



APPROVED 10-24-18

MINUTES  
 City of Tacoma  
 Public Utility Board Study Session  
 October 10, 2018  
 3:00 p.m.

Ms. Larkin called the Public Utility Board study session to order at 3:00 p.m. at the Public Utilities Administration Building.

Present: Woodrow E. Jones, Jr. Karen Larkin, Bryan Flint, Christine Cooley, Mark Patterson

**Safety Program Update**

John Lawrence, Power Section Manager, began by introducing members of TPU's Safety Committee: Josh Banks of Rail; Trent Hill of Water; Shane Dunn of Generation, Chris Cournyer of T&D, and Jim Boyd of T&D. Mr. Lawrence continued by outlining ways management is demonstrating safety excellence. Six key objectives of the safety initiative or key performance indicators, the National Safety Council (NSC), Caterpillar Safety Services, examining organizational structure, the next biennium's safety budget, and injured worker prevention programs. Mr. Lawrence then reviewed the second quarter 2018 performance metrics that measures OSHA-reportable incidents in each division. The report shows a higher incident rate; however, that is a lagging indicator and staff is working on finding leading indicators to see if the safety initiatives are yielding results. TPU's new leading safety performance indicators were then reviewed; they include senior leadership performing crew site visits and making observations. The NSC provides extensive background and experience in safety process management systems and provides comprehensive solutions to developing and implementing program components. As previously presented, Caterpillar Safety Services (CAT) engaged employees in a TPU-wise safety survey and communicated the results. Staff recommends further engaging CAT to implement recommendations and the associated next steps. The initial plan is to focus on employees, and their managers and supervisors, with the greatest exposure to hazards. A Train The Trainer program will be implemented for long-term sustainability. Next steps in this initiative's process is to seek Board approval at a future meeting for CAT; implement key performance indicators; finalize organizational structure and staffing plan; recruit and hire for safety support positions; continue joint labor engagement; and continue employee communications. Gary Buchanan, HR Director, added that the entire city will look at organizational structure as it relates to safety because safety positions are currently

fragmented and imbedded into sections. In accordance with Board requests, staff will work on providing benchmarks against peer utilities on KPIs and will report on this initiative at least twice a year.

### Legislative Policies

Clark Mather, Community and Government Relations Manager, brought this topic back in follow-up to the joint study session with the Council and Board regarding legislative policies. The City council is scheduled to adopt the policies at its meeting on October 16, 2018. Mr. Mather reviewed sections on defining sustainability, protecting the City of Tacoma's telecommunications authority, carbon pricing, and net neutrality. Mr. Mather stated that TPU's legislative policies will be brought to the Board on December 12 and will provide the materials well in advance.

### Cyber Security Update

Terry Gifford and Tyler Swartz of Utility Technology Services jointly presented this update. TPU's cyber security work group's mission is to enable business by ensuring trust in TPU's operational networks and systems. The vision is to provide a clear, accurate view of operational technology infrastructure and software assets, and communicate their impact on the utility. Awareness is key to identify and analyze vulnerabilities, threats, and gaps in security to prioritize and report the risks posed to the utility. Responses address the most critical risks consistently and effectively taking into account any mitigating control. The UTS cybersecurity organizational chart, industry partners, and maturity model, were summarized. Key accomplishments in the last biennium were reviewed. These include EMS replacement project, user awareness campaign, interactive remote access solutions, upgraded event management solution, security services at the Nisqually Project, and network data protection suite

### Review of Power and Water Rates and Financial Policies

Director Flowers inquired of the Board if they have any questions or require follow-up discussion on any of Power and Water's rate and financial policies that have been reviewed since the budget retreat in February 2018. The policies will be brought to the Board for consideration at the October 24, 2018 regular meeting. No need for follow-up discussion was requested from the Board. Board Member Larkin stated that when the policies were shared at GPFC, Council Members presented indicated support of the policy changes.

### Miscellaneous

Director Flowers shared with the Board the schedule for Click! stakeholder collaboratives. Between October 17 and November 29, the Center for Dialog and Resolution (CDR) will facilitate seven stakeholder collaboratives with a diverse set of community stakeholders to discuss the City Council and Public Utility Board's 12 policy goals related to the future of the Click! network. The goal is to allow stakeholders the opportunity to comment on the 12 policy goals and identify their future needs in regard to evolving the Click! communication network; the Board and Council will receive

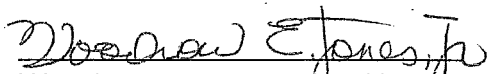
feedback necessary for decision-making. Staff will schedule one Council Member and one Board Member at each of the meetings. Any survey questions will be provided to the Council and Board in advance and raw and summarized results will be provided.

Director Flowers then introduced Suzi Omega, Right-Of-Way agent with Pierce County Planning and Public Works to address a Board inquiry on an item on the evening agenda (D4, Resolution U-11031) relating to the widening of Canyon Road. Ms. Omega shared that the project on the agenda is one of eleven on the Canyon Road corridor. The plan is to widen the road for turn lanes and incorporate improvements such as curbs, gutters, sidewalks, storm, drainage, paved shoulders, and retention ponds. This project has been coordinated with the Fredrickson area businesses, Port of Tacoma, and the City of Tacoma for many years. The transportation concurrency management system is part of Pierce County Growth Management Act. Traffic counts failed concurrency, which means that the roads were designed for certain traffic counts and when that count exceeded what the road was designed for, it is said to have failed concurrency. Failed roads are then ranked as projects. The main benefit of this project is safety. Appropriate environmental permits have been obtained. Air quality analysis, environmental justice study, hazardous waste corridor study, noise technical report, and cultural resources assessments have been conducted and show no impacts that need to be mitigated. Board Members thanked Ms. Omega for taking the time to answer Board inquiries at the study session.

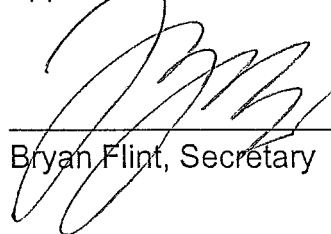
### **Adjournment**

The study session was adjourned at 5:40 p.m. until the next regularly scheduled study session on Wednesday, October 24, 2018 at 3:00 p.m.

Approved:

  
Woodrow E. Jones, Jr., Chair

Approved:

  
Bryan Flint, Secretary

