



Northwest Colorado Council of Governments

NWCCOG Council Meeting

December 01, 2022

Conference Call Only ("Present" means on the call")

Council Board Members Present:

Alyssa Shenk, Town of Snowmass Village
Tamra Nottingham Underwood, Town of Avon
Skippy Mesirov, City of Aspen
Patti Clapper, Pitkin County
Kristen Brownson, Town of Breckenridge
Sara Nadolny, Town of Basalt
Geoffrey Grimmer, Town of Eagle
Josh Blanchard, Summit County
Carolyn Skowyra, Town of Dillon
Matt Langhorst, City of Glenwood Springs
Coby Corkle, Jackson County
Tim Redmond, Routt County
Ernie Bjorkman, Town of Grand Lake
Jeannie McQueeney, Eagle County
Sara Nadolny, Town of Basalt

Others Present:

Carolyn Tucker, CDLE
Christina Oxley, CDLE

NWCCOG Staff:

Becky Walter
Talai Shirey
Nate Speerstra
Nate Walowitz
Rachel Tuyn
Claire Carrol

Call to Order

Alyssa Shenk, NWCCOG Council Chair, called the NWCCOG Foundation Board meeting to order at 10:00am. Roundtable introductions were completed, and a quorum was present for the group.

Approval of December 2021 Foundation Board Meeting Minutes

M/S: Kristen Brownson/Tamra Nottingham Underwood to approve the December 2, 2021, Foundation Board Meeting Minutes as presented

Passed: Yes

Approval of 2022 Revised NWCCOG Foundation Budget and 2023 Foundation Budget

Jon presented the Foundation budget; Eco Trails will be moving to a different fiscal agent in 2023 due to changing needs. There were not any questions.

M/S: Josh Blanchard/Tim Redmond to approve the December 2022 Revised and 2023 Foundation Budget as presented

Passed: Yes

Adjournment of NWCCOG Foundation Board Meeting

M/S: Tim Redmond/Kristen Brownson adjourned the NWCCOG Foundation Board meeting at 10:04 p.m.

Passed: Yes

Reconvene as NWCCOG Council Meeting

Alyssa Shenk, NWCCOG Council Chair, called the Northwest Colorado Council of Governments (NWCCOG) meeting to order at 10:04am.

Approval of October 2022 Council Meeting Minutes

M/S: Patti Clapper/Tim Redmond to approve the October 2022 Council Meeting Minutes as presented

Passed: Yes

Re-Approval of NWCCOG Policies with Minor Changes: Letters of Support, Job Posting, Background Check Investigation, CORA, Record Retention

Patti Clapper had a question regarding the Letters of Support which Alyssa and Jon confirmed specific LOS require Chair approval will be vetted through Council for approval.

Tamra Nottingham Underwood recommended that we add information on website how to submit CORA request. Per request, information on how to submit CORA request was added to footer of NWCCOG website.

M/S: Patti Clapper/ Tamra Nottingham Underwood to approve Letters of Support, Job Posting, Background Check Investigation, CORA, Record Retention policies as presented

Passed: Yes

Executive Director Performance Review

Alyssa provided highlights from the Executive Director Performance Review which included how Jon is a great asset to the organization, he represents well- taking lead on important issues and does an excellent job at addressing community needs, Jon is skilled as an external communicator and brought forth great reports and workbooks. The Executive Committee is grateful to have Jon as the head of NWCCOG. Feedback from Directors show that he provides great support for all NWCCOG programs.

Approval of NWCCOG Bill Schedule

Patti Clapper had a question about the regional news subscriptions, Jon confirmed he uses the newspapers for research information.

M/S: Patti Clapper/ Kristen Brownson to approve the NWCCOG Bill Schedule as presented

Passed: Yes

NLF Report Documents for review only

No questions were asked.

Approval of proposed 2023 Budget

Jon discussed highlights from the 2023 Budget Memo created from the October Budget Workshop:

- Adjusted the EIP revenue sending \$87k to reserves
- IT security had additional expenses
- Note: 45% of ED wages are from indirect opposed to member dues
- Closed on the FirstBank loan for the Gypsum warehouse on November 8th putting the funds back into NWCCOG reserves
- Tracking Energy Department inventory will be pulled from reserves and paid back by the department
- We did not receive the DOLA grant for Insight, that was pulled from the budget
- Requesting funds for Elected Officials Training and Mental Health Project
- Northwest Loan Fund projections were increased, \$400k will be shown in next years revised budget
- Wage range was bumped up 5.5% this year

Patti Clapper had a question regarding the Mental Health Project, Alyssa confirmed that approving the budget with the project funds is not the same as approving the project as is. There was a discussion on how the COLA percentage was determined and Jon confirmed that it was compared to the Denver COLA which was recommended at the Budget Workshop in October.

M/S: Patti Clapper/ Jeannie McQueeney to approve the NWCCOG 2023 Budget as presented

Approval of 2023 NWCCOG Employee Handbook

Jon reviewed the revised 2023 NWCCOG Employee Handbook, no questions were asked.

M/S: Kristen Brownson/Skippy Mesirov to approve the NWCCOG 2023 Employee Handbook as presented

Passed: Yes

Approval of Employee Bonus Policy

The Employee Bonus Policy was updated per the request of Council at the October meeting.

M/S: Tamra Underwood/Patti Clapper to approve the Employee Bonus Policy as presented

Passed: Yes

Elected Officials Training and Mental Health Project

Jon recently presented the Elected Officials Training Workbook and proposed providing a retreat combined with the Mental Health Project created by Skippy Mesirow. Per Skippy, 81% of elected officials have experienced some type of threat with little training offered on how to handle these challenging moments. Skippy and Jon started brainstorming how to create a meaningful retreat unlike any other. CMC provides similar training that includes the nuts and bolts however it doesn't include the necessary details for elected officials or mental health training. Skippy partnered with Jamie Butemeyer, who has been through ICM training, to create the Elected Official Mental Health Project. The \$20k funding request from NWCCOG would cover the cost for two separate retreats: location reservation, food, hotel, and the service. It was clarified that Skippy and Jamie's Mental Health Project is a "for-profit" business; the cost per participant would be \$750.

There was a discussion on level of interest from members; many confirmed that they find this enriching, valuable and more modern than other training provided. Most jurisdictions will require an internal discussion regarding participation interest for new elected officials. It was confirmed that training may be appropriate for some key staff positions as well as elected officials however best practice would be to keep staff and elected official training separate unless training is organization specific.

It was agreed to leave the funds in the budget and aim for a training date later in 2023; providing members time to take this information to their jurisdiction and provide feedback at the March Council meeting. It was requested that a packet be sent out to members that included Skippy's website as well as testimonials from those who have already participated. Skippy will provide free one-on-one meetings to anyone interested provided the following link which includes testimonials: <https://www.electedleaderscollective.com/home#Testimonials> .

Update on FAMLI

Talai provided an update on FAMLI with questions from the previous Council Meeting. Staff was notified of the Council approved decision for NWCCOG to opt out of the employer participation.

New Business

- NWCCOG 2023 Council Member Representative form sent out, please provide a warm handoff to any member changes
- Prepare to elect three Officers and appoint Executive Committee at the January Council Meeting
- DOLA requested the COG's hire for Regional Grants Navigator; NWCCOG just posted for this position
- QQ will be holding a webinar in January regarding Infrastructure Funds
- Town of Fraser is hiring for a town manager
- Updated 2023 Auditors List is available upon request

Congressional Updates

Janeth Stangle, Sen. Hickenlooper – Senator spoke last night on the shooting in Colorado Springs, we are all mourning with this community. Watching the pending Railroad Strike; Hickenlooper is advocating for the requested 7 days off. We are celebrating same sex marriage has been legalized. Some of the infrastructure funds are starting to trickle down, reach out to Janeth with any questions.

Member Update

- Matt Langhorst, City of Glenwood Springs - City Manager search going well, Jen Ooton moved to City of Aspen, Affordable Housing Tax approved.
- Sara Nadolny, Town of Basalt – Sustainability regulations adopted, as well as path to net zero, IUCC plan underway, looking for childcare center operator for a newly developed facility, solar project with RA1 School Dist., Riverpark project is near completion, Mid. Skate Park project and town is starting process of logo and branding process.
- Ernie Bjorkman, Grand Lake - \$6M approved for creatives building, DOLA grant won for consultation on the Mary Drive land, focusing on affordable housing, STR taxes/permits will be discussed, voters lifted moratorium on marijuana dispensaries allowing Grand Lake to have a dispensary.
- Tamra Nottingham Underwood, Avon – Net-Zero Housing Expo was successful and expecting to make this an annual event every November, welcoming two newly elected officials, 7 of 8 jurisdictions approved in favor of regional transportation, Birds of Prey men's downhill ski event this weekend.
- Patti Clapper, Pitkin County – Ambulance District Funding passed, Patti was reelected but stepping down as Chairman of the Board, working on childcare initiatives and wishing everyone a happy holiday.

- Kristen Brownson, Town of Breckenridge – Lots of housing projects underway, Ullr Fest coming up next week.
- Josh Blanchard, Summit County – Interim County Manager position filled, 2% Lodging Tax passed allowing funding for projects including Silverthorne early childhood center.
- Skippy Mesirov, City of Aspen – Affordable housing strategic plan completed a full year/planning, STR tax approved, childcare funds prioritizing teacher and provider training, talking about the entrance to Aspen/Castle Creek Bridge.
- Geoffrey Grimmer, Town of Eagle – Closing trails December 1 for elk migration and working on other trail policies.
- Jeanne McQueeney, Eagle County – Regional Transport and Lodging Tax passed, spirits are good in Eagle County.
- Tim Redmond, Routt County – 9% STR tax passed in Steamboat Spring, annexation process bringing Brown Ranch into Steamboat Springs, in talks with CDOT to use some CDOT space for childcare, huge success working together with Rio Blanca and Moffat counties as a region.
- Coby Corkle, Jackson County – New addition for courthouse going to voters, pushing for private developers to provide employee housing on rezoned land from ranching to allow for more growth.

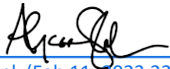
Program Updates

Program updates are provided in each packet for review. Instead of reading through each update, members can review and contact Jon with questions.

Adjournment

M/S: Sara Nadolny / Tamara Nottingham Underwood adjourned the NWCCOG Council meeting at 12:00 p.m.

Passed: Yes



[Alyssa Shenk \(Feb 11, 2023 22:29 MST\)](#)

Alyssa Shenk, NWCCOG Council Chair

Feb 11, 2023

Date