



SANTA CLARA VALLEY WATER DISTRICT

NON-AGENDA

March 27, 2020

Board Policy EL-7 Communication and Support to the Board
The BAOs shall inform and support the Board in its work.

Page	<u>CEO BULLETIN & NEWSLETTERS</u>
	None.
	<u>BOARD MEMBER REQUESTS & INFORMATIONAL ITEMS</u>
4	BMR/IBMR Weekly Reports: 03/26/20
5	Memo from Rick Callender, CEA, to Norma Camacho, CEO, dated 3/23/20, regarding External Affairs Division COVID-19 Impacts and Adaptations to Outreach Activities.
	<u>INCOMING BOARD CORRESPONDENCE</u>
10	Board Correspondence Weekly Report: 03/26/20
11	Letter from Ellen Turner, to Director Santos, dated 3/24/20, thanking him for supporting efforts to help the homeless and requesting that the District work with Villages of Hope Silicon Valley to develop a project using Emergency Cabin Shelters (C-20-0042).
12	Letter from Patrick J. O'Meara, to Director Santos, dated 3/24/20, thanking him for supporting efforts to help the homeless and requesting that the District work with Villages of Hope Silicon Valley to develop a project using Emergency Cabin Shelters (C-20-0043).
13	Letter from Maja Thomas, to Director Santos, dated 3/24/20, thanking him for supporting efforts to help the homeless and requesting that the District work with Villages of Hope Silicon Valley to develop a project using Emergency Cabin Shelters (C-20-0044).
	<u>OUTGOING BOARD CORRESPONDENCE</u>
15	Email from Director Hsueh, to Aiden Theocheung, Aiden Burke, Evan Clarke and Christopher Wilk, dated 3/25/20, regarding Access to Clean Water (C-20-0041).
17	Email from Director Hsueh, to Evaldas Gulbinas, dated 3/25/20, regarding James Ranch Camera Access (C-20-0038).

Board correspondence has been removed from the online posting of the Non-Agenda to protect personal contact information. Lengthy reports/attachments may also be removed due to file size limitations. Copies of board correspondence and/or reports/attachments are available by submitting a public records request to publicrecords@valleywater.org.

CEO BULLETIN

BOARD MEMBER REQUESTS and Informational Items

Report Name: Board Member Requests

Request	Request Date	Director	BAO/Chief	Staff	Description	20 Days Due Date	Expected Completion Date	Disposition
I-20-0006	03/02/20	Kremen	Yoke	Fuller	Provide Director Kremen with copies of contracts with our fuel suppliers and chemical suppliers.	03/22/20		
I-20-0007	03/06/20	Kremen	Hawk	Hall	Provide information on voting thresholds required at typical water JPAs for cost allocation, general resolutions within South of Delta Central Valley. Include a couple of GSA, canal sharing agreements, flood control, etc. Focus on when is a super-majority required rather than a quorum.	03/26/20		
R-19-0014	11/12/19	Varela	Camacho	Chinte	Director Varela requesting the CEO provide a report to the Directors via one-on-one meetings or confidential memo on the cancellation of the October 28, 2019 Joint SCVWD/Morgan Hill/Gilroy Board/Council meeting.	12/04/19		

TO: Norma J. Camacho, Chief Executive Officer**FROM:** Rick L. Callender, Chief of External Affairs**SUBJECT:** External Affairs Division – COVID-19 Impacts and Adaptations to Outreach Activities**DATE:** March 23, 2020

Please see the attached report outlining the impacts and alternate platforms being developed and implemented for outreach activities in the External Affairs Division.



External Affairs Division

In response to the growing concerns over COVID-19 and in order to comply with the latest public health directives and orders issued by the Santa Clara Public Health Department on March 13, 2020 on new social isolation measures, the External Affairs Division is cancelling all public facing events and activities. Staff will continue to monitor the events as it unfolds to determine how to move forward in the coming months. Here is the impact to the division's activities:

Safe, Clean Water Program Exploratory Renewal Efforts

Immediate Actions: Stakeholder and community engagement strategies to inform, educate and gather input into the Safe, Clean Water Program renewal efforts will be adapted effective immediately in order to be in compliance with the latest COVID-19 public health directives and orders issued by the Santa Clara County Public Health Department.

Alternate platforms:

Community/ Stakeholder Engagements	Alternatives
Stakeholder/ Advisory Committees	<ul style="list-style-type: none"> Virtual presentations for stakeholders such as Water Retailers March 18, Water Ambassadors March 19, etc. via Zoom webinar.
Speaker's Bureau & Community Presentations	<ul style="list-style-type: none"> Produce animated/ video presentation for website Host virtual Zoom webinar sessions until further notice for any speaking engagements.
Virtual Town Halls	<ul style="list-style-type: none"> Host virtual Town Halls in late April and Early May with interactive polling capability to gather input.
Employee Brown Bags & Employee Meetings	<ul style="list-style-type: none"> Host virtual Employee Brown Bags via Zoom webinar.
Community Input Survey canvassing	<ul style="list-style-type: none"> Adapt canvassing strategy to collect survey input via telephone for the first several weeks until bans removed.

Office of Civic Engagement

Immediate Actions: Cancel all public facing events and activities in OCE for the remainder of March, as well as the Coyote Creek Spring Cleanup on April 4. This impacts nine tours at the Silicon Valley Advanced Purification Center, one Water Infrastructure Bus Tour, nine education outreach presentations and activities, and one creek cleanup event. Additionally, staff will be advising all Adopt-A-Creek partners to halt cleanup activities in the creek. This would also be prudent as there will be no encampment cleanups for the remainder of March.

Alternative Platforms: Staff is currently working on developing alternative platforms to deliver Civic Engagement programs and activities. These platforms include using Zoom webinars, virtual tours and developing more in-depth educational materials. In order to continue some

level of service to the community, staff is working on the following alternative engagement activities:

Public Engagements	Alternatives
Classroom presentations & Library visits	<ul style="list-style-type: none"> Develop grade by grade curriculum that is Zoom webinar friendly and provide options to educators Pre-plan and do extra prep work to set up Zoom webinars with educators
Water 101 Academy sessions	<ul style="list-style-type: none"> Sessions will be conducted via Zoom Pre-plan and offer technical assistance to ambassadors to set up Zoom
Water Infrastructure Bus Tours	<ul style="list-style-type: none"> Develop video tours for various facilities (Anderson, Penitencia, Santa Teresa, Rinconada, flood protection, etc.) Look into possibly conducting live virtual tours
SVAWPC Tour	<ul style="list-style-type: none"> Develop virtual tour Look into possibly conducting live virtual tours Push more social media campaigns on recycled/purified water
Coyote Creek Spring Cleanup (April 4)	<ul style="list-style-type: none"> Postpone event and continue messaging for individual commitment to keeping waterways clean
Adopt-A-Creek Cleanups	<ul style="list-style-type: none"> Advise partners to halt creek cleanups given the lack of encampment cleanups by Valley Water and City of San Jose

Staff hopes to be able to roll out some of the virtual engagements for our education programs and tours by as early as April.

Office of Government Relations

Immediate Actions: In response to the local, state and federal guidance regarding COVID-19, the Office of Government Relations has pulled the water truck and booth out of all remaining events for the month of March, and will re-assess at the end of March whether to begin participating in events in April.

Office of Communications

Immediate Actions: Cancellation of all public events and activities supported by the OC for the remainder of March 2020. All cancelled activities will be rescheduled for a later date, with updated efforts and already scheduled future events to include virtual and web-based options. They include the following:

Community Outreach/ Media & Relations supported events	Date	# of Attendees
Palo Alto Flood Basin Tide Gate public tour	3/13	~25
Speakers Bureau request Los Altos Hill Parks & Rec with Director Kremen about water issues	3/26	unknown
Sunnyvale Neighborhood Association with Director Santos & S. Ferranti about East/West Channels in Northern Sunnyvale	4/2	unknown

Coyote Creek Cleanup via Office of Civic Engagement (cancelled)	4/4	unknown
PA Flood Basin Tide Gate community meeting (virtual project update)	4/14	unknown
South County Annual Meeting, Gilroy City Hall with Board of Directors	4/23	unknown
Anderson Seismic Retrofit Project/FAHCE update meeting series (virtual) following possible board action on 3/18/20	Late April	unknown
Rinconada Project Update community meeting	Spring/Early Summer	unknown
Coyote Creek Improvement Project meeting series (virtual)	June	unknown
Legacy Signs Installation/Unveiling events for: Lake Cunningham, Lower Silver Creek, San Francisquito Creek projects.	Late Summer	unknown
Pacheco Project Update	September	unknown
Safe Clean Water Speakers Bureau Events	March-June	unknown

Staff has developed specific messaging to send out to members of the public regarding cancelled events via NextDoor, Constant Contact email distributions and project webpages.

Alternative Platforms: Staff is currently working on developing alternative platforms to deliver our project updates and activities. They include the use of Zoom webinars, virtual tours, virtual town hall meetings and video live-streaming via social media. Additionally, OC staff will rely on our website blog updates, use of more visuals, interactive surveys, and collateral to inform about our Valley Water activities.