

**Tualatin Valley Water District**



**BOARD OF COMMISSIONERS  
1850 SW 170<sup>th</sup> AVENUE  
BEAVERTON, OR 97006**

**BOARD WORK SESSION AGENDA  
TUESDAY  
AUGUST 2, 2011  
6:00 – 8:00 PM**

This meeting is accessible to persons with disabilities.  
Accommodations including listening devices are available upon  
request 48 hours prior to the day of the meeting by  
calling the Executive Assistant at 503-642-1511

- 1. [STRATEGIC PLANNING UPDATE.....2](#)
- 2. [BOARD MEETING PROCESS.....4](#)
- 3. ADJOURN

**TUALATIN VALLEY WATER DISTRICT  
WORK SESSION AGENDA ITEM**

**MEETING DATE: AUGUST 2, 2011**

**TITLE:** Strategic Planning Update

**ITEM:** A Strategic Planning Core Team comprised of representatives from each department and the Board have undertaken a process to (1) develop a District vision, (2) identify the values by which staff members accomplish the District mission and vision, and (3) prioritize and develop strategies to address trends that are affecting TVWD and will continue to play a role in the future of the organization. Eleven staff and two Board members participated in a day long retreat earlier this year to kick off the process. Vision and values development and trend analysis has continued in the ensuing months.

**STAFF RECOMMENDATION:** This is for informational purposes only. Staff would welcome any questions on the draft vision and values, and the water industry trend analysis and strategy development process. Staff plans to begin using the vision and values this summer.

**BUDGET IMPACT:** None at this time. Budget impacts will be developed in the future as work strategies warrant.

**ADDITIONAL INFORMATION:**

Cheryl Welch, Strategic Planning Coordinator, [cheryl@tvwd.org](mailto:cheryl@tvwd.org) or (503) 848-3012  
Todd Heidgerken, Manager, OCIR, [toddh@tvwd.org](mailto:toddh@tvwd.org) or (503) 848-3013

**ATTACHMENTS:** Draft vision and values; top eight trends being analyzed

**APPROVING MANAGERS' INITIALS:**

CHIEF EXECUTIVE OFFICER _____	HUMAN RESOURCES	N/A	
FIELD OPERATIONS	N/A	INTERGOV. RELATIONS _____	
FINANCIAL SERVICES	N/A	CUSTOMER SERVICES	N/A
ENGINEERING SERV.	N/A		

## Draft Vision

**Delivering the Best**  
Water ♦ Service ♦ Value

**Mission:** To provide our community quality water and customer service

## Draft Values (RISES)

Reliability ♦ Integrity ♦ Stewardship  
Excellence ♦ Safety

## Trends Important to TWWD

Trend	Owner
<b>Business</b>	
<a href="#">Aging Infrastructure</a>	Mark K
<a href="#">Prolonged Recession Recovery</a>	Bernice B
<b>Environmental</b>	
<a href="#">Natural Disasters</a>	Neil K
<a href="#">Construction Congestion/Regulation</a>	Dale F
<b>Societal</b>	
<a href="#">Workforce Crisis</a>	Debbie E
<a href="#">Regulations/Public Health</a>	Dean F
<b>Technical</b>	
<a href="#">Data Deluge</a>	Jim U
<a href="#">Internal Communication/Ubiquitous Connectivity</a>	Jim U

**TUALATIN VALLEY WATER DISTRICT  
WORK SESSION AGENDA ITEM**

**MEETING DATE: AUGUST 2, 2011**

**TITLE: Board Meeting Process**

**ITEM:** During the February TVWD Board of Commissioners meeting, a Commissioner Topic was introduced regarding the process used for Board meetings and asking if there would be interest in devoting some time to reviewing the meeting process. Staff prepared a memo dated March 7, 2011 that provided background for the Board to consider. The Board agreed that they would like this topic included in a future work session.

There are a variety of resources available. Staff has prepared an outline (in PowerPoint form) that will review the current process, discuss some issues/opportunities and then review options the Board may want to consider. In addition, examples of some tools the Board may consider using are also attached.

**STAFF RECOMMENDATION:** There is no staff recommendation. This topic is for informational purposes only yet the Board is welcome to provide feedback regarding whether staff should provide any additional resources.

**BUDGET IMPACT:** None

**ADDITIONAL INFORMATION:** Todd Heidgerken, [toddh@tvwd.org](mailto:toddh@tvwd.org), 503-848-3013

**ATTACHMENTS:**

1. Workshop PowerPoint Slides
2. Copy of March 7, 2011 "Board Meeting Process" memo
3. Copy of TVWD Board Policy
4. Example of Robert's Rules of Order "Cheat Sheets"
5. Example of "meeting ground rules"

**APPROVING MANAGERS INITIAL:**

CHIEF EXECUTIVE OFFICER _____	HUMAN RESOURCES	N/A
FIELD OPERATIONS	N/A	INTERGOV. RELATIONS _____
FINANCIAL SERVICES	N/A	CUSTOMER SERVICES
ENGINEERING SERV.	N/A	