



September 25, 2009

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TO: LOCSO Board of Directors

FROM: Utilities Supervisor, Margaret Falkner

SUBJECT: Agenda Item 5H - 10/01/09 Board Meeting
Approve Out of State Travel Expenses for PLC Programming
and Training

SUMMARY

The District has a new communications system at our well sites and booster station which runs on a Programmable Logic Controller (PLC). The software vendor will release the software and key (a \$7,000 value) to the District contingent upon one of our operators being trained in PLC programming. Our staff has one employee who is experienced in C+ and BASIC programming languages and is willing to attend the training course offered. Frank Asuncion is a Water Resource Operator III who has worked for the District since 2001 and is interested in new technology. It will benefit the District to keep the skill set in-house instead of being dependent upon the software vendor's technicians when changes need to be made to our system. Upon completion of the course, he will return to the District and train the Utilities Supervisor and other Utilities staff members.

The course is offered in Minneapolis, Minnesota. The cost to the District is \$3,000 plus travel and lodging expenses.



RECOMMENDATION

Staff recommends the Board approve the out of state travel and expenses for PLC training and programming. Funds will be appropriated from fund 500, general ledger account 8410 – Certification.

MLF

Offices At:

2122 9th Street

Los Osos, California 93402

Mailing Address:

P.O. Box 6064

Los Osos, California 93412

Phone 805/528-9370

Fax 805/528-9377

www.losososcsd.org