

MEETING MINUTES
ORWARN Board Meeting
January 18, 2018
Portland Water Bureau
400 SW 6th Avenue, 2nd Floor
Portland, OR 97204

Attendance

Mary Ellen Collentine, Chair (in person)	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 (in person)	Portland Bureau of Environmental Services
Rebecca Geisen (in person)	Regional Water Providers Consortium
Dwayne Barnes, Member-at-Large (via telephone)	City of Salem
David Argast (in person)	Portland Water Bureau
Kim Anderson (in person)	Portland Water Bureau
Don Bunyard (via telephone)	Clackamas River Water
Robin Peterson (via telephone)	City of Gresham, Water Division

1. Call to Order and Roll Call. Meeting called to order at 10:05 a.m.
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 November and December 2017. Jeremiah moves to approve, Dwayne seconds. Minutes approved.
5. Old Business –
 - Website Improvement Updates – Tabled until next meeting. Small group will meet after the Board meeting today to see what can be hammered out for the next Board meeting.
 - 2018 Conference Planning – We need to decide on a theme. Jeremiah says that he looked at a lot of other WARN sites and there weren't many that are actually doing conference so it was not much help. Mary Ellen says that she did a Google search. Old conference themes are reviewed. Robin says that she went to last conference in Newport and thought it was a great conference and feels that ideas around how emergencies come in different shapes, sizes, etc. in general would be a good theme. Don says he's a big fan of continuity planning and definitely likes that as an idea. He says that there is a lot going on legislatively. Kim says that she likes continuity too because there is a big need for it and has learned that a lot of smaller utilities don't even have a basic plan for continuity, idea like "How Will You Continue....". Don says something like interface between continuity and preparedness. Kim says that there's a lot of great information about making sure your employees are prepared, etc. Practical Preparedness theme was about getting your employees and families ready and likes how it flows into

continuity planning. Continuity Planning for All Hazards. Ronnie suggests that if we have the website up and ready that we could do a table top exercise or class on how to use the website. Dwayne says that he can do a talk on the fuel truck in the river that happened in Salem. Jeremiah will “jazz up” a bit and will get out to the Board within the week for approval. Conference will be at Skamania Lodge, September 17-19, 2018. Jeremiah says that we are going to see if we can get CEUs approved for Washington as well as Oregon. Mary Ellen says the next step is to solicit presentations, develop graphics and get a “save the date” out. Jeremiah says that he will be his presentation idea list out to the Board Members. Jeremiah says that Ken Schlegel is speaking about the Chetco Bar Fire. Jeremiah wants to put a small conference committee together and will reach out to Board to form that committee. Rebecca says that Chris Voss (?) is going to give an RDPO presentation on the Chetco Bar Fire. Mary Ellen will get the information Rebecca was providing about speakers and will send it to Jeremiah. Jeremiah says that we need to add in some wastewater talks as well. Kim Anderson would like to be on the small committee for conference planning. Michelle Owen will also sit on the sub-committee for conference planning. Kim asks if there is an existing planning checklist. Jeremiah will have Stephanie check with Jamilla about a check list.

- 2018 Field Exercise/Training for Water – This is on hold due to conference planning. Mary Ellen asks if we want to try to coordinate something while at conference. Jeremiah says that he was hoping to do something in Eastern Oregon. Jeremiah says that he will email Chris Miccolis and see if he’s been able to make contact with this water counterpart in Bend.

6. New Business -

- Stranded Worker Agreement – Rebecca says that this was talked about in Newport briefly as well and says that there is a small sub-committee that is working on this task. RDPO did a stranded worker agreement for emergency operations center staff and has been attempting to craft agreements that would fit in other areas such as public works, etc. and then thought about ORWARN. Robin (who sits on the sub-committee) says that they had their union local 223 review the agreement as well as legal and all gave a thumbs up. Need to make sure that it says “when it is impossible” for you to get to work and that this language is very clear along with timeframes, etc. Also repayment issues need to be addressed. Rebecca says that she believes that for the RDPO agreement that the worker would stay working for their own employer and it would be just like an emergency deployment. More discussion is had regarding the possible effects of this agreement. Mary Ellen says that she believes we need to have continued discussions about this issue and feels that it fits the spirit of ORWARN agreements in utility to utility help. Don says that when the attorney looked at the ORWARN agreement he thought it would be just a basic paragraph that would be included and then the specifics would have to be worked out. Mary Ellen moves that the Board is interested and would like to explore further the mechanics and capabilities to amend the ORWARN Agreement to include a stranded worker paragraph. Mary Ellen thinks that the concept is a great idea but lots of issues to work out. Mary Ellen says that a more in depth conversation with Clark the attorney would be the next step. Dwayne seconds. Motion passes. ORWARN Board will continue to engage in this process. Jamaal is on the Stranded Worker Committee. Mary Ellen and Ronnie volunteer to work with this committee and will report back to the Board.
- 2018 Goal Updates – Goals will remain the same as 2017.

7. Sharing – None

8. Next Regular Board Meeting February 15, 2018 at 10:00 a.m. Mary Ellen and Michelle will not be available for the next Board meeting. Jeremiah is out the following week. Mary Ellen will send out a Doodle Poll to come up with the next Board meeting date.
9. Adjourn – the meeting was adjourned at 11:00 a.m.

These minutes are not verbatim and the meeting was not tape recorded. Submitted by Gina Johnson, ORWARN Board Secretary

DRAFT