

Mid-Coast Water Planning Partnership Coordinating Committee Meeting Notes

Date: Monday, September 25, 2023, 8:30-10:00 AM

Location: Zoom

Coordinating Committee Meeting Attendees

Adam Denlinger – Seal Rock Water District

Alyssa Mucken – Oregon Water Resources Department

Billie Jo Smith – Lincoln County Water Systems Alliance

David Rupp – Oregon State University

Steve Parrett – Oregon Department of Environmental Quality

Alan Fujishin – Lincoln Soil and Water Conservation District

Suzanne de Szoeka – GSI Water Solutions, Inc.

Leah Cogan – GSI Water Solutions, Inc.

Meeting Agenda

- Partner financial support update
- Co-convener search
- Charter updates
- October Prioritization Work Group meeting agenda
- Partnership meeting planning

Summary of Major Points of Discussion

- No comments on minutes from last meeting
- The committee discussed updates to the process for Partner financial support
 - Grant budget has been updated to support Partner requests
 - OWRD confirmed that Partners can request reimbursement dating back to the grant kickoff meeting, March 2, 2023
 - Committee members expressed concern about running out of funding quickly if it is made available retroactively, and were not clear on why Partners would make a retroactive request to enable participation if they were already able to participate before this funding was available
 - If the funding quickly runs out, the Committee could either accept that funding was limited, or reevaluate supporting additional funding
 - The Partner support funding came from the early implementation/work plan budget item, and additional changes would impact that too
 - GSI will provide budget updates to the Coordinating Committee
 - The Partnership's previous stipend program was created with the understanding that this is primarily a voluntary effort, but recognizing that some organizations might be unable to participate without support

- Committee members did not want to set an expectation that there will be future funding, but wanted to keep the option open if there is remaining budget at the end of the grant period
- Some eligible organizations may not have been tracking their time or participating from the beginning because the support program was not available
- Grant period runs through December 2024, and it would be good to have more funding available later in the grant period for participation in the early implementation steps
- Funding is limited to \$3,000 per organization, and someone from the organization must sign the charter to be eligible
 - Membership is not limited to one person per organization, and more people are encouraged to participate to bring their knowledge and expertise, but each organization has one “voice” in decision-making
- Partners will be able to submit reimbursement request forms at any time and be reimbursed within 1-2 months
- **Committee decision:** begin reimbursement program with the September 12 meeting
- **Action item:** GSI will send follow-up Partnership email describing the reasons for the decision (keep funding support available longer into the grant period, and make it available to more organizations that have faced a financial barrier to participating so far)
- The committee discussed the convener search
 - Billie Jo will be contacting Stan van de Wetering with the Confederated Tribes of Siletz Indians, who has expressed interest
 - Adam will be contacting County Commissioner Casey Miller
 - The proposed charter revisions do not limit the number of conveners
- The committee discussed proposed updates to the Partnership’s charter
 - Members discussed the role of the Coordinating Committee and expressed opinions about whether or not it should function like a board, authorized to make decisions on behalf of the Partnership
 - In the past, the Coordinating Committee was not responsible for administering the full budget but was responsible for making decisions about specific budget-related items, such as stipends
 - Members expressed support for transparency and accountability
 - Other suggested clarifications and additions:
 - Add responsibility to review and make recommendations on annual budget
 - Add responsibility to review quarterly financial reports
 - Add responsibility to review grant reports for errors and omissions before submittal to the grant agency
 - Add responsibility to review and approve any changes to the budget greater than \$5,000
 - Review and approval of annual budgets would require additional time and effort, but would support transparency

- Review and approval authorities would be subject to limitations in the grant agreement and the grantee's municipal audit requirements
 - It's unclear what the recourse would be if the committee made recommendations, but they were not implemented
 - **Action item:** GSI will make edits based on today's discussion and send it back out to the group
- The committee discussed the agenda for the next Prioritization Work Group meeting
 - The primary goal will be to finish Imperatives 3 and 5, then begin the remaining items if time allows
 - In order to complete the prioritization process before the full Partnership meeting in November, the team may need to schedule one additional Work Group meeting (remote-only)
 - Action item: GSI will send a scheduling poll to the group to determine if an additional meeting would work better on October 24 or 31
- The committee discussed the proposed agenda for the Partnership meeting in November
 - Lincoln City will host a tour of their intake, land acquired along Schooner Creek, and a sediment reduction project
 - The tour will be in the morning, followed by lunch and the Partnership meeting
 - Prioritization updates will be given toward the beginning of the meeting to keep the group informed about progress and next steps
 - "Water Action Plan in action" presentations will include a Drinking Water Protection Plan presentation from Rick McClung (City of Yachats) and a climate and drinking water presentation from David Rupp (OSU)
 - Steve will contact Pat Heins (DEQ) about doing a presentation on water reuse
 - Other agenda topics will include work plans, funding opportunities, and charter updates
 - **Committee decision:** offering a hybrid option would be beneficial and encourage participation