

RECORD OF PROCEEDINGS

A Special meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on September 26, 2023, at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT: President Bush
 Director Martinez
 Director Beley
 Director Roddam
 Director Clewe

Manager: Jessie J. Shaffer

Operations: Dan LaFontaine

Office Manager: Cory Lynch

I. **Call to Order:** President Bush called the meeting to order at 08:05.

II. **Discuss 2022 Cyber Assessment**

- a. Current Exposure to Personally Identifiable Information (PII)
- b. Progress Made Toward any Findings
- c. Next Steps (if any) to be Taken Over the Next 12 Months

Prior to this Board meeting, all members were provided with the completed 2022 Cyber Assessment. Shaffer highlighted the above topics to include the following:

Cyber Security Training Program
Expanding Insurance in Contracts
Cyber Centric Coverage
Developing Standard Vendor Questionnaire
Developing a Disaster Recovery Plan
Developing an Incident Response Plan
Developing a Formal Privacy Policy
Upgrading to EDR

More research is needed and the Board asked Shaffer to come back to the October Board meeting with recommendations of specific items, to then give Shaffer direction.

At the time of 08:47, the Board departed the office of Woodmoor Water & Sanitation and went to tour the Woodmoor Water Ranch at 11855 Birdsall, Fountain, CO 80817.

III. Ranch Tour

- a. Meet Ken (Ranch Foreman) & Paul Flack (Revegetation Consultant) at Ranch Connex
- b. Travel to Birdsall Overlook
- c. Travel to Ranch Overlook
- d. Travel to "Test Plots"
- e. Travel to New Seeding Areas.
- f. Load Up and Travel Back to Woodmoor Water

XII. Adjournment: There being no other business before the Board, the meeting adjourned at 12:15.

Record of September 26, 2023, Board Meeting

Respectfully Submitted,

A handwritten signature in blue ink that reads "William Clewe III". The signature is written in a cursive style and is positioned above the printed name.

William Clewe III, Secretary