



MOUNTAIN REGIONAL WATER
SPECIAL SERVICE DISTRICT

Administrative Control
Board Minutes - APPROVED
April 23, 2020

Attendance:

Board Members: Staff: Mike Kobe - Excused Scott Morrison Bob Neumeister - Electronically Lisa Hoffman Karin Wilson - Excused Marti Gee Tim Dougherty - Electronically Ian Schofield - Electronically

Summit County Attorney: Summit County Director of Human Resources
Jamie Brackin Brian Bellamy

Notice was hereby given that the Administrative Control Board of Mountain Regional Water SSD, Summit County, Utah met in Regular Meeting session on April 23, 2020 via Zoom with anchor location at the Mountain Regional Water District Office at 6421 N. Business Loop Rd., Suite A, Park City Utah, 84098 at 6:00 p.m. All participants and public wishing to attend could do so via Zoom using the following information:

Join Zoom Meeting

<https://us02web.zoom.us/j/83534118743?pwd=ejJ6S2pxUHlmTnhrUWlnRVdsYVZWZz09>

Meeting ID: 835 3411
8743 Password: 434043
Dial In: 301-715-8592

1. Call to Order and Public Input: Bob Neumeister called the meeting to order at 6:10

p.m. No public attended no public Input.

2. Executive Session – Personnel, Possible Litigation, and Property Acquisition: None

3. Consideration for Recommendation to the Governing Board, the adoption of the

District’s Updated COVID-19 Sick Leave Policy: Lisa Hoffman

A redline of Summit County’s COVID-19 Sick Leave policy updated for changes MRW staff is recommending for adoption as the Mountain Regional Water COVID-19 Sick Leave policy. This document is not significantly different from the document presented in the board packet last week. Below are several key points to keep in mind while reviewing the document:

- The District would like to offer 100% paid COVID-19 sick leave through May 16th, this is beyond the County’s date of May 1st. By doing this the District and the County are both exceeding the federal minimum FFCRA requirement date of April 1st.
- Per further discussion with Jami Brakin this week, the trigger for FMLA and EMFLA (column 3) is federally mandated as April 1st. Accordingly, the COVID-19 paid sick leave paid at 100% between April 1st and May 16th will qualify toward the FMLA and E-FMLA benefit of 12 weeks.
- Paid E-FMLA is available to those needing time off for child care (Category 5) at 100% paid sick leave through May 16th and at 2/3 (66%) pay for up to 12 weeks. This leave can be taken intermittently.
- It is important to note that employees using this leave are entitled to protection under FMLA (beyond May 16th and the 80 hours of COVID paid sick leave) and entitles eligible employees to take unpaid, job-protected leave for specified family and medical reasons with continuation of group health insurance coverage under the same terms and conditions as if the employee had not taken leave.

Motion to Recommend to the Governing Board, the adoption of the District's Updated COVID-19 Sick Leave Policy made by Tim Dougherty. Seconded by Ian Schofield. All voted yes, motion carried.

4. Consideration for Recommendation to the Governing Board, the adoption of the

District's Face Covering Policy

District staff recommends the adoption of the District's Face Covering policy to protect the staff and general public that the staff comes into contact with from contraction of the COVID-19 virus. The policy presented is consistent with the Summit County policy adopted for Summit County employees.

Motion made by Ian Schofield to Recommend to the Governing Board of Mountain Regional Water the adoption of the District's Face Covering Policy. Seconded by Tim Dougherty. All voted yes, motion carried.

5. General Manager Comments - Scott Morrison

a. Other None

6. Adjourn: Meeting adjourned at 6:41 p.m.

Pursuant to the American with Disabilities Act, Individuals needing assistance attending the meeting April 23, 2020 should contact Marti Gee at 435-640-5725 to make arrangements. The next MRW Administrative Control Board Meeting will be held on May 14, 2020.