



Executive Committee Meeting Summary

DECEMBER 9, 2020 CALLED TO ORDER: 5:33 PM ADJOURNED: 6:55 PM
QUORUM PRESENT - YES MEETING HELD VIA ZOOM/VIDEOCONFERENCE

Approval of September 9, 2020 Meeting Summary

Director Mark Knudson made a motion to approve the September 9, 2020 Executive Committee meeting summary as presented. Mayor Russ Axelrod seconded the motion. The Consortium Executive Committee unanimously approved the September 9, 2020 Executive Committee meeting summary as presented. (6:0:0)

Director Report

Rebecca Geisen, Consortium Managing Director reported that several Consortium and member staff participated in a table top exercise, the *U.S. EPA Portland Water and Power Black Sky Exercise*. The exercise took place on November 12 and included presentations and a virtual tabletop exploring the effects of power outages on regional water and wastewater utilities. Over 100 people registered for the six-hour exercise organized by the EPA, Horsley Witten Group, and a local sub-committee. It was hosted by the City of Portland's Water, Emergency Management, Environmental Services, and Emergency Communications Bureaus; City of Wilsonville's and Tualatin Valley Water District's Emergency Management Departments; the Regional Water Providers Consortium; Multnomah County; and Portland General Electric (PGE). Participants learned how PGE responds to emergencies, as well as other systems and utilities. The exercise illustrated that coordinating with other utilities (water, wastewater, and power) before, during, and after a disaster is key in mitigation and restoration. The tabletop used a wildfire scenario which will further help utilities prepare for this real-life risk. Ms. Geisen assisted with the design of the exercise and noted that an after-action report will be available soon.

Ms. Geisen mentioned that she and Bonny Cushman, Consortium Program Coordinator met with Delora Kerber, Public Works Director and Martin Montalvo, Operations Manager from the City of Wilsonville to welcome them back to the Consortium and provide information on Consortium programs and committees. The City of Wilsonville has yet to assign an elected official to the Consortium Board but once they do after elections, Consortium staff will be seeking volunteer(s) from the Consortium Board to reach out to their new Board member.

Ms. Geisen noted that she participated on the interview committee for the new General Manager for Rockwood Water PUD. Brian Stahl is retiring at the end of the year. An announcement of the new GM will be made soon.

Ms. Geisen asked for feedback/input on the Board meeting – format, presentation, engagement, etc. EC members were very complimentary of the format and thought Board member engagement was excellent. It was noted that the chat function was utilized well, using the polling feature for voting was seamless, and Board members seemed to really appreciate the presentations and overall, it was a great example of collaboration and relationships. Ms. Geisen mentioned that the presentations were recorded and available on the member page of the Consortium website.

Ms. Geisen asked EC members to let her know if they have presentation topics/ideas they would like to see at future Board meetings.

Ms. Geisen advised that after looking at the results of recent local elections it appears that the Consortium may have several new Board members so comprehensive on-boarding and support to the new representatives will be important.

Program Updates

Bonny Cushman, Consortium Program Coordinator advised that work has begun to update the information on the *Our Region's Water* section of the Consortium website. The goal is to make the section more interactive, user-friendly and informative. Consortium staff will be collecting information from members as a part of a new *Water by the Numbers* section that will include miles of pipe, number of hydrants, etc. and will illustrate the breadth of water infrastructure throughout the region. Information will also be sought and highlighted on resiliency projects across the region.

Ms. Cushman advised that Emergency Preparedness campaign concluded. Ms. Cushman reminded EC members that the campaign consisted of 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. A summary of the campaign will be available in the coming weeks.

Ms. Cushman mentioned that KUNP has a couple more indoor conservation stories that will air this month focused on getting ready for winter and checking your toilets for leaks.

The Consortium again will be partnering with KATU, channel 2 and KUNP, Spanish television for the coming year. By staying with the same media partners, it allows for the

flexibility to utilize existing content, stories and PSAs if needed especially as the pandemic continues to challenge the way business is done and in-person collaboration.

Ms. Cushman reported that the school assembly program is not likely to happen this year. With school being exclusively remote and one of the vendors no longer able to fulfill their contract, it was decided that this program would be put on hiatus for the year. As a result, focus has shifted to planning and supporting a likely virtual Children's Clean Water Festival (CCWF). A subcommittee has begun work to identify the Consortium's role in the CCWF and how the Consortium can best support that program.

FY 2021-22 Consortium Budget and Work Plan Discussion

Ms. Geisen noted that at the October meeting, the Consortium Board was supportive of the budget concepts and direction presented. Ms. Geisen advised that she is awaiting staffing costs from the City of Portland to finalize the budget. Ms. Geisen explained that a new one-time cost of \$10,000 has been added to the budget for the Provision of Emergency Drinking Water Framework Plan that is being funded by the RDPO. Ms. Geisen said there were some tasks in the Consultant's scope of work that there was not budget for but would add value to the project. She noted that it would be nice to have funds potentially available to complete some of those tasks to allow for a more comprehensive plan. Ms. Geisen noted that the Consortium Technical Committee supported the addition of funds at their meeting in November. Ms. Geisen concluded that as it currently stands the FY 2021-22 Consortium dues-based budget is approximately 3% higher than the current year but is hoping to flatten that percentage once the FY 2021-22 personnel cost are available and can be included in the budget.

Executive Committee members were supportive of the additional funds allocated to the Provision of Emergency Drinking Water Framework Plan. Discussions were had on how to get Metro back in the Consortium fold and engaged in regional water issues. Mayor Axelrod commented that he is available to assist with engaging Metro in Consortium membership discussions.

Ms. Geisen reported that the Consortium was awarded about \$65,000 of 2019 UASI reprogramming funds for the purchase of 15 super-quiet generators for the regional water distribution and treatment systems. A bid solicitation was conducted for the generator purchase and it appears to purchase all 15 needed, the grant funding is short by about \$8,500. Ms. Geisen noted that she believes there is room in the Consortium's materials and service budget and contingency funds to make up the needed funding if approved by the Executive Committee to utilize Consortium funds for such. EC members were supportive of allocating Consortium funds for the generators.

Director Tom Lewis made a motion to approve the allocation of \$8,500 in Consortium funds for the generator for the regional water distribution and treatment systems. Commissioner Jim Duggan seconded the motion. The Executive Committee unanimously approved the motion to approve the allocation of \$8,500 in Consortium funds for the generators for the regional water distribution and treatments systems. (6:0:0)

Annual Report PowerPoint Presentation

Ms. Geisen mentioned that the FY 2019-20 Annual Report was recently completed and sent out to Consortium members. This year a PowerPoint presentation has been developed to complement the report that can be used by individual entity Board members or staff to share with their Boards/Councils/Commissions. Ms. Geisen reviewed the presentation and asked EC members for comments/feedback. EC members appreciated that the talking points throughout the presentation were different, provided more background and told a story, than the slides themselves. It was suggested that a brief mention of how the Consortium supported the City of Salem during their water quality event could be added and that individual entity participation experiences in the emergency equipment exercise could be added as a notation in the talking points for that slide. Ms. Geisen will update the presentation based on the feedback provided and send out the Consortium Board and Technical Committee.

Suspension and Resumption of Customer Payment and Shutoff Survey Results

Ms. Geisen advised that a survey was recently sent out of behalf of the Oregon Water Utility Council (OWUC) and the Consortium to collect state-wide information from water providers on their current service disconnection and collection policies. Survey results have been consolidated and Ms. Geisen shared them at this meeting. Twenty-three water providers from nine counties in Oregon responded to the survey. Survey respondents were asked if they suspended collections/shutoffs during the pandemic; if so, have they resumed collections/shutoffs; and if not, when they anticipate resuming collections. Other survey questions included number/percentage of customers participating in payment assistance programs; communication methods used about payment assistance; and any additional information to share. Ms. Geisen advised that she sent the survey results out to both the Consortium Technical Committee and OWUC members; and will send it the Consortium Executive Committee as well.

Climate Change Survey

Ms. Geisen reminded EC members 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 shared the results of the survey.

Ms. Geisen noted that 17 Consortium members participated in the survey. Participants were asked how their agency/utility considered or assessed impacts of climate change to their water systems; what climate risks are they most concerned about; did they want to learn more about how to test the sensitivity of their water system to climate change; does their city or planning jurisdiction have a climate action plan; topics they are interested in learning more about; how they currently get information about climate change; and what they see as the Consortium role and how they would like to get information about climate change.

Ms. Geisen advised that Consortium staff will continue to work on integrating climate change initiatives into the annual workplan based on outcomes from the survey that include connecting people; acting as a clearinghouse; updating the Consortium website and identifying key talking points; and including climate change themes in messaging.

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
Andrew Degner – <i>CTC Chair</i>	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, January 13, 2021 at 5:30 p.m. via Zoom/videoconference