## O&M Scoring Criteria

### Operator Certification
- Utility has more than one operator certified to the level of the water system: 10
- 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 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
- 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
- Utility had up to five Monitoring and Reporting violations during the past year: 5
- Utility had more than five Monitoring and Reporting violations during the past year: 0

### 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

### Meetings of the Governing Body
- The utility owner’s governing body meets routinely consistent with the local ordinance/bylaw requirements: 5
- 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

### 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
- 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
- Utility has a fee schedule and a collection policy that is followed: 15
- 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
- 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 tax liabilities and is current with all tax obligations: 5
- 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

## Explanation of Score
- **System Classification:** Water Treatment 1 Primary Operator: John Ahgook Certification Level: WT 1
- **Backup Operator:** Kaleb Thompson Certification Level: WT 2
- The North Slope Borough contracts with a private entity to provide water system operations. The community has more than one operator certified at the correct level.

## How to Improve Score
- 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.

## Contact
- ADEC Operator Certification Program
  - John Johnson
  - RMW 269-7605

- John Ahgook
  - ADEC Drinking Water Program 451-2137

## Spring 2022

## Best Practices Score

<table>
<thead>
<tr>
<th>Category</th>
<th>O&amp;M Scoring Criteria</th>
<th>Possible</th>
<th>Score</th>
<th>Explanation of Score</th>
<th>How to Improve Score</th>
<th>Contact</th>
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</thead>
<tbody>
<tr>
<td>Compliance</td>
<td>A person who holds a position of responsibility for management of the utility completed a DCRA approved Utility Management course or other utility management training course within the last five years</td>
<td>5</td>
<td>0</td>
<td>No one associated with the utility has attended a RUBA training in the past five years.</td>
<td>RUBA provides free training several times per year. Contact your RUBA specialist for more information.</td>
<td>Karen Garland</td>
</tr>
<tr>
<td>Meetings of the Governing Body</td>
<td>The utility owner’s governing body meets routinely consistent with the local ordinance/bylaw requirements and receives a current report from the operator</td>
<td>5</td>
<td>0</td>
<td>Documentation was not provided to RUBA during this reporting period.</td>
<td>The governing body needs to meet according to local ordinance/bylaw and submit meeting minutes to RUBA. The minutes should document that a report to the council was made by the operator. Contact your RUBA specialist for advise and assistance.</td>
<td>John Johnson</td>
</tr>
<tr>
<td>Budget</td>
<td>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</td>
<td>15</td>
<td>0</td>
<td>An adopted budget was provided but the owner has not provided financial reports to show that the budget is being implemented.</td>
<td>Provide RUBA with monthly financial reports that are submitted to the council and documented in meeting minutes.</td>
<td>Andy Durny DCRA RUBA Program 451-2756</td>
</tr>
<tr>
<td>Financial</td>
<td>Utility is collecting revenue sufficient to cover the Utility’s operating expenses and to contribute to a repair and replacement account</td>
<td>20</td>
<td>0</td>
<td>Documentation was not provided to RUBA during this reporting period.</td>
<td>Provide RUBA with accurate monthly financial reports that show the utility is collecting sufficient revenue to cover operating expenses. Contact your RUBA specialist for assistance.</td>
<td></td>
</tr>
<tr>
<td>Worker's Compensation Insurance</td>
<td>Utility has had a worker's compensation policy for all employees for the past two years and has a current policy in place</td>
<td>5</td>
<td>5</td>
<td>Continuous coverage for the utility owner was confirmed by a Department of Labor and Workforce Development database query on 01/14/22.</td>
<td>Full points have been awarded. The utility owner must maintain an active worker’s compensation policy to continue receiving these points.</td>
<td></td>
</tr>
<tr>
<td>Payroll Liability Compliance</td>
<td>Utility has no past due tax liabilities and is current with all tax obligations</td>
<td>5</td>
<td>5</td>
<td>The RUBA program did not receive authorization to access tax information.</td>
<td>Provide RUBA with a completed authorization form so they may confirm compliance with tax liabilities.</td>
<td></td>
</tr>
<tr>
<td>CIP O&amp;M Score</td>
<td></td>
<td>0</td>
<td>35</td>
<td>TOTAL SCORE</td>
<td></td>
<td></td>
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</table>