

Board Policy Committee Meeting and Special SMUD Board of Directors Meeting

Date: Thursday, March 9, 2023

Time: Scheduled to begin at 6:00 p.m.

Location: SMUD Headquarters Building, Auditorium
6201 S Street, Sacramento, CA

Powering forward. Together.



**•AMENDED AGENDA
BOARD POLICY COMMITTEE MEETING
AND SPECIAL SMUD BOARD OF DIRECTORS MEETING**

•Closed Session Agenda – Added Public Employment item.

**Thursday, March 9, 2023
SMUD Headquarters Building, Auditorium
6201 S Street, Sacramento, California
Scheduled to begin at 6:00 p.m.**

**Remote Telephonic Location:
Hyatt Regency Orange County
11999 Harbor Blvd.
Garden Grove, CA 92840**

This Committee meeting is noticed as a joint meeting with the Board of Directors for the purpose of compliance with the Brown Act. The Policy Committee will review, discuss and provide the Committee's recommendation (if applicable) on the following discussion and informational items, and the Board of Directors will take action on the Closed Session Agenda.

Virtual Viewing or Attendance:

Live video streams (view-only) and indexed archives of meetings are available at:
http://smud.granicus.com/ViewPublisher.php?view_id=16

Zoom Webinar Link: [Join Board Policy Committee Meeting Here](#)

Webinar/Meeting ID: 161 479 3111

Passcode: 136237

Phone Dial-in Number: 1-669-254-5252 or 1-833-568-8864 (Toll Free)

Verbal Public Comment:

Members of the public may provide verbal public comment by:

- Registering in advance of a meeting by sending an email to PublicComment@smud.org, making sure to include the commenter's name, date of the meeting, and topic or agenda item for comment. Microphones will be enabled for virtual or telephonic attendees at the time public comment is called and when the commenter's name is announced.
- Completing a sign-up form at the table outside of the meeting room and giving it to a Security Guard.
- Using the "Raise Hand" feature in Zoom (or pressing *9 while dialed into the telephone/toll-free number) during the meeting at the time public comment is called. Microphones will be enabled for virtual or telephonic attendees when the commenter's name is announced.

Written Public Comment:

Members of the public may provide written public comment on a specific agenda item or on items not on the agenda (general public comment) by submitting comments via email to PublicComment@smud.org or by mailing or bringing physical copies to the meeting. Comments will not be read into the record but will be provided to the Board and placed into the record of the meeting if received within two hours after the meeting ends.

ANNOUNCEMENT OF CLOSED SESSION AGENDA

1. Conference with Real Property Negotiators.

Pursuant to Section 54956.8 of the Government Code:

Property: APN 0090-090-100-110 in **Solano County**

SMUD Negotiators:

Ellias van Ekelenburg, Director of Environmental, Safety &
Real Estate Services
Blandon Granger, Real Estate Supervisor

Negotiating Party:

Jon Blegen and Ned Anderson

Under negotiation: easement price and terms.

• 2. Public Employment.

Pursuant to Section 54957 of the Government Code:

Special Assistant to the Board.

OPEN SESSION AGENDA (cont.)

DISCUSSION ITEMS

1. Ellias van Ekelenburg Accept the monitoring report for **Strategic Direction SD-6, Safety Leadership.**
Presentation: 15 minutes
Discussion: 10 minutes
2. Dave Tamayo Board Monitoring: **Governance Process GP-1, Purpose of Board; Governance Process GP-3, Board Job Description; and Governance Process GP-7, Guidelines for Board Member Behavior.**
Presentation: 5 minutes
Discussion: 5 minutes

INFORMATIONAL ITEMS

3. Heidi Sanborn Board Work Plan.
Discussion: 5 minutes
4. Public Comment
5. Dave Tamayo Summary of Committee Direction.
Discussion: 1 minute

Members of the public shall have up to three (3) minutes to provide public comment on items on the agenda or items not on the agenda, but within the jurisdiction of SMUD. The total time allotted to any individual speaker shall not exceed nine (9) minutes.

Members of the public wishing to inspect public documents related to agenda items may click on the Information Packet link for this meeting on the smud.org website or may call 1-916-732-7143 to arrange for inspection of the documents at the SMUD Headquarters Building, 6201 S Street, Sacramento, California.

ADA Accessibility Procedures: Upon request, SMUD will generally provide appropriate aids and services leading to effective communication for qualified persons with disabilities so that they can participate equally in this meeting. If you need a reasonable auxiliary aid or service for effective communication to participate, please email Toni.Stelling@smud.org, or contact by phone at 1-916-732-7143, no later than 48 hours before this meeting.

SSS No. E,S,RES 23-02

BOARD AGENDA ITEM

STAFFING SUMMARY SHEET

Committee Meeting & Date Policy Committee – 03/09/23
Board Meeting Date March 15, 2023

TO	TO
1. Ellias van Ekelenburg	6. Farres Everly
2. Claire Rogers	7. Suresh Kotha
3. Frankie McDermott	8.
4. Jennifer Davidson	9. Legal
5. Brandy Bolden	10. CEO & General Manager

Consent Calendar	<input checked="" type="checkbox"/>	Yes		No <i>If no, schedule a dry run presentation.</i>	Budgeted	<input checked="" type="checkbox"/>	Yes	No <i>(If no, explain in Cost/Budgeted section.)</i>
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FROM (IPR) Ellias van Ekelenburg	DEPARTMENT Environmental, Health Safety and Real Estate Services	MAIL STOP B209	EXT. 7475	DATE SENT 02/09/2023
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NARRATIVE:

Requested Action: Accept the monitoring report for **Strategic Direction SD-6, Safety Leadership**.

Summary: Report on the status of Strategic Direction SD-6, Safety Leadership, for safety performance from July through December of 2022. Report addresses safety leadership accomplishments during the last six months of the year, current Days Away Restricted Time numbers, and safety opportunities and challenges.

Board Policy (Number & Title): This report supports the SD-6 Core Value of Safety by providing a safety performance status.

Benefits: Provide the scheduled bi-annual monitoring report as requested by the Board of Directors and Executive Staff. The report provides an opportunity to make recommendations or policy revisions, as necessary.

Cost/Budgeted: None

Alternatives: Provide the Board monitoring report without a presentation.

Affected Parties: Board of Directors, Executive Staff

Coordination: Organization-wide

Presenter: Ellias van Ekelenburg, Director of Environmental, Safety, and Real Estate Services

Additional Links:

SUBJECT SD-6 Monitoring Report - Safety Leadership	ITEM NO. (FOR LEGAL USE ONLY)
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ITEMS SUBMITTED AFTER DEADLINE WILL BE POSTPONED UNTIL NEXT MEETING.

SACRAMENTO MUNICIPAL UTILITY DISTRICT

OFFICE MEMORANDUM

TO: Board of Directors

DATE: February 22, 2023

FROM: Claire Rogers *CR 2/22/23*

**SUBJECT: Audit Report No. 28007600
Board Monitoring Report; SD-06: Safety Leadership**

Audit and Quality Services (AQS) received the SD-06 *Safety Leadership* second-half 2022 Biannual Board Monitoring Report and performed the following:

- Selected a sample of statements and assertions in the report for review.
- Interviewed report contributors and verified the methodology used to prepare the statements in our sample.
- Validated the reasonableness of the statements in our sample based on the data or other support provided to us.

During the review, nothing came to AQS' attention that would suggest the items sampled within the SD Board Monitoring report did not fairly represent the source data available at the time of the review.

CC:

Paul Lau

Board Monitoring Report 3rd and 4th Quarters, 2022

Strategic Direction SD-6, Safety Leadership



1. Background

Strategic Direction SD-6, Safety Leadership states that:

Creating a safe environment for employees and the public is a core value of SMUD.

Through best practice methods and continuous improvement, SMUD will be recognized as a leader in employee safety while also assuring the safety of the public related to SMUD operations and facilities. SMUD commits to a proactive approach, including the active involvement of SMUD leadership, employees, contractors, and the community, as well as comprehensive monitoring of organizational and public safety performance.

Therefore, SMUD will continue to improve safety results to:

Workplace Safety

- a) Reduce SMUD's injury severity incidents to 13 or less than by 2025, as measured by OSHA's Days Away Restricted Time (DART), a rate that demonstrates top quartile safety performance for similar size utilities using the Bureau of Labor Statistics (BLS) work-related safety data.
- b) Provide timely, quality health care for injured employees that aids their recovery while maintaining positive financial performance of the workers' compensation program.

Contractor Safety

- a) Support contractors to reduce and eliminate potential hazards for Serious Injuries and/or Fatality (SIF) when conducting high risk work.

Public Safety

- a) Track and report injuries to the public related to SMUD operations or facilities.
- b) Implement measures to protect the public from injuries related to SMUD operations or facilities.

2. Executive Summary

SMUD is in compliance with the SD-6 direction and is in alignment with SMUD's new 5-year strategy of working toward a zero-incident culture.

Workplace Safety

SMUD recorded 26 OSHA Recordables injuries in 2022. This is a 42% decrease from last year (45 OSHA Recordables). Of the 26 injuries, 10 were DART (4 Lost Time & 6 Modified Duty injuries). This is a 38% decrease from last year (16 DART cases). These 10 DART cases result in a 0.48 DART historic low rate. This represents a continued decrease in injuries which allow us to meet our 2025 Target (See Appendix A).

Quality care of injured employees is measured through the Workers' Compensation program's performance, which is assessed annually by an independent actuary. SMUD continues to have a reduction in claims over the past three years, a reduction in injury frequency rates, and a reduction in indemnity benefits as presented below. *All rates noted are currently at historic lows. (See Appendix A).

This year has continued to present challenges with COVID-19. COVID -19 has not only impacted the way SMUD is getting work done but has also resulted in new and emerging legislation surrounding paid leave and workers' compensation liabilities for COVID related injuries. Despite these challenges SMUD's program remains strong and continues to lead when compared with similarly situated organizations. No COVID-19 claims were made in 2022. This positive trend has continued for SMUD throughout the pandemic.

Contractor Safety

Safety has completed **268** contractor site safety field visits thru the 4th Quarter of 2022. These visits focus on high hazard work performed on SMUD projects focusing on construction safety hazards, such as excavation, working at elevations, and in confined spaces to verify safe working practices by our contractor to reduce the potential for serious injuries or property damage. Contractor reported incidents require an investigation to be completed and typically will warrant additional site safety visits to verify corrective measures have been put into place to reduce further occurrences.

Public and Community Safety

SMUD tracks public and community incidents in the Safety Incident Tracking System (SITS) involving car-pole, electrical contact, dig-in incidents, and injuries to the public that are related to SMUD's operations or facilities. For 2022, there have been 313 incidents where the public struck a SMUD asset with a vehicle, with one fatality from such events. Ten electrical contacts were reported with one minor injury, and 96 dig-ins with no reported injuries.

During Q4, a new public safety campaign was established on Work Zone Awareness for SMUD employees. We will have posted throughout the service territory on 6 different outdoor billboards. The billboard slogan was, "Avoid distraction, crews in action." The Marketing and Communications team collaborated with Safety to develop a "Connections" Newsletter, an ENN Article, Social Media Posts and information on the lobby monitors, in the Customer Service Center. Feedback of the campaign was positively received.

3. Additional Supporting Information

The new SD-6 Safety Direction became effective February 2021. Our goal is to achieve the desired performance objectives by year-end 2025. This report summarizes the first half of the 2022 safety performance.

Safety Leadership. The Safety Team continues with its integration efforts to support Executive Leadership's 5-year plan that emphasizes zero incidents and injuries and a focus on a zero incident safety culture. SMUD's Chief Executive Officer (CEO) Paul Lau, re-emphasized the need to improve safety at SMUD with a greater focus of developing a "Safety for Life" culture, reducing the risk of serious injuries and fatalities, implementing a safety management system, and improving the analysis of injury and incident trends. These goals are outlined in SMUD's Safety Road Map.

Safety Management System (SMS). Five applications within the Safety Management System were activated in 2022. They include the following modules; Contractor Manager, Safety Data Sheets (SDS), Industrial Hygiene, Initial Injury Reports and Incident & Measurements which will replace core functions of the legacy Safety Incident Tracking System (SITS).

Safety Standards Development. The Safety Team has continued their efforts to improve the process of routing new or updated Health & Safety Standards to appropriate Directors for review, utilizing the SMS "Doc Manager" application. The first standard routed, utilizing this process was the PCB Health & Safety Standard. After identifying challenges from Directors using the SMS "Doc Manager", the Core Standards Team is actively pursuing the routing process used by the Sacramento Power Academy, at this time. In addition, the Team implemented updates issued from Cal/OSHA on the COVID-19 requirements, to ensure our Injury Illness Prevention Program (IIPP) and COVID-19 Appendix contains the most up-to-date regulatory requirements and is provided to all SMUD personnel in a timely manner.

Supervisor-Employee Interactions. Safety continues to strengthen its supervisor-employee interaction quality program. Improvements included moving data to the new Safety Management System (SMS). Emphasis is placed on field visits for work with the highest hazard potential. Team Members continued visiting various crews throughout SMUD, to assist with employee safety concerns, processes, procedures and equipment. For office personnel, an emphasis is placed on observing personnel pertaining to ergonomic risk, and slip/trip/fall hazards in walking areas. During 2022, a total of 14,574 Supervisor-Employee interactions were complete, which is 159% of the target amount.

Near Miss Reporting. Leadership continues to support and encourage near miss and positive observation/good catch reporting. During 2022, the Safety Incident Tracking System (SITS) and applications within the new Safety Management System, provided a method to track near miss and positive observation/good catch reporting. The goal of this process is to identify opportunities for learning, prior to an incident occurring. 87 near miss incident were reported in 2022, 26 through the SITS applications and 61 in the new Safety Management System.

Contractor Safety. SMUD continues to use the ISNetwork system to evaluate our contractor's safety record and safety program. The Contractor Safety program focuses on SMUD contractors in Power Generation, Environmental Services, Line, Substation, and Vegetation management contractors that perform high risk work, such as high voltage work, working at heights, vegetation management, confined spaces, excavations, etc. Additionally, we have begun to integrate the use of the SMS system for use with SMUD

contractors, primarily for incident tracking, reporting and investigations as we move away from SITS.

SMUD currently has 80 contractors in the ISN system. During the past year we have expended our site safety evaluations performed on our high-risk contractors validate safety performance on the jobsites. For year end of 2022, 268 site safety evaluations have been completed and SMUD exceeded the 2022 target of 150 evaluations. We are also continuing to validate our pre-qualification criteria for contractor selection. SMUD's pre-qualification criteria focuses on Contractor Fatality History, OSHA Citation History, DART and Total Recordable Incident Rates (TRIR), Insurance Experience Ratio, Safety Culture Questions, and Safety Program Review.

In addition, SMUD Procurement and Safety have partnered together working on enhancing contract language as it relates to contractor safety requirements, Request for Proposal (RFP) templates for high-risk work and incorporating contractor safety as part of the onboarding process.

Safely Conducted Observations Reduce Common Hazards (SCORCH). A total of 2615 safety observations were completed by Office & Professional employees with an additional 2934 by field employees. Safety awareness campaigns related to **Eye Strain and Head/Neck Posture** were implemented to positively influence a change in behavior. Risk mitigation tips to promote elevated awareness for these behaviors included proper monitor and desk height, viewing distance recommendations, font, and display adjustments steps, setting reminders for micro stretch breaks and application of the 20-20-20 rule. (Every 20 minutes, look at an object 20ft away for 20 seconds)

Field employee campaigns focused on **Situational Awareness** from both an office ergonomic and surrounding environment perspective. Posture awareness tips and smart setup when attending virtual meetings or perform PC related task from the cab of the vehicle. This was due to a cultural shift in which employees were working remotely from their vehicles on a more frequent basis. It also included elevating behavior awareness for scanning and frequently updated information for potential moving and/or changing conditions related to the surrounding work environment or location. The value of early recognition for a potential hazard (vehicle, pedestrian, stray dogs, or weather related) can provide employees the space, visibility, and time to safely react to situations.

SCORCH Safety for Life promotions included its first Spring Cleaning event along with a Summer and Fall/Holiday photo contest. These events are geared to continuously promote SMUD's Safety for Life culture, expand use of behavior awareness beyond the work environment while providing non-process participating employees an influencing/fun-filled introduction to use of the (SMS) Safety Management System. Best practices obtained from attending Dekra's Safety in Action conference have been shared in team meetings and will be implemented as part of SCORCH's influencing behavior campaign set to start first quarter 2023.

4.0 Challenges

COVID-19. The safety of our employees is of utmost importance, we continue to monitor SMUD COVID-19 cases and manage prevention efforts. In 2022 SMUD Safety, People, Services, & Strategies, along with Communications revised the COVID-19 guidance to meet

regulation changes within the Cal-OSHA COVID non-emergency standard around facial covering, testing programs, quarantine, and isolation guidelines to protect employees, contractors, and the public. SMUD continues to provide employees with antigen testing at our EC-OC clinic. All employees are offered voluntary vaccines through company supplied medical providers such as Kaiser and United Health Care. Our third-party vendor Axiom Medical continues to handle employee contract tracing and the process has been working well. In 2022 over 550 onsite and hybrid employees reported positive cases.

Chronic Muscular Injuries. The SMUD Safety Team continues to work with business units to a reduce all incidents. This year, the following actions were taken to focus on a reduction to chronic muscular injuries: SMUD leadership and employees worked together to continue to build trust. Safety continued to partner with SCORCH (behavior-based) committees to utilize data from home observations and what at-risks were trending. Safety then used this data for areas to focus on during ergo evaluations and quarterly safety meeting topics.

Safety has successfully rolled out the Concern Reporting app. to replace Service Now for ergonomic evaluation requests. Virtual and onsite evaluations have continued to meet the needs of the worker.

Safety continued crew and contractor safety field visits, getting eyes on work and ensuring our employees, contractors, customers and community are safe. The Safety team has made additional updates to safety standards and trainings both in person and virtual. In addition, SMUD progressed with its Injury Prevention Outpost program with continued implementation with Line division as well as expanded application into the Substation/Network, Warehouse and Power Generation work groups.

Wildfire Smoke. This year, in May and June, Safety held several Tabletop Exercises with our various leadership teams who have outdoor workers, to prepare for the use of the Purple Air monitoring system and reporting, in cab vehicle air filters, PPE, scheduling, and training as a different method to inform and assist with response of poor air quality days, should the need arise. We sent a voting email to all leadership to determine the need and interest of receiving Wildfire Smoke Alerts throughout the organization for these events. This year, to date, we have had 5 days of notifications, of which, were only provided to the UARP personnel due to the Oak and Electra Fires.

5. Recommendation

SMUD is committed to becoming a recognized leader in safety. Both SMUD's leadership team and employees recognize that to achieve success we must integrate safety into all that we do. It is recommended that the Board accept the Monitoring Report for SD-6.

6. Appendices - Business Segment Safety Program Improvement Initiatives

Energy Delivery and Operations (EDO). Grid Assets leadership is continuing its efforts to achieve World Class Safety with ongoing efforts, of encouraging field staff input and participation in Business Unit and Work Group specific Joint Labor Management Safety Committees (JLMSCs), which include representatives from Field, Supervision, Union, Warehouse, Fleet and Safety in attendance. The Quarterly Business Segment JLMSC continues with an “All field teams’ approach” at SMUD, allowing for the sharing of ideas and mitigation controls, of similar risks. Due to COVID-19 impacts, these meetings continue to be held via Teams. A few of the subjects addressed this year which directly affect field staff have been SMS roll out of the Concern Report App, SCORCH Observation App, and Monthly Vehicle Inspections and Housekeeping Inspections in the Inspection Tool App; FR Clothing product substitution with like products (in response to global supply chain issues) and vendor deliveries in the ECOC Yard vs. crews driving to the vendor store locations (a savings of over 200+ individual trips back and forth by crew members); procurement of a healthier electrolyte alternative and cooling hard hats for high heat in the summer months. Field crew response continues to be positive, for the safety improvements being made, recognized, and appreciated. Safety has continued to partner with ED&O field operations to roll out a highly effective, innovative field focused ergonomics program. Instead of having staff come in from the field to interact with the ergonomics specialist, the expert is going out to the job site. During this crew specific, 1-1 discussions various stretching techniques, ergo support tools are provided, and awkward postures are identified. This program started with the Line department and is quickly moving throughout the organization, including Fresh Pond and Warehouse.

Safety has continued to work with the SMUD Power Academy, through the COVID pandemic, reviewing internal and external safety training programs, to ensure continued consistency and quality. This year, the SMUD Power Academy has been invited to participate and collaborate in the Health & Safety Standards update reviews, for input and identification of training opportunities.

The Safety Team continues to provide required health and safety training to field employees, utilizing smaller class sizes, updated signage, use of temperature stations, improved sanitization, PPE, and pre shift wellness checks. This adjustment to the safety training delivery has prevented any COVID related illnesses spread or outbreaks by the field crews during their participation in SMUD Safety training at the Power Academy, ECOC, Fresh Pond, or other SMUD reporting facility.

Safety for Life. The Safety for Life events scheduled for 2022 were again postponed due to COVID-19. To ensure the Safety for Life culture continues to evolve during this time of social distancing and remote work, more emphasis will be placed on Safety for Life communications and testimonials. There were two employee shares this year in our Employee Safety for Life Newsletter. One newsletter was a personal share about how the wildfire smoke affected her and how she safely evacuated her home and the other was a share about an employee’s son being bitten by a rattlesnake bite which offered information about myths and how to keep others safe. The Safety team hosted three driving rodeos this year for the Telecom, Meter Reading and Energy Specialist teams and has one more scheduled in fourth quarter for the Facilities teams. Safety for Life Sparky’s Crew for SMUD children consisting of birthday cards, safety newsletters, postcards, and the safety calendar with children’s artwork, has continued throughout the pandemic.

Health and Wellness. Employee health and wellness has been top of mind with mental well-being becoming a main focus. Remote and hybrid work offered freedom and flexibility, but came with it, some barriers and challenges. During the pandemic, we learned about some unintended consequences of remote and hybrid work such as, developing unhealthy habits of living a more sedentary lifestyle. What's more, the isolation of working and living at home full-time left people wanting a stronger sense of community for support. Whether it's focused on sleep, nutrition or stress management, employees are seeking a more holistic approach to their health, Luckily, our wellness program embraces a holistic approach that includes physical, financial, social, spiritual, and emotional wellness to support positive behavioral changes. As more employees returned to the office, we provided the space for them to resume their routine towards a healthier and mentally balanced lifestyle. Health and Safety partnered with People, Services & Strategies to safely re-open the group exercise rooms and fitness centers. The group exercise room at East Campus and the Power House Trailer at HQ was updated to accommodate employees to come and perform stretching and light workouts. The fitness center was opened to allow more movement and activities to meet fitness goals. Wellness program activities focused on improving overall health, through on-line stretch breaks, workouts, nutritional seminars, and cooking demos, all to support physical health.

Zero Carbon Energy Solutions (ZCES). While COVID-19 restrictions have relaxed to a certain extent, Power Generation continues to prioritize employee safety while ensuring that critical work is completed.

Power Generation employees continued with their Savvy FIT Daily Dozen for soft tissue injury reduction and in Q3-4, ROC Injury Prevention specialists began meeting with Hydro employees at Fresh Pond and at the power plants during overhauls. As a result, soft tissue injuries continue to trend down.

In addition to the COVID-19 Pandemic, Power Generation has also responded to extreme high heat and wildfire smoke events. Multiple employees have been fit tested for N95 respirators, so they are able to respond to emergency call-outs.

In September 2022, Hydro Operations engaged with a 3rd party contractor to conduct an annual VPP comprehensive survey, a requirement to maintain Cal/OSHA VPP Star status. VPP is designed to recognize employers and their employees who have implemented safety and health programs that effectively prevent and control occupational hazards. These programs go beyond minimal Cal/OSHA standards and provide the best feasible protection at the site. Achieving this status ensures that Hydro will continue with safety process improvements with annual comprehensive safety audits performed by a third party.

Management commitment and employee participation are key elements in achieving VPP recognition. VPP establishments are considered leaders in the field of workplace safety and health.

Some of the major projects completed by Hydro employees include the Camino unit 1 generator repair; Slab Creek Dam tram access ladder and platform installation; Loon Lake fire system upgrade; Union Valley camera project completion; Loon Lake unit breaker replacement; Jaybird heaters upgrade and building automation; installation of Buck Island gate actuators

Customer & Community Services (CCS). Safety continues to work closely with CCS and Security to maintain safe operations of the CSC lobby. Safety was actively engaged in the parking lot construction project happening just in front of the lobby. Safety collaborated with CCS leadership, Security and Facilities to relocate the payment drop box over to the customer parking lot. We also teamed up with graphics to develop signs and posters that would direct customers to safely enter the parking lot and the CSC lobby. The security kiosk was temporarily moved for a project to update and reseal the windows above and behind security. It required blocking off a portion of the lobby and realigning how customers would come in and out of the CSC lobby safely. The front parking lot and windows projects were both completed safely without any major incidents.

Corporate Financial and Administrative Services (CFAS). Facilities and Safety successfully completed re-entry efforts. Facilities also continues to support Home-Based Agent workspace installations to ensure ergonomic comfort for employees working at home. Safety and Facilities printed individual QR Codes and placed inside SMUD Facilities vehicles for easy access to the Monthly Vehicle Inspections on SMS. Safety also hosted a Driving Rodeo for the Facilities work group in October and added an additional station to integrate the SMS Monthly Vehicle Inspection to provide one-on-one training. Facilities completed the ECOC Admin Building Roof Project and installed permanent anti-slip mats on the roof walkways to prevent slipping hazards on the roof due to cold weather and moisture. Facilities continues to support the SMUD 2030 Zero Carbon goal by supporting the installation of EV Charging infrastructure throughout SMUD campuses as a united effort with SMUD contractors.

The Sacramento area experienced record-breaking high temperatures throughout the region this year. Warehouse partnered with Safety in heat-illness prevention mitigations to ensure all field employees have access to cool water, portable shade, and UV skin protection. During days with high heat hazards, Warehouse provides electrolyte-replenishing beverages to field employees. Safety and Warehouse have collaborated with various business units to pilot new products to help combat heat illness. Hard-hats with advanced ventilation designs were piloted in an effort to improve the comfort of our field employees wearing mandatory personal protective equipment while performing essential work in high heat environments. Another piloted product was a different brand of electrolyte-replenishing powder packets convenient for field forces that offered greater hydration. Safety and Warehouse also collaborated on inspecting and purchasing new personal fall protection equipment for the Sacramento Power Academy Climbing School as a joint effort to ensure Climbing School students are using safe, effective, and readily available fall protection equipment.

Fleet and Safety collaborated in planning a fleet metric dashboard using data from Fleet's upcoming switch to Geotab as their new fleet tracking system. Fleet employees are participating in EV training courses customized to suit SMUD's needs in preparation for the transition to an all-electrified fleet by 2030.

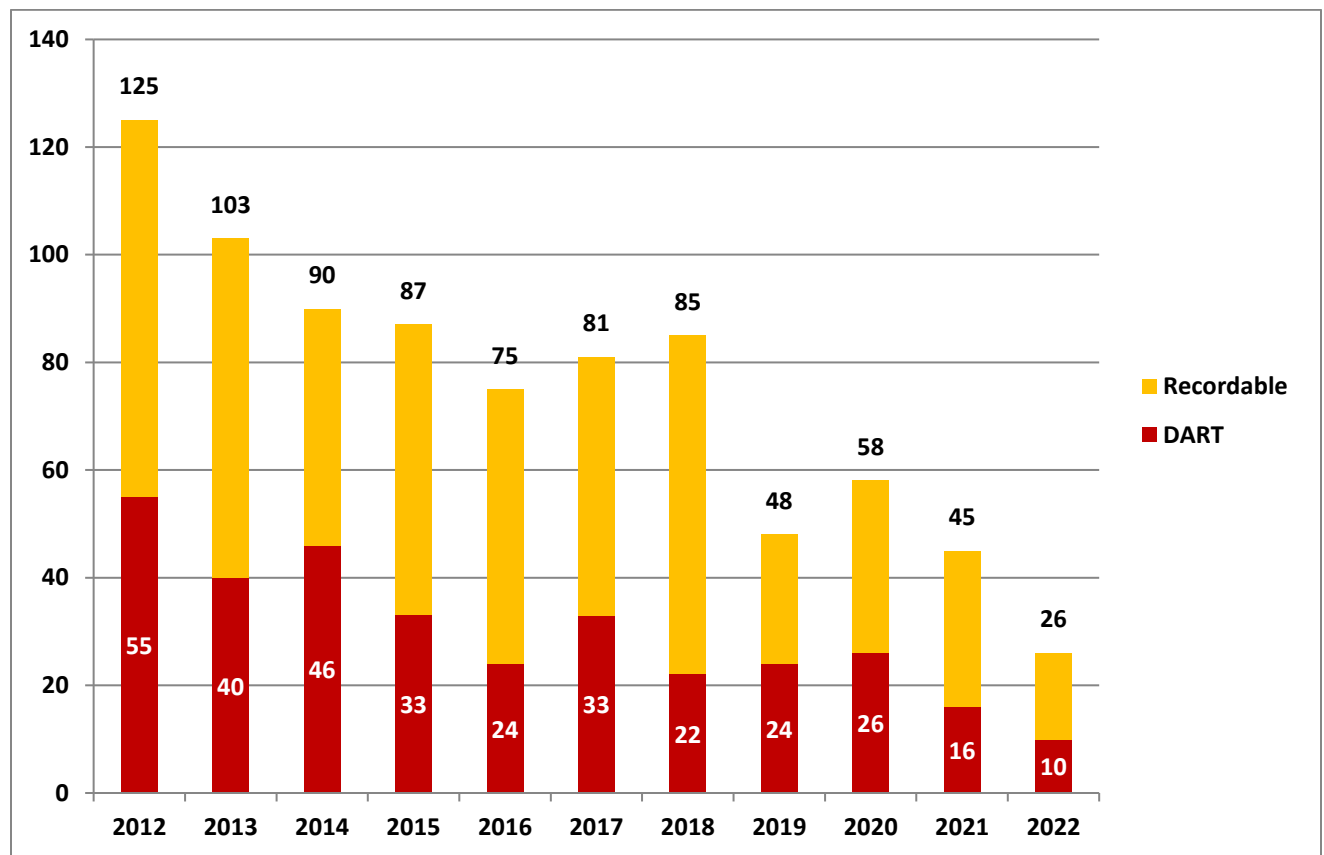
All business units continue to partner in a consultative collaborative development of a World Class Safety program as One SMUD. One project that continues to support onsite personnel and operations by the Facilities department is installation of a passive HVAC ionization system called, needlepoint bipolar ionization (NPBI). Thus far DSO and SPA operations have units installed. With additional areas of the campus being assessed. These

units have demonstrated performance in reducing indoor air particles during smoke wildfire events.

Driver Safety. As some COVID-19 requirements were lifted, there was an increase of in-person and face to face events and activities. Supervisors engage in more side by side ride alongs and safety was able to provide additional in-person class room and behind the wheel Smith System training. Driving Rodeos were in high demand and the new partnership with Safetyville turned out to be a big success. In 2022 Safety hosted four Driving Road events for Telecomm, Energy Specialists, Meter Techs and Facilities. The plan is to continue providing Driving Rodeos at Safetyville and having safety representatives for the participating business unit be present and actively engage with their work groups. Safety partnered with Security, Claims and IPPS to update the accident form to accurately reflect the reporting procedures and to dial 9-1-1 directly.

Appendix A

DART Count and OSHA Recordable 2012-2022



Workers' Compensation

	2018	2019	2020	2021	2022
No. of Claims	120	85	89	59	54*

(Medical & Indemnity)					
Incident rate per 100 employees	5.06	3.6	2.3	2.4	2.2*
Rates per \$100 payroll	0.98	0.94	0.94	0.85	0.67*

SSS No. BOD 2023-002

BOARD AGENDA ITEM

STAFFING SUMMARY SHEET

Committee Meeting & Date Policy – March 9, 2023
Board Meeting Date N/A

TO	TO
1. Jennifer Davidson	6.
2. Suresh Kotha	7.
3. Brandy Bolden	8.
4. Farres Everly	9. Legal
5.	10. CEO & General Manager

Consent Calendar		Yes	<input checked="" type="checkbox"/>	No <i>If no, schedule a dry run presentation.</i>	Budgeted	<input checked="" type="checkbox"/>	Yes	No <i>(If no, explain in Cost/Budgeted section.)</i>
FROM (IPR) Dave Tamayo / Donna Lofton	DEPARTMENT Board Office				MAIL STOP B304	EXT. 5079	DATE SENT 1/18/23	

NARRATIVE:

Requested Action: Allow the Board of Directors an opportunity to monitor existing policies: Governance Process GP-1, Purpose of Board; Governance Process GP-3, Board Job Description; and Governance Process GP-7, Guidelines for Board Member Behavior as part of the Board policy monitoring process.

Summary: A schedule to monitor Board policies was agreed upon by the Policy Monitoring Ad Hoc Committee. Monitoring established policies creates a better understanding of the policies and gives the Board an opportunity to make corrections, additions, or changes, if necessary.

Board Policy: *(Number & Title)* This monitoring supports Governance Process GP-2, Governance Focus, which states that the Board will direct, evaluate, and inspire the organization through the establishment of written policies which reflect the Board’s values.

Benefits: Monitoring policies helps ensure the policies are current and in keeping with the current will of the Board.

Cost/Budgeted: Included in budget

Alternatives: Not review these policies at this time.

Affected Parties: Board of Directors

Coordination: Special Assistant to the Board

Presenter: Dave Tamayo, Policy Chair

Additional Links:

SUBJECT Board Monitoring of GP-1, GP-3, GP-7	ITEM NO. <i>(FOR LEGAL USE ONLY)</i>
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ITEMS SUBMITTED AFTER DEADLINE WILL BE POSTPONED UNTIL NEXT MEETING.

SMUD BOARD POLICY

Category: Governance Process	Title: Purpose of Board
Date of Adoption: December 19, 2002	Policy Number: GP-1
Revision Date: October 16, 2003	Resolution No. 02-12-14
Revision Date: November 3, 2005	Resolution No. 03-10-14
Revision Date: July 15, 2021	Resolution No. 05-11-04
	Resolution No. 21-07-08

The Board is the legislative body of the Sacramento Municipal Utility District. It operates under the provisions of the Municipal Utility District Act of the State of California (the MUD Act) and all other applicable statutes and laws.

The purpose of the Board of Directors is to:

- a) Identify and define the purpose, values and vision of SMUD and communicate them in the form of policy.
- b) Identify and define those quantitative and qualitative results or conditions of SMUD that are acceptable and not acceptable to the Board and communicate them in the form of policy.
- c) Monitor the organization's performance against the results that the Board has established for SMUD.
- d) Make certain operational decisions as designated by law.
- e) Hire, evaluate and, when necessary, discharge the CEO/General Manager.

Monitoring Method: Board Report
Frequency: Annual

SMUD BOARD POLICY

Category:	Governance Process	Title: BOARD JOB DESCRIPTION
		Policy Number: GP-3
Date of Adoption:	December 19, 2002	Resolution No. 02-12-14
Revision Date:	October 16, 2003	Resolution No. 03-10-14
Revision Date:	December 1, 2005	Resolution No. 05-12-11
Revision Date:	March 5, 2009	Resolution No. 09-03-05
Revision Date:	December 3, 2009	Resolution No. 09-12-04
Revision Date:	January 20, 2010	Resolution No. 11-01-07
Revision Date:	April 3, 2014	Resolution No. 14-04-03
Revision Date:	June 19, 2014	Resolution No. 14-06-06
Revision Date:	April 20, 2017	Resolution No. 17-04-08
Revision Date:	July 15, 2021	Resolution No. 21-07-10

The specific job duty of Board members as elected representatives is to ensure appropriate organizational performance.

Specifically, the Board shall:

- a) Produce and maintain written policies that ensure high quality of governance and clear roles in decision-making between Board and staff.
- b) Regularly monitor and evaluate the performance of the CEO/General Manager.
- c) Seek to understand the strategic viewpoints and values of our customers, owners, the community and other interested stakeholders.
- d) Develop and adopt Strategic Direction policies for SMUD that define the outcomes the Board wants SMUD to achieve – and refine those Directions as conditions warrant while recognizing the importance of providing predictable policy direction to the CEO/General Manager and staff.

- e) Review the Strategic Directions regularly, on the timetable specified in each policy, and communicate to the CEO/General Manager whether the Board finds SMUD to be in compliance. For the purpose of this policy, compliance is defined as substantially meeting the requirements of the Strategic Direction.
- f) Adopt the SMUD budget on an annual basis.
- g) Serve as ambassadors for SMUD and build relationships throughout SMUD's service territory and the region.
- h) Contract with an external independent auditor to audit SMUD's finances and procedures; such audits are to be performed on an annual basis.
- i) Set the rates, rules and regulations for services and commodities provided by SMUD.
- j) Take such other actions as may be required by law.

Monitoring Method: Board Report
Frequency: Annual

SMUD BOARD POLICY

Category: Governance Process	Title: Guidelines for Board Member Behavior
	Policy Number: GP-7
Date of Adoption: December 19, 2002	Resolution No. 02-12-14
Revision Date: October 16, 2003	Resolution No. 03-10-14
Revision Date: April 6, 2006	Resolution No. 06-04-06
Revision Date: March 20, 2008	Resolution No. 08-03-05
Revision Date: July 15, 2021	Resolution No. 21-07-11

The Board and its members should act in an ethical, businesslike, productive, and lawful manner. Board members should avoid even the appearance of impropriety to ensure and maintain public confidence in SMUD.

Specifically:

- a) Board members shall conduct themselves in accordance with all laws.
- b) Board members should conduct themselves with civility and respect at all times with one another, with staff, and with members of the public.
- c) Board members are expected to demonstrate loyalty to the interests of SMUD owners and ratepayers. This supersedes any conflicting loyalty such as that to advocacy or interest groups and membership on other Boards or staffs. It also supersedes the personal interest of any Board member acting as a consumer of the organization's activities.
- d) Board members may not attempt to exercise individual authority over the organization except as explicitly set forth in Board policies.
 - i) Board members should recognize the lack of authority vested in them as individuals in their interactions with the CEO/General Manager or with staff, except where explicitly Board authorized.

- ii) In their interactions with the public, press or other entities, Board members should recognize the same limitation and the inability of any Board member to speak for the Board or for other Board members except to repeat explicitly stated Board decisions.
- e) Board members shall at all times endeavor to express their individual opinions in a responsible manner, without causing harm to SMUD, to SMUD's owners and customers, or to other Board members and staff.
 - i) Each member of the Board is expected to support the Board's decision-making authority, irrespective of the member's personal position.
 - ii) Board members retain the right to criticize the decisions of SMUD, but in doing so should make it clear that it is their opinion, and not the opinion of the Board or other Board members, and so long as it complies with the limitations set forth in these policies. Board members are encouraged to notify the CEO/General Manager in advance when they plan to speak publicly in opposition to SMUD decisions and policies.
- f) Members should prepare themselves for Board deliberations.
- g) Board members shall discourage former Board members from attempting to influence the Board, individual Board members or staff, on behalf of any third party (other than a governmental entity) from whom the former Board member is receiving compensation, on any matter that the former Board member substantially participated in during his or her tenure with the Board. This provision shall not apply to: (i) communications by a former Board member acting in his or her capacity as an individual or customer and for which the Board member receives no compensation; or (ii) communications with a former Board member who has not been a Board member for more than two years.

Monitoring Method: Board Report
Frequency: Semi-Annual

SSS No.
BOD 2022-014

BOARD AGENDA ITEM

STAFFING SUMMARY SHEET

Committee Meeting & Date Policy, March 9, 2023
Board Meeting Date n/a

TO	TO
1. Jennifer Davidson	6.
2. Suresh Kotha	7.
3. Brandy Bolden	8.
4. Farres Everly	9. Legal
5.	10. CEO & General Manager

Consent Calendar	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No <i>If no, schedule a dry run presentation.</i>	Budgeted	<input type="checkbox"/>	Yes	No <i>(If no, explain in Cost/Budgeted section.)</i>
FROM (IPR) Heidi Sanborn / Donna Lofton	DEPARTMENT Board Office			MAIL STOP B307	EXT. 5079	DATE SENT 12/22/2022		

NARRATIVE:

Requested Action: Enable the Board of Directors and Executive Staff an opportunity to review the Board Work Plan.

Summary: The Board President reviews the Board Work Plan at the Policy Committee meeting to ensure agenda items support the work of the Board.

Board Policy: *(Number & Title)* This review of the work plan supports GP-6 Role of the Board President which states that the Board President shall give progress reports on the Board's work plan.

Benefits: Reviewing the Work Plan allows the Board members and Executive staff to make changes to the Work Plan and Parking Lot items as necessary.

Cost/Budgeted: Costs included in budget.

Alternatives: Not review the Work Plan at this time

Affected Parties: Board and Executive staff

Coordination: Donna Lofton

Presenter: Heidi Sanborn, Board President

Additional Links:

SUBJECT Board Work Plan	ITEM NO. <i>(FOR LEGAL USE ONLY)</i>
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ITEMS SUBMITTED AFTER DEADLINE WILL BE POSTPONED UNTIL NEXT MEETING.

SSS No. BOD 2022-018

BOARD AGENDA ITEM

STAFFING SUMMARY SHEET

Committee Meeting & Date Policy, March 9, 2023
Board Meeting Date N/A

TO	TO
1. Jennifer Davidson	6.
2. Suresh Kotha	7.
3. Brandy Bolden	8.
4. Farres Everly	9. Legal
5.	10. CEO & General Manager

Consent Calendar	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No <i>If no, schedule a dry run presentation.</i>	Budgeted	<input type="checkbox"/>	Yes	No <i>(If no, explain in Cost/Budgeted section.)</i>
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FROM (IPR) Dave Tamayo / Donna Lofton	DEPARTMENT Board Office	MAIL STOP B307	EXT. 5079	DATE SENT 12/27/22
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NARRATIVE:

Requested Action: A summary of directives provided to staff during the committee meeting.

Summary: The Board requested an on-going opportunity to do a wrap up period at the end of each committee meeting to summarize various Board member suggestions and requests that were made at the meeting in an effort to make clear the will of the Board. The Policy Committee Chair will summarize Board member requests that come out of the committee presentations for this meeting.

Board Policy: GP-4 Agenda Planning states the Board will focus on the results the Board wants the organization to achieve.
(Number & Title)

Benefits: Having an agenda opportunity to summarize the Board's requests and suggestions that arise during the committee meeting will help clarify what the will of the Board.

Cost/Budgeted: Included in budget

Alternatives: Not summarize the Board's requests at this meeting.

Affected Parties: Board of Directors and Executive Staff

Coordination: Donna Lofton, Special Assistant to the Board

Presenter: Dave Tamayo, Policy Chair

Additional Links:

SUBJECT Summary Of Committee Direction - Policy	ITEM NO. (FOR LEGAL USE ONLY)
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ITEMS SUBMITTED AFTER DEADLINE WILL BE POSTPONED UNTIL NEXT MEETING.