

**Okanogan Council of Governments/Regional Transportation Planning Organization  
January 08, 2024 – Regular Meeting Minutes - 5:00 p.m.  
303 S. Second Ave., Suite A, Okanogan, WA**

(253) 215 8782; Meeting ID 929 2149 7263; Passcode: 716493; or link:

<https://zoom.us/j/92921497263?pwd=TU1wZktBZHl4S0Y2UHVuMTFIRjY3UT09>

Present:       \*Jon Neal, Okanogan County, Commissioner - OCOG Chairman  
                  Josh Thomson, Okanogan County, Engineer - OCOG Treasurer  
                  \*Brent Timm, TranGO, General Manager – OCOG Secretary  
                  \*Crystal Hawley, TranGO, Clerk of the Board/Facilities Coordinator  
                  Misty Ruiz, City of Brewster, Finance Director  
                  Barry Freel, City of Omak, Council Member  
                  Kelly Hook, City of Pateros, Mayor  
                  Jimmer Tillman, Elmer City, Public Works Director  
                  Jeff Sarvis, Town of Winthrop, Public Works Director  
                  Maurice Goodall, Okanogan County Emergency Management, Director  
                  Kate Tollefson, WSDOT, Tribal and Regional Integrated Planning  
                  Shawn Davisson, City of Okanogan  
                  Richard Palmer  
                  Gabe Phillips, WSDOT  
                  Daniel Turner, WSDOT  
                  Ed Naillon, City of Oroville, Mayor  
                  Bobby Watkins, OCTN, Operations Director  
                  \*Amie Staggs, OCOG Coordinator

\*These participants attended in person

**Call to Order/Welcome**

Chairman Jon Neal called the meeting to order at 5:00 p.m.

**Election of Officers**

**Motion:**

Mayor, Kelly Hook, moved to re-elect Jon Neal as Chairman. Motion was seconded. All were in favor. Motion carried.

**Motion:**

Secretary Brent Timm, moved to re-elect Wayne Turner as Vice-Chairman. Motion was seconded. All were in favor. Motion carried.

**Approval of Consent Agenda**

**Motion:**

Secretary Brent Timm moved to approve the Consent Agenda. The motion was second. After discussion, the motion was carried unanimously.

- Agenda
- Minutes from, Regular Meeting

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**Public Comment:**

There was no public comment at this time.

**Update: Treasurer's Report**

Treasurer Thomson explained that there was nothing to report at this time.

**Update: Secretary Report**

Secretary Brent Timm explained that there was nothing to report at this time.

**Update: Okanogan County Report**

Chairman Neal reported that the County Commissioners passed the budget for 2024.

**Update: Washington State Department of Transportation**

WSDOT North Central Region Planning Manager, Kate Tollefson explained that the Grant Program Pre-applications were due March 5th. The Regional Mobility Grant Program supports local efforts to improve connectivity between counties and regional population centers and reduce transportation delays. The program includes four eligible project types: vehicle and equipment purchases, capital construction, operations, and transportation demand management.

**County-Wide Emergency Updates/Discussion**

Okanogan County Emergency Management Director, Maurice Goodall, reported that there have been two homes that caught on fire.

Mr. Goodall also warned that snow, cold temperatures, and winds are coming soon, so prepare yourself and your animals.

Lastly, Okanogan County Community Wildfire Protection Plan is being updated. He wanted to make sure everyone replies with their thoughts, ideas, or ask questions.

**LEP (Limited English Proficiency) Services Discussion**

OCOG Coordinator, Amie Staggs, explained that Title VI of the Civil Rights Act of 1964 states that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal financial assistance. Under Title VI and the Civil Rights Restoration Act of 1987, federal financial assistance recipients must take affirmative steps to ensure that prohibited discrimination does not occur in any of the recipient's programs or activities, regardless of funding source. She will be looking into and implementing LEP Services.

**Discussion: OCOG Anti-Harassment Policy**

OCOG Coordinator, Amie Staggs, read the following section in the Anti-Harassment Policy and ask if anyone wanted to change anything:

INVESTIGATION PROCEDURE

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Within 10 days of a complaint being received, the OCOG Chair will contact the insurance risk management group to conduct an investigation to gather the facts of the alleged complaint. After receiving the investigation report, the Chair will present the facts of the complaint as outlined in the report to the Executive Committee.

Secretary Brent Timm said that a third-party investigator would be very factual in the way they would write their report versus someone in-house that works with that person.

**Roundtable Updates**

Each agency represented was given a few moments, if they wished, to report to the group on important issues going on in their jurisdiction.

**Adjournment:**

There being no further business to come before the Council, Chairman Neal adjourned the meeting at 5:27 p.m.

**Approved:**

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Jon Neal, Chairman

**Attested:**

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Crystal Hawley, TranGO Clerk of the Board