

**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: November 13, 2013**  
**TIME: 12:00 – 2:00PM**  
**PLACE: COG Board Room**

**PLEASE NOTE: Chairwoman Young will begin the meeting promptly at Noon. Lunch for members and alternates will be available at 11:30AM**

**AGENDA – (REVISED: STAFF RECOMMENDATION 11-13-13)**

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

**Karen Young, Board President Pro Tem, City of Frederick Board of Aldermen  
COG Board Chairwoman**

**2. ANNOUNCEMENTS  
(12:00 – 12:10PM)**

**Chairwoman Young**

- A. Annual Membership Meeting & Awards Luncheon – December 11, 2013**
- B. Regional Mental Health Resource Guide**

**3. EXECUTIVE DIRECTOR'S REPORT  
(12:10 – 12:15PM)**

**4. AMENDMENTS TO AGENDA  
(12:15 – 12:20PM)**

- **Table Item #8 Adoption of Policy Guidelines**
- **Table Item #10 CEEPC Priorities for 2013-2016**
- **Table Item #11 Presentation and Discussion on Regional Shared Services**
- **Under Item #12 Other Business, insert:**
  - **Ron Kirby: Life and Accomplishments**

**5. APPROVAL OF MINUTES OF OCTOBER 9, 2013  
(12:20 – 12:25PM)**

*\*Adjunct Member*

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

**A. RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO RECEIVE AND EXPEND FUNDS TO PARTICIPATE IN DOE'S ROOFTOP SOLAR CHALLENGE II**

The Board will be asked to amend Resolution R43-2013 authorizing the Executive Director, or his designee, to receive and expend up to \$125,000 in grant funding from DOE to provide technical assistance to local governments to improve their policies and processes for solar photovoltaic installations. The program will be administered in collaboration with Optony Inc., the Mid America Regional Council (MARC), and the National Association of Regional Councils. The total costs of the services shall not exceed \$125,000. COG will provide matching funds of \$40,000 to MARC and \$8,750 to Optony, Inc. The matching funds will be provided 50 percent from the approved FY 14 climate and energy program budget and 50 percent from the FY 15 climate and energy program budget.

**RECOMMENDED ACTION: Amend Resolution R43-2013.**

**B. RESOLUTION AUTHORIZING COG TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE MARYLAND DEPARTMENT OF NATURAL RESOURCES FOR ANACOSTIA FORESTRY-RELATED SERVICES**

The Board will be asked to adopt Resolution R45-2013, authorizing the COG Executive Director, or his designee to execute a nine month memorandum of understanding with the Maryland Department of Natural Resources (MDDNR) for Anacostia forestry-related services. The contractual services identified in the MOU will not exceed the amount of \$25,000, with funding provided by MDDNR. No COG matching funds are required.

**RECOMMENDED ACTION: Adopt Resolution R45-2013.**

**C. RESOLUTION AUTHORIZING COG TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE MARYLAND DEPARTMENT OF NATURAL RESOURCES FOR ANACOSTIA RIVER WATERSHED RESTORATION PARTNERSHIP-RELATED SERVICES**

The Board will be asked to adopt Resolution R46-2013, authorizing the COG Executive Director, or his designee to execute an eleven month memorandum of understanding with the Maryland Department of Natural Resources (MDDNR) for Anacostia Partnership-related technical and administrative support services. The contractual services identified in the MOU will not exceed the amount of \$41,500, with funding provided by MDDNR. No COG matching funds are required.

**RECOMMENDED ACTION: Adopt Resolution R46-2013.**

**7. FY 2013 AUDIT REPORT AND FY 2014 FIRST QUARTER REPORT  
(12:30 – 12:45PM)**

**Bruce Williams**  
Mayor, City of Takoma Park  
Chairman, FY 2013 Audit Committee

**Graylin Smith**  
Managing Partner, SB & Company, LLC

**Pamela Gray**  
Partner, SB & Company, LLC

**Paul Beriault**  
Chief Financial Officer, Metropolitan Washington Council of Governments

SB & Company, LLC (SBC) performed COG's FY 2013 audit. A draft of the audit was presented to the Audit Committee at its October 9 meeting, and subsequently, the Form 990 tax return. SBC provided an unqualified or "clean" audit for COG. COG staff will provide a summary of FY 2014 first quarter financial activity. In addition, the Board will be asked to adopt Resolution R47-2013, accepting the 2013 Audit as presented, and authorizing the Executive Director to engage SBC for another year to prepare the FY 2014 Audit.

**RECOMMENDED ACTION: Adopt Resolution R47-2013.**

**8. ADOPTION OF POLICY GUIDELINES  
(12:45 – 1:00PM)      RECOMMENDATION: TABLE**

**Chairwoman Young**

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.**

**9. WINTER WEATHER BRIEFING \ HOMELESS SERVICES IN REGION  
(1:00 – 1:20PM) (12:45-1:10PM)**

**Chris Strong**  
Warning Coordination Meteorologist, National Weather Service

**Julie Maltzman**  
Continuum of Care Lead Manager, Fairfax County Office to Prevent and End Homelessness

At the November 4<sup>th</sup> Annual Winter Weather Briefing, local transit agencies, the Office of Personnel Management, and local emergency managers were informed of the latest predictions for the upcoming winter weather season. Mr. Strong will share the critical points from this briefing as they relate to the potential shelter needs for the region's residents without adequate or secure shelter. Ms. Maltzman will provide an overview of the types and amount of shelter beds currently available to serve the region's residents during hypothermia season. COG Board members will be invited to participate in upcoming trainings for the annual Point in Time (PIT) homeless enumeration. COG staff proposes to conduct a regional scan of member jurisdictions' 10-Year Plans to End Homelessness. The Board will be asked for feedback regarding what data or practices would be most useful. In addition, the Board will be asked to adopt Resolution R48-2013 directing COG staff to conduct this regional research effort highlighting our joint efforts to end homelessness.

**RECOMMENDED ACTION: Adopt Resolution R48-2013.**

#### **10. CLIMATE, ENERGY AND ENVIRONMENT POLICY COMMITTEE PRIORITIES FOR 2013-2016**

~~(1:20 – 1:30PM)~~      **RECOMMENDATION: TABLE**

**Roger Berliner, Councilmember, Montgomery County Council  
Chair, Climate, Energy & Environment Policy Committee**

The Climate, Energy and Environment Policy Committee (CEEPC) was created by the Board in 2009 to implement the Board's adopted climate and energy policies, and since 2010, to support the region's achievement of Region Forward sustainability goals. CEEPC formalized these regional policy goals in a 2010-2012 Climate and Energy Action Plan, and recently set additional measurable goals for 2013-2016. At the October 9 board meeting Chair Berliner briefed the Board on the substantial regional progress made to date on the 2010-2012 action plan and priorities for 2013-2016. Areas of focus included energy conservation, energy efficiency, renewable energy, climate adaptation, and an exciting new focus on green cooperative purchasing. Due to an administrative error, the Board was not provided a copy of the 2013-2016 Climate and Energy Action Plan in advance of the October meeting and formal endorsement was deferred to November.

**RECOMMENDED ACTION: Adopt Resolution R44-2013.**

#### **11. PRESENTATION AND DISCUSSION ON REGIONAL SHARED SERVICES**

~~(1:30 – 1:50PM)~~      **RECOMMENDATION: TABLE**

**Andrew Fellows, Mayor  
City of College Park, Maryland**

**Chuck Bean  
Executive Director, COG**

**Stuart Freudberg  
Senior Director, Environment, Public Safety and Health, COG**

As part of the requirements to restore the Chesapeake Bay and local streams, COG members, the private sector and citizens are investing significantly in stormwater management technology – for both the capital costs of new and retrofitted stormwater management infrastructure, as well as long-term maintenance of these environmental protection technologies. Recent discussions at the COG retreat

and among policy committee members suggest that COG’s members and their constituents could potentially reduce long-term costs, achieve design efficiencies, promote local and regional economic development and employment opportunities, and receive additional benefits from formal collaboration using a “regional shared services” approach to implementation and maintenance. College Park Mayor Andrew Fellows will provide an overview of the stormwater requirements and potential benefits that may be accrued from a regional shared services approach. Mr. Bean will discuss how regional shared services could support the goal of increasing the value of membership in COG; Mr. Freudberg will note examples of existing and new areas where shared services are or might be beneficial to COG’s members, and suggest a way forward on a process and timetable for an assessment of the regional shared services concept.

**RECOMMENDED ACTION:** Receive briefing; direct staff to work with appropriate policy and technical committees to analyze potential benefits of regional shared services approach for stormwater management and other programs.

**12. OTHER BUSINESS**

~~(1:50 – 2:00PM)~~ (1:10-1:50PM)

**Ron Kirby: Life and Accomplishments**

**Staff and Board Members who worked closely with Ron Kirby for his 26 years with the Council of Governments and the Transportation Planning Board will share their remembrances of Dr. Ronald Kirby.**

**13. ADJOURN – THE NEXT MEETING IS THE ANNUAL MEMBERSHIP MEETING & AWARDS LUNCHEON ON DECEMBER 11 AT WASHINGTON CONVENTION CENTER.  
(1:50PM)**



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@mwcog.org](mailto:accommodations@mwcog.org). For details: [www.mwcog.org](http://www.mwcog.org)