

IOWA NORTHLAND REGIONAL COUNCIL OF GOVERNMENTS
EXECUTIVE COMMITTEE

THURSDAY, OCTOBER 15, 2020

12:00 Noon

INRCOG Office
229 E. Park Avenue
3rd Floor Board Room
Waterloo, Iowa

AGENDA

- 1) Approval of Agenda;
- 2) Approval of August 20, 2020 Executive Committee Minutes;
- 3) Financials;
 - a) INRCOG
 - b) RTC
- 4) Executive Director's Report;
 - a) Human Resources
 - b) Grants/Contracts
 - c) 229 E. Park
- 5) INRCOG/INRTC Title VI Plan Update;
- 6) INRCOG CARES RLF Admin Plan;
- 7) FY'22 INRCOG Membership Dues;
- 8) Other Business;
- 9) Adjourn.

This will be an **online meeting**. Live audio and presentation materials will be available using the following link:

<https://global.gotomeeting.com/join/910113525> OR dialing: [+1 \(646\) 749-3122](tel:+16467493122) Access Code: 910-113-525

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IOWA NORTHLAND REGIONAL COUNCIL OF GOVERNMENTS

229 E. Park Ave.

Waterloo, Iowa 50703

Minutes

Executive Committee Meeting

Thursday, October 15, 2020

Members Present: Duane Hildebrandt, Linda Laylin, Bonita Davis, Gary Gissel, Rob Green, and Kevin Blanshan. The meeting was held via videoconference.

The meeting was called to order at 12:00 noon by Duane Hildebrandt, Chair.

Chair Hildebrandt asked for any additions to the agenda. It was moved by Gissel, seconded by Laylin, to approve the agenda as presented. The motion carried unanimously.

The minutes of the August 20, 2020 Executive Committee meeting were reviewed. It was moved by Green, seconded by Gissel, to approve the minutes as presented. The motion carried unanimously.

The July and August INRCOG and RTC financials were then presented. It was moved by Laylin, seconded by Green, to approve the financials as presented. The motion carried unanimously.

Under Human Resources, Blanshan informed the Committee that they have hired Nick Fratzke as the Community Development Specialist and Brenda Vavrock as the Safe Routes to School Coordinator. They will start on October 19th and 26th respectively.

Blanshan then presented an update to the INRCOG/INRTC Title VI Plan. It was moved by Davis, seconded by Laylin to approve the plan update as presented.

The EDA CARES Revolving Loan Fund (RLF) Administrative Plan was then presented. Committee member's asked if an approved applicant defaults on the loan, what exposure the cities and counties would have in terms of paying back the funds? Blanshan indicated that they would have very little if any exposure and every applicant will come to the Executive Committee for loan approval. He will check with staff managing the RLF to confirm. It was then moved by Gissel, seconded by Laylin to approve the EDA CARES RLF Administrative Plan as presented. Motion carried unanimously.

Blanshan then provided information relating to the FY'22 proposed membership dues. He is recommending membership dues be established at \$0.52 per capita which is a one cent increase over last year. The funds generated from the dues go towards the local match requirements associated with the EDA Planning Grant, MPO and RTA Transportation Planning and the Safe Routes to School grant. It was moved by Laylin, seconded by Gissel to set the FY'22 membership dues at \$0.52 per capita. Motion carried unanimously.

An update relating to COVID-19 was then provided. Blanshan noted that Executive Committee meetings will continue via teleconference for the foreseeable future.

The next meeting of the Executive Committee will be on November 19,2020.

With no further business, the meeting was adjourned.

Respectfully Submitted,

Kevin Blanshan, Acting Secretary