



Consortium Technical Committee Meeting Summary

SEPTEMBER 6, 2023 CALLED TO ORDER: 1:34 PM

ADJOURNED: 3:17 PM

QUORUM PRESENT – YES – 15 MEMBERS

MEETING HELD VIA ZOOM/VIDEOCONFERENCE

Approval of June 21, 2023 Meeting Summary

Sarah Jo Chaplen made a motion to approve the June 21, 2023 meeting summary as presented. Todd Heidgerken seconded the motion. The June 21, 2023 meeting summary was unanimously approved as presented. (15:0:0)

Population and Household Estimates – Methodology & Analysis Update

Ethan Sharygin from the Portland State University Population Research Center joined the CTC meeting to provide an update on the methodology and analysis completed as part of the population and household estimates data developed for Consortium members.

Ethan noted that there have been a few changes in the data and timing of receiving the data. Historically, this data has been available in late June/early July but this year it took a bit more time to complete the data. Data is available now on the Consortium's Box account. Ethan did a walk through of the data which included a summary of the results from the year 2020 through 2022 for each area – total population, population of households, group quarters population, housing units, households, persons per households and vacancy rate. There is an all provider data summary and individual data files by water provider.

Ethan advised that also available is the Regional Water Providers Consortium Population, Housing Unit and Household Estimates 2020 -2022 report which is a summary of the data sources and methodology used. Ethan reviewed some of the methodology changes. Ethan mentioned that they are still working on the forecasts and hope to have those completed in the next month or two. Ethan commented that he would be happy to come back again to talk with the CTC after members had more time to review the population, housing units, and household data or when the forecast data is available for further discussion and questions.

Camp Creek Fire Response Update

Sarah Santner, Portland Water Bureau Resource Protection and Planning Group Director gave an update on the Camp Creek Fire. At around 10:30 p.m. on Thursday, August 24, a lightning strike sparked a wildfire in the Bull Run Watershed. The fire is located on US Forest Service land on Forest Service Road 1210, just over 3 miles away from the Water Bureau's Headworks treatment facility.

Sarah advised that all Consortium committees are now receiving the daily fire sit-stat reports as part of the standard operating procedures. Sarah noted that they have not been in communications with Board members as that felt like it was something they wanted CTC member input on. Sarah commented that their preference would be to leave those communications up to the individual providers as they would know at what level and how best to communicate with their Boards, Councils and Commissions. CTC members concurred.

Sarah noted as the liaison to both Portland Wholesale Customers and the Regional Water Providers Consortium, she is working hard to make sure that the those working on communications and messaging about the fire understand that although some of the Consortium members are also Portland Water Bureau wholesale customers not all are and the importance of that distinction when developing messaging especially if there is a need to issue some sort of curtailment messaging. Sarah advised that Consortium staff has expressed an interest in helping with the development of the nuances of this type of messaging.

Sarah mentioned that weekly fire update briefings have been taking place for Water Bureau key accounts and regional partners and will continue for as long as needed. Sarah noted that there has not be a lot of change in the fire recently. The current size is approximately 1900 acres and is 16% contained. The weather has been favorable and fire is currently smoldering. The fire is being monitored closely for any growth or movement toward the Water Bureau's Headworks facility which would impact the bureau's ability to treat the drinking water with chlorine.

Bonny Cushman, Consortium Program Manager advised that 18 of the Consortium's 25 members are not on the City of Portland water system and noted if it comes to a point where Portland will be putting out curtailment messaging, the Consortium may want to consider what kind of messaging might be needed for those customers whose water systems are not affected by the fire. Bonny noted that Consortium staff has some ideas for messaging to support those members that would not be affected by the curtailment request.

Election of Officers

Bonny mentioned that Kari Duncan and Jessica Dorsey have completed their first year as Consortium Technical Committee (CTC) Chair and Vice-Chair respectively. Each is eligible to serve for an additional year. CTC By-laws state that the CTC Chair and Vice-Chair shall be elected for a period of one year with a possible one-year succession.

Nominations for CTC Chair were opened. Sarah Jo Chaplen made a motion to nominate Kari Duncan for CTC Chair. Mike Grimm seconded the motion. There were no other nominations. The CTC unanimously approved Kari Duncan as CTC Chair. (15:0:0)

Nominations for CTC Vice-Chair were open. Mike Grimm nominated Jessica Dorsey for CTC Vice-Chair. Sarah Jo Chaplen seconded the motion. There were no other nominations. The CTC unanimously approved Jessica Dorsey as CTC Vice-Chair. (16:0:0)

Director's Report

Bonny shared the following updates:

- The updated Consortium Intergovernmental Agreement (IGA) has been completed. The IGA was sent to CTC members for a final review. The Consortium Board will be asked to recommend the adoption of the IGA to individual Boards, Councils, and Commissions at their meeting in October.
- The draft Consortium Five-Year Strategic Plan was sent to the CTC Strategic Plan Subcommittee for one final review. The Executive Committee will do a final review at their meeting next week. The Board will be asked to adopt the Plan at their meeting in October.
- CTC members concurred that inviting Consortium Board members to the upcoming Emergency Water Equipment drill later this month would be a good opportunity to have Board members learn more about the equipment and see it in action.

Program Updates

Bonny shared that the multimedia campaign is in full swing with television, radio and digital ads both for conservation and emergency preparedness. The TriMet bus campaign kicked off at the beginning of September and will run through the end of the month. In August, the media campaign also included messaging on water quality and showcased the various water sources in the region. In total, over the summer months, approximately 15 television interviews and on-air segments have been done, along with two KUNP newsletters, a segment on AM Northwest on emergency preparedness and two :60 second segments, one on water quality and one on emergency preparedness that plays steadily on KATU, channel 2.

FY 2024-25 Budget and Work Plan Concepts Discussion

Bonny advised that it is time to start preparing FY 2024-25 budget and workplan ideas for the Executive Committee and Board to consider at their upcoming meetings. This will be the first year of planning with the new Strategic Plan and therefore the updated strategic initiatives and staff capacity need to be considered. Consortium staff has been working diligently to streamline work, identify efficiencies, and explore work plan ideas to stretch existing capacity. Bonny reviewed ideas from Consortium staff for potential new initiatives that

would include additional budget resources and projects that could be completed with existing budget resources including:

Meeting Water Needs

New funding initiatives:

- \$15,000 to support multi-cultural events and ad buys
- \$20,000 for Public Relations Contract (support for Outreach Coordinator)
- Funding for work associated with updating interconnections geodatabase and/or Regional Transmission and Storage Strategy (informed by deep dive discussion)

Projects that could be completed with existing budget:

- Update youth education program (project examples: focus group, creating new/updated materials)
- Create/update 1-2 conservation and/or emergency preparedness print materials
- Curtailment workshop and/or development of materials
- Translations: research contract needs and vendors and identify priorities
- Update “Drinking Water By the Numbers” information on website and graphics (add new members, update water system information, population, etc.)

Emergency Preparedness and Resilience

- Tabletop Exercise (ideas: communications/radio, shared worker agreement, emergency transportation routes, cybersecurity)
- Continued implementation of Emergency Drinking Water Framework Plan (e.g., workshops, regional tools)
- Member and partnership engagement (Shared Worker Agreement, liaison with state and regional emergency managers, C-suite)

Strengthening Regional Partnerships

- Develop policy guidelines for Consortium legislative engagement
- Succession planning e.g., staff cross-training, work planning, updating policies and procedures, best management practices

CTC members discussed the concepts presented and supported the initiatives recommended from Consortium staff and recommended they present them to the Executive Committee at their meeting next week.

CTC “Deep Dive” Discussion Topics Calendar

Bonny advised that as Consortium staff has been developing a workplan to implement the Consortium’s new five-year strategic plan, there are topics emerging that staff needs the CTC’s collective input on. She noted that the topics are critical and substantive and warrant dedicated meeting time to discuss. Topics include staff capacity, planning, equity and translation work, outreach and media campaign, and new core work.

Bonny said the Consortium staff is seeking CTC feedback to identify a plan and timeline for these discussions over the course of the next fiscal year.

It was the consensus of the CTC to incorporate these “deep dive” discussions during the regularly scheduled CTC meeting time.

Kari encouraged CTC members to review the memo in the materials packet and become familiar with the topics outlined by Consortium staff. She noted that they are critical topics that direct and shape the work of the Consortium and it is important for the CTC to give them attention and focus and provide meaningful feedback to staff. Kari asked that CTC members bring a lot of participation and thought into these discussions.

October Consortium Board Meeting Draft Agenda

Bonny reviewed the October Consortium Board meeting draft agenda. Agenda items include approval of Board meeting minutes, election of at-large Executive Committee members, director and committee reports, adoption of the Strategic Plan and IGA, and FY 2024-25 budget and work plan concepts discussion.

Bonny reminded CTC members that this will be the Board’s first hybrid – in-person/remote meeting and encouraged CTC members to encourage their Board members that can to attend in-person.

The CTC approved the draft agenda and recommended presenting to the Executive Committee.

Summer Supply Check-In

Joint Water Commission:

- Supply in both Scoggins and Barney are looking good.
- Have been doing a lot of contingency planning to help TVWD in the event that they are asked to off load demand from City of Portland due to the fire.

Clackamas River:

- Recent rains were helpful with flow in the Clackamas River but the river is still very low.
- Fish on the Run, Irrigation Done campaign is in full swing. Demands have dropped.

Meeting Attendees:

David Winship and Brian Diaz – City of Beaverton

Todd Heidgerken – Clackamas River Water

Greg Robertson – City of Forest Grove

Jessica Dorsey – City of Hillsboro

Sarah Jo Chaplen – Oak Lodge Water Services Authority

Sarah Santner, Kavita Heyn, and Ben Beal – City of Portland

Kari Duncan – Rockwood Water PUD

Ryan Wood – City of Sandy

Wyatt Parno – South Fork Water Board

Wade Hathhorn – Sunrise Water Authority

Rachel Sykes – City of Tualatin

Nick Augustus and Sarah Alton – Tualatin Valley Water District

David Schaffer – City of Troutdale

Mike Grimm – West Slope Water District

Ian Eglitis – City of Wilsonville

Ethan Sharygin – Portland State University

Bonny Cushman, Riley Berger and Patty Burk – RWPC Staff

Next CTC Meeting: January 3, 2024, via Zoom/videoconference.