

COG BOARD OF DIRECTORS MEETING

DATE: Wednesday, January 8, 2003
TIME: 12:00 Noon
PLACE: COG Board Room

PLEASE NOTE: Chair Williams will begin the meeting promptly at Noon.
Lunch for members and alternates will be available at 11:30 a.m.

A G E N D A

- 1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**
(12:00 Noon) **Chair Bruce R. Williams**
City of Takoma Park
- 2. APPROVAL OF MINUTES OF NOVEMBER 13, 2002**
(12:00 - 12:05 p.m.) **Chair Williams**
- 3. AMENDMENTS TO AGENDA**
(12:05 – 12:10 p.m.)
- 4. ANNOUNCEMENTS**
(12:10 - 12:20 p.m.) **Chair Williams**
 - a) **Board Executive Session to Discuss Executive Director Recruitment Process**
 - b) **NARC Washington Policy Conference**
 - c) **Board Meeting Dates in 2003**
 - d) **Executive Director's Report**
 - a. **FY 2003 Fiscal Update**
 - b. **Overview of New COG Website**
- 5. ADOPTION OF CONSENT AGENDA ITEMS (13 a., b., c., & d.)**

RECOMMENDED ACTION: Adopt consent agenda.

- 6. REGIONAL EMERGENCY COORDINATION PLAN (RECP) IMPLEMENTATION UPDATE**
(12:20 – 12:35 p.m.) **Michael C. Rogers**
Lee Ruck, General Counsel

The COG Board adopted the Regional Emergency Coordination Plan (RECP) and Memorandum of Understanding on September 11, 2002, the one-year observance of the Pentagon and World Trade Center attacks. The RECP was widely disseminated to public and private sector stakeholders, including proposed signatories to the Memorandum of Understanding. COG staff will brief the Board on the process and timetable to secure stakeholder signatures and implementing the plan for use in the National Capital Region.

RECOMMENDED ACTION: Receive briefing.

- 7. PRESENTATION ON PRELIMINARY STRATEGIC PLAN 2002 UPDATE
(12:35 – 12:50 p.m.) Dr. Gerald L. Gordon
Michael Rogers**

Over the past year the COG Board has engaged in a process to update the 1999 Strategic Plan, culminating in the Board retreat this past summer. Dr. Gerald Gordon, COG's Strategic Planning Consultant and facilitator, will review the process and the outcomes including the proposed updated vision, mission and goals. COG Executive Director Michael Rogers will identify the new major areas of focus in the proposed plan and summarize next steps leading to adoption of an updated Strategic Plan.

RECOMMENDED ACTION: Receive report and provide guidance on next steps.

- 8. ADOPTION OF RESOLUTION COMMENDING MICHAEL C. ROGERS
(12:50 – 1:00 p.m.) Chair Williams**

Michael C. Rogers served as COG Executive Director for four and one half years prior to his resignation, effective January 8, 2003. The Board will be asked to adopt Resolution R1-03, commending Mr. Rogers for his service to COG and the National Capital Region.

RECOMMENDED ACTION: Adopt Resolution R1-03.

- 9. RESOLUTION APPOINTING AN INTERIM EXECUTIVE DIRECTOR
(1:00 – 1:10 p.m.) Chair Williams**

The COG Board will be asked to adopt Resolution R2-03, appointing an Interim Executive Director.

RECOMMENDED ACTION: Adopt Resolution R2-03

- 10. CONSENT AGENDA:**

a) Amendment of Consultant Contract for the Strengthening Families Project

COG received a grant award from the National Institute on Drug Abuse through the University of Utah to support a research demonstration project providing family counseling and training, known as the Strengthening Families Project. Additional consultant support is required to complete project tasks by February 2003, the scheduled end of the project. The Board will be asked to adopt Resolution R3-03 to amend the consultant support contract to increase the total contract by \$25,000, to new total of \$118,600. No COG matching funds are required.

b) Resolution Designating and Authorizing Certain COG Staff Members to Undertake Specific Duties

The COG Board will be asked to adopt Resolution R4-03, updating the designation of COG staff authorized to execute contracts and grants, certify and disburse funds, and certify COG official actions and document.

c.) Resolution Amending the Composition of the Institute for Regional Excellence (IRE) Advisory Board

The COG Board previously established the Institute for Regional Excellence (IRE) Advisory Board to oversee the IRE Regional Executive Development Program. The IRE Advisory Board has recommended that the Advisory Board membership be expanded to include additional program partner, business and community representation, as well as authorizing the COG Board Chair to appoint the IRE Advisory Board Chair. The Board will be asked to adopt Resolution R5-03, approving the Advisory Board recommendations.

d.) Resolution Authorizing Limited Waiver of Fiduciary Responsibility of John Koskinen and Kelvin Robinson

The election of John Koskinen as COG President and the designation of Mr. Koskinen and Kelvin Robinson as COG Board Members triggers potential personal liability under 18 USC 208(a), which has been interpreted to preclude any employee of the District of Columbia from serving in a fiduciary capacity to COG. The Board will be asked to adopt Resolution R6-03, waiving the fiduciary responsibility of Mr. Koskinen and Mr. Robinson, should a potential financial conflict between COG and the District of Columbia occur. Such resolution would permit entry into the offices for which they have been selected.

RECOMMENDED ACTION: The Board will be asked to adopt Consent Agenda Resolutions

**11. ELECTION OF BOARD OFFICERS
(1:10 – 1:15 p.m.)**

The Nominating Committee will present its nominations for the officers of Chair and Vice Chairs of the Board for 2003 for consideration and action.

RECOMMENDED ACTION: Elect Board Officers for 2003.

**12. FORMAL TRANSFER OF GAVEL TO NEW CHAIR
(1:15 – 1:30 p.m.)**

- a) **Recognition of 2002 COG President Gardner and 2002 Board Chair Williams**
- b) **Statements of 2002 COG President Gardner and 2002 Board Chair Williams**

**13. APPOINTMENT OF 2003 POLICY COMMITTEE CHAIRS
(1:30 – 1:35 p.m.)**

The 2003 Board Chair will appoint or reappoint the chairs of the Chesapeake Bay Policy Committee, Committee on Noise Abatement at National and Dulles Airports, Environment and Public Works Directors Committee, Human Services Policy Committee, Public Safety Policy Committee, and Metropolitan Development Policy Committee, and COG member elected officials to serve on the National Capitol Region Emergency Preparedness Council.

**14. EXECUTIVE SESSION
(1:35 – 2:00 p.m.)**

15. THE NEXT BOARD MEETING WILL BE ON WEDNESDAY, FEBRUARY 12, 2003