

From: [Drew Perkins](#)
To: [Drew Perkins](#)
Subject: July 2026 BOT Administrative Report
Date: Friday, July 17, 2026 2:01:35 PM
Attachments: [image001.png](#)

Board Members,

I wanted to provide a brief update on several projects and initiatives currently underway throughout the district.

Customer Communications:

Customer communications continue regarding the district's transition to independent billing. Staff continue responding to customer phone calls and inquiries while reinforcing the information provided through the recent marketing campaign and bill insert included with the final combined BEC/BCRSD bill. Customers have been advised to wait for their first BCRSD bill, which will include their new account information and instructions for registering for the online customer portal.

Muni-Link Billing System Transition:

The district has entered the final weeks leading up to implementation of the Muni-Link billing system. The implementation team continues preparing pre-conversion data and developing custom reports to meet the district's operational needs. One week of staff training remains, with additional training resources available following implementation. Final data conversion is scheduled for the beginning of August, followed by district review and approval before production use. The first customer bills remain on schedule to be issued in mid-August.

Invoice Cloud & Beanworks Implementation:

Payment processing implementation continues to move forward. Credit card readers have been received and are currently being configured, while the district's check scanner has been installed and is fully operational. Hardware and software necessary for accepting in-person payments are now in place. Beanworks is nearing the final stages of implementation, and management training will begin once current priority projects have been completed.

2026 Water Usage Adjustments:

The 2026 Water Usage Adjustment process has been completed, and updated adjustments have been entered into the billing system. Customers will begin seeing any applicable adjustments reflected on their August utility bills.

June Safety Meeting:

The June Safety Meeting was completed as scheduled. Meeting minutes have been attached for Board review and documentation purposes.

Please feel free to reach out if you have any questions or would like additional information regarding any of these items.

Best regards,



Drew Perkins, Director of Administration

Boone County Regional Sewer District (BCRSD)

1314 N. 7th St., Columbia, MO 65201

C: 573.257.6042 | O: 573.443.2774

e: dperkins@bcrsd.com | w: www.bcrsd.com

June's Safety & Staff Meeting Minutes
June 25, 2026 – 2:00 PM – BCRSD Conference Room

SAFETY IS A PERSONAL RESPONSIBILITY

MEMBERS PRESENT: Drew Perkins, Seth Cozean, Jesse Stephens, Jason Horton, Jason Wolf, Angela Gonzalez, Roy Freeman, Robbie Hill, Kevin Sublett, Caleb Rittenour, Rodney Spires

MEMBERS ABSENT: Spencer Nichols, Daniel Cunningham, Kenneth Eskew, John Fraiser

Safety Topic – Heat Illness Prevention

The safety training focused on the prevention of heat-related illnesses and the importance of recognizing the early warning signs associated with working in hot environments. The presentation explained that prolonged exposure to high temperatures, combined with physical exertion, can lead to heat cramps, heat exhaustion, or the life-threatening condition of heat stroke. Employees were reminded to recognize symptoms such as excessive sweating, dizziness, fatigue, muscle cramps, nausea, confusion, and changes in mental status so that prompt action can be taken before conditions worsen.

The training emphasized preventive measures including staying properly hydrated, taking scheduled breaks in shaded or air-conditioned areas, wearing lightweight and appropriate clothing, and gradually acclimating to warmer conditions when possible. Employees were encouraged to monitor both themselves and their coworkers for signs of heat-related illness and to immediately report symptoms or seek medical attention when necessary. The overall message reinforced that planning ahead, maintaining hydration, and responding quickly to warning signs are essential to preventing heat-related injuries during summer operations.

Accidents or Near Misses: Nothing to Discuss

Cyber-Security Training from Ninjio Dojo – S11|E6 – “Critical Access”

The Ninjio Dojo episode “Critical Access” focused on the importance of protecting privileged accounts and critical systems from unauthorized access. The training demonstrated how attackers target administrative credentials and elevated permissions to gain widespread access to organizational networks, often by exploiting weak passwords, compromised accounts, or social engineering tactics. Once privileged access is obtained, cybercriminals can bypass security controls, access sensitive information, and significantly increase the impact of a security breach.

The training emphasized that employees play a vital role in safeguarding organizational resources by following established security practices. Staff were reminded to use strong, unique passwords, enable multi-factor authentication whenever available, and verify requests involving sensitive systems or account changes before taking action. The overall message reinforced that protecting critical access points through careful verification, credential security, and adherence to cybersecurity policies is essential to reducing organizational risk and preventing unauthorized access.

Status of Safety Works-in-Progress & Annual Items: Field workers confirmed that those who needed a harness were able to get on from Columbia Safety and Supply. Work on miscellaneous collection/treatment site for door latch and other safety precautions are still being addressed.

Other Business: Nothing to Discuss

Equipment Safety: Nothing to Discuss

Old Business: Nothing to Discuss

New Business: Nothing to Discuss

Meeting Adjourned at 3:00 pm.