



COWLITZ-WAHKIAKUM COUNCIL OF GOVERNMENTS (CWCOG)

Board of Directors ~ Regular Meeting / Hybrid

City of Longview, Second Floor Training Room / 1525 Broadway St., Longview, WA 98632

Video Conferencing - Zoom

Thursday December 19, 2024 - 12:00 p.m.

MINUTES

Attendance:

General/Alternate Member Representatives

Dennis Weber, Cowlitz County

Adam Smee, City of Kalama

Vice Chair Mike Karnofski, City of Kelso

Kalei LaFave, City of Longview

Carol Rounds, City of Woodland

Chair David Olson, Town of Cathlamet

Special/Alternate Member Representatives

Troy Stariha, Port of Kalama

Evan Jones, Port of Longview

Todd Souvenir, Port of Wahkiakum District

Bill Hallanger, Cowlitz 2 Fire and Rescue

Jason Petrillo, Cowlitz Fire District 5

Victor Leatzow, Cowlitz Fire District 5

Gene Healy, Wahkiakum PUD 1

Chris Fritsch, Castle Rock School District

Asha Riley, Woodland school District

Associate/Alternate Member Representatives

Scott Jorgenson, City of Rainier

Jim Seeks, Cowlitz Transit Authority

Bonnie Delaney, Kelso-Longview Chamber

Wendy Hall, Lower Columbia College

Affiliate/Alternate Member Representatives

None

Legislative Representatives

John Anderson, Governor Inslee's Office

Other

Ryan Clemens, WSDOT

Visitors

None

Staff

Bill Fashing, Executive Director

Anisa Kisamore, Administrative Director

Rachelle Nugent, Target Zero Manager

Robert Stevens, Transportation Planner

Stacey Lane, Administrative Resource Coordinator

Monica Seidl, Project Specialist

Gabe Reese, Transportation Planning Technician

Sean Nugent, Finance Assistant

Megan Wirtz, Mobility Management Coor.

Cowlitz-Wahkiakum Council of Governments (CWCOG) ensures all compliance with Title VI of the Civil Rights Act of 1964 and Americans with Disabilities Act of 1990 by prohibiting discrimination against any person on the basis of race, color, national origin, sex, or disabilities in the provisions of benefits and services results in from its federally assisted programs and activities. For questions regarding CWCOG's Title VI Program, you may contact the Department's Title VI Coordinator at 360-577-3041. If you need special accommodations to participate in this meeting, please call us at 360-577-3041 by 10:00 a.m. three days prior to the meeting.

1. Call to Order

Chair, David Olson, called the meeting to order at 12:12 p.m.

2. Roll Call

A quorum was present.

3. Public Comment

None

4. Consent Agenda

A. October 24, 2024 Minutes

B. October 2024 Expenditures Ratification

C. November Expenditures

All Consent Agenda items, October 24, 2024 Regular Board of Directors’ Meeting Minutes, ratification of the October 2024 expenditures in the amount of \$109,809.14, and the November 2024 expenditures in the amount of \$157,290.01 were considered as a single action item.

Motion: Bill Hallanger moved to approve the consent agenda as presented. Motion was seconded and approved.

5. Action Items

A. Resolution 24-25: Public / Small Works Contracting Authority

Bill Fashing presented Resolution 24-25 and the need to establish agency authority to use a small works roster and contract award process for public works projects. It also would set boundaries for an amendment of the Administrative Procurement Policy and allow for the CWCOG to access the MRSC Small Works Roster for essential tenant finish work of the new office space.

Motion: Dennis Weber moved to adopt Resolution 24-25 Public / Small Works Contracting Authority as presented. Motion was seconded and approved.

B. Legislative Agenda 2025

The CWCOG staff drafted the 2025 Legislative Agenda document in order for the CWCOG Board to officially document through a vote their statement on the priorities and issues at a state and federal level. These include recommendations to ensure local agencies have input into legislative decisions effecting the local region; empowering regions to support locally driven initiatives, provide holistic approaches to planning, investing and encouraging public-private partnerships; and stipulate incentives, streamline funding processes, allow for funding flexibility, and enhance best practices on multiple levels.

Motion: Gene Healy moved to approve the Legislative Agenda 2025 as presented. Motion was seconded and approved.

C. Travel Authorization

1. National Association of Regional Councils (NARC), Washington DC
2. National Association of Development Organizations (NADO), Washington DC
3. Intermittent Family Leave – Out-of-State, North Carolina

Bill Fashing reminded the Board that in order for staff to travel out of state or more than 500 miles and incur agency costs including staff time, the Board must approve it in advance. He noted that staff will most likely attend either the NADO or NARC conference depending on the timing and agenda items of each.

Bill Fashing requested approval for Anisa Kisamore to work as needed while taking intermittent family leave in North Carolina in early 2025.

Motion: Kalei LaFave moved to approve the Travel Authorization as presented. Motion was seconded and approved.

6. Information Items

Bill Fashing informed the Board of the following:

The Economic Development Administration (EDA) reauthorization has passed both the House and the Senate and will be sent to the President for his signature next week.

Congress approved \$49.7 million for the second stage of high-speed rail project on the West Coast.

7. Executive Director's Report

The CWCOG is in the final stages of vacating the County office location and will be working remote until such time as the site improvements of the new office space at 11th Ave, Longview are completed. Additional updates will be provided at the January Board meeting.

The Board was reminded the CWCOG staff is soliciting input on the final draft of the Regional Trails plan.

8. Executive Committee Report

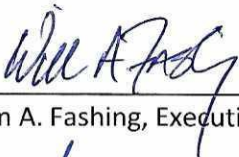
The Executive Committee Regular Meeting Minutes for September 11, 2024, were included in the board packet.

9. Other Business

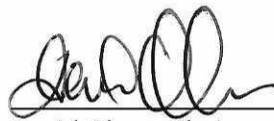
Dennis Weber thanked the CWCOG and informed the Board that this will be his last meeting due to his retirement.

John Anderson mentioned that the budget rollout happened on Tuesday and reviewed points of interest.

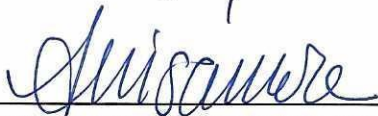
10. There being no further business, David Olson adjourned the meeting at 12:50 p.m.



William A. Fashing, Executive Director



David Olson, Chair



Anisa Kisamore, Administrative Director