



# Safe, Reliable Water: It's up to you!

## Resource Guide

### VIDEOS

A series of short videos was produced to enhance trainings and introduce board members to key concepts. Use this to promote trainings or provide a quick overview of key concepts as a lead up to discussions about scheduling trainings or to kick off segments of training sessions.

Videos include:

[Safe and Reliable Water is Important to your Community.](#)

[Safe Drinking Water Regulations](#)

[Asset Management Overview](#)

### Presentations

There are three different version of the Asset Management for Decision Makers Power Point presentations. Each of these can be customized for use with different audiences or in different settings. Notes for discussion are included on each slide.

- **Full Training:** This version is appropriate for a half-day (approximately 3-4 hours) training with board members. It covers aspects of Asset Management as it relates to Capacity Development for boards. It can be used during a special session for training or split up over 2-3 meetings to complete a full training. Presenters should review and update materials to include state-specific content and local examples, consider embedding videos (see below) and opportunities for audience participation such as polls or discussion questions to enhance the presentation experience.
- **Short Training:** This version can be used for a 1-hour training with board members. It includes key concepts from the full training, condensed to fit within the length of a meeting or short session during a series of meetings. As with the full training, slides should be updated before presenting to include enhancements and locally relevant information
- **Overview:** This 10- to 15-minute presentation can be used as is to introduce the basic concepts from the full trainings. No modifications are needed.

Before using these presentation files, be sure that you have done the following:

- ☐ Update the agenda (slide 3) if any changes are being made.
- ☐ Add introductory information (names of presenters, presenting organization logo, ice breaker or introductory questions) to slide 4.
- ☐ Insert local/state requirements (slide 52 of full presentation).
- ☐ Include information specific to your rate structure and/or process for adjusting rates (slide 76 of full presentation, slide 54 of short version).
- ☐ Insert information about any applicable state requirements or funding programs for energy efficiency (slide 80 of full presentation, slide 58 of short version).
- ☐ Embed any videos you would like to incorporate (see *Videos* and *Additional Resources*).
- ☐ Add a slide with local contact information at the end of the presentation.
- ☐ Remove the first slide that includes a reminder to update the presentation.
- ☐ Review the notes on each slide to make sure you are familiar with the content.
- ☐ Print out slides with notes to use during the presentation (if needed).



This symbol indicates slides that contain information specific to asset management. One section of the wheel will be shade in to identify which component is being discussed.



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### PRO TIP

Share the informational PDFs and videos with city leaders, utility staff, and the community. These tools can be used to educate all stakeholders on the value of asset management and how it can enhance your utility and community.

### Informational PDFs

A series of informational PDFs supplement the presentation resources. These can be used to provide decision makers with basic information on specific topics related to Asset Management. Use them as handouts during training sessions or to promote aspects of Asset Management during discussions about proposed training opportunities. Documents included in the series include:

- Asset Management: An Overview for Decision Makers
- Separate documents for each of the 5 core components of Asset Management: Level of Service, Current State of the Assets, Criticality, Life Cycle Costing, and Long Term Funding
- Regulatory Requirements for Utilities

### Additional Resources

The Southwest EFC Switchboard houses the A.M. KanWork Asset Management manual, which includes a series of videos compatible with this set of presentations. Consider adding videos to your trainings to further explain concepts and highlight how other organizations are using Asset Management.

[Video Clips by Topic](#)  
[System Profile Videos](#)

The Switchboard has additional Asset Management resources searchable by topic that can be integrated into your training programs.