



Coachella Valley Mosquito and Vector Control District

43420 Trader Place, Indio, CA 92201 | (760) 342-8287 | cvmosquito.org

Executive Committee Meeting Via Zoom

Friday, September 2, 2022

1:30 p.m.

UPDATED AGENDA

Materials related to an agenda item that are submitted to the Executive Committee after distribution of the agenda packets are available for public inspection in the Clerk of the Board's office during normal business hours and on the District's website.

Pursuant to Assembly Bill 361, this meeting will be conducted by video and/or teleconference and there will be no in-person public access to the meeting location. To view/listen/participate in the meeting live, please join by calling 1-888-475-4499 (toll-free), Meeting ID: [830 6977 2205](https://us02web.zoom.us/j/83069772205), or click this link to join: <https://us02web.zoom.us/j/83069772205>. Written public comment may also be submitted to the Clerk of the Board by 11:00 a.m. on September 2, 2022, at mtallion@cvmosquito.org. Transmittal prior to the meeting is required. Any correspondence received during or after the meeting will be distributed to the Board as soon as practicable and retained for the official record.

Assistance for those with disabilities: If you have a disability and need an accommodation to participate in the meeting, please call the Clerk of the Board at (760) 342-8287 for assistance so the necessary arrangement can be made.

- 1. Call to Order** – Benjamin Guitron, President
- 2. Roll Call**
- 3. Confirmation of Agenda**
- 4. Public Comments**

Those wishing to address the Board should send an email to the Clerk of the Board by 11:00 a.m. on September 2, 2022, at mtallion@cvmosquito.org, or appear at the

meeting to provide public comments. Please note that, as stated above, the meeting will be conducted remotely.

A. PUBLIC Comments — NON-AGENDA ITEMS: This time is for members of the public to address the Executive Committee on items of general interest (a non-agenda item) within the subject matter jurisdiction of the District. The District values your comments; however, pursuant to the Brown Act, the Board cannot take action on items not listed on the posted Agenda. **Comments are limited to a total of three (3) minutes per speaker for non-agenda items.**

B. PUBLIC Comments — AGENDA ITEMS: This time is for members of the public to address the Executive Committee on agenda items (Open and Closed Sessions). **Comments are limited to three (3) minutes per speaker per agenda item.**

All comments are to be directed to the Executive Committee and shall be devoid of any personal attacks. Members of the public are expected to maintain a professional, courteous decorum during public comments.

5. Review of September 13, 2022, draft Board meeting agenda (Pg. 4)

6. Old Business

- A. Strategic Plan Update
- B. LAFCO Municipal Service Review Update

7. New Business

- A. Ad Hoc Building Committee meeting recap
- B. CEQA Mitigated Negative Declaration Update
- C. CSDA Best Practices
 - GM Evaluation - *document added (Pg. 9)*
 - Cybersecurity - *document added (Pg. 26)*

8. Trustee/staff comments

9. Confirmation of next meeting

10. Adjournment

Certification of Posting

I certify that on August 30, 2022, I posted a copy of the foregoing agenda near the regular meeting place of the Board of Trustees of the Coachella Valley Mosquito & Vector Control District and on the District's website, said time being at least 72 hours in advance of the meeting of the Board of Trustees (Government Code Section 54954.2)

Executed at Indio, California, on August 30, 2022.

Melissa Tallion, Clerk of the Board



Coachella Valley Mosquito and Vector Control District

43420 Trader Place, Indio, CA 92201 | (760) 342-8287 | cvmosquito.org

Board of Trustees Meeting Via Zoom and In-Person

Tuesday, September 13, 2022

6:00 p.m.

DRAFT-AGENDA

The Board of Trustees will take action on all items on the agenda.

Materials related to an agenda item that are submitted to the Board of Trustees after distribution of the agenda packets are available for public inspection in the Clerk of the Board's office during normal business hours and on the District's website.

Pursuant to Assembly Bill 361, this meeting will be conducted by video and/or teleconference as well as in-person public access to the meeting location. To view/listen/participate in the meeting live, please join by calling 1-888-475-4499 (toll-free), meeting ID: [872 5943 4849](https://us02web.zoom.us/j/87259434849), or click this link to join: <https://us02web.zoom.us/j/87259434849>, or attend in person at the District office located at the address listed above. Written public comment may also be submitted to the Clerk of the Board by 1:30 p.m. on September 13, 2022, at mtallion@cvmosquito.org. Transmittal prior to the meeting is required. Any correspondence received during or after the meeting will be distributed to the Board as soon as practicable and retained for the official record.

Before entering the District's facilities, we request that you self-screen for COVID-19 symptoms. We want to work together to help limit the spread of COVID-19.

Assistance for those with disabilities: If you have a disability and need an accommodation to participate in the meeting, please call the Clerk of the Board at (760) 342-8287 for assistance so the necessary arrangements can be made.

1. **Call to Order** – Benjamin Guitron, President

2. **Pledge of Allegiance**

3. **Roll Call**

4. **Confirmation of Agenda**

5. **Public Comments**

Those wishing to address the Board should send an email to the Clerk of the Board by 1:30 p.m. on September 13, 2022, at mtallion@cvmosquito.org, or appear at the meeting to provide public comments. Please note that, as stated above, the meeting will be conducted remotely and in person.

A. **PUBLIC Comments — NON-AGENDA ITEMS:** This time is for members of the public to address the Board of Trustees on items of general interest (a non-agenda item) within the subject matter jurisdiction of the District. The District values your comments; however, pursuant to the Brown Act, the Board cannot take action on items not listed on the posted Agenda. **Comments are limited to a total of three (3) minutes per speaker for non-agenda items.**

B. **PUBLIC Comments — AGENDA ITEMS:** This time is for members of the public to address the Board of Trustees on agenda items (Open and Closed Sessions). **Comments are limited to three (3) minutes per speaker per agenda item.**

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6. **Board Reports**

A. President's Report – **Benjamin Guitron, President**

Executive Committee oral report and Executive Committee minutes from September 2, 2022 **(Pg.)**

B. Finance Committee – **Doug Walker, Treasurer**

Finance Committee oral report and Finance Committee minutes from July 12, 2022 **(Pg.)**

7. **Staff Informational Reports**

A. Live Reports

- Arbovirus Surveillance and Response update (as necessary) – **Jennifer Henke, M.S., Laboratory Manager, Roberta Dieckmann, Operations Manager, and Tammy Gordon, M.A., APR, Public Information Manager**

Questions and/or comments from Trustees regarding the reports

8. Items of General Consent

The following items are routine in nature and may be approved by one blanket motion upon unanimous consent. The President or any member of the Board of Trustees may request an item be pulled from Items of General Consent for a separate discussion.

- A. Approval of Resolution 2022-22 authorizing remote teleconferencing meetings for the period September 14, 2022-October 13, 2022 – **Jeremy Wittie, M.S., General Manager (Pg.)**
- B. General Manager’s Report – **Jeremy Wittie, M.S., General Manager (Pg.)**
- C. Minutes for July 12, 2022, Board Meeting and September 2, 2022, Special Board meeting **(Pg.)**
- D. Approval of expenditures for July 8, 2022-September 8, 2022 **(Pg.)**
- E. Informational Items:
 - Financials – **David l’Anson, Administrative Finance Manager (Pg.)**
 - Correspondence **(Pg.)**
 - Departmental Reports: Human Resources; Finance; Information Technology; Laboratory & Surveillance Control; Operations; and Public Outreach **(Pg.)**
 - CSDA Annual Meeting– **Jeremy Wittie, M.S., General Manager, Jennifer A. Henke, M.S., Laboratory Manager, Tammy Gordon, MA, APR, Public Information Manager, and Trustee Clive Weightman (Pg.)**
 - District Travel **(Pg.)**

9. Old Business-None

10. New Business

- A. Discussion and/or approval of the recommendation from the Ad Hoc Building Committee – **Ad Hoc Building Committee (Pg.)**

- B. Discussion and/or approval to grant a day off in December to all full-time employees in appreciation of their work and dedication in protecting public health during the mosquito virus season – **Jeremy Wittie, M.S., General Manager (Pg.)**
- C. Discussion and /or approval of Resolution 2022- 23 adopting the Coachella Valley Mosquito and Vector Control District Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program for Changes to the District’s Integrated Vector Management Plan – **Jennifer A. Henke, M.S., Laboratory Manager**
- D. Discussion and/or approval to enter into an agreement with XXXX for the replacement of doors at the District in an amount not to exceed \$XXXXXX – David l’Anson, Administrative Finance Manager (Pg.)

11. Closed Session (s)

Closed Session (s):

- A. TBD

12. Comments by General Counsel

13. Trustee Comments, Requests for Future Agendas Items, Travel, and/ or Staff Actions

The Board may not legally take action on any item presented at this time other than to direct staff to investigate a complaint or place an item on a future agenda unless (1) by a majority vote, the Board determines that an emergency exists, as defined by Government Code Section 54956.5, or (2) by a two-thirds vote, the board determines that the need for action arose subsequent to the agenda being posted as required by Government Code Section 54954.2(a). Each presentation is limited to no more than three minutes.

14. Adjournment

At the discretion of the Board, all items appearing on this agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board.

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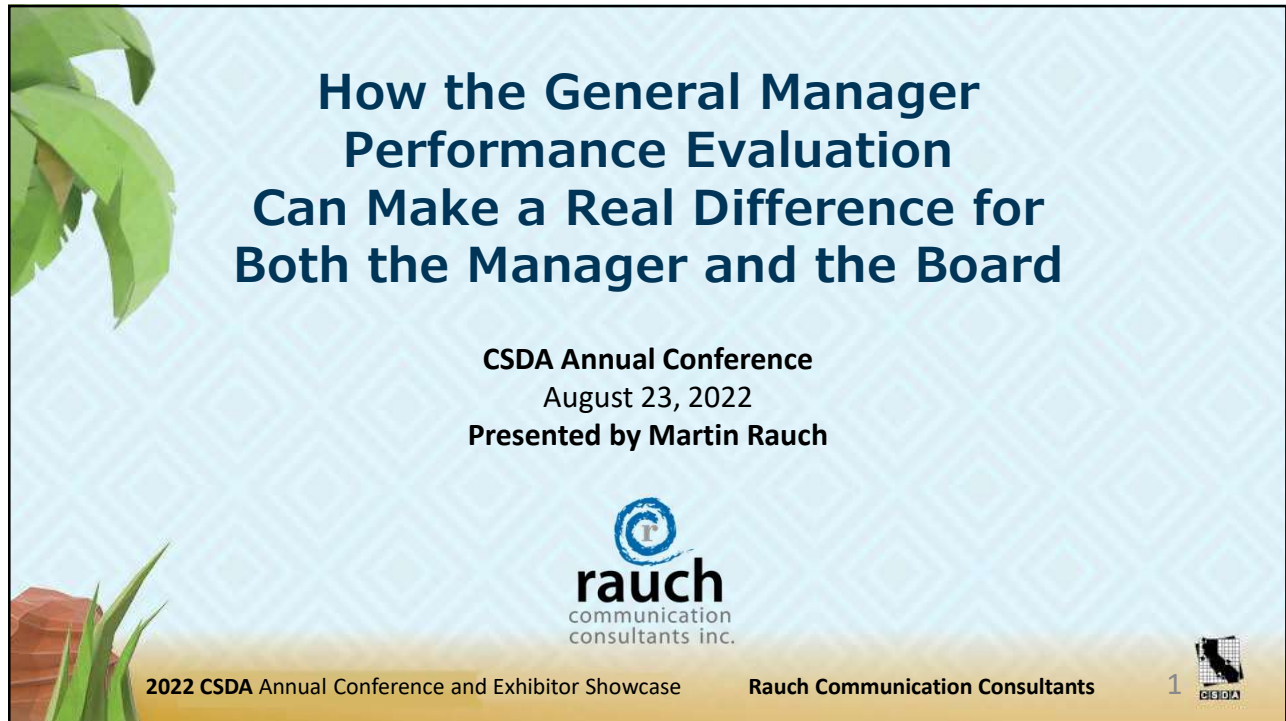
Certification of Posting

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Executed at Indio, California, on September 9, 2022.


Melissa Tallion, Clerk of the Board


DRAFT



**How the General Manager
Performance Evaluation
Can Make a Real Difference for
Both the Manager and the Board**

CSDA Annual Conference
August 23, 2022
Presented by Martin Rauch



2022 CSDA Annual Conference and Exhibitor Showcase Rauch Communication Consultants 1 

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Agenda

- Why Evaluate...?**
- Evaluation is Just One Part of Maintaining Healthy Board / Manager Roles and Relationships**
- How Evaluations Go Wrong**
- How to Improve Evaluations**
- General Manager Contracts**
- Wrapping it Up**

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Let's Hear From You About the Reality of GM Evaluations

Does your District evaluate the manager regularly?

- How often?


What is the process?

- Who does the evaluation?
- What is the setting?
- What is your role in the process?


Do you find the evaluation to be helpful?

- Do you feel it is fair?
- Is the basis of the evaluation clearly defined?
- What is the basis?

Is compensation tied to the evaluation?

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Why Performance Evaluation

The Board needs to evaluate its sole employee


The Board can only accomplish its mission through the Manager

Performance evaluation is a critical part of its oversight process


Helps the Board understand if the District is being managed appropriately

Should be built into the contract

If you are not doing it your District will not excel

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Why Performance Evaluation (cont.)

The Manager needs to be evaluated

- To know if he or she is accomplishing the goals and objectives as desired by the Board
- Proper evaluation helps the Manager develop professionally
- An effective evaluation helps build and maintain effective working relationships

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The Importance of Roles & Relationships

Board/manager roles and relationships are a critical context to the evaluation process.

Board/manager roles and relationships may be:

- HEALTHY: mutual understanding, honest interaction, cooperative work...
- OR
- UNHEALTHY: backstabbing, political positioning, a struggle for control, micromanaging by Board, etc.
- OR A MIX


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6

The Carver Approach Provides a Good Governance Model


John Carver: theorist on the proper role and activities of Board and Manager. BOARD ROLE:

- Set direction, goals, and provide resources
- Establish ends, the results desired
- Establish limits on management actions
- Not involve itself in how things are done
- Sole interest: what gets done


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BOARD	MANAGER	BOARD
Sets Policy	Implements policy	Checks conformity
Sets goals & objectives	Develops and implements work plan to achieve	Provides oversight. Adjusts direction as needed
Adopts plans (master plan, financial plan, budget, etc.)	Develops and implements plans	Provides review, oversight, approvals.
Provides resources	Uses resources prudently to achieves mission, goals, objectives, etc.	Evaluates manager's performance

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The Muddy Waters “Working Board”

**The Board starts with the correct position that:
the public agency belongs to the public, and
because the Board represents the public and must protect the public
interest, therefore the board chooses to:**

**Insert itself in operations, personnel, engineering, etc., to make
sure things are done right**

**And brings the personal expertise of the directors to help run the
agency**

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Reality Is Usually a Mixed Approach

Board sets policy...but also gets involved in operations

**Manager handles operations...but tries to steer the Board to fit
his/her interests**

Causes a gray-area of overlap:

Produces friction, misunderstandings, confusion over roles

***Maintaining clear separation of roles improves both the
board’s and the manager’s performance***

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**Proper Roles, Relationships & Governance
Improves the Evaluation Environment**

Effective evaluations start with good governance

BOARD provides good strategic direction (strategic plan) and policies that define limits for roles and actions of staff

MANAGER follows policy direction, accomplishes the work (via a work plan that is responsive to the strategic plan), and reports so the Board can provide effective oversight

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**Good Communication Improves
Evaluation Environment**

Board meetings and performance evaluations alone are not adequate to maintain good communication

Directors should feel free to call the Manager to clear up issues before meetings

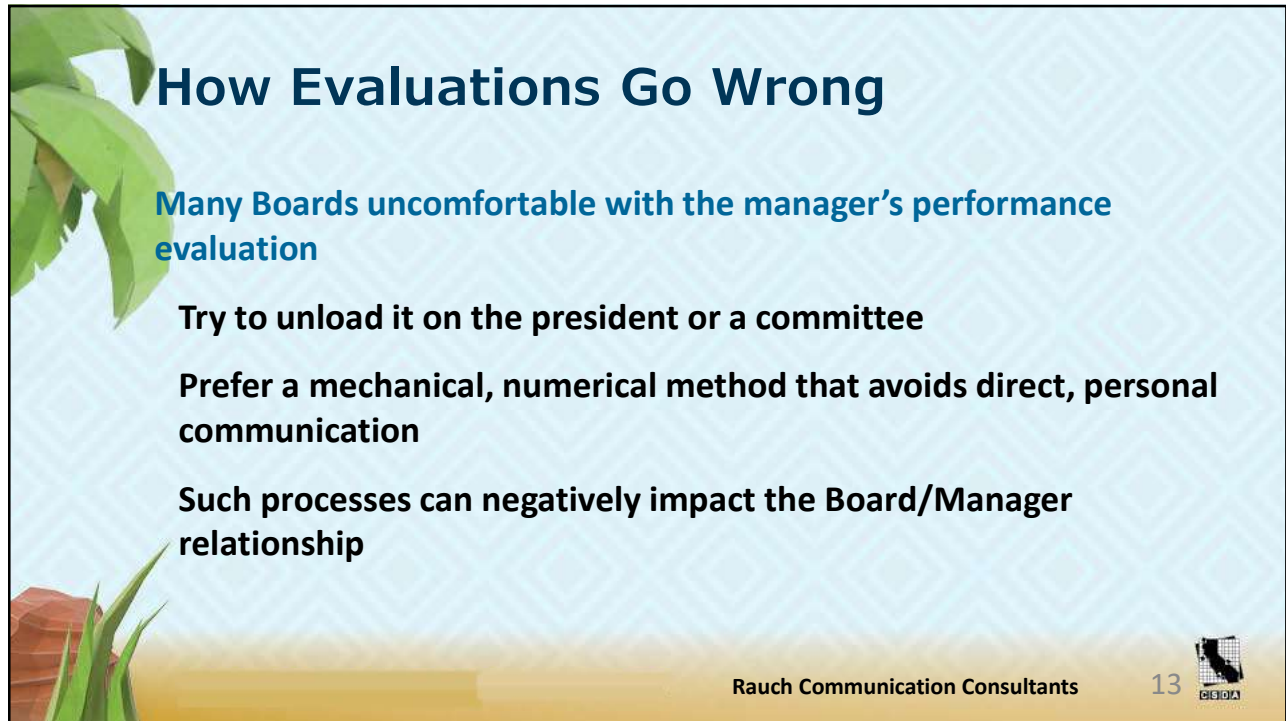
Directors have regular lunches with the Manager

Workshops provide opportunity for more in-depth discussion

Conferences provide opportunities to build relationships and understanding

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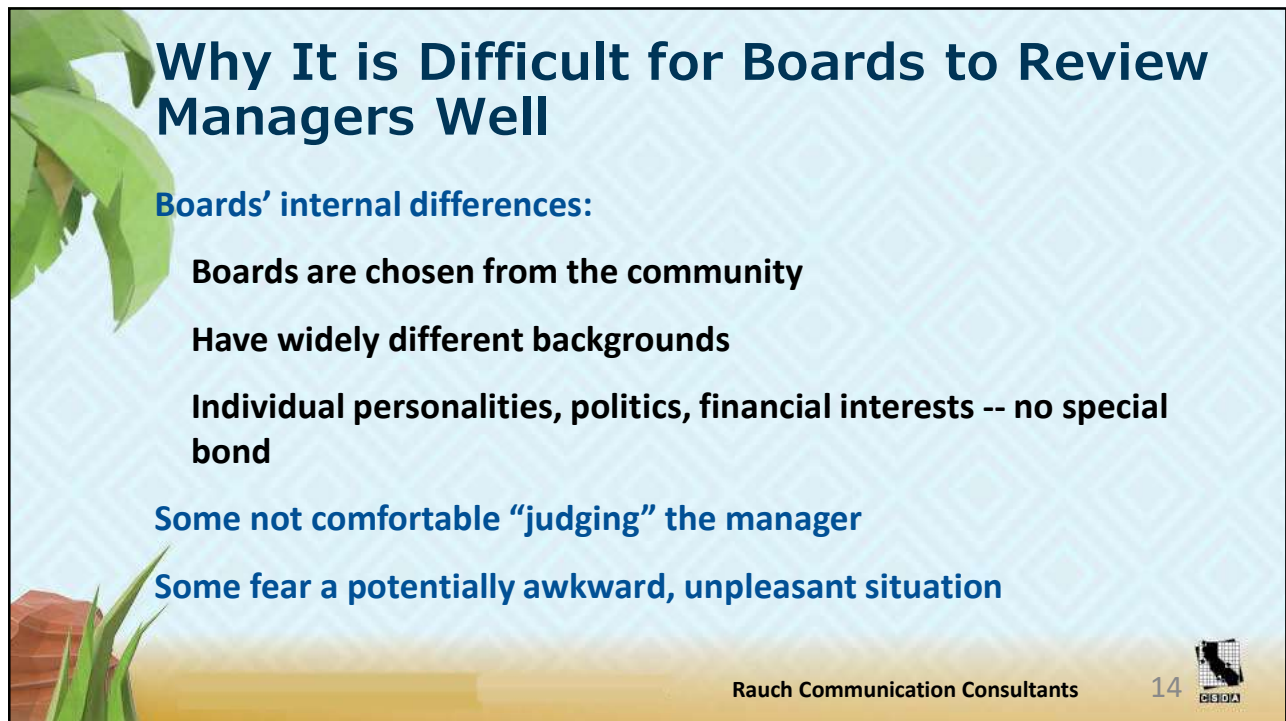
How Evaluations Go Wrong

Many Boards uncomfortable with the manager's performance evaluation

- Try to unload it on the president or a committee**
- Prefer a mechanical, numerical method that avoids direct, personal communication**
- Such processes can negatively impact the Board/Manager relationship**

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Why It is Difficult for Boards to Review Managers Well

Boards' internal differences:

- Boards are chosen from the community**
- Have widely different backgrounds**
- Individual personalities, politics, financial interests -- no special bond**

Some not comfortable "judging" the manager

Some fear a potentially awkward, unpleasant situation

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Why It is Difficult for Board's to Review Manager's Well (cont.)

- Some worry others will micromanage — others want to micromanage
- Some worry others will criticize — others relish criticizing
- Board elections can impact the ability to consistently evaluate
- Failure to evaluate or poor evaluation processes further limit motivation to carry them out.

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How to Improve Evaluations

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Understand the Goals of the Evaluation Process

The goal of the performance evaluation is to

- Stimulate a meaningful discussion between the board and GM
- Help the GM serve the board and the organization more effectively

It is **NOT** about being punitive, judgmental, or critical

- It should also not be a purely technical exercise, for example: the GM improved from 7 to 8 this year....)

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Establish Who Will Lead the Process

Usually, the board president or a committee leads the process

- Process and timing, any forms are together, etc.


Consider a facilitator

- If there are challenges, lack of Board unity, strong differences, dissatisfaction with the manager, animosities
- If you want to improve your method – set a model to do on your own in the future

Include legal oversight


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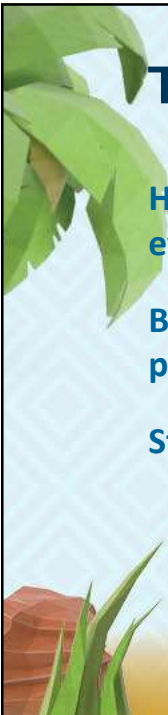


Tips for Effective Evaluations (1)

- The Entire Board should evaluate the Manager**
The Manager has one corporate boss and does not work for a president, committee, or individual
- The process should have the nuance and maturity due to the position**
Simple rankings and numerical scores without specific feedback are not adequate
- There should be bases for the evaluation:**
A work plan, strategic plan, goals & objectives, personal goals for the year, etc.


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Tips for Effective Evaluations (2)

- Hold at least annually, at a time certain with agreed upon format, evaluation standards, what constitutes good performance**
- Board reviews evaluation format and procedures in advance to prepare**
- Start with a form – to help everyone think broadly about the process**

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Tips for Effective Evaluations (3)

Use of performance evaluation forms

The heart of the review is NOT the form, rather the in-person discussion with the GM during the facilitated performance review session

The form is to help participants think broadly about performance and help organize thinking, provide a basis for evaluation, etc.

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Performance Evaluation Form Should be Broad (examples)

<p>Communication and relationships with the Board and Manager</p> <p>Communication and relationships with external constituencies</p> <p>People management</p> <p>Organizational effectiveness – administration, operations and finance</p>	<p>Personal traits – ability to simplify & process complex issues, stays focused under pressure, meet commitments, etc.</p> <p>Completion of goals from strategic plan and or work plan actions</p> <p>Performance improvement plan – areas for GM to work on, possible training and how Board can better support the GM</p> <p>Establish future goals</p>
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Each Area of the Form Should Go into More Detail (example)

Organizational Effectiveness – Administration, Operations and Finance.

- Effectively oversees, including sufficient understanding of budgeting/public finance, Agency’s legal structure, and personnel.
- Understands and furthers the Agency’s purpose and mission through innovative problem-solving and creative strategies.
- Able to identify and deal effectively with issues that may have been unforeseen, out of Agency control, or of an urgent/emergency nature.
- Has command of critical issues, ensures regulatory compliance and keeps current in his/her profession through attendance at local professional organization meetings, training, conferences, and seminars.

What has worked and what hasn’t? What can be done better regarding organizational effectiveness?

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Preparing for the Board and Manager In-Person Discussion/Review

- Summarize the form responses from the Board and Manager in advance**
- Entire Board present**
- Closed session**
- Sit around the table, not in a formal Board arrangement**

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Board and Manager In-Person Discussion/Review (2)

The Board, The facilitator, or the designated director presents a summary of the results of the form and the Board discusses it and develops some consensus.

The manager joins the meeting and presents a brief written report


Highlights of the past year. Manager's work plan and goals for the coming year; how the Manager meet the goals from the past year?

Each director comments constructively but freely. Straight talk on Manager's performance: good, bad, in between. Be specific.

The manager responds and discusses with Board

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Board and Manager Sit Together for the Review

Board excuses Manager, holds discussion. Someone takes notes and summarizes the discussion: where consensus and where not. This is the performance review document.


The manager is presented with a summary and it is filed for use next year.

Confirm the plan, time and place for future annual reviews.

Consider Board committee to explore compensation factors and policies and bring to Board immediately or soon after review.

Decision on compensation in open session

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Also, Consider 360-Degree Evaluation

360 reviews are *not* performance reviews.


360 reviews help people develop management and interpersonal skills.

- Identify unrecognized behavior and how it affects the organization and others.
- Identify areas for the development of new skills.
- Measure progress over time.

Can also help the board gain a broader view into the organization and manager.

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Also, Consider 360-Degree Evaluation

Some key parameters


A third party (from HR) or consultant plans and administers. Also, helps the subject develop a plan in response to what they learn.

Usually confidential interviews and/or surveys of staff and peers.

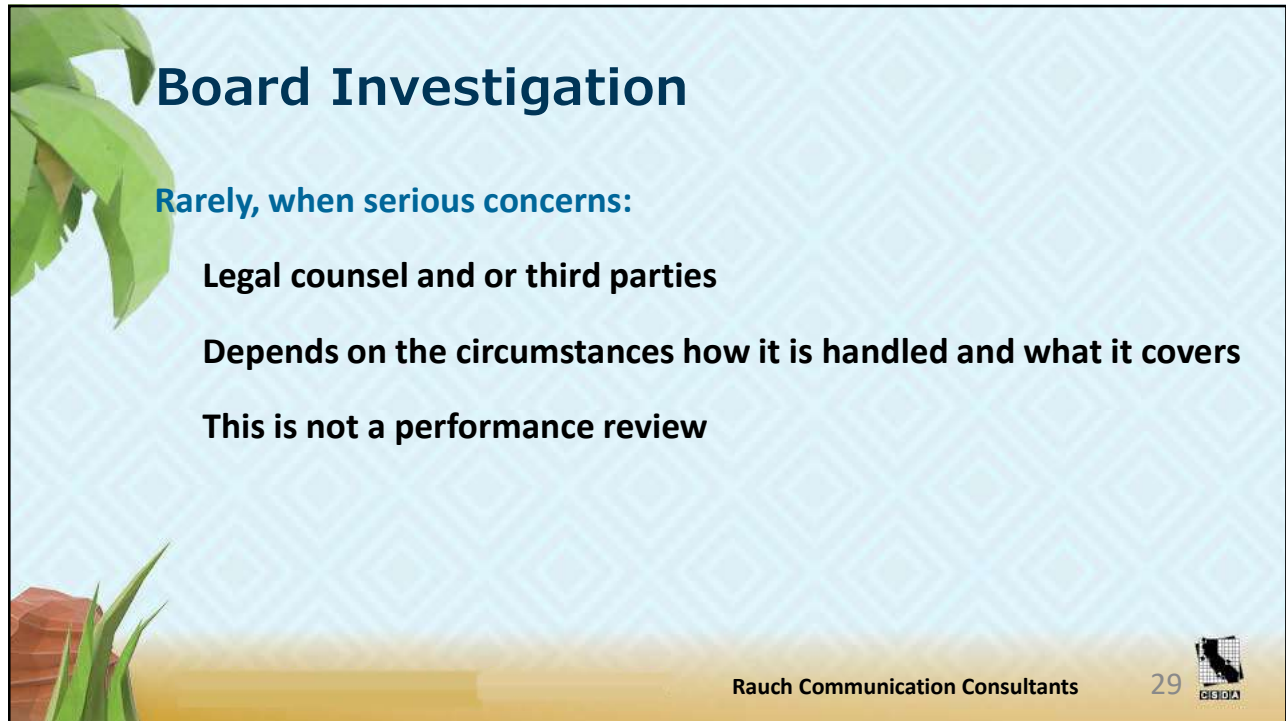
Focus on the impact of the subject's behavior and skills, not on the person.

Confidentiality is critical.

Make clear to participants that the 360 is not a performance evaluation. Explain how it is used.

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Board Investigation

Rarely, when serious concerns:

- Legal counsel and or third parties**
- Depends on the circumstances how it is handled and what it covers**
- This is not a performance review**

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Performance Evaluation Summary

- Clarify roles through written policies: the Board Policy Manual, Strategic goals and objectives and Manager work plan.**
- Conduct a thoughtful annual professional performance review.**
- Determine whether the Board needs to make changes in the way it provides direction.**
- Never assume working relationship and communications will be good – work to make them better!**

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Wrapping Up

- Questions
- Comments
- Experiences or ideas to share for making evaluations or contracts better

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Questions?

Martin Rauch, *Rauch Communication Consultants, Inc.*
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www.rauchcc.com

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**California Special
Districts Association**
Districts Stronger Together

This webinar is provided for general information only and is not offered or intended as legal advice. Attendees should seek the advice of an attorney when confronted with legal issues and attorneys should perform an independent evaluation of the issues raised in this webinar.



**California Special
Districts Association**
Districts Stronger Together

**PROFESSIONAL
DEVELOPMENT**

10 Cybersecurity Practices

To keep Special Districts safe



1

How We Got Here *Cybersecurity & Districts Today*

2

OLDSMAR FL



Source: © Suzanne Tennant. | GAO-19-102

February 2021:

100 PPM => 11,100 PPM of Lye

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Cyber Insurance is becoming harder to get

- Premium hikes up to 300%¹
- Reduction of cyber coverage from \$5M to \$3M or \$1M
- Nearly half of all attacks are against organizations of 250 employees or less²
- Enhanced security measures are now required by organizations to get coverage (training, scanning, MFA)

<https://www.bizjournals.com/columbus/news/2021/10/15/pivots-in-cyber-insurance-market-keep-brokers-busy.html>

<https://www.insurancebusinessmag.com/us/news/cyber/cyber-insurers-hiking-premiums-lowering-coverage-limits--report-312738.aspx>

4

What's at stake?

- Physical safety of community infrastructure
- Destruction of data
- Stolen money
- Lost productivity
- Theft of intellectual property
- Theft of personal and financial data
- Embezzlement
- Fraud
- Post-attack disruption to the normal course of business
- Forensic investigation
- Restoration and deletion of hacked data and systems
- Reputational harm

<https://cybersecurityventures.com/hackerpocalypse-cybercrime-report-2016/>

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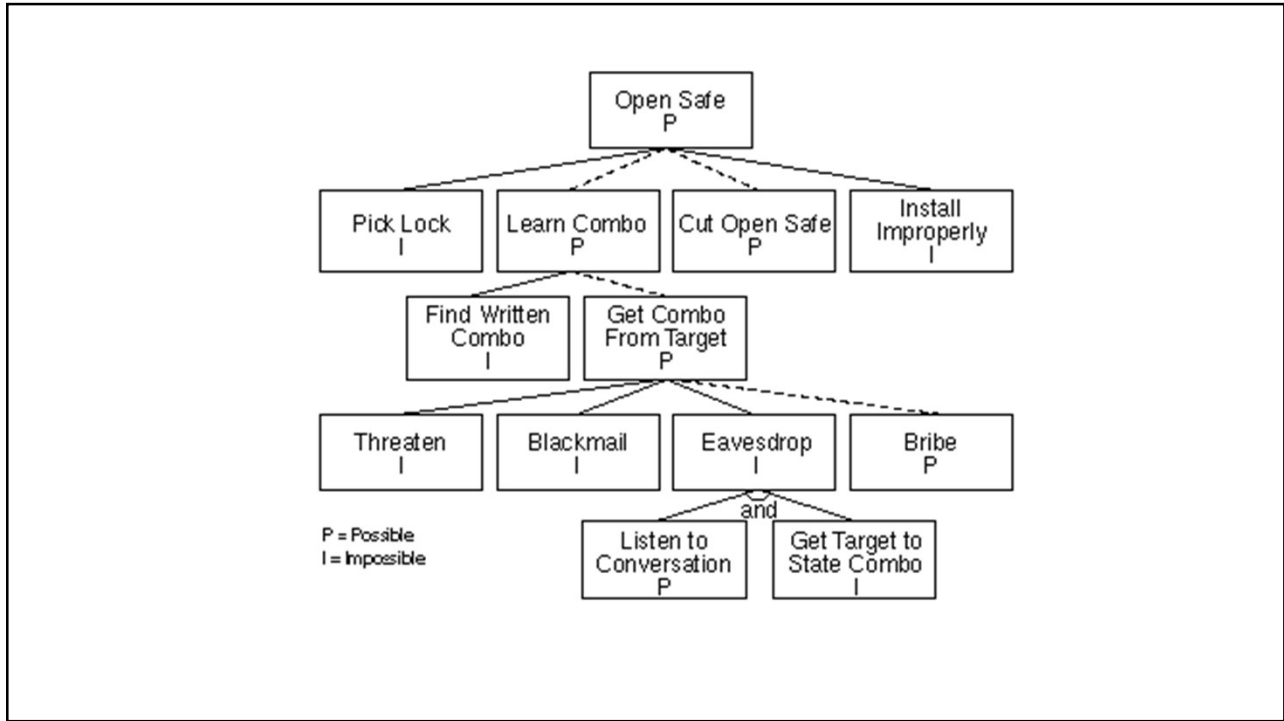
Ransomware

- Average = \$570,000 (up from \$84,000 in 2019)
- Largest in 2021 = \$67 million (UHS)
- Largest in 2020 = \$4.4 million (Colonial Pipeline + CWT Global)

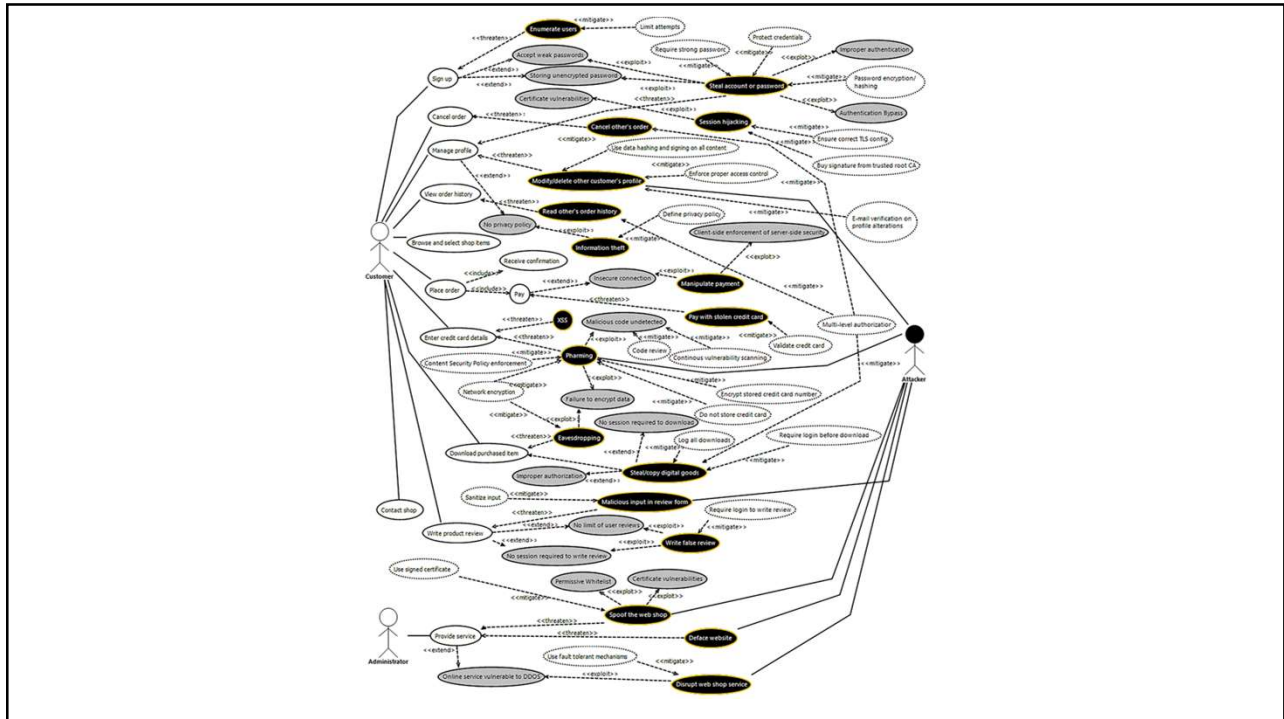


<https://www.csoonline.com/article/3276584/what-does-a-ransomware-attack-cost-beware-the-hidden-expenses.html>

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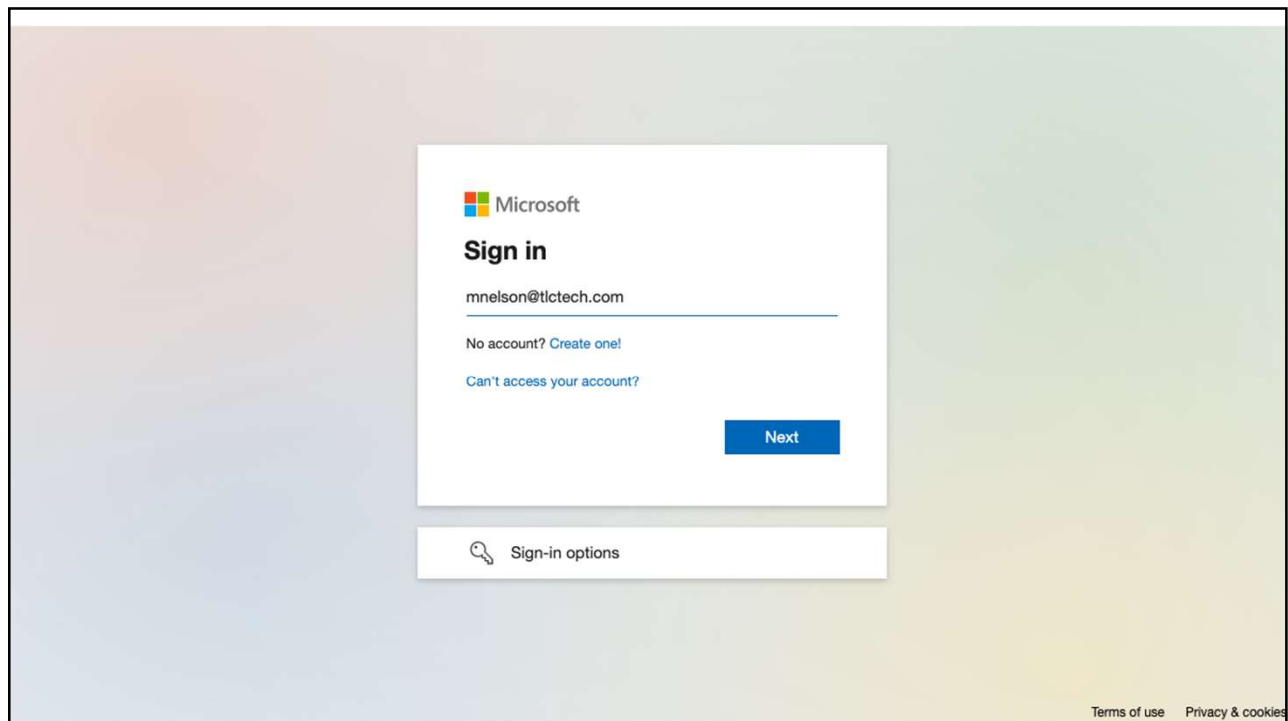
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1. Enable 2-factor (MFA)

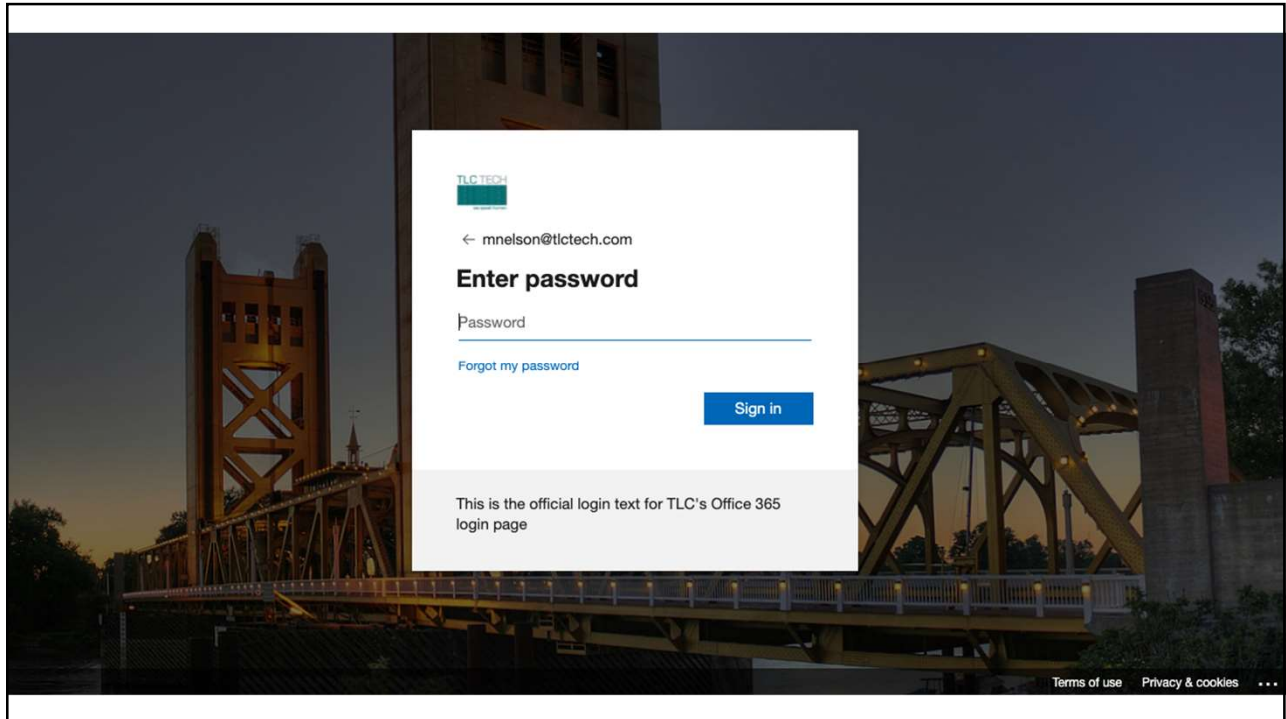
MFA and why you want to enable it on your Office 365



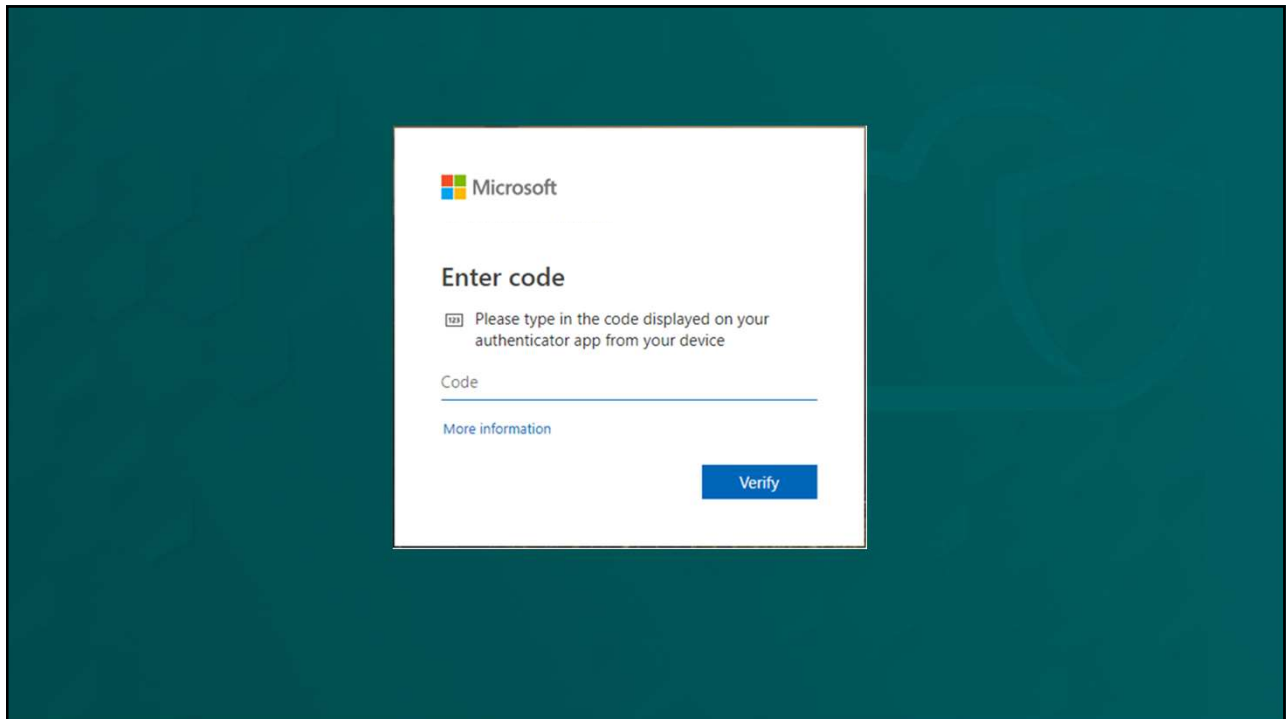
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2. Enable Advanced Threat Protection

What Is it?

- *Email attachment scanning*
- *Safe links in email*
- *Advanced Phishing*

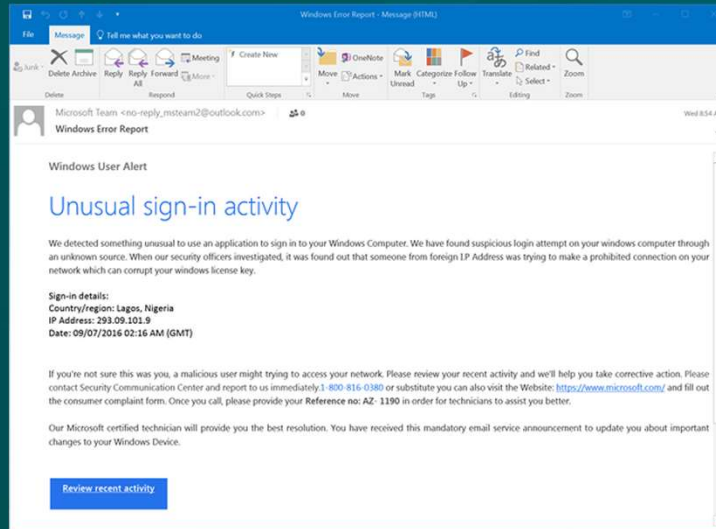
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3. Be Suspicious of Email

- Email attacks are the worst

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3. Phishing Examples



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From: Mac Clemmens <hincee209@gmail.com>
Subject: Response
Date: July 29, 2021 at 8:18:46 AM MST
To: dave@digitaldeployment.com

Hi Dave

I am planning to surprise some of the staff with gifts to compensate and motivate them, And I believe I can count on you to keep this so confidential. Also I want this to be between you and I, pending when they receive it, Will you be able to get the purchase done on my behalf quickly and what local store do you think we have around to make this purchase? I'm considering varieties of Gift cards like Amex gift cards, eBay gift cards or Amazon gift cards. Since we have it all almost everywhere. Let me know what you suggest about this plan before going ahead with the purchase.

Thanks
Mac Clemmens
Chief Executive Officer
Regards

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From: Mac Clemmens <hincee209@gmail.com>

Subject: Response

Date: July 29, 2021 at 8:18:46 AM MST

To: dave@digitaldeployment.com

Hi Dave

I am planning to surprise some of the staff with gifts to compensate and motivate them, And I believe I can count on you to keep this so confidential. Also I want this to be between you and I, pending when they receive it, Will you be able to get the purchase done on my behalf quickly and what local store do you think we have around to make this purchase? I'm considering varieties of Gift cards like Amex gift cards, eBay gift cards or Amazon gift cards. Since we have it all almost everywhere. Let me know what you suggest about this plan before going ahead with the purchase.

Thanks

Mac Clemmens

Chief Executive Officer

Regards

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Contact Us

Attachment:	
Message:	<p>Hello, This message was written to you in order to notify, that we have detected a DDoS attack on our servers coming from the your website or a website that your company hosts (acme.wellingtonfl.gov). We have strong evidence and belief that your website was hacked and your website files were modified, with the help of which the DDoS attack is currently taking place. I have shared the log file with the recorded evidence that the DDoS attack is coming from acme.wellingtonfl.gov and also detailed guidelines on how to safely deal with, find and clean up all malicious files manually in order to eradicate the threat to our network. Download it right now and follow the instructions to fix the issue:</p> <p>https://storage.googleapis.com/m4b38h10cm38_appspot.com/d/file/0/public/a/s/884fndb48dhh4.html?a=029131371844075875 It is strictly advised for you as a website proprietor or as a person associated with this website take immediate action to fix this issue. Please be aware that failure to comply with the instructions above or/and if DDoS attacks associated with acme.wellingtonfl.gov will not stop within the next 24 hour period upon receipt of this message, we will be entitled to seek legal actions to resolve this issue. If you will experience any difficulties trying to solve the issue, please reply immediately with your personal reference case number (included in the log file and instructions mentioned above) and I will do my best to help you resolve this problem asap. Sincerely yours, Jon Senn IT Security Team Leader mailchimp, Inc. mailchimp.com 10/20/2021</p>
Subject:	acme.wellingtonfl.gov has been hacked and is now participating in the DDoS attack on our company's servers. You need to take action immediately!
Your email:	JonSenn@mailchimp.com
Your name:	Jon

[Reply / Manage](#)

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3. Phishing Strategies

1. Need to test your staff from time to time
2. *Breach Secure Now* or *Bullphish ID* are good companies to use

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4. Call when confirming wire transfers and payments

(and how to know which phone numbers to use)


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From: Mac Clemmens <hincee209@gmail.com>
Subject: Response
Date: July 29, 2021 at 8:18:46 AM MST
To: dave@digitaldeployment.com

Hi Dave

Here is the wire information: Account 3482348730. Routing Number 993054093

Thanks
Mac Clemmens
Chief Executive Officer
(916) 232-4440




Mac Clemmens
CEO

Mac is the CEO of Digital Deployment. He is responsible for the growth of the company, recruiting and retaining top talent, and standing for Digital Deployment's culture and values. His passion is empowering institutions, associations, and nonprofits to communicate online and better connect with their users while teaching them how to build measurable and sustainable business value.

(916) 238-1802
mac@digitaldeployment.com

[Read more](#)



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How to be safe with wire transfers

1. Always call YOUR number (in your contacts) to the vendor to verify, not the number on the request
2. Any new vendor OR updated change requires a 2-person control (one other person to sign off on the process)
 - One Initiates
 - One approves

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5. Conduct Network Security Testing

AKA "Pen Testing"
What it means and how to perform it




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Scan details





Scan information	
Starttime	1/29/2009 4:14:07 PM
Finish time	1/29/2009 5:05:57 PM
Scan time	51 minutes, 50 seconds
Profile	default

Server information	
Responsive	True
Server banner	Apache/2.0.55 (Ubuntu) mod_python/3.1.4 Python/2.4.3 PHP/5.1.2 mod_ssl/2.0.55 OpenSSL/0.9.8a mod_perl/2.0.2 Perl/v5.8.7
Server OS	Unix
Server technologies	PHP,Perl,mod_ssl,mod_perl,mod_python,OpenSSL

Threat level

 **Acunetix Threat Level 3**
Level 3: High One or more high-severity type vulnerabilities have been discovered by the scanner. A malicious user can exploit these vulnerabilities and compromise the backend database and/or deface your website.

Alerts distribution

Alert Type	Count
 High	115
 Medium	7
 Low	40
 Informational	53



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Network Security Testing Strategies

Use a professional consultant

- Internal Network Scan: 5K-50K (especially if you have SCADA devices)
- Website Security Scan: 1K-5K depending on platform
- Like an audit



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6. Password protect your devices

Login

Username

Password

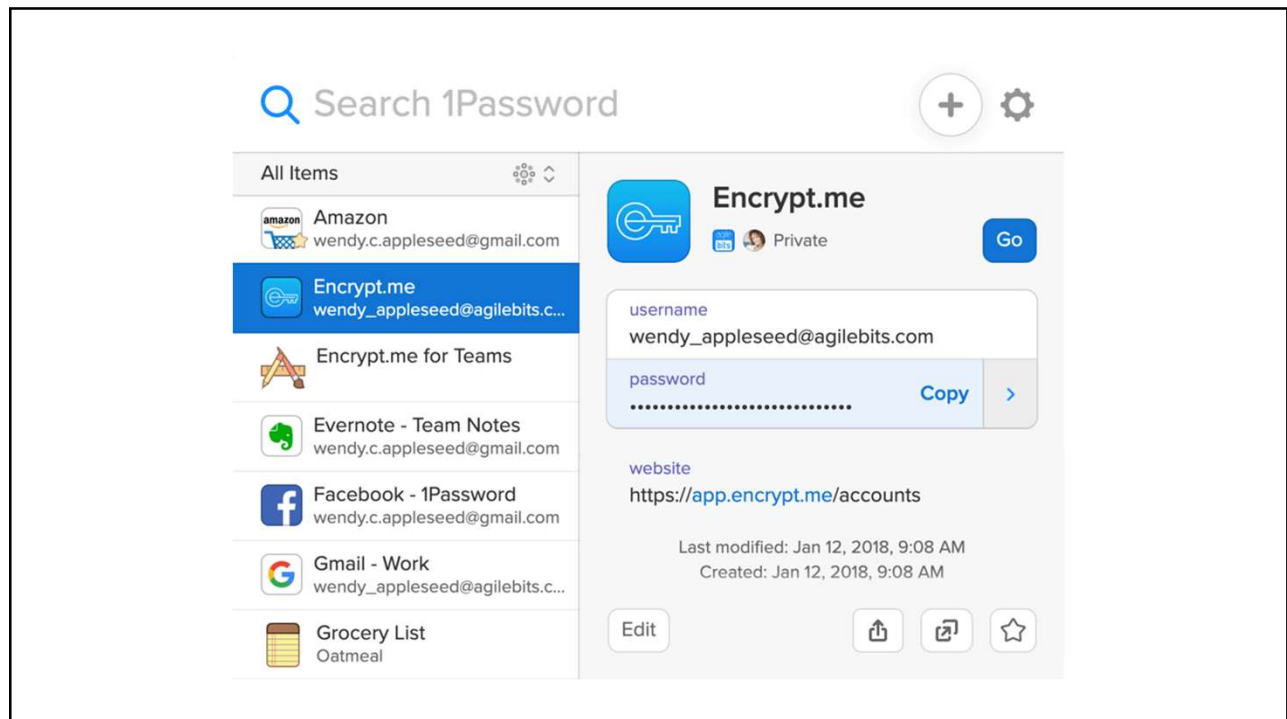
OK

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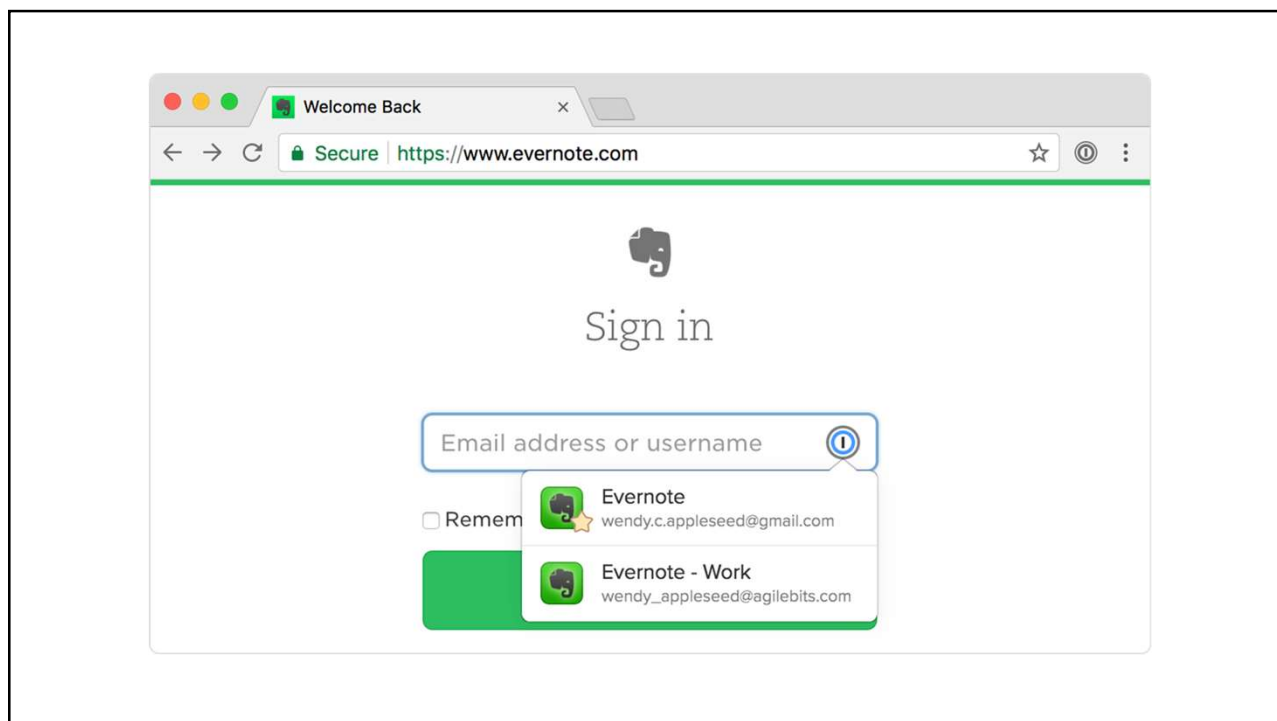
7. Consider a password manager

- 1Password
- Bitwarden (for teams)
- LastPass

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8. Make sure DKIM/DMARC are enabled to keep others from sending mail as you
(MXToolbox.com free check)

The background of the slide is a dark teal color. On the right side, there is a vertical image showing a hand typing on a keyboard. Overlaid on this image are several digital security icons, including a large glowing padlock, smaller padlocks, and an envelope icon, all rendered in a blue, grid-like digital style.

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9. Be careful what you share on social media (companies can aggregate data)



The “games” you play and ask you to share to your feed may ask for permissions you’re not expecting

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These have been making the rounds

- 10 likes, 68 questions.** ▼
1. Name?
 2. Nickname?
 3. Elementary school?
 5. Sweats or jeans?
 6. Orange or apple?
 7. Do you have a crush on someone?
 8. Eat or drink?
 9. Piercings?
 10. Coke or Pepsi?
 - .. *Have you ever:*
 11. Been in an airplane?
 12. Been in a car accident?
 13. Been in a fist fight?
 - First & last:
 15. First piercing?
 - 16: First Best friend?
 17. First award?
 - 18: First crush?
 19. First word?

The Best Way to Answer???

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Where did you grow up: STOP
Favorite color: GIVING
First pet's name: PEOPLE
Street you grew up on: YOUR
Favorite Childs Name: PERSONAL
Favorite sports team: INFO
High school mascot: TO
Favorite food: GUESS
What was your first car: YOUR
Moms name before she married: PASSWORD
First job: AND
Favorite band: SECURITY
Favorite food: QUESTIONS

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10. Keep learning

What you're doing today is a perfect example!

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Questions?

Mac Clemmens - mac@getstreamline.com
Maria Lara - maria@getstreamline.com

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**California Special
Districts Association**
Districts Stronger Together

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