



FILE: ZN/0-0-1 GRAND JURY

August 29, 2005

The Honorable Robert Boyd, Presiding Judge
Sonoma County Superior Court
600 Administration Drive
Santa Rosa, CA 95403

RE: SONOMA COUNTY WATER AGENCY RESPONSE TO THE 2004-2005 SONOMA COUNTY GRAND JURY REPORT

Dear Honorable Judge Boyd:

We are in receipt of your report and respectfully submit the following responses for the Sonoma County Water Agency. The letters and numbers make reference to the report titled "Protecting the County's Assets."

F13 While this finding is shown under the Water Agency, it applies to almost all of the checklists shown to the grand jury. Many of them read like a cross between Assigned Duties and a Position Description. Usually the key action to be performed in the immediate wake of the emergency could be identified, but non-urgent tasks were interwoven (e.g. read document abc, complete form xyz). Checklists were rarely broken down by time periods (e.g. first hour, hours 2-4, hours 5-8, first 24 hours). In most cases the checklist was on full 8 ½ by 11 paper with no attempt to make it a portable field usage item.

Response: Agree with the comment.

R7 Complete the current update to the disaster plan by December 2005.

Response: The recommendation will be implemented in the future. The Water Agency, in coordination with other County Departments, especially the Department of Emergency Services, will update its plan by December 2005.

R8 Modify the existing checklists to be more hands-on, action-oriented, and easier for a disaster worker to carry on his/her person or in his/her automobile.

Response: The recommendation will be implemented in the future. The Water Agency will review and update its emergency response checklists by December 2005.

If you need further assistance or clarification, please feel free to contact Michael Bendik of my staff at (707) 524-1156.

Sincerely,

Randy D. Poole for RDP

Randy D. Poole
General Manager/Chief Engineer

c: Allan Hardcastle; Board of Supervisors; Court Executive Officer; County Administrator; County Clerk

Rs3/u/cl/rw/admin/pegg/GJ Water Agency Response