



APPROVED 4-12-23

MINUTES  
City of Tacoma  
Public Utility Board Meeting  
March 22, 2023  
6:30 p.m.

Mr. Watson called the Public Utility Board meeting to order at 6:30 p.m.

**Present:** William Bridges; Elly Claus-McGahan; Carlos Watson; John O’Loughlin; Holland Cohen, Carlos Watson

**Minutes of the Previous Meetings**

Mr. Watson moved that the minutes of the previous meetings be adopted; seconded by Mr. O’Loughlin. Voice vote was taken and carried. The minutes were declared adopted.

**Comments by the Public**

There were no comments by the public.

**Regular Agenda**

Departmental

C-1 Motion 23-02 – Approve the performance evaluation of the Director of Utilities, Jackie Flowers, for the period of January 1, 2022 to December 31, 2022 and approve an award of incentive days and administrative leave days.

Mr. Watson moved to approve the motion; seconded by Mr. O’Loughlin.

Tom Morrill, Chief Deputy City Attorney, read the motion in its entirety: “That in accordance with Article IV, Section 4.18 of the Tacoma City Charter, the Board has completed an annual performance review of Jackie Flowers, the Director of Utilities, and now approves the annual performance review as on file with the Clerk of the Board, and approves an award of 4 incentive days pursuant to TMC 1.12.345.C, and approves an award of 10 administrative leave days pursuant to TMC 1.12.250(C)(2), to be used within 12 months.”

Board Members made positive remarks about the performance of Director Flowers.

Voice vote taken and carried. The motion was approved.

Tacoma Power

C-2 Resolution U-11374 – Authorize a special project of limited duration in support of the Network Communications Systems group in Tacoma Power’s Utility Technology Services for technology upgrades (Aaron Anderson, Technology Manager).

Mr. Watson moved to adopt the resolution; seconded by Mr. O'Loughlin.

Aaron Anderson, Technology Manager, summarized the resolution. Tacoma Power Network Communications Systems group within Utility Technology Services (UTS) requests Board approval for a special project of limited duration involving support of technology upgrades project. The project will support the replacement of the aging Synchronous Optical Networking (SONET) communications technology with Multi-Protocol Label Switching (MLPS) technology. Tacoma Power has been using SONET for data communications for over 25 years and it has reached the end of its lifecycle and MPLS technology was deployed in phase 1 of the Wide Area Network upgrade during the last biennium. The current capital project is expected to run through the end of 2024, and includes deploying and transitioning network data services at each of the 70 Tacoma Power Distribution Substations on five communication network rings. The project schedule has been impacted due to resource attrition and an expected leave of absence, and therefore, with Board approval, this resolution will enable UTS to hire a special project Communication Systems Technician II, ensuring the project team has sufficient resources to complete the remaining work on schedule within the budget included for the project in the Capital budget for 2023/2024. Pursuant to the provisions of Sections 1.12.155 and 1.24.187 of the Tacoma Municipal Code and Section 6.1(h) of the Tacoma City Charter, employees who are not regular employees and are hired as special project employees are paid as provided for by ordinance or resolution of the City Council.

Voice vote was taken and carried. The resolution was adopted.

### **Unfinished Business**

C-3 Amended Resolution U-11133 – Amend Government Process 2, Section 8, to bring hybrid meeting participation and processes into alignment with the current practices and available technology.

Mr. Watson moved to adopt the resolution; seconded by Mr. O'Loughlin.

In response to Board inquiries, Michael San Soucie, City Treasurer, summarized information of this item. The City reviews its banking contract every 10 years by issuing a national RFP process. Local, smaller banks do not meet the size criteria as a larger bank is necessary to protect the assets of the citizens. This is a technical contract, so the service categories are rated higher than sustainability and equity. A cross-city selection advisory committee reviewed the RFP. In the past, other RFPs have gone out with more environmental criteria and have historically received zero responses. Staff would like for the vendor to be in more alignment with city environmental goals, but is not always the case. The committee did ask in interviews about oil pipelines and fraudulent accounts and the like and throughout the process, this vendor came out on top. Mr. San Soucie concluded by saying he doesn't know if the Council Members were made aware that this item was postponed from the last meeting, but did confirm that the Council voted on and approved it at its last meeting.

Voice vote was taken and carried with Board Member Claus-McGahan abstaining.

#### **D. Reports of the Director**

##### Strategic Directive Seven (SD7, Reliability & Resiliency)

This information was presented by Courtney Rose, Emergency Manager; Kyle Kellem Rail Roadmaster; Jayson Lelli, Power Emergency Manager; and Tosha Siebert, Asst. Water Div. Mgr. Each subject matter expert provided an update on the metrics and key performance indicators for each of their operating division measurements. The presentation was concluded by outlining completed priorities from 2022; which include emergency management for employees, Cascadia Rising exercise; and finalized Continuity of Operations Plan. Priorities for 2023 include critical communications, emergency preparedness, hiring an emergency management analyst, and continuing to enhance the enterprise emergency management program.

#### **E. Comments by the Board**

Director Flowers recognized Chief Deputy City Attorney, Tom Morrill, and Deputy Director of Administration, Jim Sant, for their service and dedication as it was their last Board meeting before retirement. Board Members made positive remarks about their contributions to the betterment of TPU.

#### **F. Adjournment**

There being no further business or comments, the Public Utility Board meeting was adjourned at 7:24 p.m. until Wednesday, April 12, 2023 for a study session at 3:00 p.m., followed by a regular meeting at 6:30 p.m.

Approved:



Carlos Watson, Chair



Holland Cohen, Secretary