



Executive Committee Meeting Summary

JANUARY 13, 2021 CALLED TO ORDER: 5:32 PM ADJOURNED: 6:32 PM
QUORUM PRESENT - YES MEETING HELD VIA ZOOM/VIDEOCONFERENCE

Approval of December 9, 2020 Meeting Summary

Commissioner Jim Duggan made a motion to approve the December 9, 2020 Executive Committee meeting summary as presented. Commissioner Gary Barth seconded the motion. The Consortium Executive Committee unanimously approved the December 9, 2020 Executive Committee meeting summary as presented. (6:0:0)

Director Report

Rebecca Geisen, Consortium Managing Director reminded Executive Committee (EC) members that the Consortium is working with the Regional Disaster Preparedness Organization (RDPO) and other stakeholders on the development of a regional emergency water plan. The objective of the plan is to identify roles, responsibilities, and authorities for the provision of emergency water in the UASI region, identify gaps, and propose a framework for entities to develop local plans. Ms. Geisen noted that as part of the scope of work, the consultants are looking for information on interties and infrastructure. Ms. Geisen advised that she obtained the approval of the Consortium Technical Committee to share the Consortium's interconnections geodatabase as it will be very useful to the project and a good starting point for the consultants. The consultants will sign a non-disclosure agreement.

Ms. Geisen advised that with the results of the recent local elections the Consortium Board will have five or six new Board member representatives. On-boarding and support for these new Board members will be important. One of the goals of the Executive Committee (EC) is to help welcome new members so Ms. Geisen advised that once the new member representatives have been assigned; she will reach out to EC members to have them touch base with them. Commissioner Barth volunteered to reach out to the new South Fork Water Board representative. Councilor Shaw commented that she knows Mayor Buck from the City of Lake Oswego and would be happy to reach out to him.

Ms. Geisen commented that Consortium Staff is recommending having small breakout groups at the February Consortium Board meeting to give new and current Board members the opportunity to network and get to know each other. EC members were supportive of the meet and greet idea.

Ms. Geisen mentioned that at the December EC meeting, the EC approved the use of contingency funds for the purchase of super-quiet generators. At that time, it was thought that \$8,500 would be needed. It turned out that one less generator was needed so the amount of contingency funds necessary to complete the purchase is only \$3,200.

Ms. Geisen recently met with representatives from Portland State University (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 had also planned to use updated 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 wants to delay the forecast update for about a year and use other available data. Ms. Geisen reported that CTC supported waiting for the new updated population and household forecasts.

Ms. Geisen 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.

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 via surveys that will go out soon 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. It is hoped that this work will be completed by May 2021 in time for National Drinking Water Week.

Ms. Cushman noted that the Children’s Clean Water Festival (CCWF) will be virtual this year. A subcommittee has been working diligently to craft a series of fun, interactive water-focused lesson plans for 4th grade students that support the 4th grade science standards.

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. Once the child has reported their findings they will be given their next “assignment” which will be taking shorter showers. 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.

Ms. Cushman 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 Consortium Budget and Work Plan Discussion

Ms. Geisen reported that staffing costs from the City of Portland have been received and included in the budget matrix. As discussed at the December EC meeting, \$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%. If the initial work in the PSU Population and Household Forecast project is delayed, the dues increase would go down to approximately 1%. Ms. Geisen noted that the CTC supported the budget and work plan as presented. EC members also supported the FY 2021-22 Consortium budget and work plan and directed Consortium staff to present it to the Board for their approval at the February Consortium Board meeting.

Ms. Geisen advised that at their January 6, 2021 meeting, the Consortium Technical Committee brainstormed messaging/outreach topics for the Consortium to focus on in FY 2021-22. She noted that overall, the CTC affirmed that the messaging work the Consortium is doing is on-point and supported and current work in conservation and emergency preparedness is still timely and relevant.

Ms. Geisen reminded EC members that the Consortium’s messaging goals continue to include a diversified messaging approach and delivery to increase exposure by

messaging in different ways to sound less like government/bureaucratic agency and reach broader audiences; and to embed equity into the Consortium's messaging to continue to create partnerships to increase non-English language outreach, continue translation of materials, and endeavor to share/highlight resources for low-income customers especially around emergency preparedness.

Ms. Geisen advised that messaging ideas/topics recommended by the CTC included:

Water Quality: continue to respond to emerging contaminants of concern with high level information and resources:

- Legionella: Communicate the importance of building flushing as people move back into work and school buildings (Emerging topic - will be addressed spring 2021)
- Your water is safe to drink: Explore what water quality issues are concerning to residential customers (at home or in their water sources) and how those issues/concerns are being addressed by water providers. Continue theme: With all the things to worry about these days, you don't need to worry about your drinking water (clean, safe, reliable)

Water 101: Continue to provide high level information in multiple formats about how our water systems work, specifically what visible field staff are doing and why. Build on Consortium's role as trusted source of drinking water information.

- Highlight specific jobs of water staff e.g. hydrant flushing, water quality testing, meter installers, etc. and how they contribute to safe and reliable water
- How water use is measured – manually read meters, automated meter infrastructure – tie into leak detection, water bill, etc.

Value of Water/Rates and Rate Relief: Help customers embrace the concept and ultimate cost to develop a robust and resilient regionally interconnected water network. What goes into it and what does it provide (e.g. improved water quality, supports operation and maintenance to continue to serve high quality water; capital improvements). What rate relief resources are available (could tie into upcoming legislative session).

Multi-family Outreach: Continue to focus on this sector – highlight resources already developed and continue to identify future topics with guidance from members

Other topics that came up as important to our work and role, but not necessarily public outreach-focused:

- Legislative session: Track legislative bills/actions and tie to outreach to legislators and potentially public

- Regional Partnerships: Showcase that participation in the Consortium is helpful for things AWIA compliance or grant funding (able to use RWPC membership to check many boxes)
- Workforce planning: Provide opportunities for CTC members to share information about internships, apprentice programs, other partnerships, and resources that they are using to address workforce planning needs.
- Rate relief: Affordability/rate relief/ability to pay/ help members facilitate discussions on rate relief programs, available resources, and needs (are there ways that water providers can work with community partners together to stretch resources/speak with one voice?)

Executive Committee members supported the topic/messaging themes from the CTC with emphasis on the importance of diversity, equity, and inclusion in Consortium messaging; legionella and the reopening of buildings; work force planning; and multifamily outreach.

Ms. Geisen commented that this is a long list of topics so Consortium Staff will continue to review and refine this list to determine where to focus next year's messaging and outreach.

February Consortium Board Draft Agenda

Ms. Geisen 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.

It was decided that Consortium Staff would offer an overview presentation for new and current Board members to highlight and provide information about the makeup of the Consortium and its programs. This overview would be optional for members to attend and take place 15 minutes before the February Board meeting.

Ms. Geisen noted that with the change in Board representation for the City of Lake Oswego, the Consortium Board Vice-Chair position is now vacant. Ms. Geisen recommended that the Board wait until June when elections regularly take place to fill the vacancy. EC members concurred.

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
Commissioner Gary Barth	Sunrise Water Authority
Councilor Jeanette Shaw	City of Tigard
Commissioner Jim Duggan	Tualatin Valley Water District
Andrew Degner – <i>CTC Chair</i>	City of Gresham
John Goodrich	City of Tigard
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, April 14, 2021 at 5:30 p.m. via Zoom/videoconference