

**MINUTES OF THE EXECUTIVE COMMITTEE MEETING OF THE
BOARD OF TRUSTEES OF JORDAN VALLEY WATER CONSERVANCY DISTRICT**

(Unapproved and subject to change)

Held September 13, 2021

The Executive Committee meeting of the Board of Trustees of the Jordan Valley Water Conservancy District was held in person and electronically on Monday, September 13, 2021, at 3:53 p.m. at JVVCD's office located at 8215 South 1300 West, West Jordan, Utah.

This meeting was conducted electronically in accordance with the Utah Open and Public Meetings Act (Utah Code Ann. (1953) §§ 52-4-1 et seq.) and Chapter 7.12 of the Administrative Policy and Procedures Manual ("Electronic Meetings").

Trustees Present:

Corey L. Rushton, Chair (electronically)
Gregory R. Christensen
A. Reed Gibby
Karen D. Lang
Sherrie L. Ohrn
Dawn R. Ramsey (electronically)
Lyle C. Summers
John H. Taylor (electronically)
Barbara L. Townsend (electronically)

Staff Present:

Bart Forsyth, General Manager/CEO
Matt Olsen, Assistant General Manager
Alan Packard, Assistant General Manager
Shazelle Terry, Assistant General Manager
Gordon Batt, Operations Department Manager
Jason Brown, Information Systems Department Manager
Brian Callister, Maintenance Department Manager
Shane Swensen, Engineering Department Manager
David Martin, CFO/Treasurer
Reid Lewis, General Counsel
Brian McCleary, Controller (electronically)
Kurt Ashworth, Human Resources Manager
Linda Townes Cook, Public Information Manager (electronically)
Beverly Parry, Executive Assistant
Jess Morgan, Administrative Assistant
Marty Feil, Database Administrator (electronically)

Others Present

Bryon Elwell, Director, ABSG Consulting (electronically)
Josh Zimmerman (electronically)

Welcome

Ms. Karen D. Lang, Vice Chair, called the meeting to order at 3:53 p.m. All trustees were present either in person or electronically.

**Review agenda
for September
15, 2021, Board
meeting**

Ms. Lang asked Mr. Bart Forsyth, General Manager, to proceed with the review of the proposed agenda. Mr. Forsyth reviewed the proposed agenda for the September 15, 2021, Board of Trustees meeting. Some of the topics for discussion and consideration for the Board meeting included: consider approval of minutes of the Executive Committee meeting held

August 9, 2021, the regular Board meeting and Public Hearing held August 11, 2021, and the Trustees' expenses report for August 2021; consider approval of engineering contract for the 5200 West 6200 South reservoir; consider approval of a water purchase agreement with Bluffdale City; consider approval of expenditure for two new GPS units for the Inspection and Location Section; consider adoption of Resolution No. 21-15, "Amending Jordan Valley Water Conservancy District's Policy Manual; report on disposal of surplus property for fiscal year 2020/2021; core mission reports; standing committee reports; and various routine reporting items. A closed session was proposed to discuss information provided during procurement process and sale or purchase of real property and/or water rights or water shares.

Discuss remote work policy

Ms. Shazelle Terry, Assistant General Manager, reported on the District's proposed remote work policy. She presented changes to the policy that were suggested by the Board at the August Executive Committee meeting which included: addressing employee availability to both employees and customers, equipment use having a reliable internet connection, and ensuring a secure wireless connection. There was no additional discussion or suggestions from the Board. Ms. Terry said the policy would be presented for approval at the regular September Board meeting.

Discuss update to Strategic Plan

Mr. Bart Forsyth, General Manager, reported on the District's previous work on Strategic Planning that began in 2008 and was guided by a framework created by the EPA called Effective Utility Management (EUM). EUM outlines the Ten Attributes of Effectively Managed Utilities, which are reflected in the District's monthly performance indicators report. The EPA has since updated the guidance materials for EUM, prompting a need to reevaluate the District's Strategic Plan.

Mr. Matt Olsen, Assistant General Manager, presented information on the District's current Strategic Plan, which was last updated in January of 2014. He listed several trending items, such as water scarcity and higher population density, that need to be considered for the Strategic Plan. He said the updated Strategic Plan would look at the most critical areas of focus the District needs to plan for in next five to ten years. Mr. Olsen discussed the importance of the EUM Primer, which has a self-assessment tool that rates the District on each of the ten EUM attributes. He outlined various milestones and opportunities to get feedback from the Board, including the Plan Introduction, Objectives and Priorities, Performance Measures, Draft Plan, and Final Plan.

Mr. Lyle Summers commended the District's efforts in creating and implementing a Strategic Plan based on the EUM framework.

Discuss JWCDC Hazard Mitigation Plan

Mr. Alan Packard, Assistant General Manager, reported on the District's Hazard Mitigation Plan (Plan). He said a consulting engineer was hired in March to assist the District in preparing the Plan. The purpose of the Plan is to identify a broad spectrum of natural hazards and the District's system vulnerability to those hazards. He said the process included inventorying over 100 facilities/assets and identifying and prioritizing the most critical assets which are vulnerable to natural hazards. Twenty assets were

prioritized and five of those were identified as the top relative risks: Jordan Aqueduct (Reaches 1-4), JWVTP, JWVTP 8 MG Reservoir, JWVTP 1 MG Reservoir, and Old Bingham 3 MG Tank. Mr. Packard reviewed the total estimated mitigation costs for these five projects. He said the draft Plan has been submitted to the Utah Department of Emergency Management (DEM) and DEM has submitted the draft Plan to FEMA. Mr. Packard said that members of the public with questions or comments about the Plan can contact the JWVVD Project Manager Marcelo Anglade. He said that staff intends to submit an application for FEMA BRIC grant funding for a mitigation project identified in the Plan. Formal adoption of the Plan by resolution is planned for the November Board meeting.

Adjourn

Ms. Lang called for a motion to adjourn. Mr. Greg Christensen moved to adjourn. Following a second by Ms. Barbara Townsend, the meeting adjourned at 4:42 p.m.

Corey L. Rushton, Chair of the Board of Trustees

Barton A. Forsyth, District Clerk