

**COG BOARD OF DIRECTORS MEETING**

**DATE:** April 8, 2015  
**TIME:** 12:00 – 2:00PM  
**PLACE:** COG Board Room

*District of Columbia*  
*Bladensburg\**  
*Bowie*  
*Charles County*  
*College Park*  
*Frederick*  
*Frederick County*  
*Gaithersburg*  
*Greenbelt*  
*Montgomery County*  
*Prince George's County*  
*Rockville*  
*Takoma Park*  
*Alexandria*  
*Arlington County*  
*Fairfax*  
*Fairfax County*  
*Falls Church*  
*Loudoun County*  
*Manassas*  
*Manassas Park*  
*Prince William County*

**PLEASE NOTE: Chairman Euille will begin the meeting promptly at Noon. Lunch for members and alternates will be available at 11:30AM**

**AGENDA**

**1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE  
(12:00PM)**

**Honorable William Euille  
Mayor, City of Alexandria  
COG Board Chair**

**2. ANNOUNCEMENTS  
(12:05 – 12:10PM)**

**Chair Euille**

- A. Human Services and Public Safety Policy Committee Meeting – April 17**
- B. Foster Parent of the Year Reception – May 13**
- C. Infrastructure Financing Event – May 13**
- D. COG Leadership Retreat – July 24-26**

**3. EXECUTIVE DIRECTOR'S REPORT  
(12:10 – 12:15PM)**

**4. AMENDMENTS TO AGENDA  
(12:15 – 12:20PM)**

**5. APPROVAL OF MINUTES OF MARCH 11, 2015  
(12:20– 12:25PM)**

*\*Adjunct Member*

**6. ADOPTION OF CONSENT AGENDA ITEMS  
(12:25 – 12:30PM)**

**A. RESOLUTION ESTABLISHING CRITERIA FOR EXTERNAL AUDIT FIRM SELECTION AND RETENTION**

The Board will be asked to adopt Resolution R20-2015 directing the Audit Committee to annually recommend retention of or change in COG's external audit firm based on qualifications and performance, competitive pricing, and other factors affecting COG's best interests. The resolution also requires solicitation of quotes or proposals at least every five (5) years to assess competitive pricing, and establishes criteria for selecting a new audit firm.

**RECOMMENDED ACTION: Adopt Resolution R20-2015.**

**B. RESOLUTION AUTHORIZING COG TO APPLY FOR AND EXECUTE A GRANT CONTRACT WITH THE FEDERAL AVIATION ADMINISTRATION**

The Board will be asked to adopt Resolution R21-2015 authorizing the Executive Director, or his designee to submit a planning grant application and execute a grant contract with the Federal Aviation Administration to conduct Phase 30 of a multi-year program for Continuous Airport System Planning for the National Capital Region in an amount not to exceed \$250,000. This application and subsequent grant contract would include the following tasks: (1) Ground Access Travel Time Update, (2) Process 2015 Air Passenger Survey (Phase 1). The Executive Director, or his designee, is further authorized, if necessary, to enter into contracts with qualified firms to provide specialized support in performance of the grant requirements. The FAA will provide funds for ninety percent, \$225,000, of the project total. A ten percent match of \$25,000 will be provided from COG budgeted local funds.

**RECOMMENDED ACTION: Adopt Resolution R21-2015.**

**C. RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO DEVELOP THE DISTRICT DAMAGE ASSESSMENT BASE PLAN – PART 2 FOR THE DISTRICT OF COLUMBIA**

The Board will be asked to adopt Resolution R22-2015 authorizing the Executive Director, or his designee, to receive and expend grant funds from the District of Columbia Homeland Security and Emergency Management Agency (HSEMA) in the amount of \$162,257. COG has been requested by the District of Columbia HSEMA to procure a contractor to build upon the damage assessment planning effort and develop an associated Community Collaborative Planning Framework. Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. **No COG matching funds are required.**

**RECOMMENDED ACTION: Adopt Resolution R22-2015.**

**D. RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO DEVELOP AND CONDUCT THE DISTRICT TRAINING AND EXERCISE PLANNING (TEP) WORKSHOP 2015 FOR THE DISTRICT OF COLUMBIA**

The Board will be asked to adopt Resolution R23-2015 authorizing the Executive Director, or his designee, to receive and expend grant funds from the District of Columbia Homeland Security and Emergency Management Agency in the amount of \$105,000. COG has been requested by the District of Columbia Homeland Security and Emergency Management Agency (HSEMA) to procure a contractor to support the development and conduct of a Training and Exercise Workshop and update of the HSEMA Multi-Year Training and Exercise Plan (TEP). Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. **No COG matching funds are required.**

**RECOMMENDED ACTION: Adopt Resolution R23-2015.**

**E. RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO PROVIDE STRATEGIC SUPPORT FOR THE DISTRICT OF COLUMBIA**

The Board will be asked to adopt Resolution R24-2015 authorizing the Executive Director, or his designee, to receive and expend grant funds from the District of Columbia Homeland Security and Emergency Management Agency (HSEMA) in the amount of \$288,750. COG has been requested by the District of Columbia HSEMA to procure a contractor to provide program management and administrative support to HSEMA that will include two full time positions to HSEMA for one year. Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. **No COG matching funds are required.**

**RECOMMENDED ACTION: Adopt Resolution R24-2015.**

**F. RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO COMPLETE DISTRICT EVACUATION PLANNING FOR THE DISTRICT OF COLUMBIA**

The Board will be asked to adopt Resolution R25-2015 authorizing the Executive Director, or his designee, to receive and expend grant funds from the District of Columbia Homeland Security and Emergency Management Agency (HSEMA) in the amount of \$200,000. COG has been requested by the District of Columbia HSEMA to procure a contractor to develop a comprehensive and accessible District Emergency Evacuation Plan through a comprehensive planning process with the District, regional, federal, and other public and private stakeholders. Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. **No COG matching funds are required.**

**RECOMMENDED ACTION: Adopt Resolution R25-2015.**

**G. RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO COMPLETE A METRO PUBLIC SAFETY COMMUNICATIONS INTEROPERABILITY STUDY**

The Board will be asked to adopt Resolution R26-2015 authorizing the Executive Director, or his designee, to receive and expend grant funds from the District of Columbia Homeland Security and Emergency Management Agency (HSEMA) in the amount of \$262,500. COG has been requested by the District of Columbia HSEMA to procure a contractor to complete a comprehensive study of the

Washington Metropolitan Area Transit Authority (WMATA) underground communications system. Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. **No COG matching funds are required.**

**RECOMMENDED ACTION: Adopt Resolution R26-2015.**

**H. RESOLUTION AUTHORIZING COG TO ENTER INTO A CONTRACT WITH MILLIGAN & COMPANY, LLC TO IMPLEMENT IMPROVEMENTS TO TITLE VI AND DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAMS**

The Board will be asked to adopt Resolution R27-2015 authorizing the Executive Director, or his designee, to procure and enter into a contract with Milligan & Company, LLC in an amount not to exceed \$46,000 to complete work on Title VI Program and DBE Program requirements. This work will also provide a framework for COG staff going forward to perform these tasks and comply with all federal requirements. Funding for this contract is available using existing COG budgeted funds from the Department of Accounting and Finance.

**RECOMMENDED ACTION: Adopt Resolution R27-2015.**

**I. RESOLUTION AUTHORIZING COG TO ENTER INTO A CONTRACT TO SUPPORT THE REGIONAL MULTI-SECTOR WORKING GROUP**

The Board will be asked to adopt Resolution R28-2015 authorizing the Executive Director, or his designee, to enter into a contract with ICF, International in an amount not to exceed \$276,425 for the technical analysis and report development in support of the Multi-sector Working Group. Funding for this contract is available using existing COG budgeted funds from the Department of Transportation Planning, the Department of Environmental Programs, and the Department of Community Planning and Services.

**RECOMMENDED ACTION: Adopt Resolution R28-2015.**

**ACTION AGENDA**

**7. FACILITATING CREATION OF A METRO SAFETY COMMISSION (MSC)  
(12:30-12:40PM)**

**Mr. Chuck Bean**  
Executive Director, COG

**Mr. Kanti Srikanth**  
Director, Department of Transportation Planning, COG  
Staff Director, TPB

COG has been approached by the Federal Transit Administration (FTA) and the Transportation Secretaries and Director of Maryland, Virginia and the District of Columbia Department of Transportation to serve as the designated recipient of FTA's State Safety Oversight (SSO) program funds. COG would be responsible to work with the three states to facilitate the creation of a Metro Safety

Commission (MSC) as an independent State Safety Oversight Agency to oversee the safety of WMATA Metrorail operations, promulgate regulations as needed, hire and train qualified staff, enforce safety requirements and set consistent oversight policy for WMATA Metrorail. Staff will brief the Board on the proposed Memorandum of Understanding (MOU).

**RECOMMENDED ACTION: Adopt Resolution R29-2015, approving the MOU.**

**8. BROOKINGS ADVANCED INDUSTRIES PROJECT  
(12:40-1:10PM)**

**Mr. Mark Muro**  
**Senior Fellow and Policy Director, Metropolitan Policy Program at Brookings**

Brookings Advanced Industries Project defines R&D industries that concentrate the nation's science, technology, engineering, and mathematics workforce. Brookings Senior Fellow and Policy Director, Mark Muro will brief the Board about the Advanced Industry sectors in the metropolitan Washington region and discuss the research and opportunities for economic advancement.

**RECOMMENDED ACTION: Receive briefing.**

**9. PRESENTATION ON POTENTIAL GROWTH INDUSTRIES IN THE REGION  
(1:10-1:30PM)**

**Mr. Jim Dinegar**  
**President and CEO, Greater Washington Board of Trade**

Jim Dinegar, President and CEO of the Greater Washington Board of Trade, will comment on the Brookings research and offer perspective on prospective growth industries in the region such as cybersecurity, life sciences, and hospitality.

**RECOMMENDED ACTION: Receive briefing.**

**10. PRESENTATION ON THE FEDERAL LABORATORY CONSORTIUM FOR TECHNOLOGY TRANSFER (FLC)  
(1:30-1:55PM)**

**Mr. Paul Zielinski**  
**Chair, Federal Laboratory Consortium for Technology Transfer**  
**Director, Technology Partnerships Office, National Institute of Standards and Technology**

The FLC is the nationwide network of federal laboratories that provides the forum to develop strategies and opportunities for linking laboratory mission technologies and expertise with the marketplace. The metropolitan Washington area has a large concentration of federal labs and is a leading region throughout the country. Paul Zielinski, Chair of the FLC will brief the Board of their work and mission to increase dialogue with state and local governments.

**RECOMMENDED ACTION: Adopt Resolution R30-2015, approving further collaboration between COG and the FLC.**

**11. OTHER BUSINESS  
(1:55-2:00PM)**

**12. ADJOURN – THE NEXT MEETING IS WEDNESDAY MAY 13, 2015  
(2:00PM)**



*Alternative formats of this agenda and all other meeting materials are available upon request. Email: [accommodations@mwkog.org](mailto:accommodations@mwkog.org). Phone: 202-962-3300 or 202-962-3213 (TDD). Please allow seven working days for preparation of the material. Electronic versions are available at [www.mwkog.org](http://www.mwkog.org).*