

Mid-Coast Water Planning Partnership Coordinating Committee Meeting Notes

Date: Monday, July 29, 2024, 1 PM-2 PM

Location: Zoom

Coordinating Committee Meeting Attendees

Coordinating Committee Members Present:

Steve Parrett – Oregon Department of Environmental Quality

Billie Jo Smith – Lincoln County Water Systems Alliance

Alyssa Mucken – Oregon Water Resources Department

Coordinating Committee Members Absent:

Alan Fujishin – Gibson Farms

Mike Broili – MidCoast Watersheds Council

Adam Denlinger – Seal Rock Water District

Henry Pitts – Oregon State University student

David Rupp – Oregon State University

Facilitators:

Suzanne de Szoeki – GSI Water Solutions, Inc.

Meeting Agenda

- Financial report and planned activities
- Early Implementation Documents
- Partnership meeting and tour planning update and August 13 Work Group meeting agenda
- Partnership fiscal agent search, convene or search, committees updates, Depoe Bay watershed protection project

Summary of Major Points of Discussion

- The Coordinating Committee had no comments on the previous meeting minutes
- The Coordinating Committee discussed the allocation of remaining budget among Seal Rock Water District, meeting materials, consulting services, and Partner reimbursement set-aside
- Suzanne discussed how only four organizations participating in the Partnership have requested reimbursement and no additional organizations have expressed plans to seek reimbursement; based on feedback from the four organizations and/or reimbursement requests to date, she estimates they may end up requesting around \$10,500 by the end of the year, though it could be up to \$12,000 (\$3000 max per organization) out of the \$20,000 initially set aside for Partner reimbursement; Suzanne needs to contact one organization to see if they plan to use the full \$3000
- Suzanne requested that the remaining balance of the Partner reimbursement that will not be used by partners (\$9500 or \$8000, depending on feedback from one organization

described above) be moved in August back into the budget to support GSI's completion of grant deliverables; work to complete grant deliverables would include developing the early implementation work plan, facilitating the October Partnership meeting, and facilitating Work Group and Coordinating Committee meetings through the end of the year; Suzanne's thinking to communicate the Coordinating Committee's decision on the topic in an email and to contact the four organizations in advance of the Partnership email to give them a heads up, and Suzanne asked if she needed to ask the Partnership one more time they plan to request reimbursement or if it was enough that she had requested that participants in the Partnership communicate their intention to request reimbursement during the Main Partnership meeting and in other emails to the Partnership

- The Coordinating Committee thought it made sense to move the remaining balance of the Partner reimbursement set-aside in August back into the budget to support GSI's completion of grant deliverables and thought that enough due diligence had been done to find out who plans to request Partner reimbursement, so GSI could move forward with communicating to the Partnership that the Coordinating Committee had decided to move the remaining balance; The Coordinating Committee thought that the email should include a numbered list of the grant deliverables, as well
 - **Decision:** The Coordinating Committee decided that the remaining balance should be moved in August back into the budget to support GSI's completion of grant deliverables
- Suzanne presented the materials that would comprise the early implementation work plan for feedback on which materials should be the focus of a consensus decision
- The Coordinating Committee thought the materials should be numbered, that the narrative was needed for the materials to convey how the Partnership will use the pieces, that they should be put into an all-in-one document that could be handed off as the work plan, and that the schedule needed to be added
- Billie Jo stated that some information in the Potential Leads and Participants table needs to be updated and that she would send comments
- Steve added that Bundle work groups are developing Bundle work plans and those Bundle work plans that are developed in time can be added to the overarching early implementation work plan for the Partnership
- The Coordinating Committee thought that there did not need to be a consensus decision about the early implementation work plan materials and instead that they could just be discussed at the Partnership meeting; the Coordinating Committee thought the Early Implementation Work Group should provide feedback on the early implementation work plan materials for refinement in advance of the Partnership meeting, which Suzanne said was already planned and in the August 13 Work Group meeting agenda
- The Coordinating Committee noted that Alyssa could be part of a Bundle work group and Suzanne said that she would send her the email sent to those who volunteered to be part of a Bundle work group or were recommended as Bundle work group members

- Suzanne said that she would create in email to the Partnership about saving the date for the October 22 Partnership tour and meeting, the decision to move funding, and an invitation to participate in upcoming Early Implementation Work Group meetings to provide feedback on refining the early implementation work plan
- Suzanne described the planned Partnership tour and presented the updated draft Partnership meeting agenda
- Billie Jo said that OSU would want at least 20 minutes to talk about its One Water project plus time for Q&A
- Alyssa said that the project should be linked to an action number in the Water Action Plan in the meeting agenda
- Steve thought the discussion about the future of the Partnership should be a strategic and philosophical discussion, such as what is the role and value of the Partnership over the next 5-10 years, essentially a vision
- Suzanne said that she would separate the Bundle work group updates from that agenda topic and make it part of the committee updates portion of the agenda
- Suzanne presented a request from Fran Recht for the Partnership to provide support to a City of Depoe Bay drinking water protection project and described how it fits under actions 35, 41, and 58 in the Water Action Plan and all of those actions fall under Priority Group A
- **Decision:** The Coordinating Committee decided that the project did fall within actions in the Water Action Plan and could be sent on to the Project Support Committee for determining how to support the project
- Suzanne noted that the Depoe Bay drinking water protection project leads seemed interested in letters of support and that a process should probably be created for developing letters
- Alyssa stated that she had many questions about providing letters of support and thought they needed to be thoughtful, clear communications about who could receive letters of support and what could receive letters of support; she did not want letters of support to be used inappropriately and said that clear criteria needed to be developed; Alyssa volunteered to be a member of the Project Support Committee to help develop criteria
- Steve said that any letters of support should say more than that the project falls under an action in the Water Action Plan, they should say why the Partnership supports the project; he also said that the Project Support Committee should consist of Partnership participants who represent a variety of interests