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State Water Resources Control Board

**REVISED**

**NOTICE OF PUBLIC WEBINARS**  
**Remote Participation Only**

**SAFER: Administrator Policy Handbook Workshop**

**Date: Wednesday, ~~May 24<sup>th</sup>~~ **June 14, 2023****

**Time: 9:00 to 11:00 AM**

**Register for [Workshop](#)**

**NOTICE IS HEREBY GIVEN** that the State Water Resources Control Board (State Water Board) will hold a public webinar workshop to provide an opportunity for stakeholders to contribute towards the enhancement of the Administrator Policy Handbook. The Administrator Policy Handbook provides standards, terms, and procedures that apply to the selection and duties of appointed administrators for designated water systems, as required by Health and Safety Code section 116686. A quorum of State Water Board members may be present; however, no action will be taken.

**If you wish to discuss an agenda item or ask a question:** Information about participating telephonically or via the remote meeting platform is available in the Public Comment section of this notice (below).

**MEETING MATERIALS**

Meeting materials and details on remote participation will be available online at [https://www.waterboards.ca.gov/drinking\\_water/certlic/drinkingwater/administrator.html](https://www.waterboards.ca.gov/drinking_water/certlic/drinkingwater/administrator.html)

**PUBLIC COMMENT**

These meetings are open to the public. Members of the public will be provided an opportunity to discuss agenda items via videoconference or telephonically. Public comments on agenda items may be limited to three (3) minutes.

Please register for the webinar workshop to receive the participation link for discussion:

**Workshop:** <http://bit.ly/3zbWjyg>

## **LANGUAGE SERVICES**

Language interpretation services can be provided for the webinar workshop. If you require Spanish language interpretation, please call (916) 322-4265 or email a request to [safer@waterboards.ca.gov](mailto:safer@waterboards.ca.gov) at least 10 business days before the meeting.

If you require interpretation for a language other than Spanish or if you require sign language services, please email a request to [safer@waterboards.ca.gov](mailto:safer@waterboards.ca.gov) at least 10 business days before the meeting.

## **BACKGROUND**

The State Water Board has the authority to consider the appointment of an administrator when necessary to provide an adequate supply of affordable, safe drinking water to disadvantaged communities, voluntary participants, and public water systems and to prevent fraud, waste, and abuse.

Some of the duties assigned to appointed administrators may include overseeing all activities of one or more designated water systems, acting as its general manager, developing and implementing a Community Accountability and Engagement Plan, establishing a long-term governance structure, and/or managing an infrastructure project on behalf of the designated water system. An administrator may utilize other service providers, such as forensic accountants, outreach and engagement specialists, human resources professionals, attorneys, engineers and other operators, and administrative staff, as needed.

## **PURPOSE**

This workshop will provide an opportunity for stakeholders to learn about and contribute to the State Water Board's proposed enhancements to the Administrator Policy Handbook. The State Water Board has made additional changes to the Administrator Policy Handbook since the last public webinar workshop held on October 6<sup>th</sup>, 2022.

## **AGENDA**

The Administrator Policy Handbook workshop will cover the following items:

- High-level overview of policy.
- Review significant changes.
- Provide opportunity for public comment and questions.

## **PROCEDURAL MATTERS**

Public participation will be remote via an online hosted platform. Questions, comments, and discussion items will be collected via the webinar workshop.

## ACCESSIBILITY

Please register for the webinar workshop to receive the participation link for discussion. Additional information about how to access the webinar workshop will be provided via email. Webinar workshop registration page:

**Workshop:** <http://bit.ly/3zbWjyg>

## FUTURE NOTICES

The State Water Board will hold the public webinar workshop at the time and place noted above. Any change in the date, time, or place of the webinar workshop will be noticed through the SAFER e-mail distribution list. Any person interested in receiving future notices, including any changes to this notice of public webinars, must sign up for the e-mail distribution list using the [subscription form](#) select the box for 'SAFER Drinking Water' (located within the section entitled 'General Interests'), and provide the required information.

## CONTACT INFORMATION

Questions regarding this notice may be directed to [ddw-administrator@waterboards.ca.gov](mailto:ddw-administrator@waterboards.ca.gov)

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Date                      May 10, 2023

  
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Courtney Tyler  
Clerk to the Board