



**Cooperative Public Agencies of Washington County
Minutes for December 10, 2009**

Members Present: **Chair, Ted Claussen – Clean Water Services**
Michael Bakkum – City of Hillsboro
Mary Davis – Washington County
Dale Fishback – Tualatin Valley Water District
Guy Graham – City of Lake Oswego
Dan Hall – Hillsboro School District
Melissa Koons – City of Tualatin
Keith Lewis – Washington County
John Schwer – City of Sherwood

Chair Ted Claussen called the meeting to order at 9:18am. Introductions were made.

FINANCIAL REPORT:

Mary Davis distributed the financial report. The current balance is \$7,962.57. Mary reported that we came out well for the workshop.

COMMITTEE REPORTS:

Training Committee – Mary Davis and Michael Bakkum provided debrief of November workshop under New Business.

Fleet – Michael Bakkum informed the group there is nothing to report at this time.

Storm/Sanitary

Ted Claussen reported that FOG Program remains the main topic of discussion at their committee meeting. Clean Water Service's FOG Program is already providing benefits to member agencies.

OLD BUSINESS:

Discussion to confirm meeting sites for coming year.

NEW BUSINESS:

Debrief fall workshop

Mary Davis and Michael Bakkum reported that the workshop had approximately 85 participants and that all enjoyed both the sessions offered and the venue. It was noted that there is room for up to 150 participants and that the facility would be a good place for next year’s workshop. There was a general discussion about the possibility of offering CEU’s in the future. Additionally, it was stated that Forest Grove Power & Light is willing to visit workplaces to present their safety message, which was especially well-received at the break-out sessions. Dale Fishback suggested Asset Management as a topic for future consideration.

A tentative date for next year’s workshop was selected, November 10, 2010, pending availability of the conference center.

Elect new Vice Chair

Mary Davis nominated Dale Fishback as Vice Chair. Dale accepted. Previously nominated chair, Michael Bakkum, begins his duties in January.

CPAWC AT WORK:

Equipment Sharing

Michael Bakkum reported the equipment list is still being updated. Other members in the group spoke of their efforts to update their organizations lists and confirmed the list is organized by what you are willing to loan.

Prior to adjourning, a plaque was presented to departing Chair Ted Clausen in appreciation for his past year’s service, with our thanks. Meeting Adjourned at: 10:16am.

Future CPAWC meetings:

	Hosting Agency:	
January 14, 2010	City of Hillsboro	150 E. Main Street, #207, Hillsboro
February 11, 2010	WA County LUT/OPS	1400 SW Walnut Street, Hillsboro
March 11, 2010	City of Tualatin/Operations Facility	10699 SW Herman Road, Tualatin
April 8, 2010	City of Forest Grove/Community Auditorium	1915 Main Street, Forest Grove
May 13, 2010	Tualatin Valley Water District	1850 SW 170 th , Beaverton
June 10, 2010	City of Sherwood	15527 SW Willamette Street, Sherwood
July 8, 2010	City of Lake Oswego	Location: TBA
August, 2010	No Meeting	
September 9, 2010	Washington County	TVFR Admin. Bldg., 20665 SW Blanton St., Aloha
October 14, 2010	Beaverton School District/Facilities	2180 SW 170 th Avenue, Beaverton
November 10, 2010	CPAWC Fall Workshop	150 E. Main Street, Hillsboro
December 9, 2010	Clean Water Services	2025 SW Merlo Court, Beaverton