

**Cooperative Public Agencies of Washington County  
Minutes for February 10, 2005**

**Members present:**

Jerry Arnold	West Slope Water District
Ted Claussen	Clean Water Services (CWS)
Colin Croas	Hillsboro School District
Mary Davis	Washington County LUT
Rich Girard	Washington County LUT
Sam Hunaidi	ODOT
Mike Lueck	City of Tigard
Lee Weislogel	Tualatin Valley Water District
Rich Williams	City of Gaston
Gaylie Cashman	CPAWC Office Assistant (City of Tualatin)

**Members not present:**

Jerry Barron	Tualatin Valley Fire & Rescue (TVF&R)
Dan Boss	City of Tualatin
Cal Bowersox	City of Forest Grove
Dave Chrisman	Tualatin Hills Park & Recreation Department (THPRD)
Mark Crowell	City of Cornelius
Gary Hirsch	Washington County LUT
Dan Kearn	City of Hillsboro
Dick Meinz	Tualatin Hills Park & Recreation Department (THPRD)
Brad Hoskins	Tigard-Tualatin School District
Scott Porter	Director, OCEM
Craig Sheldon	City of Sherwood
Melinda Shumaker	Beaverton School District
Terry VanMeter	Washington County LUT
Maryann Scriva	Tigard-Tualatin School District
Debbie Vuylsteke	Tualatin Valley Fire & Rescue (TVF&R)
Dave Willer	City of Forest Grove

Rich opened the meeting with introductions of members and webmaster for CPAWC, Joe Wagner, TNT Webcrafters.

Financial Report – Debbie was not present to report but Mary distributed the accounting for review. The current balance is \$3,285. There was discussion about the resource directory and remaining unpaid dues. The budget for the 2004 CPAWC Workshop was \$3500 and the final net cost was only \$2500.

## **Committee Reports:**

Equipment Sharing Committee – Craig was not present to report. Rich said he would pursue getting the equipment list updated.

Training Committee –Terry was not present to report but Mary shared there were eight available slots to attend the shortened version of the ACT 20 class for facilities personnel. It will be held at the Beaverton School District offices on 170<sup>th</sup>, 8:30 to 11:30 AM on March 15. The focus is on post quake damage assessment. The charge is \$20 for the handbook. There will be a longer version held in Clackamas County. She reminded members that Washington County is presenting the Public Assistance Program, which is directed toward finance and project managers on February 22, from 1 PM to 4 PM at the Blanton Street Tualatin Valley Fire and Rescue site. The focus will be helping agencies with FEMA assistance after an event. She also reminded members of the joint APWA/OEMA conference at Seven Feathers in Canyonville April 26 - 29. The program will be a blend of emergency management and public works. She also distributed a flyer on the GOSH conference (Oregon Governor's Occupational Safety & Health Conference) to be held at the Oregon Convention Center February 28 - March 3. Contact Mary about any of these opportunities. She also shared that the City of Hillsboro's new Civic Center will have rooms available for training or meetings.

Storm/Sanitary Sewer Committee - Ted said he had gathered all the contacts of each agency who supervises storm/sanitary maintenance. He has been working on setting up a meeting for the supervisors to meet with him to develop a solid relationship with CWS. He also hoped to connect with a representative from ODOT.

## **Old Business:**

Joe Wagner, the webmaster for the CPAWC website was present to discuss possible changes to improve the website. Some suggestions that were made include posting meetings and training opportunities on a calendar, having a page that equipment could be listed for sale, having a page to link to other agencies, adding photos, and adding a link to access ODOT's current road conditions.

Rich distributed the National Public Works Week Communications Plan flyer regarding participation at the Public Works Fair at Washington Square May 14-15. The first planning meeting is February 24. Rich is the contact person for this event.

## **New Business:**

Lee announced his retirement from Tualatin Valley Water District in October 2005.

## **CPAWC at Work:**

The previous month's sharing will be included in the updated sharing log.

The meeting was adjourned at approximately 11:10 AM, followed by a tour of the Hillsboro School District's new Operations facility.

The next meeting is 10:00 AM, March 10, City of Tigard, Tigard Water District Auditorium, 8777 SW Burnham St. (on the corner of Hall Blvd. and Burnham St.).

**The following agencies will host the 2005 CPAWC meetings:**

April 14	City of Tualatin
May 12	Beaverton School District
June 9	Washington County
July 14	City of Sherwood
August	No meeting
September 8	City of Cornelius
October 13	City of Forest Grove
November Workshop	No meeting
December 8	Clean Water Services

Prepared by Gaylie Cashman, office assistant for CPAWC.

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Cal Bowersox	City of Forest Grove
Dave Chrisman	Tualatin Hills Park & Recreation Department (THPRD)
Ted Claussen	Clean Water Services (CWS)
Colin Croas	Hillsboro School District
Mark Crowell	City of Cornelius
Mary Davis	Washington County LUT
Rich Girard	Washington County LUT
Sam Hunaidi	ODOT
Keith Lewis	Washington County LUT
Mike Lueck	City of Tigard
Melinda Shumaker	Beaverton School District
Lee Weislogel	Tualatin Valley Water District
Gaylie Cashman	CPAWC Office Assistant (City of Tualatin)

**Members not present:**

Jerry Arnold	West Slope Water District
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Rich Williams	City of Gaston

Rich opened the meeting with introductions of members and guests. Rich re-introduced Keith Lewis, Washington County LUT Maintenance Supervisor. Ron Crawford was present for City of Sherwood, and Bruce Asay, for CWS.

Financial Report – Debbie was not present to report but Mary shared that the current balance is \$4245. Mary said she and Rich gave approval to Joe Wagner, Webmaster, for the expense of updating the website. She encouraged members to visit the site at [www.cpawc.org](http://www.cpawc.org) to see the progress of the improvements.

Rich presented Dan Boss with a plaque in recognition of his outstanding leadership as Chairman of CPAWC for 2004 and his years of dedicated service in the co-op.

### **Committee Reports:**

Equipment Sharing Committee – Craig was not present to report. Mary had already emailed CPAWC members the minutes from the Equipment Sharing Committee that Craig Crawford, City of Beaverton, sent her. She said the attendance has been very good. Rich said he is working with representatives of PMAT, Portland-Multnomah County Co-op and has encouraged this group to have a similar fleet committee.

Training Committee –Terry was not present to report. Mary distributed a flyer for an event sponsored by the Office of Consolidated Emergency Management presenting speaker, Al Lenzini. He was the Deputy Director of Public Works for the city of Oakland, California during the 1989 Loma Prieta Earthquake and will share his role as Public Works Incident Commander during this disaster. It will be April 26 at the Event Center at PCC Rock Creek Campus. This event is not just concerning public works but anyone with response and recovery responsibilities during a major disaster.

She shared there are still a few opportunities to attend the shortened version of the ATC-20, Post Earthquake Damage Assessment class for facilities personnel. It will be held at the Beaverton School District offices on 170<sup>th</sup>, 8:30 to 11:30 AM on March 15. The charge is \$20 for the handbook. She also reminded members of the joint APWA/OEMA conference at Seven Feathers in Canyonville April 26 - 29. The program will be a blend of emergency management and public works. Registration material and outline of the program are available at [www.oregonapwa.org](http://www.oregonapwa.org). Contact Terry VanMeter or Mary about any of these opportunities.

Storm/Sanitary Sewer Committee - Ted said he wants to establish a monthly meeting time for the storm/sanitary supervisors to discuss common service issues. He said he hoped for the third week of each month.

### **Old Business:**

Rich encouraged participation in the Public Works Fair at Washington Square Mall on May 14-15. The first planning meeting is February 24. Currently, CPAWC members participating are Washington County, Clean Water Services, City of Hillsboro, ODOT, and Tualatin Valley Water District. The Oregon Chapter of APWA is supporting the event. Dan said he would offer the videotape of a City of Tualatin's Public Works Week Fair a few years ago produced by Tualatin Valley TV. It is about 15 minutes long and features highlights from the fair such as an 8<sup>th</sup> grade Leadership class teaching 6<sup>th</sup> graders how to operate a backhoe and a sewer cleaner.

### **New Business:**

Dan Boss shared that 4 or 5 more agencies from the Water Consortium Emergency Planning group have signed the IGA agreement. He said they are responding to a letter he sent to them explaining that the IGA is not limited to Washington County agencies. The emphasis is on regional coordination during an emergency and less on participation in CPAWC. The intent is also to promote working relationships among agencies that do not have an existing intergovernmental agreement. Mary said we could consider sending them the minutes and they could participate in the equipment sharing and training opportunities.

Mary mentioned the West Nile Virus is expected to be in this region this year and asked if there was interest in inviting a speaker to a future CPAWC meeting. Most of the public works agencies are already attending meetings with the county and weren't interested in a speaker at this time.

Rich suggested that at next month's meeting each agency share about any large projects scheduled for the summer, such as road closures or other considerations that might be helpful to know.

Lee mentioned that Verizon is installing fiber optics to all the homes in urban Washington County this year. He said TVWD has been experiencing broken water lines and backflow issues. Rich said the County has worked out an arrangement with Verizon to cover the expense of hiring temporary inspectors. It was suggested a Verizon representative be invited to address the group next month since there were many public works agencies being affected by the project. Rich will try to arrange a speaker.

Dan updated the group on a regional public works working group that he is participating in. The group has submitted a request for a Homeland Security Grant that will allow them to hire a consultant to write a public works strategy for the region. The strategy will identify how the public works agencies in the five county metro areas will respond to a terrorist event. The group can then build on this strategy when applying for future Homeland Security grants so that public works has a coordinated response.

### **CPAWC at Work:**

The previous month's sharing will be included in the updated sharing log.

The meeting was adjourned at approximately 11:25 AM.

The next meeting is 10:00 AM, April 14, City of Tualatin, Operations, 10699 SW Herman Road.

### **The following agencies will host the 2005 CPAWC meetings:**

May 12                                      Beaverton School District, 2180 SW 170<sup>th</sup> Avenue, Bldg A

June 9	Washington County
July 14	City of Sherwood
August	No meeting
September 8	City of Cornelius
October 13	City of Forest Grove
November Workshop	No meeting
December 8	Clean Water Services

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