



Consortium Board Meeting Summary

OCTOBER 4, 2023 CALLED TO ORDER: 6:45 PM ADJOURNED: 8:21 PM

QUORUM PRESENT – YES – 13 MEMBERS

(MEETING WAS HELD IN PERSON AND VIA ZOOM/VIDEOCONFERENCE)

Approval of June 7, 2023 Meeting Summary

Commissioner Mingus Mapps made a motion to approve the June 7, 2023 Consortium Board meeting summary as presented. Councilor Bridget Brooks seconded the motion. The Consortium Board approved the June 7, 2023 Consortium Board meeting summary as presented (11:0:2) (Abstentions – Bialostosky, Teater).

Public Comment

None

Election of Executive Committee At-large Members

Rebecca Geisen, Consortium Managing Director noted that the election of Executive Committee (EC) at-large members was held over from the June meeting as there were no nominations or volunteers to serve as at-large members of the EC at that time.

Chair Kevin Williams opened the meeting for nominations.

Chair Williams nominated Commissioner Gary Barth as an at-large Executive Committee member. Commissioner Mingus Mapps seconded the nomination. The Consortium Board unanimously approved Commissioner Gary Barth as an at-large Executive Committee member. (13:0:0)

Councilor Kristin Akervall nominated Councilor Bridget Brooks as an at-large Executive Committee member. Chair Williams seconded the nomination. The Consortium Board unanimously approved Councilor Bridget Brooks as an at-large Executive Committee member. (13:0:0)

An additional at-large EC member is needed. Consortium Board members were asked to think about serving on the Executive Committee and to reach out to EC members or Consortium staff if they have questions about or want more information on the committee. Councilor Kevin Teater expressed interest in learning more about the EC. Ms. Geisen will follow-up with Councilor Teater.

Consortium Strategic Plan

Ms. Geisen reported that the draft Consortium Five-Year Strategic Plan was sent to the Consortium Technical Committee (CTC) Strategic Plan Subcommittee for one final review and was shared at the full CTC and EC meetings last month. Ms. Geisen advised that although it was the consensus of the Board at their June meeting that they felt comfortable with Consortium staff bringing the Plan to this October Board meeting for adoption, EC members felt that a final review by the Board may be warranted and thought that the Board could discuss the Board implementation actions and any other parts of the plan at the meeting tonight and then have final approval in February.

Ms. Geisen pointed out that in the meeting materials was the draft Strategic Plan. Ms. Geisen reviewed the Board implementation strategies including:

- Advocate at the legislative level on issues related to water resources, conservation, and emergency preparedness.
- Provide opportunities for the sharing of technical information between staff and Board.
- Share Consortium resources and program information with respective boards, councils, local partners, and customers.
- Reach out to newly elected or appointed representatives as they join or attend Consortium meetings and events to assist with onboarding and ensuring effective service.
- Serve as ambassadors for the Consortium for other water providers, staff, and elected officials.
- Support career development in the water industry to attract new people into the field.

The Board was asked to validate, update, and discuss implementation strategies in addition to how they can contribute to the overall success of the Strategic Plan.

Commissioner Raber commented that Hillsboro continues to advocate at the legislature for state-wide rate relief for low income and senior rate payers. In addition, Hillsboro and the Joint Water Commission have had success with the development of an internship and training program for water treatment operators and would be happy to share their experience with interested members.

Commissioner Barth noted that Sunrise Water Authority, in concert with Clackamas County, is in its second year of a rate reduction program for low income customers. Commissioner Barth commented that although each individual provider has their own Capital Improvement Plans, rate structure, overhead costs etc., the Consortium would not have a specific role in rate setting but it could provide a forum to share best practices. The true value of the Consortium is providing the opportunity to learn from each other.

Councilor Brooks commented that strategic initiative # 5 under the Strengthening Regional Partnerships focus area - *Build strong and strategic relationships that reflect our community and*

prioritize equity when sharing information about drinking water and Consortium resources resonates with her.

Ms. Geisen advised that Consortium staff will finalize and format the Strategic Plan and present it to the Board for approval at their February meeting.

Approval of Consortium Intergovernmental Agreement

Ms. Geisen reminded Consortium Board members that the Regional Water Providers Consortium (Consortium) Intergovernmental Agreement (IGA) was first developed and adopted by individual members in 1996 to endorse the Regional Water Supply Plan and form the Consortium. The IGA was last updated and adopted in 2005. Since then, the organization has grown and evolved requiring a need to update the IGA.

The revised IGA was sent to Consortium Board members in advance of the meeting for review and to provide any final comments.

Commissioner Raber made a motion that the Board recommend that Consortium members' individual board, council, or commission approve the IGA amendments. Mingus Mapps seconded the motion. The Consortium Board unanimously approved the motion that the Board recommend that Consortium members' individual board, council, or commission approve the IGA amendments. (13:0:0)

Ms. Geisen noted that each Consortium member will be required to take the IGA to their individual Boards, Councils and Commissions for signature. Ms. Geisen commented that it would be ideal if signed IGAs could be returned in the next six months or so. A one-page IGA talking points document will be developed and sent to members to help inform individual boards, councils, and commissions.

Ms. Geisen advised that Consortium staff will begin updating By-laws for the Consortium Board, Executive Committee, and Consortium Technical Committee. The Board and CTC can approve changes to the by-laws respectively.

FY 2024-25 Consortium Budget and Work Plan Concepts Discussion

Ms. Geisen advised that it is time to start preparing FY 2024-25 budget and workplan ideas. This will be the first year of planning with the new Strategic Plan and therefore the updated strategic initiatives and staff capacity need to be considered.

Ms. Geisen provided a recap of the FY 2022-23 Consortium budget. In FY 2022-23, the Consortium expended 89% of its budget which leaves a carry-over amount of \$125,796. About half of that carry-over is due to under expenditure in personnel – however 97% of the personnel hours were expended. Other under expenditures are due to the loss of the Mad Science contract

(fewer school assembly shows), the decision to not produce a Russian radio ad, fewer events and printing, no use of contingency, and no large emergency exercise or events. Historically, the carryover is used to reduce dues.

Consortium staff has been working diligently to streamline work, identify efficiencies, and explore work plan ideas to stretch existing capacity. Ms. Geisen reviewed ideas from Consortium staff for potential new initiatives that would include additional budget resources and projects that could be completed using current funding levels including:

New funding initiatives:

- \$15,000 to support multi-cultural events and ad buys
- \$20,000 for Public Relations Contract (support for Outreach Program Manager)
- Funding for work associated with updating interconnections geodatabase and/or Regional Transmission and Storage Strategy

Proposed projects using current funding levels:

- Re-vamp youth education program
- Create/update print materials
- Curtailment workshop and/or development of materials
- Support regional translation contract
- Update “Drinking Water By the Numbers”
- Tabletop Exercise (ideas: communications/radio, shared worker agreement, emergency transportation routes, cybersecurity)
- Continued implementation of Emergency Drinking Water Framework Plan (e.g., workshops, regional tools)
- Member and partnership engagement (Shared Worker Agreement, liaison with state and regional emergency managers, C-suite)
- Develop policy guidelines for Consortium legislative engagement
- Staff transition planning e.g., staff cross-training, work planning, updating policies and procedures, best management practices

Ms. Geisen noted that Board feedback is needed to establish priorities and identify fiscal parameters, e.g., dues increase.

It was noted that youth education is always important but that education programs/projects should also include the adult sector as well, e.g., CERTs/NETs. Staff succession planning and connecting with communities was also mentioned as a priority. Continuing work with interconnections was noted. There was no direct recommendation for a cap on dues increases but guidance to be mindful of increases in these challenging budget times was recommended.

Ms. Geisen advised that Consortium staff along with the CTC and EC will continue to refine the FY 2024-25 Consortium work plan and budget and bring it back to the Consortium Board at their February 2024 meeting for consideration and adoption.

Director Report

Tri-Annual Activity Report: A detailed tri-annual activity report was included in the meeting materials packet. Board members were encouraged to look over the report for information on activities conducted since the last Board meeting in June.

Workshops and Events: Ms. Geisen shared the following Consortium-sponsored events:

- August 8 – Emergency Drinking Water Framework Workshop – attended by county emergency managers and water providers. Focused on how to begin working better together and developed a “to do” list of next steps.
- September 13 – EPA Cybersecurity workshop and TTX - partnered with EPA’s Water Infrastructure and Cyber Resilience Division, the Oregon Health Authority, and ORWARN to offer a free Cybersecurity Overview and Tabletop Exercise for Water and Wastewater Utilities.
- September 19 – EPA Water, Public Health, and Healthcare Workshop and TTX
- September 26 – Equipment Drill - the Consortium hosted an emergency drinking water equipment drill at Riverside Park (located near Clackamas River Water). The drill provided an opportunity for attendees to learn about equipment operation and demobilization and train on how to use equipment. It was a great opportunity to train new staff who may be unfamiliar with these regional resources. Over 100 people attended from 22 water providers including Keizer, Corvallis, EWEB, St. Helens and Columbia County and 11 pieces of emergency water equipment were exercised. Pictures of the drill were shared.
- October 17 – EPA Region 10 State Agency Emergency Drinking Water Workshop

Presentations: Ms. Geisen presented on the benefits of the Consortium’s 25 years of partnership and collaboration, how the Consortium works together and what makes it unique at the National AWWA Conference (ACE) in Toronto in June.

City of Forest Grove: Ms. Geisen met with the City of Forest Grove Council to give an overview of the Consortium and its programs.

Annual Report: The FY 2022-23 Consortium Annual Report will be available soon.

Strategic Plan: As Consortium staff have been developing a workplan to implement the Consortium’s new five-year strategic plan, there are topics emerging that staff needs additional input on. Staff will be having deep dive discussions with the Consortium Technical Committee to help direct and shape the work of the Consortium. The first discussion topic will focus on staffing capacity.

Program Report

Bonny Cushman, Consortium Outreach Program Manager shared the following updates:

2023 Media Campaign: The multimedia campaign is winding down. The TriMet bus campaign kicked off at the beginning of September and ran through the end of the month. In August, the media campaign also included messaging on water quality and showcased the various water sources in the region. In total, over the summer months, approximately 15 television interviews and on-air segments have been done, along with two KUNP newsletters, a segment on AM Northwest on emergency preparedness and two :60 second segments, one on water quality and one on emergency preparedness that plays steadily on KATU, channel 2. Ms. Cushman shared several examples of news stories that were part of the campaign.

Consortium Website: Ms. Cushman provided an overview of the regionalh2o.org website highlighting the drinking water advisory tool, member-only page, resources page, careers in water page, language specific pages for how-to videos, and the equity commitment and accessibility page.

Member Roundtable Sharing

City of Portland – Camp Creek Fire Update: Edward Campbell, Portland Water Bureau Deputy Director, gave an update on the Camp Creek fire. Around 10:30 p.m. on Thursday, Aug. 24, a lightning strike sparked a wildfire in the Bull Run Watershed. The fire is burning in the Bull Run Watershed in the Mt. Hood National Forest, approximately 1.3 miles from Reservoir 1 and 1.9 miles from the Headworks treatment facility. The fire is burning on the opposite side of Reservoir 2 from the Headworks facility.

Currently, due to intense efforts and prioritization from the federal firefighting resources and fortuitous weather conditions, the fire is no longer a threat and not anticipated to be a threat through the fall, winter and spring wet seasons. The fire is estimated to be approximately 2,055 acres and is 62% contained. They've gone from the original 500+ firefighting personnel to 81 fire fighters as of today. The federal firefighting apparatus has put \$22 million of effort and resources into addressing this fire. There has been over two inches of rain in the burn area over the past week and fire managers do not anticipate any spread or increase in the fire. The fire, while suppressed, is not completely out. There are still warm spots and smoldering but they are not moving out of the fire perimeter. Today they transitioned to an entry level team, local forest services have taken over fire response.

The Forest Service had a BAER (Burned Area Emergency Response) Team canvas the fire area. The BAER Team evaluates the fire area for burn severity and damage and makes recommendations for mitigation and restoration. Their assessment showed only 3% of the area showed severe burn, 28% was moderate burn, 50% was low burn and 13% was unburned. There is an anticipated

increase in risk for sediment movement and changes in sensitivity to run-off due to the fire but there is a low level of anticipated burn impact. Thus far turbidity levels remain low and well within guidelines. The Portland Water Bureau continues to run approximately 50% groundwater.

Mr. Campbell thanked Portland Wholesale Customers and Consortium members for their cooperation, comradery and coordination during the fire response. Mr. Campbell noted that the overwhelming support and assistance the City of Portland received during this event is directly related to the strong peer to peer network that has been created through the Consortium. The relationships built from Portland's participation in the Consortium is invaluable.

City of Hillsboro: Commissioner Raber noted that the City of Hillsboro just completed their 100th home water audit. Hillsboro is on a second round of their operator training program which has been very successful. The Joint Water Commission and Willamette Water Supply System Project team published a page in the Oregon State University careers resource guide. Hillsboro Water is partnering with Junior Achievement BizTown to teach 5th graders about the importance of water supplies, utility fees, and how to manage finances.

Meeting Attendees:

23 Total Members
Quorum = 12

Councilor Kevin Teater and David Winship – City of Beaverton	Commissioner Bob Rubitschun and Todd Heidgerken– Clackamas River Water	Greg Robertson – City of Forest Grove
Mike Whiteley – City of Gresham	Commissioner Deborah Raber – City of Hillsboro	Director Kevin Williams and Sarah Jo Chaplen – Oak Lodge Water Services
Commissioner Mingus Mapps, Jacq Tjaden, Gabriel Solmer, Edward Campbell, and Sarah Santner – City of Portland	Director Tom Lewis and Kari Duncan– Rockwood Water PUD	Mayor Rory Bialostosky and Wyatt Parno – South Fork Water Board
Commissioner Gary Barth – Sunrise Water Authority	Councilor Jai Rai Singh – City of Tigard	Chair Bridget Brooks and Rachel Sykes – City of Tualatin
Commissioner Jim Duggan – Tualatin Valley Water District	Commissioner Paul Schuler and Mike Grimm – West Slope Water District	Councilor Kristin Akervall and Martin Montalvo – City of Wilsonville
Rebecca Geisen, Bonny Cushman, Patty Burk, 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, South Fork Water Board, Sunrise Water Authority, and City of Troutdale.

Next Meeting: Wednesday, February 7, 2024, via Zoom/videoconference