Consortium Technical Committee Meeting Summary

JANUARY 6, 2021 CALLED TO ORDER: 1:32 PM ADJOURNED: 3:10 PM
QUORUM PRESENT – YES – 16 MEMBERS
MEETING HELD VIA ZOOM/VIDEOCONFERENCE

Approval of November 4, 2020 Meeting Summary

Mike Grimm made a motion to approve the November 4, 2020 Consortium Technical Committee (CTC) meeting summary. Todd Heidgerken seconded the motion. The CTC unanimously approved the November 4, 2020 CTC meeting summary as presented. (16:0:0)

Director Report

RDPO Provision of Emergency Drinking Water Framework Plan – Rebecca Geisen, Consortium Managing Director noted that a kick-off meeting for the project has been scheduled for mid-January. Rebecca advised that as part of the scope of work, the consultants are looking for information on interties and infrastructure. Rebecca asked CTC members if they are comfortable with sharing the Consortium’s interconnections geodatabase as it would be very useful to the project and a good starting point for the consultants. The consultants would sign a non-disclosure agreement. CTC members did not express any concerns with sharing the geodatabase. It was asked if it would be helpful for members to also share planned/future interties as well. Rebecca mentioned that a water utility survey and interviews are planned as part of the project which will afford the opportunity to provide updated intertie and infrastructure information. CTC members may be asked to participate in a survey or interview sometime in the future.

Consortium Board Member Representative Changes – Rebecca noted that there will be several changes to Board member representatives following the most recent elections and reassignments. Rebecca asked CTC members if their agency has Board changes to let Consortium staff know as soon as possible so welcome materials can be sent and administrative updates can be made.

Black Sky Exercise – Rebecca Geisen reminded CTC members that in November several Consortium and member staff participated in a table top exercise, the U.S. EPA Portland Water and Power Black Sky Exercise. The exercise included presentations and a virtual tabletop exploring the effects of power
outages on regional water and wastewater utilities. Rebecca noted that she will share the after-action report which is due to go out in the next couple of weeks.

**UASI Grant Funds for Emergency Equipment** – Rebecca reminded CTC members that the Consortium was awarded about $65,000 of 2019 UASI reprogramming funds for the purchase of super-quiet generators for the regional water distribution and treatment systems. A bid solicitation was conducted for the generator purchase and to purchase all 14 generators needed, the grant does not quite cover the purchase amount. The Consortium Executive Committee, at their December meeting, approved the use of contingency funds to make up the approximate $3,200 funding shortfall.

**PSU Population and Household Estimate and Forecast IGA** – Rebecca met with representatives from PSU to discuss the scope of work for the Population and Household Estimate and Forecast project and learned that PSU proposes to delay the forecast update. PSU plans to use the 2020 US census data and information from Metro, e.g., structure data, household forecasts, etc. PSU has learned that Metro does not plan to update their information until 2026. Because Metro’s data is quite outdated, PSU would like to delay the forecast update for about a year and use other available data. CTC supported waiting for the new updated population and household forecasts.

**Annual Rate Survey** – Rebecca noted that at the last CTC meeting, discussions were had on adding questions to the annual rate survey that asks about proposed rate increases. Rebecca drafted questions and shared them with the CTC, e.g., “What was your most recent rate increase? What is your next anticipated/proposed rate increase?” It was decided to add these questions and if the information is available members can add that information and if not, that is ok too.

**Legislative Update** – Rebecca mentioned that the 2021 Oregon State Legislative Session will convene on January 19 for a 160-day short session that is constitutionally required to adjourn sine die on June 27, 2021. Priorities this session include COVID response, racial justice, and wildfire recovery. A record number of bills is expected; however, no committee assignments have been made yet.

**Consortium Annual Report PowerPoint Presentation** – Rebecca reminded CTC members that the Consortium Annual Report PowerPoint presentation has been sent out. The presentation was developed to complement the Consortium Annual Report and can be used by individual entity Board members or staff to share with their Boards/Councils/Commissions.

**Program Updates**

Bonny Cushman, Consortium Program Coordinator reported that as part of this year’s work plan, Consortium staff is creating two surveys that will be sent to members to gather high level information on the people and infrastructure that make up the region’s water system ‘water by the numbers’, and regional resiliency and preparedness efforts. Data gathered from both surveys will be shared on the
Consortium website, in social media, and other external communications and outreach efforts. Surveys will be sent out in late January.

Bonny reminded CTC members that last spring, a COVID-related page was added to the Consortium website. Consortium staff will continue to update that page as pandemic situations change but asked CTC members if there was specific information that they would like to see included or added to the page to let Bonny know.

A new webpage is under development for the Consortium website on legionella. The information and resources will focus on how to safely re-open buildings that have been unoccupied as a result of the pandemic. The target audience is building managers and owners.

Bonny reported that the school assembly program will not 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. Instead, focus has shifted to planning and supporting a virtual Children’s Clean Water Festival (CCWF).

Consortium Staff is working with Wilborn Design to develop a new print piece that will engage kids in leak detection activities at home including checking toilets for leaks and faucets for drips. Kids can then “report their findings to headquarters” on a page that is being developed on the Consortium’s website. Consortium members will receive a start-up supply of the print piece as part of the annual print order and will be able to order additional copies.

The Consortium is now developing monthly communication toolkits for members to use in their outreach. The topics will rotate between emergency preparedness, conservation, and the value of water. Each toolkit will contain messaging resources such as social media content, links, and newsletter articles prepared by Consortium staff. The purpose of these toolkits is to help members speak with a regional voice on a given topic and to provide members with ready-made content. February’s toolkit will focus on Earthquake Awareness Month and is available on the member page or by request.

Bonny reported that the indoor conservation television campaign will be moved from March to May this year so that it coincides with National Drinking Water Week. The outdoor conservation campaign will run May through mid-September with an emphasis in July and August. Consortium staff is in the process of negotiating 2021 media contracts with the following television and radio partners: KATU, KUNP, and Garden Time Television; Alpha Media, Audio+, Bustos, and El Rey.

FY 2021-22 Budget and Workplan

Rebecca reported that staffing costs from the City of Portland have been received and included in the budget matrix. $10,000 has been added to the budget to support potential additional work tasks for the RDPO Provision of Emergency Drinking Water Framework Plan. This results in a dues increase of
approximately 2.5%. Rebecca noted that the Executive Committee met in December and supported the small dues increase. CTC members also supported the budget and work plan as presented and directed Consortium staff to present it to the Board for their approval at their February meeting.

CTC members were randomly assigned to Zoom breakout rooms to brainstorm messaging topics for the FY 2021-22 workplan in support of the Consortium’s annual outreach efforts. CTC members came back together and reported out their findings. Proposed topics/themes included the following:

- Affordability/ rate relief
- Resources for multi-family
- Meters/AMI
- Greywater
- Non-English resources
- WQ continuing issues; home water quality
- Rate increases – question about whether rate increases lead to improved water quality, supports operation and maintenance to continue to serve high quality water
- Apartment dwellers – no connection between payment and capital improvements, renters are still paying for their utilities, paying for service and infrastructure
- Personal preparedness – taking preparedness personally – equity standpoint – how to help folks with less financial means be prepared (FEMA risk index)
- Reaching out to Spanish speakers, how do we diversify our message?
- Increase exposure by messaging in different ways – sound less like “scary government”
- Your water is safe to drink; what water providers do out in the community e.g. flushing, pressure for fire; with all the things to worry about these days, you don't need to worry about your drinking water (clean, safe, reliable)
- Continued messaging on value of water
- Help members facilitate discussions on rate relief program available
- Conservation
- Emergency prep
- Confidence/safety of water
- Continued legionella education
- Connection between AWIA and services RWPC provides - able to use RWPC to check many boxes - importance of RWPC to meet those requirements
- Workforce planning/outreach/discussions - inviting members to come to CTC to talk about their internship programs and apprenticeship programs
- Regionalization … we should be the leaders to help our customers embrace the concept and ultimate cost to develop a robust and resilient regionally interconnected water network
February Consortium Board Meeting Draft Agenda

Rebecca reviewed the February Consortium Board meeting draft agenda. Agenda items included approval of minutes, director’s report, program updates, budget and work plan approval, and a presentation from Jay Wilson, Resilience Coordinator, Clackamas County Disaster Management on the Critical Energy Infrastructure (CEI) Hub. CTC members approved the agenda and directed Consortium staff to present it to the Executive Committee at their meeting next week.

Meeting Attendees:

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<tr>
<th>Attendee</th>
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<tr>
<td>David Winship</td>
<td>City of Beaverton</td>
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<tr>
<td>Andrew Degner</td>
<td>City of Gresham</td>
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<td>Sarah Jo Chaplen</td>
<td>Oak Lodge Water Services</td>
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<tr>
<td>Wyatt Parno</td>
<td>South Fork Water Board</td>
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<td>Jeff Fuchs</td>
<td>City of Tualatin</td>
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<td>Martin Montalvo</td>
<td>City of Wilsonville</td>
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<tr>
<td>Todd Heidgerken</td>
<td>Clackamas River Water</td>
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<tr>
<td>Niki Iverson and Jessica Dorsey</td>
<td>City of Hillsboro</td>
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<tr>
<td>Sarah Santner</td>
<td>City of Portland</td>
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<tr>
<td>Carrie Pak</td>
<td>Tualatin Valley Water District</td>
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<td>Tim Jannsen</td>
<td>Sunrise Water Authority</td>
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<td>John Goodrich, City of Tigard</td>
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<tr>
<td>Mike Grimm</td>
<td>West Slope Water District</td>
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<tr>
<td>Rebecca Geisen, Bonny Cushman, Riley Berger,</td>
<td>RWPC Staff</td>
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<td>Patty Burk</td>
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Next CTC Meeting: Wednesday, March 3, 2021 via Zoom/videoconference.