



Executive Committee Meeting Summary

APRIL 12, 2023 CALLED TO ORDER: 5:31 PM ADJOURNED: 6:35 PM
QUORUM PRESENT – YES MEETING HELD VIA ZOOM/VIDEOCONFERENCE

Approval of January 11, 2023 Meeting Summary

Commissioner Jim Duggan made a motion to approve the January 11, 2023 Executive Committee meeting summary as presented. Commissioner Naomi Angier seconded the motion. The Consortium Executive Committee unanimously approved the January 11, 2023 Executive Committee meeting summary as presented. (4:0:0)

Director Report

Consortium Intergovernmental Agreement (IGA): Consortium staff has been working with the Portland City Attorney's office to update the Consortium Intergovernmental Agreement (IGA). The Consortium IGA was last updated in 2005. The Portland City Attorney completed a revised draft Consortium IGA that was then sent on to Tommy Brooks, council for Oak Lodge Water Services for further review. Ms. Geisen received comments back from Mr. Brooks and Consortium Staff is working to incorporate them into the draft. Ms. Geisen highlighted changes to quorum and voting language, relinquishing assets upon leaving the Consortium, and in-kind services. EC members supported the changes.

Ms. Geisen noted that the draft IGA will be sent to all Consortium members for their review. The plan is to bring a final draft IGA to the Board at their June meeting with adoption of the revised IGA in October. Following Board approval, each Consortium member will be required to take the IGA to their individual Boards, Councils and Commissions for signature.

Presentations and Conferences – Ms. Geisen presented at the AWWA Utility Management Conference in March about the benefits of the Consortium's 25 years of partnership and collaboration, how the Consortium works together and what makes it unique. Ms. Geisen will be doing a similar presentation at the National AWWA Conference (ACE) in Toronto in June.

UASI Grant Funding: Ms. Geisen reported that it is likely the Consortium will receive an additional \$90,000 in Urban Area Security Initiative (UASI) grant funds to implement recommendations of the RDPO Provision of Emergency Drinking Water Framework Plan.

Program Report

Bonny Cushman, Consortium Program Coordinator advised that Mad Science, the Consortium's school assembly contractor is closing their business which leaves the Consortium without a school assembly program. Consortium staff and the Consortium Conservation Committee will be looking at ways to adapt the youth education program and what the program could look like moving forward.

Ms. Cushman reported that the Children's Clean Water Festival will be in-person this year for the first time since the pandemic. The Festival will be held Tuesday, April 25 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.

Consortium staff and the Water Communicators Network Committee have been working on an article on water sources. The article focuses on how customers can learn more about where their water comes from and resources available on the Consortium website about our regional water sources. The article will be pitched to Pamplin media in hopes that they will run the article in their various publications during Drinking Water Week in May.

Ms. Cushman noted that the how-to video project is moving forward quickly. Videos in six out of the seven languages as well as website landing pages for each video are now available. Digital advertising campaigns on YouTube and Facebook are running now. Language specific outreach plans, i.e., language specific Facebook groups, outreach to community based organizations and churches and other language specific community festivals and gatherings, etc. were developed in concert with the Community Engagement Liaisons. This targeted outreach will run through May.

Planning for the summer media campaign is moving forward. For the past several years, there has been a push for television interviews and stories during National Drinking Water week in May. This year, the focus will be on water quality and feature interviews and stories during the month of August which is Water Quality month.

Consortium Strategic Plan Update

Ms. Geisen reported that the Consortium working committees (conservation, emergency preparedness, and water communicators network) and the Consortium Technical Committee met last week to review Strategic Plan initiatives and brainstorm new strategies and work tasks for the next five-year planning horizon. Participants were asked about program priorities given limited staff and member resources and what project would be most beneficial to members and the region.

Ms. Geisen pointed out that in the meeting materials was a summary of the strategic initiatives and priorities that came out of those meetings and shared them with EC members. Ms. Geisen reviewed the Strategic Plan's three major focus areas – meeting water needs, emergency preparedness and regional partnerships and the strategic initiatives for each.

Ms. Geisen asked EC members for thoughts on how to best engage the Board at their meeting in June in a discussion on the strategic initiatives and Board priorities so that Consortium Staff can move forward with a final draft plan for Board consideration in October.

EC members discussed how to engage the Board in a Strategic Plan discussion. Suggestions included polls/voting asking members to priority rank initiatives in each of the focus areas; breakout sessions by focus area or have each group discuss all three focus areas; and/or breakout sessions focused on specific areas/questions where staff and committees need more clarity/direction from the Board

June Consortium Board Draft Agenda

Ms. Geisen reviewed the June Consortium Board meeting draft agenda. Agenda items include approval of Board meeting minutes, Board Chair, Vice-Chair and Executive Committee at-large members, director and committee reports, and a Strategic Plan Engagement discussion.

Ms. Geisen explained that Consortium staff is recommending to carryover funds from FY 2022-23 to FY 2023-24 to do an accessibility audit of the Drinking Water Advisory Tool as well as some additional translation work. These items were in the FY 2022-23 work plan but were delayed due to staffing constraints and time-sensitive projects. A resolution to request the carryover will be included on the June Board agenda for Board approval.

The EC approved the agenda and supported the request to carryover funds.

Meeting Attendees:

NAME	AGENCY
Commissioner Naomi Angier	Clackamas River Water
Director Tom Lewis	Rockwood Water PUD
Commissioner Gary Barth	Sunrise Water Authority
Councilor Jai Raj Singh	City of Tigard
Commissioner Jim Duggan	Tualatin Valley Water District
Nick Augustus	Tualatin Valley Water District
Riley Berger	Consortium Staff
Patty Burk	Consortium Staff
Bonny Cushman	Consortium Staff
Rebecca Geisen	Consortium Staff

Next Meeting: Wednesday, September 13, 2023 at 5:30 p.m. via Zoom/videoconference