MINUTES OF MEETING OF THE OUTREACH COMMITTEE OF THE PALMDALE WATER DISTRICT, FEBRUARY 25, 2020:

A meeting of the Outreach Committee of the Palmdale Water District was held Tuesday, February 25, 2020, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Wilson called the meeting to order at 3:34 p.m.

1) Roll Call.

Attendance:	**Others Present:**
Committee:	Dennis LaMoreaux, General Manager
Don Wilson, Chair	Adam Ly, Assistant General Manager
Robert Alvarado, Committee Member	Judy Shay, Public Affairs Director
	Dawn Deans, Executive Assistant
	0 members of the public

2) Adoption of Agenda.

It was moved by Committee Member Alvarado, seconded by Chair Wilson, and unanimously carried by all members of the Committee present at the meeting to adopt the agenda, as written.

3) Public Comments for Non-Agenda Items.

There were no public comments for non-agenda items.

4) Action Items: (The Public Shall Have an Opportunity to Comment on Any Action Item as Each Item is Considered by the Committee Prior to Action Being Taken.)

4.1) Consideration and Possible Action on Approval of Minutes of Meeting Held January 28, 2020.

It was moved by Committee Member Alvarado, seconded by Chair Wilson, and unanimously carried by all members of the Committee present at the meeting to approve the minutes of the Outreach Committee meeting held January 28, 2020, as written.

4.2) Discussion of Water Ambassador's Academy. (Public Affairs Director Shay).

Public Affairs Director Shay provided an overview of the 3rd annual Water Ambassador's Academy scheduled for March 4, 11, and 18, 2020 from 5:30 – 7:30 p.m. and March 21 for a site tour of the Leslie O. Carter Water Treatment Plant and Littlerock Dam followed by lunch and graduation and stated that 18 attendees are confirmed and that speakers from the Department of Water Resources, City of Palmdale, and General Counsel Dunn are scheduled for presentations on March 18, 2020.

4.3) Discussion of Public Affairs Department's Crisis Communication Plan. (Public Affairs Director Shay)

Public Affairs Director Shay provided an overview of the Public Affairs Department's draft Crisis Communication Plan, which will be followed in an emergency or a crisis and will be attached to the District's updated Emergency Response Plan, followed by discussion of coordination with the State, the City of Palmdale, and other agencies during an emergency, the spokesperson for the District, conveying information to staff and the public, and emergency protocol.

4.4) Consideration and Possible Action on Outreach Activities for 2020. (Public Affairs Director Shay)

a) Outreach Report.

Public Affairs Director Shay reviewed press releases to date, the Let's Talk H20 event last week, the Café con Leche Radio Show with Engineering/Grant Manager Rogers, attendance at the Palmdale and A.V. Hispanic Chamber of Commerce luncheons as well as the A.V. Communicator's meeting at NASA at Plant 42, continued work with CV Strategies regarding the logo and website for the Palmdale Recycled Water Authority, updating of the District's website by staff's Website Steering Committee, and the FOLD tour of the Littlerock Reservoir grade control structure site.

b) Upcoming Events/2020 Plans.

She then stated that upcoming events include the Antelope Valley Board of Trade Business Outlook Conference on February 28; the District's third annual Water Ambassadors Academy on March 4, 11, 18, and 21; Coffee with Director Alvarado on March 14 at Pedro's; the Extreme Home Makeover Show for the Palmdale veteran's home airs March 29; 400 water bottles to the Palmdale Chamber of Commerce Family Picnic and the Homeless HOPE event both in April; an Earth Day activity at the District

by the Water Use Efficiency team on April 22; a water experiment presentation to Palmdale Prep Academy 7th graders by District lab staff on May 21, which will become an annual event; the A.V. Taco Festival on June 13; and an annual District Open House on July 18 at the Leslie O. Carter Water Treatment Plant to coincide with the District's 102nd birthday.

Chair Wilson then requested a copy of these events.

5) Reports.

5.1) Staff Manager Reports.

General Manager LaMoreaux provided a brief update on the status of the Water Conservation Garden, which is undergoing a minor redesign due to the location of underground utilities.

There were no additional information reports.

6) Board Members' Requests for Future Agenda Items.

There were no requests for future agenda items.

7) Date of Next Committee Meeting.

It was determined that the next Outreach Committee meeting will be held April 15, 2020 at 3:30 p.m.

8) Adjournment.

There being no further business to come before the Outreach Committee, the meeting was adjourned at 4:26 p.m.

Chair