

REVISED AGENDA

NOTICE OF REGULAR MEETING

TIME: 6 p.m.

DATE: Tuesday, January 17, 2023

PLACE: Regular Meeting Place
7051 Dublin Boulevard, Dublin, CA
www.dsrds.com

The Boardroom is open to the public during open session. Due to the COVID-19 pandemic, meeting attendees are required to conduct a self-screening before entering District facilities. Face coverings are optional.

Agenda revised after publication to revise attachment of Item 8.E.

Our mission is to protect public health and the environment by providing reliable and sustainable water, recycled water, and wastewater services in a safe, efficient, and fiscally responsible manner.

1. CALL TO ORDER
2. PLEDGE TO THE FLAG
3. ROLL CALL – Members: Goel, Halket, Johnson, Vonheeder-Leopold
4. SPECIAL ANNOUNCEMENTS/ACTIVITIES
 - 4.A. New Employee Introductions
5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC)

At this time those in the audience are encouraged to address the Board on any item of interest that is within the subject matter jurisdiction of the Board and not already included on tonight’s agenda. Comments should not exceed five minutes. Speaker cards are available from the District Secretary and should be completed and returned to the Secretary prior to addressing the Board. The President of the Board will recognize each speaker, at which time the speaker should proceed to the lectern, introduce him/herself, and then proceed with his/her comment. Written comments received by 3 p.m. on the day of the meeting will be provided to the Board.
6. AGENDA MANAGEMENT (CONSIDER ORDER OF ITEMS)
7. CONSENT CALENDAR

Matters listed under this item are considered routine and will be enacted by one Motion, in the form listed below. There will be no separate discussion of these items unless requested by a Member of the Board or the public prior to the time the Board votes on the Motion to adopt.

 - 7.A. Approve Regular Meeting Minutes of December 20, 2022
Recommended Action: Approve by Motion
 - 7.B. Approve Revised Health Insurance Contribution for Calendar Year 2023 for Stationary Engineers Local 39, International Federation of Professional and Technical Employees, Local 21, Mid-Management Employees Bargaining Unit, Unrepresented Employees, the General Manager, and Board of Directors
Recommended Action: Approve by Resolutions (2)

- 7.C. Approve the Third Amendment to the Agreement for Treasurer Services with the Livermore-Amador Valley Water Management Agency (LAVWMA) to Assign DSRSD's Financial Services Manager as LAVWMA's Assistant Treasurer, and Authorize the General Manager to Execute the Amendment and Future Amendments Regarding Changes in Staff
Recommended Action: Approve and Authorize by Motion

8. BOARD BUSINESS

- 8.A. Approve Proclamation Honoring Former Board Director Marisol Rubio
Recommended Action: Approve by Motion
- 8.B. Receive Presentation on District's Water Conservation Status and Provide Direction
Recommended Action: Receive Presentation and Provide Direction
- 8.C. Receive Informational Update on DSRSD•EBMUD Recycled Water Authority (DERWA) Activities
Recommended Action: Receive Update
- 8.D. Discuss and Approve Board Committee and Joint Powers Authority Assignments for Calendar Year 2023
Recommended Action: Discuss and Approve by Motion
- 8.E. Review Qualified Division 1 Director Applicants and Determine Applicants to Invite to Interview for Consideration of Appointment to Fill the Board Vacancy
Recommended Action: Review and Approve by Motion

9. REPORTS

9.A. Boardmember Items

- 9.A.1. Joint Powers Authority and Committee Reports
9.A.2. Submittal of Written Reports for Day of Service Events Attended by Directors
9.A.3. Request New Agenda Item(s) Be Placed on a Future Board or Committee Agenda

9.B. Staff Reports

- 9.B.1. Event Calendar
9.B.2. Correspondence from the Board

10. ADJOURNMENT

All materials made available or distributed in open session at Board or Board Committee meetings are public information and are available for inspection during business hours by calling the District Secretary at (925) 828-0515. A fee may be charged for copies. District facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Secretary as soon as possible, but at least two days prior to the meeting.

**DUBLIN SAN RAMON SERVICES DISTRICT
MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS**

December 20, 2022

1. CALL TO ORDER

A regular meeting of the Board of Directors was called to order at 6:02 p.m. by President Halket.

2. PLEDGE TO THE FLAG

3. ROLL CALL

Boardmembers present at start of meeting:

President Richard M. Halket, Director Arun Goel, and Director Georgean M. Vonheeder-Leopold.

Director Ann Marie Johnson was absent.

District staff present: Dan McIntyre, General Manager; Jan Lee, Assistant General Manager; Herman Chen, Financial Services Manager; Steve Delight, Engineering Services Director/District Engineer; Jeff Carson, Operations Director; Douglas E. Coty, General Counsel; and Nicole Genzale, Executive Services Supervisor/District Secretary.

4. BOARD ORGANIZATION

4.A. Selection of President and Vice President of the Board of Directors for 2023

President Halket introduced the item and opened the floor for nominations for the 2023 Board of Directors President and Vice President.

Director Goel MOVED to Nominate and Approve the Selection of Director Vonheeder-Leopold as President of the Board of Directors for 2023. President Halket SECONDED the MOTION, which CARRIED with THREE AYES and ONE ABSENT (Johnson).

Director Goel MOVED to Nominate and Approve the Selection of Director Ann Marie Johnson as Vice President of the Board of Directors for 2023. President Halket SECONDED the MOTION, which CARRIED with THREE AYES and ONE ABSENT (Johnson).

Director Halket passed the gavel to President Vonheeder-Leopold who then presided over the remainder of the meeting. President Vonheeder-Leopold thanked Director Halket for a job well done during a challenging year and presented him with an engraved plaque on behalf of the Board and staff that read "In Sincere Appreciation for your Dedicated Service as President of the Board of Directors in 2022 and Your Steadfast Leadership During the Third Year of the 2020 Drought and the Coronavirus Pandemic."

5. SPECIAL ANNOUNCEMENTS/ACTIVITIES – None

6. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:07 p.m. No public comment was received.

7. AGENDA MANAGEMENT (CONSIDER ORDER OF ITEMS) – No changes were made.

8. CONSENT CALENDAR

Director Halket MOVED for approval of the items on the Consent Calendar. Director Goel SECONDED the MOTION, which CARRIED with THREE AYES and ONE ABSENT (Johnson).

- 8.A. Regular Meeting Minutes of December 6, 2022 – Approved
- 8.B. Approve Amendment to the Capital Improvement Program Ten-Year Plan and Two-Year Budget to Increase the Primary Sedimentation Expansion and Improvements Project (CIP 17-P004) Budget – Approved – Resolution No. 60-22
- 8.C. Approve New Job Description and Salary Range for Special Assistant to the General Manager – Approved – Resolution No. 61-22
- 8.D. Approve Resolution for Terms and Conditions, Salary, and Benefits of Unrepresented Manager, Professional, Technical, Administrative and Confidential Employees, and Unrepresented Senior Managers and Rescind Resolution No. 7-22 and Incorporate Resolution No. 31-22 – Approved – Resolution No. 62-22
- 8.E. Adopt Pay Schedule in Accordance with California Code of Regulations, Title 2, Section 570.5, Requirement for a Publicly Available Pay Schedule and Rescind Resolution No. 16-22 – Approved – Resolution No. 63-22

9. BOARD BUSINESS

- 9.A. Accept Annual Comprehensive Financial Report with Independent Auditor's Report for Fiscal Year Ended June 30, 2022 and Memorandum on Internal Control and Required Communications for Fiscal Year Ended June 30, 2022

Financial Services Manager Chen reviewed the item for the Board. He introduced Mr. David Alvey, CPA - Vice President (Audit) from Maze and Associates, the firm that conducted the annual audit. Mr. Alvey provided an overview of the District's audit and reported the District received a clean opinion which is the highest level of assurance that an agency can receive. He pointed out that lease receivables (cell phone tower leases) were added to the Comparative Statement of Net Position (page 24 of the report) this year. He acknowledged the efforts of the Financial Services staff and conveyed his confidence that the report will again earn the Government Finance Officers Association's excellence in financial reporting program certificate. The Board thanked staff for a job well done.

Director Halket MOVED to Accept Annual Comprehensive Financial Report with Independent Auditor's Report for Fiscal Year Ended June 30, 2022 and Memorandum on Internal Control and Required Communications for Fiscal Year Ended June 30, 2022. Director Goel SECONDED the MOTION, which CARRIED with THREE AYES and ONE ABSENT (Johnson).

- 9.B. Discuss Board Committees and Joint Powers Authority Assignments for Calendar Year 2023 and Provide Input

President Vonheeder-Leopold introduced the item and requested input from the Directors on their assignments for the next year. Director Halket stated he is satisfied with his current assignments but can be flexible filling in on either of the Joint Powers Authorities since the Board currently has a vacancy. Director Goel expressed interest in being placed on the Zone 7 Water Agency Liaison Committee. President Vonheeder-Leopold stated she will also obtain Vice President Johnson's input and present the proposed assignments at the next Board meeting.

- 9.C. Discuss Options for Filling a Board of Directors Vacancy and Provide Direction

Executive Services Supervisor/District Secretary Genzale reviewed the item for the Board. The Board and staff discussed the options presented. The Board directed staff to move forward with Option #2 and directed staff to include a vacancy announcement in the January 3, 2023 edition of the DSRSD Pipeline newsletter.

Speaker: Mr. Dinesh Govindarao (San Ramon resident) – Mr. Govindarao addressed the Board and stated that he is a long-time San Ramon resident living in the Dougherty Valley and is interested in applying for the vacant Division 1 Director seat.

Director Goel stated for full disclosure that he has endorsed Mr. Govindarao in the past.

Director Halket MOVED to Accept the Declaration of a Board of Directors Vacancy for Division 1 Created by the Resignation of Vice President Marisol Rubio, and Directed Staff to Take Steps to Fill the Vacancy Using Option #2 – Proceed with an Application and Interview Process with Qualified Citizens of the District, and Make an Appointment Based on the Results of a Formal Process – and Put a Vacancy Announcement in the January 3, 2023 DSRSD Pipeline Newsletter and Post the Application Immediately on the DSRSD Website. Director Goel SECONDED the MOTION, which CARRIED with THREE AYES and ONE ABSENT (Johnson).

10. REPORTS

- 10.A. Boardmember Items

10.A.1. Joint Powers Authority and Committee Reports – None

10.A.2. Submittal of Written Reports for Day of Service Events Attended by Directors

Director Halket wished everyone Happy Holidays and thanked staff for their hard work this year.

Director Goel wished everyone Happy Holidays and expressed that he has enjoyed the past two years at the District. He acknowledged the warm-hearted, focused, super top-notch, and talented District staff. He complimented the DSRSD leadership and stated he is very proud to be a part of the organization. He also encouraged everyone to ask for rain!

Director Vonheeder-Leopold submitted written reports to Executive Services Supervisor/District Secretary Genzale. She reported that she attended the Alameda County Special Districts Association chapter meeting and the California Association of Sanitation Agencies Board of Directors Committee teleconference meeting on December 14. She summarized the activities and discussions at the meetings.

10.A.3. Request New Agenda Item(s) Be Placed on a Future Board or Committee Agenda – None

10.B. Staff Reports

10.B.1. Event Calendar – Staff reported on the following:

- The January 3, 2023 Board meeting will be cancelled due to lack of business items. The next Board meeting will be held on January 17, 2023.

10.B.2. Correspondence from the Board – None

11. ADJOURNMENT

President Vonheeder-Leopold adjourned the meeting at 6:38 p.m.

Submitted by,

Nicole Genzale, CMC
Executive Services Supervisor/District Secretary



TITLE: Approve Revised Health Insurance Contribution for Calendar Year 2023 for Stationary Engineers Local 39, International Federation of Professional and Technical Employees, Local 21, Mid-Management Employees Bargaining Unit, Unrepresented Employees, the General Manager, and Board of Directors

RECOMMENDATION:

Staff recommends the Board of Directors approve, by two (2) separate Resolutions, a revised health insurance premium contribution for the period of March 1, 2023 to December 31, 2023 for Stationary Engineers, Local 39 (Local 39), International Federation of Professional and Technical Employees, Local 21 (Local 21), Mid-Management Employees Bargaining Unit (MEBU), Unrepresented Senior Managers and Unrepresented Management, Professional, Technical, Administrative, and Confidential Employees, the General Manager, and the Board of Directors.

DISCUSSION:

At the regularly scheduled Board of Directors meeting on August 16, 2022, the Board approved, by resolution, the health insurance premium contributions for calendar year 2023 for all employees and the Board of Directors. Each year the District’s health insurance premium contribution is calculated in accordance with the contractual requirements of labor contracts (MOUs), the Board resolution for salary and benefits for Unrepresented Employees, and the General Manager’s Personal Services Agreement (PSA). The language in the MOUs, salary and benefits resolution, and PSA, stipulate that the District’s monthly health insurance premium contribution be rounded up to the next whole dollar. Due to an administrative error, the contribution amounts approved by Resolution No. 45-22 (all employees) and Resolution No. 49-22 (Board of Directors), were not rounded up as specified by the MOUs, PSA, and Board resolutions. Therefore, in order to make this correction in the CalPERS system, new resolutions approving the revised, rounded contribution amounts are required to be approved by the Board and submitted to CalPERS, in accordance with Section 22892 of the Public Employees, Medical and Hospital Care Act.

In accordance with Board Resolution No. 35-19, the Board shall set, by resolution, the health insurance premium contribution for Boardmembers to be equal to the health insurance premium contribution amount for active employees, provided the contribution amounts for all active employees in all bargaining groups are equal.

The District’s revised, rounded monthly health insurance premium contribution for all employees and Board members is as follows:

- Employee Only: \$886
- Employee plus one dependent: \$1,771
- Employee plus two or more dependents: \$2,303

For all employees and Boardmembers, the District will administratively ‘pick up’ the difference in the actual versus rounded employer’s share of the health insurance premium costs for the months of January and February 2023 in order to comply the contractual obligations under the MOUs, salary and benefits resolution, and PSA. This amount is estimated to be \$150 for the months of January and February, based on current enrollment information. Given current enrollment levels for all employees and Boardmembers, the revised health insurance premium contributions will result in an annual increase of approximately \$900 over the original, estimated cost.

CalPERS requires that the District submit a separate resolution for each District health contract account. Thus, this item includes two resolutions, one for the Employee health contract account (PEMHCA CalPERS Health Contract) and one for the Boardmember health contract account (PEMHCA Non-CalPERS Health Contract).

Originating Department: Administrative Services	Contact: S. Koehler/C. Atwood	Legal Review: Not Required
Financial Review: Not Required	Cost and Funding Source: FYE 2023 Operating Budget – One time catch up cost of \$150 and \$900/year thereafter	
Attachments: <input type="checkbox"/> None <input checked="" type="checkbox"/> Resolutions (2) <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)		

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT FIXING THE EMPLOYER CONTRIBUTION AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT FOR STATIONARY ENGINEERS LOCAL 39, INTERNATIONAL FEDERATION OF PROFESSIONAL AND TECHNICAL EMPLOYEES, LOCAL 21, MID-MANAGEMENT, UNREPRESENTED EMPLOYEES, AND GENERAL MANAGER

WHEREAS, the Dublin San Ramon Services District is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act"); and

WHEREAS, Government Code Section 22892(a) provides that a contracting agency subject to the Act shall fix the amount of the employer contribution by resolution; and

WHEREAS, Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; and

WHEREAS, the International Federation of Professional and Technical Employees, Local 21 ("Local 21"), the Mid-Management Employees Bargaining Unit ("MEBU"), the Stationary Engineers, Local 39 ("Local 39") have met in good faith and agreed to labor contracts effective December 13, 2021 through December 21, 2025; and

WHEREAS, the Unrepresented Senior Management and Unrepresented Management, Professional, Technical, Administrative, and Confidential employees are provided salary and benefits by Board Resolution No. 62-22 in place which include provisions for monthly health benefit contributions through calendar year 2025; and

WHEREAS, the General Manager has a Personal Services Agreement in place which includes a provision for monthly health benefit contributions through calendar year 2025; and

WHEREAS, the specific language of these labor and employment agreements establishes the employer's monthly health benefit contribution effective March 1, 2023.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT, a public agency located in the Counties of Alameda and Contra Costa, California, as follows:

1. The employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of their enrollment, including the enrollment of eligible family members, in a health benefit plan or plans, effective on March 1, 2023, up to a maximum of:

Medical Group	Monthly Employer Contribution		
	Single	Two-Party	Family
002 Mid-Management Monthly	\$886	\$1,771	\$2,303
003 Unrepresented Senior Management Monthly	\$886	\$1,771	\$2,303
004 Unrepresented Management, Professional, Technical, Administrative, and Confidential Monthly	\$886	\$1,771	\$2,303
005 Local 39 Monthly	\$886	\$1,771	\$2,303
011 Local 21 Monthly	\$886	\$1,771	\$2,303
013 General Manager Monthly	\$886	\$1,771	\$2,303
007 Mid-Management Hourly	\$443	\$885.50	\$1,151.50
008 Unrepresented Senior Management Hourly	\$443	\$885.50	\$1,151.50
009 Unrepresented Management, Professional, Technical, Administrative, and Confidential Hourly	\$443	\$885.50	\$1,151.50
010 Local 39 Hourly	\$443	\$885.50	\$1,151.50
012 Local 21 Hourly	\$443	\$885.50	\$1,151.50

Plus, administrative fees and Contingency Reserve Fund assessments and be it further resolved;

2. Dublin San Ramon Services District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further resolved;
3. The participation of the employees and annuitants of Dublin San Ramon Services District shall be subject to determination of its status as an “agency or instrumentality of the state or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Dublin San Ramon Services District would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, the California Public Employees’ Retirement System (CalPERS) may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further resolved;
4. The executive body appoint and direct, and it does hereby appoint and direct, Nicole Genzale, District Secretary, to file with the Board a verified copy of this resolution, and to

Res. No. _____

perform on behalf of Dublin San Ramon Services District all functions required of it under the Act.

ADOPTED by the Board of Directors of Dublin San Ramon Services District, a public agency in the State of California, Counties of Alameda and Contra Costa, at its regular meeting held on the 17th day of January, 2023, and passed by the following vote:

AYES:

NOES:

ABSENT:

Georgan M. Vonheeder-Leopold, President

ATTEST: _____
Nicole Genzale, District Secretary

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT FIXING THE EMPLOYER CONTRIBUTION AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS UNDER THE PUBLIC EMPLOYEES’ MEDICAL AND HOSPITAL CARE ACT FOR BOARD OF DIRECTORS

WHEREAS, the Dublin San Ramon Services District is a contracting agency under Government Code Section 22920 and subject to the Public Employees’ Medical and Hospital Care Act (the “Act”); and

WHEREAS, Government Code Section 22892(a) provides that a contracting agency subject to the Act shall fix the amount of the employer contribution by resolution; and

WHEREAS, Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; and

WHEREAS, in accordance with Board Resolution No. 35-19, the Board of Directors’ monthly health benefit contribution amounts are set equal to the monthly health benefit contribution amounts for active employees, provided the contribution amounts for all active employees in all bargaining groups are equal; and

WHEREAS, the contribution amounts for all active employees in all bargaining groups are equal for calendar year 2023.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT, a public agency located in the Counties of Alameda and Contra Costa, California, as follows:

1. The employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of their enrollment, including the enrollment of eligible family members, in a health benefits plan or plans, effective March 1, 2023, up to a maximum of:

Medical Group	Monthly Employer Contribution		
	Single	Two-Party	Family
700 Board of Directors (NPERS)	\$886	\$1,771	\$2,303

Plus, administrative fees and Contingency Reserve Fund assessments and be it further resolved;

2. Dublin San Ramon Services District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further resolved;

Res. No. _____

3. The participation of the employees and annuitants of Dublin San Ramon Services District shall be subject to determination of its status as an “agency or instrumentality of the state or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Dublin San Ramon Services District would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, the California Public Employees’ Retirement System may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further resolved;
4. The executive body appoint and direct, and it does hereby appoint and direct, Nicole Genzale, District Secretary, to file with the Board a verified copy of this resolution, and to perform on behalf of Dublin San Ramon Services District all functions required of it under the Act.

ADOPTED by the Board of Directors of Dublin San Ramon Services District, a public agency in the State of California, Counties of Alameda and Contra Costa, at its regular meeting held on the 17th day of January, 2023, and passed by the following vote:

AYES:

NOES:

ABSENT:

Georgean M. Vonheeder-Leopold, President

ATTEST: _____
Nicole Genzale, District Secretary



TITLE: Approve the Third Amendment to the Agreement for Treasurer Services with the Livermore-Amador Valley Water Management Agency (LAVWMA) to Assign DSRSD’s Financial Services Manager as LAVWMA’s Assistant Treasurer, and Authorize the General Manager to Execute the Amendment and Future Amendments Regarding Changes in Staff

RECOMMENDATION:

Staff recommends the Board of Directors approve, by Motion, the Third Amendment to the Agreement for Treasurer Services with the Livermore-Amador Valley Water Management Agency (LAVWMA) to assign DSRSD’s Financial Services Manager as LAVWMA’s Assistant Treasurer and authorize the General Manager to execute the amendment, and any future amendments, regarding changes in staff.

DISCUSSION:

On June 23, 2011, the District entered into an Agreement for Treasurer Services with LAVWMA to provide the Treasurer-Auditor function for LAVWMA and to name Lori Rose, a former employee of DSRSD, as LAVWMA’s Treasurer. The Treasurer function includes keeping the accounting records for LAVWMA up to date, providing accounting reports as needed, and generally acting on behalf of LAVWMA for any financial matters. Since then, the agreement has been amended two times. The First Amendment dated October 16, 2013, designated DSRSD’s former Treasurer John Archer as LAVWMA’s Treasurer, and the Second Amendment dated November 17, 2016, designated DSRSD’s current Treasurer Carol Atwood as LAVWMA’s Treasurer upon Mr. Archer’s retirement.

This Third Amendment assigns DSRSD’s Financial Services Manager Herman Chen to serve as LAVWMA’s Assistant Treasurer to support investment efforts and add additional backup and segregation of duties. The remaining terms of the Agreement remain unchanged.

Originating Department: Office of the General Manager	Contact: C. Atwood	Legal Review: Not Required
Financial Review: Not Required	Cost and Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 – Third Amendment to the Agreement for Treasurer Services	
		13 of 50

THIRD AMENDMENT TO THE AGREEMENT FOR TREASURER SERVICES

THE THIRD AMENDMENT TO THE AGREEMENT FOR TREASURER SERVICES (“Third Amendment”) is entered into and effective as of the 16th day of November, 2022 by and between the LIVERMORE-AMADOR VALLEY WATER MANAGEMENT AGENCY (“LAVWMA”) and DUBLIN SAN RAMON SERVICES DISTRICT (“DSRSD”).

RECITALS

WHEREAS, LAVWMA is a joint powers agency comprised of the cities of Livermore and Pleasanton and the Dublin San Ramon Services District (“Member Agencies”);

WHEREAS, the Member Agencies are parties to that certain Amended and Restated Joint Exercise of Powers Agreement for the Livermore-Amador Valley Water Management Agency dated July 21, 1997 (“JPA”);

WHEREAS, Paragraph 10.1 of the JPA provides that (a) any consultant or employee of LAVWMA may also be a consultant or employee of any of the Member Agencies, (b) if any officer, agent, or employee of a Member Agency performs services for LAVWMA, the manner of reimbursing the Member Agency for such services shall be governed by contract, and (c) the appointment by LAVWMA of an employee of a Member Agency to perform services for LAVWMA shall be sufficient evidence that the two positions are compatible;

WHEREAS, Paragraph 10.4 of the JPA provides that the LAVWMA Board shall designate a Treasurer;

WHEREAS, LAVWMA and DSRSD entered into a First Amendment of the Agreement for Treasurer Services dated October 16, 2013 (“First Amendment”) to retain John Archer, an employee of DSRSD, to serve as its Treasurer; and

WHEREAS, LAVWMA and DSRSD entered into a Second Amendment of the Agreement for Treasurer Services dated November 17, 2016 (“Second Amendment”) to retain Carol Atwood, an employee of DSRSD, to serve as its Treasurer; and

WHEREAS, the parties wish to designate Herman Chen, an employee of DSRSD, to serve as Assistant Treasurer (“Assistant Treasurer”) to support investment efforts and add additional backup and segregation of duties;

WHEREAS, DSRSD, warrants to LAVWMA that Assistant Treasurer is skilled and able to provide the services described in Section 3 of the Second Amendment.

AGREEMENT

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES SET FORTH HERIN, THE PARTIES HERETO AGREE AS FOLLOWS:

1. Incorporation of Recitals. The recitals set forth above, and all defined terms set forth in such recitals and in the introductory paragraph preceding the recitals, are hereby incorporated into this Agreement as if set forth herein in full.

2. Third Amendment of Agreement for Treasurer Services. Section 2(B) of the Second Amendment of Agreement for Treasurer Services is amended to read as follows:

“B. DSRSD shall assign Carol Atwood to act as Treasurer and Herman Chen to act as Assistant Treasurer to LAVWMA. DSRSD shall not change its assigned representatives without the prior written consent of LAVWMA, and such consent shall not unreasonably be withheld. Notwithstanding the foregoing, LAVWMA hereby consents to have portions of the Services provided by DSRSD employees who perform similar services in connection with financial services being performed for DSRSD, subject to such limitations and reporting requirements as apply to their respective duties at DSRSD.”

3. Agreement in Effect. Except as expressly set forth in this Third Amendment, the Agreement is otherwise unmodified and shall remain in full force and effect and is incorporated and restated herein as if set forth at length. Each reference in the Agreement to itself shall be deemed to also refer to this Third Amendment.

4. Counterpart Signatures. This Third Amendment may be signed in multiple counterparts which, when signed by all parties, shall constitute a binding agreement.

IN WITNESS WHEREOF, LAVWMA and DSRSD have executed this Agreement as of the date first above written.

LAVWMA

By: _____
 Charles V. Weir
 General Manager

DSRSD

By: _____
 Daniel McIntyre
 General Manager

APPROVED AS TO FORM:

By: _____
 Alexander M. Barnhill
 General Counsel

Attest:

By: _____
 Nicole Genzale
 District Secretary

APPROVED AS TO FORM

By: _____
 Douglas E. Coty
 General Counsel



TITLE: Approve Proclamation Honoring Former Board Director Marisol Rubio

RECOMMENDATION:

Staff recommends the Board of Directors approve, by Motion, a Proclamation honoring former Board Director Marisol Rubio upon her departure from the DSRSD Board of Directors.

DISCUSSION:

Former Director Rubio’s term ended on December 13, 2022, when she resigned her DSRSD Board seat to begin as the City of San Ramon District 4 Councilmember. She has served on the DSRSD Board of Directors representing District voting area Division 1 since 2020 and served as the Board Vice President in 2022. During her tenure, she helped make noteworthy contributions to the District, as recounted in the attached proclamation.

Originating Department: Administrative Services	Contact: N. Genzale/C. Atwood	Legal Review: Not Required
Financial Review: Not Required	Cost and Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input checked="" type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)		



Proclamation

Honoring

Marisol Rubio

In Recognition of Her Service to Dublin San Ramon Services District and to the Community

WHEREAS, Marisol Rubio ran unopposed and was appointed to the Board of Directors of Dublin San Ramon Services District (DSRSD) in 2020 to capably represent Division 1 covering the Dougherty Valley portion of DSRSD's service area, and served as the Board's Vice President in 2022; and

WHEREAS, Marisol Rubio served on the DSRSD-EBMUD Recycled Water Authority (DERWA) and provided steady support and leadership as Vice Chair and Chair in 2021 and 2022, respectively; and

WHEREAS, Marisol Rubio participated in a number of California Association of Sanitation Agency Conferences, and worked tirelessly to build relationships with sister wastewater agencies; and

WHEREAS, Marisol Rubio strengthened District relationships with Tri-Valley partners as a representative on the City of San Ramon, Central Contra Costa Sanitary District, and Zone 7 Water Agency Liaison Committees; and

WHEREAS, Marisol Rubio truly embraced the complex world of water and sought opportunities to build her knowledge by attending and representing DSRSD at several important water and wastewater events throughout California and Washington, D.C.; and

WHEREAS, Marisol Rubio provided a unique perspective in her role as Director due to her science, educational, and community service background; and

WHEREAS, Marisol Rubio showed true dedication of her time and energy to gain a deep understanding of the District, demonstrate appreciation for DSRSD staff and their accomplishments, and support District outreach via the Citizens Water Academy, Candidate Briefings, and water conservation efforts; and

WHEREAS, Marisol Rubio enthusiastically engaged in and supported DSRSD's District Office Reopening ribbon cutting, the Boardroom Time Capsule rededication, Special District Leadership Foundation (SDLF) Special District Governance trainings, the District's 2021 SDLF Transparency Certification renewal, and its first SDLF District of Distinction accreditation in 2022; and

WHEREAS, Marisol Rubio championed responsible stewardship and transparency regarding drinking water quality and water supply reliability; and

WHEREAS, Marisol Rubio proposed and sought out fresh ideas, fair solutions, and educational opportunities for DSRSD and the community it serves; and

WHEREAS, Marisol Rubio contributed greatly to the dignity and effectiveness of the Board of Directors through her unwavering commitment to the well-being of DSRSD's staff and customers.

NOW, THEREFORE BE IT PROCLAIMED that the Board of Directors of Dublin San Ramon Services District, a public agency in the State of California, Counties of Alameda and Contra Costa, thanks

Marisol Rubio

for her two years of hard work, insight, and leadership, and commends her for fulfilling her responsibilities with integrity, diplomacy, and unwavering commitment to public service.

Adopted this 17th day of January, 2023

Georgian M. Vonheeder-Leopold, President

Ann Marie Johnson, Vice President

Arun Goel, Director

Richard M. Halket, Director

Nicole Genzale, District Secretary



TITLE: Receive Presentation on District's Water Conservation Status and Provide Direction

RECOMMENDATION:

Staff recommends the Board of Directors receive a presentation on the District’s water conservation status and provide direction.

SUMMARY:

Per the Board of Directors’ declaration of a Stage 2 Water Shortage Emergency, the District has a target of 15 percent water conservation on an annualized basis. This report highlights November through December 2022 activities and actions in response to the emergency declaration. The District’s potable water use in December 2022 was 14 percent lower than in December 2020. The average District’s potable water reduction in 2022 is 8 percent.

DISCUSSION:

DSRSD continues implementing water demand reduction measures to meet the District’s Stage 2 Water Shortage Emergency regulations adopted by the Board on September 21, 2021, which called for a mandatory 15 percent demand reduction District-wide. These water demand reduction measures are consistent with the District’s Water Shortage Contingency Plan (WSCP) and regulations on water use per District Code Chapter 4.20 as amended by Ordinance No. 350.

Staff presented the District’s October conservation status to the Board of Directors on December 6, 2022. Below is a summary of the conservation program efforts since the last update.

District Water Conservation Messaging and Program:

Drought outreach during November and December focused on the one-day outdoor irrigation limitation during the winter (November to February) and no irrigation during and after a rainfall event. Public outreach on water conservation from November to December included:

- Monthly Pipeline eNewsletter
 - November topics included: Once-a-week irrigation starting November 1, link to Zone 7 Water Agency and Tri-Valley water retailer webinar recording of “Saving Your Trees During the Drought,” and free water conservation buckets available in the District’s lobby
 - December topics included: highlights from water conservation in 2022, a reminder to turn off sprinklers during and after rainfall, and exploring the Demonstration Garden’s drought-tolerant plants
- Social media water conservation topics: Sharing EPA WaterSense info on updating irrigation schedules, DSRSD water-saving rebates, “Saving Your Trees During the Drought” webinar recording, thawing Thanksgiving turkeys in the refrigerator instead of under running water, California Native Plant Society webinars, turning off sprinklers during and after rainfall, limiting irrigation to no more than once a week, water-wise gardening books in the Demonstration Garden’s Little Free Library, and a California Special Districts Association video featuring Assistant General Manager Jan Lee discussing how DSRSD’s recycled water program saves drinking water
- DSRSD webpage: Homepage slideshow featuring once-a-week irrigation reminder and lawn conversion rebates
- Bill inserts: Water bill insert included in bills from October 15 through December 1 billing cycles about once-a-week irrigation from November 1 through February 28

Originating Department: Engineering and Technical Services	Contact: I. Suroso/S. Delight	Legal Review: Not Required
Financial Review: Not Required	Cost and Funding Source: N/A	
Attachments: <input checked="" type="checkbox"/> None <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)		18 of 50

Rebates Program:

Staff continued to receive rebate applications in November and December for the Weather-Based Irrigation Control (Smart Controller) and High-Efficiency Washer (HEW). Eight applications were for the Smart Controller rebate, and twenty-five were for the HEW rebate.

District Potable Water Use and Conservation Target:

District water conservation was 15.6 percent in November and 13.8 percent in December compared to 2020 (see Figure 1). The average water conservation in 2022 was 8 percent, which is lower than the conservation target of 15 percent. Water use between January 2022 and April 2022 was higher than in 2020, resulting in no conservation during these months.

Figure 1. DSRSD Potable Water Use Reduction

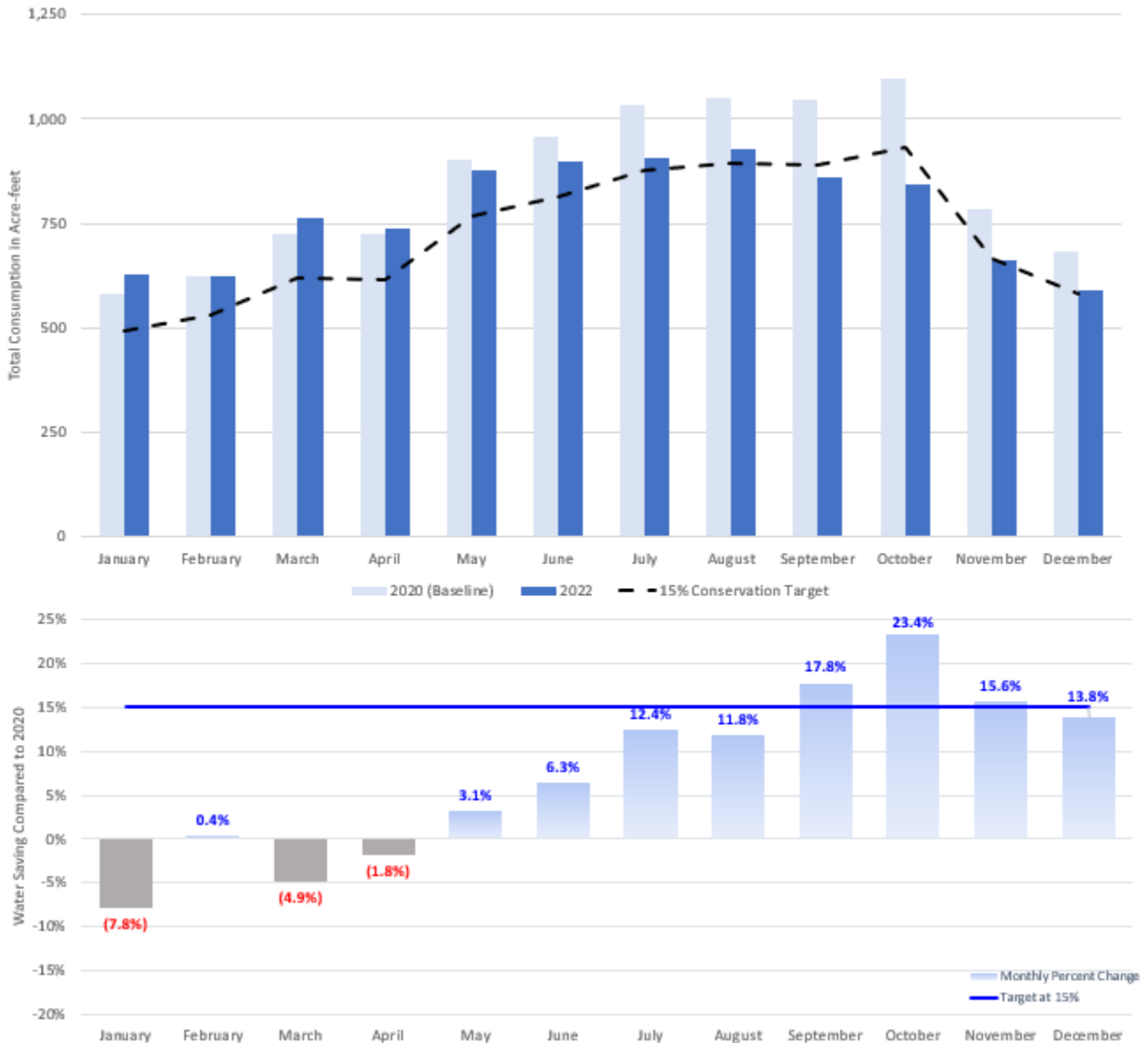
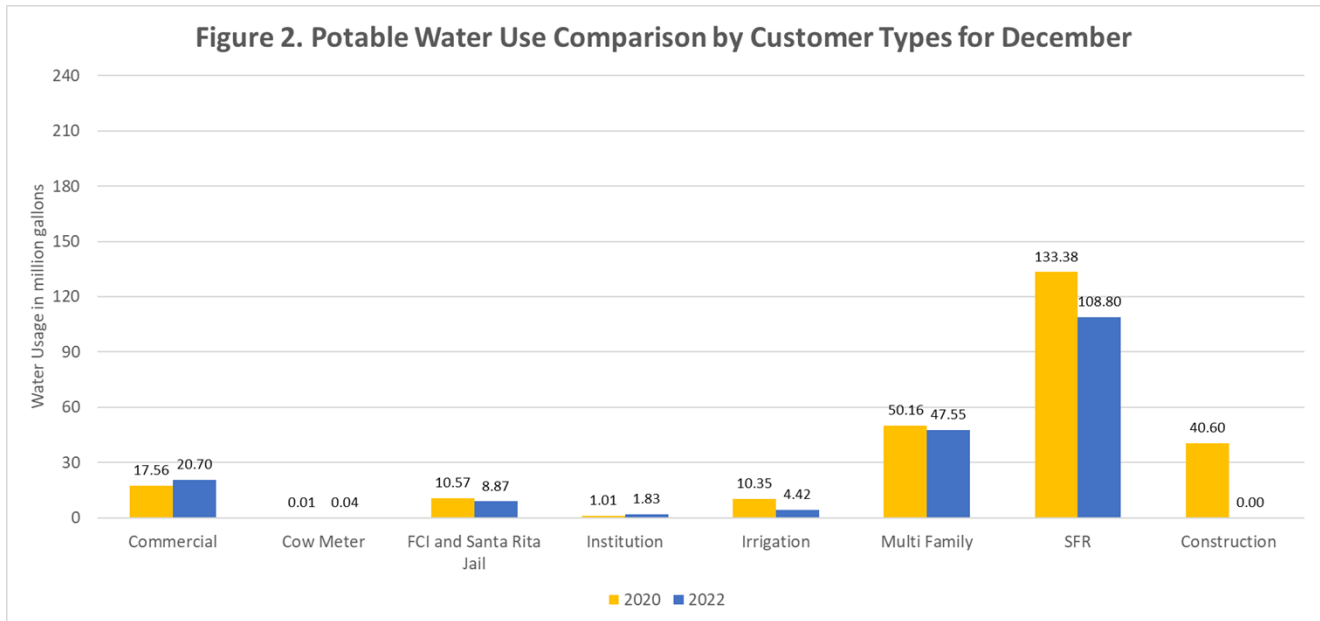


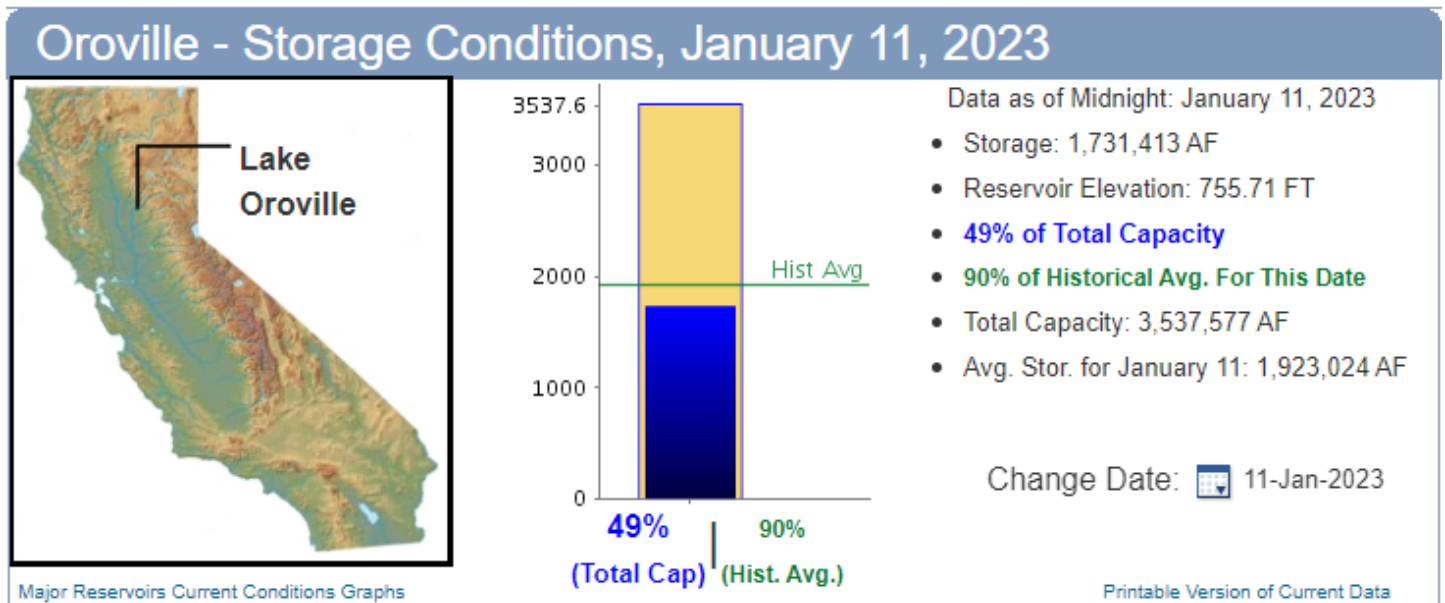
Figure 2 presents the December water usage by customer type in 2022 compared to 2020. All customers, except commercial, institution, and animal water use customers, used less water in December compared to the baseline year. Single-family residential (SFR) and irrigation customers continued to save their water usage, with SFR using 18 percent

less water and irrigation using 57 percent less water. The remaining customer types – multi-family and federal and correctional facilities – used 5 to 16 percent less water in December.

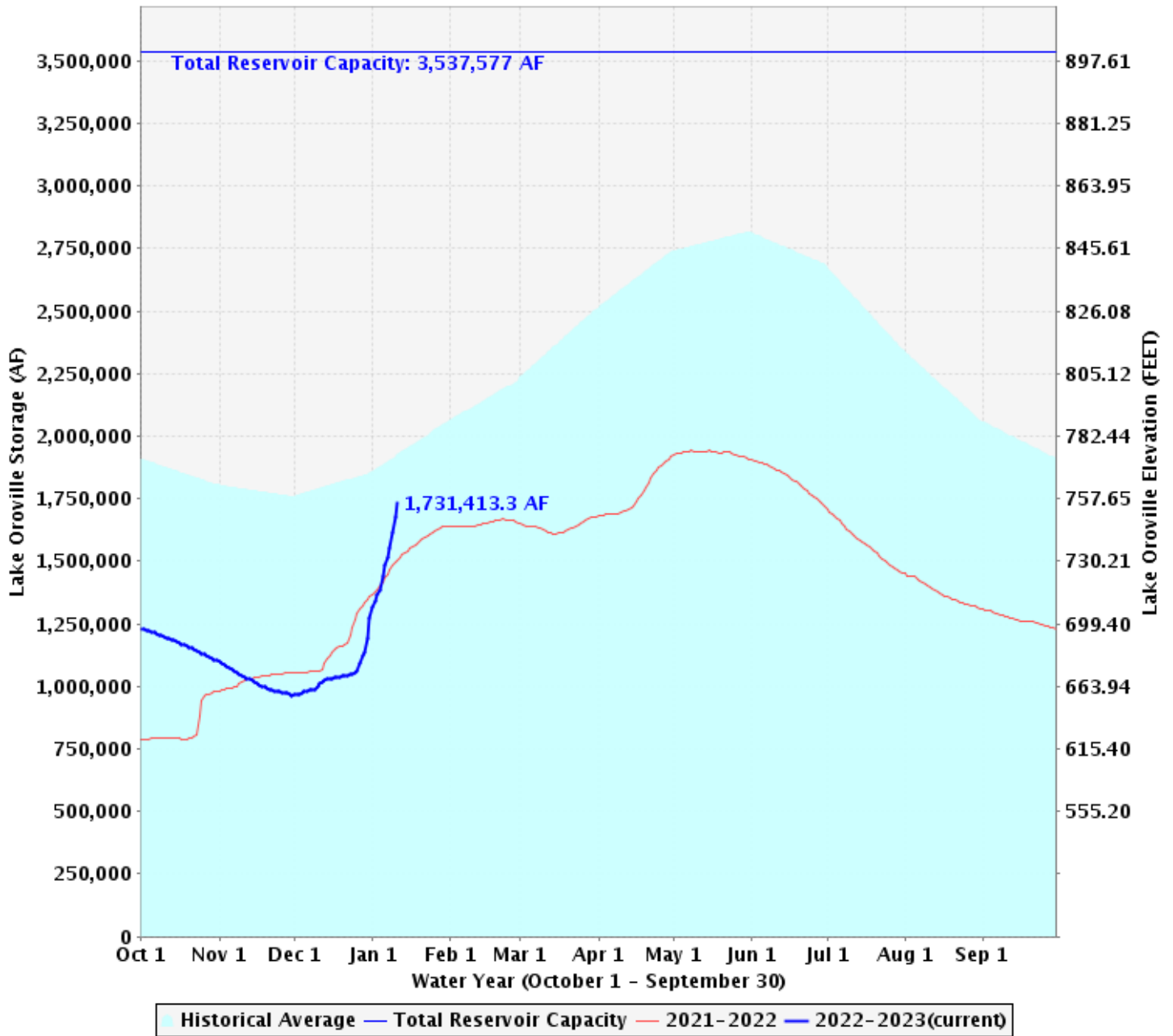


Current Drought Status:

Since the last update, the State has been inundated with storm after storm, and the current forecast shows storms continuing in the near future. However, even with recent storm activity, the State is continuing to experience drought over the majority of its area. This winter has started out very similar to last winter, which started above average, but ended well below average. As of January 11, Oroville, the source of water supply for State Water Project Contractors is at 49% of total capacity and 90% of the historical average for this date. Furthermore, the State Department of Water Resources currently has only allocated 5% of requested supplies for 2023 for State Water Project Contractors. Until there is a shift in water allocation for State Water Project Contractors, the District will remain under drought restrictions.



Lake Oroville Storage Levels



Next Steps:

Staff will continue following the State’s drought update and monitoring customers’ water use.



TITLE: Receive Informational Update on DSRSD•EBMUD Recycled Water Authority (DERWA) Activities

RECOMMENDATION:

Staff recommends the Board of Directors receive an informational update on Dublin San Ramon Services District (DSRSD) and East Bay Municipal Utility District (EBMUD) Recycled Water Authority (DERWA) activities.

SUMMARY:

DSRSD is a member agency of DERWA, a Joint Powers Authority between DSRSD and EBMUD, which produces and distributes recycled water to DSRSD, EBMUD, and the City of Pleasanton (Pleasanton). On January 17, 2023, DSRSD staff will provide an informational update to the Board on DERWA activities, including supplemental supply and demand management efforts, status of the recycled water connection moratorium, and development of the DERWA Operating and Capital Budgets for Fiscal Years 2024 and 2025.

BACKGROUND:

In 1995, DSRSD and EBMUD executed an agreement to form DERWA, a Joint Powers Authority (JPA), for the purpose of implementing a program to provide recycled water to DSRSD and EBMUD customers in the San Ramon Valley (DERWA program). The DERWA program further treats secondary effluent from the DSRSD Regional Wastewater Treatment Plant (WWTP) to produce disinfected tertiary recycled water suitable for irrigation and other approved uses. In 2003 and 2005, agreements were executed to implement the DERWA program, and deliveries of recycled water began in 2006. DSRSD is responsible for the operation and maintenance of the DERWA recycled water facilities.

The DERWA main transmission pipeline connects to DSRSD and EBMUD pipelines that serve recycled water to golf courses, parks, greenbelts, roadway medians, schools, office complexes, and homeowner associations. DSRSD currently supplies recycled water to parts of the City of Dublin and the Dougherty Valley portion of the City of San Ramon, while EBMUD serves recycled water to portions of the City of San Ramon. EBMUD also plans to supply recycled water to areas within Blackhawk and the Town of Danville. In 2014, Pleasanton signed agreements for DERWA to produce recycled water for Pleasanton. These agreements paved the way for a recycled water program in Pleasanton and expansion of the DERWA water recycling plant. Recycled water deliveries to Pleasanton began in 2015.

The DERWA program has steadily grown since 2006. In 2020, DERWA supplied almost 5,000 acre-feet or 4.4 million gallons per day (MGD) of recycled water to DSRSD, EBMUD, and Pleasanton, which is approximately 43% of the annual flow from the DSRSD WWTP. The demand for recycled water now occasionally exceeds the available supply on peak summer days, resulting in zero discharge of treated secondary effluent from the DSRSD WWTP to San Francisco Bay during these peak periods.

Reduced wastewater flows due to improved water use efficiency and conservation by customers have decreased recycled water supply available for the DERWA program. In addition, Pleasanton’s use of recycled water has reduced the amount of supply available for DSRSD and EBMUD’s use. Without additional permanent supplemental supplies, the amount of wastewater available for the DERWA program will be insufficient to meet the buildout demands for the DERWA program.

Recognizing the limitations on wastewater supply availability, on March 25, 2019, the DERWA Board adopted a resolution requesting that DSRSD and EBMUD implement a moratorium on new connections, except for two EBMUD golf course connections that were already in the process of being connected. The moratorium on new recycled water connections is included in the DSRSD Water Recycling policy adopted by the DSRSD Board on July 7, 2020.

Originating Department: Engineering & Technical Services	Contact: C. Ferreyra/S. Delight	Legal Review: Not Required
Financial Review: Not Required	Cost and Funding Source: N/A	
Attachments: <input checked="" type="checkbox"/> None <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)	22 of 50	

Over the last decade, DERWA, DSRSD, and EBMUD have pursued options to secure a permanent supplemental supply source for the DERWA program, including pursuing wastewater effluent from neighboring agencies, supplementing with groundwater, and looking at seasonal storage options. In 2019, DERWA approved a temporary supplemental supply agreement with Central Contra Costa Sanitary District (Central San), the wastewater agency to the north of DSRSD, to divert approximately 0.7 MGD of wastewater from the Central San collection system to the District’s collection system. This temporary diversion project was completed in late 2020 and was operated during the summer of 2021 to help meet peak summer day demands.

On March 29, 2022, DERWA, DSRSD and EBMUD executed an Interim Agreement Related to the Supply and Sale of Recycled Water (Interim Agreement). The Interim Agreement provides a framework for DERWA and its member agencies to focus near-term efforts on evaluating strategies for DERWA to reliably meet current and future recycled water demands. In addition to the efforts identified in the Interim Agreement, DSRSD and EBMUD also agreed to resume the practice of having a senior staff member from one of the member agencies serve as the DERWA Authority Manager. On May 16, 2022, the DERWA Board of Directors appointed DSRSD Assistant General Manager Jan Lee as DERWA Authority Manager.

DISCUSSION:

This section provides an update on key DERWA activities that are currently underway.

Supplemental Supply and Demand Management Efforts:

DERWA and its member agencies continue to explore options to secure supplemental supplies and implement demand management measures to meet current and future DERWA program demands. Progress on these efforts is described below:

- **Storage** – For the last two years, DSRSD has piloted using storage basins at the DSRSD WWTP to store excess flows, as depicted below, during lower demand periods (*e.g.*, weekends) for use during higher demand periods (*e.g.*, weekdays). Based on the success of the pilot and review of DERWA recycled water demands, DSRSD is currently evaluating more permanent improvements at the plant to optimize storage of wastewater flows.



- Central San – As discussed earlier, in 2019, DERWA executed a temporary agreement with Central San to divert a portion of Central San’s wastewater flows to supplement DERWA’s recycled water supply. The initial term of the agreement is for three years, from January 22, 2021 to January 21, 2024. The agreement can be renewed for two successive one (1) year terms, with a total term not to exceed a total period of five years. DERWA is currently in the third and final year of the initial term and remains interested in exploring the potential for a long-term arrangement with Central San.

In September 2022, EBMUD and Central San executed a Memorandum of Understanding (MOU) regarding potential recycled water projects that would utilize Central San’s available wastewater flow. The MOU defines roles and responsibilities for each agency to cooperate and conduct a feasibility evaluation of multiple recycled water project concepts that include both potable reuse and irrigation projects. One of the project concepts identified in the MOU is the concept of Central San as a partner in DERWA and expansion of the DERWA-Central San Diversion Project to provide more recycled water to facilitate recycled water service to DERWA’s future project phases located within EBMUD and Central San’s overlapping water and wastewater service areas.

- Supplemental Groundwater – Over the last decade, DERWA and its member agencies have studied the potential to install groundwater wells in the Fringe Basin of the Livermore Valley Groundwater Basin to supplement the DERWA recycled water supply during peak summer months. The most recent study prepared by EBMUD in 2019 recommends siting wells at DSRSD’s District Office and the DSRSD WWTP as the highest priority sites. Between 1959 and 1973, DSRSD installed four wells at the District Office to supply potable water to District customers. These water supply wells had yields between 400 and 970 gallons per minute. The wells were abandoned over time due to water quality concerns, with the District currently purchasing 100% of its potable water supply from Zone 7 Water Agency.

In October 2019, due to concerns with potential near-term water supply shortages, DERWA entered into a license agreement with Pacific Gas & Electric (PG&E) to allow DERWA to finish construction of an existing well located on property owned by PG&E and leased to the Devil Mountain Nursery in San Ramon. The estimated cost for this pilot project is approximately \$500,000 (2019 dollars) with an estimated yield of less than 140 gallons per day during operation. The proposed pilot project was delayed due to resource limitations and concerns with the high cost and low yield of the project. At the September 26, 2022 DERWA Board meeting, DERWA staff discussed re-focusing efforts on developing more productive well sites and allowing the PG&E license agreement to expire. The DERWA Board expressed an interest in renewing the PG&E license agreement while staff continues to explore other long-term groundwater options.

DSRSD staff will continue to support DERWA’s efforts to explore the potential to pump groundwater from the Fringe Basin to supplement DERWA’s recycled water supplies. However, DSRSD also needs to consider the operational costs and resources of operating groundwater wells for DERWA. Zone 7 Water Agency is the Groundwater Sustainability Agency for the Livermore Valley Groundwater Basin, which includes the Fringe Basin, and DSRSD would also need to understand any potential regulatory and institutional issues with pumping groundwater from the Fringe Basin.

- Demand Management – Consistent with the terms of the Interim Agreement, DERWA, DSRSD, and EBMUD have formed a Demand Management Working Group to evaluate and identify opportunities to reduce recycled water demands. In 2022, EBMUD installed metering infrastructure at their 13 largest recycled water customer sites to provide hourly data. These sites use approximately 73% of EBMUD’s recycled water. Over the next one to two years, the Demand Management Working Group will meet regularly to review water usage data and develop measures for reducing recycled water demands, where feasible, and address potential summertime water shortages.

DERWA , in cooperation with DSRSD and EBMUD, is planning to prepare a comprehensive Recycled Water Supply and Operations Plan Update, which could serve as a roadmap for implementing strategies for DERWA to implement potential projects and efforts needed to potentially lift the recycled water connection moratorium and meet future recycled water demands. The study would update recycled water demand and supply projections to reflect changed conditions, update the DERWA hydraulic model and operations plan (last updated in 2012, prior to Pleasanton becoming a recycled water customer), evaluate the feasibility of supplemental supply alternatives and demand management strategies, and provide a phased plan for DERWA to implement potential projects for meeting current and future recycled water demands. DERWA staff anticipates asking the DERWA Board to approve a consultant contract for preparation of the Recycled Water Supply and Operations Plan at the January 30, 2023 DERWA Board meeting. The cost for the study is \$350,000 and is expected to be completed by the end of 2023.

Recycled Water Connection Moratorium:

The Interim Agreement formally implemented a moratorium on new recycled water connections for DSRSD and EBMUD, except for two EBMUD golf courses that were currently in the process of being connected when the DERWA Board initially requested the moratorium in 2019. One of the golf courses has been fully connected, and the second golf course is scheduled to come online prior to the 2023 irrigation season. Subject to various agreements, Pleasanton has first rights to use the portion of wastewater generated within its service area for Pleasanton's recycled water program, and therefore is not subject to the DERWA connection moratorium.

In 2021, total recycled water demand exceeded supply on peak summer days, requiring the operation of the DERWA-Central San Diversion Project. However, in 2022, recycled water production during the highest demand periods were approximately 15% lower than in 2021. Therefore, DSRSD operations staff were able to balance supply and demand by utilizing storage. The Central San Diversion Project was not operated in 2022.

The lower demand in 2022 has prompted questions on the status of the recycled water connection moratorium. DERWA, DSRSD, and EBMUD are currently in the process of evaluating the 2022 irrigation season. However, based on an initial review, it appears that the majority of the recycled water savings in 2022 occurred within DSRSD's service area due to drought messaging, which may have resulted in many recycled water customers also cutting back watering to three days per week. In addition, irrigation demands are highly dependent on weather and the lower-than-average temperatures during the peak months of July and August of 2022 contributed to overall lower recycled water demands in 2022.

With EBMUD's second golf course scheduled to come online in summer 2023, the estimated recycled water demand for the DERWA program on peak summer days is projected to exceed available supply, even with the DERWA-Central San Diversion Project. As discussed earlier, the agreement for supplemental supply from Central San is temporary, and DERWA is still working to secure permanent, long-term supplies for the program. Therefore, because DERWA's available recycled water supply has not increased and recycled water demands are likely to rebound post-drought, no changes are recommended at this time to the connection moratorium.

Preparation of Fiscal Years 2024 and 2025 DERWA Operating and Capital Budget:

DSRSD is in the process of preparing a proposed budget to operate and maintain, on behalf of DERWA, the Jeffrey G. Hansen Water Recycling Plant for Fiscal Years 2024 and 2025, in accordance with the 2005 Operations Agreement. T DSRSD, in coordination with DERWA and EBMUD, is also preparing a DERWA Capital Budget for Fiscal Years 2024 and 2025. Both DSRSD and EBMUD adopt two-year budgets. DERWA adopts an Operating and Capital Budget annually.

At this time, DSRSD staff anticipates there will be a few significant adjustments to the Fiscal Year 2024 DERWA Operating and Capital Budget. These changes have been discussed with DERWA and EBMUD staff and are highlighted below:

- Operating – The adopted Fiscal Year 2023 DERWA Operating Budget is \$6.2 million, of which DSRSD’s cost to operate and maintain the DERWA system represents approximately two-thirds of the Operating Budget (approximately \$4 million). DSRSD’s cost to operate the DERWA system is anticipated to increase by approximately \$1.8 million for Fiscal Year 2024, largely due to the following two factors:
 - *Backwash Treatment.* The 2005 Operations Agreement provides for DSRSD to charge DERWA for treatment of filter backwash streams that are discharged to the DSRSD WWTP based on rates adopted by the DSRSD Board. DSRSD is currently in the process of completing a five-year Regional Wastewater Rate Study and new wastewater rates are anticipated to be adopted by the DSRSD Board for Fiscal Year 2024. Preliminary calculations show that the cost to treat DERWA backwash rates will increase by an estimated \$1.2 million. The increase in cost reflects the addition of the ballasted flocculation treatment system and the significant increase in recycled water production that has occurred since operations began in 2006. The backwash treatment cost is an operational cost that is apportioned to DSRSD and EBMUD based on annual recycled water usage. A portion of this cost is reimbursed by Pleasanton through recycled water rates.

DERWA and DSRSD are currently studying potential options to reduce the volume and/or strength of the filter backwash stream to mitigate the anticipated increase in treatment cost, and the proposed Fiscal Year 2024 Capital Budget includes funding to implement recommended improvements.
 - *Energy.* DERWA’s Fiscal Year 2023 energy budget is \$1.17 million. Based on data related to projected rate increases from PG&E, staff is including a 30% increase in energy costs for Fiscal Year 2024 (an increase of \$350,000) in the draft DERWA Operating Budget.
- Capital Projects – The proposed DERWA Capital Budget for Fiscal Year 2024 includes \$200,000 for improvements needed to lower the cost of treating the backwash streams (as discussed previously) and \$435,000 for the installation of a test well in the fringe groundwater basin (potentially located at DSRSD’s District Office). Additional capital projects needed to maintain the DERWA system will also be included in the proposed Fiscal Year 2024 DERWA Capital Budget.

Next Steps:

Staff will continue to support DERWA and EBMUD on supplemental supply and demand management efforts and keep the Board apprised of significant developments. Staff will also continue to coordinate with DERWA and EBMUD on preparation of the DERWA Fiscal Years 2024 and 2025 Operating and Capital Budgets. The proposed budgets will be discussed with the DERWA Board at the January meeting and presented to the DSRSD Board in March, prior to the DERWA Board considering adoption of the Fiscal Year 2024 DERWA budget in April 2023. The District’s portion of the DERWA Operating and Capital Budget will then be included in the District’s Fiscal Years 2024 and 2025 Operating and Capital Budgets, that will be considered for adoption later this year.

TITLE: Discuss and Approve Board Committee and Joint Powers Authority Assignments for Calendar Year 2023

RECOMMENDATION:

Staff requests the Board President make recommendations on the 2023 Committee structure, assignments and Mission Statements, and Joint Powers Authority member assignments, and that the Board of Directors discuss and approve, by Motion, the Board President’s recommendations.

SUMMARY:

Each year, the Board discusses the Board Committee structure and Boardmember assignments to the various Committees and Joint Powers Authorities (JPAs) in accordance with the process set forth in the Guidelines for Conducting District Board Business policy, provides input for the newly selected Board President, and considers the President’s proposal. On December 20, 2022, the Board held an initial discussion on the assignments. The Board President has the options to: (1) keep the structure and assignments the same as 2022, or (2) recommend revised structure and assignments for 2023.

DISCUSSION:

Liaison Committees enable the Board to receive information from other agencies and to convey the Board’s policy positions to those agencies, whereas Joint Powers Authorities are formal and permanent interagency partnerships governed by state law and interagency agreements. DSRSD is a party to two of these JPAs: DSRSD•EBMUD Recycled Water Authority (DERWA) and Livermore-Amador Valley Water Management Agency (LAVWMA).

The current 2022 Committee/JPA Assignments and Mission Statements document (Attachment 1) lists the following bodies:

- Five Liaison Committees:
 - Tri-Valley Water Liaison
 - Zone 7 Water Agency Liaison
 - City of Dublin Liaison
 - City of Pleasanton Liaison
 - City of San Ramon Liaison and Central Contra Costa Sanitary District (Central San) Liaison
- Two JPAs:
 - DERWA
 - LAVWMA

The Liaison Committees meet on dates coordinated with the other agencies. In 2022, there were four Liaison Committee meetings. Staff anticipates approximately seven meetings for 2023.

The JPAs meet per the pre-designated schedules determined by the JPAs. The number of regularly scheduled DERWA meetings was reduced by the DERWA Board in May 2022 from six meetings per year to three meetings per year. DERWA meetings are scheduled on the fourth Monday of January, April, and September. However, because of scheduling conflicts, the January 23 DERWA meeting has been rescheduled to January 30, the fifth Monday of January. LAVWMA meets quarterly on the third Wednesday of February, May, August, and November. In addition, JPAs hold special meetings as needed.

Originating Department: Office of the General Manager	Contact: N. Genzale/C. Atwood	Legal Review: Not Required
Financial Review: Not Required	Cost and Funding Source: \$195 per Boardmember per day of service from Administrative Overhead (Fund 900)	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 – 2022 Committee/JPA Assignments and Mission Statements Attachment 2 – Draft FPPC Form 806	
		27 of 50

The Board is not limited to the existing Liaison Committees and can create new Committees specific to a major topic of importance in accordance with Section 2(c) of the Guidelines for Conducting District Board Business policy:

Guidelines for Establishing Committees. *If so desired, the President will propose a set of standing Board Committees at the start of the term, as well as propose which Directors are to serve on each Committee, per this traditional process:*

- *At the meeting at which the President is elected, the President asks the Directors to provide input on which Committees they might be interested in serving.*
- *At the following meeting, the President proposes a set of standing Committees and membership (including alternates) for each Committee.*
- *The Board considers the President’s proposal by Motion.*
- *The Committee term traditionally begin January 1, or shortly thereafter, as feasible.*

At this meeting, the Board President may propose one of the following options for Board consideration:

Option 1 – Approve maintaining the current structure and assignments (shown in Table 1) for 2023, for which an updated 2023 Committee/JPA Assignments and Mission Statements document will be completed by staff and deemed final. With this option, the three Division 1 Director assignments would not be reassigned and the Alternates for the three Committees would serve at any meetings scheduled prior to the Division 1 seat being filled and the Board President proposing new assignments. At present, one meeting is scheduled for DERWA on January 30, 2023.

Option 2 – Approve an alternate structure and/or assignments for 2023, for which an updated 2023 Committee/JPA Assignments and Mission Statements document will be completed by staff and deemed final.

Table 1 – Current Assignments

Name (ordered by Board officers rotation)	Tri-Valley	Zone 7	Dublin	Pleasanton	San Ramon and Central San	DERWA	LAVWMA	Total M's
President Vonheeder-Leopold	M	A	M	A		M	A	3
Vice President Johnson	A		A	M	M	A	M	3
Director Goel			M	M			M	3
Director Halket	M	M			A			2
Division 1 Appointee		M			M	M		3

M = Member A = Alternate

In accordance with Regulation 18702.5 of the Fair Political Practices Commission (FPPC), the District must post on its website the FPPC Form 806 (Agency Report of Public Official Appointments) to report additional compensation that officials receive when appointment themselves to positions on committees, boards, or commissions of another public agency or to a committee or position of the agency of which the public official is a member. The form must be posted prior to a vote to appoint a Boardmember if the appointee will participate in the decision and the appointment results in additional compensation to the appointee. Attachment 2 is a draft Form 806 reflecting the Table 1 assignments, should the Board decide to maintain them for 2023. Staff will finalize and post the form according to the Board action at this meeting.

2022 COMMITTEE/JPA ASSIGNMENTS AND MISSION STATEMENTS**LIAISON COMMITTEES**

TRI-VALLEY WATER LIAISON COMMITTEE	
Members:	Halket, Vonheeder-Leopold
Alternate:	Johnson
Committee Mission:	The mission of the Tri-Valley Water Liaison Committee is to confer and coordinate multi-agency efforts and programs that focus on Tri-Valley water issues. The participating agencies are: DSRSD, Zone 7 Water Agency, California Water Services Company, and the cities of Dublin, Livermore, Pleasanton and San Ramon.
Type of Committee Meeting Schedule:	Liaison. Meetings are held quarterly when mutually agreed upon by the participating agencies. By joint consensus, the new target is to meet twice a year.

CITY OF DUBLIN LIAISON COMMITTEE	
Members:	Goel, Vonheeder-Leopold
Alternate:	Johnson
Committee Mission:	The mission of the City of Dublin Liaison Committee is to confer and coordinate on programs that focus on the District's service to, relationship with, and communication with all of our customers in Dublin, including residents, businesses, schools (including Dublin Unified School District), and major institutional customers.
Type of Committee Meeting Schedule:	Liaison. Liaison to City of Dublin. Meetings are held when needed, on the afternoon of Board meeting dates when possible, or when mutually agreed upon by the participating agencies. By mutual agreement, the new target is to meet twice a year.

CITY OF PLEASANTON LIAISON COMMITTEE

Members:	Goel, Johnson
Alternate:	Vonheeder-Leopold
Committee Mission:	The mission of the City of Pleasanton Liaison Committee is to confer and coordinate on programs that focus on the District’s service to, relationship with, and communication with Pleasanton.
Type of Committee Meeting Schedule:	Liaison. Liaison to City of Pleasanton. Meetings are held when needed, on the afternoon of Board meeting dates when possible, or when mutually agreed upon by the participating agencies. By mutual agreement, the new target is to meet twice a year.

**CITY OF SAN RAMON LIAISON COMMITTEE
CENTRAL CONTRA COSTA SANITARY DISTRICT LIAISON COMMITTEE**

Members:	Johnson, Rubio
Alternate:	Halket
Committee Mission:	The mission of the City of San Ramon Liaison Committee and the Central Contra Costa Sanitary District Liaison Committee is to confer and coordinate on programs that focus on the District’s service to, relationship with, and communication with all of our customers in San Ramon, including residents, businesses, schools (including San Ramon Valley Unified School District), and major institutional customers.
Type of Committee Meeting Schedule:	Liaison. Liaison to City of San Ramon and Central Contra Costa Sanitary District. Meetings are held when needed, on the afternoon of Board meeting dates when possible, or when mutually agreed upon by the participating agencies. By mutual agreement the new target is to meet once a year.

ZONE 7 WATER AGENCY LIAISON COMMITTEE

Members:	Halket, Rubio
Alternate:	Vonheeder-Leopold
Committee Mission:	The mission of the Zone 7 Water Agency (Zone 7) Liaison Committee is to confer and coordinate programs that focus on the District’s service from, relationship with, and communication with Zone 7.
Type of Committee Meeting Schedule:	Liaison. Liaison to Zone 7 Water Agency. Meetings are held when needed, on the afternoon of Board meeting dates when possible, or when mutually agreed upon by the participating agencies.

JOINT POWERS AUTHORITIES

DERWA JPA	
Members:	Rubio, Vonheeder-Leopold
Alternate:	Johnson
JPA Mission:	The DSRSD-EBMUD Recycled Water Authority (DERWA) is a Joint Powers Authority that was formed in 1995 between DSRSD and EBMUD. DERWA's mission is to provide a safe, reliable, and consistent supply of recycled water, and to maximize the amount of recycled water delivered. The San Ramon Valley Recycled Water Program (SRVRWP) was created in 1995 and currently provides recycled water to customers in Dublin and San Ramon. Future phases will extend recycled water delivery to portions of Blackhawk and Danville.
Type of Body Meeting Schedule:	Legislative. Board meetings are normally scheduled for the fourth Monday of odd calendar months.

LAVWMA JPA	
Members:	Goel, Johnson
Alternate:	Vonheeder-Leopold
JPA Mission:	The Livermore-Amador Valley Water Management Agency (LAVWMA) is a Joint Powers Agency created in 1974 by the cities of Livermore and Pleasanton and the Dublin San Ramon Services District for the purpose of discharging their treated wastewater to San Francisco Bay. Operations began in September 1979 with expansions in 1983, 1987 and 2003 bringing it to its current maximum discharge capacity of 41.2 mgd. The wastewater is conveyed via a 16-mile pipeline from Pleasanton to San Leandro and enters the East Bay Dischargers Authority (EBDA) system for dechlorination and discharge through a deepwater outfall to the San Francisco Bay.
Type of Body Meeting Schedule:	Legislative. Board meetings are held quarterly on the third Wednesday of February, May, August, and November.

**Agency Report of:
Public Official Appointments**

A Public Document

1. Agency Name Dublin San Ramon Services District			California Form 806 For Official Use Only
Division, Department, or Region (If Applicable)			Page <u>1</u> of <u>3</u>
Designated Agency Contact (Name, Title) Nicole Genzale, District Secretary			
Area Code/Phone Number 925-875-2203	E-mail genzale@dsrcsd.com	Date Posted: 1/18/2023 <small>(Month, Day, Year)</small>	

2. Appointments

Agency Boards and Commissions	Name of Appointed Person	Appt Date and Length of Term	Per Meeting/Annual Salary/Stipend
Tri-Valley Water Liaison Committee	▶ Name <u>Halket, Richard</u> <small>(Last, First)</small> Alternate, if any <u>Johnson, Ann Marie</u> <small>(Last, First)</small>	▶ <u>1 / 17 / 23</u> <small>Appt Date</small> ▶ <u>12 months</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>195</u> ▶ Estimated Annual: <input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> Other
Tri-Valley Water Liaison Committee	▶ Name <u>Vonheeder-Leopold, Georgan</u> <small>(Last, First)</small> Alternate, if any <u>Johnson, Ann Marie</u> <small>(Last, First)</small>	▶ <u>1 / 17 / 23</u> <small>Appt Date</small> ▶ <u>12 months</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>195</u> ▶ Estimated Annual: <input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> Other
City of Dublin Liaison Committee	▶ Name <u>Goel, Arun</u> <small>(Last, First)</small> Alternate, if any <u>Johnson, Ann Marie</u> <small>(Last, First)</small>	▶ <u>1 / 17 / 23</u> <small>Appt Date</small> ▶ <u>12 months</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>195</u> ▶ Estimated Annual: <input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> Other
City of Dublin Liaison Committee	▶ Name <u>Vonheeder-Leopold, Georgan</u> <small>(Last, First)</small> Alternate, if any <u>Johnson, Ann Marie</u> <small>(Last, First)</small>	▶ <u>1 / 17 / 23</u> <small>Appt Date</small> ▶ <u>12 months</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>195</u> ▶ Estimated Annual: <input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> Other

3. Verification

I have read and understand FPPC Regulation 18702.5. I have verified that the appointment and information identified above is true to the best of my information and belief.

	Nicole Genzale	District Secretary / Executive Services Supervisor	1/18/2023
Signature of Agency Head or Designee	Print Name	Title	(Month, Day, Year)

Comment: _____

**Agency Report of:
Public Official Appointments
Continuation Sheet**

1. Agency Name Dublin San Ramon Services District	Date Posted: <u>1/18/2023</u> <small>(Month, Day, Year)</small>
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2. Appointments

Agency Boards and Commissions	Name of Appointed Person	Appt Date and Length of Term	Per Meeting/Annual Salary/Stipend
City of Pleasanton Liaison Committee	▶ Name <u>Goel, Arun</u> <small>(Last, First)</small> Alternate, if any <u>Vonheeder-Leopold, Georgan</u> <small>(Last, First)</small>	▶ <u>1 / 17 / 23</u> <small>Appt Date</small> ▶ <u>12 months</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>195</u> ▶ Estimated Annual: <input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> <u> </u> Other
City of Pleasanton Liaison Committee	▶ Name <u>Johnson, Ann Marie</u> <small>(Last, First)</small> Alternate, if any <u>Vonheeder-Leopold, Georgan</u> <small>(Last, First)</small>	▶ <u>1 / 17 / 23</u> <small>Appt Date</small> ▶ <u>12 months</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>195</u> ▶ Estimated Annual: <input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> <u> </u> Other
City of San Ramon and Central Contra Costa Sanitary District Liaison Committees	▶ Name <u>Johnson, Ann Marie</u> <small>(Last, First)</small> Alternate, if any <u>Halket, Richard</u> <small>(Last, First)</small>	▶ <u>1 / 17 / 23</u> <small>Appt Date</small> ▶ <u>12 months</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>195</u> ▶ Estimated Annual: <input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> <u> </u> Other
City of San Ramon and Central Contra Costa Sanitary District Liaison Committees	▶ Name <u>TBD</u> <small>(Last, First)</small> Alternate, if any <u>Halket, Richard</u> <small>(Last, First)</small>	▶ <u>1 / 17 / 23</u> <small>Appt Date</small> ▶ <u>12 months</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>195</u> ▶ Estimated Annual: <input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> <u> </u> Other
Zone 7 Water Agency Liaison Committee	▶ Name <u>Halket, Richard</u> <small>(Last, First)</small> Alternate, if any <u>Vonheeder-Leopold, Georgan</u> <small>(Last, First)</small>	▶ <u>1 / 17 / 23</u> <small>Appt Date</small> ▶ <u>12 months</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>195</u> ▶ Estimated Annual: <input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> <u> </u> Other
Zone 7 Water Agency Liaison Committee	▶ Name <u>TBD</u> <small>(Last, First)</small> Alternate, if any <u>Vonheeder-Leopold, Georgan</u> <small>(Last, First)</small>	▶ <u>1 / 17 / 23</u> <small>Appt Date</small> ▶ <u>12 months</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>195</u> ▶ Estimated Annual: <input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> <u> </u> Other

**Agency Report of:
Public Official Appointments
Continuation Sheet**

1. Agency Name

Dublin San Ramon Services District

Date Posted: 1/18/2023
(Month, Day, Year)

2. Appointments

Agency Boards and Commissions	Name of Appointed Person	Appt Date and Length of Term	Per Meeting/Annual Salary/Stipend
DERWA (DSRSD-EBMUD Recycled Water Authority)	▶ Name <u>TBD</u> <i>(Last, First)</i> Alternate, if any <u>Johnson, Ann Marie</u> <i>(Last, First)</i>	▶ <u>1 / 17 / 23</u> <i>Appt Date</i> ▶ <u>12 months</u> <i>Length of Term</i>	▶ Per Meeting: \$ <u>195</u> ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input checked="" type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> <u> </u> <i>Other</i>
DERWA (DSRSD-EBMUD Recycled Water Authority)	▶ Name <u>Vonheeder-Leopold, Georgean</u> <i>(Last, First)</i> Alternate, if any <u>Johnson, Ann Marie</u> <i>(Last, First)</i>	▶ <u>1 / 17 / 23</u> <i>Appt Date</i> ▶ <u>12 months</u> <i>Length of Term</i>	▶ Per Meeting: \$ <u>195</u> ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input checked="" type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> <u> </u> <i>Other</i>
LAVWMA (Livermore-Amador Valley Water Management Agency)	▶ Name <u>Goel, Arun</u> <i>(Last, First)</i> Alternate, if any <u>Vonheeder-Leopold, Georgean</u> <i>(Last, First)</i>	▶ <u>1 / 17 / 23</u> <i>Appt Date</i> ▶ <u>12 months</u> <i>Length of Term</i>	▶ Per Meeting: \$ <u>195</u> ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input checked="" type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> <u> </u> <i>Other</i>
LAVWMA (Livermore-Amador Valley Water Management Agency)	▶ Name <u>Johnson, Ann Marie</u> <i>(Last, First)</i> Alternate, if any <u>Vonheeder-Leopold, Georgean</u> <i>(Last, First)</i>	▶ <u>1 / 17 / 23</u> <i>Appt Date</i> ▶ <u>12 months</u> <i>Length of Term</i>	▶ Per Meeting: \$ <u>195</u> ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input checked="" type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> <u> </u> <i>Other</i>
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____ <i>Appt Date</i> ▶ _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <i>Other</i>
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____ <i>Appt Date</i> ▶ _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <i>Other</i>



TITLE: Review Qualified Division 1 Director Applicants and Determine Applicants to Invite to Interview for Consideration of Appointment to Fill the Board Vacancy

RECOMMENDATION:

Staff recommends the Board of Directors review qualified Division 1 Director applicants and approve, by Motion, applicants it would like to invite for interview at the February 7, 2023 Board meeting for consideration of appointment to fill the Board vacancy.

DISCUSSION:

A vacancy in District voting area Division 1 was created by the resignation of Director Marisol Rubio. Director Rubio successfully ran for a seat on the San Ramon City Council resulting in her resigning from her seat on the DSRSD Board of Directors as of December 13. Vacancies on the District Board of Directors are filled pursuant to Government Code Section 1780, which provides that a Board may appoint a person to the office or call for a special election. The Board must either call a special election or act to appoint a new Director by February 18, 2023. Whether appointed or elected, a person would serve for the remainder of Director Rubio’s term which expires in December 2024.

At the December 20, 2022 Board meeting, the Board determined to hold a formal application and interview process, in accordance with governing requirements and suggested timeline presented by staff, by which to appoint a candidate to this vacant seat. The appointment would be to the second half of the four-year term, when the seat would be up for election again in November 2024. The application process opened Wednesday, December 21, 2022. Interested candidates were to submit an application to District Secretary Nicole Genzale no later than 5 p.m. Tuesday, January 10, 2023. Four applications were received by the deadline.

Division 1 resides wholly in Contra Costa County. District Secretary Genzale has verified with the Contra Costa County Registrar of Voters that three of the four applicants meet the minimum requirement for consideration consisting of being a registered voter within the boundaries of Division 1. One applicant did not qualify due to not being a registered voter in Contra Costa County and residing outside of the Division 1 boundaries.

The three applicants the Board will consider interviewing for the vacant seat are (in order of applications received):

- Saqib Ahmad
- Olumide (Olu) Adeoye
- Dinesh Govindarao

The applications are attached for the Board’s information and consideration (Attachment 1).

The District Secretary will contact the applicants to advise of next steps in the process following the Board’s determination this evening.

Originating Department: Administrative Services	Contact: N. Genzale/C. Atwood	Legal Review: No
Financial Review: Not Required	Cost and Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 – Division 1 Vacancy Applications (3)	
		35 of 50



7051 Dublin Boulevard
Dublin, CA 94568-3018

main (925) 828-0515
fax (925) 829-1180
www.dsrdsd.com

Dublin San Ramon Services District

BOARD OF DIRECTORS APPLICATION FORM

Applications and all supporting material must be submitted to Nicole Genzale, District Secretary, not later than 5 p.m. on Tuesday, January 10, 2023.

Applications may be submitted per the following methods:

- Emailed to genzale@dsrsd.com
- Mailed or delivered to the District's administrative office at 7051 Dublin Blvd., Dublin, CA 94568
Attention: Nicole Genzale, District Secretary.

Interviews of selected applicants will be conducted by the Board of Directors on Tuesday, February 7, starting at 6 p.m. in the District Boardroom at 7051 Dublin Blvd., Dublin, CA. Applicants will be notified if the Board determines changing circumstances cause the Board meeting and interviews to be conducted via teleconference.

Note that the interviews will be open to the public including other selected applicants. You will be notified of your interview time. The order of the interviews will be determined by lot by the District Secretary.

APPLICATION MATERIAL SHALL BE LIMITED TO:

1. This fully completed form (**mandatory**); and
2. A resume – Maximum of 1,000 words (optional)

MINIMUM QUALIFICATIONS FOR ELIGIBILITY TO APPLY FOR THE DSRSD BOARD OF DIRECTORS:

1. Must be a registered voter in Contra Costa County residing within the boundaries of Division 1 of the Dublin San Ramon Services District. To view the division map, go to: <https://www.dsrdsd.com/about-us/elections>
2. Must be a U.S. Citizen and 18 years of age

Please provide the following personal information.

Name: Saqib Ahmad

Home Address: [REDACTED] San Ramon, CA 94582

Telephone #: [REDACTED]

Email Address: [REDACTED]

Please answer the following background and qualifications questions and attach your response to this application.

Question #1: Are you willing to attend at least two Board of Directors meetings each month for the length of your term? Meetings generally occur two weekday evenings a month.

Yes.

Question #2: Why do you want to be on the Board of Directors? Maximum of 200 words

Water is a precious resource, especially in California which goes through drought cycles every few years. I think the district is doing a great job in managing this precious resource including wastewater and recycled water management. I would love to be part of the team, do my part, and contribute to the community that I'm proud to be a part of.

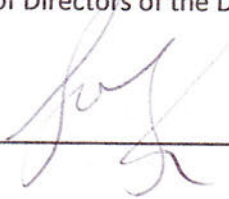
Question #3: Describe the unique experience and/or qualifications that you believe makes you the best candidate for an appointment to the Board of Directors. Maximum of 200 words

I come from an information security background, having worked with standards organizations, security certification organizations etc. for over 20 years, building security platforms that can withstand the latest forms of cyber-attacks. In my work with international organizations, I've been acknowledged as a consensus maker. In recognition of my efforts, I was recently awarded "Bertrand Award" by Java Card Forum (<https://twitter.com/JavaCardForum/status/1610577952856489985?s=20&t=NCIfhX9MwpKUHEM9Z2f11A>) . I believe I bring an outsider perspective to the board which can help see things from a different angle. I also have an MBA from University of Illinois at Urbana-Champaign and I believe I can help from a business perspective with budgeting, resource planning, forecasting and future planning.

Acknowledgement & Certification

1. I understand that all material provided by me in connection with this application is a public document and will be furnished by the District to any person including other applicants upon request and without my approval or notification.
2. I certify that I am a registered voter and a legal resident of Division 1 of the Dublin San Ramon Services District and that I am not disqualified by the Constitution or laws of the State of California from holding a civil office and further that I am qualified to and am prepared to assume and hold the office as a member of the Board of Directors of the Dublin San Ramon Services District without reservation or condition.
3. I certify under penalty of perjury that all information provided in connection with my application for the Board of Directors of the Dublin San Ramon Services District is true.

Signature:



Print Name:

Saqib Ahmad

Date Signed:

January 06, 2023

SAQIB AHMAD

PRODUCT MANAGER/10+ YEARS OF ENGINEERING LEADERSHIP

██████████ | ██████████ | [linkedin.com/in/saqiba/](https://www.linkedin.com/in/saqiba/)

Summary

Highly experienced, CISSP, results driven, empowering and inspiring, cross-functional product leader with a proven history of leading teams and deliver industry's leading specifications and solutions. Highly experienced at architecting highly deployed solutions. Experienced in working with diverse and globally distributed teams. Experienced in working with industry standards organizations and drive innovation. Holder of 6 Java Card technology related patents.

Areas of Expertise

Product Management, Product Life Cycle Management, Cross-functional team leadership, Agile Development/Project Management, Team Development, Coaching and mentoring, Software Architecture, Software Design and Development, Java Card Eco System, Cryptography, Security.

EXPERIENCE

Product Line Manager, YubiHSM, July 2022 – Present

Yubico Inc, Santa Clara, CA

Smallest networked Hardware Security Module (HSM) in the world is a unique product by Yubico Inc. This small but mighty device is supported by world class software libraries for seamless integration with most of the leading software platforms to provide hardware backed security. Responsibilities include studying the market for new opportunities for this nascent technology, drive the product roadmap and adoption in the market, while coordinating with internal Yubico teams and key stakeholders.

Senior Principal Product Manager, Java Card Products, August 2019 – July 2022

Oracle Corporation, Santa Clara, CA

Java Card Platform

Deployed on more than 10 billion devices, Java Card platform enables secure elements, such as smart cards to host applications which employ Java technology. Java Card offers a secure and interoperable execution platform that can store and update multiple applications on a single resource-constrained device, while retaining the highest certification levels and compatibility with standards. Java Card use cases include mobile SIM cards, credit cards, smart passports etc.

Responsibilities

- Requirements gathering and requirement analysis for evolution of Java Card Java Card platform and associated products.
- Evaluate Java Card platform for IoT Edge security.
- Increase customer satisfaction through surveys, industry events, personal customer interaction and developing product strategy that exceeds customer expectations. In our latest survey we had over 90% customer satisfaction.
- Coordinate with internal Oracle teams and stakeholders.
- Secured Common Criteria certifications for Java Card products.
- Represent Oracle at Java Card Forum (JCF) to define next generation Java Card platform.

Consulting Member of Technical Staff, Feb 2010 – August 2019

Oracle Corporation, Santa Clara, CA

- Lead Java Card specification team and released numerous specification releases.

Dublin San Ramon Services District

BOARD OF DIRECTORS APPLICATION FORM

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Note that the interviews will be open to the public including other selected applicants. You will be notified of your interview time. The order of the interviews will be determined by lot by the District Secretary.

APPLICATION MATERIAL SHALL BE LIMITED TO:

1. This fully completed form (**mandatory**); and
2. A resume – Maximum of 1,000 words (optional)

MINIMUM QUALIFICATIONS FOR ELIGIBILITY TO APPLY FOR THE DSRSD BOARD OF DIRECTORS:

1. Must be a registered voter in Contra Costa County residing within the boundaries of Division 1 of the Dublin San Ramon Services District. To view the division map, go to: <https://www.drsrd.com/about-us/elections>
2. Must be a U.S. Citizen and 18 years of age

Please provide the following personal information.

Name: OLUMIDE (OLU) ADEOYE

Home Address: [REDACTED] SAN RAMON, CA 94582

Telephone #: [REDACTED]

Email Address: [REDACTED]

Please answer the following background and qualifications questions and attach your response to this application.

Question #1: Are you willing to attend at least two Board of Directors meetings each month for the length of your term? Meetings generally occur two weekday evenings a month.

Yes I am available except for Tuesday evenings

Question #2: Why do you want to be on the Board of Directors? Maximum of 200 words

I would like an opportunity to serve the community that has been home to us since 2016

Question #3: Describe the unique experience and/or qualifications that you believe makes you the best candidate for an appointment to the Board of Directors. Maximum of 200 words

My ongoing doctoral research into the energy transition is providing me with a robust perspective of the impacts of climate change, and the need for a sustainable response to our changing climate. I bring with me the perspectives of a local resident, and my prior experience serving on the executive board of non-profit.

Acknowledgement & Certification

1. I understand that all material provided by me in connection with this application is a public document and will be furnished by the District to any person including other applicants upon request and without my approval or notification.
2. I certify that I am a registered voter and a legal resident of Division 1 of the Dublin San Ramon Services District and that I am not disqualified by the Constitution or laws of the State of California from holding a civil office and further that I am qualified to and am prepared to assume and hold the office as a member of the Board of Directors of the Dublin San Ramon Services District without reservation or condition.
3. I certify under penalty of perjury that all information provided in connection with my application for the Board of Directors of the Dublin San Ramon Services District is true.

Signature:

Olumide Adeoti

Print Name:

OLUMIDE ADEOTI

Date Signed:

Jan 09, 2023

OLU ADEOYE PMP, P. Eng.

San Ramon, CA • [Linkedin.com/in/OlumideAdeoye](https://www.linkedin.com/in/OlumideAdeoye)
Energy Transition Optimization and Sustainability Strategic Initiatives Champion

Doctoral Candidate in Organizational Change and Leadership, (University of Southern California).

Organizational Leader with demonstrated competencies in Electric Vehicle transition, Green Hydrogen, and Compressed Natural Sustainability Strategy Implementation. Adept at managing High Performance Engineering, Construction, Safety, and Operations Teams in business environments that include Sole proprietorship and Joint Venture partnerships.

FUNCTIONAL COMPETENCIES AND SIGNIFICANT ACCOMPLISHMENTS

Leadership and Engineering Management	<ul style="list-style-type: none">Built new strategic relationships at multiple levels of non-operated Joint Venture organization in 2 years; leveraged the improved business environment to influence Operator HSE and competitive cost bench-marking performance.Instituted a cross-functional team of Subject Matter Experts and coordinated engagements to gain alignment with regulatory agencies on the implementation of a \$200MM asset remediation program.Led diverse team of remote engineers and technical professionals across three organizations to support terminal facilities across the US west coast. Core duties include recruiting, employee development, and performance management.Implemented records control and information management systems to facilitate storage and retrieval of key project documents.
Renewables	<ul style="list-style-type: none">Renewables Infrastructure Manager, heading ground-breaking program to build out Electric Vehicle, Hydrogen and Compressed Natural Gas (CNG) renewable fuels facilities across California – Focus areas include detailed site identification, entitlements and permitting, utility engagements, OEM partnerships, county engagements, grant facilitation, and engineering developmentManaging inter-company technical alliance relationships with multiple industry partners and Hydrogen Original Equipment Manufacturers (OEM).
Retail and Customer Experience Management	<ul style="list-style-type: none">Led the deployment of programs to maintain energy sustainability and regulatory compliance at over 300 retail fuel facilities on the US West coastPrograms include regulatory compliance, energy optimization, renewable fuels and electric vehicle integration, ADA compliance, electric vehicle integration, and compliance requirements contingent on New to Industry (NTI) and Knock Down Rebuild (KDR) activities.Lead Manager responsible for major retail facility projects, maintenance partner contract maintenance, rebranding / rebranding, and convenience store franchise expansions.
Program Execution & Portfolio Management	<ul style="list-style-type: none">Applied Agile and Waterfall methodology to execute Hybrid Execution Plans on a \$125 MM 5-year produced water treatment and pond remediation program.Implemented a cyclic program to prioritize and implement regulatory-driven maintenance projects across multiple facilities including terminals, tanks and pipelines.Developed detailed site selection, regulatory permitting, and program execution strategy for executing a portfolio of projects in the California Central Valley

EXPERIENCE

NextEra Energy

October 2022 to Present

Role: Director of Development

Key Accomplishments

Implement zero-emissions mobility solutions for LDV's and HDV's in rural and urban settings by:

- Leading the evaluation, strategic acquisition and development of real estate infrastructure
- Proactively identifying and building partnerships that leverage complementary strengths

OLU ADEOYE PMP, P. Eng.

██████████ • San Ramon, CA • ██████████. [Linkedin.com/in/OlumideAdeoye](https://www.linkedin.com/in/OlumideAdeoye)
Energy Transition Optimization and Sustainability Strategic Initiatives Champion

Doctoral Candidate in Organizational Change and Leadership, (University of Southern California).

- Providing experiential guidance to engineering, procurement and construction.

Chevron Corporation. San Ramon, CA.

2008 to 2015, 2018 to September 2022

Roles: Hydrogen and CNG Renewables Infrastructure Manager, Lead Maintenance and Construction Projects Manager, Regional Engineering Supervisor, Capital Projects Advisor, Lead Project Engineer, Snr Facilities Engineer

Key Accomplishments

- Develop Hydrogen and Compressed Natural Gas infrastructure Projects – Location, Site analysis, design, planning and entitlement, construction, Operations and maintenance
- Reduced the delivery cost of biodiesel blending infrastructure, achieving over 85% average reduction, by challenging design assumptions and value engineering techniques, leading to optimized facility configurations.
- Deployed 5-yr enterprise-wide digital enablement program to re-configure automation and strengthen fiber optics infrastructure (\$20 MM value).
- Evaluate Gas / Oil Capital projects with a combined annual value of \$100 MM for strategic alignment with NOJV partners. Achieved annual cost avoidances up to \$10 MM gross.

Snr Project Manager & Gas Infrastructure Lead, Parsons Corporation. San Ramon, CA. 07/2017 - 01/2018

Key Accomplishments

- Managed Client engagement and direct resources to complete the execution of Conceptual development, FEED and Detailed Engineering of Projects in the Oil, Gas, Utility, and Chemical Industry niche
- Led technical services to perform feasibility evaluation of an emerging **renewable energy** technology as part of **IPO financing** prerequisites.
- Executed program to **reduce energy intensity** and improve **facility operability** by produced water waste segregation, Vapor recovery **optimization**, and dehumidification of casing gas to improve compression.

California Program Manager, GlassPoint Corporation. Bakersfield, CA.

December 2015 – May 2017

Key Accomplishments

- Managed **Capital and Operating budget** with responsibilities for Detailed cost estimation, Budgeting, Land and Permitting, Staffing, Solar PV, and Program Execution Planning.
- Designed and implemented **governance framework** to design, build, and operate **renewable energy** facilities up to 30 MWdc, leading to partnership for **California's largest** solar steam project in 2018.
- Led the development of **technical feasibility report** used as key input to \$500 MM **IPO financing** package.

EDUCATION	LICENSES AND CERTIFICATIONS
Doctorate in Organizational Change & Leadership, USC (In Progress)	<ul style="list-style-type: none">• Professional Engineer• PMP Professional – Member, PMI Examinations Committee• Lean Sigma Green Belt• Safety and Operational Excellence Leadership• Capital Stewardship & Organizational Capability– Supreme Standard
M.Sc. in Chemical Engineering University of Lagos, Lagos-Nigeria	
M.LS. in Administrative Law. Lagos State University, Lagos-Nigeria	
B.Sc., Polymers. Federal University of Technology, Owerri – Nigeria	

- Headed all Oracle technical initiatives at Java Card Forum (JCF) to define next generation Java Card platform.
- Lead the IoT client-side library team for Android platform, defining APIs, developing client-side Android platform libraries and vertical market solutions aligning with aggressive push by Oracle into IoT cloud market.
- Headed Java Card engineering group. Under my leadership, the team released six major versions of Java Card technology related tools and simulator and numerous update releases.
- Lead the implementation of Java Card platform on Infineon chips (SLE7892B, SLE7892G, M5073, SLE7793 and SLE7794).
- Drove certification efforts with agencies (TuVIT, BSI) get Common Criteria EAL 5+ certification for implementation of Java Card platform on Infineon SLE7892 chip. As a result, implementations on SLE7892B and SLE7892G have been certified at Common Criteria EAL 5+.

Lead Engineer, Oct 2000 – Feb 2010

Sun Microsystems Inc., Santa Clara, CA

- Technical lead of Java Card engineering group.
- Successfully implemented the Scrum software development methodology replacing the waterfall development model enhancing team productivity and visibility.
- Lead the effort to develop and release next generation Java Card platform for high-end devices over a period of 3 years working with teams in Russia, France and India.
- Specification lead for JSR 177 (SATSA).
- Represented Sun at industry events and meetings related to Java Card.
- Evangelized Java Card platform by speaking at conferences such as JavaOne, Java Partners Days and Sun Network conference.

Software Engineer, Nov 1999 – Oct 2000

Centum Inc., Walnut Creek, CA

As a consultant placed with Kaiser Permanente, helped design and implement the back-end to their web-based prescription refill system, which can communicate with the legacy system to process the refill requests. Also, provided support for their PC based client for the pharmacist for processing the prescriptions.

ACADEMICS

MBA (Masters in Business Administration) 2020 – 2022
University Of Illinois at Urbana-Champaign, IL, USA

BCS (Bachelors in Computer Science) 1993 – 1996
University Of Punjab, Lahore, Pakistan

Journalism, Bachelor of Arts 1998 – 1999
University Of Punjab, Lahore, Pakistan



Dublin San Ramon
Services District

Water, wastewater, recycled water

7051 Dublin Boulevard
Dublin, CA 94568-3018

main (925) 828-0515
fax (925) 829-1180
www.dsrds.com

Dublin San Ramon Services District

BOARD OF DIRECTORS APPLICATION FORM

Applications and all supporting material must be submitted to Nicole Genzale, District Secretary, not later than 5 p.m. on Tuesday, January 10, 2023.

Applications may be submitted per the following methods:

- Emailed to genzale@dsrsd.com
- Mailed or delivered to the District's administrative office at 7051 Dublin Blvd., Dublin, CA 94568
Attention: Nicole Genzale, District Secretary.

Interviews of selected applicants will be conducted by the Board of Directors on Tuesday, February 7, starting at 6 p.m. in the District Boardroom at 7051 Dublin Blvd., Dublin, CA. Applicants will be notified if the Board determines changing circumstances cause the Board meeting and interviews to be conducted via teleconference.

Note that the interviews will be open to the public including other selected applicants. You will be notified of your interview time. The order of the interviews will be determined by lot by the District Secretary.

APPLICATION MATERIAL SHALL BE LIMITED TO:

1. This fully completed form (**mandatory**); and
2. A resume – Maximum of 1,000 words (optional)

MINIMUM QUALIFICATIONS FOR ELIGIBILITY TO APPLY FOR THE DSRSD BOARD OF DIRECTORS:

1. Must be a registered voter in Contra Costa County residing within the boundaries of Division 1 of the Dublin San Ramon Services District. To view the division map, go to:
<https://www.dsrds.com/about-us/elections>
2. Must be a U.S. Citizen and 18 years of age

Please provide the following personal information.

Name: Dinesh Govindarao _____

Home Address: _____ San Ramon, CA 94582 _____

Telephone #: _____

Email Address: _____

Please answer the following background and qualifications questions and attach your response to this application.

Question #1: Are you willing to attend at least two Board of Directors meetings each month for the length of your term? Meetings generally occur two weekday evenings a month.

Question #2: Why do you want to be on the Board of Directors? Maximum of 200 words

Question #3: Describe the unique experience and/or qualifications that you believe makes you the best candidate for an appointment to the Board of Directors. Maximum of 200 words

Acknowledgement & Certification

1. I understand that all material provided by me in connection with this application is a public document and will be furnished by the District to any person including other applicants upon request and without my approval or notification.
2. I certify that I am a registered voter and a legal resident of Division 1 of the Dublin San Ramon Services District and that I am not disqualified by the Constitution or laws of the State of California from holding a civil office and further that I am qualified to and am prepared to assume and hold the office as a member of the Board of Directors of the Dublin San Ramon Services District without reservation or condition.
3. I certify under penalty of perjury that all information provided in connection with my application for the Board of Directors of the Dublin San Ramon Services District is true.

Signature: _____



Print Name: _____

Dinesh Govindarao

Date Signed: _____

1/9/2023

Applicant for DSRSD Board Division 1 Vacancy: Dinesh Govindarao

Question 1: Are you willing to attend at least two Board of Directors meetings each month for the length of your term? Meetings generally occur two weekday evenings a month.

Yes.

Question 2: Why do you want to be on the Board of Directors? Maximum of 200 words

I have a strong passion to serve our local community. I feel the DSRSD provides a unique opportunity to support our public to insure we have a safe and sustainable water supply. In addition, the agency has an important role to provide policy and direction on recycled water and wastewater services. These are areas that interests me. It is important to be innovative and look for possible solutions to address our needs of our growing population and manage through severe droughts. I would be interested to look at innovative ways to increase our recycled water usage as well as exploring innovative technologies to increase our potential drinking water supply such as a desalination and other purification options. After attending a few DSRSD Board meetings, reviewing the presentations from the Virtual Citizens Water Academy, and speaking to present and past Board Members, I feel I can be an integral part of the DSRSD Board and contribute to the overall mission. I will also strive to engage our community and understand the needs and concerns of District 1. I would be honored to have the opportunity to serve on the Board for DSRSD.

Question 3: Describe the unique experience and/or qualifications that you believe makes you the best candidate for an appointment to the Board of Directors. Maximum of 200 words

I have been fortunate to call San Ramon my home for the last 43 years. I am passionate in striving to make our community a better place for our residents. Given the concern with climate change and droughts, water has been at the forefront as a topic of concern for many residents. I offer a unique background that will complement our current Board. I am a physician who is Board Certified in the field of Occupational and Environmental Medicine. Given my professional experience, my primary focus will be on public safety and health when addressing water quality, water supply, recycling, and wastewater management. I have both a scientific as well as a business background that will allow me to address the issues we face in a holistic fashion. I also have a vast amount of executive leadership experience over the last 21 years in both the public and private sectors involving personnel management, unions, operations, and overseeing budgets. I will be a responsible, dedicated, and productive Board Member if given the opportunity to serve in this position.

DINESH B. GOVINDARAO, MD, MPH, FACOEM

Email: [REDACTED]

EDUCATION:

University of California, Los Angeles, CA

September 1998 - June 1999

Masters in Public Health

**Drexel University (formerly Hahnemann University) School of
Medicine, Philadelphia, PA**

August 1993 – May 1997

M.D. Degree

University of California, Berkeley, CA

August 1988 - May 1992

B.S. Degree in Genetics

Minor in Business

PROFESSIONAL EXPERIENCE:

State Compensation Insurance Fund

- Chief Medical Officer (July 2013 – current)

Concentra

- Vice President and National Medical Director Worksites & At Work – Concentra (*Jan 2006 – July 2013*) – medical oversight for 250+ worksites
- California On-Site Medical Director – Concentra (*Oct 2002 – July 2013*)
- Medical Director – USS/POSCO Industries (*Oct 2002 – July 2013*)
- Medical Director – US Mint San Francisco (*Dec 2004 – 2011*)
- Medical Director – C&H Sugar (*Aug 2004 – June 2005*)
- Medical Director – Gen Chemical (*Aug 2004 – 2009*)
- Medical Director – Diablo Canyon Power Plant (*Oct 2002 – Dec 2009*)
- Medical Consultant for State Fund (*Jun 2004 – Nov 2004*)
- Medical Review Officer

Boeing

- Medical Director - Boeing Satellite Systems (*July 2001 – October 2002*)

Consultant

- Medical Consultant/Interim Managing Physician for NASA/JPL (*November 2000 – June 2001*)
- Medical Consultant for Toyota (*January 2001 – June 2001*)
- Certified Medical Review Officer for National Medical Review Offices (*March 2001 – June 2001*)
- Medical Consultant for Glendale Adventist Occupational Medicine Center (*July 2000 – June 2001*)
- Medical Consultant for Pacific Occupational Medical Associates Inc. (*July 2000 – June 2001*)
- Medical Consultant for Los Angeles Unified School District

(July 2000 – June 2001)

- Medical Consultant for Metropolitan Water District *(July 2000 – June 2001)*
- Medical Consultant for Los Angeles County *(July 2000 – June 2001)*

ACADEMIC EXPERIENCE:

- U.C.L.A. Assistant Clinical Professor in Family Medicine - Appointment pending prior to relocation to Northern California
- U.C.L.A. School of Nursing Assistant Clinical Professor - Appointment pending prior to relocation to Northern California
- Member of Residency Advisory Committee at U.C.L.A. *(October 2000 – October 2002)*
- Lecturing to U.C.L.A. Occupational & Environmental Medicine Residents *(January 2001 – Oct 2002)*

POSTGRADUATE TRAINING:

UCLA/USC - Los Angeles, CA

September 1998 - June 2000

Occupational & Environmental Medicine Residency Training

Chief Resident *March 2000 – June 2000*

UCSF - Fresno, Fresno, CA

June 1997 - June 1998

Preliminary Internal Medicine Year

RESEARCH:

University of California – Los Angeles, Department of Occupational & Environmental Medicine and School of Public Health

June 1999 – June 2000

Evaluated predictors of lost work time in a patient population with low back pain.

Sponsor: Philip Harber, M.D., M.P.H.

Hahnemann University, Departments of Allergy & Immunology and Pulmonary & Critical Care Medicine, Philadelphia, PA

August 1993 - May 1994

Performed in situ hybridization to evaluate human lung mast cell IL-5 gene expression following IgE-mediated activation.

Sponsor: Edward S. Schulman, M.D.

Lawrence Livermore National Laboratory, Department of Biomedical Sciences - Human Genome Project, Livermore, CA

Summers of 1993 & 1994

Assisted in developing a protocol for cloning of human DNA sequences in new cloning vectors called PACs. Also assisted in the development of a chromosome 2 specific PAC library that could later provide a valuable resource for physical mapping and disease searching for this chromosome.

Sponsor: Jeff Gingrich, Ph.D.

PUBLICATIONS: Jaffe, J.S., M.C. Glaum, D.G. Raible, T.J. Post, E. Dimitry, **D. Govindarao**, Y. Wang, and E.S. Schulman. 1995. Human Lung Mast Cell IL-5 Gene and Protein Expression: Temporal Analysis of Upregulation following IgE-mediated Activation. *Am. J. Respir. Cell Mol. Biol.* 13:665-675.

AWARDS: Hahnemann University School of Medicine Distinguished Academic Performance in the Field of Pediatrics: May 1997

Concentra Business Unit of the Year - 2008

LICENSURE/CERTIFICATION:

Fellow of the American College of Occupational & Environmental Medicine (current)
Board Certified in Occupational & Environmental Medicine (current)
California Medical License (current)
DEA License (current)

PROFESSIONAL SOCIETIES:

American College of Occupational and Environmental Medicine (ACOEM)
2000 - present

Western Occupational and Environmental Medicine Association (WOEMA)
Treasurer – Jan 2008 – Dec 2010
Chair of Economic Affairs Committee - Jan 2006 – Dec 2008
2000 – present

American College of Preventive Medicine (ACPM)
2001-2002

American Medical Association (AMA)
1993 - 2003

California Medical Association (CMA)
1997 – 1998

VOLUNTEER/COMMUNITY SERVICE:

City of San Ramon Library Advisory Committee Alternate Member
2021-present

San Ramon Valley Education Foundation (SRVEF) Board Member
2021-present

San Ramon Valley Unified School District Superintendent Task Force - Member
2021

PTA Board Member – Financial Secretary – Live Oak Elementary
2009-2011

Reflections Chair – Live Oak Elementary
2011-2012

Volunteer Coach for 12 years for soccer (San Ramon Soccer/FC), baseball (San Ramon Little League), softball (San Ramon Valley Girls Athletic League), and basketball (San Ramon Youth Hoops)
2007-2019

Volunteer for Bay Area Children’s Theater Advanced Performers
2018-2020

Leadership San Ramon Valley (Class of 2022)
2021-2022

San Ramon Citizen’s Planning Academy - Attendee
Fall 2021

San Ramon Government 101 - Attendee
Spring 2022

San Ramon Citizen’s Police Academy - Attendee
Fall 2022