



**Cooperative Public Agencies of Washington County
Minutes for January 13, 2011**

Members Present:

- Chair, Dale Fishback – Tualatin Valley Water District**
- Rick Adams – City of Cornelius**
- Tom Arnold – City of Hillsboro**
- Michael Bakkum - City of Hillsboro**
- Dan Boss – City of Tualatin**
- Ted Claussen – Clean Water Services**
- Mary Davis – Washington County**
- Brad Eckland – City of Hillsboro**
- John Harris – City of Lake Oswego**
- Lynn Harris – City of Sherwood**
- Jim Hough – City of Banks**
- Melissa Koons – City of Tualatin**
- Keith Lewis – Washington County**
- Mel Schultz – City of Beaverton**
- Tom Tuski – City of Banks**
- David Willer – City of Forest Grove**

Chair Dale Fishback called the meeting to order at 9 am. The meeting took place at the City of Hillsboro Operations Department, located at 142 SW Maple Street.

INTRODUCTIONS

Introductions were made and Jim Hough introduced new member Tom Tuski of the City of Banks, who was welcomed.

FINANCIAL REPORT

No report at this time. Mary Davis will email out to members when it is ready.

COMMITTEE REPORTS

Fleet

No report at this time.

Training

No report at this time. Mary Davis suggests that anyone who has safety training opportunities that other agencies may benefit from can pass the information on to either Mary or Melissa Koons and they will send out via email to members.

Both Michael Bakkum and Keith Lewis plan to offer snow plow training in October or November.

Jim Hough asked about ODOT flagger training and Michael and Keith thought they had good contacts.

Dan Boss mentioned online training options through CCIS for several topics, but City of Tualatin is currently certifying employees in Sexual Harassment Training by this method.

Keith Lewis reports that the County is offering trenching and shoring training, if interested, contact him for availability.

Storm/Sanitary

Ted Clausen reports that the committee is scheduled to meet on February 2. Dan Boss asked questions relating to compliance and Ted responded that CWS is working on the issues.

OLD BUSINESS

Review of Old CPAWC Video

Mary Davis provided a copy of the video for the group to view. As a group we discussed the merits of the video, talked about how much would need to be updated, and about the ability to link it to websites of partner organizations if it were updated. Overall, the group felt updating it had potential and engaging a school again was a favorable option. We no longer have a brochure, so the video and our magnetic vehicle signs still serve as our publicity.

Safety Topics as Addition to Agenda

The group discussed whether we wanted to have safety topics added to each agenda or keep, and promote the model of having the host agency prepare a topic of the month. The group agreed it was a good idea to have the host agency prepare a monthly topic, and Washington County will kick off with an introduction to the SHARPS program in February, as well as introduce the Operations Chief's from the County EOC.

NEW BUSINESS

Scheduling for 2011

Both our meetings and workshop are confirmed for 2011. Let Mary or Michael know about topics or presenters that you recommend they schedule for the November 9 workshop.

Equipment Rodeo

The group expressed an interest in participating in an equipment rodeo this year or other certified training opportunities.

Regional Disaster Debris Plan

Mary Davis is serving on the steering committee for this group, and provided an update. Mary invited anyone who is interested to join the next meeting on February 8th, at Metro. The goal of the group is write a regional disaster debris plan.

ICS Test Course

Mary Davis reported the County has scheduled a disaster exercise, wind storm event, on May 10th. If you are interested in participating on the design team, please let Mary or Scott Porter know.

New Reader Boards

John Harris announced that the City of Lake Oswego recently acquired solar-powered, trailered reader boards through a homeland security grant.

CPAWC AT WORK

Equipment Sharing

Everyone had the opportunity to report what they had shared in the last month, which includes reader boards, mag chloride application and storage, sanding, leaf machine, shelving and a truck. As always, please submit your monthly Equipment and Service Sharing Log form to Melissa Koons for recording purposes.

Presentation

Chair Dale Fishback presented outgoing Chair Michael Bakkum with a CPAWC plaque thanking him for his service to the group in 2010.

The meeting was adjourned at 10:52 am.

Michael Bakkum provided a tour of the facility at the conclusion of the meeting.

NEXT CPAWC MEETING

February 10, 2011

Washington County/LUT
1400 SW Walnut Street
Hillsboro, OR

Future CPAWC Meetings

<u>Date</u>	<u>Hosting Agency</u>	<u>Location</u>
March 10, 2011	Tualatin Valley Water District	1850 SW 170 th , Beaverton
April 14, 2011	City of Lake Oswego	4101 Kruse Way, Lake Oswego
May 12, 2011	City of Tualatin/Operations Facility	10699 SW Herman Road, Tualatin
June 9, 2011	City of Forest Grove	1915 Main Street, Forest Grove
July 14, 2011	City of Banks	100 South Main Street, Banks
August, 2011	No Meeting	
September 8, 2011	City of Wilsonville	29799 SW Town Center Loop, East
October 13, 2011	City of Sherwood	15527 SW Willamette Street, Sherwood
November 9, 2011	CPAWC Fall Workshop	150 E. Main Street, Hillsboro
December 8, 2011	Clean Water Services	2025 SW Merlo Court, Beaverton