



Clackamas
County
Coordinating
Committee

Promoting partnership between the County, its Cities, and Special Districts

CLACKAMAS COUNTY COORDINATING COMMITTEE
(C-4)

THURSDAY – FEBRUARY 7, 2008
6:45 P.M. – 8:30 P.M.

SUNNYBROOK SERVICE CENTER
9101 SE SUNNYBROOK BLVD.
MAIN FLOOR AUDITORIUM
CLACKAMAS, OR. 97015

“Draft” Meeting Minutes

Attendees: Lynn Peterson – Clackamas County, Jim Bernard – Milwaukie, Linda Malone – Sandy, Randy Shannon – Damascus, Randy Carson – Canby, Charlotte Lehan – Wilsonville, Gene Juve – Clackamas County, Dana Robinson, John Adkins – Molalla, Doug McClain – Clackamas County, Martha Schrader – Clackamas County, Carlotta Collette – Metro, Lori DeRemer – Happy Valley, Deb Leighton – Molalla, Rob Wheeler – Happy Valley, Dave McTeague – CCFD#1, Paul Savas – OLSD, Hal Busch – Gladstone, Donna Jordon – Lake Oswego, Jeremy Pietzold – Sandy, Doug Neeley – Oregon City, Danielle Cowan – Clackamas County, Mark Ottenad – Wilsonville, Thelma Haggemiller – Citizen, Doug Rux – Tualatin, Kim Anderson – Sunrise Water Authority

Minutes of the December 6, 2007 and Legislative Forum January 10, 2008 meetings were adopted unanimously.

Discussion:

Appointments & Elections

- Appointment of the Neighboring City Representative to the Regional Reserves Steering Committee - Doug McClain, Department of Transportation and Development – Clackamas County, explained that no action is required by C4 as Bob Austin of Estacada (primary) and Kathy Figley of Woodburn (alternate) were previously approved to serve on the committee.
- Appointment of Policy Advisory Committee (PAC) Representatives – Lynn Peterson and Doug McClain explained the purpose and make up of the Policy Advisory Committee. PAC’s role is to make recommendations to the Board of Commissioners. The PAC is comprised of persons from Hamlets, CPO’s, Villages, community stakeholders such as Mike Bondi from the OSU Extension Service and Rick Gruen from the Soil and Water Conservation District. Lynn then asked for volunteers from Clackamas County cities. Those volunteers for PAC are:
 - Lori DeRemer – Happy Valley (representing “inner” city)
 - Randy Shannon – Damascus (representing “rim” city)
 - Doug Neely – Oregon City (representing “rim” city)
 - Hal Busch – Gladstone (representing “inner” city)
 - Randy Carson – Canby (representing “new edge” city)
 - Deb Leighton – Molalla (representing “new edge” city)
 - Note – someone will contact the City of West Linn to request an appointment of a person to represent West Linn as a “rim” city.

Lynn introduced Danielle Cowan to the group as a representative of Clackamas County Public and Government Relations, Strategic Communications and that part of Danielle’s roll would be to staff C4. Afterward each attendee spoke briefly about general items from their jurisdictions. The group then returned to discussion of elections/appointments.

- C4 Executive Committee –
The following members were nominated and approved unanimously to serve as the Executive Committee

- Lynn Peterson - Clackamas County – co-chair
- Linda Malone – Sandy – co-chair
- Jim Bernard – Milwaukie
- Dave McTeague – Special District – Fire
- Paul Savas – Special District – Water & Sewer

Dana Robinson and Gene Juve of Clackamas County Emergency Management provided the group with and update of the Emergency Management – Collaboration Initiative. They provided handouts to the group and discussion included:

- Emergency Roles – incident responsibility, emergency declarations, partnering, mutual aid, COOP planning
- Primary Incident Responsibility – within incorporated areas cities are responsible. County has responsibility for unincorporated areas, health emergencies and support during city emergencies.
- Emergency Declarations – limited to jurisdictional boundaries, the need to collaborate and city declarations go to the county
- Better Partners – Sandbag Policy, Information Flow, C4 Initiatives, Resource Sharing
- Information Flow – 247 Emergency Contact, EOC to EOC communications, Amateur Radio network, COMM Exercise 07, Conference Call for Elected Officials
- C4 Initiatives – County/City Liaison Program, Quarterly Work Shops, Joint Exercises, EOC Staff Training, Sharing Resources
- Managing Incident Resources – Cities and special districts, County
- Mutual Aid Agreements – Intra-County Mutual Aid Agreements, Inter-County Mutual Aid Agreements
- COOP – Ensure continuous performance of essential functions/operations, Protect critical facilities, equipment and records, Reduce disruptions, Roadmap for timely recovery
- Listing of COOP '08 participants
- Are we ready? – share emergency roles and responsibilities, Serve the same customer: our citizens, Recognize the added value of working more effectively together, Making significant progress
- How can you help? – Adopt Intra-county mutual aid agreement, Attend emergency training for elected official, Get involved with your city/district program, Know your emergency responsibilities, Promote emergency preparedness

Committee Memberships:

- Lynn advised that several members had requested a listing of the various committees on which C4 members are serving. Examples as follows:

State Committees

Governor's Task Force on Transportation
 Governance Subcommittee (Lynn)
 Vision Subcommittee
 Finance Subcommittee

Regional Committees

JPACT (Elected officials)-TPAC (Staff)
 MPAC (Elected Officials)-MTAC (Staff)
 Urban and Rural Reserve Committee

County Committees:

StreetSMART
 County Rural Reserve Committee

AOC and committees

LOC and committees

Non-profit boards that award grants?

- **Members should email their committee memberships to Cheryl who will compile a combined chart of the information.**

Next meeting date change:

- Due to other commitments, the March C4 meeting will be moved to March 13th and will still be held at the Sunnybrook Building.

2008 Work Plan discussion:

- Lynn spoke about the 2008 C4 work plan and that more information would be coming out to the members. She explained that a documented decision making process was needed for the group to provide a process for ensuring that information is routed back and forth between C4 and cities/districts.
- The Work Plan should include:
 - Transportation
 - ✓ MTTP
 - ✓ Discussion of a possible County Street Utility Fee
 - ✓ Subcommittee work
 - Preparation for 2009 Legislative Session
 - Urban and Rural Reserves
 - ✓ Land Use Subcommittee work
 - ✓ C4 Recommendations
 - Sustainability
 - ✓ Subcommittee work
 - Library District
 - ✓ Educational Campaign
 - ✓ What will happen if it fails?

Timothy Lake Summer Retreat:

- The group decided to have this year's summer retreat at Timothy Lake on June 19th and 20th. Mary Raethke of BCC will notify PGE that the C4 group would like to reserve those two days.

The meeting was adjourned at 8:30 p.m.