

**Asset Management Committee**  
**Report to BACWA Board**

Committee Meeting on: 05/10/2022  
Executive Board Meeting Date: 06/17/2022  
Committee Chairs: Rebecca Overacre (EBMUD) and  
Khae Bohan (CCCSD)

Committee Request for Board Action: None

**26 attendees representing 9 member agencies**

**Change Management**

John Brietz from [Starboard Consulting](#) provided a presentation on [Change Management in Asset Management](#), with a focus on rollout of Computerized Maintenance Management Software (CMMS) such as [Maximo](#). Change Management is a people-focused activity that includes preparing for, designing, executing, and sustaining change. The presentation included three case studies of a power company, a wastewater treatment utility, and a public safety organization. The presentation and ensuing discussion noted the following:

- When crafting a scope of work for a consultant to implement CMMS software, change management activities (such as staff training) should be purposefully included or excluded. Sometimes this task is kept vague or left out as a cost-saving measure on competitive proposals. Someone -- agency staff and/or a consultant – will need to complete the work, so the task should not be overlooked when developing a scope.
- Training should be conducted throughout the CMMS rollout. It is helpful to identify a team of “super-users” at the beginning of the project, and have them test the product with agency-specific data early on.
- Sustaining change is a significant challenge that affects every level of an organization. Shop crews need to be able to request updates; management support is likewise critical. Departments across an agency need to coordinate as the software becomes increasingly customized over time with agency-specific codes.

**Future Meeting Topics**

The August meeting topic will be Condition Assessment, with a presentation by Central San’s Nitin Goel and Michael Cunningham. For quarterly meetings in November 2022 onwards, attendees ranked the following discussion topics in order of preference:

1. Asset data capture Asset IDs, hierarchy structure, and new equipment
2. Tie: Work order management; trending information and dashboards
3. Tie: Spare parts; valve exercising program

**Next Meeting:** August 24, 2022 at 1:30 pm via Zoom