



Executive Committee Meeting Summary

APRIL 8, 2020 CALLED TO ORDER: 5:36 PM ADJOURNED: 6:25 PM

QUORUM PRESENT - YES MEETING HELD VIA PHONE-IN

Approval of December 11, 2019 Meeting Summary

Director Mark Knudson made a motion to approve the December 11, 2019 Executive Committee meeting summary as presented. Commissioner Jim Duggan seconded the motion. The Consortium Executive Committee unanimously approved the December 11, 2019 Executive Committee meeting summary as presented. (6:0:0)

Director Report

COVID-19 Response - Executive Committee members shared their experiences about how they are faring during the coronavirus outbreak. All members noted that they have gone to some form of phone or online meeting forums, e.g., MS Teams, Skype or Zoom for their Board and committee meetings. Entities are working hard to continue the necessary work to provide drinking water to their customers. All have employees working both remotely and on-site, mostly in the field.

Rebecca Geisen, Managing Director shared that Consortium meetings continue to take place. The CTC met on April 1 via phone. Consortium staff is exploring and getting familiar with videoconferencing via MS Teams and Zoom and plan to have future meetings on-line until it is safe to hold in-person meetings again. At the April 1 CTC meeting, members shared their COVID-19 response plans, potential rate impacts, staffing changes, COOP plans and COVID-19 exposure plans.

Ms. Geisen advised that the League of Oregon Cities, Special Districts Association of Oregon, Oregon Association of Water Utilities, Oregon Water Utility Council, Association of Clean Water Agencies and the Oregon Water/Wastewater Agency Response Network sent a letter on behalf of publicly owned drinking water and wastewater providers across the state of Oregon to ask the Members of the Joint Special Committee on Coronavirus Response to consider inclusion of public drinking water, wastewater (sewer) and storm-water services in the context of discussions around potential state-assistance to help in efforts to provide utility rate relief. Ms. Geisen noted that she would e-mail the letter to EC members for their reference.

Climate Change Survey - Ms. Geisen reminded EC members that in January the Consortium conducted a climate change survey to help staff develop a workplan to enhance member knowledge and engagement around climate change and impacts to drinking water systems. Results of the survey have been collated and will inform what climate change initiatives to include in the FY 2020-21 work plan.

Consortium Staffing IGA – Ms. Geisen advised that the Consortium Staffing IGA will be on the Portland City Council agenda in later April. The current Staffing IGA between the Consortium and the City of Portland expires in June 2020. The Consortium Staffing IGA before Portland City Council reaffirms the continued agreement between the City and the Consortium and extends the agreement for an additional five years, to 2025. The Consortium Board adopted a resolution at their February meeting approving the extension.

Legislative Update – Ms. Geisen advised that the City of Portland Government Relations Office has put together a summary of recent legislative actions by regional, state, federal, and tribal governments, as well as City of Portland advocacy related to COVID-19. Ms. Geisen said she would e-mail the summary to EC members following the meeting.

Program Updates

COVID-19 Messaging – Bonny Cushman, Consortium Program Coordinator advised that the Consortium is working on developing a regional message as part of the COVID-19 response that focuses on three main themes; your water is safe to drink, providers will keep the water on, and what water providers are doing to maintain operations during the crisis. A COVID-19 webpage for Regionalh2o.org is in development to promote this messaging and includes links to other agencies and resources. This regionalized message will be translated into 14 different languages. Social media – Facebook and Twitter campaigns are in development and will be available for all members to include in their social media feeds. Facebook ads will be purchased to help reach communities that often do not get information from traditional media.

Summer Outreach Campaign – Ms. Cushman explained that media partner KATU has developed ads focused on specific tips – saving water, saving money and using water efficiently. At this time, television partners are not doing in person interviews but will continue to reevaluate as the summer draws nearer.

Consortium Website - Ms. Cushman noted that Consortium staff has been working diligently on updating its Regionalh2o website with both back-end updates and improving the user experience and website design. She noted time has been spent analyzing the social media campaign – what’s working, where are improvements needed, and assuring that the media outreach campaign aligns with the results of the recent

program evaluation work that was completed. The new website is currently being beta-tested by all of the various Consortium committees and will be launched in May.

Annual Print Order – Ms. Cushman mentioned that the Consortium annual print order is wrapping up. Consortium members have the opportunity to order printed materials as a large group to achieve economies of scale. Materials are scheduled to be delivered to members in May.

June Consortium Board Meeting

Ms. Geisen commented that it is difficult to know where we will be with regard to the COVID-19 crisis in June and as a result, what to do about the June Consortium Board meeting. EC members discussed the reality of being able to meet in person for the meeting and the pros and cons of postponing or cancelling the meeting. Agenda items proposed for the meeting included approval of minutes, Board Chair, Vice-Chair and County EC member elections; director's report; program updates; new Consortium website presentation; and a presentation on Oregon's Critical Energy Infrastructure (CEI) Hub. Ms. Geisen noted that it may be prudent to add a COVID-19 response agenda item and postpone the CEI Hub presentation. EC members concurred that Board members would be more interested in hearing about how members are dealing with the crisis and lessons learned. It was decided to postpone the CEI Hub presentation to the next Board meeting.

EC members agreed the agenda for the meeting looked good and decided to have a check-in call in May to see how things stand and decide whether the June Board meeting should be rescheduled, cancelled or conducted virtually. In the meantime, Consortium staff will research various virtual meeting options and report back. The check-in was scheduled for Wednesday, May 13 at 5:00 p.m.

Meeting Attendees:

NAME	AGENCY
Councilor Mark Fagin – <i>Board Chair</i> (via phone)	City of Beaverton
Director Mark Knudson	Oak Lodge Water Services
Director Tom Lewis	Rockwood Water PUD
Commissioner Jim Duggan	Tualatin Valley Water District
Councilor Tom Anderson	City of Tigard
Councilor Eddie Morales	City of Gresham
Carrie Pak	Tualatin Valley Water District
Riley Berger	Consortium Staff
Patty Burk	Consortium Staff
Bonny Cushman	Consortium Staff
Rebecca Geisen	Consortium Staff

Next Meeting: Wednesday, September 9, 2019 at 5:30 p.m. via Zoom/videoconference