PALMDALE WATER DISTRICT
A CENTURY OF SERVICE

BOARD OF DIRECTORS
ROBERT E. ALVARADO
Division 1
JOE ESTES
Division 2
MARCO HENRIQUEZ
Division 3
KATHY MAC LAREN
Division 4
VINCENT DINO
Division 5

DENNIS LaMOREAUX
General Manager
ALESHIRE & WYNDER LLP
Attorneys

ACWA
PROUD MEMBER

June 21, 2018

AGENDA FOR REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT to be held at the District's office at 2029 East Avenue Q, Palmdale MONDAY, JUNE 25, 2018 6:00 p.m.

NOTES: To comply with the Americans with Disabilities Act, to participate in any Board meeting please contact Dawn Deans at 661-947-4111 x1003 at least 48 hours prior to a Board meeting to inform us of your needs and to determine if accommodation is feasible.

Additionally, an interpreter will be made available to assist the public in making **comments** under Agenda Item No. 4 and any action items where public input is offered during the meeting if requested at least 48 hours before the meeting. Please call Dawn Deans at 661-947-4111 x1003 with your request. (PWD Rules and Regulations Section 4.03.1 (c))

Adicionalmente, un intérprete estará disponible para ayudar al público a hacer **comentarios** bajo la sección No. 4 en la agenda y cualquier elemento de acción donde se ofrece comentarios al público durante la reunión, siempre y cuando se solicite con 48 horas de anticipación de la junta directiva. Por favor de llamar Dawn Deans al 661-947-4111 x1003 con su solicitud. (PWD reglas y reglamentos sección 4.03.1 (c))

Agenda item materials, as well as materials related to agenda items submitted after distribution of the agenda packets, are available for public review at the District's office located at 2029 East Avenue Q, Palmdale (Government Code Section 54957.5). Please call Dawn Deans at 661-947-4111 x1003 for public review of materials.

PUBLIC COMMENT GUIDELINES: **The prescribed time limit per speaker is three-minutes. Please refrain from public displays or outbursts such as unsolicited applause, comments, or cheering. Any disruptive activities that substantially interfere with the ability of the District to carry out its meeting will not be permitted and offenders will be requested to leave the meeting. (PWD Rules and Regulations, Appendix DD, Sec. IV.A.)**

Each item on the agenda shall be deemed to include any appropriate motion, resolution, or ordinance to take action on any item.

1) Pledge of Allegiance/Moment of Silence.

2) Roll Call.

3) Adoption of Agenda.

4) Public comments for non-agenda items.

5) Presentations:

5.1) None at this time.

6) Action Items - Consent Calendar (The public shall have an opportunity to comment on any action item on the Consent Calendar as the Consent Calendar is considered collectively by the Board of Directors prior to action being taken.)

6.1) Approval of minutes of regular meeting held June 11, 2018.

6.2) Payment of bills for June 25, 2018.

6.3) Approve absence of Director Henriquez from June 11, 2018 meeting due to a work commitment.

7) Action Items – Action Calendar (The public shall have an opportunity to comment on any action item as each item is considered by the Board of Directors prior to action being taken.)

7.1) Consideration and possible action on outreach activities for 2018. (Public Affairs Director Shay)

a) Update on 100th year anniversary events.

b) Outreach plans for 2018.

c) Update on PWD Water Ambassadors Academy.

d) Upcoming events.

e) Outreach recommendations from Directors.

7.2) Discussion and review of Article 4.14 “Website and Social Media” of the District’s Rules and Regulations. (General Counsel Dunn)

7.3) Consideration and possible action on authorization of the following conferences, seminars, and training sessions for Board and staff attendance within budget amounts previously approved in the 2018 Budget:

a) 2018 TruePoint User Conference to be held October 23 – 24, 2018 in Reno, Nevada.

b) Veeam Certification Course to be held December 2 – 8, 2018 in San Jose.

8) Information Items:

8.1) Reports of Directors:

a) Meetings/General Report.

b) Standing Committee/Assignment Reports (Chair):

1) None.

8.2) Report of General Manager.

a) June 2018 written report of activities through May 2018.

8.3) Report of General Counsel.

9) Public comments on closed session agenda matters.

10) Break prior to closed session.

11) Closed session under:

11.1) Conference with Legal Counsel – Existing Litigation: A closed session will be held, pursuant to Government Code §54956.9 (d)(1), to confer with Special Litigation Counsel regarding existing litigation to which the District is a party. The title of such litigation is as follows: *Antelope Valley Ground Water Cases.*

12) Public report of any action taken in closed session.

13) Board members' requests for future agenda items.

14) Adjournment.



MICHAEL A. WILLIAMS,
Finance Manager

DDL/MAW/dd

P A L M D A L E W A T E R D I S T R I C T

B O A R D M E M O R A N D U M

DATE:	June 19, 2018	**June 25, 2018**
TO:	BOARD OF DIRECTORS	**Board Meeting**
FROM:	Mr. Dennis D. LaMoreaux, General Manager	
RE:	***AGENDA ITEM NO. 6.3 – APPROVE ABSENCE OF DIRECTOR HENRIQUEZ FROM JUNE 11, 2018 BOARD MEETING DUE TO A WORK COMMITMENT. (GENERAL MANAGER LaMOREAUX)***	

Director Henriquez was absent from the June 11, 2018 Regular Board Meeting. Agenda Item No. 6.3 has been placed on the Consent Calendar to excuse this absence pursuant to Section 4.07.2 of the District's Rules and Regulations which states, "The Board shall excuse absences by approving such absences pursuant to the Consent Calendar at the next regular Board meeting."

AGENDA ITEM NO. 7.1

P A L M D A L E W A T E R D I S T R I C T

B O A R D M E M O R A N D U M

DATE:	June 19, 2018	**June 25, 2018**
TO:	BOARD OF DIRECTORS	**Board Meeting**
FROM:	Ms. Judy Shay, Public Affairs Director	
VIA:	Mr. Dennis D. LaMoreaux, General Manager	
RE:	***AGENDA ITEM NO. 7.1 – CONSIDERATION AND POSSIBLE ACTION ON OUTREACH ACTIVITIES FOR 2018. (PUBLIC AFFAIRS DIRECTOR SHAY)***	

A detailed report on the Outreach activities listed below will be provided at the Board meeting.

a) Update on 100th year anniversary events.

b) Outreach plans for 2018.

c) Update on PWD Water Ambassadors Academy.

d) Upcoming events.

e) Outreach recommendations from Directors.

AGENDA ITEM NO. 7.2

P A L M D A L E W A T E R D I S T R I C T

B O A R D M E M O R A N D U M

DATE:	June 19, 2018	**June 25, 2018**
TO:	BOARD OF DIRECTORS	**Board Meeting**
FROM:	Mr. Dennis D. LaMoreaux, General Manager	
RE:	***AGENDA ITEM NO. 7.2 – DISCUSSION AND REVIEW OF ARTICLE 4.14 "WEBSITE AND SOCIAL MEDIA" OF THE DISTRICT'S RULES AND REGULATIONS. (GENERAL COUNSEL DUNN)***	

General Counsel Dunn will provide an in-depth review at the Board meeting of Article 4.14 "Website and Social Media" of the District's Rules and Regulations.

Supporting Documents:

- Article 4.14 "Website and Social Media" of the District's Rules and Regulations

4.13.2 USE OF DISTRICT PROPERTY, EQUIPMENT OR FACILITIES FOR CAMPAIGNING

Directors shall not use, or permit any other person to use, the District's seal, trademark, stationery, or other indicia of the District's identity, or facsimile thereof, in any solicitation for political contributions contrary to state or federal law. Directors shall not use, or permit any other person to use, District equipment, facilities, materials, or any other property for any solicitation for political contributions to any campaign.

4.14: WEBSITE AND SOCIAL MEDIA

The District has an interest in disseminating information useful to customers and others interested in the operations, goals, and objectives of the District. The District encourages the use of the internet, through its website or social media pages, to further the goals of the District, subject to the terms and conditions of the rules set forth herein. The use of such websites or social media pages by Directors, however, raises legal issues which are unique to government agencies. As such, these rules establish procedures for use of the website and social media by Directors.

4.14.1 DISTRICT WEBSITE

The District owns and maintains a website at www.palmdalewater.org for the purpose of conducting the official business of the District. The General Manager has the authority to manage the website, including the contents of the website, as part of the District's day-to-day operations. The General Manager, however, does not have the authority to post any material or content in connection with the political campaign of any Director of the District, in connection with the political campaign of any candidate for any other office, or in connection with his/her own performance evaluation.

4.14.2 DIRECTOR BIOGRAPHIES ON DISTRICT WEBSITE

Each Director shall submit to the General Manager a biography for publication on the District's website at www.palmdalewater.org. The

biography of a Director shall be limited to the Director's own qualifications and experience, and shall not include language that in any way makes reference to other Directors or their qualifications, character or activities.

4.14.3 DIRECTORS' SOCIAL MEDIA COMMUNICATIONS POLICY

(a) Introduction/Purpose: In light of advances in information and communications technology, the Board has adopted this policy to ensure continued compliance with the Brown Act in connection with the District's social media and other electronic communications, including the District's Facebook and Twitter pages, while respecting a Director's right to express himself or herself on issues within the District's subject matter jurisdiction, and to enhance Directors' communications with their constituents.

(b) Creation and Maintenance of District Social Media Pages:

1. The District Public Information Officer, under the supervision of the General Manager, shall create and maintain an official District social media page, including the existing Facebook and Twitter Palmdale Water District pages. The content posted on the District's social media pages shall be consistent with the policy and direction provided by the Board for District matters.

2. Directors are not authorized to post content to any District social media page on behalf of the District. Only the District Public Information Officer shall post content to any District social media page on behalf of the District. Directors shall not create or maintain any social media page on behalf of the District, nor shall Directors create any social media page containing the seal or logo of the District.

(c) "Comments," "Likes," or "Sharing" on District Social Media Pages: In order to avoid any violation of the still unclear applicability of the Ralph M. Brown Act to social media, Directors may not comment or "like" any post

on the District social media pages. Nothing herein prohibits a Director from "sharing" a District post to his/her own social media page, or any other social media page.

(d) Other Social Media Sites or Blogs, not maintained by the District:

The District is not responsible for the content, comments, "likes", or any other communication occurring on websites, blogs, or social media sites not maintained by the District. Nevertheless, Directors must exercise the same guidelines on non-District websites, blogs, or social media sites to avoid any implication of the Brown Act or other applicable laws.

4.15: RESPONSIBILITIES AND AUTHORITY OF THE BOARD AND GENERAL MANAGER

(a) The Board of Directors has the power and it shall be its duty to manage and conduct the business and affairs of the District. **(Water Code, §21385.) To that end, the Board "shall: (a) Employ agents, officers, and employees as required," and "(b) prescribe their duties and fix their salaries." (Water Code, §21185.) Accordingly,** the Board employs a General Manager to carry out Board policies, direct District operations, and provide day-to-day supervision of District employees and control of District expenditures. **However, the Board does not relinquish its obligation or authority to establish an organizational chart and fix salaries for positions in accordance with Water Code, Section 21185.**

It is the judgment of the Board and the General Manager that clear delineation of their respective responsibilities and authority is essential to effective District management. Said authority and responsibilities are set out herein and in the General Manager Employment Agreement.

(b) Board communications to District staff shall be made through the office of the General Manager to ensure staff's time and resources are most efficient used and ensure compliance with budget restrictions.

AGENDA ITEM NO. 7.3

Hotel and Travel Accommodations

Event Name/Date:

2018 TruePoint User Conference, October 23 - 24, 2018, Reno, Nevada

CONTACT INFORMATION

First Name | Last Name | Date

ACCOMMODATION INFORMATION

Rooms and rates are subject to availability. Complete and submit this form as soon as possible to guarantee a room at the host hotel. In the event that the host hotel is booked, every effort will be made to secure a room at the closet hotel within comparable rates to the event discounted rate.

Arrival Date | Departure Date | No. of guests | Room Type

Do you require a smoking room?

○ Yes ○ No

Do you need transportation from the airport to the hotel?

○ Yes ○ No

Flight Number | Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Michael A. Williams

From: Carrie Davis <cdavis@truepointsolutions.com>
Sent: Friday, June 08, 2018 2:31 PM
To: Carrie Davis
Subject: 2018 TruePoint User Group



Please join us in Reno, Nevada for the 2018 TruePoint User Group. This is your opportunity to connect with other TruePoint Customers, learn about new features, best practices and what's to come.

This year we've expanded the event to include two full days of collaboration and learning. To make this happen, we're inviting customers to participate in new hands-on training workshops led by TruePoint technical experts. In addition to the new workshops, we will be offering a SupportZone for several hours each day. This will allow users to address questions and comments in a personal, on-on-one session with a TruePoint support member.

For questions and comments, please email Carrie Davis

We look forward to seeing everyone in October!

Register

Sincerely,

Your TruePoint Team

Accommodations

Grand Sierra Resort in Reno, Nevada

A group rate of $89 plus tax per night is available using the Group Code PTRUE8. This rate is available until September 21, 2018 so please book early.

Conference Details

- Exciting New Features
- Peer-to-Peer Presentations
- One-on-One & Group Activities
- Tips, Tricks & Best Practices
- Hands on Training Workshops

** Topics will be finalized at a later date.*

Hotel and Travel
Accommodations

Event Name/Date:

Veeam Certification Course, December 2 - 8, 2018, San Jose, California

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CONTACT INFORMATION

First Name | Last Name | Date

ACCOMMODATION INFORMATION

Rooms and rates are subject to availability. Complete and submit this form as soon as possible to guarantee a room at the host hotel. In the event that the host hotel is booked, every effort will be made to secure a room at the closet hotel within comparable rates to the event discounted rate.

Arrival Date | Departure Date | No. of guests | Room Type

Do you require a smoking room?

○ Yes ○ No

Do you need transportation from the airport to the hotel?

○ Yes ○ No

Flight Number | Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

PWD's IT Department is transitioning from AppAssure backup software to VEEAM and want to insure we can continue to provide quality service to staff regarding file and system backup and recovery.

The VEEAM Certified Engineer Boot Camp provided by ExitCertified is scheduled for the week of December 2, 2018 in San Jose, California. The class is broken into 12 modules, see attached syllabus, covering instruction on installation, deployment, configuration, protection, verification, recovery, security etc. of VEEAM backup and recovery software. Upon completion of the boot camp, District IT staff will take an industry recognized exam, and upon successfully passing the exam, will receive certification as a VEEAM Certified Engineer.

Anticipated costs are as follows:

Budgeted Costs:
1-09-4060-000

Tuition:	$4500 (ExitCertified)
Hotel:	$2100 (6 nights San Jose Sheraton – downtown)
Subtotal:	$6600

1-09-4050-00

Flight:	$240 (roundtrip Burbank to San Jose)
Car Rental:	$400
Subtotal:	$640

Total: $7240

Veeam Certified Engineer (VMCE) v9 classroom course description

The Veeam Certified Engineer (VMCE) course is a 3 day technical deep-dive focused on teaching engineers to architect, implement and optimize the Veeam software solution. This class is designed for the professional services consultant and system administrator alike creating a Veeam expert who is able to maximize the benefit to a business. The VMCE course combines expert instruction with intensive hands-on exercises to provide the maximum knowledge transfer to each participant.

Participants:

- System Engineer / Administrator
- Backup / Virtualization Administrators
- Pre-Sales / Post-Sales / Solution Architects / Consultants

Generally speaking any IT specialist eager to become an industry recognized expert on Veeam software solutions.

Prerequisites:

- Have a solid virtualization, backup and recovery knowledge base
- Recommendation to have followed the online free technical course path on Veeam University (https://www.veeam.com/university.html — for end users) or Veeam ProPartner (for Veeam resellers)

Objectives:



This certification is an excellent investment for an IT professional looking to increase productivity, reduce operating costs, increase potential for personal career advancement and gain recognition from the employer and customers. By completing the Veeam Certified Engineer (VMCE) course you should be able to:

- Get more functionality out of Veeam solutions
- Identify and resolve issues more efficiently
- Gain a distinction from your peers

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Syllabus:

1. Module 1: Introduction
2. Module 2: Overview of Veeam products
    - 2.1. Veeam Products
    - 2.2. Veeam Availability Suite
    - 2.3. Key Concepts
3. Module 3: Deployment
    - 3.1. Core Components and Their Interaction
    - 3.2. Optional Components
    - 3.3. Deployment Scenarios
    - 3.4. Prerequisites
    - 3.5. Upgrading Veeam Backup & Replication
4. Module 4: Initial Configuration
    - 4.1. Adding Servers
    - 4.2. Adding a VMware Backup Proxy
    - 4.3. Adding a Hyper-V Off-host Backup Proxy
    - 4.4. Adding Backup Repositories
    - 4.5. Performing Configuration Backup and Restore
    - 4.6. Managing Network Traffic
    - 4.7. Global Notification Settings
    - 4.8. Getting to Know User Interface
5. Module 5: Protect
    - 5.1. Creating Backup Jobs
    - 5.2. Creating Restore Points with VeeamZIP and Quick Backup
    - 5.3. Backup Copy
    - 5.4. Replication
    - 5.5. Creating VM/File Copy Jobs
6. Module 6: Verification
    - 6.1. SureBackup Recovery Verification
    - 6.2. SureReplica

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7. Module 7: Entire VM Recovery
    - 7.1. Data Recovery
    - 7.2. Working with Veeam Backup & Replication Utilities
    - 7.3. Insight into Recovery from Replica
8. Module 8: Objects Recovery
    - 8.1. Item-Level Recovery
    - 8.2. Guest OS File Recovery
9. Module 9: Advanced Data Protection
    - 9.1. Tape Device Support
    - 9.2. SAN Storage Systems Support
    - 9.3. Support for Deduplicating Storage Systems
    - 9.4. Veeam Cloud Connect
    - 9.5. Veeam Backup Enterprise Manager
    - 9.6. vCloud Director Support
10. Module 10: Veeam ONE features and functionality
    - 10.1. Auto Discovery of Backup and Virtual Infrastructure
    - 10.2. Business Categorization
    - 10.3. Pre-Defined Alerting
    - 10.4. Unattended Monitoring
    - 10.5. Reporting and Dashboards
    - 10.6. Agentless Data Gathering
    - 10.7. Hyper-V Specific Features
    - 10.8. Veeam One Deployment
    - 10.9. Veeam One Assessment Tool
11. Module 11: Product Editions
    - 11.1. Product Editions Comparison
    - 11.2. Full and Free Functionality Modes
12. Module 12: Troubleshooting
    - 12.1. How to Identify the Problem
    - 12.2. How to review and analyze the issue
    - 12.3. Search for additional information
    - 12.4. Veeam Support
13. Module 13: Additional Resources

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AGENDA ITEM NO. 8.2

P A L M D A L E W A T E R D I S T R I C T

B O A R D M E M O R A N D U M

DATE:	June 19, 2018	**June 25, 2018**
TO:	BOARD OF DIRECTORS	**Board Meeting**
FROM:	Mr. Dennis D. LaMoreaux, General Manager	
RE:	***AGENDA ITEM NO. 8.2 – REPORT OF GENERAL MANAGER – JUNE 2018 WRITTEN REPORT OF ACTIVITIES THROUGH MAY 2018. (GENERAL MANAGER LaMOREAUX).***	

A written report for this item will be hand-delivered either at or prior to the Board meeting.