1991. In 2007, the Board directed that a chart comparing the gun laws in the District, Maryland and Virginia be prepared. Copies of these documents were provided to Directors. Mr. Snyder thanked the staff for the archival work and again encouraged the adoption of policy position by the Board of Directors, and specifically recommended support for the position taken by the International Association of Chiefs of Police.

There was a robust discussion among Board members and general agreement that COG should weigh in on the issue of gun violence; however, the best process by which to do so was not clear. Given the many factors influencing gun violence, it was suggested that various groups, including the police chiefs, school superintendents, and mental health professionals, should be engaged. It was further suggested that the Human Services and Public Safety Policy Committee and/or the Police Chiefs Committee would be the best venue for vetting and consensus building and then a recommendation could be made for Board approval at a future date.

Vice Chairman Phil Mendelson recommended that the Board review the IACP position and vote on a proposed resolution in support of that position at its March meeting.

In response to the Board's discussion and directives, Ms. Pandak proposed that two resolutions be prepared relating to gun violence issues for the Board's consideration in March: 1) a resolution endorsing the position of the International Association of Chiefs of Police (IACP) on gun violence, and 2) a resolution setting forth a process for certain COG committees to examine the issues and make recommendations to the Board before the Board considers a specific resolution on gun violence. She agreed to gather the available position statements named at this meeting for the Board's information.

RECOMMENDED ACTION: None at this time.

12. LEGISLATIVE UPDATE

The Chair invited Board members with active engagement and/or leadership roles in state and/or national associations to provide status reports on legislative activity related to COG's 2013 Legislative Priorities.

13. OTHER BUSINESS

With the COG Board's approval, Chuck Bean said staff will move forward with sending the sequestration letter prepared jointly by the Board of Trade and COG to members of the region's Congressional delegation.

In the letter, the Greater Washington Board of Trade and the Metropolitan Washington Council of Governments write to urge Congress and our elected representatives to take immediate, thoughtful action to stop the impending sequestration on March 1. The automatic across-the-board cuts, as opposed to thoughtful deficit reduction, would have a debilitating effect on an already fragile economy.

There was no further business to come before the meeting.

14. ADJOURNMENT

Upon motion duly made and seconded, the meeting was adjourned at 1:55 p.m. The next meeting will be held on March 13, 2013.

THE NEXT BOARD MEETING WILL BE HELD ON WEDNESDAY, MARCH 13, 2013.



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

BOARD OF DIRECTORS MEETING ATTENDANCE – February 13, 2013

<u>Jurisdiction</u>	<u>Member</u>	<u>Y/N</u>	<u>Alternate</u>	<u>Y/N</u>
<i>District of Columbia</i>				
Executive	Hon. Vincent Gray	N	Christopher Murphy	N
	Mr. Allen Lew	Y	Warren Graves	Y
Council	Hon. Phil Mendelson (Vice Chair)	Y		
	Hon. Kenyan McDuffie	Y		
<i>Maryland</i>				
Bowie	Hon. G. Frederick Robinson	N	Hon. Dennis Brady	Y
Charles County	Hon. Reuben Collins	N		
City of Frederick	Hon. Karen Young (Chair)	Y	Hon. Randy McClement	
Frederick County	Hon. David Gray	Y	Hon. Blaine Young	
College Park	Hon. Andrew Fellows	Y	Hon. Robert Catlin	
Gaithersburg	Hon. Sidney Katz	N	Hon. Cathy Drzyzgula	Y
Greenbelt	Hon. Judith “J” Davis	Y	Hon. Emmett Jordan	
Montgomery County				
Executive	Hon. Isiah Leggett	N	Mr. Tim Firestine	N
Council	Hon. Roger Berliner	Y		
	Hon. Valerie Ervin	Y		
Prince George’s County				
Executive	Hon. Rushern Baker	N	Mr. Bradford Seamon	N
Council	Hon. Karen Toles	Y		
	Hon. Andrea Harrison	Y		
Rockville	Hon. Phyllis Marcuccio	N		
Takoma Park	Hon. Bruce Williams	Y	Hon. Terry Seamens	
Maryland General Assembly	Hon. Galen Clagett	N		
<i>Virginia</i>				
Alexandria	Hon. William Euille Vice Chair)	Y	Hon. Redella Pepper	
Arlington County	Hon. Walter Tejada	Y	Hon. Jay Fissette	
City of Fairfax	Hon. Dan Drummond	N	Hon. Jeffrey Greenfield	
Fairfax County	Hon. Sharon Bulova	Y	Hon. Catherine Hudgins	
	Hon. Penelope A. Gross	Y	Hon. Patrick Herrity	
	Hon. John Foust	Y	Hon. Michael Frey	
Falls Church	Hon. Nader Baroukh	N	Hon. David Snyder	Y
Loudoun County	Hon. Matt Letourneau	N		
Loudoun County	Hon. Scott York	N		
Manassas	Hon. Jonathan Way	Y		
Manassas Park	Hon. Suhas Naddoni	N	Hon. Frank Jones	N
Prince William County	Hon. Frank Principi	Y		
	Hon. Pete Candland	N		

Virginia General Assembly	Hon. James M. Scott	N		
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