



To: Mountain Regional Water Administrative Control Board Members

From: Lisa Hoffman, Assistant General Manager

Date: October 15, 2026

Re: Communications and Human Resources Update

COMMUNICATIONS

OVERVIEW OF PAST MONTH:

- Met with WRI (World Resource Institute) and Weber Basin to provide estimated costs associated with post-fire scenarios in the Weber watershed. This will feed into some economic modeling work done by WRI.
- Sent out the fall newsletter with the September bills.
- Continued working on updates to the District's Safety Policies.
- Continued work on data privacy initiatives including a data privacy notice for the District's website.
- Met with several payment processing firms to determine capabilities with our billing software (Caselle) and cost.

FOCUS FOR NEXT MONTH:

- Continue working with Weber Basin and WRI on economic modeling in post-wildfire scenarios.
- Continue analyzing policy management software and working on privacy initiatives.
- Have follow-up meetings with Summit County and Basin Rec staff to review two policy management software tools.
- Continue working on the customer data and privacy policy initiatives for the GDPA.
- Fill out the annual Privacy Program Report due to the Utah Data Privacy office by 12/31/2026.

HUMAN RESOURCES

OVERVIEW OF PAST MONTH:

- Held MRW's first annual cornhole tournament after the quarterly in-person safety meeting on September 23rd. The event was well received by employees, and we are looking to do another tournament before the end of the year.
- Started preparing for 2027 open enrollment on Wednesday, November 11th.
- Started planning for the final Q4 wellness activities focused on communication. Looking at a lunch and learn and possible challenge in November/December.
- Finalized the Water Resources Intern job description.

FOCUS FOR NEXT MONTH:

- Finalize 2027 employee Benefit Guide and prepare for the open enrollment meeting on November 11th.
- Start planning for the holiday lunch in December.
- Meet with managers for a refresher on the annual review process to be completed in December.

Our winning cornhole team- Kimbre & Carsen!

