

COMMONWEALTH OF KENTUCKY
BEFORE THE PUBLIC SERVICE COMMISSION

In the Matter of:

ACCREDITATION AND APPROVAL OF A)	
PUBLIC SERVICE COMMISSION WATER)	CASE NO.
PERSONNEL TRAINING SEMINAR AS A)	2020-00413
WATER DISTRICT COMMISSIONER)	
TRAINING PROGRAM)	

ORDER

KRS 74.020(7) requires that this Commission “encourage and promote the offering of high quality water district management training programs that enhance a water district commissioner’s understanding of his or her responsibilities and duties.” KRS 74.020(8) requires the Commission to conduct a program of instruction “to train newly appointed commissioners in the laws governing the management and operation of water districts and other subjects that the Public Service Commission deems appropriate.”

Pursuant to these statutory mandates, the Commission conducted a training seminar at the Public Service Commission, located on the video conference platform Bluejeans, on October 20, 2020. This seminar included instruction regarding trends in applicable laws and regulations, risk management, and utility administration.¹

Based upon a review of the course curriculum, the Commission finds that:

1. The course of instruction provided at this seminar will enhance a water district commissioner’s understanding of his or her duties.

¹ A course syllabus for the training seminar is appended to this Order.

2. The seminar conducted at the Public Service Commission, located on the video conference platform Bluejeans, on October 20, 2020, should be approved for six credit hours of water district management training.

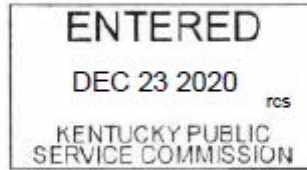
IT IS THEREFORE ORDERED that:

1. The 2020 Water Personnel Training Seminar, which the Commission conducted at the Public Service Commission, located on the video conference platform Bluejeans, on October 20, 2020, is approved for a maximum of six credit hours of water district management training.

2. Within 20 days of the date of this Order, Commission Staff shall file into the post-case correspondence file for this case a list of the names of each attendee, his or her water district, and the number of hours that he or she attended this training program.

3. This case is closed and removed from the Commission's docket.

By the Commission



ATTEST:

A handwritten signature in blue ink that reads "Linda C. Bidwell". The signature is written in a cursive style and is positioned above a horizontal line.

Executive Director

Case No. 2020-00413

APPENDIX

APPENDIX TO AN ORDER OF THE KENTUCKY PUBLIC SERVICE
COMMISSION IN CASE NO. 2020-00413 DATED DEC 23 2020

TWO PAGES TO FOLLOW

2020 Water Training Seminar
Presented by the Public Service Commission
Virtual Session
October 20, 2020

Note: This training is for returning commissioners only. Any and all new commissioners are required to attend the training scheduled to be held at the Kentucky Public Service Commission located at 211 Sower Boulevard in Frankfort, KY on December 8-9, 2020.

8:00 – 8:10 **Welcome/Overview** – Travis Leach (PSC staff)

8:10 – 9:10 **Annual Commissioner Training -
Inspections, Water Loss and Physical Asset Management** – (Roy Gray (PSC Staff), Jason Green (PSC Staff), Kim Padgett (Rural Community Assistance Partnership)

This session will explain how the PSC conducts and follows up on inspection results. The PSC also is placing a greater emphasis on reducing unaccounted-for water loss. This will be a point of emphasis during inspections. The financial consequences of excessive water loss to a utility and to its customers also will be addressed. The session also will cover best practices in managing utility physical assets.

9:20 – 10:20 **Annual Commissioner Training -
Accounting controls and internal auditing** – Ariel Miller (PSC staff)

PSC Staff will describe common procedures in the proper management of internal controls applicable to small water districts and associations. Additionally, personnel issues and limitations to internal controls will be covered. The presentation will also briefly discuss KRS 74.050 and the duties of the treasurer of a water district with respect to the statute.

10:30 – 11:30 **Annual Commissioner Training -
Board meetings, open records and open meetings – common issues** – Marc Manley (KY AG’s Office)

This session will be a participant-driven informal discussion of common problems that arise with respect to board meetings and district documents, particularly in relation to the Kentucky Open Meetings Act and the Kentucky Open Records Act.

11:30 – 12:30 **Lunch Break**

- 12:30 – 1:00 **Annual Commissioner Training -
Special Session: Discussing Commission Order 2020-00085**
This session will serve as an update to the Commission’s orders related to COVID-19.
- 1:00 – 2:00 **Annual Commissioner Training -
Ratemaking Basics** – Ariel Miller, Jason Green (PSC Staff)
This session will focus on the question of when a water utility needs an attorney to represent it before the PSC. Topics discussed will include whether legal representation is necessary when filing for a rate adjustment under the Alternative Rate Filing process; the options available for legal representation; controlling legal costs; and recovery of legal costs through, for and in rate proceedings.
- 2:00 – 3:00 **Annual Commissioner Training -
PSC Regulatory Requirements** – Brittany Koenig (PSC staff)
This presentation is a review of the Public Service Commission’s jurisdiction over water districts and the statutory and regulatory requirements that are imposed upon water districts as a result of their status as public utilities. The importance of seeking advance PSC approval of financing or for deviations from PSC regulations will be emphasized, as will the criteria which the PSC uses to evaluate such requests. Legal requirements for filings, including the necessity of representation by an attorney, also will be addressed.
- 3:00 – 4:00 **Annual Commissioner Training
Current PSC points of emphasis** – Brittany Koenig, Ariel Miller, Jason Green, Roy Gray (PSC staff)
In this session, PSC staff will review, discuss and answer questions about matters that are current points of emphasis for the PSC. Topics will include water loss reporting, financing, employee benefits, adequacy of rates and management accountability.

