

**CONTRA COSTA WATER DISTRICT  
BOARD OF DIRECTORS  
REGULAR MEETING  
October 7, 2020**

**MINUTES**

***CALL TO ORDER***

President Borba called to order a regular meeting of the Board of Directors of the Contra Costa Water District (District) at 6:30 p.m., at 1331 Concord Avenue, Concord, the regular meeting place of the Board.

President Borba announced that the teleconference was being held pursuant to Governor Newsom's Executive Orders. The meeting facilitation procedure was provided.

***SAFETY BRIEFING***

Mr. Welch provided a COVID-19 safety briefing.

***ROLL CALL***

Directors Present:	Lisa M. Borba, President Connstance Holdaway, Vice President Ernesto A. Avila Bette Boatmun John A. Burgh
Directors Absent:	None
General Manager:	Stephen J. Welch
Legal Counsel:	Douglas E. Coty
District Secretary	Mary Neher
Executive Management Analyst	Jamie Elsberry

***PLEDGE OF ALLEGIANCE***

Vice President Holdaway led the pledge of allegiance.

***ADOPTION OF AGENDA***

The Board adopted the agenda by rule.

***PUBLIC COMMENT (Please observe a three-minute time limit)***

President Borba asked for public comment.

Remote public attendee, Victoria Adams, President of the East County Branch of the National Association for the Advancement of Colored People (NAACP), thanked the Board's actions regarding a recent labor complaint.

Ms. Adams acknowledged the outstanding work done by Director Boatmun and wished her well in retirement and offered the services of her office to the District if needed in the future.

**CONSENT CALENDAR**

1. Approve Directors' Service/Business and Travel Expenses
  - a. Future Services – October 2020
2. Approval of September 2, 2020 meeting minutes.
3. Approve the warrant register dated October 8, 2020.
4. Consent to Reclamation granting Easements to the Cities of Antioch and Pittsburg for a portion of Buchanan Road.

President Borba asked if anyone wanted to remove an item from the consent calendar to be separately considered. No items were removed.

President Borba asked for Board comments. There were none. President Borba asked for public comment. There were none.

**MOTION:** Boatmun/Burgh to approve the consent calendar. The motion was approved by roll-call vote (Ayes: Avila, Boatmun, Borba, Burgh, Holdaway; Noes: None; Abstain: None; Absent: None).

**ACTION**

5. Authorize execution of a services agreement with Schneider Electric/AVEVA for the Supervisory Control and Data Acquisition (SCADA) System Upgrade Project in the amount of \$1,041,818, with a 10 percent change order authority of \$104,182, for a total agreement amount not to exceed \$1,146,000.

Director of Operations and Maintenance Pete Schoemann reviewed the SCADA system that monitors and controls the District's entire treated and untreated water conveyance and storage system through a human interface software system, remote terminal units (RTU), and radio network. The SCADA system was installed in 1989 and last updated in 2009. The proposed upgrade of the human interface software system will improve reliability, modernize the hardware, and increase cyber security. An evaluation was done to compare an upgrade of the existing system versus full system replacement. The benefits, risks, and challenges for both options were provided to the Board. The District recommended an upgrade of the current system, which will require a sole source agreement with Schneider Electric/AVEVA. The upgrade project schedule was provided.

President Borba asked the Board for comments. Staff explained that the upgrade was expected to last seven to ten years depending upon software and technology advancements. The SCADA system is used internally and does not connect to outside agencies. A discussion ensued regarding the RTU battery backup and connection to on-site generators to provide power during longer power outages. Construction of new facilities that include the applicable RTU are added to the SCADA system.

President Borba asked for public comment. There were none.

**MOTION:** Avila/Boatmun to authorize execution of a services agreement with Schneider Electric/AVEVA for the Supervisory Control and Data Acquisition System Upgrade Project in the amount of \$1,041,818, with a 10

percent change order authority of \$104,182, for a total agreement amount not to exceed \$1,146,000. The motion was approved by roll-call vote (Ayes: Avila, Boatman, Borba, Burgh, Holdaway; Noes: None; Abstain: None; Absent: None).

6. Authorize the establishment of a new classification: Director of Diversity and Inclusion with a salary range of \$16,662 to \$20,121 per month, effective October 5, 2020.

Mr. Welch reviewed the importance of diversity and inclusion (D&I) that drove the creation of a new D&I department to further the District's endeavors for a more diverse workforce. Sonja Stanchina was selected as the Director of this new department, and the goals for the department were provided. The Board will be provided with updates as the program is developed. In addition to the new department, a D&I Advisory Committee was established, and a program master D&I plan will be created. Proposed policies and procedures will be brought to the Board for review. Staff training and resources will also be developed. The estimated budget was reviewed. This department will be folded into the District's future financial plan and budget cycle.

President Borba asked the Board for comments. The Board thanked Mr. Welch for the work done to develop the D&I department and program. The past affirmative action program was reviewed. The Board expressed its support for the D&I Department and program.

President Borba asked for public comment. There were none.

**MOTION:** Avila/Holdaway to authorize the establishment of a new classification: Director of Diversity and Inclusion with a salary range of \$16,662 to \$20,121 per month, effective October 5, 2020. The motion was approved by roll-call vote (Ayes: Avila, Boatman, Borba, Burgh, Holdaway; Noes: None; Abstain: None; Absent: None).

7. Receive update and adopt the recommended position on H.R. 8217.

Director of Public Affairs Jennifer Allen reviewed impacts to the state legislative session because of state Capitol closures due to COVID-19 and protests, which included a reduced number of bills passed to the Governor this year as compared to previous years. Governor Newsom signed SB 1386 regarding incorporation of fire service into the water rates and AB 992 that provides social media engagement provisions on matters falling within elected officials' jurisdictions. Although the Greenhouse Gas Reduction Fund was supposed to be the funding mechanism for the Safe and Affordable Drinking Water Fund (Drinking Water Fund), the Cap and Trade Revenue auction funds came in lower than anticipated. The state is using quarterly loans from the Underground Storage Tank Cleanup Fund to fund the Drinking Water Fund. The District will continue to monitor and provide updates. Primary legislative topics anticipated for next year include wildfire preparedness and recovery, climate change, and COVID-19 response.

Federal legislators continue to work on the next economic stimulus package in response to COVID-19. The federal legislators are focused on the 2020 election. A review of the H.R. 8217 bill to amend the Water Infrastructure Finance and Innovation Act (WIFIA) by extending the maturity date of loans up to 55 years for projects with the useful life of more than 35 years was provided, which could be a possible option for the District to consider for large projects such as the Canal Modernization Project. It was recommended for the District to take a *Support* position.

President Borba asked the Board for comments. The Board noted the potential of a professional services tax being discussed by legislators which could impact all agencies and companies that hire consultants. A

discussion ensued regarding the potential for WIFIA funds to be misused and the importance to continue to monitor the issue.

President Borba asked for public comment. There were none.

**MOTION:** Burgh/Boatmun to adopt a *Support* position on H.R. 8217. The motion was approved by roll-call vote (Ayes: Avila, Boatmun, Borba, Burgh, Holdaway; Noes: None; Abstain: None; Absent: None).

#### **REPORTS FOR DISCUSSION**

8. Committee Report(s):
  - a. Operations and Engineering Committee Post-Meeting Report (09/09/2020)
9. Schedule Future Meeting Dates and Times

Director Boatmun said she would like to participate in some of the Association of California Water Agencies Regional Virtual Webinar series.

#### **REPORTS**

10. General Manager

Mr. Welch reported several upcoming changes to the management team, which include: Executive Management Analyst Jamie Elsberry leaving on October 16; Assistant General Manager – Ron Jacobsma retirement at the end of the calendar year; the start of the recruitment for the newly opened Human Resources and Risk Manager position; and Planning Manager Fran Garland retirement at the end of the calendar year. A report was provided on this year's virtual Wellness and Safety Fair event. On October 15 the California African American Water Education Foundation will hold a webinar on the topic of Flint, Michigan, and Mr. Welch will be a panelist discussing potential hidden water quality issues in California water systems. The Board study session is scheduled on Friday, October 16. The Ad Hoc Retiree Cost of Living Adjustment (COLA) Committee will meet on October 8 to provide a review for new members regarding how to address potential future retiree COLAs. This committee will have additional meetings to develop a variety of options on handling potential future retiree COLAs and finding a sustainable approach.

11. Legal Counsel

Mr. Coty did not have a report. He commended the Board on the addition of the D&I department and congratulated Ms. Stanchina on her promotion. He also congratulated staff on their retirements and wished Ms. Elsberry well in her move out of state.

12. Board

Director Avila reported that he had met with the General Manager on September 29. He thanked the Public Affairs staff for the great video they created for the presentation of the calendar contest winners.

Director Boatmun reported that she had requested for the Lifeline Program to be added to the study session agenda. She reminded the Board to review the Board Procedures Manual before the study session. Director Burgh commended staff on the promotional video explaining the youth calendar contest.

Vice President Holdaway reported that she had met with the General Manager on September 25. She congratulated the retirees and wished Ms. Elsberry good luck on her new adventure.

President Borba reported that she had met with the General Manager on September 22, September 29, and October 6. She had attended the special Board meeting on September 23 with the full Board.

**ADJOURNMENT**

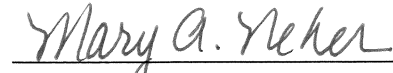
At 7:32 p.m. President Borba adjourned the meeting. The next meeting of the Board of Directors will be a study session held by teleconference at 9:00 a.m. on Friday, October 16, 2020. The next regular meeting of the Board of Directors will be on October 21, 2020 commencing at 6:30 p.m. and will be held by teleconference.



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Lisa M. Borba, President

Attest:



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Mary A. Neher, District Secretary