

WHATCOM COUNCIL OF GOVERNMENTS
BOARD MINUTES – **DRAFT**
MAY 8, 2018

IN ATTENDANCE:

MEMBERS VOTING: Jon Mutchler (Chairman), Ferndale; Scott Korthuis (Vice Chairman), Lynden; Jack Louws (Secretary-Treasurer), Carol Frazey and Satpal Sidhu, Whatcom County; Kelli Linville, April Barker and Terry Bornemann, Bellingham; Bonnie Onyon, Blaine; John Carter, Lake Whatcom W&SD; Tom Jones, Nooksack; Kyle Christensen, Sumas; NON-VOTING: Larry Brown, Sudden Valley Association; Pete Stark, WTA

GUESTS Terry Terry, CTAG; Justin Clary, Lake Whatcom W&SD; Eric Trower, Sudden Valley Association

STAFF Bob Wilson, Ron Cubellis, Hugh Conroy

A. CALL TO ORDER

Chairman Mutchler called the meeting to order at 3:00 p.m. with a quorum present.

B. PUBLIC COMMENT

No public comment was received.

C. AGENDA APPROVAL

APPROVED BY UNANIMOUS CONSENT

D. MINUTES OF MEETING OF JANUARY 16, 2019

APPROVED BY UNANIMOUS CONSENT

E. APPROVAL OF CLAIMS

Mr. Louws moved, Mr. Sidhu seconded, to approve the list of claims from March 1 through April 30, 2019, inclusive, in the amount of \$363,419.10, which was contained in the meeting packet sent to the representatives on May 1, 2019, and which was audited and certified by the Executive Director, acting as the Auditing Officer as required by RCW 42.24.090.

MOTION PASSED

F. BUDGET REPORT

Mr. Cubellis presented the budget report as of April 30, 2019.

G. OLD BUSINESS

None

H. NEW BUSINESS

1. Public Utility District No. 1 Request for Ex-Officio Membership on the Whatcom Transportation Policy Board

MOTION: Ms. Linville moved, Mr. Christensen seconded, to approve the request of Public Utility District No. 1 for ex-officio membership on the Whatcom Transportation Policy Board.

MOTION PASSED

2. Amendment to the Bylaws and Procedures of the Whatcom Metropolitan Planning Area Transportation Planning Process

MOTION: Mr. Louws moved, Mr. Bornemann seconded, to amend the Bylaws and Procedures of the Whatcom Metropolitan Planning Area Transportation Planning Process, as presented.

MOTION PASSED

3. Amendment to WCOG's Americans with Disabilities Act (ADA) Policy

Mr. Cubellis explained the need to update WCOG's ADA Policy.

MOTION: Mr. Korthuis moved, Mr. Jones seconded, to amend the Whatcom Council of Governments' ADA Policy, as presented.

MOTION PASSED

4. Amendment to WCOG's Complaint Policy

Mr. Cubellis explained the need to amend the Complaint Policy and answered questions posed by the representatives.

MOTION: Mr. Korthuis moved, Ms. Onyon seconded, to amend the Whatcom Council of Governments' Complaint Policy, as presented.

MOTION PASSED

5. Amendment to WCOG's Title VI Plan

Mr. Wilson explained that during a recent meeting with WSDOT's Public Transportation Division, staff was made aware that WCOG had not submitted an annual Title VI (of the Civil Rights Act of 1964) compliance report to WSDOT since September of 2017, which

was prepared by Mary Anderson – who served as WCOG’s Title VI Coordinator – immediately before she left to take a position at WTA. It was also brought to our attention that WCOG’s Title VI Plan had not been updated since 2013. To correct these oversights, Mr. Wilson agreed to submit an annual compliance report to WSDOT in July for the period August 2017 through June 2019; to make certain revisions to the current Title VI Plan, and; to undertake a thorough update of the Title VI Plan by December 2019.

MOTION: Mr. Louws moved, Mr. Korthuis seconded, to amend the Whatcom Council of Governments’ Title VI Plan, as presented, acknowledging that the Plan will undergo a thorough review and update no later than December 31, 2019.

MOTION PASSED

I. EXECUTIVE DIRECTOR’S REPORT

In the interest of time, Mr. Wilson declined the opportunity to provide a report.

J. CORRESPONDENCE

Mr. Wilson directed the representatives’ attention to a thank you card from WTA in recognition of the work performed by WCOG’s Mobility Programs’ staff on the Seventh Grade Bus Program.

K. BOARD OPEN FORUM

No comments were offered.

L. ADJOURNMENT

There being no further business, the meeting adjourned at 3:32 p.m.

Jack Louws
Secretary-Treasurer

Robert H. Wilson, AICP
Executive Director

Prepared by Robert H. Wilson, Executive Director. These minutes have been neither reviewed nor approved by WCOG’s Council Board.