



**Draft Minutes of the Board of Directors Meeting  
December 15, 2010, RVTB Conference Room, Medford, OR**

Board members in attendance: Mike Montero (RVACT, MPO), Julie Brown (RVTB), John Becker (DEQ), John Vial (Jackson County Roads), Steve Vincent (Avista), Mike Quilty (MPO), Gary Hall (Gary Hall & Associates). Staff: Sue Kupillas (RVCC Coordinator) and Melissa Stiles (RVCC).

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**Coordinator's Report/Annual Report:** Sue Kupillas reviewed each page of the Final Annual Operating Plan submitted to the Department of Energy November 24. The board recommended changes, which have been incorporated into the document labeled with the December 15, 2010 date. The changes will become part of the 2011 AOP. Here are the board revisions. Page 1: add a sentence about the re-designation date of 2013; add *petroleum-based* in point 1; move air quality to point 6. Page 3: A *federal stimulus* grant has been acquired (not CMAQ); add Ashland to the list of cities seeking EV stations; add ODOT to the sentence about ConnectOregon; add a sentence about RVTB's fast-fueling grant from ConnectOregon; use the word *gasoline* in the first paragraph under Obstacles of Deployment. Page 4: Add the work *continue* under Infrastructure Development; Add *CMAQ* and *Cascade Sierra Solutions* under Education and Outreach.

**Action Item:** Mike Quilty made the motion to adopt the Annual Operating Plan and John Vial gave the second. The board unanimously approved to adopt the plan.

**2011 Schedule:** Staff presented the board with a schedule of activities for 2011. The board discussed outreach to Josephine County in 2011 and to Klamath in 2012 because of the interest in alternative fuels at Oregon Institute of Technology. The board discussed applying for a CMAQ grant to calculate VMTs for an accurate determination of the displacement for bicycle and walking paths. Board members concurred the information would provide good data for flex funding. John Vial said no countywide data exists, although past studies have focused on the greenway.

The board agreed to remove the Brammo tour from the schedule due to the manufacturing component being moved overseas.

John Becker suggested an event/meeting featuring Cory Ann Wind, one of the project team leaders for the Department of Environmental Quality's Low Carbon Fuel Standard's (LCFS) advisory committee. The board suggested a stakeholder event featuring Gordon Larson from Questar Natural Gas in Utah. RVTB operations manager Tim D'Alessandro recommended Mr. Larson after participating with him in a recent webinar about CNG. The board agreed to postpone adoption of the 2011 calendar until January to give staff time to update calendar with ideas presented in the December meeting.



**Level 2 Funding:** The board discussed moving the Rogue Valley Clean Cities Coalition to Level 2 funding. The funding information will be presented again at the January meeting. Steve Vincent said it is important for RVCCC to have the ability to sustain funding if federal dollars are cut due to a change in administration or policy. Mike Montero said if the board is effective in reducing consumption of petroleum products and emissions, VMTs will be reduced in the valley.

**Fleet Survey:** Sue Kupillas and Mike Montero presented to the board a proposal through which, subject to sufficient additional funding made available, the coalition could initiate the additional work required to meet CCC Level 2 requirements (see above). Additional work including fleet outreach would be performed by an independent consulting firm. Mike Quilty has offered to form an LLC to permit him to perform the work as an independent contractor. Mike Quilty, subject to a specific scope of services yet to be determined, has expressed a willingness to explore performing portions of the scope of work to be compensated after the work has been completed and payment advanced from DOE. While no formal action was taken by the Board, there appears to be support for the proposal. The board agreed to discuss further at the January board meeting when program funding levels should be clear.

**Board Insurance Update and 501c3:** The 501c3 application was mailed December 8. The insurance forms will be completed to initiate the process of obtaining quotes for liability coverage for board members.

**The next meeting** will be held at noon Wednesday January 19 at RVTD office, 3200 Crater Lake Avenue, Medford, Oregon.