

# Heber Public Utility District

## Report to the Board of Directors

Date: January 20, 2022  
From: Laura Fischer, General Manager  
Subject: General Managers Report to Board of Directors

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### **HPUD ADMINISTRATION**

#### **Office Closed to Public Access – Staff work hours**

We have closed the office access and I have staggered staff working schedule to reduce the risk of spreading COVID. We will have full staff back at HPUD starting on Feb 22<sup>nd</sup>.

#### **HPUD Events are postponed or cancelled**

The events the Recreation Center are cancelled in February, but we will start to schedule events in March. We will still make the Center available for use.

#### **Insurance**

We have successfully transitioned to our new insurance carrier.

#### **Training**

Our Finance Manager is attending the California Finance Manager Association training in San Diego. This training is put on by the California League of Cities.

#### **Comprehensive Governance Leadership Conferences for Elected and Appointed Directors/Trustees**

This conference content is based on CSDA's Special District Leadership Academy (SDLA) groundbreaking, curriculum-based continuing education program, which recognizes the necessity for the board and general manager to work closely toward a common goal. SDLA provides the knowledge base to perform essential governance responsibilities and is designed for both new and experienced special district board members.

Attend for the first time and complete all four modules of the Special District Leadership Academy:

- Governance Foundations
- Setting Directions/Community Leadership
- Board's Role in Human Resources
- Board's Role in Finance and Fiscal Accountability

NOTE: You must complete the first-time attendee track to qualify for SDLF Certificate in Special District Governance.

The San Diego Conference is for the FIRST TIME TRACK ONLY. Returning Track will only be held in the Napa Conference in September.

**Form 700 and Mandatory Training**

Please complete the Form 700 and Raquel will be sending you information on how to receive the free mandatory training.

AB 1234 training link:

<https://members.csda.net/imis1/ItemDetail?iProductCode=WEB2022ETHICS>

Harassment Training link:

<https://members.csda.net/imis1/ItemDetail?iProductCode=WEB2022SHP>

If you have difficulty accessing these training links, please contact me or Raquel. Please print the certificate of completion for the training and provide it to Raquel.

AB1234 and Harassment training must be completed every two years.