



# AGENDA

**Thursday, December 01, 2022**  
 CONFERENCE CALL ONLY—NO IN-PERSON  
 FOUNDATION 10:00 a.m. – 10:05 a.m.  
 NWCCOG (NLF) 10:06 a.m. – 12 p.m.  
 EDD 12:30 p.m. – 2:30 p.m.

## VIDEO & PHONE CONFERENCE INFORMATION

Join Zoom Meeting  
<https://us06web.zoom.us/j/88166216134?pwd=MFB0Z2VRVEpHSXhYZHRubVRXc3poZz09>  
 Meeting ID: 881 6621 6134  
 Passcode: 119033

## NWCCOG FOUNDATION BOARD MEETING

<i>The Foundation is a nonprofit department of NWCCOG designed to accept donations for local projects. The Foundation</i>			
<i>Board meets December of every year. The Foundation Board is the NWCCOG Executive Committee.</i>			
10:00 a.m.	1.	Call to Order – NWCCOG Council Chair, Alyssa Shenk	
	2.	Determination of Quorum	
	*3.	ACTION FOUNDATION: Minutes of December 2021 Foundation Board Meeting	Pg. 3
	*4.	ACTION FOUNDATION: Approve 2023 NWCCOG Foundation Budget (Pg. 25 of Budget) - See NWCCOG Website: <a href="https://www.nwccog.org/about/people/our-council/council-resources/">https://www.nwccog.org/about/people/our-council/council-resources/</a>	<a href="#">NWCCOG Website</a>
10:05 a.m.	*5.	Adjourn NWCCOG Foundation Board Meeting	

## NWCCOG COUNCIL MEETING

10:06 a.m.	1.	Call to Order – NWCCOG Council Chair, Alyssa Shenk	
	2.	Roll Call and Determination of Quorum	
	*3.	ACTION COG: Minutes of October 2022 Council Meeting	Pgs. 4-7
	*4.	ACTION COG: Re-approval of NWCCOG Policies with minor or no changes - Letters of Support Policy - Job Posting Policy - Background Check Investigation Policy - CORA Policy - Record Retention Policy	Pgs. 8-15
	5.	UPDATE COG: Chair report from Executive Director Performance Review	
	*6.	ACTION COG: There are no NWCCOG financials this meeting – Bill Schedule to be approved by council - NWCCOG – List of Payments	Pgs. 16-27
	7.	UPDATE NLF: NLF Report Documents are for review only - Documents are for review, not approval - Northwest Loan Fund – Risk Ratings - Northwest Loan Fund – Portfolio Summary - Loan Policy Excerpt as reference for Risk Ratings	Pgs. 28-35
	*8.	ACTION COG: Approval of proposed 2023 Budget - Memo - <i>Motion: I move to approve the 2023 Budget and Revised 2022 Budget with changes noted in Memo as presented as well as the updated Wage Ranges...</i> - See NWCCOG Website: <a href="https://www.nwccog.org/about/people/our-council/council-resources/">https://www.nwccog.org/about/people/our-council/council-resources/</a>	Pgs. 36-39  <a href="#">NWCCOG Website</a>
	*9.	ACTION COG: 2023 NWCCOG Employee Handbook and Policies with changes - Policies reviewed on three-year cycle - Policies with no change or minor edits approved by Consent (above) - Policies with significant change or new policies reviewed with redline at January	<a href="#">NWCCOG Website</a>

		Meeting - Employee Handbook updated at least every other year- markup shown. See NWCCOG Website: <a href="https://www.nwccog.org/about/people/our-council/council-resources/">https://www.nwccog.org/about/people/our-council/council-resources/</a>	
	*10.	ACTION COG: Employee Bonus Policy - Policy discussed at October meeting, edited by Alyssa for approval - <i>Motion: I move to approve the Employee Bonus Policy as presented...</i>	Pg.40
	*11.	ACTION COG: Elected Officials Training and Mental Health Project	Pg. 41
	12.	UPDATE COG: FAMLI Update – Memo - Council voted in October to Opt organization Out of FAMLI - Memo answers questions from that discussion	Pg. 42
	13.	UPDATE COG: Council Changes - Jurisdictions Identify 2023 Council Members and Alternatives - Officer election for two-year cycle at January meeting	
	14.	Program Updates: Will resume in January	
	15.	Member Updates: 3 minutes per jurisdiction if time allows	
	16.	New Business - Regional Grants Navigator Position posted - Executive Director to assist Town of Fraser Manager search - ED collaborating with Skippy M New Elected Officials Training project - 2023 Auditors List	Pgs. 43-52
12:00 p.m.	*17.	Adjourn NWCCOG Meeting	

**NEXT NWCCOG MEETING:**

Thursday, January 26, 2023 Virtual Meeting 10am – 12pm

**ACTION: ELECTION OF OFFICERS and EXECUTIVE COMMITTEE**

**NWCCOG Officers:** NWCCOG Council Chair – Alyssa Shenk, NWCCOG Council Vice-Chair – Patti Clapper NWCCOG Council  
Secretary-Treasurer – Carolyn Skowyra

**NWCCOG Executive Committee:** Region XII county members –Josh Blanchard, Patti Clapper, Jeanne McQueeney, Kristen Manguso, and Coby Corkle. Municipal members – Alyssa Shenk, Andy Miller, Carolyn Skowyra, and Patty McKenny.

\* requires a vote

**NWCCOG ECONOMIC DEVELOPMENT DISTRICT (EDD) BOARD**

12:30 p.m.	1.	Call to Order – EDD Board Chair, DiAnn Butler	
	2.	Roll Call and Determination of Quorum	
	*3.	ACTION: October 2022 EDD Meeting Minutes	Pgs. 53-54
1:10 p.m.	4.	UPDATE: Workforce Update – CDLE Team - Erin Young, Employment Coach, CDLE	
	5.	Roundtable: Member Updates	
	6.	New Business/Future Agenda Items	
	7.	UPDATE: STR Taxes, Rachel Tuyn	Pgs. 55-56
1:20 p.m.	*8.	Adjourn NWCCOG Meeting	

**NEXT EDD BOARD MEETING:**

Thursday January 26, 2023 Conference Call from 12:30pm – 2:30pm

**ACTION: ELECTION OF OFFICERS & BYLAWS REVIEW**

**EDD Officers:** EDD Chair – DiAnn Butler, EDD Vice-Chair – Patti Clapper, EDD Secretary-Treasurer – Kristen Manguso

\* requires a vote

Please notify [office@nwccog.org](mailto:office@nwccog.org) 5 days in advance if you require any accommodations to attend this meeting.