



**Cooperative Public Agencies of Washington County
Minutes for June 10, 2010**

Members Present: **Chair, Michael Bakkum, City of Hillsboro**
Ted Claussen – Clean Water Services
Dale Fishback – Tualatin Valley Water District
Ken Huisman – Beaverton School District
Melissa Koons – City of Tualatin
Keith Lewis – Washington County
Floyd Peoples – City of Wilsonville
Ernie Rode – City of Tualatin
Craig Sheldon – City of Sherwood

MEETING LOCATION:
City of Sherwood 15527 SW Willamette Street, Sherwood

Chair Michael Bakkum called the meeting to order at 9:12 a.m. Introductions were made, and guest Mel Schultz, from the City of Beaverton, was welcomed.

FINANCIAL REPORT:

Michael distributed the financial report provided by Mary Davis. The current balance is \$6,639.51.

COMMITTEE REPORTS:

Equipment Sharing Committee
No report at this time.

Fleet
No report at this time.

Training Committee

Reported by Michael Bakkum that speakers are being lined up for the fall workshop and all members are still encouraged to pass along ideas.

Storm/Sanitary

Ted Claussen reported that the committee has not met in six weeks, but have a meeting scheduled on June 23rd. FOG issues will be the main topic as well as how to ensure consistent inspections.

OLD BUSINESS:

FEMA Typing of Equipment

The group discussed FEMA typing of equipment and the benefit provided to all agencies that complete this task. Keith Lewis mentioned that the FEMA website has some photos of equipment available online to assist in identification. The website also provides definitions at http://www.fema.gov/pdf/emergency/nims/508-7_public_works_resources.pdf.

NEW BUSINESS:

Water Quality Facility Maintenance

Michael Bakkum led a group discussion regarding water quality facility (WQF) maintenance. Michael distributed a handout, provided by Chris Bowles from Clean Water Services, outlining a portion of the Work Standards pertaining to WQF's. Each agency had the opportunity to share how many facilities they have, what maintenance they perform, and if it is done by agency staff or outsourced.

CPAWC AT WORK:

Equipment Sharing

Michael Bakkum asked everyone to report on equipment sharing. We went around the room, provided updates, and passed out blank forms to report equipment sharing.

Keith Lewis reported on the widespread use of reader boards, as well as the recent loss of several in the field. He plans to request more from UASI. Keith further noted the progress Washington County is making in the installation of new radios in vehicles and training that all staff is receiving. Keith mentioned the importance of yearly recalibration for the 800 MHz radios.

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

Future CPAWC Meetings:

July 8, 2010	City of Lake Oswego	4101 Kruse Way, Lake Oswego
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