

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

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

May 11, 2011

BOARD MEMBERS, ALTERNATES AND PARTICIPANTS PRESENT AND NOT PRESENT

***SEE ATTACHED CHART FOR ATTENDANCE**

STAFF

**David J. Robertson, Executive Director
Sharon Pandak, General Counsel
Diane Humke, Clerk to the Board**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Harrison called the meeting to order at 12:15 p.m.

2. CHAIRMAN'S ANNOUNCEMENTS

Chairman Harrison announced the COG Leadership Retreat will be July 22 - 24 at the Hyatt Regency Chesapeake Bay. Emphasis will be placed on the evolving relationship between local, state, and federal governments, especially in light of economic and demographic changes. A major priority is placed on seeing that all of COG, not just the Board, is involved in the event.

3. EXECUTIVE DIRECTOR'S REPORT

Mr. Robertson stated that he had a meeting with the Center for Disease Control and Prevention to discuss a possible COG partnership with regards to HIV/AIDS education programs.

Mr. Robertson met with Arlington County Manager Barbara Donnellan and Fire Chief Jim Schwarts regarding Homeland Security priorities for this region.

Mr. Robinson distributed the Homeless Enumeration Report and the Washington Region Drought and Water Supply Status and Outlook which reported normal water levels.

4. AMENDMENTS TO THE AGENDA

There were no amendments to the Agenda.

5. APPROVAL OF MARCH 9, 2011 MINUTES

The minutes of the April 11, 2011 meeting were approved and adopted.

6. CONSENT AGENDA

Supplemental Documents: R22-2011 through R24-2011 and R26-2011.

A. RESOLUTION ADOPTING BYLAWS FOR THE CHIEF ADMINISTRATIVE OFFICERS (CAOs) COMMITTEE.

The Board adopted Resolution R22-2011 Adopting Bylaws for the Chief Administrative Officers (CAO'S) Committee.

B. RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OR HIS DESIGNEE TO ENTER INTO A CONTRACT AND EXPEND FUNDS FOR CONSULTANT SERVICES TO SUPPORT AN INTEGRATED COMMUNITY ENERGY SOLUTIONS TASK FORCE IN THE WASHINGTON REGION

The Board adopted Resolution R23-2011 authorizing the Executive Director, or his designee, to enter into a contract agreement with FVB Energy Inc. and to expend up to \$50,000 from the FY 2011 MWAQC budget to carry out the tasks identified in the COG Request for Proposal 11-015. Through a competitive process, a technical review committee selected a qualified contractor (FVB Energy Inc.) to carry out this project. MWAQC authorized use of its FY 2011 funds for this purpose at its December 2010 meeting.

C. RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AGREEMENTS TO PROVIDE SUPPORT FOR OPERATIONS OF THE METROPOLITAN AREA TRANSPORTATION OPERATIONS COORDINATION PROGRAM

The Board adopted Resolution R24-2011 authorizing the Executive Director, or his designee, to enter into one or more agreements with member agencies of the Metropolitan Area Transportation Operations Coordination (MATOC) Program Steering Committee to support the operation of the MATOC Program. DDOT, MDOT, VDOT, and WMATA comprise the MATOC Program Steering Committee; the National Capital Region Transportation Planning Board is an ex-officio member of the Steering Committee. Current MATOC operations are staffed by the University of Maryland Center for Advanced Transportation Technology. The Executive Director is further authorized to contract with the University of Maryland, other universities, and/or private contractors to operate components of the MATOC program. This authorization will be in effect from its date of approval through no later than June 30, 2016, and is not to exceed \$6 million in total. The sources of funding will be federal and/or state transportation funding provided by DDOT, MDOT, and/or VDOT. No COG matching funds will be required.

D. REQUEST FOR AUTHORIZATION TO CONDUCT THE 2011 WASHINGTON-BALTIMORE REGIONAL AIR PASSENGER SURVEY UNDER COG'S CONTINUOUS AIRPORT SYSTEM PLANNING PROGRAM

The Board adopted Resolution R26-2011 authorizing the Executive Director, or his Designee, to enter into contracts with the Metropolitan Washington Airports Authority and the Maryland Aviation Administration to conduct the 2011 Washington-Baltimore Regional Air Passenger Survey in an

amount not to exceed \$300,000. Subsequently, the Executive Director, or his designee, is also authorized to enter into contracts with qualified firms to conduct the Year 2011 Washington-Baltimore Regional Air Passenger Survey under COG's Continuous Airport System Planning program. No COG matching funds will be required.

7. PRESENTATION ON NEW DHS NATIONAL TERRORISM ADVISORY SYSTEM

Supplemental Documents: DHS Handout.

The Board heard about potential impacts of changes to the nation's terror alert system. The color-coded system is gone, but the challenge remains: Preparing for an emergency and getting the word out to the public. In April, the Department of Homeland Security launched its new National Terrorism Advisory System. Instead of color-coded warnings issued nationwide, DHS will now issue elevated or imminent alerts based on credible threats to specific cities.

Charles Marino of Department of Homeland Security described that the new Terrorism Alert System is set up to be less confusing as the old color-coding system. The new system will use media outlets and social media such as Facebook and Twitter to get the alerts out to the public. The new system will address issues at both the state and local levels and information will be specific emphasizing not just what is going on but what the public should do.

Mernie Fitzgerald of Fairfax County stated that information will begin to come from local governments and will be transmitted through various different sources such as text messages to cell phones, hotline updates, websites and the use of social media. Ms. Fitzgerald emphasized the importance of sending out consistent messages no matter what method of communication is used.

Dave Snyder, Mayor of Falls Church, asked about how to get a clear message out to the entire public and cited the January 26 snowstorm as a failure of communication. Mr. Marino stated that the messages would be clear and concise and easy for the public to understand what was going on and what to do next.

Vice Chairman Mendelson expressed concern over how to spread a simple single message to a large amount of people and Ms. Fitzgerald emphasized using many outlets to spread the same message and having a preparedness plan ready.

8. COG POLICY FOCUS AND PRIORITIES – STATE LEGISLATIVE BRIEFING

Supplemental Documents; None

Delegate James Scott, Virginia General Assembly, gave a presentation on Virginia's legislative issues. This year was a redistricting year for Virginia and a unique year because for the first time one house was lead by one party and the other house was led by the other party. Loudoun, and Fairfax Counties increased in population and there was an increase in the gas tax.

9. ECONOMIC GROWTH FOCUS – THE ROLE OF THE COMMUNITY DEVELOPMENT BLOCK GRANT

Supplemental Documents: CDBG Presentation and Resolution R25-2011

The COG Board has made economic growth one of its areas of policy focus for 2011, including job growth and retention and strengthening the workforce to compete for the jobs of the future. In April, the COG Board adopted Resolution R19-2011, recognizing National Community Development Week and supporting COG's participation in a forum highlighting the contributions of the Federal Community Development Block Grant (CDBG) in the National Capital Region. The COG Board viewed

a video on the impact of CDBG funds on job training and workforce readiness and received a briefing on the outcomes of the forum.

CDBG provided the Washington area with \$82 million dollars in funds which supported the building of a medical facility in Prince George's County and helped to train 935 people in Arlington County as well as provided job skills and training for many jurisdictions. CDBG has helped promote a wide range of human services in many counties. In Arlington County CDBG has helped develop affordable housing, job training for low to moderate income families, and encouraged small business growth. In D.C. CDBG helped bring green, affordable housing to the city. The Grant program has helped bring affordable senior housing to Fairfax County, a youth center to Gaithersburg, emergency and elderly shelters to Loudoun County, pedestrian arts alley, and affordable housing to Montgomery County residents and accessible and affordable housing to Prince George's County as well as significant renovations to Prince William County communities.

Alicia Lewis, COG's Housing Planner, stressed the importance of funds stating that funding is most critical for affordable housing and other community programs. Jesse Buggs of the City of Bowie stressed that the cutting of programs and funding for programs is very harmful to the community and said that COG should work to keep funding for resources needed.

E. Kim Rhim, Executive Director, The Training Source Inc. talked about how there is never enough funding for the needs of the community but The Training Source has been able to find employment and help train for better employment. The Training Source Inc. has many teen and youth programs as well as adult education programs and they are funded by the grant.

Chairman Harrison said that the retreat would have a topic that addresses government cuts and the impact of the community. Resolution R24-2011 was adopted.

10. HIGHLIGHTS FROM COG'S *KIDS NEED FAMILIES* EVENT

Supplemental Documents; Presentation and Resolution R25-2011

The 8th Annual Kids Need Families Event was held at Nationals Stadium to honor and celebrate foster care families. Over 800 people attended this year's event and a fun time was had by all.

A member from each of the honored family's jurisdiction was present to honor the family and a write up on each family was made. A Public Service Announcement was made to help promote foster family and adoptions and the video will be shown on public television.

Supervisor Andrea McGimsey said that it was a great moment and that she was happy she got to share with the foster family from her jurisdiction.

Resolution R25-2011 was adopted.

11. FY 2011 THIRD QUARTER FISCAL REPORT

Supplemental Documents; Third Quarter Fiscal Report

Council Member, City of Manassas and COG Secretary-Treasurer Sheryl Bass presented FY 2011 Third Quarter Fiscal Report.

Cash at March 31, 2011 was \$4,185,331 which allows COG to meet its cash requirements for its financial obligations to vendors exceeding the amount of \$2,661,695 for accounts payable. For the third quarter of the fiscal year 2011, COG's reserve funds were at \$9,904,293. The reserve funds are invested in certificates of deposits and are laddered in maturities to meet liquidity and average rate of returns requirements.

COG's revenues for the nine month period exceeded expenses by \$2,767,559. Interest income from investments amounted to \$155,612. The current average yield on the certificates of deposits is 3.6%; total forecast annual program revenues decreased by \$225,000 or 1% from the adopted work program budget. The reason for this change is due to the decreased funding for the Commuter Connections Program and lesser projected investment income due to the lower interest rate environment and The Accounts Receivable balance was at \$6,545,039.

12. OTHER BUSINESS

None

13. ADJOURN-THE NEXT BOARD MEETING WILL BE ON WEDNESDAY, JUNE 8, 2011.

**BOARD OF DIRECTORS/ALTERNATES 2011
ATTENDANCE: 5/11/2011**

<u>Jurisdiction</u>	<u>Member</u>	<u>Y/N</u>	<u>Alternate</u>	<u>Y/N</u>
<i>District of Columbia</i>				
Executive Council	Hon. Vincent Gray	N		
	Mr. Allen Lew	N	Warren Graves	Y
	Hon. Phil Mendelson	Y		
	Hon. Michael Brown	N		
<i>Maryland</i>				
Bowie	Hon. G. Frederick Robinson		Hon. Dennis Brady	N
City of Frederick	Hon. Randall McClement		Hon. Karen Young	Y
College Park	Hon. Andrews Fellows	Y	Hon. Robert Catlin	N
Frederick County	Hon. David Gray	N	Hon. Jan Gardner	N
Gaithersburg	Hon. Sidney Katz	N	Hon. Cathy Drzyzgula	Y
Greenbelt	Hon. Judith "J" F. Davis	Y	Hon. Emmett Jordan	
Montgomery County				
Executive Council	Hon. Isiah Leggett	N	Mr. Tim Firestine	N
	Hon. Roger Berliner	Y		
	Hon. Valerie Ervin	N		
Prince George's County				
Executive Council	Hon. Rushern Baker	N	Mr. P. Michael Errico	Y
	Hon. Karen Toles	N		
	Hon. Andrea Harrison (Chair)	Y		
Rockville	Hon. John Britton	Y		
Takoma Park	Hon. Bruce Williams	Y	Hon. Terry Seamens	
Maryland General Assembly	Hon. Galen Clagett	N		
<i>Virginia</i>				
Alexandria	Hon. William Euille	Y	Hon. Redella Pepper	
Arlington County	Hon. Walter Tejada	Y	Hon. Jay Fiset	
City of Fairfax	Hon. Dan Drummond	Y	Hon. Jeffrey Greenfield	
Fairfax County	Hon. Sharon Bulova	Y	Hon. Catherine Hudgins	
	Hon. Penelope A. Gross	Y	Hon. Patrick Herrity	
	Hon. John Foust	N	Hon. Michael Frey	
Falls Church	Hon. Nader Baroukh	N	Hon. David Snyder	Y
Loudoun County	Hon. Andrea McGimsey	Y	Hon. Scott York (Alt)	
Manassas	Hon. Sheryl Bass	Y		
Manassas Park	Hon. Suhas Naddoni	N	Hon. Frank Jones	
Prince William County	Hon. Frank Principi	Y		
	Hon. Wally Covington	Y		
Virginia General Assembly	Hon. James M. Scott	Y		

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