



SOUTH FEATHER WATER & POWER AGENCY

TO: Board of Directors

FROM: Michael Glaze, General Manager

DATE: February 3, 2010

**RE: General Information (regarding matters not scheduled on the agenda)
2/23/10 Board of Directors Meeting**

Relicensing

Patricia Nelson, HDR's Manager of Environmental Services, has advised that the CEQA Initial-Study/Mitigated-Negative-Declaration documents, Notice of Intent, and Notice of Completion forms were submitted to the State Clearinghouse on February 1st, which starts the public comment period on the Agency's Water Quality Certification process at the State Water Resources Control Board. The Notice of Intent was also made available to the Butte, Yuba and Plumas County Clerks.

Interestingly, even though the DWR Oroville relicensing process started two years prior to the Agency's, DWR's Water Quality Certification is moving along in parallel with the Agency's.

Appointment of Hydrographer

The in-house recruitment process, in accordance with the Water Treatment and Distribution Employees Unit MOU, resulted in Eddie Paul being chosen for the new hydrographer position. Eddie came to the Agency in January 2005, and has proven himself to be a valuable asset in all assignments he's been given. He is very mechanically minded – somewhat of a “jack of all trades” – and is well suited to be the Agency's first hydrographer.

Although the recruitment process has resulted in Eddie's selection for the position, his appointment will not be effective until July 12, 2010. In the meantime, however, in addition to his regular duties, he will begin receiving training and become involved with the team responsible for designing and installing the new gauging equipment.

Appointment of Information Services Specialist

At its December meeting, the Board approved a revision to an existing classification specification (position description) within the Clerical and Support Employees Unit (CSEU) to better fit present Agency needs regarding operation and maintenance of the geographical information system (GIS) database, and to provide Art Martinez assistance in the area of technical support and systems analysis.

The previously-named Information Systems Specialist (ISS) position was created in 2002 to provide IT assistance to Art, as well as to backfill the customer billing and accounting job duties that had been performed by retiring Ethel Scholey. The ISS position has remained vacant since 2006 and its billing/accounting responsibilities were spread amongst remaining clerical staff.

The Agency's GIS database and mapping functions have historically been the responsibility of the Assistant Engineer position, also in the CSEU, previously occupied by Christine Lewis, and then by Alex Brown after Mrs. Lewis moved out of the area. The Assistant Engineer position has been vacant since Mr. Brown was promoted to Regulatory Compliance Manager in August last year.

The staffing changes over the past three years have left two areas of responsibility unattended: GIS/mapping and IT assistance. Both of these areas are computer oriented and could be handled by one person with the appropriate training and experience. Modification of the ISS position description was done to facilitate recruitment of someone who could provide these needed services.

Christine Lewis, who previously worked for SFWPA as an Assistant Engineer, is now the lead trainer for a new Geospatial Workforce Training Program through the CSU, Chico Geographic Information Center (GIC). The Program is presently being offered at the Cleantech Innovation Center (old Spectra Physics Building near Oroville Airport). In conversations with Chris, she identified two "star" students that she thought would be suitable for our new ISS position. Both of them have IT backgrounds and are "very personable, smart, educated, employable ... well-rounded and can take on responsibility and grow a program."

Art Martinez, Matt Colwell and I interviewed both of Chris' students. Both were well suited for the job, but the decision was made to offer the position to Leroy Christophersen. Following is a summary of Mr. Christophersen's work experience extracted from his resume.

Computers For Classrooms – August 2009 to October 2009 - Volunteer
Chico Unified School District – June 2004 to June 2009 – *Safety and Loss Control Coordinator*
Bolin Construction Companies – April 2000 to June 2004 – *Safety and Human Resource Manager*
California State Automobile Association (CSAA) - 1988 to April 2000 – *Computer Support, Learning Coordinator, Human Resource, Insurance Underwriting, Customer Service, Touring, Cashiering*

He will begin work on Monday, March 1.