



Executive Committee

Thursday, October 26, 2023

11:00 am – 12:00 pm

Virtual Meeting

Join TEAMS Meeting by clicking [HERE](#)

Meeting ID: 229 110 614 04

Passcode: LnZsKe

Mobile 1 Click Number: [+1 872-242-8088](#)

Phone Conference ID: 505 159 102#

AGENDA

- | | | | |
|----|-------|---|--------------------------------|
| 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 July 27, 2023 (Attachment A) | Chair |

ACTION: Approval of Minutes

- | | | | |
|----|-------|--|-----------------------------|
| 5) | 11:20 | Innovation Hub Discussion
Business Oregon awarded Phase I funding for the Regional Innovation Hubs project which is nearing completion. The current proposal is a collective impact model that assigns CWEDD/COG as the backbone organization. | Staff and Paul
Schuytema |
| 6) | 11:35 | November 9th CWEDD Draft Meeting agenda (Attachment B) | Staff |

ACTION: Approval of CWEDD Board Agenda

- | | | | |
|----|-------|--|-----|
| 7) | 11:45 | Other Business <ul style="list-style-type: none">• CED Director Position – Posted• Executive Committee Member updates? | All |
|----|-------|--|-----|



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 COMMITTEE MEETING
Thursday, July 27, 2023
11:00 am-12:00 pm
Microsoft Team's Meeting Remote Connection

DRAFT MINUTES

Members: Commissioner Heather Buch, Paul Schuytema, Kelly Hart, and Commissioner Nancy Wyse
Staff: EDA/Land Use Planner Justin Peterson; CED Administrative Assistant Ashlyn Muzechenko; CED Operations Supervisor Emma Chavez-Sosa; and OCWCOG Executive Director/Interim CED Director Ryan Vogt.

TOPIC	DISCUSSION	DECISION / CONCLUSION
1. Call to Order & Agenda Review	<p>Chair Commissioner Heather Buch called the CWEDD Executive Committee meeting to order at 11:00am.</p> <p>Chair Commissioner 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 Commissioner 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.	There was no roll call conducted.
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) <i>Action: Approval of Minutes</i>	<p>There were no changes or discussion to the April 27, 2023, minutes.</p> <p>Paul Schuytema moved to approve the minutes from April 27, 2023, and Kelly Hart seconded. The motion passed unanimously.</p>	Paul Schuytema moved to approve the minutes from April 27, 2023, and Kelly Hart seconded. The motion passed unanimously.
5. Broadband Action Team Structure (Wrap Up)	<p>Staff Justin Peterson shared this agenda topic had a goal to finalize and confirm the current structure of the Broadband Action Team (BAT), and possibly revisit the structure conversation in a year.</p> <p>Paul Schuytema added that Sequoia Consulting was reaching out to the member jurisdictional governments for funding going forward.</p>	The CWEDD Executive Committee Members agreed on keeping the current structure of the BAT.

	<p>Additionally, the Economic Development Alliance of Lincoln County (EDALC) will be submitting a proposal for funds to manage the BAT and provide grant offering funds for Broadband Equity, Access, and Deployment (BEAD) Program and other broadband proposals within the Cascades West Economic Development District.</p> <p>Schuytema agreed that the current structure would work well for what needs to happen with the group.</p> <p>The CWEDD Executive Committee Members agreed on keeping the current structure of the BAT.</p>	
<p>6. September 7th CWEDD Board Meeting Agenda (Attachment B)</p>	<p>Chair Commissioner Buch noted that this next CWEDD Board meeting will be held at the LCOG Conference Room.</p> <p>Peterson confirmed that the meeting was pushed back from the August date, and it has been rescheduled for Thursday, September 07th. With Sarah Means stationed in Lane County presenting on the “Semi-conductor Conversation”.</p> <p>Peterson added that if there are specific requests for updates please submit them for staff, and they will make sure the presenter, Sarah Means, can answer them in her presentation.</p> <p>Commissioner Nancy Wyse noted there may need to be extra time added to the presentation length since there will most likely be lengthy questions on the topics at hand.</p> <p>Peterson walked through the rest of the Draft CWEDD Board Agenda which includes two Broadband presentations with 1 presentation from each of the COG’s jurisdictions (Lane and Oregon Cascades West). The final topic is the CWEDD Regional Project list which would be a running list of regional projects. The list will contain the larger regional projects that have received funding.</p> <p>Peterson noted he will check in with Anne from OCWCOG and Holly</p>	<p>The CWEDD Executive Committee approved the September 7th CWEDD Board Meeting Agenda by consensus.</p>

	<p>from LCOG to see if there are any Childcare projects to add to the list.</p> <p>The CWEDD Executive Committee approved the September 7th CWEDD Board Meeting Agenda by consensus.</p>	
<p>7. Other Business:</p> <ul style="list-style-type: none"> • CED Director Update • Letter of Support Approval • Dream Regional Project List - Idea 	<p>Peterson shared that there is a hope to host the next CWEDD Meeting on the Coast in November.</p> <p>Schuytema agreed and noted that having a tour of the new Hatfield building would be a great agenda item as well.</p> <p>Executive Director Ryan Vogt shared that the COG chose to not move any of the candidates forward from the last round of interviews. Staff were able to learn that there are different needs from the Agency, from SLT, and the Community, and there needs to be work done to gather internal and external information to get a better candidate profile and learn how to better label and frame the position.</p> <p>Peterson introduced the letter of support request and noted that this is the first letter of support that has been received within the new guidelines created by the CWEDD Board.</p> <p>The group noted grammatical errors in the letter and staff agreed to fix the errors.</p> <p>Kelly Hart moved to approve the letter of support. Paul Schuytema seconded. The motion passed unanimously.</p> <p>Peterson shared an idea of putting together a regional project list that partners want to see completed along with projects that have already received funding for.</p> <p>Peterson added that there won't be an "adopted" list as it could constrain funding from other projects who might not make the list.</p> <p>Commissioner Buch noted that this list may already exist within the cities itself for transportation projects.</p>	<p>Kelly Hart moved to approve the letter of support. Paul Schuytema seconded. The motion passed unanimously.</p>

	<p>Peterson noted that for Economic Development, there is not a regional list for Economic Development projects.</p> <p>Staff will check in with different jurisdictions for a dream project list to start building a regional list for Economic Development Projects.</p> <p>The members provided different names for staff to reach out to in order to work on building the regional projects list.</p>	
<p>8. Adjournment</p>	<p><i>The next CWEDD Executive Meeting is scheduled for October 26, 2023</i></p> <p><i>The next CWEDD Board Committee Meeting is scheduled for September 07, 2023</i></p>	<p>Meeting adjourned at 11:33 am by Chair Commissioner Heather Buch</p>



Board Meeting

Thursday, November 9, 2023

9:00 am – 11:00 am

Hatfield Campus
Gladys Valley Marine Studies Building
Lincoln County

OR

Join Virtually via Teams

TEAMS Meeting by clicking [HERE](#)

Meeting ID: 279 092 755 526

Passcode: 6RXZm5

Mobile 1 Click Number:

[+ 1 872-242-8088](#)

Phone Conference ID: 759 041 94#

AGENDA

- | | | | |
|----|-------|---|---|
| 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 September 7, 2023, Meeting (Attachment A) | Chair |
| | | ACTION: Approval of Minutes | |
| 5. | 9:20 | Small Business Development Center - OCCC
<i>-Childcare accelerator program (recently launched)</i>
<i>-Restaurant Management Course (launching soon)</i> | Guest, Dave
Price |
| 6. | 10:00 | Blue Economy Oregon Innovation Hub (O2IH)
<i>This is a collaborative project determined to enrich and increase Oregon's Blue Economy.</i> | Vice Chair, Paul
Schuytema |
| 7. | 10:30 | Hatfield Marine Science Center - iLab
<i>The Hatfield Marine Science Center is located in Newport and services as OSU's marine laboratories. Today's presentation will discuss the work being done.</i> | Guest,
Drummond
Wengrove |

- | | | | |
|-----|-------|---|---|
| 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> • <i>Early Childhood Education</i> • <i>Rural Economic Alliance (REAL)</i> • <i>Lane Economic Committee (LEC)</i> • <i>Blue Economy Update from EDALC</i> • <i>Other workgroup updates?</i> | Staff,
Justin Peterson |
| 9. | 10:50 | Other Business (if time allows) <ul style="list-style-type: none"> • <i>Executive Committee Updates</i> • <i>Staff Updates – CED Director Position is Posted</i> • <i>Regionally Significant Jurisdiction Updates</i> • <i>CWEDD Regional Priority list (Attachment C)</i> | Chair/Staff |
| 10. | 11:00 | Adjournment
<i>Next Meeting: CWEDD BOARD MEETING TBD. Scheduled for early 2024.</i> | Chair |
| 11. | 11:05 | Tour – Hatfield
Scheduled tour of Hatfield iLab | Guest,
Drummond
Wengrove |

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	
Rick Booth	City Councilor	City of Waldport	
Paul Schuytema	Executive Director	EDALC	
Chris Workman	City Manager	City of Philomath	
Kelly Hart	CED Director	City of Lebanon	
John Pascone	President	LEDG	
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.