### Best Practices Score
**Brevig Mission**
**Spring 2022**

<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>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Technical</strong></td>
<td>Utility has more than one operator certified to the level of the water system</td>
<td>10</td>
<td>10</td>
<td>System Classification: Small Treated</td>
<td>Full points have been awarded. To continue receiving these points.</td>
<td>ADEC Operator Certification Program 465-1139</td>
</tr>
<tr>
<td></td>
<td>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</td>
<td>7</td>
<td>7</td>
<td>Initial score: Certification Level: Small Treated</td>
<td>Initial score: To receive the full points in this category, the utility must have a Preventative Maintenance plan that they follow and the complete plan must be submitted to your assigned RMW each quarter.</td>
<td>Richard Kuzuguk NSHC RMW 443-4584</td>
</tr>
<tr>
<td></td>
<td>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</td>
<td>5</td>
<td>5</td>
<td>Backup Operator: No record of a backup operator</td>
<td>Backup Operator: The utility must maintain an active worker’s compensation policy to continue receiving these points.</td>
<td>Richard Kuzuguk NSHC RMW 443-4584</td>
</tr>
<tr>
<td></td>
<td>Utility has one or more operators certified at some level in water treatment or distribution</td>
<td>3</td>
<td>3</td>
<td>Jonathan Weyanna holds the correct level of certification. There is no back up operator identified.</td>
<td>Jonathan Weyanna holds the correct level of certification. There is no back up operator identified.</td>
<td>Richard Kuzuguk NSHC RMW 443-4584</td>
</tr>
<tr>
<td></td>
<td>Utility has no certified operators</td>
<td>0</td>
<td>0</td>
<td>System Classification: No Water System</td>
<td>System Classification: Full points have been awarded. To maintain the full points in this category, the operator must have a Preventative Maintenance plan that they follow and the complete plan must be submitted to your assigned RMW each quarter.</td>
<td>Richard Kuzuguk NSHC RMW 443-4584</td>
</tr>
<tr>
<td><strong>Preventive Maintenance Plan</strong></td>
<td>Utility has a written PM plan; PM is performed on schedule; records of completion are submitted on a quarterly basis and have been verified</td>
<td>25</td>
<td>15</td>
<td>The utility is not performing the required maintenance or isn’t keeping records of maintenance.</td>
<td>The utility has a written PM plan; PM is performed on schedule; records of completion are submitted on a quarterly basis and have been verified.</td>
<td>Richard Kuzuguk NSHC RMW 443-4584</td>
</tr>
<tr>
<td></td>
<td>Utility has a written PM plan; performance of PM and record keeping are not consistent</td>
<td>15</td>
<td>15</td>
<td>The drinking water program provides you with an Annual Monitoring Summary with all of the required samples for your water system.</td>
<td>The drinking water program provides you with an Annual Monitoring Summary with all of the required samples for your water system.</td>
<td>Karen Garland ADEC Drinking Water Program 453-2170</td>
</tr>
<tr>
<td><strong>Compliance</strong></td>
<td>Utility had no Monitoring and Reporting violations during the past year</td>
<td>10</td>
<td>10</td>
<td>The drinking water program provides you with an Annual Monitoring Summary with all of the required samples for your water system.</td>
<td>The drinking water program provides you with an Annual Monitoring Summary with all of the required samples for your water system.</td>
<td>Karen Garland ADEC Drinking Water Program 453-2170</td>
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<tr>
<td><strong>Utility Management Training</strong></td>
<td>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</td>
<td>5</td>
<td>5</td>
<td>The utility owner must maintain an active worker’s compensation policy to continue receiving these points.</td>
<td>The utility owner must maintain an active worker’s compensation policy to continue receiving these points.</td>
<td>Lena Mathlaw DCRA RUBA Program 443-5457</td>
</tr>
<tr>
<td><strong>Meetings of the Governing Body</strong></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>2</td>
<td>2</td>
<td>The utility owner’s governing body needs to meet according to local ordinance/bylaw and submit meeting minutes to RUBA.</td>
<td>The utility owner’s governing body needs to meet according to local ordinance/bylaw and submit meeting minutes to RUBA.</td>
<td>Lena Mathlaw DCRA RUBA Program 443-5457</td>
</tr>
<tr>
<td><strong>Budget</strong></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>15</td>
<td>Documentation was not provided to RUBA during this reporting period.</td>
<td>Documentation was not provided to RUBA during this reporting period.</td>
<td>Lena Mathlaw DCRA RUBA Program 443-5457</td>
</tr>
<tr>
<td></td>
<td>Either the Utility or the Utility owner has adopted and implemented a budget, the other has not</td>
<td>13</td>
<td>13</td>
<td>Documentation was not provided to RUBA during this reporting period.</td>
<td>Documentation was not provided to RUBA during this reporting period.</td>
<td>Lena Mathlaw DCRA RUBA Program 443-5457</td>
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<tr>
<td></td>
<td>Either the Utility or the Utility owner has adopted a budget, but it is not being implemented</td>
<td>10</td>
<td>10</td>
<td>Documentation was not provided to RUBA during this reporting period.</td>
<td>Documentation was not provided to RUBA during this reporting period.</td>
<td>Lena Mathlaw DCRA RUBA Program 443-5457</td>
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<tr>
<td></td>
<td>Utility owner and the utility have not adopted a budget</td>
<td>0</td>
<td>0</td>
<td>Documentation was not provided to RUBA during this reporting period.</td>
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<td>Lena Mathlaw DCRA RUBA Program 443-5457</td>
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<tr>
<td><strong>Revenue</strong></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>20</td>
<td>Continuous coverage for the utility owner was confirmed by the Alaska Municipal League Joint Insurance Association on 12/02/21.</td>
<td>Continuous coverage for the utility owner was confirmed by the Alaska Municipal League Joint Insurance Association on 12/02/21.</td>
<td>Full points have been awarded. The utility owner must maintain an active worker’s compensation policy to continue receiving these points.</td>
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<td></td>
<td>Utility is collecting revenue sufficient to cover expenses</td>
<td>15</td>
<td>15</td>
<td>Provide RUBA with accurate monthly financial reports that show the utility is collecting sufficient revenue to cover operating expenses.</td>
<td>Provide RUBA with accurate monthly financial reports that show the utility is collecting sufficient revenue to cover operating expenses.</td>
<td>Lena Mathlaw DCRA RUBA Program 443-5457</td>
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<tr>
<td></td>
<td>Utility has a fee schedule and a collection policy that is followed</td>
<td>5</td>
<td>5</td>
<td>Provide RUBA with accurate monthly financial reports that show the utility is collecting sufficient revenue to cover operating expenses.</td>
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<td>Lena Mathlaw DCRA RUBA Program 443-5457</td>
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<tr>
<td></td>
<td>Utility has no fee structure or collection policy</td>
<td>0</td>
<td>0</td>
<td>Provide RUBA with accurate monthly financial reports that show the utility is collecting sufficient revenue to cover operating expenses.</td>
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<td>Lena Mathlaw DCRA RUBA Program 443-5457</td>
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<tr>
<td><strong>Worker’s Compensation Insurance</strong></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>
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<td>Richard Kuzuguk NSHC RMW 443-4584</td>
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<td></td>
<td>Utility has a current worker’s compensation policy in place for all employees</td>
<td>2</td>
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<td>Utility has a current worker’s compensation policy in place for all employees</td>
<td>Utility has a current worker’s compensation policy in place for all employees</td>
<td>Richard Kuzuguk NSHC RMW 443-4584</td>
</tr>
<tr>
<td></td>
<td>Utility has no past due tax liabilities and is current with all tax obligations</td>
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<td>Richard Kuzuguk NSHC RMW 443-4584</td>
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<td></td>
<td>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</td>
<td>5</td>
<td>5</td>
<td>Utility is not current with state or federal tax filings and/or payment obligations.</td>
<td>Utility is not current with state or federal tax filings and/or payment obligations.</td>
<td>Karen Garland ADEC Drinking Water Program 453-2170</td>
</tr>
<tr>
<td><strong>Payroll Liability Compliance</strong></td>
<td>Utility is not current with its tax obligations and/or does not have a signed repayment agreement for back taxes owed</td>
<td>0</td>
<td>0</td>
<td>Utility is not current with state or federal tax filings and/or payment obligations.</td>
<td>Utility is not current with state or federal tax filings and/or payment obligations.</td>
<td>Karen Garland ADEC Drinking Water Program 453-2170</td>
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**CIP O&M Score** 0

**TOTAL SCORE** 30