



MEETING MINUTES
ORWARN Board Meeting
September 21, 2017
Portland Water Bureau
1120 SE 5th Avenue
Portland, OR 97204
Bull Run Conference Room

Attendance

Mary Ellen Collentine, Chair	Portland Water Bureau
Jeremiah Hunt, Vice Chair (via telephone)	Eugene Water & Electric Board
Gina Johnson, Secretary (via telephone)	City of Klamath Falls
Michelle Owens, Member-at-Large (via telephone)	City of Baker City
Ronnie Mompellier, Member-at-Large (via telephone)	Portland Bureau of Environmental Services

1. Call to Order and Roll Call.
2. Introductions and Announcements – there were none to report.
3. Appearance of Member/Associate Member(s) and interested citizen(s) who wish to address the Board – there were none to report.
4. Approval of minutes from last meeting on August, 2017. Ronnie moves to approve, Jeremiah seconds. Minutes approved unanimously
5. Old Business –
 - Website Improvement Updates – Ronnie and David met a couple of months ago and reviewed the website content, ease of use. We put in for grant funding from AWWA for website update. Mary Ellen says that she spoke with Carrie Duncan yesterday and it is a little out of the box for them but they are going to discuss at the Trustees’ meeting. Mary Ellen will be in attendance and will make a pitch. Mary Ellen, Kim Anderson and Ronnie are reaching out to Regional Disaster Preparedness Organization (RDPO) also for funding. The meeting is this coming Monday. We would ask for funding through the Public Works branch. Jeremiah says that we still have the sponsorship option should these requests not work out. We need to figure out a way to have a funding stream. Mary Ellen will call New York.
 - 2018 Conference Planning – Review of pricing sheet that Stephanie prepared for conference options. We are aiming for Fall 2018. Jeremiah will have Stephanie get pricing for Mt. Bachelor Village Resort and one other and then will get the spreadsheet out to Board members. Jeremiah and Stephanie will start putting together a list of topics also. Kim offered to present the business continuity presentation they did. Ken Schlegel said he’d present on the fire. EWEB has a new emergency manager and he’d be willing to present at conference as well. Mary Ellen will send submissions from other conference to see if they make sense for our conference. Jeremiah says we need to commit to a location at October’s meeting and pick dates. Mary Ellen says that she will have Kristen work on a conflicts spreadsheet.
 - 2018 Field Exercise/Training for Water – This is on hold until we get further into conference planning. We will hold it on the agenda for next meeting. Likes the idea of going over to Eastern Oregon with a table top that will help give the smaller utilities an insurance break. Michelle says

that she will reach out to Bob Patterson in Pendleton and see if there's an exercise that would suit the smaller communities such as hot tap. If going to Eastern Oregon would be best during summer. EWEB has hot tap equipment up to 8", valve insertion equipment, etc. available for use in the exercise.

6. New Business:
 - WARN Chairs Meeting – In conjunction with the water infrastructure conference. Mary Ellen is not able to go. It is October 30 to November 2 in Houston. WARN Chair meeting is usually the last day. It is subsidized per information from Dawn Ison. Jeremiah will check his schedule and let Mary Ellen know if he can attend. WARN Chair meeting is Thursday, November 2. Ronnie says that she will also check her schedule and if Jeremiah can't go, she will try to.
 - Trustees' Report – Okay with everyone. Ronnie is going to check to see if we need to add anything further about the website and will let Mary Ellen and I know later this afternoon.
7. Sharing – None
8. Next Regular Board Meeting October 19, 2017 at 10:00 a.m.
9. Adjourn – the meeting was adjourned at 10:41 a.m.

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

Submitted by Gina Johnson, ORWARN Board Secretary