

Agenda

Sacramento Suburban Water District Employee Benefits Ad Hoc Committee Meeting

3701 Marconi Avenue, Suite 100
Sacramento, CA 95821

Wednesday, June 16, 2021
3:30 p.m.

This meeting will be conducted both in-person in the District’s Boardroom at the address above, and by videoconference and teleconference using the information provided below. The public is invited to listen, observe, and provide comments during the meeting by any method provided. The Chairperson will call for public comment on each agenda item at the appropriate time and all votes will be taken by roll call.

Due to State guidelines on physical distancing in public gatherings, the Boardroom can accommodate a maximum occupancy of 16 members of the public at one time. Members of the public shall be admitted on a first-come basis with no reservations. When the occupancy maximum of 16 is reached, any remaining individuals will be directed to attend via video/teleconference remotely. Although the Boardroom will be setup to maintain required physical distancing, attendees must follow current State and County requirements. Prior to entry into the building, attendees will be asked to answer COVID-related health questions. Based on the answers, or if attendee refuses to answer questions, entry may be denied. Face masks are required to be worn at all times. Hand sanitizer and masks will be available at the entrance for attendees to use. Additionally, eating and drinking while in the building is prohibited, as it is not possible to maintain face coverings while eating and/or drinking.

The District recommends that members of the public participate in public meetings via videoconference and/or teleconference per the instructions below.

For members of the public interested in viewing and having the ability to comment at the public meeting via Zoom, an internet enabled computer equipped with a microphone and speaker or a mobile device with a data plan is required. Use of a webcam is optional. You also may call in to the meeting using teleconference without video. Please use the following login information for videoconferencing or teleconferencing:

Join the meeting from a computer, tablet or smartphone:

<https://us02web.zoom.us/j/83509593613?pwd=ZGVCTkpKNjhrMndaODhIOHNZVCtwdz09>

Meeting ID: 835 0959 3613

Password: 243236

You can also dial in using your phone: 1 (669) 900-6833

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Zoom uses encryption of data during Zoom meetings. The District uses a secure password to restrict access to scheduled meetings. The meeting host has control of content sharing, recording, and chat.

Please mute your line.

Where appropriate or deemed necessary, the Committee may take action on any item listed on the agenda, including items listed as information items. Public documents relating to any open session item listed on this agenda that are distributed to all or a majority of the members of the Board of Directors less than 72 hours before the meeting are available for public inspection in the customer service area of the District's Administrative Office at the address listed above.

The public may address the Committee concerning an agenda item either before or during the Committee's consideration of that agenda item. Persons who wish to comment on either agenda or non-agenda items should fill out a Comment Card and give it to the General Manager. The President will call for comments at the appropriate time. Comments will be subject to reasonable time limits (3 minutes).

In compliance with the Americans with Disabilities Act, if you have a disability, and you need a disability-related modification or accommodation to participate in this meeting, then please contact Sacramento Suburban Water District Human Resources at 916.679.3972. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

Call to Order

Roll Call

Announcements

Public Comment

This is an opportunity for the public to comment on non-agenda items within the subject matter jurisdiction of the Committee. Comments are limited to 3 minutes.

Consent Items

The committee will be asked to approve all Consent Items at one time without discussion. Consent Items are expected to be routine and non-controversial. If any member of the Committee, staff or interested person requests that an item be removed from the Consent Items, it will be considered with the action items.

1. Minutes of the May 3, 2021 Employee Benefits Ad Hoc Committee Meeting

Recommendation: Approve subject minutes.

Items for Discussion and Action

2. Employee Handbook Review

Recommendation: Agree with the timeline to complete the Employee Handbook update by December 31, 2021, and complete the process of updating the Employee Handbook before addressing any changes to the content of the Employee Handbook.

3. Employee Handbook Review - Sick Leave

Recommendation: Receive information from District staff regarding Sick Leave and direct staff appropriately.

Adjournment

Upcoming Meetings:

Monday, June 21, 2021, at 5:45 p.m., Financing Corporation Board Meeting

Monday, June 21, 2021, at 6:00 p.m., Regular Board Meeting

Wednesday, June 28, 2021, at 3:30 p.m., Finance and Audit Committee Meeting

Wednesday, July 7, 2021, at 3:00 p.m., Carmichael Water District/Sacramento Suburban Water District 2x2 Ad Hoc Committee Meeting

I certify that the foregoing agenda for the June 16, 2021, meeting of the Sacramento Suburban Water District Employee Benefits Ad Hoc Committee was posted by June 11, 2021 in a publicly-accessible location at the Sacramento Suburban Water District office, 3701 Marconi Avenue, Suite 100, Sacramento, California, and was made available to the public during normal business hours.

Dan York
General Manager/Secretary
Sacramento Suburban Water District