

Executive Committee

Minutes

1. CALL TO ORDER

The meeting of the WRCOG Executive Committee was called to order by Chair Crystal Ruiz at 10:02 a.m. on June 24, 2022, at the Pechanga Resort Casino, Eagle's View Ballroom.

2. PLEDGE OF ALLEGIANCE

Committee member Chris Barajas led the Committee members and guests in the Pledge of Allegiance.

3. ROLL CALL

- City of Beaumont - Mike Lara*
- City of Calimesa - Wendy Hewitt
- City of Canyon Lake - Dale Welty
- City of Corona - Jacque Casillas
- City of Eastvale - Christian Dinco
- City of Hemet - Russ Brown
- City of Jurupa Valley - Chris Barajas
- City of Lake Elsinore - Brian Tisdale
- City of Moreno Valley - Edward Delgado
- City of Murrieta - Lori Stone
- City of Norco - Kevin Bash
- City of Perris - Rita Rogers
- City of Riverside - Ronaldo Fierro
- City of San Jacinto - Crystal Ruiz (Chair)
- City of Temecula - James Stewart
- County, District 2 - Karen Spiegel
- County, District 5 - Jeff Hewitt
- Eastern Municipal Water District (EMWD) - Phil Paule
- Western Municipal Water District (WMWD) - Brenda Dennstedt
- WRCOG Executive Director - Dr. Kurt Wilson

*Arrived after Roll Call

4. PUBLIC COMMENTS

There were no public comments.

5. REPORTS / DISCUSSION

A. Operational Review of the Finance Department

Andy Green, Senior Associate, Citygate Associates, reported that he has completed his assessment of the current operational structure of the Finance Department. While the Department has 12 policies in place, they were incomplete and/or ambiguous. A high turnover rate cause issues with developing long-term strategies. The transition from one payroll software to another was unsuccessful and caused problems. The Department needs to be more involved in reviewing grants.

An Action Plan was prepared which includes nine findings and 21 recommendations.

Committee members discussed the findings and expressed concern.

Dr. Kurt Wilson, WRCOG Executive Director, assured the Committee that processes have been put in place to provide a path moving forward for Departmental success.

Action:

1. Received and filed.

B. Update on Implementation of the 2022-2027 WRCOG Strategic Plan

Dr. Kurt Wilson, WRCOG Executive Director, reported that the Strategic Plan was adopted on January 12, 2022, at a joint meeting of the Technical Advisory Committee and Executive Committee. An update was provided on each goal.

#1 - Serve as an advocate for the subregion: WRCOG receives regular updates from outside groups such as Cal Cities and the California State Association of Counties. WRCOG has not conducted any significant lobbying activities, therefore, this goal is currently a matter of "awareness."

#2 - Identify and help secure grants: WRCOG prepares and distributes biweekly reports on available grants to its member jurisdictions. WRCOG has prepared four grant applications for member agencies, and is utilizing REAP grant funding to provide direct planning assistance to member agencies.

#3 - Ensure fiscal solvency and stability of WRCOG: WRCOG's annual budget has been reformatted to focus on funds instead of programs for greater transparency, and an outside consultant has completed a review of the Fiscal Department operations. WRCOG has commenced a Fiscal Sustainability Study and the website has been updated to provide all financial documents.

#4 - Communicate proactively: WRCOG meets regularly with its partner agencies, such as RCTC, RTA, and SCAG, to discuss issues of regional significance. Staff also participates in the regional Water Task Force.

#5 - Develop projects and programs that improve infrastructure: The TUMF Program is a key component of this goal. WRCOG is finalizing the Regional Smart Cities / Broadband Study, and the Resilient IE Grant is complete. WRCOG continues to work with Riverside County Flood Control on the Love Your Neighborhood Initiative

#6 - Develop and implement programs that support resilience: WRCOG is actively working on the I-REN, and plans to hire an analyst to work on this Program exclusively. All I-REN partner agencies (WRCOG, CVAG, and SBCOG) are actively working on Program implementation agreements. WRCOG

oversees the Clean Cities Program and will be hiring a Program Manager to oversee this Program. WRCOG hired a Program Manger to oversee the Solid Waste and Recycling Program, and also hired a consultant to perform planning studies related to Organics and Edible Food Recovery capacity compliance for the purposes of SB 1383.

#7- Provide a safe and inclusive environment that values employees: WRCOG is completing a comprehensive classification and compensation study. Funding for any salary adjustments have been included in the budget. A staff-wide training program has been implemented, and staff are preparing detailed departmental work plans for future performance reviews.

Committee member Jacque Casillas requested a quarterly update.

Action:

1. Received and filed.

C. Travel Behavior Analysis (Trip Origin-Destination Assessment)

Chris Gray, WRCOG Deputy Executive Director, reported that staff commenced a travel behavior analysis, via an origin-destination assessment utilizing big data and various commuting data sources such as Streetlight Data Platform, which tracks data points from smart phones and navigation devices in connected cars and trucks. This technology uses cell phone locational data to track trips based on travel patterns of persons with cell phones.

In 2019 and 2021, 100 million trips were recorded, and each trip record is a two-way trip. Trip distributions and percentages were remarkably similar pre- and post-COVID. Overall, the number of trips went down between 2019 and 2021.

The analysis found that approximately 90% of all trips recorded in the WRCOG region started and ended in the WRCOG subregion; only 10% of the trips had either an origin or a destination outside of the WRCOG subregion. Also, a majority of the trips were non-work trips. It is very common for residents of the WRCOG subregion to live in one community and work in another. The City of Riverside has the highest percentage of individuals who live and work in the same community.

Almost 50% of trips are not related to work; jurisdictions can encourage its residents to consider the concept of "Complete Communities" in which they live, work, shop, and eat in their community.

The TUMF Program was created to address regional congestion issues, and as residents regularly travel from one community to another, the TUMF Program continues to support the region's growth. Land-use decisions have a regional impact, and this Study demonstrates that congestion is a regional issue and there is a need to continue collaborative efforts to address it as has been the practice for over the past 20 years.

Mr. Gray distributed graphs that provided detailed information for each member jurisdiction, as well as the subregion as a whole.

Action:

1. Received and filed.

D. 2022 General Assembly Debrief and 2023 General Assembly Pre-Planning

Dr. Kurt Wilson, WRCOG Executive Director, reported that staff will be finalizing billing and vendor invoices next week, and send out thank you notes to sponsors and members. If anyone is interested in participating in an ad hoc committee, please inform the Chair.

Committee members mentioned an issue with the audio during the interview, and indicated that the dinner was supposed to have mashed sweet potatoes, not regular mashed potatoes, and expressed the following for consideration next year:

1. Start event planning earlier in the year.
2. The desire to have entertainment at the post-event reception (DJ and/or Karaoke).
3. An ad hoc committee of elected officials to participate in the planning.

Action:

1. Received and filed.

6. REPORT FROM THE EXECUTIVE COMMITTEE CHAIR

Chair Ruiz thanked staff for their hard work in preparing for General Assembly.

Past Chair Karen Spiegel thanked the new leadership for volunteering for those positions.

7. REPORT FROM THE EXECUTIVE DIRECTOR

Dr. Wilson indicated that he would pass his thanks on to staff on behalf of the Committee members, and encouraged the Committee members to reach out to staff directly. If anyone is interested in sitting on the Administration & Finance Committee, please contact Chair Ruiz.

8. ITEMS FOR FUTURE AGENDAS

There were no items for future agendas.

9. GENERAL ANNOUNCEMENTS

Committee member Brian Tisdale thanked past Chair Karen Spiegel for her work over the past year.

10. NEXT MEETING

The next Executive Committee meeting is scheduled for Monday, July 11, 2022, at 2:00 p.m., on the Zoom platform with an option for Committee members to attend in person at the WRCOG office.

11. ADJOURNMENT

The meeting was adjourned at 11:25 a.m.