

AGENDA
Rogue Valley Council of Governments
Board of Directors

Date: Wednesday, June 26, 2025

Time: 12:00 noon

Location: RVCOG Lewis Conference Room – 155 N 1st Street, Central Point, OR

Zoom <https://us06web.zoom.us/j/88496373993?pwd=7ai1PfMEoNTEnj17XaLVmEv3JV2S8L.1>

Meeting ID: 884 9637 3993 / Passcode: 654473

(408) 638-0968 US (San Jose) / (253) 215-8782 US (Tacoma)

1. **Call to Order / Attendance**.....Chair
2. **Introductions and Comments from Members / Public**.....Chair
3. **Presentation**
 - A. Results Executive Director 360 Evaluation
4. **Consent Agenda**Chair
 - A. Approve Meeting Minutes from May 28, 2025
5. **Reports** Executive Director
 - A. Executive Director’s Report
6. **Regional Update / Open Air**..... All
7. **Other Business**.....Chair
8. **Agenda Build** All
9. **Next Meeting**.....Chair
 - No Meeting in July.**
The next meeting will be held on **Wednesday, August 27, 2025.**

Adjournment

Questions? Please contact RVCOG at 541-664-6674. If assistance is needed to participate in this meeting, please notify us at least 24 hours prior to the meeting to assist staff in providing reasonable accommodation.

Rogue Valley Council of Governments
Board of Directors Meeting
Lewis Conference Room/Zoom Webinar

Minutes from the meeting being held May 28, 2025

VOTING MEMBERS

Present:

President Jody Hathaway (ECSO)
1st Vice President John Quinn (RVSS)
2nd Vice President Pam VanArsdale (Rogue River)
Councilor Kelley Johnson (Central Point)
Board Member Bill Mansfield (RVTD)
Councilor Kathy Nuckles (Shady Cove)
Councilor Mike Smeltz (Butte Falls)
Mayor Kathy Sell (Eagle Point)
Mayor Ronald Palmer (Gold Hill)

Councilor Victoria Marshall (Grants Pass)
Commissioner Colleen Roberts (Jackson County)
Board Member Marta Tarantsey (JCLD)
Councilor Zac Smith (Medford)
Mayor Al Muelhoefer (Phoenix)
Board Member Jonathan Bilden (RCC)
Board Member Tom Fischer (SORED) Board
Member Carl Tappert (RVSS)
Board Member Marc Overbeck (SOU)

Absent:

Councilor Eric Hansen (Ashland)
Board Member Jean Ann Miles (Cave Junction)
Councilor Andrea Thompson (Jacksonville)
Fire Chief Mike Hussey (JCFL 3)

Board Member Jill Smedstad (JSWCD)
Josephine County Representative
Mayor Darby Ayres-Flood (Talent)

Italics = Executive Committee

Non-Voting Members:

RVCOG Staff:

Ann Marie Alfrey, Executive Director
Sebastian Viteri, Finance Director

Adrian Modjeski, HR & Admin Services Director
Jon Pfefferle, Nutrition Program Director

1. Call to Order/Attendance

President Jody Hathaway called the meeting to order at 12:02pm.

2. Introductions and Comments from Members/Public

None.

3. Public Hearing

The Public hearing was opened at 12:05pm

A. Board Discussion and Public Comments Regarding RVCOG Fiscal Year 2025-2026 Approved Budget

The budget and changes from the previous year were briefly explained. Changes to last year included the Drone program being relaunched and added high-level GIS services. COVID funding has ended and will not carry over into the new budget. Changes in the Federal funding were explained and the budget is calculated very conservatively.

B. Board Discussion and Public Comments Regarding RVCOG Fiscal Year 2024-2025 Amended Budget

Changes in the Community Development and Buildings Operation fund were explained.

The Public hearing was closed at 12:20pm.

4. Action Item

A. Resolution No. 2025-01: Adoption of RVCOG Fiscal Year 2025-2026 Budget

MOTION: Board Member Bill Mansfield moved to approve the resolution. Board Member Marta Tarantsey seconded the motion. Roll call vote was held, and Resolution was approved unanimously.

B. Resolution No. 2025-02: Amendment of RVCOG Fiscal Year 2024-2025 Budget

MOTION: Board Member Tom Fischer moved to approve the resolution. Mayor Al Muelhoefer seconded the motion. Roll call vote was held, and Resolution was approved unanimously.

5. Consent Agenda

A. Meeting Minutes from March 26, 2025

B. Meeting Minutes from April 23, 2025

MOTION: President Jody Hathaway moved to approve the meeting minutes from March 26, 2025, and April 23, 2025. Mayor Al Muelhoefer seconded the motion. The motion was approved unanimously.

6. Reports

A. Executive Director's Report

Food & Friends Industrial Commercial Kitchen Lease Termination

Communications with RVCOG legal counsel voiced concerns about a resolution from the RVCOG Board to the ACCESS Board. ACCESS agreed in writing to transfer the existing equipment to Food & Friends once the kitchen is moving. ACCESS project is delayed to next year, ACCESS now proposing a 6-month termination clause. ACCESS is requesting 90-day notice if RVCOG is cancelling the lease. Cost to move existing equipment to be determined.

A board discussion was opened.

Board Member Tom Fischer questioned if RVCOG is responsible for removing equipment even if not used. Board Member Marta Tarantsey investigated about the ACCESS Board involvement. Ann Marie reached out to an ACCESS board member and learned that this board member was not informed about the strategic plan communicated by ACCESS.

Future plans for the kitchen should be ownership and not a lease situation. Meetings with the owner of the Merrick have not produced any new information or clarity. City of Central Point is offering the former Public Works building with a possible lease to own option. Remodeling this space seems a better option than anything available at this point. RVCOG received a draft for the 6-month lease proposed by ACCESS. Details are still to be finalized.

The Executive Committee recommended at the April meeting to hold off on the Resolution. A motion was made by Board Member Bill Mansfield to stop the previous resolution to be sent to the ACCESS Board. 1st Vice President John Quinn seconded the motion. A roll call vote was held, and motion was approved unanimously.

SB1501(SB3395)

Work is continuing and building codes are still being looked at and updated. If environmental assessments are required, funds might be available for that.

IGA with Curry County

Board approval was received to enter into an IGA with Curry County. The proposal was sent over, but no response was received. This is a good opportunity to clarify contracts for the future that are requested by non-member jurisdictions.

7. Regional Update / Open Air

City of Medford – Councilor Zac Smith started his report with the information about the emergency preparedness town halls. Downtown 2040 plan survey is open for final feedback. The Wastewater Facility Upgrade project, funded through several funding sources, including loans and a sewer rate increase, is still in process.

City of Grants Pass – Councilor Victoria Marshall shared information about the Boatnik. Nebraska Trail Apartments, an Affordable Housing complex with 51 units, broke ground. Different funding for the water treatment plant is pursued. Federal grant was lost, but this will reduce some requirements on the project, which will lower the overall project costs.

City of Shady Cove – Councilor Kathy Nuckles reported that budget for the upcoming fiscal year was approved by the budget committee, and it will be presented to the Council on June 5th. The new welcome sign is being installed. The Mayor and Councilor Nuckles have been testifying before the Oregon Ways and Means Committee to secure additional funding for the municipal water project.

Town of Butte Falls – Member Michael Smeltz shared that Butte Falls is in the process of awarding a contract for a new viewing platform and other updates to hiking and biking trails. Fuel reduction projects around town are underway. Completion date is June 12th, 2025. Budget was approved and 4th of July festivities are in planning.

Southern Oregon University (SOU) – Board Member Marc Overbeck reported that the commencement ceremony is taking place on June 14th. Some unused properties on SOU campus are being sold off to generate funds. A senior living facility is trying to be developed at the edge of the campus with the support of the City of Ashland. The Behavioral Health Institute is being focused on with the help of surrounding agencies. The digital media center is proposed to be relocated to the music hall. This resulted in the restrooms no longer being ADA compliant. Funding is sought to help with this project. The recently passed bill by the House could potentially impact SOU with changed requirements, if it is passed by the Senate. Federal funds under the Community Resilience and Energy Program have new and challenging requirements.

Rogue Valley Transportation District (RVTD) – Board Member Bill Mansfield shared that RVTD is, like many other agencies, funded by State and Federal grants. RVTD is still waiting for more information about future available funding.

Rogue Valley Sewer Services (RVSS) – Board Member Carl Tappert reported that the budget was approved by the budget committee and the budget is going in front of the board for approval next month. Expenses for the Water Treatment Plant are coming in and this will trigger a series of increases over the next few years. The five-year strategic plan is being finalized and presented to the board next month as well. Construction projects in White City are completed, and new ones are being started in Shady Cove at the Water Treatment Plant. The annexation of Gold Hill is still on track, design to be completed by the end of the year.

City of Phoenix – Mayor Al Muelhoefer started his report with the ribbon cutting of a new Starbucks. Finishing the budget cycle and strategic planning is the main focus.

City of Gold Hill – Mayor Ron Palmer informed everyone that Gold Hill is getting ready to kick off their Gold Dust Days. Gold Hill is celebrating 130 years of being a town. The remodel of the bridge is still a big focus. Budget is wrapping and should be passed by next week.

City of Eagle Point – Mayor Kathy Sell started her report with the information that the annexation of 50 acres into the city was passed. This enables additional services to be located in the city. Eagle Point Police Chief received Police Chief of the Year in the State of Oregon.

Jackson County – Commissioner Colleen Roberts updated on past events and the upcoming Jackson County Fair in July. The Emergency Services Building that is being built in cooperation with Central Point is moving along.

SORED – Board Member Tom Fischer stated that the search for a new Executive Director is still ongoing. A recruitment firm was hired for support. The updates to the CEDS Comprehensive Economic Development Strategy Plan are going well with input from Community Partners. Kim Freeze is working on connecting Entrepreneurs with available sources. A monthly meeting at The Hive in Grants Pass is offered for interested people.

Jackson County Library District (JCLD) – Board Member Marta Tarantsey started her report with the information that the JCLD is kicking off their summer reading program. Reading guides in English and Spanish are available. Additional information is available on the website. The children's book week was a success. A community engagement manager was hired and will start soon. Library All Staff Day will be at RogueX this year. Kate Lasky with the Josephine County Library District won Librarian of the Year 2025.

Business Oregon awarded funding for the Infrastructure Support Fund. No Southern Oregon locations were included. A third round will be available, and more information will be shared. Round 2 of the Childcare Infrastructure Funding was completed, a third round will be available in July and August. More information about recipients will follow. On June 11th the Oregon Housing and Community Services will host a summit in Grants Pass. On June 12th Southern Oregon Innovation Hub will assist Medford to host the first Pitch Latino Southern Oregon event.

ECSO – Board President Jody Hathaway reported that the budget was passed. A new position, Radio Technician, is included in the new budget and it will start July 1st. The programming and maintenance for all the radios is part of this position and ECSO users will not need to utilize outside vendors. Two new hires start on June 15th, but four positions are still open.

8. Other Business

No other business was noted.

9. Agenda Build

June

Presentation Results Executive Director 360 Evaluation.

Future Possible Presentation

Rogue Valley Food Systems is interested in presenting to the Board information about the Community Food Assessment that was recently completed. Information about the program was shared.

10. Next Meeting

The next regular meeting is scheduled for noon on Wednesday, June 25, 2025.

Adjournment:

President Jody Hathaway adjourned the meeting at 1:21 pm.

Executive Director Ann Marie Alfrey Evaluation

There was a total of 42 responses, broken down as follows:

- Staff – Non-Leadership Role 18
- Staff – Leadership Role 4
- Board Member 11
- Community Partner 9

Ratings:

- N/A – these threw off the average and weighted average scores
- Significant Concerns
- Development Needed
- Fully Effective
- Exemplary

18 questions answered by 42 people = 756 answers

There were zero Significant Concerns. The ratings were evenly split between Fully Effective and Exemplary.

Development Needed Questions: 9 responses out of 756

Q5: Problem Solving – Accurately and effectively assess problems and implements solutions.

Board Member: Ann Marie is very creative on most problem-solving tasks. Her one deficiency is the services (planning, accounting, etc.) that RVCOG provides to cities as a service. It appears that the caliber of talent in this area has slipped, and yet, the cities continue to pay expert rates. The cities are a vital part of RVCOG, and when they need help, they trust that RVCOG can provide the expert services necessary. If RVCOG can only provide junior level expertise in an area due to staffing shortages, then that should be disclosed and provided at a junior price.

Q10: Accountability: Fosters an environment where accountability is expected yet presented as a tool for growth and opportunity for improvement.

No Comments

Q12: Business Development: Consistently identifies new partnership opportunities. Ensures that RVCOG generates sufficient resources to invest in an organization's future.

Staff-Leadership: I don't think she has had a chance to be fully effective in this regard as she is in the operational trenches the majority of the time, wearing multiple hats.

Q14: Delegation: Effectively delegates to ensure the Leadership Team can meet the expectations and requirements of their jobs and to ensure all staff can develop new job skills and competencies.

No Comments

Q15: Conflict Resolution: Understands that conflict is a normal part of all organizations and that it can be an opportunity to seek clarity, understand divergent viewpoints, and engage others in important organization issues.

No Comments

Q15: Sustainability Impact and Financial Health: Ensures viable strategies are in place to achieve desired mission impact. Ensures that the organization generates sufficient resources to fund current work and invest in the organization's future.

Staff-Leadership: Again, she does have the ability to invest in the organization's future and do it well, however operational hat is worn a lot due to necessity. This leaves little room for future planning, as the focus is on current needs.

COMMENTS MADE BY STAFF – NON-LEADERSHIP ROLES:

- In my observation, this has been a tough year for Ann Marie. We had vacancies in 2 program director positions, which she delegated what she could, but carried a bulk of the work herself. She also had a devastating event in her personal life. She has carried on with aplomb and has shown great leadership.
- Keen ability to see the whole picture in making sure all employees feel they job is valued by making sure it is visible through acts such as RVCOG will fund medical/Dental insurance in full. The RVCOG team was made aware all of our jobs are safe in the present climate. Seeing the whole picture of wanting to retain workers, respectfully acknowledge challenge of no cost of living is offset by no medical payment towards insurance will come out of payroll for new fiscal year.
- Keep on doing what you are doing.
- As a staff member I feel valued and appreciated every day. Just by the way Executive director says hello. However, it was her commitment to supporting staff to remain employed by RVCOG that really lets me know she values the team.
- Ann Marie has created a wonderful work environment, and I feel very lucky to be a part of any team she is leading.
- Most Definitely promotes equity and inclusion.

- Ann Marie shows strong leadership that is dependable, consistent, and equitable. As an employee I am extremely comfortable and happy to be employed by RVCOG.
- Is compassionate and caring.
- Is a committed leader.
- A climate of trust where employees feel valued.
- Accountable and fosters opportunity for improvement.
- Very proficient project manager.
- Constantly looking for partnership opportunities. Since moving into the Executive Director role, Ann Marie has shown a vast knowledge of each department and enthusiasm for the work we ALL do.
- As a member of staff, I appreciate her clear communication and drive to show us that we matter. Whether supporting us in needing to take time off or making small changes for us, such as RVCOG paying for our full health care coverage premiums, shows us that she cares.
- Ann Marie understands the importance of the AAA Director duties and when we were looking for someone to fill that role, she didn't cave and hire someone that wasn't quite capable of filling that role. It's better to wait for the right applicant than hire someone that will fail to meet the qualifications of the position. Although Ann Marie gets quite busy with so much to do, she is almost always available to answer a question or help resolve an issue. She has never made me feel bad for "bugging" her about work and/or issues I've stumbled upon. She has shown me new things about my position and trained me more than she'll probably ever know.
- Supports core values at every turn.
- Oversight is exceptional. Navigating the funding uncertainty will be a major challenge.
- Big fan.
- It is impressive how one person can handle so many different tasks at the same time.

COMMENTS BY STAFF – LEADERSHIP TEAM:

- Creating and maintaining the organization's financial health. Improvement on financial processes and vast knowledge of the organization as a whole.
- Consistently identifies new partnership opportunities. Ensures that RVCOG generates sufficient resources to invest in organization's future.
- Ann Marie is fun, energetic, knowledgeable, and real. She supports her team (both leadership and staff) and she knows RVCOG front and back. I am always impressed when she gives a public presentation of RVCOG and our services. I would

like to see her have the space to step outside the department operational functions and move into her Executive Director role, however she goes where the need is, and the need is usually a vacant department director FTE.

- She has maintained her dedication to the Board and RVCOG staff while enduring a devastating loss in her personal life. She has managed to complete very large tasks/projects/assignments that have strict deadlines, while still making herself available to staff and leadership so that we can get our work done.
- I think this has been another challenging year for Ann Marie. With taking on the SDS Director Role, supporting the Leadership Team through the never-ending challenges with the country's current administration and losing the lease on the kitchen for the Nutrition Program (among other things), she has managed to be supportive and effective throughout.
- Ann Marie is always very approachable and strives to connect with each individual employee at the RVCOG.
- Ann Marie is very involved in the community and with all staff and volunteers. She is very visible and has a vast knowledge of funding and programs throughout the Rogue Valley.
- I believe that if I went to see Ann Marie for any given personal reason, she would listen and give productive feedback.
- Ann Marie's commitment to the work we do is evident in her actions and the words she chooses to convey during meetings and presentations with clients and agencies.
- Ann Marie is constantly getting involved with many organizations in the Rogue Valley and then chooses to include other leadership roles in these partnerships.
- Ann Marie is always very approachable and strives to connect with each individual employee at the RVCOG. Ann Marie is very involved in the community and with all staff and volunteers. She is very visible and has a vast knowledge of funding and programs throughout the Rogue Valley. Ann Marie's commitment to the work we do is evident in her actions and the words she chooses to convey during meetings and presentations with clients and agencies. Ann Marie is constantly getting involved with many organizations in the Rogue Valley and then chooses to include other leadership roles in these partnerships.
- Ann Marie is constantly getting involved with many organizations in the Rogue Valley and then chooses to include other leadership roles in these partnerships. Ann Marie is always performing at a top level and there are no issues at all that I can think of.
- Ann Marie is a hard worker and shows up early to work every day and is always on task, working to make sure RVCOG is represented well.

COMMENTS BOARD MEMBER:

- Ann Marie is VERY relationship focused. She is compassionate but also tough (in a fair way) when necessary. She takes the lead when developing and nurturing relationships (as opposed to delegating this to someone else).

- The communications always include just the right level of information (and sometimes more but that's ok) and board presentations always lead the agenda, which means we never run out of time for questions on RVCOG issues or for the presenters and that's brilliant.
- I would love to see RVCOG pursue foundational funding and consider raising their rates. I don't know how it's possible to keep paying competitive wages with the current funding levels.
- Over the last year the ACCESS Commercial Kitchen lease termination notice created an opportunity for Ann Marie to demonstrate her superior diplomatic skills and she navigated it very skillfully (and is still navigating it in a way that makes me proud to be a board member of RVCOG).
- I have never seen Ann Marie lose her cool. I have unfortunately seen several Executive Directors in the Rogue Valley say things in an argumentative context that they've had to apologize for and I never ever have to worry about whether this ED will overreact or wince or bend under pressure.
- Stepping in as SDS Director worked out well. It is A LOT for an ED to be doing so I am concerned about the sustainability of this arrangement.
- The information shared in Board meetings, and its extent and depth, is perfect.
- Ann Marie Alfrey is an exemplary Executive Director and I hope we can keep growing the organization under her leadership to a more financially stable position to where we can pay competitive wages for all positions, from customer-facing, to executive. That's an organizational question and not an ED question, really.
- Ann Marie Alfrey is handling/handled the ACCESS Commercial Kitchen lease termination gracefully and diplomatically, more diplomatically than many of us would have.
- I hope we're paying Ann Marie Alfrey enough. She's amazing.
- Ann Marie is wonderful and very easy to work with. Keep her forever!

COMMENTS COMMUNITY PARTNER:

- Ann Marie has shown respect and professionalism to all levels I have seen her interact with.
- I've received feedback from previous employees of RVCOG and all had positive things to say about working under her leadership.
- She was able to clearly identify an issue my city had, provide a recommendation, and present a solution.
- She cares about those she works with, in the community and inside her organization.
- Grateful to have her on board!

- I have seen her assist in filling in for jurisdictions needing help, within her organization, and thinking outside the box to meet our needs. She has offered forward thinking options to help us get to our goals. She has problem solved, offered RVCOG resources, and collaborated in a way that makes us feel a part of the same team.
- I appreciate the way the Executive Director provides meaningful context, history, and to use clear language, not expecting busy people to remember the details, even if reported in a meeting a month or many months previous. She manages to avoid the dry recital of data, making the information meaningful, relevant, and providing a sense of progress towards common goals.
- A delight to work with.
- The directors have done a great job, all the work that has been done is with concern for the community and for the good of RVCOG.

FUTURE FOCUS AND/OR GOALS

- Keep on doing what you are doing.
- Improve internal processes and structure.
- Keeping all local gov'ts/organizations engaged and sharing information and realizing efficiencies together
- New ways to serve small cities.
- I believe the COG could do more in the regional overall, especially given Jackson County elected officials' lack of interest in improving circumstances for vulnerable residents in the areas of homelessness, mental health, and public health. The COG could be a more effective force for progress in the Rogue Valley, coordinating member jurisdictions towards solutions.
- Open more training avenues for leadership team and staff.
- Have one job title.

SELF EVALUATION

Q1 Relationship Management: Displays the ability to represent organizational values within every relationship at work and cultivate and maintain positive relationships with individuals, staff, clients, funders, and other partner organizations.

Exemplary

- Comments: Positive, respectful relations both inside and outside of RVCOG are the cornerstone of my approach to work.

Q2 Collaboration: Works effectively with the Leadership Team, staff, volunteers, and community partners, ensuring the employment of an inclusive team approach whenever possible.

Fully Effective

- Comments: I strive to foster a team approach where contributions from all are valued and appreciated.

Q3 Priority Setting: Ability to manage and prioritize multiple, sometimes competing, tasks and deadlines to ensure that both values are being upheld and goals are being accomplished.

Fully Effective

- Comments: Priority setting is the only way to approach all of the responsibilities that are on my plate.

Q4 Problem Solving: Accurately and effectively assess problems and identify and implement solutions.

Exemplary

- Comments: Every problem encountered is an opportunity for improvement.

Q5 Compassion: Demonstrates genuine care for staff, community partners, and clients of the agency.

Exemplary

- Comments: Care and empathy for others is a required leadership trait. Everyone should be encouraged, supported, and shown that they have value.

Q6 Communication: Demonstrates professional, clear, and compassionate communication with staff, clients, and community partners of the agency.

Fully Effective

- Comments: Communication is the key to fostering partnerships both inside and outside of the organization. Interactions should be approached with the positive intent to build.

Q7 Commitment: Demonstrates commitment and dedication to the work we do, the clients we serve, and the agency.

Fully Effective

- Comments: RVCOG's programs are valuable and provide a positive impact on our community - it is easy to be committed and dedicated to the work we do.

Q8 Leadership: Emphasizes creating a climate of trust and mutual respect; supports shared leadership principles and distribution of decision making and models/promotes management behavior in support of servant leadership, increasing the potential for employees to be productive and to feel welcome, valued, and motivated.

Exemplary

- Comments: Servant leadership is the only true form of leadership.

Q9 Accountability: Fosters an environment where accountability is expected yet presented as a tool for growth and opportunity for improvement.

Fully Effective

- Comments: As we are humans and make mistakes, accountability is necessary at all levels but should be approached as an opportunity for growth and process and self improvement.

Q10 Project Management: Ability to develop, implement, coordinate and evaluate projects under their scope of duties.

Fully Effective

- Comments: Good project management skills.

Q11 Business Development: Consistently identifies new partnership opportunities. Ensures that RVCOG generates sufficient resources to invest in organization's future.

Fully Effective

- Comments: Constantly looking for new partnership and revenue opportunities. Currently working with Oregon Wellness Network (OWN) to develop billing process for Medicare and Medicaid reimbursements for existing SDS work.

Q12 Financial Acumen: Possesses a strong understanding of financial principles and an ability to analyze financial data, to support RVCOG's short and long-term strategic planning.

Exemplary

- Comments: Excellent understanding of financial principals, statements, and analysis with a focus on strategic planning.

Q13 Delegation: Effectively delegates to ensure the Leadership Team can meet the expectations and requirements of their jobs and to ensure all staff can develop new job skills and competencies.

Fully Effective

- Comments: I delegate well when staff with the appropriate skills and experience are employed. Staffing constraints have impacted ability to delegate.

Q14 Conflict Resolution: Understands that conflict is a normal part of all organizations and that it can be an opportunity to seek clarity, understand divergent viewpoints, and engage others in important organizational issues.

Fully Effective

Q15 Service, Collaboration, Professionalism, Stewardship, Integrity, Respect: Successfully demonstrates the expectations of behavior, attitude, and professional conduct in support of RVCOG's Core Values.

Fully Effective

Q16 Overall Oversight: Directly supervises Leadership Team, Grants & Contracts Administrator, and Technical Services Specialist. Mentors and promotes servant leadership in support of a high-achieving Leadership Team. Ensures overall compliance with program goals and objectives. Works with the Leadership Team to ensure overall compliance with agency policies, funding guidelines, accounting policies, and procedures. Serves as the final signing authority for funders, contracts, and MOUs involving the exchange of funds or resources. Fills in for absent or unfilled Program Director positions. Currently serves as Interim SDS Program Director.

Fully Effective

Q17 Board of Directors: Provides appropriate reports and information to the Board of Directors to ensure competent decision making on behalf of RVCOG's financial and contractual requirements. Shares information the keep the Board of Directors informed of opportunities and challenges impacting Southern Oregon.

Fully Effective

Q18 External Relations: Works closely with Leadership Team to ensure positive and collaborative relationships with essential community partners. Attends community meetings as requested by Program Directors and Supervisors. Is an active member of community organizations, including Jackson County Continuum of Care (COC) and Jefferson Regional Health Alliance (JRHA).

Exemplary

Q19 Sustainability Impact and Financial Health: Ensures viable strategies are in place to achieve desired mission impact. Ensures that the organization generates sufficient resources to fund current work and invest in the organization's future.

Fully Effective

Q20 Comments on the overall demonstration of position competencies.

For half of the period that this review covers, I have been navigating recovery from a traumatic personal event. The struggle to balance my personal recovery with achieving exemplary performance as Executive Director has been extremely difficult. While I consistently strive to maintain successful organizational operations, meet critical deadlines, and work with the leadership team to overcome barriers to delivering our critical services, I fully admit that this traumatic event has impacted me and my work performance. I have been humbled by and am thankful for the compassionate support shown to me by the RVCOG staff.

Additional Comments

Q21 What comes to mind when you think about your achievements and performance over the last year?

Successful continuance and expansion of SDS programs and operations. Successful internal promotions and recruitments that have enhanced our service delivery in several of our program areas. Successful recruitment and onboarding of a Finance Director which removed one director-level position from my plate.

Q22 Please list future goals and focus for your position and the organization.

Continue to focus on achieving appropriate staffing levels so that RVCOG can continue to deliver critical services and provide professional resources to member jurisdictions. Continue to improve internal processes and recordkeeping with a focus on streamlining and ensuring accuracy and timeliness. Continue to focus on developing RVCOG staff, the people who make RVCOG a respected organization in our region and across the state. With the leadership team, strategize and navigate current and future funding pauses and losses.

Q23 Other comments about your performance.

Successes achieved during this review period would not have happened without the unwavering support of the RVCOG leadership team, RVCOG staff, and RVCOG board. Thank you all.



Board Meeting Agenda – Executive Director’s Report

Meeting Date:	June 25, 2025	Staff Contact:	Ann Marie Alfrey
Department:	Administration		

Food & Friends Industrial Commercial Kitchen Lease Termination

ACCESS has provided a draft lease with a six-month term, July through December 2025 at the same monthly rate as our current lease agreement. RVCOC has requested reconsideration of the monthly lease amount given the incredible expense of transitioning to a new facility, but no response has been received. We have yet to receive potential lease costs from the Merrick. The former Lillie Belle Farms chocolate facility was toured and is available for sale or lease. The main drawback for this location is the size; it is approximately 1,000 square feet smaller than the current kitchen location. The former Central Point Public Works facility is another potential. The City has provided an appraisal, and a meeting will be scheduled to further discuss this option. Board input regarding the purchase or lease of a new facility is requested.

SB1501 (Originally SB3395)

Work continues under this initiative to support housing production through identification of barriers and infrastructure. In addition to continuing work on building code updates, environmental assessments and accessible housing initiatives are now being pursued under this scope of work.

Four Year AAA Area Plan – July 2025 to June 2029

Edits to the board approved and submitted Area Plan were requested by ODHS Community Services and Supports Unit (CSSU). The requested edits were completed, and the Area Plan was approved. It will be available on the RVCOC website soon.

RVCOC Senior Advisory Council Letter in Support of Older Americans Act Programs

The following letter was approved and submitted by RVCOC’s Senior Advisory Council to Oregon’s Federal Congressional members in support of maintaining Older Americans Act (OAA) funding. As the designated Area Agency on Aging (AAA) for Jackson and Josephine Counties, RVCOC’s Senior & Disability Services and Food & Friends departments rely on OAA funding to carry out critical services that support older adults and adults with disabilities in the region to safely age at home.

Prior advocacy efforts by aging and social services support organizations were successful in keeping all OAA programs together after the Health and Human Services (HHS) Administration for Community Living (ACL) department was terminated. Rather than transferring some programs to the Center for Medicare and Medicaid (CMS) and some to the Administration for Children and Families (ACF), all OAA programs will be transferred to a newly renamed Administration for Children, Families and Communities (ACFC).



Area Agency on Aging - Senior Advisory Council Rogue Valley Council of Governments

(541) 664-6674 · FAX (541) 664-7927 · www.rvcog.org

June 17, 2025

Dear,

The Rogue Valley Council of Governments is a voluntary association of these local governments and special districts in our region:

Jackson County
Josephine County
City of Ashland
Town of Butte Falls
City of Cave Junction
City of Central Point
City of Eagle Point
City of Gold Hill
City of Grants Pass
City of Jacksonville
City of Medford
City of Phoenix
City of Rogue River
City of Shady Cove
City of Talent
Emergency Communications of Southern Oregon
Jackson County Fire District 3
Jackson County Library District
Jackson Soil & Water Conservation District
Rogue Community College
Rogue Valley Sewer Services
Rogue Valley Transportation District
Southern Oregon Regional Economic Development, Inc.
Southern Oregon University

On behalf of the Rogue Valley Council of Governments Senior Advisory Council, we are writing to you to share grave concerns regarding President Trump's draft FY 2026 HHS budget because it threatens the ability of older adults to age well at home and in the community. The budget will dismantle and destroy the integration of the cost-effective aging programs and services under the Older Americans Act (OAA), such as those offered by our agency as well as the other 613 Area Agencies on Aging (AAAs) that serve millions of older Americans and their caregivers around the country.

The budget draft outlines plans to zero out many critical aging programs that support the older adults in Oregon, such as OAA's evidence-based health promotion and disease prevention program (Title III D) and elder rights (Title VII) efforts to prevent elder abuse and neglect, among others.

If the proposed elimination of major initiatives in the OAA goes forward, it will severely impact the ability of older adults and caregivers in Oregon to get the services and supports they need to remain living at home and in the community versus facing placement in institutional settings, as well as drive cost inefficiencies through unnecessary and wasteful administrative burden on federal, state and local aging agencies.

Please protect and ensure funding and support for OAA programs.

We also ask for your support to prevent the elimination of critical services to older adults in Oregon in the FY 2026 appropriations bills.

We look forward to your reply and your assistance on this matter. We are happy to discuss these concerns with you or your staff at any time.

Sincerely,

Natalie Mettler, RVCOG SAC Chair
sac@rvcog.org

Authorized and funded by the Older Americans Act, RVCOG Senior and Disability Services and Food & Friends (meals on Wheels) are the Area Agency on Aging, delivering vital services and programs for residents in Jackson and Josephine County, Oregon.

Rogue Valley Council of Governments
Balance Sheet
As of 4/30/2025

	Current Year To Date
Assets and Other Debits	
Current Assets	
Cash and Cash Equivalents	2,342,790.33
Investments	500,119.35
Accounts Receivable	1,574,820.12
Due From Other Funds	465,703.17
Prepaid Expenses	42,324.63
Total Current Assets	<u>4,925,757.60</u>
Other Debits	
Fixed Assets	2,623,110.94
Total Other Debits	<u>2,623,110.94</u>
Total Assets and Other Debits	<u><u>7,548,868.54</u></u>
Liabilities, Fund Equity and Other Credits	
Current Liabilities	
Accounts Payable	403,605.95
Payroll Payable	174,054.32
Due To Other Funds	610,047.37
Total Current Liabilities	<u>1,187,707.64</u>
Non-Current Liabilities	
Deposits Held for Others	961,231.71
Compensated Absences Payable	375,735.94
Total Non-Current Liabilities	<u>1,336,967.65</u>
Fund Equities and Other Credits:	
Contributed Capital	162,735.24
Beginning Fund Balance	4,128,147.53
Net Increase (Decrease) In Fund Balance	733,310.48
Total Fund Equities and Other Credits:	<u>5,024,193.25</u>
Total Liabilities, Fund Equity and Other Credits	<u><u>7,548,868.54</u></u>

Rogue Valley Council of Governments
Statement of Revenues and Expenditures
From 7/1/2024 Through 4/30/2025

	<u>Year To Date Actual</u>	<u>Annual Budget</u>	<u>Budget Variance</u>
Revenues Less Expenditures			
Revenues			
Member Dues	90,129.00	90,128.00	1.00
Other Local Government	562,706.03	842,503.61	(279,797.58)
Federal and State Grants and Contracts	4,926,817.49	8,343,107.02	(3,416,289.53)
Donations	375,011.81	268,313.00	106,698.81
Charges for Services	1,058,266.79	899,502.85	158,763.94
Other Revenues	616,292.37	931,515.21	(315,222.84)
Indirect Charges	368,468.82	462,875.90	(94,407.08)
Departmental Administration Allocation	83,389.85	76,128.10	7,261.75
Interfund Revenues	732,194.04	997,058.68	(264,864.64)
Interfund Support Transfers	6,241.00	100,000.00	(93,759.00)
Beginning Fund Balance	0.00	94,933.00	(94,933.00)
Total Revenues	<u>8,819,517.20</u>	<u>13,106,065.37</u>	<u>(4,286,548.17)</u>
Expenditures			
Salaries and Wages	(2,223,205.27)	(2,840,247.07)	617,041.80
Employee Benefits	(1,538,526.44)	(2,117,559.44)	579,033.00
Materials and Supplies	(181,866.47)	(525,568.72)	343,702.25
Purchased Services	(2,683,703.36)	(4,875,180.53)	2,191,477.17
Other Expenses	(72,500.57)	(203,316.52)	130,815.95
Capital Outlay	0.00	(100,000.00)	100,000.00
Operating Contingency	0.00	(671,528.27)	671,528.27
Indirect Charges	(368,458.65)	(462,875.92)	94,417.27
Departmental Administration Allocation	(95,774.55)	(76,128.11)	(19,646.44)
Interfund Charges	(809,695.55)	(997,058.72)	187,363.17
Interfund Support Transfers	(6,241.00)	(100,000.00)	93,759.00
Depreciation	(105,274.41)	(125,803.00)	20,528.59
Inkind Match	(960.45)	0.00	(960.45)
Ending Fund Balance	0.00	(10,800.00)	10,800.00
Total Expenditures	<u>(8,086,206.72)</u>	<u>(13,106,066.30)</u>	<u>5,019,859.58</u>
Total Revenues Less Expenditures	<u><u>733,310.48</u></u>	<u><u>(0.93)</u></u>	<u><u>733,311.41</u></u>

Rogue Valley Council of Governments

Aged Receivables by Due Date

Aging Date - 6/25/2025

From 7/1/2023 Through 6/30/2025

Customer Name	Inv #	Due Date	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total	Invoice Description
Aging and People with Disabilities (APD)	25-4711	5/21/2025	0.00	0.00	196.00	0.00	0.00	196.00	OMAP Title XIX APD March 2025
	25-4752	6/22/2025	0.00	2,866.50	0.00	0.00	0.00	2,866.50	OMAP Title XIX Home Delivered Meals - April 2025
Total Aging and People with Disabilities (APD)			0.00	2,866.50	196.00	0.00	0.00	3,062.50	
Bureau of Land Management - L20AC00334	25-4780	6/30/2025	2,139.63	0.00	0.00	0.00	0.00	2,139.63	BLM CWMA Invoice March 01 through May 31 of 2025
Total Bureau of Land Management - L20AC00334			2,139.63	0.00	0.00	0.00	0.00	2,139.63	
City of Ashland	25-4734	6/28/2025	537.47	0.00	0.00	0.00	0.00	537.47	TAP Billing April 2025 Stormwater Assessment 3rd Qtr 2024-2025
	25-4770	7/9/2025	665.42	0.00	0.00	0.00	0.00	665.42	
Total City of Ashland			1,202.89	0.00	0.00	0.00	0.00	1,202.89	
City of Cave Junction	25-4762	6/27/2025	4,353.64	0.00	0.00	0.00	0.00	4,353.64	Land Use Planning January - April 2025
Total City of Cave Junction			4,353.64	0.00	0.00	0.00	0.00	4,353.64	
City of Central Point	25-4772	7/9/2025	1,588.58	0.00	0.00	0.00	0.00	1,588.58	Stormwater Assessment 3rd Qtr 2024-2025

Rogue Valley Council of Governments

Aged Receivables by Due Date

Aging Date - 6/25/2025

From 7/1/2023 Through 6/30/2025

Customer Name	Inv #	Due Date	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total	Invoice Description
Total City of Central Point			1,588.58	0.00	0.00	0.00	0.00	1,588.58	
City of Jacksonville	25-4759	6/27/2025	1,904.58	0.00	0.00	0.00	0.00	1,904.58	Land Use Planning January - April 2025
Total City of Jacksonville			1,904.58	0.00	0.00	0.00	0.00	1,904.58	
City of Medford	25-4771r	7/9/2025	3,840.92	0.00	0.00	0.00	0.00	3,840.92	Stormwater Assessment 3rd Qtr 2024-2025
Total City of Medford			3,840.92	0.00	0.00	0.00	0.00	3,840.92	
City of Rogue River	25-4781	7/16/2025	2,875.64	0.00	0.00	0.00	0.00	2,875.64	IT & Financial Services - April and May 2025
Total City of Rogue River			2,875.64	0.00	0.00	0.00	0.00	2,875.64	
City of Shady Cove	25-4575	1/9/2025	0.00	0.00	0.00	0.00	5,889.06	5,889.06	Shady Cove Billing OCT & NOV 2024
	25-4780	7/16/2025	208.60	0.00	0.00	0.00	0.00	208.60	IT & Financial Services - April and May 2025
Total City of Shady Cove			208.60	0.00	0.00	0.00	5,889.06	6,097.66	
City of Talent	25-4735	6/28/2025	24,794.70	0.00	0.00	0.00	0.00	24,794.70	TAP Billing April 2025
	25-4751	6/21/2025	0.00	28,814.16	0.00	0.00	0.00	28,814.16	Talent- Community Development Grant Charges
Total City of Talent			24,794.70	28,814.16	0.00	0.00	0.00	53,608.86	

Rogue Valley Council of Governments

Aged Receivables by Due Date

Aging Date - 6/25/2025

From 7/1/2023 Through 6/30/2025

Customer Name	Inv #	Due Date	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total	Invoice Description
Department of Environmental Quality	25-4778	7/12/2025	16,336.86	0.00	0.00	0.00	0.00	16,336.86	DEQ Ambient Air Monitoring - May2025
Total Department of Environmental Quality			16,336.86	0.00	0.00	0.00	0.00	16,336.86	
ECSO	25-4764	6/29/2025	159.65	0.00	0.00	0.00	0.00	159.65	HR Services - April 2025
Total ECSO			159.65	0.00	0.00	0.00	0.00	159.65	
Jackson County Development Services	25-4646	2/22/2025	0.00	0.00	0.00	0.00	692.52	692.52	JACO Grant Writing NOVEMBER & DECEMBER 2024
	25-4754	6/27/2025	807.94	0.00	0.00	0.00	0.00	807.94	Grant writing-OBDD Grant Admin
Total Jackson County Development Services			807.94	0.00	0.00	0.00	692.52	1,500.46	
Multnomah Co Aging, Disab, & Veteran	25-4737r	7/10/2025	26,516.56	0.00	0.00	0.00	0.00	26,516.56	Corrected April 2025 MultCo VDC
	25-4775	7/9/2025	20,032.32	0.00	0.00	0.00	0.00	20,032.32	Revision #2 - MultCo VDC March 2025
Total Multnomah Co Aging, Disab, & Veteran			46,548.88	0.00	0.00	0.00	0.00	46,548.88	

Rogue Valley Council of Governments

Aged Receivables by Due Date

Aging Date - 6/25/2025

From 7/1/2023 Through 6/30/2025

Customer Name	Inv #	Due Date	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total	Invoice Description
Northridge Senior Living, LLC	25-4525	11/29/2024	0.00	0.00	0.00	0.00	2,316.00	2,316.00	1st Quarter Rent Invoices - JULY, AUGUST, SEPTEMBER 2024
	25-4595	2/1/2025	0.00	0.00	0.00	0.00	4,050.00	4,050.00	Monthly Rent NOVEMBER, DECEMBER 2024 & JANUARY 2025
	25-4776	7/11/2025	960.00	0.00	0.00	0.00	0.00	960.00	F&F meals May 2025
	25-4777	7/11/2025	4,050.00	0.00	0.00	0.00	0.00	4,050.00	Northridge Senior Living monthly rent-Mar, Apr, May 2025
Total Northridge Senior Living, LLC			5,010.00	0.00	0.00	0.00	6,366.00	11,376.00	
ODOT - MPO	25-4740	6/20/2025	0.00	36,967.66	0.00	0.00	0.00	36,967.66	RVMPO 130-PL FUNDS April 2025
	25-4741	6/20/2025	0.00	7,156.34	0.00	0.00	0.00	7,156.34	MRMPO 133-PL FUNDS April 2025
	25-4742	6/20/2025	0.00	10,612.90	0.00	0.00	0.00	10,612.90	MRMPO 233-FTA FUNDS April 2025
	25-4743	6/20/2025	0.00	13,201.54	0.00	0.00	0.00	13,201.54	RVMPO 235-FTA FUNDS April 2025
Total ODOT - MPO			0.00	67,938.44	0.00	0.00	0.00	67,938.44	
Oregon Department of Human Services	25-4724	5/30/2025	0.00	14,350.25	0.00	0.00	0.00	14,350.25	Contract #176919 - PEARLS Q2 24/25
	25-4763	6/29/2025	41,249.33	0.00	0.00	0.00	0.00	41,249.33	ADRC - NWD Quarterly Invoice District 8 Contract #181295 Q7 Jan - Mar 2025

Rogue Valley Council of Governments

Aged Receivables by Due Date

Aging Date - 6/25/2025

From 7/1/2023 Through 6/30/2025

Customer Name	Inv #	Due Date	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total	Invoice Description
Total Oregon Department of Human Services			41,249.33	14,350.25	0.00	0.00	0.00	55,599.58	
Rogue Valley Sewer Services	24-4352	7/30/2024	0.00	0.00	0.00	0.00	2,334.00	2,334.00	Storm Water Assessment 2024
	25-4773	7/9/2025	845.72	0.00	0.00	0.00	0.00	845.72	Stormwater Assessment 3rd Qtr 2024-2025
Total Rogue Valley Sewer Services			845.72	0.00	0.00	0.00	2,334.00	3,179.72	
SORED I	25-4746	6/14/2025	0.00	34,372.34	0.00	0.00	0.00	34,372.34	SORED I - Community Development Program Mgmt
	25-4767	6/29/2025	1,418.90	0.00	0.00	0.00	0.00	1,418.90	HR Services - April 2025
	25-4782	7/16/2025	7,381.40	0.00	0.00	0.00	0.00	7,381.40	IT & Financial Services - April and May 2025
Total SORED I			8,800.30	34,372.34	0.00	0.00	0.00	43,172.64	
Team Senior Referral Services, Inc.	25-4658	3/26/2025	0.00	0.00	0.00	0.00	(3,593.60)	(3,593.60)	Rent Invoice Jan/Feb
	25-4748	6/20/2025	0.00	1,206.40	0.00	0.00	0.00	1,206.40	Monthly Rent - Team Senior
Total Team Senior Referral Services, Inc.			0.00	1,206.40	0.00	0.00	(3,593.60)	(2,387.20)	
Report Total			162,667.86	149,548.09	196.00	0.00	11,687.98	324,099.93	