



Executive Committee Meeting Summary

DECEMBER 7, 2022 CALLED TO ORDER: 5:34 PM ADJOURNED: 6:56 PM

QUORUM PRESENT – YES MEETING HELD VIA ZOOM/VIDEOCONFERENCE

Approval of September 14, 2022 Meeting Summary

Director Tom Lewis made a motion to approve the September 14, 2022 Executive Committee meeting summary as presented. Commissioner Jim Duggan seconded the motion. The Consortium Executive Committee unanimously approved the September 14, 2022 Executive Committee meeting summary as presented. (5:0:1) (Abstention - Barth)

Director Report

Provision of Emergency Drinking Water Framework Plan – Rebecca Geisen, Managing Director reported that the Provision of Emergency Drinking Water Framework Plan has been completed and has been shared out. The 2023 Urban Area Security Initiative (UASI) grant funding window was open in November. Ms. Geisen submitted a grant proposal for funding of phase two of the framework to include consolidating and enhancing mapping information; additional training exercises for more detailed emergency drinking water planning; identification and update of specifications for treatment and distribution equipment; working with CERTS/NETS to assist with water distribution; and incorporating more multilingual outreach continuing to work with community engagement liaison. Ms. Geisen noted that she has included a \$20,000 line item in the 2023-24 Consortium budget to be used for matching funds for any projects that may receive UASI grant funding.

Additional Updates:

- A Drinking Water Advisory Tool information and training session is scheduled for Thursday, December 15.
- The FY 2021-22 Consortium Annual report was completed and emailed out last week. Hard copies will be mailed out next week. Consortium Staff is working on a PowerPoint presentation to accompany the report. Ms. Geisen is available to present on the Consortium at individual member Board and Council meetings.
- Consortium staff hosted a virtual lunch and learn on *Mobile Water Treatment Systems: What to Know* in November. Panelists from the Portland Water Bureau, City of Gresham and Eugene Water and Electric Board (EWEB) shared their knowledge and experience acquiring, using and maintaining their treatment systems.

- Ms. Geisen recently presented on the Consortium at an EPA conference. Ms. Geisen will present at the AWWA Utility Management Conference in March.
- With elections, we are likely to have several new Board members. May need Executive Committee member help reaching out to new Board members.

Program Updates

Bonny Cushman, Consortium Program Coordinator mentioned that the Conservation, Emergency Preparedness, and Communication Network committees met to develop work plans for the FY 2022-23 year and provide feedback and thoughts for the Strategic Plan update.

Ms. Cushman noted that the Emergency Preparedness media campaign has wrapped up. Planning is underway for next year's campaign and Ms. Cushman will go out to bid for the FY 2022-23 media campaign later this month.

Ms. Cushman reported that the emergency preparedness how-to-videos in Spanish and Vietnamese are now on the Consortium's YouTube channel. The Consortium has received an additional \$139,000 in UASI grant funds for additional post production work for the how-to-videos; phase two of the how-to video which would include four additional languages; and funding for multilingual outreach for the how-to-videos.

Ms. Cushman reminded EC members that several years ago a decision was made to include Clackamas, Multnomah and Washington counties in the annual print order for emergency preparedness pieces and how-to videos. Consortium staff recommends extending that decision to include Clark and Columbia counties and other non-profit community-based organizations that serve the five-county region. Ms. Cushman reminded EC members that the Consortium has received a sizable amount of funding from RDPO/UASI whose region includes Clark and Columbia counties for the how-to-video project and to support multilingual emergency preparedness print material projects. Allowing these organizations access to these resources demonstrates good regional partnerships and furthers getting the Consortium's emergency preparedness information and materials out into the community. The CTC approved the recommendation at their meeting in November and directed staff to bring it to the EC.

Commissioner Duggan made a motion to support inclusion of Clark and Columbia Counties and other non-profit community-based organizations that serve the five-county region access to emergency preparedness resources. Commissioner Angier seconded the motion. The EC unanimously approved the motion to support inclusion of Clark and Columbia Counties and other non-profit community-based organizations that serve the five-county region access to emergency preparedness resources. (6:0:0)

Consortium Strategic Plan Update

Ms. Geisen reminded EC members that the Consortium is in the final year of the five-year Strategic Plan. Consortium Staff will work with the CTC, EC and Board to develop new strategic initiatives looking through a new lens that includes what has been learned over the past five years, the development of an equity commitment, and the update of the Consortium's Intergovernmental Agreement, which is currently underway.

Ms. Geisen advised that a subcommittee of the CTC has been identified to work with Consortium staff to brainstorm and develop new initiatives and tasks for the updated Plan. The EC will have a key role in determining how to best engage the Board. Ms. Geisen advised that a survey was sent out to Board and CTC members to get a baseline pulse of thoughts/feedback on the Strategic Plan mission and values as well as a SWOT analysis. The survey results will be shared with the Board in February and be used as the basis of the Strategic Plan Update discussion.

EC members discussed the process for the Strategic Plan Update and suggested that utilizing breakout groups at the Board meeting to discuss the major focus areas would be beneficial. It was noted that a major overhaul of the Strategic Plan was not needed. There were recommendations for inclusion of more work/coordination with county emergency managers, and discussions on how entities meet the needs of potential water refugees that may be looking to move to areas where water is more plentiful. It was mentioned that the natural environment does not recognize artificial, jurisdictional boundaries.

Strategic Plan Update Board engagement will be discussed further at the January EC meeting.

Consortium Intergovernmental Agreement (IGA) Update

Ms. Geisen advised that Consortium Staff has been working with the City of Portland Attorney's office to update the Consortium IGA. Currently, each voting member of the Consortium is a signatory to the IGA and must adopt any changes. The IGA was first developed and adopted by individual members in 1996. The IGA was last updated and adopted in 2005.

Ms. Geisen noted that the draft update is more streamlined and removes many references to Metro, and the development, adoption, and implementation of the Regional Water Supply Plan. It also includes new definitions and language for different types of membership.

Ms. Geisen noted that with regard to data sharing and confidentiality, the CTC recommended that the current data sharing agreement remain in effect and not be integrated into the IGA. Their concern related to the different types of members and how data might be shared and protected.

Ms. Geisen said she plans to share the draft IGA revisions with the CTC at their meeting in January and with the Board at their June meeting. A final IGA revision will likely go to all Consortium members for individual adoption in fall 2023.

Meeting Attendees:

NAME	AGENCY
Commissioner Naomi Angier	Clackamas River Water
Director Tom Lewis	Rockwood Water PUD
Commissioner Gary Barth	Sunrise Water Authority
Councilor Jeannette Shaw	City of Tigard
Chair Bridget Brooks	City of Tualatin
Commissioner Jim Duggan	Tualatin Valley Water District
Kari Duncan	Rockwood Water PUD
Brian Rager	City of Tigard
Rachel Sykes	City of Tualatin
Nicholas Augustus	Tualatin Valley Water District
Riley Berger	Consortium Staff
Patty Burk	Consortium Staff
Bonny Cushman	Consortium Staff
Rebecca Geisen	Consortium Staff

Next Meeting: Wednesday, January 11, 2023 at 5:30 p.m. via Zoom/videoconference