

**LOUISVILLE ONE WATER SPECIAL BOARD MEETING**  
**November 17, 2022**  
**3:00 P.M.**  
**550 S. THIRD STREET, LOUISVILLE, KY**  
**Virtual Meeting**

**I. CALL TO ORDER AND INTRODUCTIONS:**

The November 17, 2022, regular meeting of the Louisville One Water Board was held by teleconference video via Zoom Communications. The meeting was called to order by Mr. Williams Summers at 3:01 p.m.

**Board members present:**

Mr. William Summers, Vice Chair  
Ms. Ellen Heslen  
Dr. Sharon Kerrick  
Carmen Moreno-Rivera

**Others present:**

Ms. Anne Trout, MSD, Assistant General Counsel  
Mr. Brad Good, MSD, Chief Financial Officer  
Mr. Brian Bingham, MSD, Chief of Operations  
Ms. Camille Fort, Louisville Water, Paralegal  
Mr. Dave Vogel, Louisville Water, Executive Vice President  
Mr. James A. Parrott, MSD, Executive Director  
Ms. Kelley Dearing Smith, Louisville Water, VP of Communications, Marketing & Econ Dev  
Ms. Kimberly Reed, One Water, Chief Innovation Officer  
Ms. Lynne Fleming, MSD, Human Resources Director  
Ms. Rene' Lindsay, One Water, Chief Procurement Officer  
Ms. Megan Hancock, Louisville Water, Director - Customer Service  
Ms. Shannon Tivitt, One Water, Executive Director  
Mr. Spencer Bruce, Louisville Water, President & CEO  
Mr. Terrence Spence, Louisville Water, Vice President, HR, and Labor Relations  
Mr. Tim Kraus, Louisville Water, Vice President, Chief Engineer  
Mr. Wesley Sydnor, MSD, Chief of Government and Public Affairs  
Mr. Mathew Griffith, Louisville Water, Strategic Business Manager  
Ms. Dana Price, MSD, Director of Records & Information Governance Program  
Mr. Brian Sturgeon, Louisville Water Computer Network Administrator  
Mr. David Johnson, Louisville MSD, Chief Engineer  
Ms. Lynn Pearson, Louisville Water, Vice President, Finance/Treasurer  
Ms. Jenni Schelling, Louisville Water, Internal Auditor  
Mr. Paul Bagley, MSD, CIO  
Mr. Michael Tigue, Louisville Water, General Counsel  
Ms. Sandra Conner, MSD, Internal Auditor

## II. REVIEW AND APPROVE April 21,2022 MEETING MINUTES

Mr. Bill Summers called the meeting to order and asked if everyone had a chance to review the minutes from the April 21, 2022, meeting. Dr. Sharon Kerrick moved to approve the Special Called Meeting Minutes, seconded by Ellen Heslen and the motion unanimously carried. Dr. Sharon Kerrick congratulated Tony Parrott on being recognized as one of the Top-Rated CEOs as voted on by Business First.

## III. REMARKS AND RECOGNITIONS

### A. INTRO OF NEW MEMBER

Mr. Tony Parrott introduced Carmen Moreno-Rivera as a replacement to JT Sims. Carmen serves on the board of the Louisville Metropolitan Sewer District (MSD). In her 20-year professional career, Carmen's broad scope of work includes strategic planning, performance management, systems design, strategic resourcing plans and talent acquisition, and operationalizing equity and inclusion in the workplace.

Mr. Parrott thanked Mayor Greg Fischer for being a utility advocate during his time as Mayor. Mr. Parrott presented the Mayor with a One Water lifetime partner award.

### B. ADDITIONAL COMMENTS

Mayor Greg Fisher remarked on the great work done by the One Water team. He stated he has total confidence in MSD and Louisville Water going forward. Mayor Fisher also thanked Ellen Heslen for her work with the One Water Board.

Spencer Bruce also thanked Ellen Heslen for her work with One Water. Ellen has served as deputy mayor for 12 years. Ellen also previously served on the Board of Water Works. Spencer presented Ellen with a One Water lifetime partner award. Ellen thanked the team and stated she looks forward to seeing the continued success of One Water.

Mr. Summers thanked both Mayor Fisher and Ellen for their vision and activeness in the community.

## IV. PARTNERSHIP UPDATE

### A. 2022 Insurance Premium

Ms. Tivitt shared during the August 18, 2017, board meeting, a resolution was presented and approved granting the Board Chair authority to approve LAGIT renewals if such renewal is within 15% of the prior year. Therefore, the 2022 – 2023 LAGIT premium was approved for payment in July by former Board Chair JT Sims.

## B. SHARED SERVICES REIMBURSEMENT REPORT (JAN -MAR 2022)

Mr. Brad Good shared the Second Quarter 2022 shared service expenses. The report is grouped into labor and non-labor related expenses. Through the second quarter four (4) positions with labor costs totaling \$54,632 were allocated to Louisville Water. Three (3) positions with labor costs totaling \$40,625 were allocated to MSD. Quarter one non-labor costs included a backup data line for customers, one water affordability project, one water partner of the year awards, as well as conference costs for the US Water Alliance and NEUAC conference.

## C. One Water Publication

Shannon shared a preview of the new One Water Publication. This publication serves as a tool to tell the One Water story. It will be used to educate the community on the work done by One Water and detail the partnership in action.

## D. 2022 Project Plan Update

Kelley Dearing Smith shared an update on the Water Affordability Roadmap. The project team has met bi-monthly since August 2022. The team is completing an assessment of current programs as a first step in overall strategy. The goal is to have an assessment completed by year end. Kelley also shared an update on the drops of kindness program. A presentation of the program was recently made at the US Water Alliance Summit.

Dave Vogel provided an update on the progress of converting customers to monthly billing through PureConnect. All cycles are progressing as planned. Cycle 19 will be converted in December, while cycle 34 beginning conversion in January 2023.

Ms. Lynn Pearson updated the board on Louisville Waters efforts in the Mayor's equity in contracting and purchasing task force. Louisville Water is compiling third quarter diversity spend for the committee. The third quarter reports will be compiled with other Task Force members and provided to the Mayor.

Members from the Tier 2 Subcommittee planned and hosted the inaugural Mayor's Equity in Contracting and Purchasing Match Maker Event. This event was held on 9/14/22, at the Louisville Central Community Center. The event had a great turnout with more than 200 attendees. Task Force leaders stated it will be held twice a year going forward. Marc Ellis with University of Louisville is conducting a survey of attendees and will provide results soon.

The committee continued to meet once a month sharing ideas and information on diverse suppliers on the LG&E shared drive for the group. Guest speakers for the monthly meetings are scheduled through the end of the year.

Louisville Water has participated in several Supplier Diversity Outreach Activities including:

- Kentucky Public Procurement Association (KPPA) Reverse Trade Show – August 3, 2022
- TriState Minority Supplier Development Council (TSMSCD) Marketplace – August 25, 2022
- WBEC-ORV Catch the Wave Conference August 29-31
- Inaugural Mayor’s Equity in Contracting and Purchasing Match Maker Event – September 14, 2022
- Small Business Equity Program Workshops conducted in July, August, and September.

Lynn also provided an update on Louisville Water’s Small Business Equity Program. Updates to the program and procedures were implemented in the third quarter, designed to encourage participation, and increase the number of bids in the sheltered market. SBE’s now receive a bid preference on general market bids (construction and services). Their bid price will be discounted by 5% up to \$50,000 for evaluation. SBE’s can receive free complimentary bid documents on construction projects on which they may be interested in bidding as a subcontractor. Firms who are certified by the Small Business Administration (SBA) or SBA authorized 3rd party certifier no longer need to provide financials when applying for SBE program. Eight (8) Sheltered Market Bids have been conducted in 2022 through September. Ten (10) new Small Business Enterprises have successfully applied and have been accepted into the Program in 2022, bringing the total in the Program to 69 SBEs. Louisville Water is planning a promotion of the SBE program in Business First for the 4th quarter. Angelica Miller was hired into the role of Procurement Assistant – Supplier Diversity.

Ms. Rene’ Lindsay shared an update on Louisville MSD’s efforts in Mayor Fischer’s Equity in Contracting & Purchasing Taskforce. Louisville MSD participated in the inaugural “Match Maker” event on September 14th at the Louisville Central Community Center. Mr. Tony Parrott provided the opening remarks. There were over 200 people representing various diverse businesses in attendance and we have received positive feedback from the event.

The Task Force has contracted with a subject matter expert/consultant to advise and recommend policies, programs, and initiatives that will increase and support diverse businesses. MSD continues to outreach and recruit small local business enterprises (SBEs) to the Program. As of September 30, 2022, 34 SBEs have been recruited. Since the start of the program, four projects have been advertised and three awarded. MSD and Louisville Water continue to collaborate and exchange information on potential SBEs.

Ms. Lindsay updated on the outreach efforts by Louisville MSD. Staff has participated or conducted the following outreach events during the 3rd quarter to recruit diverse and other businesses to partner with MSD:

- 7/18/2022 AWWA KY/TN Water Professionals Conference
- 7/28/2022 ORV WBE Presentation to Corporate Members
- 8/3/2022 KPPA Reverse Trade Show

- 8/3/2022 Ky Chapter APWA Equipment Show and ROADeo
- 8/5/2022 Lexington Minority Business Expo
- 8/29/2022 WBENC - ORV Catch the Wave Conference
- 8/24/2022 Doing Business with MSD
- 9/14/2022 Task Force Match Maker Event

MSD continues to actively participate in the taskforce large and subcommittee meetings and provide reports as required.

Additionally, Ms. Lindsey reported on the community benefits subcommittee activities. The subcommittee continues to meet monthly to discuss the implementation of community benefits efforts amongst task force members. JCPS is evaluating ways to implement a similar program in their day-to-day work plan. Staff is currently reviewing workforce needs, and opportunities for a community benefits program to support the needs of the district and the students. JCPS is holding an outreach event in October for MWBEs. At that time, the team will evaluate the needs of small businesses participating in the event, and ways the program can support collaboration between prime and small businesses. TARC has implemented a community benefits program. Working through the details of the program. TARC is hosting an outreach event in December for DBEs. The event will focus on ways general contractors and DBEs can work together to support and grow small businesses. And where opportunities exist through a community benefits program to support the efforts. Louisville MSD staff continue to support task force members interested in learning more about community benefits.

Ms. Anne Trout updated on the progress of administering the billing agreement requirements. She stated the subgroup has been established consisting of multiple representatives of Louisville Water and Louisville MSD for the purpose of evaluating and improving upon the Parties' customer service, collection and shut off practices. The Group is working with qualified outside counsel to address improvements to Service Rules & Regulations, Ordinances, regulatory standards, new service requirements, customer service, collections, shut off procedures and litigation as well as how the Parties will mutually work together to improve those respective functions. The Group will conduct their first meeting in October and intend to meet regularly until a set of recommendations for each Parties review and potential implementation.

Ms. Dearing-Smith shared the collaboration efforts on economic development and regionalization opportunities.

Mr. Wes Sydnor shared the House Foods efforts were a great win to show what this partnership can do. The project team continues to communicate and meets when needed on upcoming or pending opportunities.

Mr. Vogel reported on evaluating the opportunities available to offer billing service to other entities. He stated in 2019 outside consults evaluated the opportunities available to offer billing services. The working group has been working a crawl, walk, run approach. He added discussions with Oracle regarding application licensing have taken place and will continue into the 4th

quarter. A professional services agreement with TMG to assist has been established to start-up deliverables as described in the 2nd quarter update has been approved through the Louisville Water processes and procedures. The work order with the cost sharing of the TMG engagement will be approved at the October OWAC meeting. Kim Redd added the goal is to find the right first partner to work with and grow from there.

Mayor Greg Fisher suggested every project has a 5-year revenue projection. He thanked everyone again for their hard work.

E. 2023 Board Meeting Dates

Ellen Heslen to approve the proposed meeting dates for 2023; Dr. Sharon Kerrick seconded.

**January – December 2023 One Water Board Regular Meeting Schedule**

Date: Thursday, April 20, 2023      Time: 3:00 PM  
Location: Louisville Water Training Room A

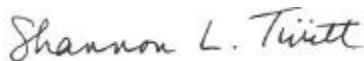
Date: November 16, 2023      Time: 3:00 PM  
Location: Louisville MSD Board Room

Mr. Summers noted the next meeting scheduled will be held Thursday April 20, 2023, at 3:00PM.

With no further business a motion to adjourn was made by Ellen Heslen and seconded by Carmen Moreno-Rivera. Meeting adjourned at 4:01 p.m.

**V. ADJOURN**

**These minutes were approved by the Board on April 20, 2023.**



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**Shannon Tivitt, Secretary**