



REGIONAL WATER PROVIDERS CONSORTIUM BOARD MEETING Minutes of June 6, 2018

Consortium Board Chair Russ Axelrod called the Regional Water Providers Consortium Board Meeting to order at 6:32 p.m. The meeting was held in the Metro Council Chambers.

Elected representatives from sixteen Consortium member agencies were present at the meeting (which is a quorum), including City of Beaverton, Clackamas River Water, City of Forest Grove, City of Gresham, City of Hillsboro, City of Lake Oswego, City of Milwaukie, Oak Lodge Water Services, Rockwood Water PUD, City of Sherwood, South Fork Water Board, Sunrise Water Authority, City of Tigard, City of Tualatin, Tualatin Valley Water District and West Slope Water District.

Consortium member agencies not represented by elected officials at this meeting included City of Gladstone, City of Portland, Raleigh Water District, and City of Sandy.

Introductions: Introductions were made. Those in attendance included Councilor Mark Fagin and David Winship from the City of Beaverton; Commissioner Naomi Angier and Todd Heidgerken from Clackamas River Water; Councilor Peter Truax and Rob Foster from the City of Forest Grove; Councilor Kirk French from the City of Gresham; Commissioner Debbie Raber and Kevin Hanway from the City of Hillsboro; Councilor Jackie Manz and Kari Duncan from the City of Lake Oswego; Councilor Lisa Batey from the City of Milwaukie; Tim O'Brien from Metro; Commissioner Nancy Gibson and Sarah Jo Chaplen from Oak Lodge Water Services; Edward Campbell and Mike Stuhr from the City of Portland; Director Tom Lewis and Brian Stahl from Rockwood Water PUD; Councilor Sean Garland and Rich Sattler from the City of Sherwood; Mayor Russ Axelrod from South Fork Water Board; Commissioner Ernie Platt from Sunrise Water Authority; Councilor Tom Anderson and John Goodrich from the City of Tigard; Councilor Frank Bubenik and Jeff Fuchs from the City of Tualatin; Commissioner Jim Duggan and Mark Knudson from Tualatin Valley Water District; Commissioner Noel Reiersen and Mike Grimm from West Slope Water District; Chris Wallace Caldwell from Catalysis LLC; Andy Bryant from NOAA/National Weather Service; and Rebecca Geisen, Bonny Cushman, and Patty Burk, Consortium Staff.

Approval of Consortium Board Minutes for February 7, 2018: Commissioner Ernie Platt made a motion to approve the February 7, 2018 Consortium Board meeting minutes as presented. Commissioner Nancy Gibson seconded the motion. The Consortium Board unanimously approved the February 7, 2018 Consortium Board minutes as presented. (16:0:0)

Public Comment: None.

Election of Officers: Rebecca Geisen, Consortium Project Manager 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. Elections must be done when a quorum is present and a majority of the quorum must approve each position. Ms. Geisen advised that both Chair Russ Axelrod and Vice-Chair Mark Fagin have completed their first year of service and are eligible to serve a second term if nominated.

Chair Axelrod opened the meeting for nominations.

Commissioner Kirk French nominated Russ Axelrod and Mark Fagin for Board Chair and Vice-Chair respectively. Commissioner Nancy Gibson seconded the motion. There were no other nominations. The Consortium Board unanimously approved the nomination of Russ Axelrod and Mark Fagin for Board Chair and Vice-Chair respectively. (16:0:0)

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. She explained that the counties will caucus and select their representative. 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. Ms. Geisen pointed out that included in the meeting materials packet was a one-page handout outlining the Board and Executive Committee responsibilities and terms.

Board members caucused by county. Board members representing Clackamas County appointed Commissioner Nancy Gibson from Oak Lodge Water Services. Board members representing Multnomah County appointed Councilor Kirk French from the City of Gresham. Board members representing Washington County appointed Commissioner Jim Duggan from Tualatin Valley Water District.

Project Manager and Committee Reports: Rebecca Geisen, Consortium Project Manager 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.

Conservation Program: Bonny Cushman, Consortium Project Coordinator reminded Consortium Board members that this year the Consortium partnered with a new television station, KATU (channel 2) on a six-week indoor campaign that began in late February and ran through March. The indoor campaign featured four on-air news segments and 150 ads; as well as an indoor water saving kit giveaway promotion. Approximately 330 kits were distributed. Ms. Cushman showed the two indoor water conservation public service advertisements (PSAs).

Ms. Cushman advised that this week begins the summer media campaign. Ms. Cushman said in total 21 television shoots will be completed over the summer on KATU, Garden Time, and KUNP, Univision (Spanish television). Ms. Cushman noted that new this year KUNP proposed a thirteen-week campaign that focuses on conservation in July-August and emergency preparedness in September. The total campaign features 474 ads, and three news segments. She noted that the campaign would also include four posts to the station's Facebook page and two articles in the station's newsletter – the content for the posts and articles will be generated by the Consortium and translated by the station. Ms. Cushman shared the two KATU summer water conservation PSAs.

In addition, the Consortium is again partnering with Alpha media on a summer water conservation radio campaign. The campaign is 12-weeks and will be featured on seven radio stations (KBFF, KINK, KUFO, KUPL, KXL, KXTG and KWEE) and two on-air interviews (KINK and KXL).

Ms. Cushman thanked Consortium Board members for allowing their staff to participate in news stories and outreach efforts. The effort and breadth of the Consortium's outreach campaign could not be done without member staff participation and expertise.

Ms. Cushman mentioned that the Consortium created a 13th conservation-focused how-to video this spring. The new video features Shelley Searle (Beaverton) and Jennifer Joe (Tigard) and walks the viewer through the process of switching out a bathroom aerator with a high efficiency WaterSense model aerator. Work is underway on a new emergency preparedness how-to video focused on four different ways to treat water during an emergency.

Ms. Cushman reported that Consortium staff coordinated its annual print order in April and May. Seven Consortium members participated in this year's order, as well as Clackamas County Disaster Management and Washington County Emergency Management, who ordered emergency preparedness materials. This year, the Consortium offered to co-brand 13 publications, and nearly all providers and counties utilized that option. Ms. Cushman said print orders will be delivered later this month.

Ms. Cushman concluded that the Consortium again partnered with Mad Science to deliver one Consortium-sponsored show to a school in each member agency's service area. This year's show, "Where's the Water, Watson?" was geared toward kindergarten – 2nd graders. Approximately 3,800 students attended the assembly programs.

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Chair Axelrod mentioned that many individual member Board meetings are shown on local community TV. Chair Axelrod asked if the KATU PSAs could be shown on these community channels during Board and Commission meetings.

Ms. Cushman noted that she would have to inquire with KATU about the PSAs but advised that any of the Consortium how-to videos could certainly be incorporated.

New Member Update: Ms. Geisen announced that the City of Troutdale City Council voted on May 8 to join the Consortium. Their membership will be effective on July 1. The City of Cornelius City Council approved their budget at a Council meeting last night that included Consortium membership dues. Ms. Geisen noted that Consortium staff will work to bring the two new members up to speed and get them incorporated in the Consortium fold.

Chair Axelrod thanked Executive Committee members who were instrumental in reaching out to the City of Troutdale Council to talk about the benefits of the Consortium and provide insights on Consortium membership.

Urban Area Security (UASI) Grants: Ms. Geisen reported that Portland Metropolitan region received 2.5 million dollars in UASI grant money. Two public works projects were funded. The City of Oregon City received funding for a grapple truck and Columbia County received funding for a mobile water treatment system.

Training Exercise: Ms. Geisen mentioned that the Clackamas River Water Providers conducted a tabletop training exercise last week that utilized the regional interconnections geodatabase. The training identified four interconnection locations from the geodatabase and meeting participants went out into the field to verify the interconnections and their condition.

Regional Curtailment Coordination and Communications (C3) Plan: Ms. Geisen reported that the Regional Curtailment Coordination and Communication (3C) plan was developed in July 2017 to improve regional communication and coordination during a water shortage. She noted that as part of the plan implementation, a tool kit is nearing completion that includes talking points, frequently asked questions (FAQs), social media posts, website content, graphics and updated descriptions of the region's water systems and how they respond to drought. Ms. Geisen said the C3 plan tool kit will be available to providers in early July.

Water Quality Advisory – Salem OR: Ms. Geisen reminded Consortium Board members that last week the City of Salem issued a drinking water advisory for children under age 6 and people with compromised health and immune systems due to low levels of toxins caused by algae blooms in Detroit Lake. Ms. Geisen advised that Emergency Water Distribution Systems from the City of Gresham, Clackamas River Water, Portland Water Bureau, and Tualatin Valley Water District were deployed to Salem to assist with water distribution to Salem residents. Ms. Geisen said as a result, the Oregon Health Authority is drafting temporary rules for testing and notification of such toxins in municipal drinking water. The Oregon Water Utility Council (OWUC), the League of Oregon Cities (LOC), the Special Districts Association of Oregon (SDAO), and many cities and water providers are in discussions about and plan to review and comment on any developed rules.

Ms. Geisen noted that Consortium staff is collating messaging from Consortium members that was shared with customers about the drinking water advisory in Salem/Marion County and subsequent concerns on the Willamette over cyanotoxins. Consortium staff will be sharing this information with the Consortium Technical and Emergency Preparedness Committees, and the Consortium Communicators Network.

Consortium Strategic Plan: Ms. Geisen reminded Consortium Board members that at their meeting in February, they broke into groups to discuss strategic initiatives and work tasks, and how the Board can support the Consortium Strategic Plan. Ms. Geisen pointed out that included in the meeting materials packet was the final draft of the Plan. She advised that an introduction, historical context, and a preamble to each of the three major focus areas has been added. Implementation strategies have been drafted as well as the Board's role in supporting the Strategic Plan.

Chris Wallace Caldwell from Catalysis LLC joined the meeting to solicit feedback/comments from Board members in three basic areas: general feedback, implementation strategies – how to keep true to the Plan, and how to measure success.

The general feedback from the Board was that the Plan was well laid out, clear and concise, a comfortable read, and well organized. Several Board members gave the draft Plan to colleagues or family members to read and they reported that the Plan was easy to understand. It was asked if the SWOT (strengths, weaknesses, opportunities and threats) analysis should be included in the Plan. The consensus was the SWOT analysis provided a realistic tone of self-examination and should remain in the appendices of the Plan. It was thought that the SWOT analysis could be built into the milestones and reviewed as needed throughout the five-year period of the Plan.

Other comments included the need to identify locations and credits for photos, ensure the final report is produced on 100% post-consumer paper, and update the map to include various members. Other minor revisions were noted and will be incorporated by Consortium staff in the final report.

Board members were asked if anything was missing in the implementation strategies. It was noted that the Board initiatives identified in the Plan seemed reasonable, on point, and helps to explain their role on the Consortium Board – “why I am here”. Board members recognized their role as being available, willing, and assignable. It was mentioned that the initiatives tie into and provides context to the SWOT analysis.

Ms. Geisen advised that the Strategic Plan will direct the annual work plan. A matrix will be developed to measure success and ensure the initiatives and work tasks are addressed. It was suggested the Board could develop annual goals as well; what the Board commits to do during that year to address the initiatives and work tasks in the Plan.

Ms. Geisen concluded that next steps include incorporating the minor revisions discussed this evening and continued work on the final report design. The final Strategic Plan will be sent to

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Board members in advance of their next meeting for final review and Board members will vote to approve the Plan at their October meeting.

2018 Weather Outlook: Andy Bryant from the National Weather Service joined the Board meeting to give a presentation on the latest summer weather outlook and the potential impacts to water supply.

Mr. Bryant provided a review of the winter/spring 2017/18 conditions including precipitation totals and temperature departures. Mr. Bryant noted that the Pacific Northwest has seen an expansion of periods of heavy rain; earlier in the fall, i.e., October, followed by an uneventful winter period in January and February, returning to heavier rains in spring, i.e., April. Overall for the water year thus far in Northwest Oregon, rainfall levels are just a little bit below to near average.

Information was provided on seasonal snowpack and drought monitoring. Mr. Bryant discussed the seasonal (April – September) water supply forecasts for a few of the areas rivers including the Willamette river at Salem, the Clackamas river at Estacada, the Sandy river near Bull Run, and the Tualatin river at Farmington. Mr. Bryant advised that these forecasts shows fairly close to average for streamflow for these rivers; 77% of average for the Willamette, 91% of average for the Clackamas, 82% of average for the Sandy and 111% of average for the Tualatin.

Mr. Bryant presented historic and long-term temperature trends for June through August, and the summer weather outlook for the same period. In general, the three-month precipitation and temperature outlook is anticipated to be drier and warmer; above average temperatures throughout the western United States.

Consortium Board members thanked Mr. Bryant for coming to speak with them this evening. The PowerPoint presentation can be found on the Resource page of the Consortium website. ([link to presentation](#))

The Regional Water Providers Consortium Board meeting was adjourned at 8:28 p.m. The next meeting of the Regional Water Providers Consortium Board is October 3, 2018 at 6:30 p.m. in the Metro Council Chambers.

Submitted by Patty Burk, Consortium Staff