

**COG BOARD OF DIRECTORS MEETING**

**DATE: February 11, 2015**  
**TIME: 12:00 – 2:00PM**  
**PLACE: COG Board Room**

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

**A G E N D A**

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

**William Euille, Mayor, City of Alexandria  
COG Board Chair**

**2. ANNOUNCEMENTS  
(12:05 – 12:10PM)**

**Chair Euille**

**A. 2015 Board Handbook**

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

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

**5. APPROVAL OF MINUTES OF JANUARY 14, 2015  
(12:20 – 12:25PM)**

*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*  
  
*\*Adjunct Member*

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

**A. RESOLUTION AUTHORIZING COG TO ESTABLISH, MAINTAIN AND MANAGE COG'S DEPOSITORY ACCOUNTS**

The Board will be asked to adopt Resolution R9-2015 authorizing the Executive Director to establish, maintain and manage depositories for the funds of the corporation. Although Section 8.08 of COG's Bylaws specifically delegates responsibility for day-to-day management of the corporation to the Executive Director, most banking and investment institutions require confirmation that authority has been granted through a Board resolution.

**RECOMMENDED ACTION: Adopt Resolution R9-2015.**

**B. RESOLUTION AUTHORIZING COG TO ESTABLISH AND MAINTAIN A TWELVE-MONTH REVOLVING LINE OF CREDIT**

The Board will be asked to adopt Resolution R10-2015 authorizing the Executive Director to establish and maintain a twelve-month revolving line of credit of up to ten percent (10%) of total operating expenses as defined in the most recent audited financial statements. Based on the FY2014 audited financial statements, the current borrowing limit would be approximately \$4.8 million. Lines of credit are used for overdraft protection, for major expenses that must be incurred prior to reimbursement by funders, and for cash needs resulting from an emergency situation. Although Section 8.08 of COG's Bylaws specifically delegates responsibility for day-to-day management of the corporation to the Executive Director, most banking and investment institutions require confirmation that authority has been granted through a Board resolution. COG currently has an unused line of credit of \$3.0 million with SunTrust Bank.

**RECOMMENDED ACTION: Adopt Resolution R10-2015.**

**C. RESOLUTION AUTHORIZING COG TO RECEIVE AND EXPEND FUNDS FROM THE U.S. DEPARTMENT OF ENERGY'S (DOE) SOLAR MARKET PATHWAYS GRANT PROGRAM**

The Board will be asked to adopt Resolution R11-2015 authorizing the Executive Director, or his designee, to receive and expend up to \$60,000 from the DOE through a contract with Virginia Electric Power Company (Dominion) to support COG's role as a Core Advisory Team member for the development of plans and programs to foster improved markets for solar photovoltaics in the Commonwealth of Virginia. COG will provide matching funds not to exceed \$15,000 available in the Regional Environmental Budget Fund.

**RECOMMENDED ACTION: Adopt Resolution R11-2015.**

**D. RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO PURCHASE TECHNICAL RESCUE PERSONAL PROTECTIVE EQUIPMENT FOR SIX LOCAL JURISDICTIONS AS REQUESTED**

The Board will be asked to adopt Resolution R12-2015 authorizing the Executive Director, or his designee, to receive and expend grant funds from State Administrative Agent (SAA) for the National Capital Region in the amount of \$711,900. COG has been requested by the City of Alexandria, the District of Columbia, Loudoun County, Montgomery County, Prince George’s County, and Prince William County to enter into a contract to procure Technical Rescue Personal Protective Equipment in quantities as specified. Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. **No COG matching funds are required.**

**RECOMMENDED ACTION: Adopt Resolution R12-2015.**

**E. RESOLUTION AUTHORIZING COG TO AMEND CONTRACT FOR IMPLEMENTATION OF IMPROVEMENTS TO THE ENTERPRISE RESOURCE MANAGEMENT SYSTEM (COSTPOINT)**

The Board will be asked to adopt Resolution R13-2015 authorizing the Executive Director, or his designee, to amend the contract with Iuvo Systems, Inc. to the amount of \$120,000. The contract will include developing, populating and testing an improved accounting and project management system based on the results of the planning and design completed in first phase of the project. This amendment extends the contract period from three months to six months, and increases the amount of the contract to \$120,000. This is an administrative cost that will be recovered through the indirect cost rate. The resolution further authorizes the Executive Director, or his designee to amend the contract with Iuvo Systems, Inc. in an additional amount of up to \$50,000, based on a recommendation from the Chief Financial Officer or Deputy Executive Director for further testing and development after April 30, 2015.

**RECOMMENDED ACTION: Adopt Resolution R13-2015.**

**ACTION AGENDA**

**7. MARKETPLACE FAIRNESS ACT  
(12:30-12:35PM)**

**Monica Beyrouiti  
Member Services Associate/Clerk to the Board, COG**

At the January 14 Board of Directors meeting the Board was briefed on the potential Marketplace Fairness Act legislation in the 2015 legislative session. The Board directed staff to prepare a letter on behalf of the Board in support of the Marketplace Fairness Act. Ms. Beyrouiti will present the draft letter for discussion and approval.

**RECOMMENDED ACTION: Adopt Resolution R14-2015, approving distribution of the Marketplace Fairness Act letter.**

**8. APPROVAL OF THE DRAFT ROUND 8.4 COOPERATIVE FORECASTS  
(12:35-12:45PM)**

**Paul DesJardin  
Director, Community Planning and Services**

COG established the Cooperative Forecasting program in 1975 to enable local, regional and federal agencies to coordinate planning using common assumptions about future growth and development. The Cooperative Forecasts are developed through a “top-down / bottom-up” process which synthesizes regional econometric model projections and local government forecasts based on current and planned development. The Planning Directors Technical Advisory Committee (PDTAC) approved this fourth update to the 8<sup>th</sup> major series of Forecasts, “Round 8.4”, at their January 17 meeting, reflecting the 2010 Census and local economic and demographic trends. The Board will be asked to approve the draft Round 8.4 Forecasts for use by the National Capital Region Transportation Planning Board (TPB) in the Air Quality Conformity Analysis of the 2015 Financially Constrained Long Range Transportation Plan (CLRP) and the FY2015-2020 Transportation Improvement Program (TIP).

**RECOMMENDED ACTION: Adopt Resolution R15-2015, approving the draft Round 8.4 Cooperative Forecasts.**

**9. HUMAN SERVICES AND PUBLIC SAFETY POLICY COMMITTEE PRIORITIES AND FOCUS FOR 2015  
(12:45-1:00PM)**

**Honorable Walter Tejada  
Vice Chairman, Arlington County Board  
Chairman, Human Services and Public Safety Policy Committee (HSPSPC)**

Newly elected HSPSPC Chairman Tejada will brief the Board on the priorities and focus of the HSPSPC in 2015. The HSPSPC is a policy committee that serves as an advisory body to the Board of Directors. The goal of the committee is to provide oversight on all health, human service, and public safety matters including law enforcement, fire and emergency medical services, emergency management, corrections, animal services, public health, foster care, child care, housing, mental health, and substance abuse programs.

**RECOMMENDED ACTION: Receive briefing and provide feedback to the HSPS Chair.**

**10. NATIONAL TRANSPORTATION SAFETY BOARD (NTSB) BRIEFING ON THE INVESTIGATIVE PROCESS FOLLOWING TRANSPORTATION ACCIDENTS  
(1:00-1:25PM)**

**Honorable Christopher Hart  
Acting Chairman, NTSB**

The NTSB was established in 1967 to conduct independent investigations of all civil aviation accidents in the United States and major accidents in the other modes of transportation. NTSB Acting Chairman Hart will brief the Board on the structure and policies used during the investigative process.

**RECOMMENDED ACTION: Receive briefing and discuss.**

**11. WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY (WMATA) BRIEFING ON EMERGENCY PROTOCOLS FOR THE METRORAIL SYSTEM  
(1:25-1:55PM)**

**Mr. Mortimer Downey**  
**Chair, WMATA Board of Directors**

**Mr. Jack Requa**  
**Interim General Manager, WMATA**

In response to the request made at the January 14<sup>th</sup>, 2015 Board of Directors' meeting, WMATA Chair Mort Downey will brief the Board on current emergency protocols in place for the Metrorail system.

**RECOMMENDED ACTION: Receive briefing and discuss.**

**12. OTHER BUSINESS  
(1:55-2:00PM)**

**13. ADJOURN – THE NEXT MEETING IS WEDNESDAY MARCH 11, 2015  
(2:00PM)**



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Email: [accomodations@mwcoq.org](mailto:accomodations@mwcoq.org). Phone: 202-962-3300 or 202-962-3213 (TDD).”