

**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.

<b>Attendee Name</b>	<b>Present</b>	<b>Absent</b>	<b>Late</b>	<b>Arrived</b>
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:**



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**Elvia Dominguez, Board Secretary**

Minutes were approved on March 3, 2025 by the Safety and Technology Committee of the West Valley Water District.