

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

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

January 14, 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

Chairman Mike Knapp called the meeting to order at 12:15 p.m. with a recitation of the pledge of allegiance.

2. APPROVAL OF MINUTES OF NOVEMBER 12 MINUTES

Motion was made, seconded, and carried to adopt the minutes of the November meeting.

3. AMENDMENTS TO THE AGENDA

There was an additional grant action added to the Consent Agenda, Item 14.D, subsequent to the mailing of the materials.

4. ANNOUNCEMENTS

Mr. Knapp recognized both the outgoing and incoming Board members. District of Columbia Council Member Carol Schwartz was defeated in her reelection bid and was formally recognized for her service to COG at the December Annual Membership Luncheon and Business Meeting. Prince George's County Council Members Camille Exum and Tony Knotts; Representative Gerry Connolly; and Loudoun County Board Supervisor Lori Waters will each no longer be serving on the COG Board. Mr. Knapp thanked them for their service and noted that each will be receiving a certificate of appreciation for their work on the COG Board.

Incoming Board Members include Prince George's County Council Chairman Marilyn Bland; Prince George's County Council Member and COG Board Vice Chair Andrea Harrison; Fairfax County Board Vice Chairman Sharon Bulova; and Loudoun County Board Supervisor Andrea McGimsey.

5. EXECUTIVE DIRECTOR'S REPORT

Mr. Robertson stated that he spoke at the American Planning Association *Rebuilding America* field hearing on December 16. COG hosted this event, which included presentations by Ron Kirby, COG's Director of Transportation Planning, and others on opportunities to invest in infrastructure in 2009.

On December 15, 2008, COG co-sponsored the Nonprofit 911 forum which focused on the impact on area non-profits from the economic downturn. The goal was to develop an economic survival strategy for philanthropic and foundation based organizations.

COG has received word that both Fannie Mae and Freddie Mac will continue with their respective charitable giving programs. Additionally, Freddie Mac has committed to funding COG's Wednesday Child Program in FY 2010.

COG will be conducting its ninth annual enumeration of the region's homeless population later this month. Results of the enumeration will be included in a report to the Board in the spring.

Mr. Robertson alerted the Board to the death of Ellen Bozman, a former COG Board Chairman, six-term Chairman of the Arlington County Board, and long-time community activist. Chairman Knapp requested a brief moment of silence in honor of Ms. Bozman's tremendous work on behalf of this region.

Mr. Robertson also announced that COG will be hosting two outreach events for its state delegation members in Richmond and Annapolis. On February 5, COG will co-host a reception with the Virginia Association of Counties and the Virginia Municipal League at the Richmond Marriot. A luncheon has been planned in Annapolis on February 17 at the House Office Building. Both are intended to provide not only an opportunity to raise this organization's profile but make available valuable networking for our locally elected officials. Similarly themed events will be planned for the District of Columbia Council and Congress.

6. CONSENT AGENDA

Supplemental Documents: Resolutions R4-09 through R7-09.

A. Resolution Authorizing COG to Fund Requested Support for District Response Plan and Training

The Board adopted Resolution R4-09, authorizing the Executive Director, or his designee, to contract with a consulting firm to provide requested support to the District of Columbia for its

District Response Plan and Training. The State Administrative Agent for the National Capital Region will provide COG with \$250,000 in FY 2006 Homeland Security Grant Program funding through June 30, 2009 to execute support requested by the District of Columbia with the District Response Plan and Training. No COG matching funds are required.

B. Resolution Authorizing COG to Fund Presidential Inauguration Support for the District of Columbia

The Board adopted Resolution R5-09, authorizing the Executive Director or his designee, to provide requested support for the District of Columbia in developing the Concept of Operations and the Operations Plan for the 2009 Presidential Inauguration. COG is being provided \$40,000 through a FY 2007 UASI Subgrant from the State Administrative Agent (SAA) to fund the services of a consulting firm to provide the requested support. No COG matching funds are required.

C. Resolution Authorizing the Engagement of an Independent Auditor to Perform the Fiscal Audit for Fiscal Years 2009-2012

The Board adopted Resolution R6-09 authorizing the Executive Director, or his designee, to engage an independent Certified Public Accounting firm to conduct the annual fiscal year end audits for the fiscal years 2009-2012. The estimated annual audit expenditure for FY 2009 is \$58,000.

D. Resolution Authorizing COG to Fund Regional After-Action Report for 2009 Presidential Inauguration

The Board adopted Resolution R7-09, authorizing the Executive Director, or his designee, to execute a contract with a consulting firm to provide support requested by the Chief Administrative Officers and the Senior Policy Group to develop a Regional After-Action Report for the 2009 Presidential Inauguration. The State Administrative Agent for the National Capital Region will provide COG up to \$400,000 in Urban Area Security Initiative grant funding, good through July 31, 2009, for execution and completion of the After Action Review. No COG matching funds are required.

ACTION: Upon motion made, and seconded, Resolutions R4-09 through R7-09 were unanimously approved and adopted.

7. ELECTION OF BOARD OFFICERS

Supplemental documents: Resolution R1-09 (Electronic)

The following members were nominated to serve as officers of the COG Board of Directors for 2009: Chairman Penelope Gross, Fairfax County; Vice Chairman Kwame Brown, District of Columbia; and Vice Chairman Andrea Harrison, Prince George's County.

Mr. Knapp stated that he could think of no better person to hand over the Board Chairmanship to than Ms. Gross whose commitment to this organization and the region through the years has been remarkable. He added that while the past year was met with significant challenges that will likely carry forth for some time, COG has also made considerable progress including the passage of legislation by Congress for dedicated funding for the capital maintenance needs of Metro and the advancement of the Greater Washington 2050 Initiative. Greater Washington 2050 will provide the framework and foundation to shape the future by supporting sound regional action today.

ACTION: 2008 Board Officer Nominations were approved and Resolution R1-08 unanimously adopted.

8. RECOGNITION OF IMMEDIATE PAST CHAIRMAN

Chairman Gross stated that it has been a pleasure working with Mr. Knapp during his year as Chairman. He is a positive and forward-looking leader, which are important qualities for a public servant to have during these challenging times. In 2008, COG made great progress on some of its major long-term initiatives like Greater Washington 2050 and Climate Change. It was also fitting that the Congress finally passed a dedicated funding measure for Metro during Mr. Knapp's chairmanship since he has been one of the leading advocates for it over the past several years. Mr. Knapp was also an excellent spokesman for the organization in media interviews and on COG's new podcast series, always willing to speak on behalf of regionalism and the important work we do here. On behalf of the COG Board, Chairman Gross thanked Mr. Knapp for his service as COG's 2008 Chairman and presented him with a token of appreciation.

9. REGIONAL PREPARATIONS FOR THE PRESIDENTIAL INAUGURAL

Supplemental Documents: DC Inaugural Presentation (Electronic)

NCRC Inaugural Presentation (Electronic)

The inauguration of President-elect Obama and the numerous events taking place that weekend are expected to bring millions of visitors to the National Capital Region. Preparation has been underway for several months and regional emergency management and public safety officials are working together to ensure a safe experience for all participants.

The District of Columbia Department of Homeland Security and Emergency Management has the lead responsibility for much of the activity, alongside several federal agencies, which are aided by the work of the U.S. Department of Homeland Security, Office of National Capital Region Coordination. The COG Board was briefed by Dan Tangherlini, the District of Columbia's Chief Administrative Officer, and Chris Geldart, Director of the Office of National Capital Region Coordination for the Department of Homeland Security, on planning and coordination efforts to date and final preparations for the inaugural weekend.

Mr. Tangherlini stated that due to the historic proportions of this year's inaugural and the expectation of millions coming to the District to witness the occasion, there has been unprecedented regional planning coordination and cooperation. Significant attention has been paid to accommodate an exponential increase of users of the greater Washington transportation system. For security reasons, all bridges in Virginia that connect with the District of Columbia will be closed to automobile traffic and several metro stations will also be closed January 20. The Commonwealth of Virginia will be offering free Metrobus service that day and the Virginia Railway Express, usually closed on Federal holidays, will be in full operation. The MARC train in Maryland will also be running a full schedule.

The traditional "inaugural zone" has been expanded such that the entire Mall will be open from the Capitol to the Lincoln Memorial to accommodate the two million visitors that are expected.

Mr. Geldart stated that a steering committee, facilitated by the Secret Service and comprised of many state and federal agencies, has been created to specifically focus on the complexities of this event. He added that many facets of planning have been evaluated including the weather, emergency needs, communication, and unpredictable circumstances. He said those who will be attending the inaugural events need to have a plan in place and be aware that there are different safety regulations for each of them. People who work in the District of Columbia should also identify a plan for getting to work because there will be significant road closures.

Chairman Gross asked what, if anything, is being done to assist and/or deter those with compromised health who wish to attend. Mr. Tangherlini stated that there will be 58 aid stations within the inaugural zone. WWW.Gettingthere.org will show people the routes available once they

are in the City; there will be a significant amount of walking involved. Even the nearest bus stops will likely be a mile away. The goal is to provide factual, practical information without being inhospitable.

City of Rockville Council Member John Britton asked if there would be additional food vendors available to accommodate the large crowds. There will be.

Fairfax County Board Supervisor John Foust asked if there was a list of what you can bring on to the mall; there has been a lot reported in the media about what cannot be brought rather than what was allowed. The following linked was referred to for specifics: www.pic2009.org.

Prince William County Supervisor Frank Principi asked why the press had been reporting that those who wish to see the swearing in could not go to parade. Mr. Tangherlini responded that there just would not be enough time, given the estimated attendees, to get from one place to the other.

Arlington County Board Member Jay Fissette requested a simple explanation for his constituents as to why the bridges on 66 and 95 would be closed. The bridges will be open but to through traffic only; reason being that there must be a way to get people out of the City quickly in the event of an emergency. If there are a bunch of cars flooding all the streets there will be no where to go.

City of Falls Church Council Member David Snyder asked how people across the region would be notified in the event of an emergency. Jumbotrons on the Mall and throughout the City would alert those in the immediate area, electronic highway road signs would notify those further out. The Unified Joint Information Center will be in charge of ensuring one common message is communicated.

Montgomery County Council Member Roger Berliner requested a suggestion for those who plan to go to one of the events but do not yet have a plan. Anyone who needs information on getting around the City, and time estimates, during the inaugural should visit www.gettingthere.org.

Montgomery County Council Member Mike Knapp stated that there should be a clearer message to the public that parking will be extremely limited within the City and people should not plan to drive in.

Chairman Gross requested that the Board receive a briefing following the inaugural on what worked well and what could be improved upon in the future.

10. COMMENT LETTER ON EPA PROPOSAL TO INCLUDE MONTGOMERY AND PRINCE GEORGE'S COUNTIES IN THE MARYLAND AND BALTIMORE NON-ATTAINMENT AREA FOR PARTICULATE MATTER

Supplemental Document: Letter from EPA to Governor O'Malley (Electronic)

On December 5, 2008 the Environmental Protection Agency Region III sent a letter to Maryland Governor Martin O'Malley alerting him that EPA intends to modify the state's air quality designations for the Baltimore non-attainment area for the 2006 24-hour PM2.5 standard. Specifically, that EPA will be adding Montgomery and Prince George's Counties to the Baltimore non-attainment area. The letter requested comments on this proposed designation by February 3, prior to its final determination April 6, 2009.

Because of the significant implications for the Washington region's air quality and transportation planning processes, MWAQC transmitted a letter to the COG Board and Transportation Planning Board proposing that a unified regional position opposing this action be sent on behalf of all three bodies to EPA. District of Columbia Council Member and Metropolitan Washington Air Quality

Committee (MWAQC) Chairman Phil Mendelson summarized the issues and sought COG Board support for a joint letter along with MWAQC and Transportation Planning Board Chairs.

Mr. Mendelson stated that the decision to designate Montgomery County and Prince George's County as part of the Baltimore nonattainment area was based on the same analysis that was used to reach the opposite conclusion in August. MWAQC believes that the technical analysis underlying the December 5th proposal is flawed and includes the use of preliminary emission inventory data, and an overestimated VMT growth for the affected counties.

The transportation conformity analysis process in the Washington region has proceeded efficiently and smoothly for many years through coordination between MWAQC and the National Capital Region Transportation Planning Board. The proposed designation would significantly complicate transportation conformity in the Washington region by linking its conformity process to that of the Baltimore region, thereby precluding the continuation of independent transportation planning activities for the two Metropolitan Planning Organizations (MPOs).

Joan Rohlf, COG's Chief of Air Quality Planning, stated that the rationale for the EPA's decision is that the two Counties emissions, which are contiguous to Baltimore, contribute to its air quality problems.

Chairman Gross requested that a final draft be sent to the Executive Committee for review and then transmitted electronically to the entire Board.

ACTION: Upon motion made, and seconded, the Board approved the transmittal of a letter to the EPA opposing the new designation.

11. PROPOSED COG OUTREACH TO NEW ADMINISTRATION AND CONGRESS

The new Administration and Congress present area local and state governments and COG with an opportunity to foster new partnerships and identify top regional policy and funding priorities. COG can play an important role in both shaping and advancing regional priorities as important federal legislation moves quickly in the 111th Congress. Mr. Robertson summarized early COG federal outreach, potential federal priority issues, and proposed outreach to the National Capital Region Congressional delegation.

Outreach to the Administration and the Congress will be an evolutionary process with the most immediate priorities addressed first -- responding to the proposed stimulus legislation. Both the COG Board and the Transportation Planning Board have transmitted letters to the Congressional delegation which detail shovel ready projects in the region and the need for local governments and groups that support local governments to be an important vetter of those priorities.

Secondly, this organization has embraced a number of priorities that are important to Congress, the Administration, or both including: transportation funding generally and Metro dedicated funding specifically; climate change; energy conservation; restoration of the Chesapeake Bay and Anacostia watersheds; homeland security; and the Base Realignment and Closure recommendations in addition to newly emerging issues. Staff will work to develop a regional set of priorities and "asks" and a strategic way to achieve them.

Third, staff has been working with several members of the Congressional delegation to reinstitute regular meetings of that body with COG providing support when and where appropriate. COG has been asked to host the initial meeting of the Delegation as early as February which would include the members of the COG Board and leadership of both the Transportation Planning Board and

Metropolitan Washington Air Quality Committee providing an opportunity for local leaders to be the advocates of COG's regional priorities.

Lastly, staff will provide an analysis, similar to prior years, of the Administration's proposed budget and its potential impacts on the region.

This process, should it be approved by the Board will occur over the next three months with regular updates provided as appropriate. Staff will be increasing its outreach to the Delegation through more regular communication, most notably, the creation of quarterly newsletters that highlight significant actions taken at COG.

Montgomery County Council Member Roger Berliner commended the effort by COG in support of the NCR Congressional Delegation.

ACTION: The Board approved the proposed federal outreach strategy.

12. FY 2009 FISCAL UPDATE AND MANAGEMENT RECOMMENDATIONS

Supplemental Documents: First Quarter Financial Report

City of Greenbelt Mayor and COG's Secretary Treasurer J Davis provided the COG Board with the FY 2009 first quarter (July – September) report. The reports show significant budgetary and fiscal developments that further strengthen COG's financial position and allow for the completion of this year's approved program and meeting strategic goals. The cash balance was \$3.73 million dollars as of September 30, 2008 which allows COG to meet all vendor payments and employee payroll. The Reserve Fund has increased from \$8.51 million to \$8.61. COG's total revenue exceeds total expenses by \$4.3 million. Total forecast annual program revenues increased by 8.5% from the adopted work program and budget due to additional funding for the Transportation Planning, Commuter Connections, and Environmental Programs.

Mr. Robertson briefed the Board on several management actions that began in FY 2008 to "tighten COG's belt" and ensure that it operates in as efficient and effective manner as possible. To reduce program and overhead costs and also address anticipated higher costs for employee benefits management: recommended there be no general schedule or cost of living increase beginning July 2008; reorganized several programs and staff that are more dependent on member assessment and discretionary grant revenues; abolished the Assistant Executive Director position through a reduction in force; and increased employee and corporate contributions to the COG employee defined benefit pension plan.

Mr. Robertson stressed the importance of COG's adherence to fiscal responsibility and assured the Board that COG will end its fiscal year in the black, continue to add to its general reserve fund, not exceed its indirect cost allocation plan for management and overhead expenses, and will aggressively leverage existing programs to maximize the return on member investment and associate benefits and outcomes.

13. APPROVAL OF FY 2010 WORK PROGRAM AND BUDGET

Montgomery County Council Member and Chairman of COG's FY 2010 Budget and Finance Committee Mike Knapp stated that this year's work program and budget will reflect the tough economic times. While resources are limited, the needs of the region still exist and so COG will focus on several "high-priority" goals.

Mr. Robertson stated that the FY 2010 Work Plan and Budget focuses on a few high-priority goals, contains no new initiatives, and reduces or eliminates several programs and/or committees. In addition, COG will be aggressively pursuing opportunities to leverage existing programs, such as

cooperative purchasing and its regional health care coalition, to provide greater support and return on investment to member governments. Economic constraints require governments to do more with less, and COG management will continue to create a more efficient organization dedicated to its member top priorities.

Members have been clear that this organization must focus on the "big picture" challenges in the next half century like climate change and energy and to help local governments shape a prosperous and sustainable region for future generations. To meet these goals, COG is further strengthening ties amongst its transportation, environmental and metropolitan planning programs. Additionally, COG has reorganized its Department of Human Services, Planning and Public Safety in to two smaller entities-the department of Community Planning and Services and the Department of Public Safety and Health- as part of the effort to sharpen its overall focus.

The total FY 2010 budget was submitted at \$27.5 million which is an increase of \$26.5 million in FY 2009. The 3.6 percent increase from FY 2009 is a combination of more proposed funding in the Transportation Planning, Commuter Connections, and Environmental Resources offset by the declines in funding for Community Planning Services and Public Safety programs. In recent years, the executive director's proposed membership assessment has been less than the proposed formula assessment, balancing COG funding requirements and member government budget constraints. Responding to the extraordinary fiscal challenges facing COG's member governments, management has recommended and the COG Budget and Finance Committee has agreed to COG membership assessments for FY 2010. Therefore, membership dues will total \$3.22 million as in FY 2009. Membership revenue represents 12 percent of the total budget, reflecting the organization's success at leveraging the local contributions to generate funds to advance COG goals.

ACTION: Upon motion made and seconded, Resolution R2-09 approving the FY 2010 Work Program and Budget was unanimously adopted.

14. APPOINTMENT OF 2009 POLICY COMMITTEE LEADERSHIP

Chairman Gross appointed the chairs of the following COG Board policy committees for 2009: Metropolitan Development Policy Committee- Alan Imhoff, City of Frederick; Human Services and Public Safety Policy Committee- Ingrid Turner, Prince George's County; Chesapeake Bay Policy Committee- Cathy Drzyzgula, City of Gaithersburg; and the Aviation Policy Committee- Mary Hynes, Arlington County. Mike Knapp, Montgomery County was also appointed as the Chairman of the National Capital Region Emergency Preparedness Council.

The meeting was adjourned at 2:10 p.m.

THE NEXT BOARD MEETING WILL BE ON WEDNESDAY, FEBRUARY 11, 2009.

**ATTENDANCE: JANUARY 14, 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. Dan Tangherlini | Y | | |
| Council | Hon. Vincent Gray | Y | | |
| | Hon. Kwame Brown | Y | Hon. Phil Mendelson | Y |
| Maryland | | | | |
| Bowie | Hon. G. Frederick Robinson | N | Geraldine Valentino-Smith | N |
| College Park | Hon. Robert Catlin | Y | | |
| City of Frederick | Hon. William Holtzinger | N | Hon. Alan Imhoff | Y |
| Frederick County | Hon. David Gray | N | Hon. Jan Gardner | N |
| Gaithersburg | Hon. Sidney Katz | N | Hon. Henry Marraffa | Y |
| Greenbelt | Hon. Judith "J" F. Davis | Y | Hon. Rodney Roberts | Y |
| Montgomery County | | | | |
| Executive | Hon. Isiah Leggett | N | Mr. Tim Firestine | N |
| Council | Hon. Roger Berliner | Y | | |
| | Hon. Michael Knapp | Y | | |
| Prince George's County | | | | |
| Executive | Hon. Jack B. Johnson | N | Dr. Jacqueline Brown | N |
| Council | Hon. Marilyn Bland | Y | Hon. Tom Dernoga | N |
| | Hon. Andrea Harrison | Y | | |
| 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 Euille | Y | Hon. Redella Pepper | N |
| Arlington County | Hon. Jay Fissette | 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 | Y | Hon. Michael Frey | N |
| | Hon. John Foust | Y | Hon. Patrick Herrity | N |
| Falls Church | Hon. Robin Gardner | N | Hon. David Snyder | Y |
| Loudoun County | Hon. Andrea McGimsey | Y | | |
| Manassas | Hon. Harry J. Parrish II | N | | |
| 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 | N | | |

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| Other Participants |
| Chris Geldart, Director DHS Office of National Capital Region Coordination |
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