



Executive Committee Meeting Summary

APRIL 9, 2025 CALLED TO ORDER: 5:32 PM ADJOURNED: 6:23 PM

QUORUM PRESENT – YES MEETING HELD VIA ZOOM/VIDEOCONFERENCE

Approval of January 15, 2025 Meeting Summary

Commissioner Gary Barth made a motion to approve the January 15, 2025 Executive Committee (EC) meeting summary as presented. Commissioner Kevin Teater seconded the motion. The Consortium Executive Committee approved the January 15, 2025 Executive Committee meeting summary as presented. (5:0:0)

Consortium Staffing Intergovernmental Agreement

Bonny Cushman, Consortium Program Manager reminded EC members that the current Consortium Staffing IGA between the City of Portland and the Consortium expires June 30, 2025. Sarah Murphy Santner, Resource Protection and Planning Director at the City of Portland has been working with the City of Portland Attorney's Office to revise the Staffing IGA and extend the term date.

Ms. Santner joined the EC meeting to give an update on the Staffing IGA. Ms. Santner advised that she worked with a subcommittee of the Consortium Technical Committee (CTC) who provided feedback on the draft Staffing IGA. Major changes included the following:

- A scope of work has been added for clarity and transparency of services provided under the agreement.
- The length of the IGA has been updated from five years to a 10-year term.
- The methodology used by the City of Portland for calculating the overhead charge is now included as an exhibit in the IGA.
- The IGA termination language has been updated to one year if either party no longer is interested in continuing with the IGA, was previously 30 days.
- Language was included that gives the Consortium Technical Committee a voice in the hiring and termination of Consortium staff.

EC members discussed the revised draft Staffing IGA. It was the consensus of the EC to bring the Staffing IGA to the Board adoption at their meeting in June.

Director Report

Rebecca Geisen, Consortium Managing Director was unable to attend the meeting as she was attending the AWWA Water Matters Fly-In in Washington DC so Bonny Cushman shared the following updates:

- Consortium Interconnections Workshop: The Consortium Interconnection workshop is scheduled for Tuesday, May 20. The workshop will include information on past work the Consortium has completed on the interconnections geodatabase and studies; a panel discussion on exercising interconnections; and breakout groups by subregion to discuss intertie ownership, agreements, and mapping; brainstorming standard operating procedures (SOPs) and best management practices (BMPs) for maintaining, exercising, and managing interconnections; and identifying next steps.
- RDPO Emergency Drinking Water Framework Phase II Tabletop Exercise: The Consortium received USAI grant funding for phase II of the Emergency Drinking Water Framework to conduct five emergency tabletop exercises, one in each UASI-funded county (Clackamas, Clark, Columbia, Multnomah and Washington). The first tabletop exercise is scheduled for May 27 with Clark County. Next up will be Columbia County; followed by the Multnomah, Clackamas, and Washington counties exercises. The project will conclude in March 2026.
- Rivergrove Water District – Submitted letter to join the Consortium. Dues would be approximately \$2,800. CTC members were supportive of welcoming Rivergrove as a new Consortium member beginning July 1, 2025. Membership request will be brought to the Board for their approval at their meeting in June.
- Youth Education Program Update – Bids received were higher than expected. Ms. Cushman is in the process of looking at options for the Consortium's school program. She will bring any recommendations or budget amendments to the June meeting when more is known and they have additional staff and member input.

June Consortium Board Draft Agenda

Ms. Cushman reviewed the June Consortium Board meeting draft agenda. Agenda items included approval of minutes, election of Chair and Vice-Chair and at-large EC members, director and program reports, approval of the Consortium Staffing IGA, Rivergrove Water District membership, and budget carryover resolution, and a place holder presentation.

Chair Brouse advised that she would confirm and get back to Rebecca about a presenter from ShelterBox who could come speak to the Board in June on disaster relief if there was interest. Chair Brouse works for ShelterBox a humanitarian organization that serves during disasters. They are responding to those affected by the fires in California and responded to those hit by hurricane Helene. EC members supported that idea.

Both Chair Brouse and Vice-Chair Barth expressed interest in serving as Chair and Vice-Chair

respectively for a second term if elected.

Councilor Teater noted that he would be stepping out of the EC member position as he is a new dad and evening meetings are now more difficult to attend so there will be a vacant at-large EC position that will need to be filled.

Meeting Attendees:

NAME	AGENCY
Councilor Kevin Teater	City of Beaverton
Commissioner Dan Taylor	Lake Grove Water District
Commissioner Gary Barth	Sunrise Water Authority
Councilor Renee Brouse	City of Sherwood
Councilor Bridget Brooks	City of Tualatin
Jim Duggan	Tualatin Valley Water District
Jessica Dorsey, CTC Chair	City of Hillsboro
Sarah Santner	City of Portland
Patty Burk	Consortium Staff
Bonny Cushman	Consortium Staff

Next Meeting: Wednesday, September 10, 2025 at 5:30 p.m. via Zoom/videoconference