

**Cooperative Public Agencies of Washington County
Minutes for January 8, 2009**

Members Present: Chair Ted Claussen - Clean Water Services
Michael Bakkum - City of Hillsboro
Dan Boss- City of Tualatin
Maryann Escriva - Tigard-Tualatin School District
Mark Crowell - City of Cornelius
Mary Davis - Washington County
Dale Fishback - Tualatin Valley Water District
Vance Walker - City of Tigard
David Willer- City of Forest Grove
Shadowmoon Wolf - City of Tualatin

Chair Ted Claussen called the meeting to order at 9:10 a.m. Introductions were made around the room.

FINANCIAL REPORT:

Mary distributed the financial report. The current balance is \$7,091.08.

COMMITTEE REPORTS:

Equipment Sharing Committee – Nothing to report on.

Training Committee – Mary Davis, Washington County, briefly spoke about possibly putting together a training group for the spring workshop. If you would be interested in joining a committee please contact Mary Davis directly.

Storm/Sanitary Sewer Committee – Ted Claussen, Clean Water Services, reported the next meeting would be February 4, 2009.

OLD BUSINESS: The Equipment Sharing List will be updated.

NEW BUSINESS: CPAWC is currently in the process of revamping the website. Please send items you would like to have posted to Mary Davis or Shadowmoon Wolf.

Agencies went around the room and discussed their procedures and protocol during the storm event that took place in December. Most agencies experienced the same feedback, and took a moment to reflect on the positive and negative ways this event was handled.

CPAWC AT WORK:

- Various members discussed their sharing during this past month.
- Please contact Shadowmoon Wolf, City of Tualatin, with any changes to be made to your agency for 2009.

The meeting was adjourned at 10:15 a.m.

The next meeting is 9:00 a.m., February 12, Tualatin Valley Water District

Future CPAWC meetings:

February 12, 2009	T.V.W.D
March 12, 2009	City of Hillsboro
April 9, 2009	City of Sherwood
May 14, 2009	City of Cornelius
June 11, 2009	City of Tigard
July 9, 2009	Tigard- Tualatin School District
August 13, 2009	No Meeting
September 10, 2009	City of Tualatin
October 8, 2009	Beaverton School District
November 12, 2009	CPAWC Fall Workshop
December 10, 2009	CWS

**Cooperative Public Agencies of Washington County
Minutes for February 12, 2009**

Members Present: Chair Ted Claussen - Clean Water Services
Michael Bakkum - City of Hillsboro
Dan Boss- City of Tualatin
Mark Crowell - City of Cornelius
Mary Davis - Washington County
Dale Fishback - Tualatin Valley Water District
Ken Huisman - Beaverton School District
Bill Miller - ODOT
Craig Sheldon - City of Sherwood
David Willer- City of Forest Grove

Chair Ted Claussen called the meeting to order at 9:00 a.m. Introductions were made around the room.

FINANCIAL REPORT:

Mary distributed the financial report. The current balance is \$6,825.89.

COMMITTEE REPORTS:

Equipment Sharing Committee – Nothing to report at this time.

Training Committee – The Facilities Conference is April 15 through April 17 at the Beaverton School District.

Mary Davis, Washington County, could still use help putting together a training group for the fall workshop. If you would be interested in joining a committee please contact Mary Davis directly.

Storm/Sanitary Sewer Committee – Ted Claussen reported that FOG Program was still the main topic discussed at their committee meeting. Clean Water Service has been requesting sample TV data from the City's. Currently they have received data from Tualatin, Hillsboro, and Forest Grove. They also have Meetings scheduled with Cornelius and Tigard. City's were also made aware that the District was now ready to provide Flow Monitoring services within their boundaries at their request.

OLD BUSINESS: The Equipment Sharing list will be updated.

NEW BUSINESS: Nothing to report at this time.

CPAWC AT WORK:

The meeting was adjourned at 10:00 a.m.

The next meeting is 9:00 a.m., March 12,

Future CPAWC meetings:

March 12, 2009	City of Hillsboro
April 9, 2009	City of Sherwood
May 14, 2009	City of Cornelius
June 11, 2009	City of Tigard
July 9, 2009	Tigard- Tualatin School District
August 13, 2009	No Meeting
September 10, 2009	City of Tualatin
October 8, 2009	Beaverton School District
November 12, 2009	CPAWC Fall Workshop
December 10, 2009	CWS

**Cooperative Public Agencies of Washington County
Minutes for March 12, 2009**

Members Present: Chair Ted Claussen - Clean Water Services
George Cartalas - City of Hillsboro
Mark Crowell - City of Cornelius
Dale Fishback - Tualatin Valley Water District
Keith Lewis - Washington County
Bill Miller - ODOT
Shadowmoon Smith - City of Tualatin
John Schweer - City of Sherwood
David Willer- City of Forest Grove

Chair Ted Claussen called the meeting to order at 9:00 a.m. Introductions were made around the room.

FINANCIAL REPORT:

Ted Claussen distributed the financial report in Mary's absence. The current balance is \$6,775.89.

COMMITTEE REPORTS:

Equipment Sharing Committee – George Cartalas, City of Hillsboro, joined us and discussed past fleet meetings and current safety issues on vehicles.

Training Committee – Nothing to report at this time.

Storm/Sanitary Sewer Committee – Ted Claussen reported the EPA Audit would be taking place the week of March 16, 2009. Clean Water Services would be dropping by the city's during that week. This committee will be meeting in April.

OLD BUSINESS: The Equipment Sharing list will be updated.

The OSFMA Conference will be held on April 15 - 17, 2009. Please see attached registration form for more information.

NEW BUSINESS: Keith Lewis, Washington County, will be bringing the new Co-Op magnets to the next meeting.

TVF&R, is looking for four heavy equipment operators to volunteer on April 16. Lunch will be provided for the four-hour training. Contact Milt Davis at 503-519-4338 for further information.

Washington County, will be holding roadside mower safety training on April 7, from 8:30 - 3:30.

CPAWC AT WORK:

The meeting was adjourned at 10:20 a.m.

The next meeting is 9:00 a.m., April 9,

Future CPAWC meetings:

April 9, 2009	City of Sherwood
May 14, 2009	City of Cornelius
June 11, 2009	City of Tigard
July 9, 2009	Tigard- Tualatin School District
August 13, 2009	No Meeting
September 10, 2009	City of Tualatin
October 8, 2009	Beaverton School District
November 12, 2009	CPAWC Fall Workshop
December 10, 2009	CWS

**Cooperative Public Agencies of Washington County
Minutes for April 9, 2009**

Members Present: **Chair Ted Claussen - Clean Water Services**
Michael Bakkum - City of Hillsboro
Dan Boss - City of Tualatin
Mark Crowell - City of Cornelius
Mary Davis - Washington County
Len Johnson - City of Sherwood
Keith Lewis - Washington County
Shadowmoon Smith - City of Tualatin

Chair Ted Claussen called the meeting to order at 9:00 a.m. Introductions were made around the room.

FINANCIAL REPORT:

Mary distributed the financial report. The current balance is \$6,775.89. Debbie and Mary put together the new budget for next year.

COMMITTEE REPORTS:

Equipment Sharing Committee – The fleet meeting will be held on April 15, from 11:30 - 1:00 at Busters BBQ in Tigard.

Training Committee – Nothing to report at this time.

Storm/Sanitary Sewer Committee – The F.O.G program continued to be discussed during the last meeting.

OLD BUSINESS: The Equipment Sharing list will be updated.

The OSFMA Conference will be held on April 15 - 17, 2009.

NEW BUSINESS: The APAWA Conference will be hosted this year by Washington County.

Mary Davis discussed FCC radios.

Washington County will be holding the Earthquake Recovery Exercise on April 28, 2009.

CPAWC AT WORK:

The meeting was adjourned at 10:10 a.m.

The next meeting is 9:00 a.m., May 14, City of Cornelius

Future CPAWC meetings:

June 11, 2009	City of Tigard
July 9, 2009	Tigard- Tualatin School District
August 13, 2009	No Meeting
September 10, 2009	City of Tualatin
October 8, 2009	Beaverton School District
November 12, 2009	CPAWC Fall Workshop
December 10, 2009	CWS

**Cooperative Public Agencies of Washington County
Minutes for December 9, 2004**

Members present:

Dan Boss	City of Tualatin
Chris Bowles	Clean Water Services (CWS)
Colin Croas	Hillsboro School District
Mark Crowell	City of Cornelius
Rich Girard	Washington County LUT
Dan Kearn	City of Hillsboro
Craig Sheldon	City of Sherwood
Melinda Shumaker	Beaverton School District
Terry VanMeter	Washington County LUT
Lee Weislogel	Tualatin Valley Water District
Gaylie Cashman	CPAWC Office Assistant (City of Tualatin)

Members not present:

Jerry Arnold	West Slope Water District
Jerry Barron	Tualatin Valley Fire & Rescue (TVF&R)
Cal Bowersox	City of Forest Grove
Mary Davis	Washington County LUT
Dave Chrisman	Tualatin Hills Park & Recreation Department (THPRD)
Gary Hirsch	Washington County LUT
Dick Meinz	Tualatin Hills Park & Recreation Department (THPRD)
Brad Hoskins	Tigard-Tualatin School District
Scott Porter	Director, OCEM
Maryann Scriva	Tigard-Tualatin School District
Debbie Vuylsteke	Tualatin Valley Fire & Rescue (TVF&R)
Dave Willer	City of Forest Grove
Rich Williams	City of Gaston

Dan opened the meeting at 10:05 AM with introductions. Guests from CPAWC agencies were Ted Claussen from CWS and Keith Lewis from Washington County.

Financial Report – Debbie was not present to report but Dan distributed the accounting for review. The current balance is \$3,396, which included the workshop expenses. There are still outstanding payments due for the workshop from a few agencies.

Committee Reports:

Equipment Sharing Committee – Craig said the equipment sharing committee went to a seminar on bio-diesel products.

Training Committee –Terry said the group now consists of just three people and she encouraged members to consider sending representatives who could help out. Rich said that compliance training by Clark County may be another avenue to explore. Chris said CWS has safety training on the web. Dan Boss said that he is trying to coordinate with City of Tigard for fork lift training.

Storm/Sanitary Sewer Committee - Chris said the status on the agreement is the same, with two agencies still working out the details. He also said CWS had an OSHA inspection, which opened discussion about ways to be prepared and current with all requirements.

Fall Workshop – Monday, October 25 – The success of the workshop was again discussed. It was mentioned that the attack dog training portion would be valuable to repeat in several years. A number of members mentioned an interest in having another meth lab training sometime this next year so more field workers could attend.

Old Business:

Dan asked for nominations for Vice-Chair for 2005. Terry offered to take care of the Vice Chair's responsibility for the workshop. Dan Kern was nominated. He accepted, with the condition that the City of Hillsboro administration endorses his commitment at this time. Craig was nominated and agreed to be in the back-up position in the event this is not a good time for Dan to accept. Rich, the current Vice-Chair will become the Chairperson in January 2005.

Dan opened discussion about the remaining 2005 meeting sites. The final list follows the minutes.

New Business:

Melinda shared that Beaverton School District was taking the IGA to the Board for approval and she said that it was looking very positive it would be signed.

Terry reminded members of the Click, Listen and Learn Stream Restoration training on December 16. Contact Terry for details.

Dan Boss asked if it was intended for the equipment list to be posted on the website. He was not able to find it so Rich said he would check into that.

Rich asked for ideas about the fiscal budget expenses. Terry thought the CPAWC workshop budget could probably be reduced to \$2,500 for next year. Mark suggested having enough funds for extra training such as for meth lab awareness for members. Magnetic CPAWC decals are another expense that will be considered.

CPAWC at Work:

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

The meeting was adjourned at approximately 11:20 AM.

The next meeting is 10:00 AM, January 13, Tualatin Valley Water District, 1850 SW 170th, Beaverton.

The following agencies will host the 2005 CPAWC meetings:

February 10	Hillsboro School District
March 10	City of Tigard
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.

**Cooperative Public Agencies of Washington County
Minutes for June 9, 2005**

Members present:

Cal Bowersox	City of Forest Grove
Mark Crowell	City of Cornelius
Mary Davis	Washington County LUT
Dan Kearn	City of Hillsboro
Debbie Vuylsteke	Tualatin Valley Fire & Rescue (TVF&R)
Lee Weislogel	Tualatin Valley Water District
Dave Willer	City of Forest Grove
Gaylie Cashman	CPAWC Office Assistant (City of Tualatin)

Members not present:

Jerry Arnold	West Slope Water District
Jerry Barron	Tualatin Valley Fire & Rescue (TVF&R)
Dan Boss	City of Tualatin
Dave Chrisman	Tualatin Hills Park & Recreation Department (THPRD)
Ted Claussen	Clean Water Services (CWS)
Jerry Barron	Tualatin Valley Fire & Rescue (TVF&R)
Colin Croas	Hillsboro School District
Rich Girard	Washington County LUT
Gary Hirsch	Washington County LUT
Brad Hoskins	Tigard-Tualatin School District
Sam Hunaidi	ODOT
Keith Lewis	Washington County LUT
Mike Lueck	City of Tigard
Dick Meinz	Tualatin Hills Park & Recreation Department (THPRD)
Craig Sheldon	City of Sherwood
Melinda Shumaker	Beaverton School District
Scott Porter	Director, OCEM
Maryann Scriva	Tigard-Tualatin School District
Terry VanMeter	Washington County LUT
Rich Williams	City of Gaston

Mary opened the meeting at 10:10 AM.

Financial Report – Debbie shared the proposed budget for 2005-2006. Dues will not change this year. The workshop expense is projected to be about \$1500 less than last year, but the charge per person will remain at \$25. The attendance is expected to be between 90-100 persons. The proposed merging of the GEM and CPAWC websites was expected to cost about \$1500. The proposed budget was approved by the membership.

Committee Reports:

Equipment Sharing Committee – Craig was not present but the minutes from the May 18 fleet meeting were distributed.

Training Committee –Terry was not present to report but Mary said Terry will complete development of the Lead Worker Training. She is hosting a meeting to discuss this project on June 16, 8:00 – 10:00 AM at Washington County, Walnut Street Facility – 1400 SW Walnut, Training Room #2. Terry encouraged members to send training staff to this meeting.

Storm/Sanitary Sewer Committee - Ted was not present to report.

Old Business:

Mary confirmed the November 2 Workshop planning is underway and a rough draft of the flyer is about ready for review.

Debbie asked whether members preferred to be billed for dues before the end of the fiscal year or after and the consensus was after July 1.

New Business:

Dan Kern announced that Rich Sattler is the new City of Hillsboro Water Department Operations Supervisor. He said he would be involved with CPAWC.

CPAWC at Work:

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

The meeting was adjourned at approximately 10:30 AM.

The next meeting is 10:00 AM, July 14, City of Sherwood, Police Department, 20495 SW Borchers Drive.

The following agencies will host the 2005 CPAWC meetings:

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.

**Cooperative Public Agencies of Washington County
Minutes for February 9, 2006**

Members present:

Dan Boss	City of Tualatin
Mark Crowell	City of Cornelius
Colin Croas	Hillsboro School District
Dale Fisbhback	Tualatin Valley Water District
Keith Lewis	Washington County Ops/Maint
Mike Lueck	City of Tigard
Rich Sattler	City of Hillsboro
Craig Sheldon	City of Sherwood
Melinda Shumaker	Beaverton School District

Craig opened the meeting at 10:10 AM with introductions, and the financial report.

Financial Report –

Discussed Secretary position – City of Tualatin’s new employee works in the afternoon and is not available to help in the mornings. Craig asked if any other agency was able to help fill this position. City of Tigard will look into helping and bring back response at the next meeting. Tualatin Valley Water District may be able to fill the position as well.

Melinda will be covering for the secretary until March, then Mary will cover for April – that give the coop several months to find a new secretary.

Committee Reports:

Equipment Sharing Committee –

There was representation from seven agencies at the last meeting, topics discussed:

- ◇ Shop’s purchasing 1-tons should review the agreement on the web
- ◇ It appears that most agencies are going to gas vehicles
- ◇ Annual inspections for cranes is now required, most agencies were already inspecting lifts.
- ◇ Batteries/Friction list – there is no standard among the agencies.
- ◇ Most everyone is using 15/40w motor oil
- ◇ Discussed PM’s
- ◇ Vehicle maintenance conference is March 20th and 23rd

Training Committee – Committee members not present.

Storm/Sanitary Sewer Committee – Committee members not present.

Old Business

Beaverton School District Project - Melinda is to contact Mark with the City of Cornelius to work out a plan.

Sanding Material – (Sam not present to follow up) Discussed how other agencies obtain gravel. There will be a WACCA meeting next week.

Rich Girard has asked to remind those that have not provided their updates on the equipment list to do so.

New Business:

Craig is almost complete updating the equipment contact list.

Had a good discussion on the Fiber Optics (Verizon) in the local area.

Dan boss thanked the County for providing the opportunity to attend the Web Link seminar on the Fiber Optics in the area.

CPAWC at Work:

Round table discussion on the sharing: Melinda has requested the sharing logs.

- ◇ Colin w/ the Hillsboro School District has a parent that is willing to pave a parking lot if the district provides the materials. Colin has asked for assistance in how to obtain paving materials.
- ◇ Dan Boss w/ City of Tualatin stated that the city has capacity to help with vehicle maintenance.

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

The meeting was adjourned at approximately 11:20 AM.

The next meeting is 10:00 AM, March 9, City of Tigard.

The following agencies will host the 2006 CPAWC meetings:

April 13	Tualatin Valley Water District
May 11	Beaverton School District
June 8	City of Hillsboro
July 13	Hillsboro School District
August	No meeting
September 14	City of Sherwood
October 12	Washington County

November Workshop
December 14

No meeting
Clean Water Services

Prepared by Melinda Shumaker in place of the Office Assistant for CPAWC.

**Cooperative Public Agencies of Washington County
Minutes for March 9, 2006**

Members present:

Ted Claussen	CleanWater Services
Colin Croas	Hillsboro School District
Mary Davis	Washington County/OCEM
Rich Girard	Washington County
Keith Lewis	Washington County Ops/Maint
Mike Lueck	City of Tigard
Ernie Rode	City of Tualatin
Rich Sattler	City of Hillsboro
Melinda Shumaker	Beaverton School District
Dave Willer	City of Forest Grove
Debbie Vuylsteke	Tualatin Valley Fire & Rescue

Melinda opened the meeting at 10:00 AM with introductions.

Financial Report:

Debbie provided the financial report. The current balance is \$3,206.27.

Committee Reports:

Equipment Sharing Committee

Melinda provided the minutes from the last Equipment Sharing Committee meeting held on February 15, 2006. The group discussed shop labor rates at each agency and the different standards used in determining these rates. A report was given regarding ICMA performance measures for local governments. There was a discussion regarding propane prices. If an agency is a member of ORCPP they are eligible to purchase propane under the State contract.

Training Committee

Mary, Melinda and Terry VanMeter will be meeting to discuss the content of the November workshop. Mary asked if there were topic suggestions. Customer service and harassment training were suggested.

Storm/Sanitary Sewer Committee

Ted reported that the committee met last month. The group discussed construction standards of catch basins and inlets. CleanWater Services construction standards are open for review and the group brought up several suggestions to pass on. Ted stated the group will be meeting on a quarterly basis.

Old Business:

Ernie Rode shared that Dan has agreed to continue with the City of Tualatin providing a person to take minutes for CPAWC. Mary suggested she and Melinda meet with Lynda *Wright* at Tualatin. Mary will contact Dan to set this up.

Rich Girard is finalizing the equipment list. Several of the members asked to see the list to make sure there aren't any further updates. Melinda also passed around the equipment contact list for updating.

New Business:

Mary said she has been approached by Clackamas County asking to partner with us on our Resource Directory. Mary wanted to get approval from the group before entering into an agreement with Clackamas County. She mentioned that regionally we are working on a public works strategy during emergencies and that this could possibly be used by others in the future. The group agreed this would be a good idea and would reduce the cost of updating the directory each year.

Rich Girard shared that the County is again leading a Public Works Week effort at Washington Square Mall. If your agency is interested in participating please contact Victoria Saager, [Victoria saager@co.washington.or.us](mailto:Victoria_saager@co.washington.or.us), 503-846-7616 for more information.

The meeting was adjourned at 11:30 a.m.

The next meeting is 10:00 AM, April 13 at Tualatin Valley Water District.

The following agencies will host the 2006 CPAWC meetings:

April 13	Tualatin Valley Water District
May 11	Beaverton School District
June 8	City of Hillsboro
July 13	Hillsboro School District
August	No meeting
September 14	City of Sherwood
October 12	Washington County
November 1	Workshop
December 14	Clean Water Services

**Cooperative Public Agencies of Washington County
Minutes for July 09, 2009**

Members Present: **Chair, Ted Claussen – Clean Water Services**
 Dan Boss – City of Tualatin
 Mark Crowell – City of Cornelius
 Mary Davis – Washington County
 Dale Fishback – Tualatin Valley Water District
 Melissa Koons – City of Tualatin
 John Schwer – City of Sherwood

Chair Ted Claussen called the meeting to order at 9:00 a.m. Introductions were made around the room, including welcoming John Schwer, attending for Craig Sheldon from City of Sherwood.

FINANCIAL REPORT:

Mary distributed the financial report. The current balance is \$6,297.92.

COMMITTEE REPORTS:

Equipment Sharing Committee – Nothing to report at this time.

Training Committee – reported by Mary: The Fall Workshop has been scheduled for November 17, 2009 at the Hillsboro Civic Center. Please contact Mary or Michael B. if you have topics of interest or if you would like to share ideas or suggestions for guest speakers. The website is also a resource for training updates.

Fleet - Nothing to report at this time.

Storm/Sanitary - reported by Ted: This committee has a meeting planned for July 27th.

OLD BUSINESS:

Reported by Mary: working to update the equipment contact list and then publish an updated version on the website. Dale offered to coordinate the update of the equipment contact list with his office staff. Discussion about the need to have equipment labeled to match the FEMA Typed Resources Definitions notebook, which was passed around for review.

NEW BUSINESS:

General discussion about training opportunities statewide, whether any agencies are pursuing solar or hydro projects, and early planning for fall flu season vaccinations and illness due to early statistics that indicate next fall organizations could be hit hard.

CPAWC AT WORK:

The meeting was adjourned at 9:50 a.m.

The next meeting is 9:00 a.m., September 10, Tualatin Operations Department, located at 10699 SW Herman Road, Tualatin.

Future CPAWC meetings:

October 8, 2009	Beaverton School District
November 17, 2009	CPAWC Fall Workshop
December 10, 2009	CWS

**Cooperative Public Agencies of Washington County
Minutes for October 8, 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
John Harris – City of Gresham
Ken Huisman – Beaverton School District
Melissa Koons – City of Tualatin
Keith Lewis – Washington County
Dave Willer – City of Forest Grove

Chair Ted Claussen called the meeting to order at 9:10 am. Introductions were made and new member Guy Graham was welcomed.

FINANCIAL REPORT:

Mary Davis distributed the financial report. The current balance is \$8,731.14.

COMMITTEE REPORTS:

Training Committee – Fall Workshop Scheduled (see report below)

Fleet - Michael Bakkum informed the group that 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.

OLD BUSINESS: Fall Workshop

Mary reported the Fall workshop is scheduled and accepting registrations. Please send registrations to Mary as we have room for 100 participants. The committee was able to bring us this workshop for the economical price of \$20, which includes a continental breakfast, lunch and snacks, in addition to great speakers.

Keynote Speaker Dr. Preston Pulliams, District President PCC

Breakout Session 1:

- Greg McDonald, Public Works Supply, PPE/Fall Protection
- Greg Patton, Clackamas County Sheriff's Office, Leadership
- Matt Hall, State of Oregon, Green Vehicles

Breakout Session 2:

- Steve Keenon, CWC, Water Quality Facilities
- Tiffany Gates, METRO, RID Program (Regional Illegal Dumping Patrol)
- Forest Grove Light & Power, Electrical Line Safety

Breakout Session 3:

- Keith Peal, Baker Rock, Leadership
- Peter Brandon, City of Hillsboro, Sustainability
- Kent Rohweder, WC Animal Services, How to Avoid Dog Bites

NEW BUSINESS:

- Members spoke about current equipment needs, capacities, and need to update equipment lists. John Harris mentioned Gresham’s need of a roller. Keith spoke about the County’s equipment sharing as well as equipment cut-backs for the winter.
- All agreed the need for members to come to the winter planning meeting on October 29th prepared to discuss winter planning and know which equipment you are able to share as well as suggest best methods for interagency communication and utilizing social networking.
- Contact Keith or Mary if you would like information about attending the upcoming winter planning meeting, scheduled on October 29th from 9am-11am, at Walnut Street Center, 1400 SW Walnut, Hillsboro.
- As we may need resources prior to our next meeting, Keith shared the County website specific to road updates: <http://www.wc-roads.com/>
- Mary brought the new 2009 Emergency Resource Directory’s to distribute.
- At the December meeting we will select a new Vice-Chair, as Michael Bakkum will begin his duties as Chairman at the January, 2010 meeting.
- We need hosts for the June and September CPAWC meetings, please contact Melissa Koons if you would like to host one of these meetings.

CPAWC AT WORK:

The meeting was adjourned at 10:25 am.

Future CPAWC meetings:

November 17, 2009	CPAWC Fall Workshop	
December 10, 2009	Clean Water Services	2025 SW Merlo Court, Beaverton
January 14, 2010	City of 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	
May 13, 2010	Tualatin Valley Water District	
June 10, 2010	Host Needed	
July 8, 2010	City of Lake Oswego	
August, 2010	No Meeting	
September 9, 2010	Host Needed	
October 14, 2010	Beaverton School District/Facilities	2180 SW 170 th Avenue, Beaverton
November, 2010	CPAWC Fall Workshop	
December 9, 2010	Clean Water Services	2025 SW Merlo Court, Beaverton



**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