



Contra Costa County Special District Association Meeting Minutes

5.17.2021	Meeting Time: 10:00 a.m.	In order to comply with State and County Health Orders, this meeting was held via teleconference.
Call to Order / Breakout Session	<p>At 9:00 a.m., a breakout session was held via Zoom for a focused discussion about Governor Newsom’s announcement of a June 15, 2021 reopening and what the transition will look like to our membership.</p> <p>At 10:00 a.m., the meeting was called to order.</p>	
Minutes	Cecilia Goff, District Secretary, Ironhouse Sanitary District	
Link to Zoom Recording	5.17.2021 CCSDA Meeting Recording Link	
Attendees	Attendees Signed-In Via Zoom	

Welcome

Ms. Susan Morgan, CCSDA Vice President, welcomed members. Mr. Caldwell was unable to join the meeting.

The Association approved the following items:

- January 25, 2021 and March 15, 2021 meeting minutes
- FY2021-22 Budget presented by Mr. Bert Michalczyk, CCSDA Treasurer
- Audit Committee: Patricia Howard and Cecilia Goff

Ms. Morgan provided a summary of the breakout session discussion regarding the June 15, 2021 reopening of the State. Districts are facing technological challenges. Most Districts have not yet attempted hybrid meetings and are just starting to look at this. Post-COVID-19, most expect to continue to allow teleconference accessibility to the public. Possible Brown Act changes may allow some level of remote attendance by board members, under reduced requirements (i.e., similar to current COVID-19 requirements)

Upcoming conferences and meetings that may be held in-person, with some restrictions:

- CSDA Annual Meeting – August 31-September 2 - Monterey
- WaterReuse - September 19-21 – Los Angeles
- Note: may need to sign up for these earlier, as attendance limits may be in place.

Guest Speaker Jim Hammack, Founder, CEO & “Chief Nerd” of Nerd Crossing

Ms. Morgan introduced and welcomed Guest Speaker Jim Hammack, Founder, CEO & “Chief Nerd” of Nerd Crossing. Mr. Hammack provided a presentation on Cybersecurity 101 (Slides are available on the CCSDA website).

Mr. Hammack explained that cybersecurity protects systems, networks and people from disclosure, theft and damage. Ransomware attacks cost \$20B in 2020.

- Colonial Pipeline – shutdown pipelines to 14 States, 45% of gas to East Coast. \$5M paid to release, via cryptocurrency.
- 250 total ransomware attacks on critical infrastructure in 2020
- 30% increase in malware attacks in 2020

Top threats/weaknesses are employees, vendors, tech infrastructure and remote workers. Common types of cyber-attacks are ransomware, malware, phishing/scams, denial of service and social engineering. Preventative measures Special Districts should take are focusing on the most vulnerable parts of system, annual audits to analyze risk, scanning for ongoing threats, verifying access for employees, business partners and vendors (esp. short-term contractors) and managing users – no sharing passwords, multi-factor authentication, mobile device management.

Mr. Hammack explained that small businesses (districts) – under 250 employees, are biggest targets for email cyberattacks and cautioned against clicking on unfamiliar or suspicious attachments and advised employing backups on-site and a cloud.

Resources for Special Districts:

- Center for Disease Control and Prevention, [Guidance for Reopening Buildings After Prolonged Shutdown or Reduced Operation](#)
- Cybersecurity and Infrastructure Security Agency (CISA), [Defending Against Software Supply Chain Attacks](#)

National Institute of Standards and Technology (NIST) [Key Practices in Cyber Supply Chain Risk Management \(C-SCRM\): Observations from Industry](#)

- Tips from the Nerds:
 - [The Importance of Data Backups](#)
 - [The Importance of Encryption](#)
 - [Windows Support Scams](#)
 - [VPN Work From Home Guidelines](#)
 - [How to Use Zoom](#)
 - [An Insurance Company’s Guide to a Safer Workplace](#)
 - [Why has Apple put its password manager on Chrome?](#)
 - [How Secure is Health Tech?](#)
 - [Hybrid Learning Essentials for Educators](#)

District Highlights – Dan Muelrath, General Manager, Diablo Water District

Ms. Morgan introduced and welcomed Mr. Dan Muelrath, General Manager of Diablo Water District (DWD) located in Oakley. Mr. Muelrath thanked the Association for inviting him to share. He provided a history of DWD. He explained that there DWD is governed by a five member Board and, in 2020, the District went through the California Voters Act process for redistricting.

Current DWD focuses include potable water and the groundwater sustainability plan. The financial and billing system, electronic work order system and the consumer engagement portal were updated. Recently completed projects include the Water System Facilities Master Plan, system-wide leak detection, and SCADA upgrades. Current planning efforts include an EPA risk and resiliency assessment, AWWA benchmarking, Urban Water Management Plan, water shortage contingency plan and the groundwater sustainability plan. Mr. Muelrath provided an update on upcoming projects including a plan to install solar and eventually reach a goal of net zero greenhouse gas emissions.

Mr. Muelrath explained that as of last week the Contra Costa Watershed was included in the Governors Emergency Declaration. Due to DWD and Contra Costa Water District's previous investments, mandatory water conservation is not anticipated. The State is looking at how to fund drought related projects to address the emergency.

Anniversary Event AD Hoc Committee Update

Ms. Morgan explained that anyone wishing to join the Ad Hoc Committee should email CCSDA@isd.us.com. A logo for the event was provided for review. The event will be held in early spring of 2023. Ad Hoc Committee Members are:

- Stan Caldwell - MVSD
- Chad Davisson – ISD and RD830
- Igor Skaredoff – CCRCD
- Chris Lim – CCRCD
- Angela Lowrey – ISD
- Susan Morgan – ISD
- Mike McGill – Central San
- Emily Barnett – Central San
- Colleen Haley – CSDA

The Ad Hoc Committee is looking into:

- Venue and Catering (Stan Caldwell) – Pleasant Hill Recreation Center
- Video (Igor and Chris Lim) – Provide a video to present special districts members and their highlights.
- Sponsorships (Angela Lowrey, Emily Barnett) – Suggestions for different levels of sponsorship:

Anniversary Event AD Hoc Committee Update cont'd.

- Key Sponsors:
 - \$10K (for a single Gold Sponsor)
 - \$5K for Silver Sponsors
 - \$2.5K for Bronze Sponsors
 - Different benefits to each level of Key Sponsor (ad in Program, comp tickets, Logo on materials, press releases, meet & Greet with keynote speaker, ...)
- Individual sponsors - including \$100, \$250, \$500 – to be included in the Event Program.
- Speakers (Colleen Haley and Chad Davisson) – Congressman Mark DeSaulnier has been a strong supporter of Special Districts, possible keynote speaker for the event.

CSDA Update and Legislation in Progress – Colleen Haley

Ms. Colleen Haley, California Special Districts Association (CSDA) legislative representative, explained that AB 339 is no longer applicable to Special Districts. CSDA lobbying has convinced the legislators to remove Special Districts from this onerous bill. CSDA continues to lobby for inclusion of Special Districts in COVID-19 Relief packages. Currently, none of the COVID-19 relief funding is earmarked for special districts.

LAFCO Update – Mike McGill

Mr. Mike McGill provided a brief update on LAFCo. Igor Skaredoff has been elected as the President of LAFCo as of January of 2021.

Announcements and Member Comments

Mr. Chad Davisson announced that the next meeting on July 19, 2021 will be a joint meeting with Alameda County Special Districts Association.

Adjourn

The meeting was adjourned at 11:57 a.m.