

One Region Moving Forward

COG BOARD OF DIRECTORS MEETING

DATE: November 9, 2011

TIME: 12:00 Noon

PLACE: COG Board Room

District of Columbia
Bladensburg*
Bowie
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

PLEASE NOTE: Chairman Harrison 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)**

**Chairman Andrea Harrison
Councilmember, Prince George's County**

**2. ANNOUNCEMENTS
(12:00 – 12:05 p.m.)**

Chairman Harrison

- a) Election Outcomes
- b) COG Annual Meeting and Awards Luncheon, December 14

**3. EXECUTIVE DIRECTOR'S REPORT
(12:05 – 12:10 p.m.)**

- a) Outreach
- b) Legislative and Regulatory Update
- c) Information and Follow-up
- d) Letters Sent/Received
- e) General Counsel Report

**4. AMENDMENTS TO AGENDA
(12:10 – 12:15 p.m.)**

**5. APPROVAL OF MINUTES OF October 12, 2011
(12:15 – 12:20 p.m.)**

*Adjunct Member

CONSENT AGENDA

6. ADOPTION OF CONSENT AGENDA ITEMS

(12:20 – 12:25 p.m.)

A. RESOLUTION AUTHORIZING COG TO RECEIVE FUNDS TO CONTRACT FOR A CONSULTING FIRM TO PROVIDE A COMPREHENSIVE GRANTS MANAGEMENT SYSTEM (CGMS) TO THE STATE ADMINISTRATIVE AGENT (SAA) IN THE NATIONAL CAPITAL REGION

The Board will be asked to adopt Resolution R52-2011, approving a proposal authorizing COG to receive funds to contract with a consulting firm to provide a Comprehensive Grants Management System (CGMS) as requested by the SAA, Grants Management Division, District of Columbia Homeland Security and Emergency Management Agency. COG has been provided \$732,828 through a Subgrant from the SAA to contract with a consulting firm to provide a Comprehensive Grants Management System (CGMS) to the SAA in the National Capital Region. No COG Matching funds will be required.

RECOMMENDED ACTION: Adopt Resolution R52-2011.

B. RESOLUTION AUTHORIZING COG TO RECEIVE FUNDS TO PROVIDE EXECUTIVE, PROFESSIONAL, AND TECHNICAL SECRETARIAT SUPPORT THAT WILL CONTRIBUTE TO ENHANCED EMERGENCY PREPAREDNESS IN THE REGION

The Board will be asked to adopt Resolution R53-2011, approving a proposal authorizing COG to receive funds to provide Executive, Professional, and Technical Secretariat Support. The purpose of the Secretariat Support will be to assist the Emergency Preparedness Council, the Chief Administrative Officers, the Senior Policy Group, Regional Emergency Support Functions, Regional Program Working Groups, State Administrative Agent, Office of National Capital Region Coordination, and others and to support the investment planning process in enhancing emergency preparedness in the National Capital Region. COG is being provided \$921,203 through a Subgrant from the State Administrative Agent (SAA) to fund COG staff to work with others in the region to enhance emergency preparedness. No COG Matching funds will be required.

RECOMMENDED ACTION: Adopt Resolution R53-2011.

C. APPOINTMENT OF 2011 LEGISLATIVE TASK FORCE

The Board Chairman shall appoint several COG members to serve on the 2012 Legislative Task Force. The Task Force will review staff and committee recommendations for COG's 2012 legislative priorities; an important tool to showcase the region's priorities as officials prepare for their 2012 legislative sessions. The COG Board will take action on the recommendations at its November 9 meeting. Upon adoption, the recommendations will then become part of COG's outreach activities and communication products in early 2012.

RECOMMENDED ACTION: Adopt Resolution R54-2011.

D. APPROVAL TO RECEIVE AND EXPEND UASI GRANT FUNDS FOR NCR STRATEGIC PLAN FOR VOICE INTEROPERABILITY

During the UASI Investment Planning Process in 2010 the jurisdiction staff responsible for operating radio systems and ensuring region-wide interoperability discovered that many jurisdictions were in the process of planning upgrades and changes to their radio systems. In an effort to ensure that the currently high level of radio interoperability is not degraded the Investment Plan Working Group recommended that the region assess the current state of radio systems in the region and develop a Strategic Plan that details

upcoming changes along with their risks to regional interoperability. The Senior Policy Group and Chief Administrative Officers Homeland Security Executive Committee approved \$400,000 for the development of the Plan. COG has been selected as the grant recipient and will act as project manager with direct involvement from the Statewide Interoperability Coordinators from the District of Columbia, Maryland, and Virginia. Subsequent to the Board's action, COG will receive the UASI funds from the State Administrative Agent, release a Request for Qualifications, and award a contract through competitive procurement.

RECOMMENDED ACTION: Adopt Resolution R55-2011.

E. RESOLUTION IN SUPPORT OF AUTHORIZING COG TO ENTER INTO A GRANT AGREEMENT WITH THE U.S. FOREST SERVICE THROUGH THE DISTRICT OF COLUMBIA TO CONDUCT AN URBAN FOREST HEALTH VULNERABILITY MATRIX FOR WASHINGTON, DC

The Board will be asked to adopt Resolution R56-2011, authorizing the Executive Director, or his designee, to approve the receipt of grant funds from the U.S. Forest Service through the State Forester of the District of Columbia to conduct a two-year assessment of urban forest health via an urban forest health matrix study in the District of Columbia. Data will be collected and analyzed in partnership with scientists from the U.S. Forest Service's Pacific Southwest Research Station and made available to the region. COG will work with its grant partners to provide a list of prioritized recommendations to reduce biological and economic perils posed by pests. Funding for this project is provided by the U.S. Forest Service through the District of Columbia Urban Forestry Administration and is not to exceed a total of \$50,000. No COG matching funds will be required.

RECOMMENDED ACTION: Adopt Resolution R56-2011.

F. RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH A CONSULTING FIRM TO PROVIDE HEALTH AND MEDICAL PLANNING SUPPORT IN THE NATIONAL CAPITAL REGION

The Board will be asked to adopt Resolution R57-2011, authorizing the Executive Director, or his designee, to contract with a consulting firm to provide the health and medical planning support as requested by the Health and Medical Regional Planning Group and approved by the Chief Administrative Officers and the Senior Policy Group. The State Administrative Agent for the National Capital Region has provided COG with \$2,062,500, in Urban Area Security Initiative funding to support this initiative. No COG matching funds will be required.

RECOMMENDED ACTION: Adopt Resolution R57-2011.

G. RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR, OR HIS DESIGNEE, TO RECEIVE AND EXPEND AN URBAN AREA SECURITY INITIATIVE (UASI) SUBGRANT FOR THE PURPOSE OF IMPLEMENTING REGIONAL WATER SYSTEM SECURITY MONITORING PROJECTS IN THE NATIONAL CAPITAL REGION.

The Board will be asked to adopt Resolution R58-2011, authorizing the Executive Director or his designee, to receive and expend a UASI subgrant in an amount of \$240,000 for the purpose of implementing regional water system security monitoring projects in the National Capital Region. No COG matching funds are required.

RECOMMENDED ACTION: Adopt Resolution R58-2011.

SPECIAL BRIEFING

7. INCIDENT MANAGEMENT AND RESPONSE REPORT (12:25-1:00)

Phil Andrews
Councilmember, Montgomery County
**Chairman, Ad Hoc Steering Committee on Incident
Management and Response**

In March 2011 the COG Board of Directors established an ad hoc steering committee to identify and seek improvements to regional incident management and response arising in-part from the January 26 snow/ice event and the implications for other events in the National Capital Region. Councilmember Andrews chaired the Steering Committee. The Steering Committee released a draft report for stakeholder comment on October 17 and approved the final report on October 26. Chairman Andrews will provide an overview of the Steering Committee principal findings and recommendations and identify next steps. Chairman Andrews will be joined by several Steering Committee members who will assist in describing how the report's recommendations will be implemented.

RECOMMENDED ACTION: Accept report, refer to implementing authorities, agencies and jurisdictions.

ACTION ITEMS

8. ADOPTION OF AMENDED COG BYLAWS AND RULES OF PROCEDURE (1:00-1:10)

Sharon Pandak
General Counsel

The COG Board of Directors was briefed on proposed amendments to its bylaws and rules of procedure at the Board's October 12 meeting. Amendments were proposed to allow the Board to undertake a pilot program that would permit limited video-conference participation by Board members. The COG Board will be asked to adopt revised bylaws and rules of procedure. Staff will assist the Board in evaluating the impact of the pilot in 2012 prior to any recommendation to proceed with or modify video-conference participation.

RECOMMENDED ACTION: Adopt Resolution R59-2011.

9. ACCEPTANCE OF FY 2011 AUDIT (1:10-1:20)

Bruce Williams
Mayor, City of Takoma Park
Chairman, FY 2011 Audit Committee

Graylin Smith
SB and Company

SB and Company performed COG's FY 2011 audit. A draft of the audit was presented to the Audit Committee at its October 12 meeting. SB and Company provided an unqualified or "clean" audit for COG. The Board will also receive COG's draft Form 990 tax return which was also reviewed by the Audit Committee.

RECOMMENDED ACTION: Accept FY 2011 Audit.

INFORMATION ITEMS

**10. HOUSING THE REGION'S FUTURE WORKFORCE
(1:20-1:40)**

**Dr. Lisa Sturtevant
George Mason University Center for Regional Analysis**

The George Mason University Center for Regional Analysis and COG co-sponsored a conference, Housing the Region's Workforce – Policy Challenges for Local Jurisdictions on October 25. The conference released the findings from a major study on where will the region's future workers live? What types of housing will they need? And where does that housing need to be located to prevent traffic congestion from worsening? Dr. Fuller will highlight the key findings from the research. Staff recommends that the George Mason University study be forwarded to the COG's Transportation Planning Board and Region Forward Coalition for further review on how this information should be used to guide COG's regional policy and planning activities.

RECOMMENDED ACTION: Refer to TPB and Region Forward Coalition.

**11. OTHER BUSINESS
(1:40 p.m. – 2:00 p.m.)**

**12. ADJOURN- NEXT MEETING JANUARY 11, 2012
(12:00 p.m.)**



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@mwkog.org. For details: www.mwkog.org