



Executive Committee

Thursday, July 27, 2023

11:00 am – 12:00 pm

Virtual Meeting

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AGENDA

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|------------------------------------|---|--------------------------------|
| 1) 11:00 | Call to Order & Agenda Review | Chair,
Commissioner
Buch |
| 2) 11:05 | Roll Call | Staff,
Justin Peterson |
| 3) 11:10 | Public Comment | Chair |
| 4) 11:15 | Minutes of April 27, 2023 (Attachment A) | Chair |
| ACTION: Approval of Minutes | | |
| 5) 11:20 | Broadband Action Team Structure – wrap up conversation. | Staff |
| 6) 11:35 | September 7 th CWEDD Draft Meeting agenda (Attachment B) | Staff |
| 7) 11:45 | Other Business | All |
| | <ul style="list-style-type: none"> • CED Director Update • Dream Regional Project List – Idea | |

CWEDD Executive Committee Roster 2023	
Heather Buch	Lane County- County Commissioner
Kelly Hart	City of Lebanon - Staff
Paul Schuytema	EDALC- Lincoln County – Staff
Randy Groves	City of Eugene – City Councilor
Nancy Wyse	Benton County – County Commissioner

CWEDD EXECUTIVE MEETING
Thursday, April 27, 2023
11:00 am-12:00 pm
Microsoft Team's Meeting Remote Connection

DRAFT MINUTES

Members: Commissioner Heather Buch, Paul Schuytema, Kelly Hart, City Councilor Randy Groves, and Commissioner Nancy Wyse
Staff: EDA Planner Justin Peterson; CED Administrative Assistant Ashlyn Muzechenko; and CED Operations Supervisor Emma Chavez-Sosa

TOPIC	DISCUSSION	DECISION / CONCLUSION
1. Call to Order & Agenda Review	<p>Chair Heather Buch called the CWEDD Executive Committee meeting to order at 11:00am.</p> <p>Chair Buch conducted the Agenda Review and the group concluded that there were no changes to the agenda.</p>	<p>Meeting called to order at 11:00 am by Chair Heather Buch</p> <p>There were no changes to the agenda.</p>
2. Roll Call	Roll call was not conducted as everyone in attendance knew each other.	All five members were in attendance.
3. Public Comments	There were no members of the public present, therefore there were no public comments presented to the CWEDD Executive Committee.	There were no public comments.
4. Approval of Minutes from October 27, 2022 (Attachment A) Action: Approval of Minutes	<p>There were no changes or discussion to the October 27, 2022, minutes.</p> <p>Kelly Hart moved to approve the minutes from October 27, 2022, and Randy Groves seconded. The motion passed with 4 in approval and 1 abstention.</p> <p>Commissioner Wyse abstained from the vote as she was not a member at the time.</p>	<p>Kelly Hart moved to approve the minutes from October 27, 2022, and Randy Groves seconded. The motion passed with 4 in approval and 1 abstention.</p>
5. Broadband Action Team Structure (Attachment B)	Staff Justin Peterson shared a background to the Broadband Action Team (BAT) structure and the purpose of this agenda item for the CWEDD Executive Committee Meeting.	

Action: Information and Discussion	<p>Peterson noted that a concern around the BAT had a concern brought to their attention regarding one of the public meeting laws and bringing information to City Councilors or County Commissioners.</p> <p>Peterson noted that the BAT is an informal group, and information from the informal can be brought up to the County Commissioners or in the City Councils' sessions. But will still have to go through the public process at those times.</p> <p>Paul Schuytema noted that most of the concerns were from Lincoln County (Tim Johnson) as the administrator was not in the loop regarding broadband from the past two years. Schuytema added that the BAT had put together guidelines stating they are not a governing body making decisions, however they are more of an informational sharing group. Schuytema shared the BAT covers the four counties of the EDA group.</p> <p>There are 2 projects currently happening with the BAT: one involving Linn/Benton/Lincoln counties as well as the other project focusing on Lane County. Schuytema noted that both projects are on hold until the new guidelines are out.</p> <p>Schuytema added that funding from the biggest supplier, the Broadband Technical Assistance Program (BTAP) won't have their money available until at least 2024. Schuytema shared that EDLAC will most likely be stepping up to take a larger leadership role here in the near future.</p> <p>Schuytema shared that there was also a decent amount of tension along with the BAT itself, between the larger and smaller providers. Schuytema noted that everyone is working for the same thing, with better, more equitable, more affordable, and more reliable and accessible access across the entire economic development district.</p>	
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	<p>Schuytema stated that it will be crucial to get everyone to ask to get their letter of support requests turned in early.</p> <p>Commissioner Wyse asked about background on the BAT.</p> <p>Schuytema noted that the BAT's were formed during the pandemic in June or July of 2020 as a general COVID response when rural regions convened these groups to align efforts. Schuytema shared that Oregon isn't doing the best job with setting up a statewide strategy to support Broadband. There are approximately 10 to 13 BATS around the state of Oregon with their own rules and ways to evaluate things.</p> <p>Schuytema shared that the BATs are a way to share information and contain broadband service providers, IT techs, consultants, and planners. Schuytema noted that Joe Farnell from Blue Mountain Networks has been sharing information to the different BATs around the state.</p> <p>Wyse asked about where the concern is coming from, and if the BAT has admin support from the COG or are the stakeholders taking care of everything themselves.</p> <p>Schuytema answered that the stakeholders are taking care of themselves, and Sequoia Consulting has been rotating through the counties getting paid to help with support to the broadband action teams.</p> <p>Wyse asked about attorney's associated with the groups that have cleared them from the concerns.</p> <p>Schuytema answered that a few municipal Lincoln County attorneys gave the clear from any Public Meeting Law concerns.</p> <p>Chair Buch noted that the Lane Council of Governments (LCOG) had</p>	
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	<p>hired a consultant to move forward with their portion of the BAT.</p> <p>Randy Groves noted that there will be an update tonight from Lane Council of Governments regarding their BATs.</p> <p>Schuytema shared that he can share with the group the meeting invites to the BAT’s monthly meetings for updates as their meetings are open to everyone.</p> <p>Schuytema shared that the LCOG took the lead on evaluating addresses and ended up putting in a bulk challenge for about 500-600 addresses that if validated by FCC, would be a little over \$4,000 in funding for each address that could come to the state of Oregon in ARPA BEAD funding. This is because the original addresses were not synced or completely accurate.</p>	
<p>6. May 11th CWEDD Board Meeting Agenda (Attachment C)</p>	<p>Chair Buch noted that she may not be able to attend in person and recommends that if the Vice-Chair (Schuytema) attends in person they should facilitate the CWEDD Board meeting.</p> <p>Schuytema shared that he will be planning to be in person and will try to be there to facilitate the meeting if need be.</p> <p>Peterson added that for the next meeting in August having a more detailed broadband update would be a great idea as Solarity’s contract will go until October 2023. Peterson shared that having an update from Lane County’s Contractor as well would be good as well to set the region set up for applying for funding.</p> <p>Peterson noted for this agenda the time will mostly be dedicated for an Oregon Employment Department Presentation. However, the focus of his presentation is on our region including Lane County. Peterson added that the structure of the BAT is similar to the others in the state.</p> <p>Peterson gave a summary of the different agenda topics that are planned for the May 11th CWEDD Board Meeting. Additionally, this</p>	<p>The CWEDD Executive Committee approved the May 11th CWEDD Board Meeting Agenda by consensus.</p>

	<p>meeting will be a Hybrid meeting with an in-person location in Albany and a virtual option via Microsoft Teams.</p> <p>Peterson shared that there hasn't been a lot of feedback and response from the CWEDD project tracker, however the goal will be to talk about how those tools can be shared and utilized.</p> <p>Hart noted that the CEDS working groups could request participants in their individual meetings to fill out the CWEDD Project Tracker.</p> <p>Chair Buch added that there was a change in their Economic Development Manager. Jude Anderson is the new manager for Lane County.</p> <p>Peterson noted that Jude Anderson reached out about potentially applying for a new grant program and meeting with the EDA and CWEDD staff in May 2023 as well.</p> <p>The CWEDD Executive Committee approved the May 11th CWEDD Board Meeting Agenda.</p>	
<p>7. Other Business:</p> <ul style="list-style-type: none"> • CED Director Update 	<p>Peterson shared that the CED Director position was posted and there were two rounds of interviews. After the second round of interviews, none of the current applications were selected to be the CED Director. The CED Director position has been reposted with interviews possible happening in late May 2023 at the earliest.</p>	
<p>8. Adjournment</p>	<p><i>The next CWEDD Executive Meeting is scheduled for July 27, 2023</i></p> <p><i>The next CWEDD Board Committee Meeting is scheduled for May 11, 2023</i></p>	<p>Meeting adjourned at 11:33 am by Chair Heather Buch</p>



Board Meeting

Thursday, September 7, 2023

9:00 am – 11:00 am

LCOG Conference Room

Lane County

OR

Join Virtually via Teams

TEAMS Meeting by clicking [HERE](#)

Meeting ID: 279 092 755 526

Passcode: 6RXZm5

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AGENDA

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| 1. | 9:00 | Call to Order & Agenda Review | Chair,
Commissioner
Buch |
| 2. | 9:05 | Roll Call | Staff,
Justin Peterson |
| 3. | 9:10 | Public Comment | Chair |
| 4. | 9:15 | Minutes of February 9, 2023, Meeting (Attachment A) | Chair |
| | | ACTION: Approval of Minutes | |
| 5. | 9:20 | Semi-Conductor Presentation
<i>Sarah Means the State Semi-conductor manager will provide an update on the State's efforts.</i> | Guest, Sarah
Means |
| 6. | 10:00 | Broadband Presentations
<i>OCWCOG and LCOG partnered with consultants to complete broadband studies. The consultants are available today to provide an update on the efforts.</i> | Guests, Solarity
and
CobbFendley |
| 7. | 10:30 | CWEDD Regional Project List
<i>Information sharing of working CWEDD project list (Attachment B)</i> | Staff, Justin
Peterson |
| 8. | 10:45 | Discussion: CEDS Working Groups (Open time for any updates)
<ul style="list-style-type: none"> • <i>Broadband Action Team (BAT)</i> • <i>Cascades West Regional Consortium (CWRC)</i> | Staff,
Justin Peterson |

- *Early Childhood Education*
- *Rural Economic Alliance (REAL)*
- *Lane Economic Committee (LEC)*
- *Blue Economy Update from EDALC*
- *Other workgroup updates?*

9. 10:50 Other Business (if time allows) Chair/Staff

- *Executive Committee Updates*
- *Staff Updates – CED Director*
- *Regionally Significant Jurisdiction Updates*

10. 11:00 Adjournment Chair
Next Meeting: CWEDD BOARD MEETING Scheduled for Thursday November 9, 2023, from 9:00am to 11:00am.

Attendance (For Quorum Purposes)

OCWCOG Members	Title	Jurisdiction	Attendance
Nancy Wyse	Commissioner	Benton County	
Claire Hall	Commissioner	Lincoln County	
Alex Johnson II	Mayor	City of Albany	
Sherrie Sprenger	Commissioner	Linn County	
Chas Jones	Mayor	City of Philomath	
Vacant	Vacant	Vacant	
Paul Schuytema	Executive Director	EDALC	
Chris Workman	City Manager	City of Philomath	
Kelly Hart	CED Director	City of Lebanon	
John Pascone	President	AMEDC	
Pam Barlow-Lind	Tribal Planner	CTSI	
Sophie Adams	ED Coordinator	City of Albany	
Lane Members	Title	Jurisdiction	Attendance
Greg James	Board Member	WillamaLane Parks and Rec	
Bryan Cutchen	Mayor	City of Oakridge	
Randy Groves	City Councilor	City of Eugene	
Heather Buch	Commissioner	Lane County	
Patti Chappel	President	Emerald People's Utility Dist.	
Kori Rodley	City Councilor	City of Springfield	
Greg Ervin	Council Member	City of Cottage Grove	
Matt Michel	City Manager	City of Veneta	

Quorum Requirement: CWEDD business may be conducted provided a quorum of members attends. A quorum shall consist of a simple majority of the membership of the District Board. The CWEDD members may participate by telephone or other means of electronic communication, provided the meeting is called to order at a meeting place where the public can attend, hear, understand and/or read the comments of the members participating by telephone or electronic means and the members so participating can fully hear, understand, and/or read the comments of the other members participating in the meeting.