

Tualatin Valley Water District



BOARD OF COMMISSIONERS
1850 SW 170th AVENUE
BOARD WORK SESSION MINUTES

APRIL 16, 2014
6:00 PM

Present

Commissioners: President Richard Burke, Jim Doane, Jim Duggan, Marilyn McWilliams, and Dick Schmidt

Management

Staff: Mark Knudson, Paul Matthews

Staff: Liz Ohlmann, Tomas Hinsley, Judi Tonks

President Burke called the Tualatin Valley Water District (TVWD) Work Session to order at 6:04 P.M.

Chief Executive Officer (CEO), Mark Knudson, presented opening comments for the Work Session, stating that Chief Financial Officer, Paul Matthews, Information Technology Officer (ITO), Liz Ohlmann, and Desktop and System Support, Tomas Hinsley, would assist each Board member to set up their new Microsoft Surface tablet being provided to Commissioners, with the exception of Commissioner Duggan who wants to keep his laptop at this time.

BOARD ORIENTATION ON COMPUTING DEVICES

Mr. Hinsley presented the Commissioners with a short introduction to the tablet. He handed out copies of the Surface 2 User Guide to the Commissioners to take home for future assistance in running the Surface 2. He indicated that the first page is a "cheat sheet" that he and Mr. Matthews developed as a quick reference for the Commissioners.

Mr. Hinsley, Mr. Matthews, and Ms. Ohlmann assisted each Commissioner with the set up and use of their Surface tablet.

Mr. Hinsley explained that the Commissioners can contact the Microsoft store downtown Portland for Microsoft Surface 2 one-on-one personal training. He suggested that they could call him directly for any questions they might have.

ADJOURNMENT

Without objection, President Burke adjourned the Board work session at 6:50 PM.

BOARD OF COMMISSIONERS
TUALATIN VALLEY WATER DISTRICT

BY:



President, Richard Burke

BY:



Secretary, James Duggan

Date Approved: May 21, 2014