

# EAST CENTRAL COUNCIL OF GOVERNMENTS

---

COLORADO'S CENTRAL PLAINS

---



Box 28 · Stratton, Colorado 80836 · 719-348-5562 · (FAX) 719-348-5887 · [www.eccog.com](http://www.eccog.com)

## EAST CENTRAL COUNCIL OF LOCAL GOVERNMENTS BOARD OF DIRECTORS MEETING MINUTES November 4, 2015

### Call to Order

Chairman Nancy Bogenhagen called the November 4, 2015, meeting of the ECCOG Board of Directors to order at 7:10 PM at the Claremont Inn in Stratton, CO. In addition to Chairman Nancy Bogenhagen, Board members present included: Dave Hornung, Monica Halde, Valerie Rhoades, Larry Ross, Troy McCue and Gary Beedy. Staff members present included Jo Downey, ECCOG Executive Director; Candace Payne, Special Projects Director; and Terry Baylie, Senior and Transit Services Director. Board members absent were Maarten Van Zoeren, Harvey Martin, Jack Hendricks, Harry Nelson and Greg King.

Chairman Nancy Bogenhagen led the group in the pledge of allegiance.

Chairman Bogenhagen then asked the Board to consider the Minutes of the September 2, 2015, meeting. Larry Ross moved to approve the September 2, 2015, meeting Minutes. Motion was seconded by Troy McCue and carried unanimously.

The Board next reviewed the November Financial Report and list of bills for October 2015. The report showed a total net payroll of \$28,359.45 and total bills for October of \$51,308.78 with debit card expenses of \$1,532.75. Gary Beedy moved the Board approve the November financial report and pay the October bills. Troy McCue seconded the motion, which carried unanimously.

### Broadband Plan Status

Jo updated the Board on the status of the Regional Broadband Planning Project. A draft of preliminary recommendations had been previously mailed to the Board. Nancy Bogenhagen voiced concern that the inclusion of the initial contact list was incomplete. Candace said that more persons had been personally interviewed than listed and the updated contact list should have been included rather than the initial. Candace will contact Mid-State Consultants and ask for the most current information including the number of surveys completed and where they originated from. Lengthy discussion took place regarding overall internet service throughout the region and the various gaps in speed in some locations. A copy of the draft recommendations is attached to the official file copy of these minutes. In general the overall recommendation was that citizens within the region generally felt that the broadband service in their area was acceptable...even in areas where businesses, health care and education felt it inadequate. Cell phone service via "Smartphones" was used by many as their Broadband provider...making it a challenge in some areas for Broadband to expand and increase speed because of limited potential consumers. The draft recommended that ECCOG develop an educational campaign over the next 12-24

months as to what could be provided via Broadband if high speed service was available in the parts of the region that are underserved. Because cell phone service is critical to farming and ranching as well as being the “broadband provider of choice for many citizens”, the current plan will be expanded to include more data and mapping regarding cell phone services/gaps. Staff said that the finished plan would be up to 100 pages in length. The steering committee will meet in Limon in the next few weeks to assist in proceeding with the completion of the plan. Jo Downey stated that ECCOG will need to request a time extension on their contract to allow for the inclusion of a supplemental study/plan for rural El Paso County at the request of the Colorado Department of Local Affairs. El Paso County has officially decided to go forward and final paperwork is proceeding with the consultant and the county. The ECCOG Board had approved expanding their contract to assist El Paso County in May. Downey said she would forward the final agreement when it was completed. It was the general consensus of those present for COG staff to explore the possibility of including the recommended educational alternative as an add-on to the existing contract as well.

### **Comprehensive Economic Development Strategy (CEDS)**

ECCOG Executive Director Jo Downey said that there had been no response to date from the Economic Development Administration (EDA) on the draft of the East Central CEDS, which was submitted June 30. Jo said that once recommendations were received, the CEDS/Blueprint Committee would meet to discuss any needed changes to the CEDS draft and to proceed with the State Blueprint 2.0 process.

### **Visually Impaired Services**

Terry reviewed the information received from the Audio Information Network (option 1) as well as the information on adaptive equipment that could be provided under the same guidelines as the Material Aid program (HelpMATE)...option 2. Terry said that after reviewing all the information, the advisory board is recommending that ECCOG fund the “Visually Impaired Project” (option 2). Motion was made by Monica Halde to fund the AAA VIP program. Motion was seconded by Gary Beedy and carried unanimously.

### **Other**

#### **NEW BUSINESS:**

### **Title VI Civil Rights Plan**

Terry stated that during a July 29<sup>th</sup> on-site review of the Outback Express Transit Program by CDOT, staff was told that a civil rights plan needed to be submitted to CDOT, and that the LEP (Limited English Proficiency) plan must be reviewed every 3 years. Board packets included a draft of a newly updated Title VI Civil Rights Plan which must be in place before CDOT will continue to fund grantees (deadline for submitting to CDOT is December 31, 2015). Terry briefly reviewed the plan stating it covers the entire coordinated transit system including ECCOG, City of Burlington, Dynamic Dimensions and the Town of Limon...copies will be sent to each of the sub-grantees. Terry also said that the Title VI plan includes the LEP plan, stating that no changes were made since it was adopted in 2010...this will constitute a review of the LEP. The advisory board has recommended that ECCOG adopt and submit this plan. Motion was made by Gary Beedy to adopt and submit the plan. Motion was seconded by Larry Ross and carried unanimously.

### **Enterprise Zone Rack Cards and Contribution Project Brochures**

Included with Board materials were copies of the text and graphics for two new EZ educational pieces. The one brochure will be a two sided rack card outlining the continuing need to pre-certify potential Enterprise Zone tax credits and depicting the new boundaries as of January 1, 2016. Five thousand of these brochures will be printed. The other piece is a bi-fold brochure outlining the contribution project process and again depicting the new boundaries for the Enterprise Zone as of January 1. Twenty-five hundred of these will be printed and distributed among the 19 current contribution projects. Updated maps of the new boundaries in Elbert County were also distributed to those present. Jo Downey stated that she was planning on having a joint meeting with the current representatives of the various contribution projects to go over how the process works and to emphasize the importance of each project actively seeking contributions. Contact persons for the projects continue to change and the reason why some projects originally requested the designation by ECCOG and the state is not necessarily understood or clear to the new staff/contacts at the various locations. Jo explained that all of the ECCOG projects had submitted the necessary re-certification information to OEDIT. The State Economic Development Commission will act on the requests at their December meeting.

### **Our Journey and Off the Beaten Trail**

Those present were updated on the overall results of the 2015 Our Journey marketing program. A summary report from consultant Danielle Dascalos had been previously emailed. Jo Downey said that the Cooper-Clark Foundation had granted the Prairie Development Corporation \$5,000 to assist with re-making the Off the Beaten Trail site signs. All signs have been delivered and the local communities/counties will be installing them in the coming weeks. Though Danielle's seasonal contract is completed for 2015, she has volunteered to try and obtain media coverage for a special dedication on Pearl Harbor Day at the VFW in Hugo. With assistance from Senator Bennett, an artifact from the USS Arizona has been given to the Joe Will Post in Hugo. Joe Will died on the USS Arizona on December 7, 1947 and his remains are still entombed on the sunken carrier.

### **2016 Draft Budget**

A draft of the overall 2016 COG Budget had been included in the Board packets. Additional copies were available at the meeting. Jo Downey said that the 2016 Budget had been drafted based on previously approved grant contracts, the existing salary schedule and conservative projected funding based on historic or current contracts. Staff went through the figures and noted the comparisons between the proposed 2016 budget and the existing 2015 budget. As Terry Baylie will be retiring at the end of 2016, it is planned that her replacement will be hired and begin work early in the fourth quarter of next year...though both Terry and the new director will be employed that last quarter, Terry will gradually be going to part time during that period and will also come back in early 2017 to assist the new person in the work that is needed to be undertaken at the beginning of a program year. Downey said that budget had been developed under the assumption that there would need to be additional salary dollars to assist in making the transition. Nancy asked if there needed to be a public hearing on the proposed budget. Downey said that this had never needed to be done in the past but that the budget would be posted on the web site. As no one suggested any changes or deletions to the draft 2016 Budget, a motion was made by Larry Ross and seconded by Monica Halde to adopt the budget as presented. Motion passed unanimously. A copy of the budget is attached to the official file copy of these minutes.

### **Older Adult Services SFY 2015 Carry-Over Funding Distribution**

Terry explained that included in Board packets was a summary of the SFY 2015 carry-over funds available for SFY 2016, as well as the AAA recommended allocation of these funds. Terry reviewed the allocations by funding part, explaining that the funding request for these funds was due to the State by October 28<sup>th</sup> but that revisions can be made after the first of the year, if necessary. The advisory board recommended that ECCOG allocate the funds as outlined in the above mentioned summary. Terry explained that the request was submitted by the deadline. Motion was made by Gary Beedy to approve the advisory board recommended allocation of the carry-over funds and ratify the decision to submit the request by the deadline. Motion was seconded by Troy McCue and carried unanimously. A copy of this summary is attached to the official file copy of these minutes.

### **2016 Board Member Selection Status/Time Frame/Process**

The process to select the 2016 ECCOG Board Members has been initiated. Jo Downey stated that nominations from the municipalities are due back to the COG office by November 13. If there is more than one nomination from a municipality in the same county (must nominate either their Mayor or a Councilman/Trustee) then ballots will be mailed out to those towns. Each community in that county is entitled to one vote. In the event that there is a tie, the County Commission will vote to break the tie. The Economic Development Representative from each County and the County Commissioner representing each County on the COG Board will be determined by that respective Commission at their January reorganizational meeting. The at-large ECCOG 2016 Board member will be appointed by the Prairie Development Corporation at their upcoming December meeting. The 13 member Board must be in place by February 3, 2016. The January ECCOG meeting will be the last meeting of the 2015 Board and will be held to close out 2015 business.

### **Next Two Meeting Dates/Locations**

The January 6, 2016 meeting will be a teleconference meeting with the Stratton ECCOG office as the physical location. The February 3, 2016 will be held in Limon at the Hub Senior Center with the supper location TBD.

### **Other**

*Update:* ECCOG received the Scope of Work outlining the budget and project, which was reviewed, corrected and returned to CDOT on September 30<sup>th</sup>, at which time we were told the signature page for the 2016 FTA funding contract would be here by November 4<sup>th</sup>. Since it hasn't arrived to date, per COG Board direction at the September meeting, when received, it will immediately be sent to Chairman Bogenhagen for signature, then to Jo Downey for signature.

### **Adjournment**

Nancy Bogenhagen declared the meeting adjourned at 8:34 PM.