

# **Board Energy Resources & Customer Services Committee Meeting and Special SMUD Board of Directors Meeting**

Date: Wednesday, August 20, 2025

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

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

Powering forward. Together.



# **AGENDA BOARD ENERGY RESOURCES & CUSTOMER SERVICES COMMITTEE MEETING AND SPECIAL SMUD BOARD OF DIRECTORS MEETING**

**Wednesday, August 20, 2025  
SMUD Headquarters Building, Auditorium  
6201 S Street, Sacramento, California  
Scheduled to begin at 6:00 p.m.**

This Committee meeting is noticed as a joint meeting with the Board of Directors for the purpose of compliance with the Brown Act. In order to preserve the function of the Committee as advisory to the Board, members of the Board may attend and participate in the discussions, but no Board action will be taken. The Energy Resources & Customer Services Committee will review, discuss and provide the Energy Resources & Customer Services Committee's recommendation on the following agenda item(s):

## *Virtual Viewing or Attendance:*

Live video streams (view-only) and indexed archives of meetings are available at:  
<https://www.smud.org/Corporate/About-us/Company-Information/Board-Meetings/Watch-or-Listen-online>

**Zoom Webinar Link:** [Join Board Energy Resources & Customer Services Committee Meeting Here](#)

**Webinar/Meeting ID:** 160 927 8953

**Passcode:** 066308

**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:

- Completing a sign-up form at the table outside of the meeting room and giving it to SMUD Security.
- 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](mailto:PublicComment@smud.org) or by mailing or bringing physical copies to the meeting. Email is not monitored during 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.

## **INFORMATIONAL ITEMS**

1. Dr. Markisha Webster      Brief the Board on SMUD's **Community Impact Plan**.  
Tara Porter  
Presentation: 20 minutes  
Discussion: 10 minutes

## **DISCUSSION ITEMS**

2. Tracy Carlson      Discuss the monitoring report for **Strategic Direction SD-5, Customer Relations**.  
Presentation: 15 minutes  
Discussion: 5 minutes
3. Cara Chatfield      Discuss the monitoring report for **Strategic Direction SD-15, Outreach and Communication**.  
Presentation: 15 minutes  
Discussion: 10 minutes
4. Laurie Rodriguez      Discuss approval of the terms by which SMUD will  
Randall Hakes      schedule its 24/7-shift employees and pay them shift  
differential so that SMUD complies with the  
requirements of California Code of Regulations,  
Title 2, sections 571(a) and 571(b) and may report  
such earning to the **California Public Employees'**  
**Retirement System (CalPERS)** as special  
compensation, as appropriate, including adoption of:
  - a. Resolution to accept **Side Letter Agreement (SLA)** between SMUD and bargaining unit **SMUD Public Safety Officers' Association (PSOA)**, substantially in form attached;
  - b. Resolution to accept two **SLAs** between SMUD and bargaining unit **International Brotherhood of Electrical Workers Local Union 1245 (IBEW)**, substantially in form attached; and
  - c. Resolution pertaining to the schedules and shift differential payments for unrepresented Energy Trader employees working at the Real Time Desk and Energy Trading Schedulers.Presentation: 5 minutes  
Discussion: 5 minutes
5. Laura Lewis      Discuss nominating a Board Member for **Sacramento Local Agency Formation Commission (LAFCo)** Special District Commissioner and/or Alternate Commissioner seat(s).  
Presentation: 1 minute  
Discussion: 4 minutes

### **INFORMATIONAL ITEMS (cont.)**

6. Public Comment

7. Brandon D. Rose                      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](http://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](mailto:Toni.Stelling@smud.org), or contact by phone at 1-916-732-7143, no later than 48 hours before this meeting.*





SSS No. DLSC 25-004

# BOARD AGENDA ITEM

## STAFFING SUMMARY SHEET

Committee Meeting &amp; Date

ERCS – 08/20/25

Board Meeting Date

N/A

TO					TO								
1.	Tara Porter				6.	Lora Anguay							
2.	Jose Bodipo-Memba				7.	Brandy Bolden							
3.	Farres Everly				8.	Suresh Kotha							
4.	Scott Martin				9.	Legal							
5.	Frankie McDermott				10.	CEO & General Manager							
Consent Calendar			Yes	X	No <i>If no, schedule a dry run presentation.</i>		Budgeted	X	Yes		No <i>(If no, explain in Cost/Budgeted section.)</i>		
FROM (IPR) Dr. Markisha Webster					DEPARTMENT DEIB, Learning & Sustainable Communities					MAIL STOP B402		EXT. 7052	DATE SENT 07/17/25

**NARRATIVE:**

**Requested Action:** Brief the Board on SMUD's Community Impact Plan.

**Summary:** SMUD launched the Community Impact Plan in September 2022, which underlines our commitment to making meaningful investments in under-resourced communities to ensure their participation in a clean energy future. Our plan acknowledges that under-resourced communities are among the most impacted by climate change. The plan is based on extensive input and feedback from our customers and community.

The Community Impact Plan addresses three core areas:

- To improve the affordability of clean energy technology for under-resourced communities, we are offering solutions that are low- to no-cost to the customer through neighborhood and business district electrification, residential customer offerings, and nonprofit and multi-family electrification programs.
- To improve equitable access to the benefits of a clean energy transition, we are increasing access to zero carbon job opportunities and ensuring that regional workforce development programs are available. We are partnering with community-based organizations, including ethnic chambers, neighborhood homeowner associations and property and business improvement districts -- who are the trusted advisors to our most vulnerable customers.
- And to improve community engagement and education about our 2030 Zero Carbon Plan, we are providing in-language, customized delivery of content that helps customers understand our vision and meets them where they are on the journey.

This presentation will provide an overview of the plan and programs, the accomplishments, and a preview of expected outcomes in the next year including our new Solar & Storage for Nonprofits pilot program, an expanded partnership with the Sacramento Tree Foundation that includes shrubs and fruit trees, and expanded low-moderate income offerings.

**Board Policy:** Strategic Direction SD-5, Customer Relations; Strategic Direction SD-7, Environmental Leadership; Strategic Direction SD-9, Resource Planning; Strategic Direction SD-13, Economic Development; Strategic Direction SD-15, Outreach and Communication

**Benefits:** Community Vitality, Environmental Leadership, Diversity, Equity, Inclusion, & Belonging, Affordability

**Cost/Budgeted:** There is no budgetary impact for this informational briefing.

**Alternatives:** Schedule briefing for another date; provide information via written report through the Chief Executive Officer & General Manager.

**Affected Parties:** Distributed Energy Strategy; Commercial Development; Community Relations; Outreach & Support; Customer Operations & Assistance; Marketing, Market Research & Data Analytics; DEIB, Learning, & Sustainable Communities

**Coordination:** DEIB, Learning, & Sustainable Communities

**Presenter:** Dr. Markisha Webster, Director, DEIB, Learning, & Sustainable Communities  
Tara Porter, Director, Customer Operations & Assistance

**Additional Links:**

SUBJECT

**Community Impact Plan**

ITEM NO. (FOR LEGAL USE ONLY)

ITEMS SUBMITTED AFTER DEADLINE WILL BE POSTPONED UNTIL NEXT MEETING.



SSS No. CS 25-003

# BOARD AGENDA ITEM

## STAFFING SUMMARY SHEET

Committee Meeting &amp; Date

ERCS – 08/20/25

Board Meeting Date

August 21, 2025

TO				TO							
1.	Claire Rogers			6.	Frankie McDermott						
2.	Farres Everly			7.							
3.	Brandy Bolden			8.							
4.	Suresh Kotha			9.	Legal						
5.	Lora Anguay			10.	CEO & General Manager						
Consent Calendar		X	Yes	No If no, schedule a dry run presentation.		Budgeted		X	Yes	No (If no, explain in Cost/Budgeted section.)	
FROM (IPR) Tracy Carlson				DEPARTMENT Customer Success				MAIL STOP A151		EXT. 7248	
								DATE SENT 07/24/25			

**NARRATIVE:**

**Requested Action:** Accept the monitoring report for Strategic Direction SD-5, Customer Relations.

**Summary:** Communicate status of key metrics as they relate to customer relations.

**Board Policy:** Strategic Direction SD-5, Customer Relations. This report provides the measurement of customer relations  
(Number & Title) as specified in SD-5.

**Benefits:** Provide Board Members with an update on the compliance of the Strategic Direction and allow an opportunity to make corrections, additions, or changes if necessary.

**Cost/Budgeted:** Costs contained in internal budget for labor.

**Alternatives:** Provide via written report through the Chief Executive Officer and General Manager.

**Affected Parties:** Customer Success, Communications, Marketing & Community Relations, Legal, and SMUD customers

**Coordination:** Customer Success

**Presenter:** Tracy Carlson, Director, Customer Success

**Additional Links:**

SUBJECT

Strategic Direction SD-5, Customer Relations Monitoring Report

ITEM NO. (FOR LEGAL USE ONLY)

ITEMS SUBMITTED AFTER DEADLINE WILL BE POSTPONED UNTIL NEXT MEETING.

# SACRAMENTO MUNICIPAL UTILITY DISTRICT

## OFFICE MEMORANDUM

**TO:** Board of Directors

**DATE:** August 6, 2025

**FROM:** Claire Rogers *CR 8/6/25*

**SUBJECT: Audit Report No. 28007868  
Board Monitoring Report; SD-5: Customer Relations**

Internal Audit Services (IAS) received the SD-5 *Customer Relations* 2024 Annual Board Monitoring Report and performed the following:

- Selected a sample of statements and assertions in the report for review.
- Compared sample to the corresponding supporting documentation to identify potential discrepancies.

All items sampled within the SD Report aligns with the supporting documentation provided at the time of review.

**CC:**

Paul Lau

# **Board Monitoring Report 2024**

## **SD-5 Customer Relations**



### **1) Background**

Strategic Direction 5 Customer Relations states that:

Maintaining a high level of customer relations is a core value of SMUD. Additionally, the Board sets a customer satisfaction target of 95 percent with no individual component measured falling below 85 percent. In addition, the Board establishes an overall customer experience “value for what you pay” target of 70 percent by the end of 2025 and 80 percent by the end of 2030, with neither the average commercial customer score falling below 69 percent nor the average residential customer score falling below 65 percent in any year.

As part of this policy:

- a. SMUD customers shall be treated in a respectful, dignified and civil manner.
- b. SMUD shall communicate a procedure for customers who believe they have not received fair treatment from SMUD to be heard.

### **2) Executive summary**

To ensure customers are receiving the highest quality of service, SMUD measures the satisfaction of key interactions with SMUD: Outages, Tree Trimming, Bill Inquiries, New Connections, IVR Payments, and IVR Payment Arrangements.

In addition, we measure Value for What You Pay as value drives customer loyalty. Value is defined as the trade-off between the perceived benefits a customer gets to the cost they have to pay for the benefits. Knowing what customers value allows SMUD to tailor services, products, and offerings to sustain customer relationships as the utility market evolves. SMUD is measuring customer perceived value because SMUD believes it is an effective early indicator of customer loyalty. When customers have options to choose alternatives, whether alternatives in energy, energy advisement, and other related services, we want our customers to continue choosing SMUD.

High satisfaction in these key interactions below and a high Value for What You Pay score support SMUD’s purpose and vision to act in the best interests of our customers and community.

- a) SMUD is in compliance with SD-5.**

- SMUD has exceeded the target of 95% with an overall Customer Satisfaction of **97%**. All six components exceeded the goals.
- SMUD achieved a **70%** overall Value for What You Pay score, with neither Residential nor Commercial falling below their prescribed floors.

Metric	2024 performance	2023 performance	2022 performance	2021 performance	2020 performance
<b>Customer Satisfaction Level</b>	97%	97%	97%	97%	97%
Tree Trimming	95%	96%	95%	96%	95%
New Connects	99%	98%	98%	99%	99%
Bill Inquiries	94%	94%	96%	96%	96%
Outage Communication	97%	94%	96%	94%	95%
IVR Payment	97%	97%	98%	98%	97%
IVR Payment Arrangement	95%	95%	95%	94%	93%
<b>Value for What You Pay</b>	70%	71%	71%	76%	77%
Commercial	70%	72%	73%	79%	79%
Residential	69%	70%	70%	73%	75%

### 3) Additional supporting information:

#### **Respectful Customer Treatment:** Compliant

SMUD customers are treated in a respectful, dignified and civil manner. SMUD employees are trained to deliver quality customer experience through extensive, multi-channel employee competency development.

#### Respectful Customer Treatment Supporting Information:

- Instructor Led training –1,153 attendees
- Real Time Training –308 bulletin items
- Customer touchpoints and journey assessed and designed – 16

#### **Hearing Appeal Process:** Compliant

Customers are made aware of SMUD's Hearing and Appeal process through multiple channels. The back page of every paper bill describes the process. In addition, the process is described in detail on the SMUD website and is linked from the digital bill in My Account.



Zero hearings were conducted in 2024, as staff successfully resolved all escalations within standard customer communication channels.

#### 4) **Challenges**

There are opportunities and headwinds on the horizon. Core customer needs include affordability, safety, health, quality of life and hope/optimism about the future. While we continue to see the ongoing impacts of inflation, we understand the direct influence on affordability particularly for some customer segments. We continue to enhance how we support customers through a range of programs and initiatives, like our Community Impact Plan, Meet SMUD events and more. These events provide direct access to our assistance programs and a range of resources provided by our knowledgeable staff to show that we truly care about our customers, and aim to be a tangible, positive force in the region.

Customer expectations and reliance on technology also continue to increase quickly. Artificial intelligence brings both opportunities and challenges as technology is core to nearly all customer interactions. We're investing in technology to continually enhance customer experience, whether it be in the contact center or on self-service channels like My Account and our website. Our challenge is to enable and leverage this technology in a cost-effective manner while also staying authentic with our customers and providing them hyper-personalized information and solutions.

We're also monitoring the change in federal administration closely for impacts on energy policy and areas that may impact our customers as we continue to prioritize providing safe, affordable and low-cost energy while bringing customers along in the clean energy transition.

Fulfilling customer needs and expectations will require SMUD to balance priorities, which could impact the customer experience.

#### 5) **Recommendation**

It is recommended that the Board accept the Monitoring Report for SD-5

#### 6) **Appendices**

Not applicable.



SSS No. M&amp;CC 25-002

# BOARD AGENDA ITEM

## STAFFING SUMMARY SHEET

Committee Meeting &amp; Date

ERCS – 08/20/25

Board Meeting Date

August 21, 2025

TO				TO			
1.	Claire Rogers			6.	Frankie McDermott		
2.	Farres Everly			7.			
3.	Lora Anguay			8.			
4.	Brandy Bolden			9.	<b>Legal</b>		
5.	Suresh Kotha			10.	<b>CEO &amp; General Manager</b>		
<b>Consent Calendar</b>	<input checked="" type="checkbox"/>	<b>Yes</b>	<b>No</b> <i>If no, schedule a dry run presentation.</i>	<b>Budgeted</b>	<input checked="" type="checkbox"/>	<b>Yes</b>	<b>No</b> <i>(If no, explain in Cost/Budgeted section.)</i>
FROM (IPR)		DEPARTMENT		MAIL STOP		EXT.	
Cara Chatfield		Marketing and Corporate Communications		B411		5145	
						DATE SENT	
						07/25/25	

**NARRATIVE:**

**Requested Action:** Accept the monitoring report for Strategic Direction SD-15, Outreach and Communication.

**Summary:** The Board of Directors will be presented with overall customer communications activities for 2024.

**Board Policy:** Strategic Direction SD-15, Outreach and Communication  
*(Number & Title)*

**Benefits:** As a customer-owned utility, SMUD has a responsibility to communicate with all of our customers. Consistent, integrated, purpose-driven communications enhance our relationship with our customers and create an environment of partnership and engagement.

**Cost/Budgeted:** Contained in budget for internal labor.

**Alternatives:** Provide the Board with written reports and communication through the Chief Executive Officer and General Manager.

**Affected Parties:** Communications, Marketing, & Community Relations, Customer & Community Services, Zero Carbon Energy Solutions and SMUD customers

**Coordination:** Marketing and Corporate Communications

**Presenter:** Cara Chatfield, Director, Marketing and Corporate Communications

**Additional Links:**

SUBJECT

**Annual Monitoring Report for SD-15, Outreach and Communication**

ITEM NO. (FOR LEGAL USE ONLY)

ITEMS SUBMITTED AFTER DEADLINE WILL BE POSTPONED UNTIL NEXT MEETING.

# SACRAMENTO MUNICIPAL UTILITY DISTRICT

## OFFICE MEMORANDUM

**TO:** Board of Directors

**DATE:** August 6, 2025

**FROM:** Claire Rogers *CR 8/6/25*

**SUBJECT: Audit Report No. 28007869  
Board Monitoring Report; SD-15: Outreach and Communication**

Internal Audit Services (IAS) received the SD-15 *Outreach and Communication* 2024 Annual Board Monitoring Report and performed the following:

- Selected a sample of statements and assertions in the report for review.
- Compared sample to the corresponding supporting documentation to identify potential discrepancies.

All items sampled within the SD Report aligns with the supporting documentation provided at the time of review.

**CC:**

Paul Lau

# **Board Monitoring Report 2024**

## **SD-15 Board Strategic Direction on Outreach and Communication**



### **1) Background**

Strategic Direction 15 states:

Providing broad outreach and communication to SMUD's customers and the community is a key value of SMUD.

Specifically:

- a. SMUD shall provide its customers the information, education and tools they need to best manage their energy use according to their needs.
- b. SMUD will use an integrated and consistent communication strategy that recognizes the unique customer segments that SMUD serves.
- c. SMUD's communication and community outreach activities shall reflect the diversity of the communities we serve. SMUD shall use a broad mix of communication channels to reach all customer segments. This communication shall be designed to ensure that all groups are aware of SMUD's major decisions and programs.

### **2) Executive summary**

Strategic Direction 15 requires SMUD's communication and community outreach activities to reflect the diversity of our customers and the community we serve, using a broad mix of communication channels. In accordance, we look at the level of our marketing and outreach activities by communication channel, as well as the customer awareness of various programs and services by ethnicity.

#### **SMUD is in compliance with SD-15 Outreach and Communication.**

A storm in early February 2024 brought eight hours of 65+ mile per hour tropical storm force winds, causing extensive outages throughout our service territory. We responded quickly with timely messages in multiple communication channels, providing regular updates and tips through [smud.org](https://smud.org), social media and local media outlets. We encouraged customers to report and check outage status on the SMUD mobile app, and we saw a significant increase in downloads during this time. Enhancements to our storm response following the January 2023 storms resulted in accurate restoration times and an enhanced customer experience.

In late spring, we launched the next phase of our Clean PowerCity® campaign – Clean Power Promise. This multi-language and multi-channel campaign highlighted our commitment to deliver clean energy while maintaining low rates and world-class reliability. Reinforcing SMUD's key commitments to customers was a central message as we headed into the 2024 election cycle. The campaign encouraged customers to join the charge with 99 tips to save energy and reduce their carbon footprint. The campaign ran in new channels, specifically retail outlets including Amazon Fresh and Whole Foods. After our summer Time-of-Day (TOD) reminder campaign featuring energy-saving tips, we launched an all-new "low rates" campaign. This educated customers about SMUD's rates, which are on average at least 50% lower than those

of PG&E, saving our customers about \$1.7 billion per year. The campaign ran primarily in digital and outdoor channels.

SMUD could be seen or heard in more than a dozen customer-facing communication channels (in addition to at events). We continue to pursue community events and other new opportunities to reach customers, recognizing communication channels can be limited in our service territory for those that prefer communications in languages other than English. We expanded our in-language communications and outreach in 2024, with information in up to 23 languages and dialects, including Braille. This includes 5 new languages, including Gujarati, Hindi, Iu Mien, Punjabi and Telugu to support community events. In the summer of 2024, we took a significant step forward in reaching customers in languages other than English with the addition of automatic translation on smud.org, our primary customer-facing digital channel. Customers now can visit any one of our pages and instantly select their preferred language for instant translation into 15 different languages.

We delivered more than 20 marketing campaigns and participated in 1,792 community events, workshops and partnerships. At all community events, we continued to encourage customers to “Join the charge,” provided information to attendees about why reducing carbon is important and promoted dozens of tips so customers could show support for and take actions supporting SMUD’s 2030 Zero Carbon Plan. We launched a campaign to engage with those who had joined the charge, and shared stories of how they’re taking action on our blog, in emails and social media.

Events and partnerships reflected the diversity of our community, including cultural, ethnic and/or special populations. Events and partnerships supported LGBTQ+, low income, military, seniors, disabilities, education, environmental, health & safety, STEM, agriculture, all electric, electric vehicles, faith, literacy, homeowner associations, young adults (18-30) and youth (0-17). See Appendices A and B.

We also look at trends related to the overall awareness of a cross-section of SMUD’s programs and services, segmented by ethnicity. The segments include Asian and Pacific Islander, Hispanic, Black and White. The programs measured are Rebates, Energy Assistance Program Rate (EAPR), Greenergy, Electric Vehicle (EV) discount rate, SMUD Mobile App, and Gas-to-Electric Appliance Conversion, added in 2022. See charts in Appendix B.

### Key activities by SD requirement

SD Requirement	Program/initiative/policy	Purpose	Outcome
Education and tools to manage energy use	In 2024, we expanded upon our Clean PowerCity campaigns with the Clean Power Promise campaign educating customers about our efforts to reduce carbon while maintaining low rates and reliability. It also encouraged them to join the charge with 99 tips to save energy and reduce their carbon footprint. In the summer, we encouraged efficiency with a TOD summer rate reminder on billboards and	To provide customers with the education and tools for managing their energy use and their bills, while also working with SMUD to reduce carbon.	Successfully implemented campaigns that informed our customers of resources and tools available to them. Also successfully participated in over 1,700 community events with employees volunteering more than 15,000 hours. Awareness of most programs were steady year-over-year. All the 1,792 events and partnerships included at least some cultural, ethnic and/or special populations, including

	<p>savings tips with a series of summer emails. Throughout the year, we continued to share energy savings tips with customers in a wide variety of channels, from print and email newsletters to social media, billboards, digital ads speeches and events.</p> <p>In all, we implemented more than 20 campaigns in 2024 promoting energy savings, customer programs and services, including EAPR, MED Rate, SMUD Energy Store, Budget Billing and Custom Due Date and others.</p>		<p>LGBTQ+, low income, military, seniors, disabilities, education, environmental, health &amp; safety and STEM, agriculture, all electric, Electric Vehicles, faith, homeowner associations, young adults (18-30) and youth (0-17). (Appendices A, B)</p>
Integrated and consistent communication that recognizes unique customer segments	<p>Implemented communications, including collateral and advertisements in 23 languages, including 5 new languages. We also leveraged 17 communication channels to ensure we reach our customers in the channel they prefer, at the time they need it and with information specifically targeted to them. We launched automatic translation on smud.org in 2024, which reaches customers in 15 different languages. We also participated in over 1,700 community events including Community Resource Expos and the new Lobby Days to reach our many unique customer segments.</p>	<p>To have consistent, integrated messages available for various customer segments, including those based on ethnicity and other unique audiences along with those customers who may not see our messages in mainstream communication channels.</p>	<p>We had more than 496 million ethnic customer impressions. All 1,792 community events included some cultural, ethnic and/or special populations. Special populations include arts, LGBTQ, low income, military, seniors, disabilities, education, environmental, health &amp; safety and STEM, agriculture, all electric, Electric Vehicles, faith, homeowner associations, young adults (18-30) and youth (0-17). (See Appendices)</p>
Broad mix of communication channels	<p>In 2024, we used 17 customer-facing communication channels, including community outreach events and partnerships, digital search and display, 6 active social media channels, broadcast and streaming television and radio, billboards, bus signs and train wraps, surveys, direct mail, email and customer bill. We supported 1,792 community events. By leveraging customer behavior data, machine learning and artificial intelligence, along with using a broad mix of channels, we reached customers in the communication channel they prefer. (See Appendix B)</p>	<p>To reach customers with our messages in the communication channels they prefer.</p>	<p>More than 895 million customer impressions across multiple communication channels and support of 1,792 community outreach events and partnerships in 2024 (see Appendices A, B). Just measuring TV and radio, the average SMUD customer had the opportunity to see or hear a SMUD commercial 41 times in 2024.</p> <p>In 2024 we continued to ramp up our presence on Over-The-Top (OTT) and Connected TV (CTV) streaming television increasing our presence to 4 major platforms. This enabled more precise geographic and other targeting than traditional broadcast and cable programming.</p>

### 3) Additional supporting information for SD-15, Outreach and Communication

#### a) SMUD shall provide its customers the information, education, and tools they need to best manage their energy use according to their needs.

In 2024, we developed and implemented more than 20 marketing and communication campaigns, including:

- Battery Storage
- Budget Billing & Custom Due Date
- Clean Power Promise
- Clean Power My Business
- Community-Owned, Not-For-Profit
- Complete Energy Solutions
- Energy Assistance Program Rate (EAPR)
- Economic Development
- Contact SMUD First (Drive Electric)
- EnergyHELP
- Greenergy
- HomePower
- Integrated Design Solutions
- Low rates
- Medical Equipment Discount (MED) Rate
- Paperless Billing/My Account
- Powering Futures (Scholarships)
- Safety (Drive safe, Wildfire, Call 811, Work zone alert, Plan before planting)
- SMUD Energy Store
- Shade Trees
- Shine Awards
- Time-of-Day (Save this summer)

#### b) SMUD will use an integrated and consistent communication strategy that recognizes the unique customer segments that SMUD serves.

In 2024, our marketing and communications could be seen and heard in as many as 23 languages, including Braille, and in 18 customer-facing channels, including:

TV	Digital	Radio	Print	Direct Mail	Email
Community Events	Surveys, focus groups	News Media	smud.org	Billboards	Social Media
Door-to-door	Partnerships	Workshops	Buses & Lightrail	Retail	Bill package inserts

#### c) SMUD's communication and community outreach activities shall reflect the diversity of SMUD. SMUD shall use a broad mix of communication channels to reach all customer segments. This communication shall be designed to ensure that all groups are aware of SMUD's major decisions and programs.

With thousands of events and sponsorships, millions of emails and bill inserts, ads on tens of thousands of websites and apps and multiple social media channels, and our schedule of broadcast and streaming TV, radio and print advertisements, it's clear that



we used a broad mix of channels to reach all our customers. This includes in-language media such as broadcast and streaming TV and radio, print advertising, digital and social media and customer collateral in more than 20 languages.

These tactics delivered 895,551,963 customer impressions in 2024. Of these, 496,135,788 were ethnic impressions. For TV and radio alone, the average SMUD customer had the opportunity to see or hear a SMUD commercial 41 times in 2024.

Summary by channel:

- |                                   |                                  |   |
|-----------------------------------|----------------------------------|---|
| • 11,302,265 bill package inserts | • 509 billboards, transit boards | • 94,457 websites and apps                      |
| • 17,810,724 emails               | • 36 print publications          | • 21 broadcast, cable and streaming TV stations |
| • 6 active social media channels  | • 1,338,092 direct mail pieces   | • 3 sports partnerships                         |
|                                   | • 22 radio stations              |   |

#### 4) Challenges

We've seen significant changes in the media landscape in recent years, and we've evolved our approach to leverage traditional channels, such as broadcast television, to help make sure SMUD's messages are shared with customers when it matters most. During the February 2024 storm, which saw sustained high wind gusts for more than eight hours, we created a template with key stats that we shared with the TV stations at set times, three times a day. This resulted in key information, such as the number of customers restored, number of downed trees, poles and power lines, and estimated restoration times being communicated to customers in a timely and consistent way. This created efficiencies for SMUD and local newsrooms and complemented our extensive communications via social media and other channels.

Not all programs and services are intended for all customers. This is why we use segmentation, targeted marketing and digital channels that leverage machine learning and artificial intelligence to target our communications and outreach to customers most likely to qualify and benefit from a particular program or service.

We use a broad mix of channels and tactics to ensure SMUD messages reach our diverse customers in the communication channels they prefer and when it's relevant to them. The proliferation of new channels and evolution of the media landscape provides challenges and opportunities. Customer communication preferences continue to evolve in response to the increasingly fragmented market. Advances in Artificial Intelligence (AI) are having a growing impact on the communications landscape. AI is helping improve targeting in digital platforms to reach the right customers with the right message at the right time. AI is an important tool in our marketing and communications toolkit, and an area staff monitors and uses regularly to continue to learn and grow.

#### 5) Recommendation

It is recommended that the Board accept the Monitoring Report for SD-15 Outreach and Communication.

## 6) Appendices

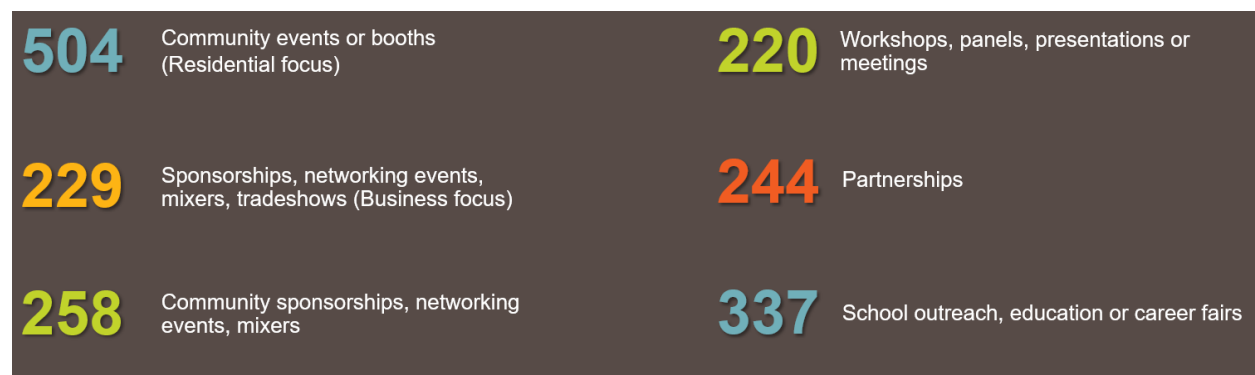
### APPENDIX A

#### Community Outreach and Engagement

In 2024, we continued to be very active in the community through our support of efforts that improve the quality of life in our region. SMUD participated in 1,792 events and partnerships, and SMUD employees volunteered 15,412 hours.

**1,792**  
Total events & partnerships

**15,412**  
Total volunteer hours

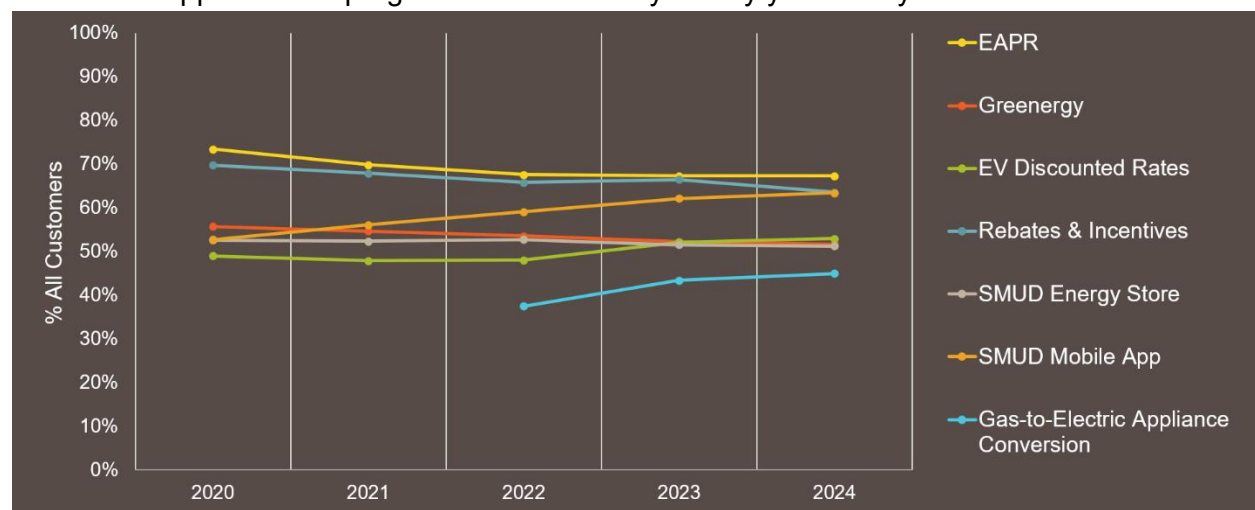


### APPENDIX B

#### Awareness of Programs by Ethnicity

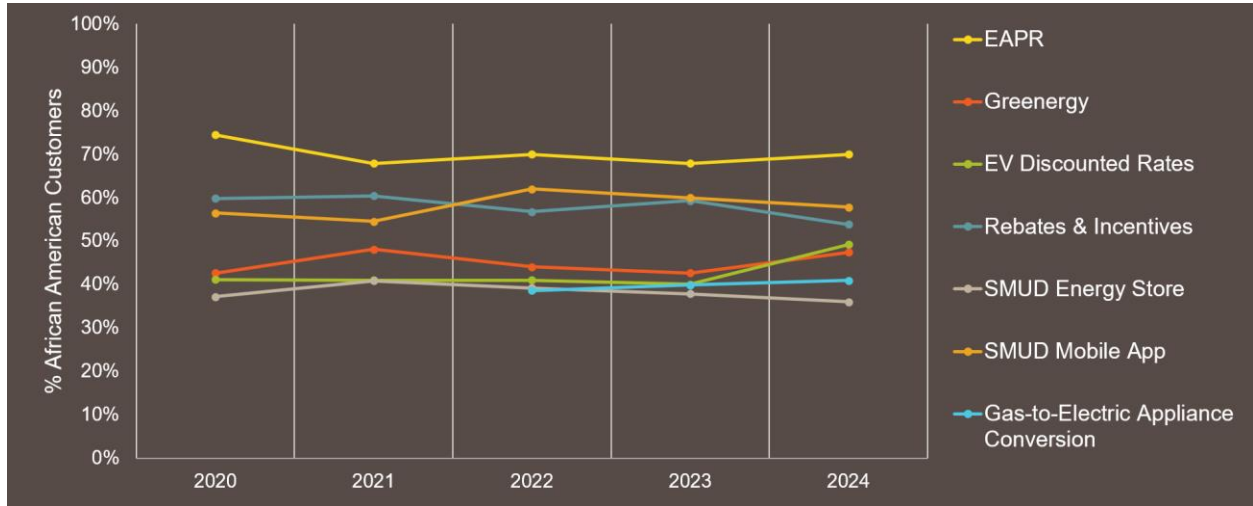
##### All Customers – Overall Awareness Trends

Notable increases in awareness of gas-to-electric appliance conversion, EV discounted rates and mobile app. All other programs were relatively steady year over year.



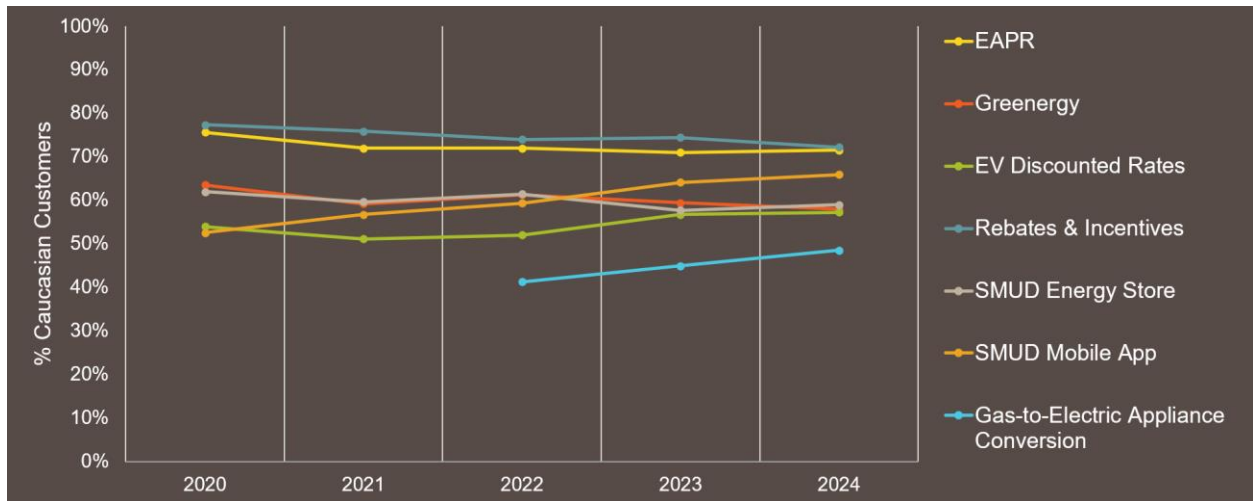
### Black – Overall Awareness Trends

For Black customers, we saw a slight uptick in the awareness of EV discounted rates. There was a very slight increase in awareness of EAPR and Greenergy.



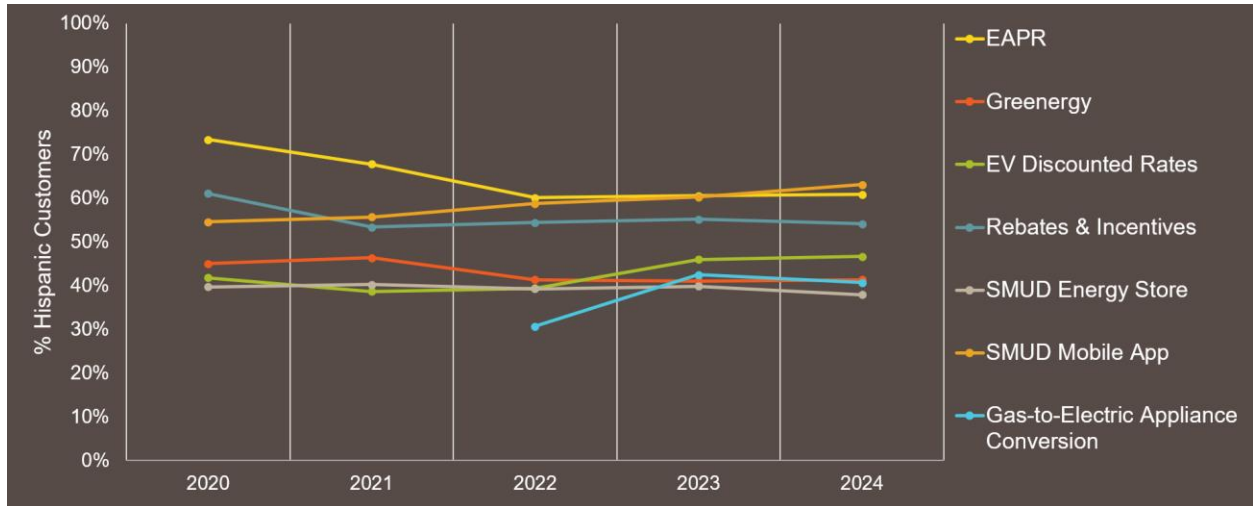
### White – Overall Awareness Trends

Among our White customers, we saw nice lifts in awareness of gas-to-electric conversion and the SMUD mobile app.



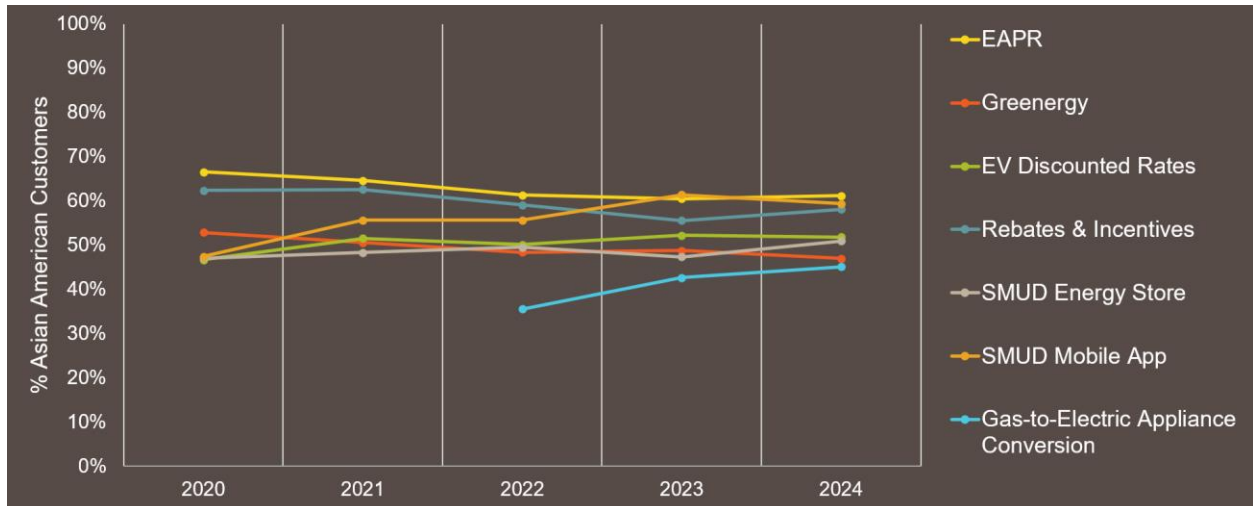
### Hispanic– Overall Awareness Trends

Among Hispanic customers, in 2024, we saw good increases in awareness of our mobile app, with little movement on the others.



### Asian Pacific Islander – Overall Awareness Trends

For Asian Pacific Islander customers, we saw the most notable increases in awareness of rebates & incentives and gas to electric conversion.





SSS No. PSS 25-006

# BOARD AGENDA ITEM

## STAFFING SUMMARY SHEET

Committee Meeting &amp; Date

ERCS – 08/20/25

Board Meeting Date

August 21, 2025

TO					TO				
1.	Jose Bodipo-Memba				6.				
2.	Frankie McDermott				7.				
3.	Brandy Bolden				8.				
4.	Lora Anguay				9.	<b>Legal</b>			
5.	Suresh Kotha				10.	<b>CEO &amp; General Manager</b>			
<b>Consent Calendar</b>	<input checked="" type="checkbox"/>	<b>Yes</b>	<input type="checkbox"/>	<b>No</b> <i>If no, schedule a dry run presentation.</i>	<b>Budgeted</b>	<input checked="" type="checkbox"/>	<b>Yes</b>	<input type="checkbox"/>	<b>No</b> <i>(If no, explain in Cost/Budgeted section.)</i>
FROM (IPR) Laurie Rodriguez				DEPARTMENT People Services & Strategies			MAIL STOP B251	EXT. 5628	DATE SENT 07/25/25
<b>NARRATIVE:</b>									
<p><b>Requested Action:</b> Approve the terms by which SMUD will schedule its 24/7-shift employees and pay them shift differential so that SMUD complies with the requirements of California Code of Regulations, Title 2, sections 571(a) and 571(b) and may report such earning to the California Public Employees' Retirement System (CalPERS) as special compensation, as appropriate, including adoption of:</p> <ul style="list-style-type: none"> <li>a. Resolution to accept Side Letter Agreement (SLA) between SMUD and bargaining unit SMUD Public Safety Officers' Association (PSOA), substantially in form attached;</li> <li>b. Resolution to accept two SLAs between SMUD and bargaining unit International Brotherhood of Electrical Workers Local Union 1245 (IBEW), substantially in form attached; and</li> <li>c. Resolution pertaining to the schedules and shift differential payments for unrepresented Energy Trader employees working at the Real Time Desk and Energy Trading Schedulers.</li> </ul> <p><b>Summary:</b> To fulfill a CalPERS requirement found in 2 California Code of Regulations (CCR) section 571(a) and 571(b), People Services &amp; Strategies requests the Board publicly approve how SMUD regularly schedules overtime hours and pay shift differential for PSOA and IBEW employees working 24/7 shifts. Similarly, People Services &amp; Strategies requests the Board publicly approve how SMUD regularly schedules eligible Energy Trader employees working special shifts at the Real Time Desk. SMUD has historically treated these items as special compensation for eligible employees. Items of special compensation are added or included to a retiree's pension benefit calculations.</p> <p><b>Board Policy:</b> Governance Process GP-3, Board Job Description, j) Take such other actions as may be required by law.; <i>(Number &amp; Title)</i> Strategic Direction SD-8, Employee Relations</p> <p><b>Benefits:</b> Ensure regulatory compliance with government code for PSOA, IBEW, and Energy Traders retirement benefits.</p> <p><b>Cost/Budgeted:</b> The associated costs are factored into the bi-weekly payroll contributions for retirement/pension purposes.</p> <p><b>Alternatives:</b> If not approved, this could jeopardize the employee's final pension calculations and non-compliance with CalPERS requirements / Retirement Law.</p> <p><b>Affected Parties:</b> Public Safety Officers' Association (PSOA), International Brotherhood of Electrical Workers (IBEW), eligible Energy Trader Employees, and SMUD</p> <p><b>Coordination:</b> People Services &amp; Strategies, Legal, and CalPERS</p> <p><b>Presenter:</b> Laurie Rodriguez, Director, People Services &amp; Strategies Randall Hakes, Senior Attorney</p>									

Additional Links:

SUBJECT

**CalPERS Reporting for 24/7 Employees**

ITEM NO. (FOR LEGAL USE ONLY)

ITEMS SUBMITTED AFTER DEADLINE WILL BE POSTPONED UNTIL NEXT MEETING.

**Side Letter Agreement with  
Public Safety Officers' Association**





May 8, 2025  
LR 25-16

Shaun Du Fosee, Labor Consultant for PSOA  
Mastagni Holstedt  
1912 I Street  
Sacramento, CA 95811

Roy Todd, PSOA  
6100 Folsom Blvd., Mailstop K111  
Sacramento, CA 95819

**Subject: Letter Agreement Memorializing Regular Work Hours and Shift Differential Pay for PSOA Shift Employees**

The purpose of this letter agreement is to clarify and define current shift schedules and memorialize the application of shift differentials for regularly scheduled hours worked by Security Operations personnel, in accordance with the current Memorandum of Understanding (MOU) which is anticipated to expire on December 31, 2026.

Effective with the 2023 payroll year beginning December 17, 2022, the Security Operations shift differentials are calculated by Workforce Software, SMUD's new timekeeping system on all eligible shifts.

PSOA Shift Schedules

Article 3.4 states in part:

1) Day (D) Shift

Regularly scheduled between the hours of 0700 hours and 1900 hours.

- a. Day Shift TEAM A 0700-1900 Hours, Sun/Mon/Tue/Alt Wednesdays (see example)
- b. Day Shift TEAM B 0700-1900 Hours, Alt Wednesdays/Thurs/Fri/Sat

Pay Period/ Wk	Bi-Weekly Rotation Cycle	SAT	SUN	MON	TUE	WED	THU	FRI
PP – WK 1	Sun – Wed		12D	12D	12D	12D		
PP – WK 2	Sun – Tue		12D	12D	12D			

2) Night (N) Shift

Regularly scheduled between the hours of 1900 hours and 0700 hours.

- a) Night Shift TEAM A 1900-0700 Hours, Sun/Mon/Tue/Alt Wednesdays
- b) Night Shift TEAM B 1900-0700 Hours, Alt Wednesdays/Thurs/Fri/Sat (see example)

Pay Period/ Wk	Bi-Weekly Rotation Cycle	SAT	SUN	MON	TUE	WED	THU	FRI
PP – WK 1	Sat, Thu – Fri	12N					12N	12N
PP – WK 2	Sat, Wed – Fri	12N				12N	12N	12N

### Shift Differential Wage Premiums

In accordance with Article 6, employees who work the night shift (regardless of shift assignment) shall receive a shift differential wage premium equal to 8% of their base hourly rate of pay.

Example –

- Employee Base Hourly Rate of Pay - \$53.79
- Employee Shift Differential Rate -  $\$53.79 \times 8\% = \$4.30/\text{per hour}$
- Total Hourly Pay + Shift Differential -  $\$53.79 + \$4.30 = \$58.09$

When an employee who is receiving a shift differential wage premium works above 40 hours in a workweek, the overtime rate of pay shall also be applied to their shift differential wage premium.

Example –

- Employee Overtime Hourly Rate of Pay - \$107.58
- Employee Shift Differential Rate -  $\$107.58 \times 8\% = \$8.61/\text{per hour}$
- Total Hourly Overtime + Shift Differential Pay = \$116.19

### Overtime

Overtime will be paid in accordance with Article 5 of the applicable MOU. For the purposes of reporting compensation to the California Public Employees' Retirement System ("CalPERS"), subject to the Public Employees' Retirement Law, enabling regulations, and CalPERS' administrative interpretations, compensation for the alternate schedules will be reported as described below. However, no compensation is included for pension purposes unless affirmatively permitted by CalPERS and applicable law.

### CalPERS Classic Members:

Employees' base hourly rate as provided on the publicly available pay schedule will be reported for all regularly scheduled hours in the work schedules identified above. An additional .5 premium will be reported for all regularly scheduled overtime hours identified above, in accordance with CalPERS' regulations concerning reportable overtime.

### CalPERS New Members:

Employees' base hourly rate as provided on the publicly available pay schedule will be reported for all regularly scheduled hours in the work schedules identified above.

It is understood that this side letter of agreement is of no force and effect whatsoever until the SMUD Board of Directors adopts the side letter.

If the above language reflects your understanding of our agreement, please sign in the space provided below.

Michelle Dungca

Digitally signed by Michelle  
Dungca  
Date: 2025.05.08 12:29:30 -07'00'

Michelle Dungca *Principal Labor Relations Analyst*

05/27/2025

*Shaun A Du Fosee*

Shaun Du Fosee, *Labor Consultant for PSOA*

*Roy Todd*

Roy Todd *PSOA President*

**RESOLUTION NO. \_\_\_\_\_**

**WHEREAS**, the **California Public Employees' Retirement System (CalPERS)** requires Board approval of the terms by which the Sacramento Municipal Utility District (SMUD) recognizes regularly scheduled overtime and payment of shift differential so that the amounts SMUD has reported in the past (and going forward) will continue to be treated by **CalPERS** as special compensation, as appropriate; and

**WHEREAS**, items of special compensation are added or included to a retiree's pension benefit calculations; and

**WHEREAS**, SMUD has been reporting regularly scheduled overtime as special compensation; and

**WHEREAS**, it is anticipated that **CalPERS** will resolve its concerns with SMUD related to these reported items if the procedures that require SMUD's Board to approve the terms of the regularly scheduled overtime and shift differential are met;

**NOW, THEREFORE,**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS  
OF THE SACRAMENTO MUNICIPAL UTILITY DISTRICT:**

That this Board approves the side letter agreement between SMUD and the **Public Safety Officers' Association (PSOA)** related to the terms by which SMUD

**DRAFT**

recognizes and pays regularly scheduled overtime and shift differential in substantially similar form as set forth in **Attachment** \_\_\_\_.

Dated:

BY:

---

Gregg Fishman  
President of the  
SMUD Board of Directors

**Side Letter Agreements with  
International Brotherhood of Electrical Workers  
Local Union 1245**



August 5, 2025  
LR 25-011

Dylan Gottfried  
Senior Assistant Business Manager  
P O Box 2547  
30 Orange Tree Circle  
Vacaville, CA 95687

**Subject: Letter Agreement Memorializing 12-Hour Rotations for Special Shift Employees**

Dear Mr. Gottfried,

The purpose of this letter agreement is to provide clarification for and define the current shift schedules for Special Shift employees in the Distribution System Operator (DSO) and Power System Operator (PSO) series, in accordance with Article 5, Section 3.C.

Effective the 2023 Payroll Year beginning December 17, 2022, the DSO and PSO shift schedules will be built into Workforce Software, SMUD's new timekeeping system, as indicated below.

**DSO Shift Schedules:**

**Senior DSO:** Bi-weekly rotation including one week of four, 10-hour days and one week of four, 12-hour days (see example).

PayPeriod/Wk	Rotation Cycle	SAT	SUN	MON	TUE	WED	THUR	FRI
	<b>Bi-Weekly</b>							
PP 1, WK 1	M-TH (10 hr)			10	10	10	10	
PP 1, WK 2	M-TH (12 hr)			12	12	12	12	
PP 1, WK 1	T-F (10)				10	10	10	10
PP 1, WK 2	T-F (12)				12	12	12	12

**Lead DSO:** Five pay period cycle consisting of two, five-week rotations with a relief shift occurring every fifth week. Rotation will consist of one week of three, 12-hour days, one week of four, 12-hour days, one week of three, 12-hour nights, one week of four, 12-hour nights, and one relief week of five, 8-hour days (see example).



PayPeriod/Wk	Rotation Cycle	SAT	SUN	MON	TUE	WED	THUR	FRI
	<b>5 Week</b>							
PP 1, WK 1	M, T, F (12) DAYS			12	12			12
PP 1, WK 2	Sat, Sun, W, TH (12) DAYS	12	12			12	12	
PP 2, WK 1	M, T, F, (12) NIGHTS			12	12			12
PP 2, WK 2	Sat, Sun, W, TH (12) NIGHTS	12	12			12	12	
PP 3, WK 1	Relief M-F (8)			8	8	8	8	8
PP 3, WK 2	M, T, F, (12) DAYS			12	12			12
PP 4, WK 1	Sat, Sun, W, TH (12) DAYS	12	12			12	12	
PP 4, WK 2	M, T, F, (12) NIGHTS			12	12			12
PP 5, WK 1	Sat, Sun, W, TH (12) NIGHTS	12	12			12	12	
PP 5, WK 2	Relief M-F (8)			8	8	8	8	8

**DSO I/II:** A nine pay-period cycle consisting of two, nine-week rotations with a relief shift occurring every ninth week. Rotation will consist of two weeks of three, 12-hour days, two weeks of four, 12-hour days, two weeks of three 12-hour nights, two weeks of four, 12-hour nights, and one relief week of five, 8-hour days (see example).

PayPeriod/Wk	Rotation Cycle	SAT	SUN	MON	TUE	WED	THUR	FRI
	<b>9 Week</b>							
PP 1, WK 1	M, T, F, (12) DAYS			12	12			12
PP 1, WK 2	Sat, Sun, W, TH (12) DAYS	12	12			12	12	
PP 2, WK 1	M, T, F, (12) NIGHTS			12	12			12
PP 2, WK 2	Sat, Sun, W, TH (12) NIGHTS	12	12	12			12	
PP 3, WK 1	M, T, F, (12) DAYS			12	12			12
PP 3, WK 2	Sat, Sun, W, TH (12) DAYS	12	12			12	12	
PP 4, WK 1	M, T, F, (12) NIGHTS			12	12			12
PP 4, WK 2	Sat, Sun, W, TH (12) NIGHTS	12	12			12	12	
PP 5, WK 1	Relief M-F (8)			8	8	8	8	8
PP 5, WK 2	M, T, F (12) DAYS			12	12			12
PP 6, WK 1	Sat, Sun, W, TH (12) DAYS	12	12			12	12	
PP 6, WK 2	M, T, F, (12) NIGHTS			12	12			12
PP 7, WK 1	Sat, Sun, W, TH (12) NIGHTS	12	12			12	12	
PP 7, WK 2	M, T, F, (12) DAYS			12	12			12
PP 8, WK 1	Sat, Sun, W, TH (12) NIGHTS	12	12			12	12	
PP 8, WK 2	M, T, F, (12) DAYS			12	12			12
PP 9, WK 1	Sat, Sun, W, TH (12) NIGHTS	12	12			12	12	
PP 9, WK 2	Relief M-F (8)			8	8	8	8	8

Note: DSO I on training schedules will be assigned a 9/80 schedule as defined in the MOU.

## PSO Shift Schedule:

**PSO Apprentice, Shift PSO Journey, and Shift PSO Senior (formally PSO (E), PSO I, PSO II, and Senior PSO until March 22, 2025):** Five pay period cycle consisting of two, five-week rotations with a relief shift occurring every fifth week. Rotation will consist of one week of three, 12-hour nights and one, 12-hour day, one week of 3, 12-hour days, one week of three, 12-hour days, one week of four, 12-hour nights, and one relief week of four, 10-hour days (see example).

PayPeriod/Wk	Rotation Cycle	SAT	SUN	MON	TUE	WED	THUR	FRI
	<b>5 Week</b>							
PP 1, WK 1	Sat - Mon (12) NIGHTS, Fri DAY (12)	12	12	12				12D
PP 1, WK 2	Sat - Mon (12) DAYS	12	12	12				
PP 2, WK 1	Tue - Thurs (12) DAYS				12	12	12	
PP 2, WK 2	Tue - Fri (12) NIGHTS				12	12	12	12
PP 3, WK 1	Relief M-Thurs (10)			10	10	10	10	
PP 3, WK 2	Sat - Mon (12) NIGHTS, Fri DAY	12	12	12				12D
PP 4, WK 1	Sat - Mon (12) DAYS	12	12	12				
PP 4, WK 2	Tue - Thurs (12) DAYS				12	12	12	
PP 5, WK 1	Tue - Fri (12) NIGHTS				12	12	12	12
PP 5, WK 2	Relief M-Thurs (10)			10	10	10	10	

Note: PSO Apprentices will work a 40-hour training schedule until completion of their initial NERC certification.

## Overtime:

Overtime will be paid in accordance with Article 7 of the applicable MOU. Compensation and overtime will be reported in conformance with the Public Employees' Retirement Law, enabling regulations, and CalPERS' administrative interpretations and guidance. No compensation is included for pension purposes unless affirmatively permitted by CalPERS and applicable law.

It is understood that this side letter of agreement is of no force and effect whatsoever until the SMUD Board of Directors adopts the side letter.

  
Tiffany Navarrette  
Manager, Employee Relations

  
Dylan Gottfried  
Senior Assistant Business Manager





August 5, 2025  
LR 25-012

Dylan Gottfried  
Senior Assistant Business Manager  
P O Box 2547  
30 Orange Tree Circle  
Vacaville, CA 95687

**Subject: Letter Agreement Memorializing 12-Hour Rotations for Special Shift Employees**

Dear Mr. Gottfried,

The purpose of this letter agreement is to memorialize how shift differential is paid on regularly scheduled hours for Special Shift employees in the Distribution System Operator (DSO) and Power System Operator (PSO) series, in accordance with Article 4, Section 2 of the current MOU anticipated to expire December 31, 2025. This letter is declarative of SMUD's long standing practice for paying shift differentials.

Effective the 2023 Payroll Year beginning December 17, 2022, the DSO and PSO shift differentials will be calculated by Workforce Software, SMUD's new timekeeping system on all eligible shifts.

Per Article 4.2.A, 12-Hour-Shift employees who are scheduled the 12-hour rotating night shift are paid a premium at the third shift rate which is 8% of the Journey Electrician wage provided on the publicly available pay schedule.

12-Hour Shift Employees will receive the following night shift premium amounts:

- In 2023, the shift differential premium is \$4.88 on hours up to 40. Shift differential is \$9.76 on hours regularly scheduled above 40 in a workweek.
- In 2024, the shift differential premium is \$5.02 on hours up to 40. Shift differential is \$10.04 on hours regularly scheduled above 40 in a workweek.
- In 2025, the shift differential premium is \$5.19 on hours up to 40. Shift differential is \$10.38 on hours regularly scheduled above 40 in a workweek.

It is understood that this side letter of agreement is of no force and effect whatsoever until the SMUD Board of Directors adopts the side letter.



Tiffany Navarrette  
Manager, Employee Relations



Dylan Gottfried  
Senior Assistant Business Manager

**RESOLUTION NO. \_\_\_\_\_**

**WHEREAS**, the **California Public Employees' Retirement System (CalPERS)** requires Board approval of the terms by which the Sacramento Municipal Utility District (SMUD) recognizes regularly scheduled overtime and payment of shift differential so that the amounts SMUD has reported in the past (and going forward) will continue to be treated by **CalPERS** as special compensation, as appropriate; and

**WHEREAS**, items of special compensation are added or included to a retiree's pension benefit calculations; and

**WHEREAS**, SMUD has been reporting regularly scheduled overtime as special compensation; and

**WHEREAS**, it is anticipated that **CalPERS** will resolve its concerns with SMUD related to these reported items if the procedures that require SMUD's Board to approve the terms of the regularly scheduled overtime and shift differential are met;

**NOW, THEREFORE,**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS  
OF THE SACRAMENTO MUNICIPAL UTILITY DISTRICT:**

That this Board approves the side letter agreements between SMUD and the **International Brotherhood of Electrical Workers Local Union 1245 (IBEW)** related to the terms by which SMUD recognizes and pays regularly scheduled overtime

**DRAFT**

and shift differential in substantially similar form as set forth in **Attachment \_\_\_\_** and  
**Attachment \_\_\_\_**.

Dated:

BY:

---

Gregg Fishman  
President of the  
SMUD Board of Directors

**Resolution pertaining to the schedules and shift  
differential payments for unrepresented Energy Trader  
employees working at the Real Time Desk and Energy  
Trading Schedulers**

**RESOLUTION NO. \_\_\_\_\_**

**WHEREAS**, the **California Public Employees' Retirement System (CalPERS)** requires written Board approval during an open meeting of the terms whereby the Sacramento Municipal Utility District (SMUD) reports the regularly scheduled overtime of both Energy Trading Schedulers ("Schedulers") and Energy Traders working the Realtime Trading Desk ("Realtime Traders") who are **CalPERS** Classic Members (generally those hired prior to 2013) as special compensation so that the amounts SMUD has reported in the past (and going forward) will continue to be treated by **CalPERS** as special compensation; and

**WHEREAS**, **CalPERS** requires written Board approval during an open meeting of the terms whereby SMUD reports the shift differential pay for both Energy Schedulers and Realtime Traders as special compensation so that the amounts SMUD has reported in the past (and going forward) will continue to be treated by **CalPERS** as special compensation; and

**WHEREAS**, items of special compensation that qualify under applicable regulations and statutes are added to or included in a retiree's pension benefit calculations; and

**WHEREAS**, it is anticipated that **CalPERS** will resolve its concerns with SMUD related to these reported items of special compensation if SMUD's Board approves both (1) the regularly-scheduled and reoccurring shifts of Schedulers and Realtime Traders, and (2) the terms by which shift-differential is paid; **NOW, THEREFORE**,

**BE IT RESOLVED BY THE BOARD OF DIRECTORS  
OF THE SACRAMENTO MUNICIPAL UTILITY DISTRICT:**

That this Board approves the following terms of payment related to the payment of overtime for Schedulers and Real Time Desk, effective beginning December 17, 2022. The Schedulers and Realtime Traders work shifts that are scheduled 24 hours per day and 7 days per week. In some weeks they are scheduled to work 48 hours. The normal required duties are achieved by working regular reoccurring schedules as follows:

Realtime Traders. Every five (5) workweeks, Realtime Traders work the same number of hours in a regular reoccurring pattern of workweeks. They work two workweeks totaling 48 hours each, two workweeks totaling 36 hours each, and one workweek totaling 40 hours. Here is an example:

<b>PayPeriod/Wk</b>	<b>Rotation Cycle</b>	<b>SUN</b>	<b>MON</b>	<b>TUE</b>	<b>WED</b>	<b>THU</b>	<b>FRI</b>	<b>SAT</b>
	<b>5 Week</b>							
PP 1, WK 1	Sat - Mon NIGHTS, Fri DAY (12)	12	12				12D	12
PP 1, WK 2	Sat - Mon (12) DAYS	12	12					12
PP 2, WK 1	Tue - Thurs (12) DAYS			12	12	12		
PP 2, WK 2	Tue - Fri (12) NIGHTS			12	12	12	12	
PP 3, WK 1	Relief M-Th (10)		10	10	10	10		
PP 3, WK 2	Sat - Mon NIGHTS, F DAY (12)	12	12				12D	12
PP 4, WK 1	Sat - Mon (12) DAYS	12	12					12
PP 4, WK 2	Tue - Thurs (12) DAYS			12	12	12		
PP 5, WK 1	Tue - Fri (12) NIGHTS			12	12	12	12	
PP 5, WK 2	Relief M-Th (10)		10	10	10	10		

Schedulers: Every twenty-five (25) workweeks, Schedulers work the same number of hours in a regular reoccurring pattern of scheduled workweeks. They work nine weeks totaling 48 hours each, nine weeks totaling 36 hours each, and five weeks totaling 40 hours per week. Here is an example (weeks in bold are showing where the schedule is repeating):

		Rotation Cycle - 25 Weeks	Sat	Sun	Mon	Tue	Wed	Thur	Fri
PP 1	Wk 1	T, W, TH, F -12 hours/day				12	12	12	12
PP 1	Wk 2	M, T, W, TH - 10 hours/day			10	10	10	10	
PP2	Wk 1	Sat, Sun, M, F - 12 hours/day	12	12	12				12
PP2	Wk 2	Sat, Sun, M, - 12 hours/day	12	12	12				
PP3	Wk 1	T, W, TH -12 hours/day				12	12	12	
PP 3	Wk 2	Sat, Sun, M, F - 12 hours/day	12	12	12				12
PP 4	Wk 1	Sat, Sun, M, - 12 hours/day	12	12	12				
PP 4	Wk 2	T, W, TH -12 hours/day				12	12	12	
PP 5	Wk 1	T, W, TH, F -12 hours/day				12	12	12	12
PP5	Wk 2	M, T, W, TH - 10 hours/day			10	10	10	10	
PP 6	Wk 1	Sat, Sun, M, - 12 hours/day	12	12	12				
PP6	Wk 2	T, W, TH -12 hours/day				12	12	12	
PP7	Wk 1	T, W, TH, F -12 hours/day				12	12	12	12
PP7	Wk 2	M, T, W, TH - 10 hours/day			10	10	10	10	
PP8	Wk 1	Sat, Sun, M, F - 12 hours/day	12	12	12				12
PP 8	Wk 2	T, W, TH -12 hours/day				12	12	12	
PP 9	Wk 1	T, W, TH, F -12 hours/day				12	12	12	12
PP 9	Wk 2	M, T, W, TH - 10 hours/day			10	10	10	10	
PP 10	Wk 1	Sat, Sun, M, F - 12 hours/day	12	12	12				12
PP10	Wk 2	Sat, Sun, M, - 12 hours/day	12	12	12				
PP 11	Wk 1	M, T, W, TH - 10 hours/day			10	10	10	10	
PP 11	Wk 2	Sat, Sun, M, F - 12 hours/day	12	12	12				12
PP12	Wk 1	Sat, Sun, M, - 12 hours/day	12	12	12				
PP12	Wk 2	T, W, TH -12 hours/day				12	12	12	
PP13	Wk 1	T, W, TH, F -12 hours/day				12	12	12	12
<b>PP 13</b>	<b>Wk 2</b>	<b>T, W, TH, F -12 hours/day</b>				<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>
<b>PP 14</b>	<b>Wk 1</b>	<b>M, T, W, TH - 10 hours/day</b>			<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	
<b>PP 14</b>	<b>Wk 2</b>	<b>Sat, Sun, M, F - 12 hours/day</b>	<b>12</b>	<b>12</b>	<b>12</b>				<b>12</b>
<b>PP 15</b>	<b>Wk 1</b>	<b>Sat, Sun, M, - 12 hours/day</b>	<b>12</b>	<b>12</b>	<b>12</b>				
<b>PP15</b>	<b>Wk 2</b>	<b>T, W, TH -12 hours/day</b>				<b>12</b>	<b>12</b>	<b>12</b>	
<b>PP 16</b>	<b>Wk 1</b>	<b>Sat, Sun, M, F - 12 hours/day</b>	<b>12</b>	<b>12</b>	<b>12</b>				<b>12</b>
<b>PP 16</b>	<b>Wk 2</b>	<b>Sat, Sun, M, - 12 hours/day</b>	<b>12</b>	<b>12</b>	<b>12</b>				
<b>PP17</b>	<b>Wk 1</b>	<b>T, W, TH -12 hours/day</b>				<b>12</b>	<b>12</b>	<b>12</b>	
<b>PP17</b>	<b>Wk 2</b>	<b>T, W, TH, F -12 hours/day</b>				<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>
<b>PP18</b>	<b>Wk 1</b>	<b>M, T, W, TH - 10 hours/day</b>			<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	
<b>PP 18</b>	<b>Wk 2</b>	<b>Sat, Sun, M, - 12 hours/day</b>	<b>12</b>	<b>12</b>	<b>12</b>				
<b>PP 19</b>	<b>Wk 1</b>	<b>T, W, TH -12 hours/day</b>				<b>12</b>	<b>12</b>	<b>12</b>	
<b>PP 19</b>	<b>Wk 2</b>	<b>T, W, TH, F -12 hours/day</b>				<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>
<b>PP 20</b>	<b>Wk 1</b>	<b>M, T, W, TH - 10 hours/day</b>			<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	
<b>PP 20</b>	<b>Wk 2</b>	<b>Sat, Sun, M, F - 12 hours/day</b>	<b>12</b>	<b>12</b>	<b>12</b>				<b>12</b>
<b>PP 21</b>	<b>Wk 1</b>	<b>T, W, TH -12 hours/day</b>				<b>12</b>	<b>12</b>	<b>12</b>	



PP 21	Wk 2	T, W, TH, F -12 hours/day				12	12	12	12
PP 22	Wk 1	M, T, W, TH - 10 hours/day			10	10	10	10	
PP 22	Wk 2	Sat, Sun, M, F - 12 hours/day	12	12	12				12
PP 23	Wk 1	Sat, Sun, M, - 12 hours/day	12	12	12				
PP 23	Wk 2	M, T, W, TH - 10 hours/day			10	10	10	10	
PP 24	Wk 1	Sat, Sun, M, F - 12 hours/day	12	12	12				12
PP 24	Wk 2	Sat, Sun, M, - 12 hours/day	12	12	12				
PP 25	Wk 1	T, W, TH -12 hours/day				12	12	12	
PP 25	Wk 2	T, W, TH, F -12 hours/day				12	12	12	12

Compensation and overtime is and will be reported in conformance with the Public Employee's Retirement Law, enabling regulations, and CalPERS' administrative interpretations and guidance. No compensation is included for pension purposes unless affirmatively permitted by CalPERS and applicable law.

In addition to receiving overtime for hours above 40 hours per week, Schedulers and Realtime Traders are paid shift differential premium as follows:

- Since December 17, 2022, the shift differential premium has been and will continue to be 8% of the Scheduler's or Realtime Trader's hourly base pay for work on the night shift for employees routinely and consistently assigned to the night shift.
- Since December 17, 2022, the shift differential premium for night-shift work has been and will continue to be 16% of the Scheduler's or Realtime Traders hourly base pay on regularly scheduled hours over

**DRAFT**

40 in the workweek for employees routinely and consistently assigned to the night shift.

Dated:

BY:

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Gregg Fishman  
President of the  
SMUD Board of Directors



SSS No. LEG 2025-0071

# BOARD AGENDA ITEM

## STAFFING SUMMARY SHEET

Committee Meeting &amp; Date

ERCS – 08/20/25

Board Meeting Date

August 21, 2025

TO				TO						
1.	Frankie McDermott			6.						
2.	Brandy Bolden			7.						
3.	Lora Anguay			8.						
4.	Suresh Kotha			9.	<b>Legal</b>					
5.				10.	<b>CEO &amp; General Manager</b>					
<b>Consent Calendar</b>		<b>Yes</b>	<input checked="" type="checkbox"/>	<b>No</b> <i>If no, schedule a dry run presentation.</i>		<b>Budgeted</b>	<input checked="" type="checkbox"/>	<b>Yes</b>	<b>No</b> <i>(If no, explain in Cost/Budgeted section.)</i>	
FROM (IPR) Laura Lewis				DEPARTMENT Executive Office				MAIL STOP B308	EXT. 6123	DATE SENT 08/05/25

**NARRATIVE:**

**Requested Action:** Nominate a Board Member for the Sacramento Local Agency Formation Commission (LAFCo) Special District Commissioner and/or Alternate Commissioner Seat(s).

**Summary:** Sacramento LAFCo Commissioners are selected from the groups affected by its decision(s): the public, cities, the County, and special districts. The Sacramento LAFCo is composed of seven members, each of whom serves a four-year term.

Currently, Sacramento LAFCo is accepting nominations for the below Special District Representation:

Office	Term
Special District Commissioner (Voting)	Jan. 1, 2026 – Dec. 31, 2029 (4-year term)
Special District Commissioner (Voting)	Finish out term through Dec. 31, 2027 (2-year term)
Alternate Special District Commissioner (non-Voting)	Jan. 1, 2026 – Dec. 31, 2029 (4-year term)

Communications from LAFCo are attached. Nominations must be submitted by 5:00 p.m. on Sunday, August 31, 2025. At the end of the nominating period, Sacramento LAFCo will send to each Independent Special District one ballot listing candidates and voting instructions, which ballot will include the names of all nominees submitted for open Special District seats. Each special district must return the ballot by the date specified in the voting instructions. The candidate with the most votes will be determined the winner outright. In the event of a tie, there will be a run-off election held in the same format as the initial election.

**Board Policy:** Governance Process GP-2, Governance Focus; Governance Process GP-3, Board Job Description  
(Number & Title)

**Benefits:** No direct impact to SMUD.

**Cost/Budgeted:** There is no budgetary impact for this item.

**Alternatives:** Decide not to nominate anyone for Special District Commissioner or Special District Alternate Commissioner.

**Affected Parties:** SMUD Board of Directors, Sacramento LAFCo, Special Districts

**Coordination:** Board Office, Executive Office, and Legal

**Presenter:** Laura Lewis, Chief Legal & Government Affairs Officer

**Additional Links:**

SUBJECT

**Nomination of Sacramento LAFCo Special District Representatives  
for Special District Commissioners**

ITEM NO. (FOR LEGAL USE ONLY)


ITEMS SUBMITTED AFTER DEADLINE WILL BE POSTPONED UNTIL NEXT MEETING.



## MEMO

DATE: June 20, 2025

TO: Special District Presiding Officer

FROM: José C. Henríquez, Executive Officer   
Sacramento Local Agency Formation Commission

SUBJECT: Election of Special District Representatives to Sacramento LAFCo  
Nominations for Special District Commissioners (Two Regular and One Alternate Seats)

The Special District Selection Committee is electing representatives to serve on LAFCo. The seats are:

- **Regular (Voting) Special District Representative:** Serves on the Commission as a full, voting member. In this election, two seats are open:
  - A four (4) year term
  - A two (2) year term to finish out the term of former Commissioner Lindsey Carter
- **Alternate Special District Representative:** Serves on LAFCo in a non-voting capacity; however, the Alternate can vote whenever one of the Regular members is absent, recused or ineligible to vote. The person elected to this seat will serve a new 4-year term.

Newly-elected commissioners will begin their respective terms in January 1, 2026.

Due to the size of the Special District Selection Committee, it has been difficult to establish a quorum when meeting in person. Therefore, pursuant to the provisions of Government Code §56332(f), the Executive Officer has determined that the business of the Special District Selection Committee will be conducted in writing.

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### Commissioners

*Rich Desmond, Pat Hume, County Members* ■ *Rosario Rodriguez, Alternate*  
*Lisa Kaplan, Mat Pratton, City Members* ■ *Phil Pluckebaum, Dr. Jayna Karpinski-Costa, Alternates*  
*Chris Little, Public Member* ■ *Timothy Murphy, Alternate*  
*Gay Jones, Vacant, Special District Members* ■ *Charlea Moore, Alternate*

### Staff

*José C. Henríquez, Executive Officer* ■ *Desirae Fox, Kristi Grabow, Policy Analyst*  
*Nancy Miller, DeeAnne Gillick, Commission Counsel*

### **Special District Commissioners, Regular and Alternate Seats**

The Regular, 4-year voting seat is currently held by Gay Jones of Sacramento Metropolitan Fire Protection District. Her term will expire on December 31<sup>st</sup>, 2025. The Alternate seat is held by Charlea Moore from the Rio Linda Elverta Recreation & Park District. Her term will also expire on December 31<sup>st</sup>, 2025. Each new seat has a term of office of four years.

A second Regular seat has opened because of former Commissioner Carter's resignation. The person elected to this seat will finish out her term. This seat has a term of two years.

### **Nomination Requirements**

The nomination period is now at 41 days; all nominations are due in writing on or before 5:00 pm on July 31<sup>st</sup>, 2025. Nominations received after that date cannot be accepted and will be returned to your District. A nominee must be a Director from an independent special district within Sacramento County. To be valid, all nominations must include the following:

- 1) Name and district of the nominee;
- 2) Name of the nominating district; and
- 3) Signature of the Presiding Officer of the District's Board of Directors or the record of nomination made by majority vote at an official meeting of your District's Board (Resolution or Minute Order can be attached), certified by the Board Secretary, Board Clerk or District Manager.

Please submit a statement of qualifications (not to exceed one page) for each nominee.

### **Special District Representative Election (to be held after August 1, 2025)**

Once the nomination period is closed, the Executive Officer will prepare and distribute, by certified mail or by email, one ballot listing valid candidates and voting instructions to each Independent Special District. The one-page statement of qualifications, if provided, will be included as submitted. The ballot will include the names of all nominees submitted for these positions. The Districts must return their ballot to the Executive Officer by the date specified in the voting instructions, which will be at least 30 days from the date the ballots were distributed. Any ballot received after the specified date will not be valid.

Within 14 days of the election date, the Executive Officer will announce the winner of the most votes.

If you have any questions, please contact the LAFCo office at (916) 874-6458.

Enclosure: Election Nomination Ballot

Government Code §56332



SACRAMENTO LOCAL AGENCY FORMATION COMMISSION  
1112 I Street, Suite 100 • Sacramento, CA 95814 • (916) 874-6458  
[www.saclafco.org](http://www.saclafco.org)

**SPECIAL DISTRICT NOMINATION**

***Special District Representative to LAFCo, Regular and Alternate***

Position	Nominee's Name	Originating District

SIGNATURE OF PRESIDING OFFICER: \_\_\_\_\_  
(Original Signature Required)

**Note:** *Presiding Officer is the Chair/President. Any other signature invalidates this ballot, unless accompanied by Meeting Minutes designating an alternate.*

PRINTED NAME OF PRESIDING OFFICER: \_\_\_\_\_  
(Required)

NAME OF NOMINATING DISTRICT: \_\_\_\_\_

MINUTES ATTACHED (Optional): Yes ☐ No ☐

NOMINEE IS RUNNING FOR POSITION: Regular (Voting): ☐ 4-year term ☐ 2-year term  
Alternate ☐

Attest:

\_\_\_\_\_  
District Secretary, Clerk or General Manager

**Nominations must be received by LAFCO before  
5:00 p.m. on July 31, 2025**

**Return to:**

**Sacramento LAFCo ([clerk@saclafco.org](mailto:clerk@saclafco.org) or at the address above)**

**Commissioners**

Rich Desmond, Pat Hume, County Members ■ Rosario Rodriguez, Alternate  
Lisa Kaplan, Mat Pratton, City Members ■ Phil Pluckebaum, Dr. Jayna Karpinski-Costa, Alternates  
Chris Little, Public Member ■ Timothy Murphy, Alternate  
Gay Jones, Vacant, Special District Members ■ Charlea Moore, Alternate

**Staff**

José C. Henríquez, Executive Officer ■ Desirae Fox, Kristi Grabow, Policy Analyst  
Nancy Miller, DeeAnne Gillick, Commission Counsel





## GOVERNMENT CODE - GOV

**TITLE 5. LOCAL AGENCIES [50001 - 57607]** ( Title 5 added by Stats. 1949, Ch. 81. )

**DIVISION 3. CORTESE-KNOX-HERTZBERG LOCAL GOVERNMENT REORGANIZATION ACT OF 2000 [56000 - 57550]** ( Heading of Division 3 amended by Stats. 2001, Ch. 388, Sec. 1. )

**PART 2. LOCAL AGENCY FORMATION COMMISSION [56300 - 56430]** ( Part 2 added by Stats. 1985, Ch. 541, Sec. 3. )

**CHAPTER 2. Formation of Commission and Selection of Commissioners [56325 - 56337]** ( Chapter 2 added by Stats. 1985, Ch. 541, Sec. 3. )

**56332.** (a) The independent special district selection committee shall consist of the presiding officer of the legislative body of each independent special district. However, if the presiding officer of an independent special district is unable to participate in a meeting or election of the independent special district selection committee, the legislative body of the district may appoint one of its members as an alternate to participate in the selection committee in the presiding officer's place. Those districts shall include districts located wholly within the county and those containing territory within the county representing 50 percent or more of the assessed value of taxable property of the district, as shown on the last equalized county assessment roll. Each member of the committee shall be entitled to one vote for each independent special district of which he or she is the presiding officer or his or her alternate as designated by the governing body. Members representing a majority of the eligible districts shall constitute a quorum.

(b) The executive officer shall call and give written notice of all meetings of the members of the selection committee. A meeting shall be called and held under one of the following circumstances:

- (1) Whenever the executive officer anticipates that a vacancy will occur within the next 90 days among the members or alternate member representing independent special districts on the commission.
- (2) Whenever a vacancy exists among the members or alternate member representing independent special districts upon the commission.
- (3) Upon receipt of a written request by one or more members of the selection committee representing districts having 10 percent or more of the assessed value of taxable property within the county, as shown on the last equalized county assessment roll.
- (4) Upon the adoption of a resolution of intention pursuant to Section 56332.5.
- (5) Upon receipt of a written request by one or more members of the selection committee notifying the executive officer of the need to appoint a member representing independent special districts on an oversight board pursuant to paragraph (3) of subdivision (j) of Section 34179 of the Health and Safety Code.

(c) The selection committee shall appoint two regular members and one alternate member to the commission. The members so appointed shall be elected or appointed members of the legislative body of an independent special district residing within the county but shall not be members of the legislative body of a city or county. If one of the regular district members is absent from a commission meeting or disqualifies himself or herself from participating in a meeting, the alternate district member may serve and vote in place of the regular district member for that meeting. Service on the commission by a regular district member shall not disqualify, or be cause for disqualification of, the member from acting on proposals affecting the special district on whose legislative body the member serves. The special district selection committee may, at the time it appoints a member or alternate, provide that the member or alternate is disqualified from voting on proposals affecting the district on whose legislative body the member serves.

- (1) The executive officer may prepare and deliver a call for nominations to each eligible district. The presiding officer, or his or her alternate as designated by the governing body, may respond in writing by the date specified in the call for nominations, which date shall be at least 30 days from the date on which the executive officer mailed the call for nominations to the eligible district.
- (2) At the end of the nominating period, if only one candidate is nominated for a vacant seat, that candidate shall be deemed appointed. This paragraph shall be operative only if the written notice of the meeting provided pursuant to subdivision (b) discloses that, if nominations are received for only one candidate by the end of the nominating period, the candidate shall be deemed appointed and the meeting may be cancelled.

(d) If the office of a regular district member becomes vacant, the alternate member may serve and vote in place of the former regular district member until the appointment and qualification of a regular district member to fill the vacancy.

(e) A majority of the independent special district selection committee may determine to conduct the committee's business by mail, including holding all elections by mailed ballot, pursuant to subdivision (f).

(f) If the independent special district selection committee has determined to conduct the committee's business by mail or if the executive officer determines that a meeting of the special district selection committee is not feasible, the executive officer shall conduct the business of the committee by mail. Elections by mail shall be conducted as provided in this subdivision.

- (1) The executive officer shall prepare and deliver a call for nominations to each eligible district. The presiding officer, or his or her alternate as designated by the governing body, may respond in writing by the date specified in the call for nominations, which date shall be at least 30 days from the date on which the executive officer mailed the call for nominations to the eligible district.
- (2) At the end of the nominating period, if only one candidate is nominated for a vacant seat, that candidate shall be deemed appointed. If two or more candidates are nominated, the executive officer shall prepare and deliver one ballot and voting instructions to each eligible

district. The ballot shall include the names of all nominees and the office for which each was nominated. Each presiding officer, or his or her alternate as designated by the governing body, shall return the ballot to the executive officer by the date specified in the voting instructions, which date shall be at least 30 days from the date on which the executive officer mailed the ballot to the eligible district.

(3) The call for nominations, ballots, and voting instructions shall be delivered by certified mail to each eligible district. As an alternative to the delivery by certified mail, the executive officer may transmit materials by electronic mail. All notices and election materials shall be addressed to the presiding officer, care of the clerk of the district.

(4) Nominations and ballots may be returned to the executive officer by electronic mail.

(5) Each returned nomination and ballot shall be signed by the presiding officer or his or her alternate as designated by the governing body of the eligible district.

(6) For an election to be valid, at least a quorum of the special districts must submit valid ballots. The candidate receiving the most votes shall be elected, unless another procedure has been adopted by the selection committee. Any nomination and ballot received by the executive officer after the date specified is invalid, provided, however, that if a quorum of ballots is not received by that date, the executive officer shall extend the date to submit ballots by 60 days and notify all districts of the extension. If ballots from a quorum of the districts have not been received at the end of the 60-day extension period, the executive officer shall extend the period to return ballots for a length of time at his or her discretion until a quorum is achieved, unless another procedure has been adopted by the selection committee. The executive officer shall announce the results of the election within seven days of the date specified.

(7) For a vote on special district representation to be valid, at least a quorum of the special districts must submit valid ballots to the executive officer by the date specified in the voting instructions, which date shall be at least 30 days from the date on which the executive officer mailed the ballot to the eligible district. If ballots from a quorum of the districts have not been received at the end of the 60-day extension period, the executive officer shall extend the period to return ballots for a length of time at his or her discretion until a quorum is achieved, unless another procedure has been adopted by the selection committee. By majority vote of those district representatives voting on the issue, the selection committee shall either accept or deny representation. The executive officer shall announce the results of the election within seven days of the date specified.

(8) All election materials shall be retained by the executive officer for a period of at least six months after the announcement of the election results.

(g) For purposes of this section, "executive officer" means the executive officer or designee as authorized by the commission.  
*(Amended by Stats. 2018, Ch. 86, Sec. 6. (AB 3254) Effective January 1, 2019.)*





SSS No.  
BOD 2025-005

# BOARD AGENDA ITEM

## STAFFING SUMMARY SHEET

Committee Meeting & Date  
ERCS - 2025  
Board Meeting Date  
N/A

TO				TO								
1.	Frankie McDermott			6.								
2.	Suresh Kotha			7.								
3.	Brandy Bolden			8.								
4.	Lora Anguay			9.	Legal							
5.				10.	CEO & General Manager							
Consent Calendar		Yes	x	No		If no, schedule a dry run presentation.		Budgeted	x	Yes	No (If no, explain in Cost/Budgeted section.)	
FROM (IPR) Brandon Rose / Crystal Henderson				DEPARTMENT Board Office				MAIL STOP B307	EXT. 5424	DATE SENT 12/31/24		

### NARRATIVE:

**Requested Action:** A summary of directives is 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 to make clear the will of the Board. The Energy Resources & Customer Services (ERCS) Committee Chair will summarize Board member requests that come out of the committee presentations for this meeting.

**Board Policy:** Governance Process GP-4, Board/Committee Work Plan and Agenda Planning states the Board will focus on the results the Board wants the organization to achieve.  
(Number & Title)

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

**Cost/Budgeted:** Included in budget for internal labor.

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

**Affected Parties:** Board of Directors, Board Office and Executive Office

**Coordination:** Crystal Henderson, Special Assistant to the Board

**Presenter:** Brandon Rose, ERCS Committee Chair

### Additional Links:

SUBJECT

Summary of Committee Direction –  
Energy Resources & Customer Services (ERCS) Committee

ITEM NO. (FOR LEGAL USE ONLY)

ITEMS SUBMITTED AFTER DEADLINE WILL BE POSTPONED UNTIL NEXT MEETING.