# Best Practices Score
# Chenega
# Fall 2022

| Category | | O&M Scoring Criteria | Possible | Score | Explanation of Score | How to Improve Score | Contact |
|---|---|---|---|---|---|---|---|
| Technical | Operator Certification | Utility has more than one operator certified to the level of the water system | 10 | 3 | System Classification: Water Treatment 2 Primary Operator: *Joe Cross* Certification Level: *Small Treated* Backup Operator: *Christopher Meyer* Certification Level: *Small Treated* <br><br> Joe Cross and Christopher Meyer hold certifications but not at the correct level. | Joe Cross has the required CEUs to renew ST cert in 2023, has passed the WT 1 exam and needs to apply for WT P certification, and needs to take and pass the WT 2 exam. Christopher Meyer has the required CEUs to renew in 2023, and needs to take and pass the WT 1 exam. Please see the enclosed flyer with more information about certification. | ADEC Operator Certification Program 465-1139 |
| | | Primary operator is certified to the level of the water system and the backup operator holds some level of certification in water treatment or distribution | 7 | | | | |
| | | Primary operator is certified to the level of the water system and the backup operator holds no certification or there is no backup operator | 5 | | | | |
| | | Utility has one or more operators certified at some level in water treatment or distribution | 3 | | | | |
| | | Utility has no certified operators | 0 | | | | |
| | Preventive Maintenance Plan | Utility has a written PM plan; PM is performed on schedule; records of completion are submitted on a quarterly basis and have been verified | 25 | 15 | The utility is not performing the required maintenance or isn't keeping records of maintenance. | To receive the full points in this category, the operator must have a Preventative Maintenance plan that they follow and the completed plan must be submitted to your assigned RMW each quarter. | Matthew Russell ADEC RMW 269-3067 |
| | | Utility has a written PM plan; performance of PM and record keeping are not consistent | 15 | | | | |
| | | Utility has no PM plan or performs no PM | 0 | | | | |
| | Compliance | Utility had no Monitoring and Reporting violations during the past year | 10 | 0 | The utility had 15 Drinking Water Monitoring and Reporting violations in 2022. | The Drinking Water Program provides you with an Annual Monitoring Summary with all of the required samples for your water system. All samples and reports must be collected and submitted in a timely manner. | Amy Hill ADEC Drinking Water Program 376-1861 |
| | | Utility had up to five Monitoring and Reporting violation during the past year | 5 | | | | |
| | | Utility had more than five Monitoring and Reporting violation during the last year | 0 | | | | |
| Managerial | Utility Management Training | A person who holds a position of responsibility for management of the utility has completed a DCRA approved Utility Management course or other utility management training course within the last five years | 5 | 5 | Lloyd Kompkoff attended Financial Management for Rural Utilities training on 4/11/2019. | To maintain the full points in this category, consider sending someone to one of the free RUBA trainings each year. | |
| | Meetings of the Governing Body | The utility owner's governing body meets routinely consistent with the local ordinance/bylaw requirements and receives a current report from the operator | 5 | 5 | Minutes were provided for the following months during this reporting period: January, and April 2022. The water operator report was consistently included in the meeting minutes. | To maintain full points, the governing body must continue to meet according to ordinance/bylaw and provide RUBA with meeting minutes. | |
| | | The utility owner's governing body meets routinely consistent with the local ordinance/bylaw requirements | 2 | | | | |
| | | The utility owner's governing body does not meet | 0 | | | | |
| Financial | Budget | Utility owner and the Utility have each adopted a realistic budget and budget amendments are adopted as needed; Accurate monthly budget reports are prepared and submitted to the governing body | 15 | 0 | The utility owner has not adopted an overall realistic and balanced budget. | The utility owner needs to adopt a balanced and realistic budget. Contact your LGS for advice and assistance. | Patricia Sullivan DCRA RUBA Program 269-4549 |
| | | Either the Utility or the Utility owner has adopted and implemented a budget, the other has not | 13 | | | | |
| | | Either the Utility or the Utility owner has adopted a budget, but it is not being implemented | 10 | | | | |
| | | Utility owner and the Utility have not adopted a budget | 0 | | | | |
| | Revenue | Utility is collecting revenue sufficient to cover the Utility's operating expenses and to contribute to a repair and replacement account | 20 | 5 | The utility has a collection policy but it is not being followed. | To receive additional points, the utility needs to provide monthly financial reports to RUBA and demonstrate sufficient revenue and subsidy to cover the utility's expenses. | |
| | | Utility is collecting revenue sufficient to cover expenses | 15 | | | | |
| | | Utility has a fee schedule and a collection policy that is followed | 5 | | | | |
| | | Utility has no fee structure or collection policy | 0 | | | | |
| | Worker's Compensation Insurance | Utility has had a worker's compensation policy for all employees for the past two years and has a current policy in place | 5 | 5 | Continuous coverage for the utility owner was confirmed by a Department of Labor and Workforce Development database query on 06/30/22. | Full points have been awarded. The utility owner must maintain an active worker's compensation policy to continue receiving these points. | |
| | | Utility has a current worker's compensation policy in place for all employees | 2 | | | | |
| | | Utility has no worker's compensation policy | 0 | | | | |
| | Payroll Liability Compliance | Utility has no past due liabilities and is current with all tax obligations | 5 | 5 | The utility owner has no past due tax liabilities and is current with all tax obligations. | Full points have been awarded. Continue to submit timely reports and payments to maintain these points. | |
| | | Utility owes back taxes, but has a signed payment agreement, is current on that agreement, and is up-to-date with all other tax obligations | 2 | | | | |
| | | Utility is not current with its tax obligations and/or does not have a signed repayment agreement for back taxes owed | 0 | | | | |
| CIP O&M Score | 0 | | | TOTAL SCORE | 43 | | |