 GENERAL MANAGER PERFORMANCE EVALUATION			
Name of Employee	Appraisal Period - Start	Appraisal Period End	Date of Appraisal
Robert Hunter	July 1, 2018	June 30, 2019	



MWD OC Special Board Meeting

Public Employee Performance Evaluation
Municipal Water District of Orange County

01.08.2021

Special Board Meeting - Agenda

- 01** Pledge of Allegiance
- 02** Roll Call
- 03** Public Comments/Participation
- 04** **Closed Session**
 - Public Employee Performance Evaluation
- 05** Closed Session Announcements
- 06** Adjournment



Special Board Meeting - Agenda

04 Closed Session

- Public Employee Performance Evaluation

A Budget Process Overview

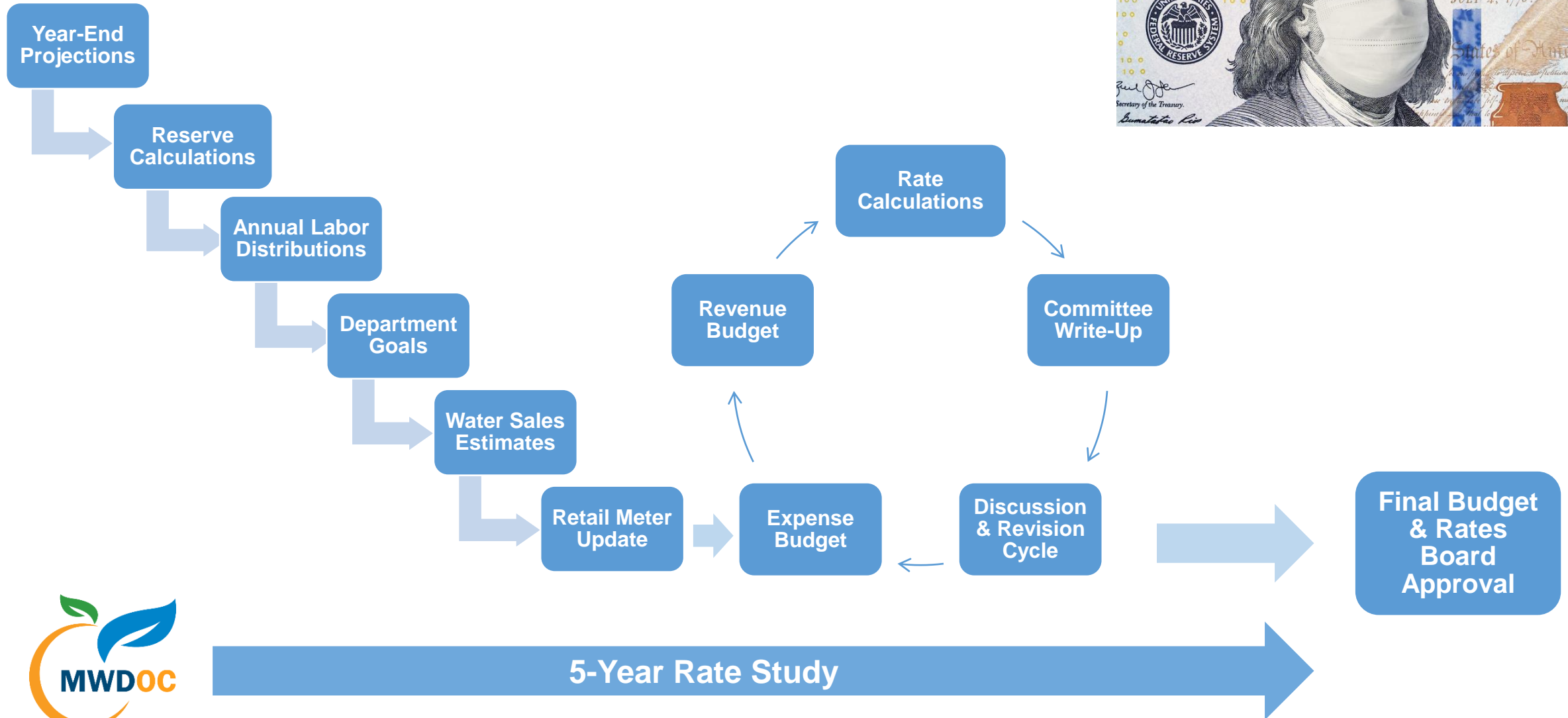
B Dept. Priorities & Status

- Reliability Planning & Engineering
- Metropolitan Issues and Water Policy
- Water Use Efficiency & Water Loss Control
- WEROC
- Government Affairs
- Public Affairs
- Finance & IT
- Human Resources & Administration

C Decisions & Actions



Budget Process Overview



Special Board Meeting - Agenda

04 Closed Session

- Public Employee Performance Evaluation

B Dept. Priorities & Status

- Reliability Planning & Engineering
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2020 Department Priorities	
Department: Reliability Planning & Engineering	
Near-Term (1-2 years)	
1.	Local Supply Integration and Reliability – This item examines what is needed to successfully integrate multiple, new local supplies into the OC distribution system; and includes the development and use of hydraulic modeling to improve our understanding of water flow under various scenarios even without new local supplies, say between summer and winter. The distribution system water quality issues that may arise with the integration of multiple water sources is an important consideration we want to better understand. The goal is to achieve sufficient supplies to meet demands by our member agencies for up to 60 days without the MET system being available. Our goal is to avoid unintended consequences. It was noted that GIS will be necessary to carry this goal out (see mid-term goals). It was suggested that once we accomplish development of a hydraulic model that we convey this information to others, such as the Board of Supervisors.
2.	Demand Forecast – Improve our understanding of demand drivers for OC and Southern California and the demand trends over the next 10-20 years. Results may determine the timing for the next version of the OC Reliability Study update. A request from the Directors was to see if we can expedite this effort to be better prepared for MET's IRP update. Joe Berg is also being consulted on this effort for assistance.
3.	Emergency Use of East Orange County Feeder #2 (EOCF#2) – Work with MET and others to implement the ability to use EOCF#2 to convey local water supplies to SOC during emergencies. Some agencies may want to use EOCF#2 for base-loaded operations instead of simply emergency operations. The use of EOCF#2 for base-loaded operations is more complex and will require a significant and sustained effort. This effort has suffered a bit due to the PFAS issue taking time and making others more cautious about pumping groundwater into facilities. It was noted that OCWD has asked for our help in achieving this and it could prove useful for the MNWD storage effort with OCWD.
4.	PFAS & Imported Water Supply – Examine opportunities to improve regional distribution system reliability in conjunction with the development of the PFAS treatment system by OCWD. It was noted that PFAS itself is not a MWDOC issue, but we should continue to offer to help OCWD or simply make sure OCWD is exploring the issue of flexibility of operations as they consider the construction and operation of new treatment plants within the county.
5.	Doheny Desal – South Coast Water District has called for Phase 1 (5 MGD) partners or they may build a smaller, local project (maybe only 2 MGD) without the ability to expand cost-effectively to the full 15 MGD regional facility. This is a regional water supply and reliability opportunity where MWDOC may be able to help preserve the 5 MGD initial size and preserve the expansion options.

Activities & Priorities

- Invisible
- Background
- Project & Program
- Ad Hoc Assignments



Board Priorities



COVID-19

Department Priorities & Progress



2020 Department Priorities	
Department:	Reliability Planning & Engineering
Near-Term (1-2 years)	
1.	Local Supply Integration and Reliability – This item examines what is needed to successfully integrate multiple, new local supplies into the OC distribution system; and includes the development and use of hydraulic modeling to improve our understanding of water flow under various scenarios. The distribution system water quality issues that may arise with the integration of multiple water sources is an important consideration. The goal is to achieve sufficient supplies to meet demands for up to 60 days without the MET system in operation at the Member Agency level.
2.	Demand Forecast – Improve our understanding of demand drivers for OC and Southern California and the demand trends over the next 10-20 years. Results may determine the timing for the next version of the OC Reliability Study update.
3.	Emergency Use of East Orange County Fender #2 (EOCF#2) – Work with MET and others to implement the ability to use EOCF#2 to convey local water supplies to SOC during emergencies. Some agencies may want to use EOCF#2 for base-loaded operations instead of simply emergency operations. The use of EOCF#2 for base-loaded operations is more complex and will require a significant and sustained effort.
4.	PFAS & Imported Water Supply – Examine opportunities to improve regional distribution system reliability in conjunction with the development of the PFAS treatment system by COWI.
5.	Delivery Deal – South Coast Water District has called for Phase 1 (S MWD) partners or they may build a smaller, local project without the ability to expand cost-effectively to the full 15 MWD regional facility. This is a regional water supply and reliability opportunity.
1	

2020 Department Priorities	
Department:	Metropolitan Issues and Water Policy
Near-Term (1-2 years)	
1.	MET Budget & Rates – Engage in MET's fiscal year 2020/21 & 2021/22 biennial budget and rate structure review including consideration of recovery of future demand management costs.
2.	MET Integrated Resource Plan Update – Actively participate in MET's 2020 Integrated Water Resources Plan (IRP) Update including IRP gap analysis, demand projections, and assessment of uncertainties. This update is likely to address service questions relating to MET's mission and business model.
3.	Urban Water Management Plans – Update to the 2005 Urban Water Management Plans (MWOC, Member Agencies, and MET), as well as develop DWR's water supply and demand assessments Stress Tests. Efforts will dovetail with IRP and MET policy efforts.
4.	Regional Resource Project Assessment – Assess development and cost benefits of new local and regional resource projects, such as the Regional Recycled Water Demonstration Plant (RRWP) in Carson and Santa Ana River Conservation and Conjunctive Use Program (SARCUCUP).
5.	Imported Supply Activities – Monitor activities relating to imported supplies, including California Water Resiliency next steps and analysis of cost estimates; and startup of Colorado River Lower Basin's new interim guidelines.
1	

8 Departments

95 Total Priorities

• 60 Near-Term

• 35 Mid-Term

Committee Presentations

2020 Department Priorities	
Department:	WEROC
Near-Term (1-2 years)	
1.	Enhance Response Readiness – Maintain WEROC and OC water and wastewater agencies in a state of readiness to respond to emergency situations. Key experts include staffing, training, exercises, a complete update of the WEROC mutual aid inventory list from all of the WEROC member agencies, updating of the seismic retrofitting at the EOCs, the stand-up of the MWDOC building EOC, and confirming the procedures for an unknown contaminant.
2.	Operating & Strategic Plan Review – Assess the current operations and future direction & goals of WEROC and implement appropriate actions.
3.	Cyber Security Communication – Complete Cyber Security emergency notification secondary and tertiary communication paths for IT personnel among the WEROC member agencies using AlertOC and Social Media platforms
4.	PSPS Coordination – Complete the coordination work with SOG&E as well as SCE for PSPS notification and mapping including providing wastewater/water infrastructure sites to utilities to aid in priority restoration.
5.	Emergency Fuel & Generators – Develop emergency fuel delivery strategies for implementation by WEROC and its member agencies that utilize multiple sources of fuel, including refueling efforts for the generator at the MWDOC Administration building and the South EOC, and contracts for local fuel stations to provide priority service in exchange for water agency support for emergency generators at the fuel stations. Assist our agencies in examining the need for additional emergency generators.
6.	Points of Distribution (PODS) – Work with the County, water and wastewater agencies by region to establish the responsibilities, process and procedures for Points of Distribution (PODS) for water, medicine and other supplies to residents and businesses.
1	

2020 Department Priorities	
Department:	Public Affairs
Near-Term (1-2 years)	
1.	Expand Target Audiences/Partnerships – Public Affairs looks to build upon partnerships with stakeholders such as KCOCC/OCRC, local chambers, and education groups to better engage with our target audiences, extend our message and reach, elevate the District's profile across sectors, and enhance our current programs. This activity will help ensure that leaders and educators are aware of critical water issues such as Delta Conveyance, pending legislation, water quality and water use efficiency, etc.
2.	Amplify MWDOC's earned media – Grow MWDOC's participation and reputation as water industry experts with at least four major media contributions per year. This extended effort will help cement MWDOC's leadership role in California water with the public, media groups, and others, allowing us to tell our story, in our voice, with our messages.
3.	Evaluate, update and amend all MWDOC collateral materials – Update the MWDOC Communications Program & then, audit all briefing papers, flyers, digital media, the District website, etc., to ensure messaging is current, relevant, and tied to the District's goals. Elevating awareness, and in some instances, generating support for investment in infrastructure for water reliability (Delta Conveyance, recycled water). Promoting water use efficiency (water loss, rebates). Water quality (new regulations, legislation, PFAS).
4.	Formalize Water Policy Forums Annually – Maximizing relationships with entities such as OCRC, ACC-OC, and local chambers. Public Affairs looks to increase event attendance through promotion with a specific schedule, and speakers/topics planned for the entire calendar year. This will allow participants plenty of time to plan for attendance, and the Public Affairs Department to make arrangements surrounding the event – logistics, promotions, as well as securing appropriate speakers.
1	

2020 Department Priorities	
Department:	Water Use Efficiency and Water Loss Control
Near-Term (1-2 years)	
1.	Water Use Efficiency Program – Continue to implement a broad variety of WUE Programs available to all consumers throughout Orange County with funding support from state and federal grants and Metropolitan's Conservation Credits Program.
2.	Technology Transfer & Research – Support Member Agency compliance with WUE regulations by researching new water saving opportunities and communicating those opportunities.
3.	Water Loss Control Shared Services – Capitalize on the first year success of the Water Loss Program by increasing subscription rate and performance to assist Member Agencies with compliance of emerging water loss regulations.
4.	Water Loss Control Technical Services – Support member agencies by facilitating water loss control technical assistance and compliance with emerging water loss regulations.
6.	Legislation & Regulatory Process Leadership – Utilize MWDOC's research efforts and program implementation experience to guide and influence water use efficiency and water loss legislation, regulation and the standards setting processes.
1	

2020 Department Priorities	
Department:	Governmental Affairs
Near-Term (1-2 years)	
1.	Delta Conveyance Project – Support administrative and/or legislative proposals, including funding, to keep the project moving forward; defeat hostile legislation. (Federal and State Priority)
2.	Constituents of Emerging Concern – Support administrative and/or legislative proposals that use a science based approach in developing regulations, support funding to help public water systems defray cost of monitoring and ensure clean-up costs are borne by the polluters, engage on legislation consistent with our policy principles. (Federal and State Priority)
3.	Public Safety Power Shutoffs – Actively engage on legislation related to the regular testing and use of emergency standby generators; support funding for public water systems to mitigate the impacts for PSPS and emergency standby generators. (State Priority)
4.	Water Resiliency Portfolio – Engage on efforts with the legislature and state agencies to implement the Governor's directives in the portfolio. (State Priority)
5.	Grants Tracking and Acquisition – Continue working with program administrator and MWDOC member agencies to keep the project list up-to-date ensuring most current grant funding options are available. (Federal, State and Local Priority)
6.	Outreach and Education – Continue outreach to all levels of government: federal, state, and local including members and staff of key policy committees; MWDOC member agencies; Outreach to both – government affairs staff members, PAM legislative group meetings; MWDOC Member Agency Management Meetings; MWD and regional agencies, statewide organizations (ACWA, CMAA, CSDA, etc.) and regional associations (Chambers, etc.). (Federal, State and Local Priority)
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2020 Department Priorities	
Department:	Finance and IT
Near-Term (1-2 years)	
1.	Accounting Software – Complete the accounting software evaluation & purchase process – Acculand accounting program
2.	Succession Planning – Planned retirement of Mary Snow & Jeff Stalvey with need for overlapping transition periods.
3.	Training – On going professional training program and increased training for redundancy with new staff.
4.	IT System Security & Testing – Continued updates for system security and third party testing for security system effectiveness.
5.	Room 101 Remodel – Updated of presentation screens/monitors, white boards and sound system.
Mid-Term (3-4 years)	
1.	Equipment Replacement Program – Continue schedule computer replacement and upgrade program and replace servers as needed.
2.	IT System Security & Testing
3.	
1	

2020 Department Priorities	
Department:	Human Resources and Administration
Near-Term (1-2 years)	
1.	Performance Management Process – Complete design and implementation of new performance management and evaluation system developed with staff input and participation.
2.	Staff Development Program – Complete design and implementation of comprehensive training and development program including a Supervisor Academy, Leadership Academy, and curriculum requirements for career advancement.
3.	Office Remodel – Complete the building construction while minimizing disruption and maintaining office productivity.
4.	Succession Planning – Recruitment, selection and integration of key positions including Chief Engineer, Water Use Efficiency Supervisor and two Finance positions.
5.	Employee Engagement – Continue efforts to increase employee engagement in MWDOC including culture, work environment, and values.
Mid-Term (3-4 years)	
1.	Staff Training and Development
2.	Staff Engagement and Retention
3.	Completion of construction for remaining areas – Kitchen
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Special Board Meeting - Agenda

04 Closed Session

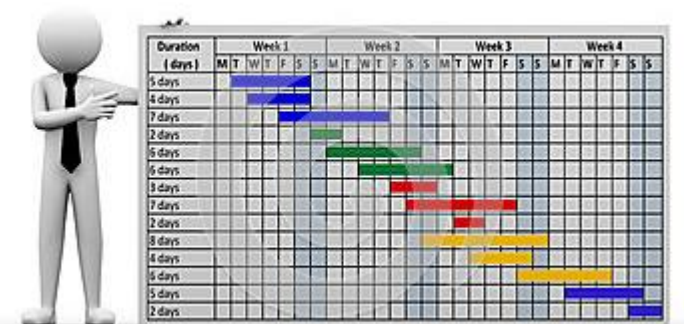
- Public Employee Performance Evaluation

C Decisions & Actions

- **Specific Board Priorities**
- **Specific GM Targets & Accomplishments**
- **Specific Schedules**
- **Specific Budget Input**



NOBODY IS
TOO BUSY.
IT'S JUST A
MATTER OF
PRIORITIES.



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