

Consortium Technical Committee Meeting Summary

JANUARY 8, 2025 CALLED TO ORDER: 1:32 PM ADJOURNED: 3:07 PM
QUORUM PRESENT – YES – 14 MEMBERS
MEETING HELD VIA ZOOM/VIDEOCONFERENCE



Approval of September 4 and November 5, 2024 Meeting Summaries

Kari Duncan made a motion to approve the Consortium Technical Committee (CTC) September 4, 2024 and November 5, 2024 meeting summaries. Todd Heidgerken seconded the motion. The CTC unanimously approved the September 4, 2024 and November 5, 2024 CTC meeting summaries as presented (14:0:0).

Metro Urban Growth Management Decision

Tim Reid, Metro Senior Regional Planner joined the CTC meeting to give an update on the Metro Urban Growth Management Decision.

Under Oregon state land use law, Metro is charged with making decisions about whether to expand the urban growth boundary (UGB) in the greater Portland region. According to state law, Metro is required to make a decision about whether to expand the UGB at least every six years. In making these decisions, Metro must provide up-to-date information about demographics, population and employment growth, development trends, and estimates of buildable land inside the UGB. This thorough assessment of whether there is a regional need for expanding the UGB is not only required by law – it is central to the greater Portland region’s identity. When new growth occurs at the edges of the urban growth boundary, it should be necessary, planned, and deliberate.

In 2010 the Metro Council adopted a policy to only expand the UGB into urban reserve areas that have been concept planned by a local government and that demonstrate readiness to be developed. In the current 2024 UGB cycle, the City of Sherwood is the only city that has prepared a concept plan and proposed a UGB expansion.

Tim shared highlights of the 2024 Growth Management Decision including the regions need for more housing of all types; planning for job growth needs and large industrial sites to accommodate high-tech manufacturing; and the City of Sherwood’s readiness for expansion and conditions for approval.

Tim advised that in December, the Metro Council adopted the 2024 Urban Growth Management Decision to expand the UGB and the conditions of approval for the City of Sherwood. The decision has been submitted to the State of Oregon for review by the Department of Land Conservation and Development. It is expected that

the Land Conservation and Development Commission will consider the decision at their meeting in June.

Director's Report

Rebecca Geisen, Consortium Managing Director shared the following updates:

- FY 2025-26 Consortium Budget and Work Plan – CTC goal is to minimize an increase in dues while maintaining core programs. The Board supported the draft workplan concepts presented in October which includes two new funding initiatives. The first uses one-time funds to conduct a community survey around trusting your tap – work that would advance the Consortium's outreach to underserved communities. They also supported additional funding for youth education. This support was contingent on final staffing numbers from the City of Portland. Staffing costs have been incorporated and were less than projected. Without changes to the proposed workplan, the dues-based budget will be \$1,174,211, an increase of 3.9%. The FY 2023-24 carry-over of \$136,532 was applied to all options.

To reduce the increase in dues the CTC was given options for recommendation to the Consortium Executive Committee as outlined below:

1. Removing one-time funds of \$35,000 for the Trust your Tap community survey project. Budget increase would be 0.8%. Retains additional funding for youth education.
2. Removing on-going \$5,000 for youth education. Budget increase would be 3.4%. Retains funding for Trust your Tap community survey project.
3. Retain both funding initiatives and reduce costs this year only for graphic design, web, and outreach. This partial reduction would result in 1.8% budget increase.
4. No new funding initiatives resulting in budget increase of 0.3%.

The CTC members discussed the options presented and recommended that Consortium staff bring forward the proposed budget with the two new funding initiatives and 3.9% budget increase to the Executive Committee.

- Portland General Electric and NW Natural Gas – Luis Hernandez from PGE came to the Emergency Planning Committee meeting asking about critical water infrastructure. PGE wants to streamline critical services coordination during restoration events. They are looking to see if they have the correct assets identified, where they are located and wanted to know what information the Consortium has and what could be provided. Rebecca shared the Consortium's interactive map from the website and the emergency contact list. Rebecca wanted to give members a heads up that they may be contacted by PGE with a similar request for information.

NW Natural has been purchasing small water providers. Rebecca recently spoke with one of their representatives regarding their interest in potentially joining the Consortium as an owner of small water systems. NW Natural Water owns Sunriver Water, Avion and closer to home – Salmon Valley Water Co.

They also own Hiland Water that manages smaller systems in OR including Lake Grove, Burlington, Lorna, Valley View. Rebecca sought feedback from CTC members on thoughts on how to respond to the inquiry.

- Tabletop Training Exercises
 - EPA – Free Emergency Service – Water/Wastewater training exercise focused on bomb/cyclone event in April/May.
 - USAI –Emergency Drinking Water Framework Training Exercises – working with the five county emergency management divisions. Over next 18 months, each county will hold their own custom training exercise. Water providers in the county will help to plan and participate in the training. Contract has been executed with consultant who will be designing and facilitating the trainings.

- USAI:
 - Submitted UASI application for 120,000 water bags
 - UASI funded equipment reminder – equipment owners are responsible for maintaining systems

- New Board Members: Let Consortium Staff know if you have any new Board members. Rebecca recently reached out to members who have no representative.

- Consortium Staffing IGA – Sarah Santner, Resource Protection and Planning Group Director from the Portland Water Bureau mentioned that the Consortium Staffing IGA between the City of Portland and the Consortium expires June 30, 2025. Portland is interested in continuing to provide staffing services for the Consortium and as such, Sarah will be sending out a memo and survey to Consortium members to check in to see if there are other members that may be interested in providing staffing, to see how things are going, to get feedback on services, and member thoughts on how and what is going well or areas for improvement, etc. Portland will then be working to revise the Staffing IGA and extend the term date that will need to be approved by the Board at their meeting in June.

Program Update

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

- Web Accessibility – Bonny noted state and local governments must ensure that their websites, social media, and mobile apps comply with the Web Content Accessibility Guidelines (WCAG) Version 2.1, Level AA. The goal of the rule is to make sure people with disabilities have access to state and local governments' services and program available on websites and mobile applications. An overview of the rule and highlighted requirements are available here: <https://www.ada.gov/resources/2024-03-08-web-rule/>

- Contract Updates – Bonny has been working on bringing some new contractors on to help with the Consortium’s public outreach work.
 - Verbio: Spanish Campaign (KUNP programming switched from Spanish to Blazers), Translation/creation. They also do this work in other languages which could be helpful in the longer term.
 - Interplay: Storytelling, Strategic Communications – the Consortium has a lot of desperate materials and messaging – are there more strategic ways to manage them and get better results for our members.
 - Institute for Learning Innovation: Educator Survey (1000+ teachers) and Focus Group(s). This work will be completed by April.
 - To Be Determined: School Program Contractor RFP (in process)
- Landscape Contractors – The Trade Ally workgroup is working on a scope of work that will include both an external and internal scan. The internal scan will explore what programming or work members are already doing to support their commercial customers. What data they already have and what else they want/need to know. The external scan will explore the state of water conservation/efficiency in types of commercial customers, i.e., landscape contractors, other trade organizations, etc.

Consortium Interconnections Tabletop Training Exercise Discussion

Rebecca advised that next week the committee working with Consortium staff on the Interconnections tabletop training exercise will hold their first meeting to begin designing the exercise. Rebecca asked CTC members for their thoughts/ideas of what they would like to see included in the exercise scope. Below are the notes/themes from the discussion:

- Would like to see more of a local focus than larger regional TTX.
- Encourage entities to work with their neighbors to identify where interties are, how they function, that they are working correctly and how they could be used during an emergency.
- Create local scenarios, work in sub-regional pods, share SOPs, temporary emergency water agreements, etc., provide opportunities, time, and space to learn from each other.
- Would like for exercise to function more like a workshop than a tabletop exercise – where entity can bring concerns, issues, share BMPs, meet within sub-groups.
- Could have big printout maps of interconnections and arrange entities accordingly. Use map/intertie locations to create scenarios and team up groups.
- Like the idea of having a “homework” assignment after the workshop where sub-group working together during workshop assign staff to meet at the intertie(s) in the scenario/discussion and actually look at it, exercise it, talk about it. Actually, go into the field and find it, know where it is located and that it is in good working condition.
- Request was put out for more SMEs on planning committee.
- City of Wilsonville volunteered facility space for workshop.

February Consortium Board Meeting Draft Agenda

Rebecca reviewed the February Consortium Board meeting draft agenda. Agenda items included approval of minutes, Board member meet and greet, director and program reports, the adoption of the FY 2025-26 Consortium work plan and budget, and a place holder presentation. The presentation topic suggested included a 2025 Oregon legislative session overview. It was noted to add the Consortium Staffing IGA to the agenda.

Meeting Attendees:

Dave Winship – City of Beaverton

Todd Heidgerken – Clackamas River
Water

Greg Robertson – City of Forest Grove

Justin Poyser – City of Gladstone

Mike Whiteley – City of Gresham

Jessica Dorsey – City of Hillsboro

Dave Trotter – City of Lake Oswego

Sarah Santner – City of Portland

Kari Duncan – Rockwood Water PUD

Ryan Wood – City of Sandy

Rich Sattler – City of Sherwood

Dave Schaffer – City of Troutdale

Pete Boone and Commissioner Jim
Duggan – Tualatin Valley Water District

Martin Montalvo – City of Wilsonville

Bret Bienerth - NCCWC

Ted Reid - Metro

Rebecca Geisen, Bonny Cushman, Riley
Berger, and Patty Burk – Consortium
Staff

Next CTC Meeting: March 5, 2025 via Zoom/videoconference.