

## Mid-Coast Water Planning Partnership Coordinating Committee Meeting Notes

**Date:** Wednesday, June 28, 2023, 10 AM-11 AM

**Location:** Zoom

### Coordinating Committee Meeting Attendees

Adam Denlinger – Seal Rock Water District

Steve Parrett – Oregon Department of Environmental Quality

Alyssa Mucken – Oregon Water Resources Department

Alan Fujishin – Gibson Farms

Suzanne de Szoeki – GSI Water Solutions, Inc.

Leah Cogan – GSI Water Solutions, Inc.

### Meeting Agenda

- Feedback on Partnership meeting and tour (June 14)
- Next Prioritization Work Group meeting agenda (July 11)
- Partner funding requests
- Co-convener search
- Charter updates

### Summary of Major Points of Discussion

- Coordinating Committee members shared feedback about the Partnership meeting and tour on June 14
  - Overall positive, meeting and tour went well and were helpful, and the presentations were informative and engaging
  - Some people did not attend the tour because they had already attended a tour of the Newport dam and treatment plant
  - Meeting was well-attended but past meetings were larger; more targeted outreach may be needed to reach additional stakeholder groups
  - Alan suggested that more background on the Water Action Plan would have been helpful for newer participants
  - Adam suggested that we need to do a better job of explaining the group's objectives and what the prioritization process is trying to achieve
  - Alyssa offered to draft a 1-page factsheet describing the value of prioritization and goals of the project
- The committee discussed making participant lists available for transparency
  - Some participants have expressed interest in having this list; Adam and Alan described past issues with participants not wanting their contact information to be widely distributed

- Meeting notes posted on the Partnership website currently include lists of attendees but not contact information
- Suzanne shared that invitations to attend the Work Group meetings are currently sent to all Partnership members to invite wider participation
- **Action item:** GSI will share the lists of participants in the Coordinating Committee, Prioritization Work Group, full Partnership, and charter signatories (name and organization, no contact information)
- Ideas for future meetings
  - For the next meeting, the team may reach out to MidCoast Watersheds Council or Lincoln Soil and Water Conservation District to find sites where partnerships are already achieving successes (e.g., restoration projects, fish habitat, etc.)
  - A social hour after the next meeting or tour would be good for developing relationships among the Partners
  - Steve suggested having a presentation(s) on upcoming funding opportunities to help Partners understand potential funding sources for projects that are in line with the Partnership's goals
    - Suggestions include Oregon Water Resources Department (Feasibility Studies; Water Project Grants and Loans), Oregon Watershed Enhancement Board, Natural Resources Conservation Service, and Oregon Department of Environmental Quality
    - The Partnership can potentially support entities applying for their projects concurrently with the action prioritization process
- Next Work Group meeting agenda (July 11)
  - Funding opportunities
  - Walk through a test run of one action to see how the group would score it under the different methods
    - The group may discuss refinements to the scoring criteria
  - Goal: decide on a prioritization method and discuss the process going forward (who will be involved, how many meetings, etc.)
- The committee discussed a letter requesting funding support submitted by five conservation-oriented groups
  - Suzanne showed how the groups' requests would affect the grant budget (\$5,760 requested per group x 5 groups = \$28,800 total)
  - Adam suggested that the groups should provide documentation for reimbursement for audit purposes
  - Alyssa suggested that groups receiving funding should commit to certain tasks or deliverables
  - Previous grant funding for the Partnership had been used to support organizations that were leading subcommittees, hosting field tours, and

completing other substantive tasks beyond attending meetings, although there was little documentation or accountability

- Steve suggested contacting the Lower John Day place-based planning group to discuss their stipend process
- The committee discussed setting aside a portion of the budget for any organization to bill against (with justification) rather than allocating amounts to specific groups and needing multiple grant amendments
- **Action Item:** GSI will contact Adair Muth at OWRD to discuss the process and options for a grant amendment
- **Action Item:** GSI will contact the Lower John Day place-based planning group to ask about their stipend process
- Suzanne sent out the co-convenor role description and would like feedback on the description and list of potential co-convenors before contacting anyone
- Suzanne sent out a list of suggested updates to the Partnership Charter and is requesting feedback to determine if it is ready to send out to the full Partnership
- Next Coordinating Committee meeting will be last week of July (TBD) and will be 90 minutes