

MEETING MINUTES

OWARN Board Meeting October 16, 2009 – 8:00 am Pendleton Convention Center Pendleton, OR

Board Attendance:

Mike Gotterba, Chair	City of Salem, Public Works
Todd Simmons, Board Member	Eugene Water and Electric Board
Neil Kennedy, Board Member	Tualatin Valley Water District
Nike Stuhr, Vice Chair	Portland Water Bureau
Kristel Fesler, Secretary	City of Hillsboro, Water Department

See attached for membership attendees

1. Call to Order

Gotterba, Board Chair, called meeting to order. A quorum was present. Board members are noted above. A list of membership attendees is attached.

2. Review of 2008 Roundtable Minutes

Gotterba reviewed decisions made at the 2008 membership meeting, including board positions and bylaw changes.

3. Election of Open Board Positions

Gotterba presented the slate to the floor and called for the nominations to be closed. Nominees were: Mike Stuhr from Portland Water as Chair, Kristel Fesler from Hillsboro Water as Secretary, Todd Simmons from Eugene Water and Electric as Vice-Chair, and Rick Baltzor from the City of Pendleton as Member At-large.

- Greg Drechsler from Portland Water motioned for the acceptance of the nominations as submitted.
- Bruce Barker from Springfield Utility Board seconded the above motion.
- All present voted in favor of the nominations as submitted with no objections or abstentions.

4. ORWARN Agreement & By-laws

Gotterba briefly stated the 2008 change to the OWARN Agreement & Bylaws. The key discussion points focused on the possibility of becoming a 501(c)3 non-profit organization:

- Simmons expressed no interest in charging dues.
- Stuhr highlighted the importance of having a tax ID number.
- A member raised the suggestion from the floor encouraging consideration of charging dues or fees to partially cover the costs of running the organization.

- Stuhr expressed the intent to increase membership as much as possible while emphasizing maintaining a minimal enough structure to avoid creating causing pain for finance folks in the member agencies.
- A member suggested that OWARN should apply for grants and having a 501(c)3 would help facilitate that process.
- Another member suggested that charging dues would discourage agencies from joining ORWARN.

5. **Committee Reports:**

Membership

- Kennedy recounted ORWARN's 2009 representation at conferences and meetings across the state.

Training & Exercises

- Simmons highlighted the Table Top exercise scheduled to occur later in the day. He also announced that notices will be sent for upcoming trainings. He recounted all the exercises held in 2009 by ORWARN.

6. **New Business:**

2010 Conference

- A member suggested from the floor that the next conference should occur in Ashland, Coos Bay, or North Bend to increase membership from Southern and Costal Oregon.
- The board concurred that it would pursue the 2010 conference in the southern coastal region.
- A member suggested that OWARN consider establishing a "Pacific WARN" and hold a longer conference that would include Idaho, California, and Washington.
- Another member from the floor suggested that OWARN should schedule a break-out session on putting together strike teams.
- A member suggested having a break-out session on ATC 20 & 45 trainings.
- Another member expressed interest in additional Damage Assessment Team trainings.
- A member suggested that the next conference could piggyback on the American Public Works Association (APWA) conference.

Other

- Stuhr indicated that he was working to establish a presence in the State Emergency Coordination Center (ECC). He suggested that after the Operations Plan is finalized, an ORWARN cell in the state ECC to could handle water/wastewater issues.
- Fesler expressed interest in using "Go To Meetings" to increase distantly located member participation.
- Pendleton volunteered to host a board meeting in 2010.
- A member suggested enlisting assistance from County Emergency Managers to host meetings where membership is lacking to engage potential members.

- Another member seconded that ORWARN needs to better engage county agencies.
- A member expressed interest in helping develop ORWARN collateral and give-away materials.
- A member encouraged OWARN to use the website as a tool for webinars, training videos, etc.

7. Meeting Adjourned at 8:50 AM

These minutes are not verbatim and the meeting was not tape recorded.

Submitted by
Jamaal Folsom
Portland Water Bureau

