



APPROVED 7/13/2022

MINUTES  
City of Tacoma  
Public Utility Board Study Session  
June 29, 2022  
3:00 p.m.

Chair Patterson called the Public Utility Board study session to order at 3:00 p.m. at the auditorium of the Public Utilities Administration Building.

**Present:** Mark Patterson, Christine Cooley, Carlos Watson, John O'Loughlin, Holland Cohen

**Moss Adams Audit Exit Conference**

Olga Darlington, Partner at Moss Adams, shared that financial statements are presented fairly and in accordance with regulations and governmental accounting standards. No material weaknesses in internal controls were found. One deficiency was noted related to Water's timely closing of CWIP and proper classification to plant in-service. Areas of audit emphasis were internal control environment, treasury, capital assets, debt activity, net pension liability, and revenue/expenses. Ms. Darlington concluded by reviewing current and past audit adjustments.

**Cyber Security Training**

Rives Hassell-Corbiell, Management Analyst, made introductory remarks. The City of Tacoma receives 2.9 million unwanted spam and third-party emails monthly; fifteen percent of which is malware. Ms. Hassell-Corbiell shared recent in-house phishing results and an example of phishing emails. Methods of protecting phones, tablets, and computers were then reviewed. These include having very long passwords, use of virus and malware detection applications, limiting access to your wireless network, and turning on a wireless network firewall and encryption on your router. Board Members made positive remarks about the information presented in this presentation.

**Cascadia Rising Earthquake Exercise Overview**

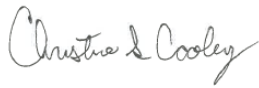
Courtney Rose, TPU Emergency Manager, provided an overview and lessons learned of the Cascadia Rising earthquake response drill held on June 15 and 16, 2022. In this exercise, different emergency scenarios were prepared for each operating division, transportation/fleet, and radio/communication.

Jayson Lelli, Power Emergency Manager; Jeremy Kaiser, Water Emergency Manager; and Kyle Kellem, Rail Roadmaster, each spoke to their operating division perspective from the exercise. John Zwosta, Power Engineer, then spoke to radio communications and protocols. There have been recent radio communication upgrades that have improved TPU's communication with other agencies. Don Ashmore, Fleet Manager, shared that there has been a lot of improvement from the 2016 exercise. Trent Hill, Safety Manager, shared positive remarks about employees' safety consciousness during this exercise and Lisa Johnson, Management Analyst, spoke highly of the collaboration during this exercise. Director Flowers added that this team has been on point for the Covid response as well. This Cascadia Rising response will continue to be reviewed and built upon. In response to a Board inquiry about governance roles in an emergency, Ms. Rose and Director Flowers explained that the continuity of operations plan has orders of succession and mission-essential functions identified. The team is working on the governance process and the Board's essential functions in response to an emergency. Board Members made positive remarks about the presentation.

### **Adjournment**

The study session was adjourned at 4:25 p.m. until the July 13, 2022 for a study session beginning at 3:00 p.m.

Approved:



Christine Cooley, Chair



John O'Loughlin, Secretary