

**MEETING MINUTES**  
**ORWARN Board Meeting**  
**April 19, 2012**  
**Seaside Civic & Convention Center**

Attendance

Neil Kennedy, Chair	Tualatin Valley Water District
Rick Baltzor, Vice Chair	City of Pendleton (via phone)
Mike Stuhr, Board Member	Portland Water Bureau (via phone)
Mary Ellen Collentine	Portland Water Bureau
Vickie Rogers	Tualatin Valley Water District
Ken Schlegel	Clean Water
Sarah Fine	Portland Water Bureau
Kristen Small	Portland Water Bureau

1. Call to order made by Kennedy.
2. Introductions and Announcements – there were none to report.
3. Appearance of Members/Associate Members and interested citizens who wish to address the Board.

Ken Schlegel from Clean Water gave an update on the two-day homeland security class offered through Texas A&M regarding disaster management for water/wastewater utilities. He said that the maximum number of attendees allowed is 50 and the minimum is 25. Discussion was held on a venue, and Mike said that he will contact Mike Gotterba regarding a venue in Salem. Ken and Neil will work together on securing a venue, and Ken will find out if Salem is acceptable to wastewater attendees. November 7 and 8 were proposed as the training dates.

4. Approval of Minutes from Last Meeting.

Mike had a correction to last month's meeting minutes. Under 6b, Mike asked that "he has asked Deborah Boone" be changed to "he will ask Deborah Boone." The corrected minutes were approved.

5. Old Business – there was none to report.
6. Conference Planning –
  - a. Volunteers – Vickie, who provides administrative support for TVWD's Operational Unit and has experience in event planning, has volunteered to help with this year's conference. Vickie is also responsible for assisting with the short school so she will be busy with that and will have more capacity to help with the conference after the short school is over.
  - b. Mike and Mary Ellen met with Don Ballantyne to discuss how to lay out the program.
  - c. The topic and title of this year's conference is: "The Resilient Utility – What it is and How to Get There." Mike said that he will contact Kevin Morley for ideas on topics to include in the conference and to potentially discuss RAMCAP.

7. New Business.

Mike suggested looking into hotels to recommend to conference attendees. Neil and Vickie will work on this.

8. Next Meeting Time and Place.

The next meeting will be held in Bend on May 17. Diane is working on arranging a tour.

9. Adjourn.

The meeting was adjourned.

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

Submitted by  
Kristen Small, Engineering Technician  
Portland Water Bureau