

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT/UNION SANITARY DISTRICT FINANCING
AUTHORITY
March 17, 2020**

Consistent with Executive Order No. N-25-20 from the Executive Department of the State of California and the Alameda County Public Health Department's March 16, 2020 Shelter in Place Order, the District's March 17, 2020, Special Meeting was not physically open to the public. In order to maximize public safety while still maintaining transparency, members of the public were able to attend the meeting telephonically.

CALL TO ORDER

President Toy called the meeting to order at 3:00 p.m.

SALUTE TO THE FLAG

President Toy led the pledge of allegiance.

ROLL CALL

PRESENT: Jennifer Toy, President
Tom Handley, Vice President
Pat Kite, Secretary
Anjali Lathi, Director
Manny Fernandez, Director

STAFF: Paul Eldredge, General Manager/District Engineer
Karen Murphy, District Counsel
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

DISCUSS GOVERNOR'S EXECUTIVE ORDER N-25-20, DATED MARCH 12, 2020, CANCELING LARGE GATHERINGS AND SUSPENDING CERTAIN PORTIONS OF THE BROWN ACT AND PROVIDE DIRECTION REGARDING UPCOMING BOARD MEETINGS

District Counsel Murphy stated Governor Newsom issued an Executive Order on March 12, 2020, that includes suspension of certain portions of the Brown Act. The suspension allows local and legislative bodies to hold public meetings telephonically or electronically. One physical publicly available location must be made available; however, Directors and staff will not need to be physically present. During the suspension, the Directors' physical location will not need to be identified on the agenda and agendas do not have to be posted at teleconference locations. Staff presented remote access options for public meetings

and recommended the Zoom platform. The Board directed staff to test Zoom with members of the Board before the next Board meeting.

DISCUSS THE DISTRICT'S PANDEMIC ACTION PLAN

General Manager Eldredge stated the District had been designated as an essential service and would not close as a result of the Alameda County Shelter-in-Place Order. The District began maximizing employees working from home following the County Order and has been phasing in minimal staffing plans. As of the date of the meeting, the District's lobby was open with measures in place to limit contact between staff and customers. It was noted the lobby may be closed if needed. General Manager Eldredge provided the Board an overview of the staffing plans for each Work Group. The District has begun practicing social distancing for all employees; meetings have either been canceled or will be conducted via teleconference. The District will continue to do whatever necessary to remain in compliance with the County Order and CDC guidelines throughout the COVID-19 pandemic.

DISCUSS 218 PUBLIC HEARING

General Manager Eldredge reviewed the updated schedule for the District's 218 process and noted the majority of informational presentations to community groups had been canceled in accordance with the County Order. General Manager Eldredge stated staff will continue working on options for the Public Information Meeting scheduled for April 21 and the Public Hearing scheduled for May 11, 2020. The Board directed staff to proceed with the aforementioned schedule.

ADJOURNMENT:

The meeting was adjourned at 4:00 p.m. to the next Regular Meeting at 7:00 p.m. in the Boardroom on Monday, March 23, 2020.

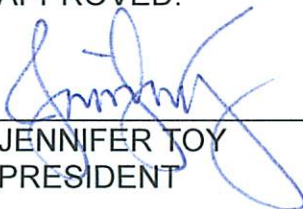
SUBMITTED:


REGINA McEVOY
BOARD CLERK

ATTEST:


PAT KITE
SECRETARY

APPROVED:


JENNIFER TOY
PRESIDENT

Adopted this 13th day of April 2020