

CEO BULLETIN



To: Board of Directors
From: Rick L. Callender, CEO

Weeks of July 3 – July 16, 2020

Board Executive Limitation Policy EL-7:

The Board Appointed Officers shall inform and support the Board in its work. Further, a BAO shall 1) inform the Board of relevant trends, anticipated adverse media coverage, or material external and internal changes, particularly changes in the assumptions upon which any Board policy has previously been established and 2) report in a timely manner an actual or anticipated noncompliance with any policy of the Board.

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1. Delta Conveyance Project Update

Last week, the Department of Water Resources (DWR) published several new documents as a part of the Environmental Planning process on the proposed Delta Conveyance Project. Documents on Delta Conveyance Project Environmental Planning are available at:
<https://water.ca.gov/Programs/State-Water-Project/Delta-Conveyance/Environmental-Planning>.

DWR published the Scoping Summary Report, which outlines the environmental review process that DWR is undertaking on the Delta Conveyance Project and summarizes the comments received during the public scoping period. DWR will use these comments to inform their preparation of the Environmental Impact Report and what project alternatives and environmental impacts to study further. Valley Water submitted a comment letter during this scoping period and is currently reviewing the Scoping Summary Report and other comments submitted.

In compliance with the California Environmental Quality Act, DWR adopted a Final Initial Study/Mitigated Negative Declaration approving soil collection in the Delta. These soil surveys will allow a better understanding of the region's geology in order to evaluate activities such as the Delta Conveyance Project. As a part of this effort, a Mitigation Monitoring and Reporting Plan was also adopted. The investigations are set to begin Fall 2020.

Lastly, the U.S. Army Corps of Engineers informed DWR of their intent to prepare an Environmental Impact Statement under the National Environmental Policy Act on the Delta Conveyance Project. An official Notice of Intent is forthcoming.

For further information, please contact Jerry De La Piedra at (408) 630-2257.

2. Fiscal Year 2021-2025 Capital Improvement Program

The Fiscal Year (FY) 2021-2025 Five-Year Capital Improvement Program (CIP) is a projection of Valley Water's capital funding for planned capital projects from FY 2020-21 through FY 2024-25. The purpose of the CIP is to document planned Valley Water work with the larger community by aligning Valley Water planning with other local agency planning efforts. The five-year rolling CIP is developed in alignment with the annual budget process.

The Draft CIP was presented to the Board February 25, 2020 Board Meeting, the Final FY2021-25 Five-Year Capital Improvement Program was approved for release on June 30, 2020 and is included in the July 10, 2020 Board Non-Agenda Packet.

For further information, please contact Melanie Richardson at (408) 630-2035.

3. Information Technology Update

The Information Technology (IT) Division has been working diligently to support the transition from working with technology in an office setting to working with technology in an offsite setting for Valley Water employees. We have worked to find a way to deploy computer hardware and technology in a fast and efficient manner so that Valley Water staff can work offsite with the least amount of technical issues.

During the county's shelter in place order, IT deployed various types of laptops, tablets, cell phones, wireless hot spots, and end point protections. IT integrated the use of DocuSign and Zoom to use districtwide as tools to use while complying with social distancing and to allow the least amount of workflow complications. Valley Water has embraced the use of Zoom and in just in the month of June 2020, created 1,676 meetings, using 578,205 minutes. IT also continues to provide end user support and within the month of June 2020, closed over 900 service requests and completed the modernization of our Anti-Virus and Anti-Malware platforms with an almost entirely remote workforce.

Since March 16, 2020 to date, IT has deployed the following hardware, software and tools to Valley Water employees. We will continue to strive to provide the best IT support to all divisions.

Type of Product	Quantity
Laptops:	315
Tablets:	100
Cell Phones:	117
Hot Spots:	17
Zoom Meetings Created:	5,450
Zoom Meeting Minutes:	2,107,838
Zoom Usage Participants:	48,700
DocuSign Licenses Issued:	113
TIS (Technical Infrastructure Services) IT Help Tickets Closed:	3,225
SS (Software Services) IT Help Tickets Closed:	241
End Point Protection for Computers Installed with Sophos:	1,530
End Point Protection for Computers Installed with Cortex:	1,398

For further information, please contact Mike Cook at (408) 630-2424.

4. Pollution Prevention Hotline Fiscal Year 2020 Review

In the mid-1990s Valley Water established a Pollution Prevention Hotline to allow the public, other local agencies, and Valley Water staff to report discharges, or illegal dumping, either directly into waterways, or that threaten waterways within Santa Clara County. In the early 2000s, the Pollution Prevention Hotline was incorporated under the Clean, Safe Creeks Program, and subsequently carried over to the current Safe, Clean Water and Natural Flood Protection Program, within Project B5 – Hazardous Material Management and Response. This project allows Valley Water to continue providing the Pollution Prevention Hotline number to report hazardous materials spills 24 hours a day, 7 days a week. For incidents that are determined to be outside of Valley Water's jurisdiction, the appropriate agencies are alerted.

During FY2020, a total of 85 calls were received on the Pollution Prevention Hotline. 41 calls came in from the general public, 29 calls were from Valley Water staff, and 15 calls originated from other local agencies. 47 of the reported incidents fell within Valley Water's jurisdiction, i.e., within fee title or easement. 31 of the incidents resulted in the creation of Access Valley Water cases to resolve dumped trash, encampment debris, and graffiti issues. Five incidents occurred at Valley Water reservoirs or waterways whereby a vehicle or watercraft was extracted from the waterbody.

For further information, please contact Tina Yoke at (408) 630-2385.

5. Rinconada Water Treatment Plant Reliability Improvement Project Safety Update

Valley Water is working closely with Rinconada Water Treatment Plant Reliability Improvement Project contractors and consultants to ensure that the required protective measures, as prescribed by the California Division of Occupational, Safety and Health, Cal/OSHA, are deployed for control of hazardous energy associated with the installation of new machinery and equipment. One of the requirements is to draft machine/equipment specific energy isolation procedures to safely isolate hazardous energy during servicing and maintenance work. The energy control procedures identify the type and magnitude of the hazardous energy, and the means and methods that will be used to protect employees during servicing or maintenance operations.

Valley Water began by having project consultants create a list of all applicable machines and equipment installed during phases 1 & 2 of the project. Once the list was created, Valley Water

began site visits to inspect and analyze each machine and piece of equipment identified to document requirements needed to create the procedures. The contractor supported Valley Water by attending the site walks and identifying all energy isolation points for the machines and equipment. For ease of understanding, the procedures include photographic images of energy isolation points, lists the type and magnitude of the energy source, and provides steps for safely performing the shut-down, isolation, and verification of zero energy state. Valley Water has already completed some procedures and will continue to create the remaining procedures for the identified machines and equipment. All required energy isolation procedures, associated with these phases, are targeted for completion by the end of the commissioning phase, which is expected to be in the September-October 2020 time frame.

For further information, please contact Tina Yoke at (408) 630-2385.

6. Sources of Greenhouse Gas Emissions

This informational item is to provide further clarification and additional information on the sources of Greenhouse Gas (GHG) emissions discussed at the June 9, 2020 Valley Water Board meeting, regarding progress towards carbon neutrality by 2020.

The GHG emission reduction framework, originally presented to the Board on March 26, 2013, accounts for direct emissions from fuel uses from fleet, generators and refrigerants; indirect emissions from the purchase of electricity and natural gas from both Pacific Gas & Electricity and the Power and Water Resources Pooling Authority. Other indirect emissions include emissions related to conveying water from the State Water Project to Santa Clara County and emissions related to employee commutes and business travel.

The Year 2020 estimates presented to the Board did not reflect lower emissions related to reduced fuel or natural gas uses from the fleet, reduced employee commutes or business travels due to Valley Water's response to the Santa Clara County's shelter-in-place order initiated on March 16, 2020. Valley Water will update the Board on the actual Year 2020 emissions when that data becomes available.

For further information, please contact Bhavani Yerrapotu at (408) 630-2735.

7. Valley Water partners with City of San José Public Library (Bascom Branch) to Offer a Virtual Water Conservation Workshop

Valley Water provides year-round educational workshops and trainings to further water conservation awareness and program participation in Santa Clara County. On July 9, 2020, in partnership with the City of San José Public Library (Bascom Branch Library), Valley Water hosted its first virtual water conservation workshop, "Water Conservation in the Vegetable Garden with Valley Water!".

This workshop served as a primer on water conservation in the vegetable garden, connecting Santa Clara County residents with education and rebate information on efficient irrigation equipment, rainwater capture, and graywater use to safely get more out of their gardens with less water. Valley Water collaborated with San José Public Library to promote this event.

The workshop was recorded and will be available online at www.valleywater.org by August 1, 2020.

For further information, please contact Jerry De La Piedra at (408) 630-2257.

8. Valley Water's Signage Scavenger Hunt Launches on July 16, 2020

On July 16, 2020, Valley Water will launch the "Great Sign Hunt 2020" campaign, a 3-month outdoor scavenger hunt in partnership with the Silicon Valley Bicycle Coalition (SVBC), to inventory the location and condition of Valley Water signs. The scavenger hunt will encourage SVBC members and Santa Clara County residents to get outdoors and discover Valley Water signs throughout the county, with the goal of inventorying 18,000 signs. Biking and walking outdoors for exercise is allowed as an outdoor recreational activity under the current public health orders, and participants are encouraged to stay safe and follow all public health orders including social distancing and wearing a mask. The scavenger hunt is expected to run through October 15, 2020 with the duration dependent on public health orders related to the COVID-19 pandemic.

A majority of Valley Water areas that are managed by Santa Clara County Parks have reopened with updated COVID-19 signage and County parks have reported a significant increase in usership. The campaign includes expanded outreach by Valley Water and SVBC which includes e-blasts to stakeholders, targeted multilingual outreach, a promotional video and social media posts throughout the 3-month campaign.

To participate in the scavenger hunt, individuals must register for the event from the website below, sign a waiver and download the Survey123 app where they can capture and submit the photo and condition of the sign. The app will automatically record the location of the sign. There is also a real-time GIS map to track individual progress as well as grand prizes and monthly prizes to keep participants motivated.

A two-week pilot scavenger hunt was completed last Fall 2019 and participants recorded 1,521 signs. Feedback from the pilot and an expanded outreach plan was incorporated to the implementation and outreach of this 3-month scavenger hunt. Valley Water will evaluate the information collected and the data will be used for signage tracking and replacement prioritization efforts.

For more information on the Great Sign Hunt 2020, including how to register, prize information and eligibility, please visit the event page on SVBC's website: <https://bikesiliconvalley.org/valley-water-great-sign-hunt-2020/>

For further information, please contact Marta Lugo at (408) 646-7441.

9. Kremen

**Prepare a water rate letter similar to the one sent by CFO Darin Taylor, to be sent to the Cities and Councils within his District.
I-20-0012**

On June 24, 2020, Valley Water prepared and sent letters to the Mayors and Councilmembers within the Board's seven districts to announce the Board's decision not to raise water rates.

For further information, please contact Rachael Gibson at (408) 781-4739.

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