



EAST PALO ALTO SANITARY DISTRICT

BOARD OF DIRECTORS

Joan Sykes-Miessi, President
Bethzabe Yañez, Vice President
Glenda Savage, Secretary
Goro Mitchell, Director
Dennis Scherzer, Director

901 Weeks Street
East Palo Alto, CA 94303
Phone: (650) 325-9021
Fax: (650) 325-5173
www.epasd.com

Akin Okupe, M.B.A, P.E., General Manager

EAST PALO ALTO SANITARY DISTRICT PUBLIC RELATIONS COMMITTEE MEETING JUNE 6, 2018 1:00 P.M.

Notice is hereby given that the Public Relations Committee Meeting of the East Palo Alto Sanitary District will be held on **Wednesday, June 6, 2018 at 1:00 p.m.** The meeting will take place at the East Palo Alto Sanitary District office located at 901 Weeks Street, East Palo Alto, California.

1. Call to Order

2. Roll Call

Director Goro Mitchell
Director Dennis Scherzer

3. Communications from the Public

Members of the public are invited to address the Board regarding non-agenda items at the beginning of the meeting only. Persons wishing to speak on items listed on the agenda will be heard when called by the meeting chair.

4. Agenda Amendments

5. Review/Approval of May 1, 2018 PRCM Meeting Minutes

6. Report/Discussion of Thermal Gasification Conference

7. Report / Discussion of Ransom Ware/Internet Security

8. Report/Discussion of EPASD Newsletter

9. Oral & Written Communication: Brief reports may be presented by the Manager and Staff pertaining to items not listed on the Agenda; however, no discussion or action can be taken.

10. Future Agenda

July 3, 2018 at 1:00 p.m.

11. Adjournment

Any writings or documents pertaining to an open session item provided to a majority of the members of the legislative body less than 72 hours prior to the meeting, shall be made available for public inspection at the East Palo Alto Sanitary District located at 901 Weeks Street, East Palo Alto, CA 94303.

Upon request, agendas and documents in the agenda packet will be made available in appropriate alternative formats to persons with a disability, as required by law. Any such request must be made in writing to the East Palo Alto Sanitary District, 901 Weeks Street, East Palo Alto, CA 94303. Requests will be valid for the calendar year in which the request is received and must be renewed prior to January 1st.

Persons needing disability-related modifications or accommodations in order to participate in public meetings, including persons requiring auxiliary aids or services, may request such modifications or accommodations by calling the East Palo Alto Sanitary District at (650) 325-9021 at least 48 hours prior to the meeting.

I. NATURE OF ITEM

Call to Order

Called to order by _____ at _____ p.m.

2. Roll Call

Directors Present:

Directors Absent:

Staff Present:

Guests Present:

3. **NATURE OF ITEM**

Communication from the Public - Members of the public are invited to address the Board regarding agenda items and non-agenda items at the beginning of the meeting only. Persons wishing to speak on items listed on the agenda will be heard when called by the meeting chair.

Speaker # 1: _____

Speaker # 2: _____

Speaker # 3: _____

4. **Agenda Amendments**

Item# _____ moved to _____

Item# _____ moved to _____

Item# _____ tabled

Item# _____ tabled

(xx) Additional Materials Attached

Agenda Item 5
Meeting Date 06/06/2018

I. NATURE OF ITEM

REVIEW/APPROVAL of May 1, 2018 PRCM Meeting Minutes

II. BACKGROUND

III. STAFF COMMENTS/ RECOMMENDATIONS

IV. ACTION OPTIONS

To be determined upon discussion.

V. COMMITTEE ACTION TAKEN

VI. NEXT STEPS

**EAST PALO ALTO SANITARY DISTRICT
PUBLIC RELATIONS COMMITTEE MEETING MINUTES
MAY 1, 2018**

12. Call to Order

A Public Relations Committee Meeting of the East Palo Alto Sanitary District was called to order by Director Scherzer on Tuesday, May 1, 2018 at 1:07 p.m. The meeting was held at the East Palo Alto Sanitary District office located at 901 Weeks Street, East Palo Alto, California.

13. Roll Call

Directors Present
Goro Mitchell
Dennis Scherzer

Staff Present
Akin Okupe, General Manager

14. Communications from the Public

There were no communications from the public.

15. Agenda Amendments

Mr. Okupe requested that Item 8 be removed and agendized for the next meeting where he will present the completed newsletter to the Committee.

16. Review/Approval of April 3, 2018 PRCM Meeting Minutes

The Committee reviewed and approved the meeting minutes of April 3, 2018.

17. Report/Discussion of Thermal Gasification Conference

Director Scherzer asked that this item be tabled and that the Committee focus instead on preparing to distribute Resolution 1219 to the various treatment plant partners. The Committee agreed to move this item to the next meeting.

18. Report / Discussion of Ransom Ware/Internet Security

Mr. Okupe reported that the District's IT consultant will draft a memorandum outlining a cyber security strategy that will be presented at the next meeting for Committee review.

19. Report/Discussion of EPASD Newsletter

This item was tabled.

20. Oral & Written Communication

Director Scherzer reported on his participation at the CASA Climate Change and Energy Committee teleconference.

21. Future Agenda

The next meeting will be held on June 6, 2018 at 1:00 p.m.

- EPASD Newsletter
- RansomWare/Internet Security
- Brochure
- Thermal Gasification Conference
- Vendor update

22. Adjournment

There being no further business, the meeting adjourned at 1:13 p.m.

APPROVED:

Board President

Board Secretary

(xx) Additional Materials Attached

Agenda Item 6
Meeting Date 06/06/2018

I. NATURE OF ITEM

REPORT/DISCUSSION of Thermal Gasification Conference

II. BACKGROUND

III. STAFF COMMENTS/ RECOMMENDATIONS

IV. ACTION OPTIONS

To be determined upon discussion.

V. COMMITTEE ACTION TAKEN

VI. NEXT STEPS

(xx) Additional Materials Attached

Agenda Item 7
Meeting Date 06/06/2018

I. NATURE OF ITEM

REPORT/DISCUSSION: of Ransom Ware/ Internet Security

II. BACKGROUND

III. STAFF COMMENTS/ RECOMMENDATIONS

IV. ACTION OPTIONS

To be determined upon discussion.

V. COMMITTEE ACTION TAKEN

VI. NEXT STEPS

(xx) Additional Materials Attached

Agenda Item 8
Meeting Date 06/06/2018

I. NATURE OF ITEM

REPORT/DISCUSSION: of EPASD Newsletter

II. BACKGROUND

III. STAFF COMMENTS/ RECOMMENDATIONS

IV. ACTION OPTIONS

To be determined upon discussion.

V. COMMITTEE ACTION TAKEN

VI. NEXT STEPS

**EAST PALO ALTO
SANITARY DISTRICT**

VISION:

Recognized as an example of good government, public service and innovative leadership in the sanitary sewer services industry.

MISSION:

We provide safe, efficient and cost-effective sanitary sewer services to portions of East Palo Alto and Menlo Park.

CORE VALUES:

Quality Service, Commitment, Loyalty, Leadership, Vision and Clear Direction.

***2018 Calendar
Board & Committee Meetings***

Regular Board Meeting	April	May	June
COMMITTEES	5th	3rd	7th
Engineering	18th	16th	20th
Finance	9th, 23rd	7th, 21st	4th, 18th
Human Resources	5th	2nd	6th
Intergovernmental Affairs & Public Infor- mation	18th	16th	20th
Public Relations	3rd	1st	5th

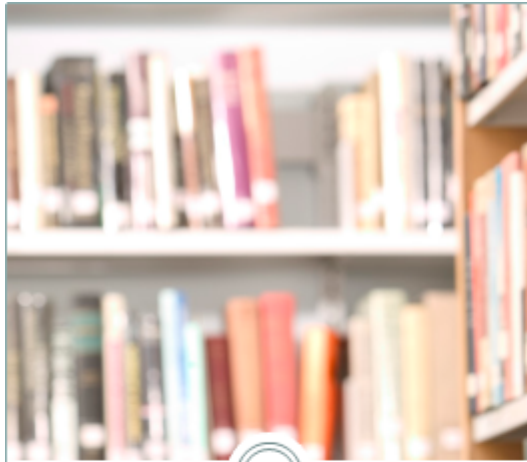
East Palo Alto Sanitary
District
901 Weeks Street
East Palo Alto, CA 94303
Website: www.epasd.com
Email: info@epasd.com



Serving the East Palo Alto and Menlo Park
Communities Since 1939



**EPASD
Community
Awareness
Brochure
&
Newsletter**



DEMETER STREET PIPELINE REPLACEMENT TO PREVENT SEWER SYSTEM OVERFLOW

The most important information is included here on the inside panels. Use these panels to introduce your organization and describe specific products or services. This text should be brief and should entice the reader to want to know more about the product or service.

You can use secondary headings to organize your text to make it more scannable for the reader.

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore et accumsan et iusto odio dignissim qui nibh euismod tincidunt ut laoreet dolore magna aliquam erat volutpat.

DISTRICT TO ENGAGE IN TECHNOLOGIES TO IMPROVE OPERATIONS

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore magna aliquam erat volutpat. Ut wisis enim ad minim veniam, quis nostrud exercitation ullamcorper suscipit lobortis nisl ut aliquip ex ea commodo consequat. Duis te feugifacilisi. Duis autem dolor in hendrerit in vulputate velit esse molestie consequat, vel illum dolore eu feugiat nulla facilisis at vero eros et accumsan et iusto odio dignissim qui blandit praesent luptatum zzril delenit augue duis dolore te feugiat nulla facilisi.

Ut wisi enim ad minim veniam, quis nostrud exercitaion ullamcorper suscipit lobortis nisl ut aliquip ex en commodo consequat. Duis te feugifacilisi per suscipit lobortis nisl ut aliquip ex en commodo consequat. Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore magna aliquam erat volutpat. Ut wisis enim ad minim veniam, quis nostrud exercitition ullamcorper suscipit lobortis nisl ut aliquip ex ea commodo consequat. Duis te feugifacilisi.

NEGOTIATIONS WITH THE CITY OF PALO ALTO RE: TREATMENT AGREEMENT

Duis autem dolor in hendrerit in vulputate velit esse molestie consequat, vel illum dolore eu feugiat nulla facilisis at vero eros et accumsan et iusto odio dignissim qui blandit praesent luptatum zzril delenit augue duis dolore te feugiat nulla facilisi. Ut wisi enim ad minim veniam, quis nostrud exercitacion ullamcorper suscipit lobortis nisl ut aliquip ex en commodo consequat.

RESTRUCTURING TO FINANCE CAPITAL IMPROVEMENT PROJECTS

Duis utem dolor in hendrerit in vulputate velit esse molestie consequat, vel illum dolore eu feugiat nulla facilisis at vero eros et accumsan et iusto odio dignissim qui blandit praesent luptatum zzril delenit augue duis dolore te feugiat nulla facilisi.

HIRING FROM THE COMMUNITY

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore magna aliquam erat volutpat. Ut wisis enim ad minim veniam, consequat, vel illum dolore eu feugiat nulla facilisis at vero eros et accumsan et iusto odio dignissim qui blandit praesent luptatum.

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore magna aliquam erat volutpat. Ut wisis enim ad minim veniam, consequat, vel illum dolore eu feugiat nulla facilisis at vero eros et accumsan.

DISTRICT TO KEEP SEWER RATE CONSTANT IN FISCAL YEAR 2018/19

Duis utem dolor in hendrerit in vulputate velit esse molestie consequat, vel illum dolore eu feugiat nulla facilisis at vero eros et accumsan et iusto odio dignissim qui blandit praesent luptatum zzril delenit augue duis dolore te feugiat nulla facilisi.

(xx) Additional Materials Attached

Agenda Item 9
Meeting Date 06/06/2018

I. NATURE OF ITEM

ORAL & WRITTEN COMMUNICATION - Brief reports may be presented by the Manager and Staff pertaining to items not listed on the Agenda; however, no discussion or action can be taken.

II. BACKGROUND

III. STAFF COMMENTS/ RECOMMENDATIONS

IV. ACTION OPTIONS

To be determined upon discussion.

V. COMMITTEE ACTION TAKEN

VI. NEXT STEPS

(xx) Additional Materials Attached

Agenda Item 10
Meeting Date 06/06/2018

I. NATURE OF ITEM

FUTURE AGENDA

June 5, 2018 at 1:00 p.m. Public Relations Meeting

II. BACKGROUND

III. STAFF COMMENTS/ RECOMMENDATIONS

IV. ACTION OPTIONS

To be determined upon discussion.

V. COMMITTEE ACTION TAKEN

VI. NEXT STEPS

(xx) Additional Materials Attached

Agenda Item 11
Meeting Date 06/06/2018

I. NATURE OF ITEM

ADJOURNMENT