



## Consortium Board Meeting Summary

JUNE 1, 2022 CALLED TO ORDER: 6:30 PM ADJOURNED: 8:10 PM

QUORUM PRESENT – YES – 12 MEMBERS

(MEETING WAS HELD VIA ZOOM/VIDEOCONFERENCE)

### Approval of February 2, 2022 Meeting Summary

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Councilor Laura Mitchell made a motion to approve the February 2, 2022 Board meeting summary as presented. Mayor Peter Truax seconded the motion. The Consortium Board unanimously approved the February 2, 2022 Consortium Board meeting summary as presented. (12:0:0)

### Public Comment

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None

### Board and Executive Committee Elections

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Rebecca Geisen, Managing Director, informed Consortium Board members that elections for the Board Chair and Vice-Chair were needed. Article 4 of the Consortium By-Laws contains the procedural requirements for officers. It states that the Board shall have at least a Chair and a Vice-Chair and that they must come from two different counties. The term of both offices is a one-year term with the possibility of a consecutive second year upon re-election. Chair Brooks and Vice-Chair Walters have completed their first year of service and are both eligible to serve another term.

Chair Brooks opened the meeting for nominations.

Mayor Jules Walters nominated Bridget Brooks for Board Chair. Councilor Laura Mitchell seconded the motion. There were no other nominations. The Consortium Board unanimously approved the nomination of Bridget Brooks for Board Chair. (12:0:0)

Mayor Jules Walters nominated Kevin Williams for Board Vice-Chair. Councilor Laura Mitchell seconded the motion. There were no other nominations. The Consortium Board unanimously approved the nomination of Kevin Williams for Board Vice-Chair. (12:0:0)

Ms. Geisen reported that in addition to the Chair and Vice-Chair elections, the Board needs to elect new county representative Executive Committee (EC) members. Membership is entity specific; allowing the entity's Board alternate to attend and vote at EC meetings. The terms of office will be for two years with the Board allowed to appoint consecutive terms for county representative members at its pleasure. Ms. Geisen advised that the EC meets three to four times a year in advance of the Consortium Board meetings. The EC identifies major policy issues and makes recommendations to the Board. The EC reviews the annual work plan and budget and provides input and recommendations to the Board.

Board members went into Zoom breakout rooms to caucus by county. Board members representing Clackamas County appointed Commissioner Naomi Angier from Clackamas River Water. Board members representing Multnomah County appointed Tom Lewis from Rockwood Water PUD. Board members representing Washington County appointed Commissioner Jim Duggan from Tualatin Valley Water District.

## Carryover Resolution

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Ms. Geisen reported that in FY 2021-22 there were a couple of projects that were not completed due to on-going pandemic concerns – school assembly shows and the utilization of a Spanish language intern for events. Ms. Geisen advised that as a result, Consortium staff would like to request to carryover the funds from those projects to FY 2022-23. Funds would be used to add additional school assembly shows and to support multilingual, diverse public outreach efforts. The carryover amount requested is \$15,270.

Mayor Truax made a motion to carryover \$15,270 from FY 2021-22 to FY 2022-23 to add additional school assembly shows and to support multilingual, diverse public outreach efforts. Mayor Walters seconded the motion. The Consortium Board unanimously approved the motion to carryover \$15,270 from FY 2021-22 to FY 2022-23 to add additional school assembly shows and to support multilingual, diverse public outreach efforts. (12:0:0)

## Program Report

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Bonny Cushman, Consortium Program Coordinator, shared new digital ads for the Weekly Watering Number (WWN). The WWN is a tool that helps people know how much to water their lawns and plants each week and also includes water conservation tips. The ads began running in May and will run through mid-September. Ms. Cushman noted that they are testing out different ad copy and offering the promotional kit to see which gets the most traction. The ads are running on the internet and social media.

Ms. Cushman advised that the annual print order was just completed. Members had the opportunity to co-brand (add their logo) to all print pieces and the Consortium offered members

a start-up supply of each of the hose nozzle hang tag and the Junior Leak Detective pieces (toilet leak detection and shower timer). Ms. Cushman mentioned that the Junior Leak Detective print pieces and indoor print piece were translated into Spanish.

Ms. Cushman noted that the Children's Clean Water Festival website is virtual again this year. Ms. Cushman thanked the planning team and Riley Berger for making the update and getting more educational materials translated.

Ms. Cushman shared images of the new graphics that will be used in the Consortium's emergency preparedness outreach efforts. These new graphics are a direct result of the feedback received from the listening sessions that were conducted last fall and winter for the multilingual how-to video project. Ms. Cushman mentioned that Consortium staff worked with Community Engagement Liaisons to review the translations of the Consortium's two emergency prep print pieces – how to access water from your water heater and how to sanitize water containers and updated the content for seven different languages.

Ms. Cushman noted that work continues on the multilingual how-to video project and shared images from the video shoots. Ms. Cushman reminded Board members that the Consortium received UASI grant funds to take the Consortium's three emergency preparedness how-to videos and recreate them in 10 different languages. Ms. Cushman noted that at the beginning of the year, listening sessions were held with community members to get feedback on the topics, what they anticipate might be barriers for their community to do the preparedness work, and input on how to best get the videos out to the community once they are completed. In February, practice sessions were held, and the video shoots began in March. Over a long four-day weekend, 24 people participated in 21 videos that were shot in seven languages. The videos are currently in post-production and are anticipated to be available in fall 2022.

Ms. Cushman provided updates on the Consortium's website. Ms. Cushman shared the new interactive water provide map; the updated Weekly Watering Number widget; and a new video for National Drinking Water week that ran on KATU and was filmed at Rockwood Water PUD.

## Director Report

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Ms. Geisen pointed out that a detailed tri-annual activity report was included in the meeting materials packet and encouraged Board members to look over the report for information on activities conducted since the last Board meeting in February.

IGA Update: Ms. Geisen reported that Consortium staff has begun work on updating the Consortium Intergovernmental Agreement (IGA) and by-laws. The IGA and by-laws were last updated in 2005. More information will be shared at a future meeting.

Workforce Development: Ms. Geisen advised that Consortium staff has been working with a group of statewide water providers and consultants that are interested in bringing more water

system operators into the field. The Consortium has been participating in those discussion and will be putting together a webpage for the Consortium's website with resources and information.

Presentations: Ms. Geisen presented at the AWWA conference in Tacoma and the ORWARN Continuity of Operations webinar on the value of connection – sharing the Consortium's story and collaboration efforts over the past couple of years with Covid, wildfires, ice storms, chlorine shortage, etc.

Curtailment Tabletop Training Exercise: Ms. Geisen advised that a curtailment and communications tabletop exercise is planned for tomorrow, Thursday, June 2. Objectives of the exercise include gaining a broader understanding of drinking water curtailment including causes, impacts, and the different stages of curtailment and triggers among water providers; learning the importance of coordinated messaging and effective ways to share timely information with each other and the public during the life cycle of a curtailment event; identifying gaps for providing accessible and translated messaging to the public; and identifying regional communication tools and roles when there is a curtailment event. 21 of 25 water providers are scheduled to attend: approximately 70 people. This is the Consortium's first exercise focused primarily on communications involving public information staff.

Provision of Emergency Drinking Water Framework: On March 31, the consultant team lead a tabletop exercise that tested key recommendations of the Framework, the delineation of responsibilities, identification of gaps in communications, and emergency water distribution equipment. There were 59 participants from 20 water providers in the five-county UASI region. Ms. Geisen said the full plan document should be available for the project task force to review at the end of June and for all stakeholders to review at the end of July. A final workshop will be held in early fall 2022 to share the final framework.

Fuel Planning: Ms. Geisen continues to participate on the advisory team for the regional fuel tabletop exercise that will happen in September. Deanna Henry from the Oregon Department of Energy presented at the April CTC meeting and as a result has reached out to learn more about water utility fuel needs.

Future Meetings: Ms. Geisen checked in with Board members on how they would like to continue to meet going forward – continue all virtual, in-person or hybrid of both. The Executive Committee discuss this topic as well and while they understand the value of meeting in-person they also recognize the benefits of virtual meetings including safety, no commute, convenience, etc. The EC discussed having one in-person Board meeting a year to maintain the connection but wanted to bring it to the full Board for their consideration. The Executive Committee has decided to continue to meet only virtually. Board members provided comment/thoughts. It was decided that Consortium staff will send out a poll to gather Board member preference.

FY 2022-23 Budget and Workplan Update: Ms. Geisen explained that when the Board adopted the FY 2022-23 budget in February it included staffing costs that reflected COLA and merit increases for staff. City of Portland Mayor Wheeler capped merit increases for staff at 2% which

has provided a small reduction in Consortium staffing costs in the FY 2022-23 budget. Ms. Geisen advised that, with the approval of the Executive Committee, the savings was applied to restore the cuts that were made to materials and services and also increased the budget for digital outreach to the original requested amount. Consortium Board members had no concerns with the approach.

## Consortium 25<sup>th</sup> Anniversary Timeline Presentation

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Ms. Geisen announced that the Regional Water Providers Consortium is celebrating its 25<sup>th</sup> anniversary this year. Consortium staff put together a PowerPoint presentation that was shared with the Board and highlighted how the Consortium began and how it has continued; regional supply planning; boards, committees and staff over the years; program and projects – past and present; slogans and school assembly program themes; and drills and exercises.

Following the presentation, Board members participated in breakout groups to discuss what they would like to see the Consortium accomplish in the next 25 years.

**Meeting Attendees:**

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**23 Total Members**  
**Quorum = 12**

Councilor Laura Mitchell and David Winship – City of Beaverton	Commissioner Naomi Angier and Todd Heidgerken– Clackamas River Water	Mayor Peter Truax and Greg Robertson – City of Forest Grove
Commissioner Debbie Raber, Niki Iverson and Tacy Steele – City of Hillsboro	Director Kevin Williams – Oak Lodge Water Services	Commissioner Mingus Mapps, Goldann Salazar, Gabriel Solmer and Sarah Santner – City of Portland
Director Tom Lewis – Rockwood Water PUD	Mayor Jules Walters and Wyatt Parno – South Fork Water Board	Councilor Bridget Brooks and Rachel Sykes – City of Tualatin
Commissioner Jim Duggan and Nick Augustus – Tualatin Valley Water District	Commissioner Carol Wild and Mike Grimm – West Slope Water District	Councilor Kristin Akervall and Martin Montalvo – City of Wilsonville
Rebecca Geisen, Bonny Cushman, and Riley Berger – Consortium Staff		

Consortium members agencies not represented by elected officials at this meeting included the City of Cornelius, City of Gladstone, City of Gresham, City of Lake Oswego, City of Milwaukie, Raleigh Water District, City of Sandy, City of Sherwood, Sunrise Water Authority, City of Tigard, and City of Troutdale.

**Next Meeting: Thursday, October 6, 2022 via Zoom/videoconference**