



Executive Committee Meeting Summary

SEPTEMBER 9, 2020 CALLED TO ORDER: 5:36 PM ADJOURNED: 7:06 PM
QUORUM PRESENT - YES MEETING HELD VIA ZOOM/VIDEOCONFERENCE

Approval of April 8, 2020 Meeting Summary

Director Mark Knudson made a motion to approve the April 8, 2020 Executive Committee meeting summary as revised based on comment submitted by Commissioner Jim Duggan to fix a typographical error found. Commissioner Jim Duggan seconded the motion. The Consortium Executive Committee unanimously approved the April 8, 2020 Executive Committee meeting summary as revised. (7:0:0)

FY 2021-22 Consortium Budget and Work Plan Concepts Discussion

Rebecca Geisen, Consortium Managing Director noted that it is time to discuss budget and workplan concepts for the 2021-22 fiscal year. Ms. Geisen reminded Executive Committee (EC) members that the Consortium Board will discuss budget concepts at their October Board meeting and guidance is needed from the EC to determine what projects and program priorities should be recommended to the Board for their consideration.

Ms. Geisen advised that it is the goal of Consortium Staff to keep the budget flat or lower to accommodate members who may be experiencing reduced budgets. Ms. Geisen advised that it should be easy to achieve this due to an anticipated carryover of \$127,000 resulting from furloughs, reduced work schedules, unspent contingency, savings from reduced travel and other programs due to COVID-19.

Ms. Geisen noted that the Consortium Technical Committee (CTC) met last week to discuss FY 2021-22 budget and work plan concepts as well and provided feedback on potential new work tasks Consortium Staff recommended that focused on equity and preparedness. The CTC supported the direction and initiatives recommended by staff and suggested we incorporate lessons learned from working during a pandemic. For example, look at resources we may need to offer remote/virtual programming.

A budget concepts memorandum was included in the meeting materials packet. Ms. Geisen explained that potential work tasks/concepts have been organized by Strategic

Plan initiatives and reviewed the work task as outlined in the memo.

Focus Area – Meeting Water Needs

- Identify 2-3 outreach messages to focus on for the year (build resources/webpage/social media) FY20/21 we focused on gray water, smart controllers, info for landscape contractors
- Update PSU Population Research Center IGA and current and historic population and housing/household estimates with new census data – this will have budget impact estimated at \$30,000
- Russian radio ad (conservation/emergency preparedness)
- Translate Drinking Water Advisory Tool
- Translation of other outreach messaging or materials

Focus Area: Emergency Preparedness

- Provide project management for UASI funded reproduction of Consortium’s three emergency preparedness videos in up to 15 safe harbor languages using native speakers – UASI funding dependent
- Update Emergency Water Treatment and Distribution Plan/Manual (discuss need)
- Table top exercise and sector specific training
- Project management for RDPO/UASI funded Provision of Emergency Drinking Water Supply Framework

Focus Area: Strengthening Regional Partnerships

- Translate Drinking Water Advisory Tool
- Develop member to member/peer to peer “welcome” program for new Consortium members and staff

EC members discussed the FY 2021-22 budget and workplan concepts and supported the direction and initiatives proposed by staff especially enhancing program outreach in diverse languages. Support was also expressed for the goal of keeping the budget as flat as possible.

Director Report

Ms. Geisen mentioned the UASI-funded Provision of Drinking Water Framework Plan proposals are currently being reviewed and evaluated. Ms. Geisen noted that they hope to have a consultant on board in the next couple of months. Five proposals were received.

Ms. Geisen advised that on September 15, 2020 as part of the Emergency

Planning Committee meeting, the Regional Water Providers Consortium is hosting a panel of Consortium member representatives to talk about their entity's experience preparing risk assessments and emergency response plans as required by the America's Water Infrastructure Act (AWIA), including lessons learned and resources. Panel participants include Donn Bunyard from Clackamas River Water; Kari Duncan from City of Lake Oswego; Robert Whitham from Tualatin Valley Water District; and Kim Anderson from the Portland Water Bureau.

Ms. Geisen commented that the City of Portland has enacted mandatory furloughs for all staff including Consortium staff. Although working reduced schedules, Consortium staff is prioritizing its time to ensure work tasks and timelines are being met. If adjustments in the work plan need to be made as a result of the furloughs or reduced schedules, Consortium staff will come back to the CTC and EC to discuss.

Ms. Geisen advised that in January 2020, the Consortium conducted a climate change survey to help staff develop a workplan to enhance member knowledge and engagement around climate change and its impacts to drinking water systems. Ms. Geisen said the results of the survey was shared with the CTC at their meeting last week. Ms. Geisen reminded EC members that the Consortium Board identified climate change as important issue to address as a regional organization and that the results of this survey and guidance from the CTC, EC and Board is needed to help shape a workplan that is useful to members moving forward. Ms. Geisen noted that she would share the survey results with the EC at their next meeting.

Ms. Geisen advised that the Wilsonville City Council approved rejoining the Regional Water Providers Consortium and has signed the Consortium Intergovernmental Agreement. The Consortium Board will be asked to approve their membership at the October Board meeting. The EC recommended Board approval of the request from the City of Wilsonville to rejoin the Consortium.

Ms. Geisen mentioned that at the October meeting, the Consortium Board will be asked to approve becoming a member of the Oregon Water/Wastewater Agency Response Network (ORWARN). Ms. Geisen advised that the Consortium would be a valuable partner for ORWARN and being a member would allow the Consortium to utilize ORWARN resources. The EC agreed that becoming a member of ORWARN would be beneficial and recommended bringing it to full Board at their meeting in October.

Ms. Geisen explained that the Department of Energy (DOE) has announced new rulemaking that will change the definition of showerheads to allow different components within the device to count as individual fixtures, sidestepping requirements that allow no more than 2.5 gallons to flow through per minute. DOE also proposes to eliminate the

terms "body spray" and "safety shower showerhead" from the showerhead definition so they would not be subject to flow requirements. This would result in showers potentially using much more water and energy and undermining current water and energy efficiency standards. Ms. Geisen commented that the Consortium has often lent its voice to these issues in support of water efficiency. The Alliance for Water Efficiency is asking members to sign onto their letter of opposition to the redefinition of showerheads. Staff is looking for approval for the Consortium to sign on to this letter. EC members supported signing on to the letter.

Program Updates

Bonny Cushman, Consortium Program Coordinator advised that the Consortium multi-media conservation campaign is wrapping up. The campaign delivered the same strong messaging including 17 radio and television interviews despite challenges related to the COVID-19 pandemic. Two additional television interviews are scheduled for later this month – the first on how to incorporate waterwise plants in fall plantings, and another on how to shut down/winterize your irrigation system.

Ms. Cushman mentioned that Consortium staff is currently looking at how to continue the school assembly program in this new remote learning school scenario. It is unclear at this time how the programs can be adapted but Consortium staff will be working with the Consortium Conservation Committee and the program creators to develop a new approach to bringing these shows to students. This same group is also looking at how the Children's Clean Water Festival can be adapted virtually as well.

Ms. Cushman advised that September is National Emergency Preparedness Month and the Consortium has begun its emergency preparedness campaign. The campaign included messaging in English and Spanish and is comprised of television ads and on-air interviews, TriMet bus ads, Oregonian advertorial ads, Over the Top Television, and other online messaging elements.

October Consortium Board Meeting

Ms. Geisen pointed out that included in the meeting materials that were sent out was the October Consortium Board meeting draft agenda. Agenda items include approval of Board meeting minutes, approval of the City of Wilsonville membership, approval of the ORWARN membership, director and committee reports, a FY 2021-22 budget and workplan concepts discussion, and a placeholder discussion. Potential topics for the placeholder included a legislative update and priorities discussion and/or ideas for breakout sessions or polling to make meeting more interactive. EC members discussed various legislative topics of interest but concluded that this perhaps was not the year to

develop a strong legislative push. Other topics discussed were tracking COVID-19 in wastewater, presentation by a county health representative, sharing results of the climate change survey, NOAA weather update, and member sharing. It was decided that a discussion on the current fires and water related impacts would be timely. Ms. Geisen will work on arranging two or three members to give brief presentations on this topic.

Meeting Attendees:

NAME	AGENCY
Councilor Mark Fagin – <i>Board Chair</i>	City of Beaverton
Director Mark Knudson	Oak Lodge Water Services
Director Tom Lewis	Rockwood Water PUD
Mayor Russ Axelrod	South Fork Water Board
Commissioner Gary Barth	Sunrise Water Authority
Commissioner Jim Duggan	Tualatin Valley Water District
Councilor Tom Anderson	City of Tigard
Andrew Degner – <i>CTC Chair</i>	City of Gresham
Carrie Pak	Tualatin Valley Water District
Riley Berger	Consortium Staff
Bonny Cushman	Consortium Staff
Rebecca Geisen	Consortium Staff

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