

Minutes of the Special Meeting of the Board of Directors of the Santa Clarita Valley Water Agency – March 16, 2020

A special meeting of the Board of Directors of the Santa Clarita Valley Water Agency was held at the Santa Clarita Valley Water Agency, 27234 Bouquet Canyon Road, Santa Clarita, CA 91350 and via teleconference, at 5:30 PM on Monday, March 16, 2020. A copy of the Agenda is inserted in the Minute Book of the Agency preceding these minutes.

DIRECTORS PRESENT: Tom Campbell, Ed Colley, Kathy Colley, William Cooper, Robert DiPrimio, Jeff Ford and Gary Martin.

DIRECTORS PRESENT VIA TELECONFERENCE: B. J. Atkins (Called in at 5:34 PM), Jerry Gladbach, Maria Gutzeit, R. J. Kelly (Called in at 5:39 PM), Dan Mortensen and Lynne Plambeck

DIRECTORS ABSENT: None.

Also present: Matthew Stone, General Manager; Tom Bunn (via teleconference) and Joe Byrne, General Counsel; April Jacobs, Board Secretary; Steve Cole, Assistant General Manager; Keith Abercrombie, Chief Operating Officer; Rochelle Patterson, Director of Finance and Administration; Cris Perez, Director of Tech Services; Mike Alvord, Director of Operations and Maintenance; Ari Mantis, Human Resources Supervisor; Kathie Martin, Public Information Officer; Erika Dill, Management Analyst; Jonathan Thomas, IT Technician; and no members of the public.

President Martin called the meeting to order at 5:30 PM. A quorum was present.

Upon motion of Director K. Colley, seconded by Vice President Gladbach and carried, the Agenda was approved by the following roll call votes (Item 4):

Director Atkins	Yes	Director Campbell	Yes
Director E. Colley	Yes	Director K. Colley	Yes
Director Cooper	Yes	Director DiPrimio	Yes
Director Ford	Yes	Vice President Gladbach	Yes
Vice President Gutzeit	Yes	Director Kelly	Not Present
President Martin	Yes	Director Mortensen	Yes
Director Plambeck	Yes		

Upon motion of Director E. Colley, seconded by Director K. Colley and carried, the Board approved adding Item 5.1 authorizing the General Manager to suspend or modify certain customer policies to the agenda, this item came up after the posting of the agenda and needed approval by the Board before the next regular Board meeting, by the following roll call votes (Item 4):

Director Atkins	Yes	Director Campbell	Yes
Director E. Colley	Yes	Director K. Colley	Yes
Director Cooper	Yes	Director DiPrimio	Yes
Director Ford	Yes	Vice President Gladbach	Yes
Vice President Gutzeit	Yes	Director Kelly	Not Present
President Martin	Yes	Director Mortensen	Yes

Director Plambeck Yes

Upon motion of Director Mortensen, seconded by Director Campbell and carried, the Board approved the Emergency Administrative Leave Policy with the following changes:

Employees will receive two work weeks Emergency Administrative Leave at full salary for the following circumstances related to COVID-19 (Coronavirus):

- Self-quarantined, if exposed, showing signs of illness or in an identified vulnerable group
- Sent home for showing signs of illness
- Tested positive for the Coronavirus
- Providing care for children or elderly family members

After the two work weeks, if the employee still needs time away, then the employee can use sick/vacation/personal time, apply for the available state or federal relief, as well as other options that are available to the employee.

And

- Any employees temporarily sent home when not ill will receive full pay until they are required to return to work. If practicable they will work from home.

All of which is at the discretion of the General Manager and said Policy will be reviewed in one (1) year by the following roll call votes (Item 5):

Director Atkins	Yes	Director Campbell	Yes
Director E. Colley	Yes	Director K. Colley	Yes
Director Cooper	Yes	Director DiPrimio	Yes
Director Ford	Yes	Vice President Gladbach	Yes
Vice President Gutzeit	Yes	Director Kelly	No
President Martin	Yes	Director Mortensen	Yes
Director Plambeck	Yes		

Upon motion of Director Mortensen, seconded by Director Cooper and carried, the Board authorized the General Manager to suspend or modify certain customer policies during the current COVID-19 emergency restrictions including service disconnections and the assessment of late fees or late payment penalties with a review by the Board in ninety (90) days by the following roll call votes (Item 5.1):

Director Atkins	Yes	Director Campbell	Yes
Director E. Colley	Yes	Director K. Colley	Yes
Director Cooper	Yes	Director DiPrimio	Yes
Director Ford	Yes	Vice President Gladbach	Yes
Vice President Gutzeit	Yes	Director Kelly	Yes
President Martin	Yes	Director Mortensen	Yes
Director Plambeck	Yes		

Upon motion of Director Cooper, seconded by Director Ford and carried, the meeting was adjourned at 7:19 PM by the following roll call votes (Item 6):

Director Atkins	Yes	Director Campbell	Yes
Director E. Colley	Yes	Director K. Colley	Yes
Director Cooper	Yes	Director DiPrimio	Yes
Director Ford	Yes	Vice President Gladbach	Yes
Vice President Gutzeit	Yes	Director Kelly	Yes
President Martin	Yes	Director Mortensen	Yes
Director Plambeck	Yes		


April Jacobs, Board Secretary

ATTEST:


President of the Board

