



Date: July 15, 2019

Subject: **General Manager Report**

Staff Contact: Timothy R. Shaw, General Manager

For the given month, I participated in the following reoccurring meetings and special events: The human resources / personnel component of my responsibilities demanded substantive time spent onboarding the new hire for the Distribution Operator I vacancy. The District does not perform the hiring evolution frequently enough to establish routine practices. Much of the required checks, assignments and documentation requires an update (e.g. forced change of passwords and updating online software applications) just to perform a process that would otherwise require less than an hour of work. Otherwise the month was less busy than prior months. The new consolidated committee helps on time demands. I am thankful to have been able to take a day off on July 5th.

1. On June 18th, I attended the Bhandal Construction meeting Details are in the District Engineers report.
2. On June 21st, I held an informal meeting with senior staff members to discuss the logistics of the Employee Retention Advisory Committee meetings now stipulated in the General Unit MOU.
3. On June 25th four new computer workstations were installed to replace four old, inferior workstations. The evolution lead by Adept Solutions was an all-day (and then some) process.
4. On July 2nd I participated in a meeting with Neopost regarding the annual maintenance contract. The District is contemplating outsourcing the billing process, so an annual commitment for a maintenance contract on a folding machine would be unreasonable unless Neopost agrees to refund a pro rata amount for termination of service prior to the end of the 1-year term.
5. On July 5th I took a day off. It was much needed and much appreciated.
6. On July 8th, met with the Nationwide deferred compensation representative, who was here to onboard the new hire. The District needed to correct some routing /contact information to properly receive routine reports.
7. On July 8th (late morning), Deborah Denning and I met with Umpqua Bank to continue the process of transitioning accounts from California Bank and Trust to Umpqua.

8. On July 11th I attended the Monthly RWA meeting. There was only one action item on the agenda. The action approved was to adopt a resolution approving the Regional Water Reliability Plan. RWA had already approve the plan, but the Chair wanted to elevate the posterity of the plan, which had consumed substantial time and resources to complete. As has been the status for some time, the plan is posted on the RWA website.

Other initiatives in progress are:

Now that the SCADA historian application issues have been resolved, Tesco resumed more routine services to the District, including their annual maintenance evolution. I involved myself to a greater degree than I would otherwise have done. This is because of the suspicious practices of Tesco revealed in the historian issues. In short, I remain deeply concerned and disappointed in the level of service we receive from Tesco. I've been keeping the regions other water agency GM's apprised because the frustration with Tesco has been a topic at the Sacramento Regional Water Utility Collaboration meetings.