



**WEST VALLEY WATER DISTRICT
855 W. BASE LINE ROAD, RIALTO, CA 92376
PH: (909) 875-1804
WWW.WVWD.ORG**

**SAFETY AND TECHNOLOGY COMMITTEE MEETING
AGENDA**

Monday, March 3, 2025, 5:00 PM

NOTICE IS HEREBY GIVEN that West Valley Water District has called a meeting of the Safety and Technology Committee to meet in the Administrative Conference Room, 855 W. Base Line Road, Rialto, CA 92376.

BOARD OF DIRECTORS

**Vice President Daniel Jenkins
Director Kelvin Moore**

Members of the public may attend the meeting in person at 855 W. Base Line Road, Rialto, CA 92376, or you may join the meeting using Zoom by clicking this link: <https://us02web.zoom.us/j/8402937790>. Public comment may be submitted via Zoom, by telephone by calling the following number and access code: Dial: (888) 475-4499, Access Code: 840-293-7790, or via email to administration@wvwd.org.

If you require additional assistance, please contact administration@wvwd.org.

CALL TO ORDER

PUBLIC PARTICIPATION

Any person wishing to speak to the Board of Directors on matters listed or not listed on the agenda, within its jurisdiction, is asked to complete a Speaker Card and submit it to the Board Secretary, if you are attending in person. For anyone joining on Zoom, please wait for the Board President's instruction to indicate that you would like to speak. Each speaker is limited to three (3) minutes. Under the State of California Brown Act, the Board of Directors is prohibited from discussing or taking action on any item not listed on the posted agenda. Comments related to noticed Public Hearing(s) and Business Matters will be heard during the occurrence of the item.

Public communication is the time for anyone to address the Board on any agenda item or anything under the jurisdiction of the District. Also, please remember that no disruptions from the crowd will be tolerated. If someone disrupts the meeting, they will be removed.

DISCUSSION ITEMS

1. Updates to the Safety and Technology Committee
2. November 4, 2024 and January 6, 2025 Regular Meeting Minutes

ADJOURN

Please Note:

Material related to an item on this Agenda submitted to the Committee after distribution of the agenda packet are available for public inspection in the District's office located at 855 W. Baseline, Rialto, during normal business hours. Also, such documents are available on the District's website at www.wvwd.org subject to staff's ability to post the documents before the meeting.

Pursuant to Government Code Section 54954.2(a), any request for a disability-related modification or accommodation, including auxiliary aids or services, in order to attend or participate in the above-agendized public meeting should be directed to the Board Secretary, Elvia Dominguez, at least 72 hours in advance of the meeting to ensure availability of the requested service or accommodation. Ms. Dominguez may be contacted by telephone at (909) 875-1804 ext. 703, or in writing at the West Valley Water District, P.O. Box 920, Rialto, CA 92377-0920.

DECLARATION OF POSTING:

I declare under penalty of perjury, that I am employed by the West Valley Water District and posted the foregoing Agenda at the District Offices on February 27, 2025.

Elvia Dominguez

Elvia Dominguez, Board Secretary

MINUTES
SAFETY AND TECHNOLOGY COMMITTEE MEETING
of the
WEST VALLEY WATER DISTRICT
November 4, 2024

I. CALL TO ORDER

Chair Moore called the meeting to order at 5:01 p.m.

Attendee Name	Present	Absent	Late	Arrived
Kelvin Moore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Estevan Bennett	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
John Thiel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Linda Jadeski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Jon Stephenson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Albert Clinger	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

II. PUBLIC PARTICIPATION

Chair Moore inquired if anyone from the public would like to speak. No requests were received, therefore Chair Moore closed the public comment period.

III. DISCUSSION ITEMS

1. Updates to the Safety and Technology Committee.

General Manager Thiel and Director of General Services Stephenson reviewed the Committee’s purpose, provided an overview of the staff on the Business Systems/IT team, and reviewed the types of support they provide to the District, to give a proper introduction of the Committee and the Department to Director Bennett.

Director of General Services Stephenson provided an update on the cameras that have been installed at Headquarters and indicated additional cameras are planned for Roemer; reported on an attempted break in that occurred at the River Ranch Development for which staff is working with the developer to address the issue; and the project to upgrade the website content management system is nearing completion and once complete the developer will focus on migrating the intranet content. Updates were also provided on the status of the iPaySmart implementation; Work Order Module implementation; Agenda Link implementation; Strategic Plan - Work Plans; the installation of a fiber internet service at Roemer; grants that IT staff has submitted and is currently working on; and stated engineering staff is looking at new technologies presented at the Western US Water – Technical Assessment Group meeting.

2. October 7, 2024 Committee Meeting Minutes

The Committee approved the minutes.

IV. ADJOURN

Chair Moore adjourned the meeting at 5:52 p.m.

ATTEST:

Elvia Dominguez, Board Secretary

Minutes were approved on _____ by the Safety and Technology Committee of the West Valley Water District.

MINUTES
SAFETY AND TECHNOLOGY COMMITTEE MEETING
of the
WEST VALLEY WATER DISTRICT
January 6, 2025

I. CALL TO ORDER

Chair Moore called the meeting to order at 5:08 p.m.

Attendee Name	Present	Absent	Late	Arrived
Kelvin Moore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Dan Jenkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
John Thiel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Linda Jadeski	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Jon Stephenson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Albert Clinger	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

II. PUBLIC PARTICIPATION

Chair Moore inquired if anyone from the public would like to speak. No requests were received, therefore Chair Moore closed the public comment period.

III. DISCUSSION ITEMS

1. Updates to the Safety and Technology Committee.

The Committee appointed Vice President Jenkins as Chair.

Director of Technical Services Stephenson provided an update on physical security and standard operating procedures being developed for the Audio & Video Surveillance Policy that was approved by the Board. Staff is currently exploring the options for integrating the burglar alarm system and the access control system into the security camera system. The updated job descriptions approved by the Board were updated to the website, and the website has been successfully upgraded to Drupal 10 so the developer can begin focusing on migrating the intranet content. IT conducted a phishing campaign with staff to simulate a phishing attack and staff erroneously clicked on the email links, therefore, IT will provide continued training. Mr. Stephenson also reported on grants that IT staff has submitted, and the District was awarded \$250,000 for the SCADA Master Plan Project via the FY 2024 State and Local Cybersecurity Grant Program.

Additionally, the following project updates were provided: IPaySmart implementation is progressing, IT will be uploading daily data files, and training for customer service staff is being

scheduled; Work Order Module implementation is still in progress; Agenda Link Implementation is in progress and the team will be working on implementing additional functionalities; IT is working with Engineering to install fiber internet service at Roemer.

Chair Moore inquired about including an organizational chart with staff titles and pictures on the intranet. Staff indicated that one was in progress, and that they would check on the status and report back.

IV. ADJOURN

Chair Moore adjourned the meeting at 5:32 p.m.

ATTEST:

Elvia Dominguez, Board Secretary

Minutes were approved on _____ by the Safety and Technology Committee of the West Valley Water District.