



Executive Committee Meeting Summary

APRIL 10, 2024 CALLED TO ORDER: 5:31 PM ADJOURNED: 6:40 PM

QUORUM PRESENT – YES MEETING HELD VIA ZOOM/VIDEOCONFERENCE

Approval of January 10, 2024 Meeting Summary

Councilor Bridget Brooks made a motion to approve the January 10, 2024 Executive Committee (EC) meeting summary as presented. Director Tom Lewis seconded the motion. The Consortium Executive Committee unanimously approved the January 10, 2024 Executive Committee meeting summary as presented. (5:0:0)

Consortium, Executive Committee and Technical Committee Bylaws Update

Executive Committee members were provided drafts of the updated bylaws for the Consortium, Executive Committee, and Technical Committee. Rebecca Geisen, Consortium Managing Director noted that the bylaws have been updated to reflect changes to the updated and amended Consortium Intergovernmental Agreement and serve to guide the work of the Board and its committees. Ms. Geisen reviewed the proposed changes and sought guidance from Executive Committee members on specific revisions including:

- Proposed minimum dues of \$1,000 and allowance for in-kind services in lieu of dues if approved by the Board – EC supported recommendation.
- Major and minor amendments to the Regional Water Supply Plan, e.g., minor amendments include updates to existing information and major amendments include work requiring analysis and policy recommendations – EC supported definitions.
- Tasks delegated to Executive Committee – EC recommended authority to support earmarks, legislation that supports mission, vision, values of the Consortium, and grant applications as reflected in the annual work plan and Strategic Plan. The EC can provide endorsement/action by email to allow for flexibility and time-sensitive actions. It was suggested that business of the Consortium, e.g., approval of budget, meeting summaries, election of officers, etc. should be done in-person or virtually and that email voting may not be appropriate for these actions.
- EC members supported proposed function and purpose of the Technical Committee as presented.
- Ms. Geisen advised that Consortium staff would incorporate feedback from the Technical Committee and Executive Committee and provide a redline and clean version of each of

the bylaws for Board review and discussion at their June Board meeting. The Board will then be asked to approve the bylaw amendments for the EC and Board at their October meeting. The CTC will approve their bylaw amendments at their meeting in September.

Director Report

Rebecca Geisen, Consortium Managing Director shared the following updates:

- Water Rate Survey – the Consortium requests rate information from members in March of each year. Consortium staff has taken on the role of gathering annual single family water rate costs from Consortium members. Many members collect this information as a way to compare costs with other utilities when proposing rate increases. This data was collected and made available to members.
- Water Boundary Map Update – The annual update to the water service area boundary map has been completed. The map is used in the Drinking Water Advisory and Address Lookup Tool. The water provider boundary layer data was provided to the Environmental Policy Innovation Center (EPIC). They are part of a national project to gather the service area boundaries of drinking water utilities. The intent is to modernize water data and create a public good that will benefit the drinking water sector. Seventeen states already share service area boundaries for their community water systems. The data is expected to be used for many applications: academic, public education, organizations, etc.
- Portland State University Population and Household estimates will be available soon.
- Ms. Geisen participated in the AWWA fly-in in Washington D.C. where they were able to meet with Oregon congressional delegation to talk about cybersecurity, affordability, infrastructure state revolving loan funds, PFAS, etc.

Project Updates

Bonny Cushman, Consortium Program Manager shared the following updates:

- The Consortium Technical Committee (CTC) has been participating in “deep dive” discussions to support the implementation of the Five-Year Strategic Plan and Consortium Staff in identifying pinch points and future needs. The CTC has been providing input to help strategize the best use of staff and resources by developing decision criteria and establishing program/project priorities. At the CTC meeting last week, the conversation focused on equity and translation. The Consortium adopted an Equity Commitment and added equity as a new core value to its work in its Strategic Plan. The CTC discussion included a review of the Consortium’s equity-focused accomplishments to date and gathered their input on what will define this work going forward and how it should be prioritized over the next five years. In May, the CTC deep dive discussion will focus on public outreach and media campaigns.

- Putting the finishing touches on the final phase of the how-to video project. The Consortium will soon have 35 videos in 12 languages that focus on how to store, access, and treat water in an emergency. All of these videos are hosted on the Consortium's YouTube channel and on the regionalH2O.org website on language-specific pages.
- Consortium staff worked with the Regional Disaster Preparedness Organization (RDPO) to develop and deliver a multimedia campaign designed to publicize PublicAlerts.org. The campaign's dual focus was to promote the site as the place to go to sign up for emergency alerts and get locally-specific information on how to prepare for emergencies. The campaign included roadside billboards, TriMet bus ads, digital display ads, streaming audio ads, and ads on social media. A messaging toolkit was created which went to Consortium members, RDPO members, and community partners.
- The Children's Clean Water Festival will be held Tuesday, April 30 at the PCC, Sylvania campus. The Festival is a half day of learning and fun for 4th and 5th grade students that includes hands-on, water-focused activities, classroom presentations, and stage shows that reinforce STEM, Common Core, and Next Generation Science concepts.

June Consortium Board Draft Agenda

Ms. Geisen reviewed the June Consortium Board meeting draft agenda. Agenda items included approval of minutes, election of Board Chair, Vice Chair and Executive Committee county representatives, director and program reports, and a place holder presentation. Presentation topics suggested included weather update, member roundtable and cybersecurity. Ms. Geisen noted that CTC members were interested in cybersecurity and/or PFAS as a presentation topic. Ms. Geisen will look for a potential speaker that can speak to cybersecurity policy making, what is happening at the federal level, and how elected officials can support cybersecurity efforts within their organization.

Ms. Geisen explained that Consortium staff is recommending to carryover funds from FY 2023-24 to FY 2024-25 to implement recommendations from the Provision of Emergency Drinking Water Supply Framework and complete program development work to support the Consortium's Youth Education programming. \$28,000 from the planned Provision of Emergency Drinking Water Supply Framework – Phase 2 was delayed to conduct additional stakeholder meetings for the development of the scope of work, and \$13,000 for youth education programs was delayed to have more time to research programming options. A resolution to request the carryover will be included on the June Board agenda for Board approval.

The EC supported the presentation topics recommended by the CTC and supported the request to carryover funds.

Meeting Attendees:

NAME	AGENCY
Commissioner Naomi Angier	Clackamas River Water
Commissioner Kevin Williams	Oak Lodge Water Services
Director Tom Lewis	Rockwood Water PUD
Councilor Bridget Brooks	City of Tualatin
Commissioner Jim Duggan	Tualatin Valley Water District
Patty Burk	Consortium Staff
Bonny Cushman	Consortium Staff
Rebecca Geisen	Consortium Staff

Next Meeting: Wednesday, September 11, 2024 at 5:30 p.m. via Zoom/videoconference