



AGENDA OF THE WATER COMMISSION

THURSDAY, MARCH 19, 2020, 3:00 PM

Virtual Meeting

Dial in +1 (786) 535-3211

A. Roll Call.

- I. John Heugel, Kathryn Hasselblad-Pascale, Doug Martin, Joe Moore, Jamie Wall, James Blumreich, Kathy Lefebvre

B. Approval of the Agenda.

C. Regular Business.

- I. Approve COVID-19 Emergency Paid Sick Leave for Green Bay Water Utility.
2. Discussion and action on Commissioner request that Commission delegate certain functions to General Manager and or Commission President or President's designee due to COVID-19 national, state, and city emergency.

D. Adjournment.

- 1) **ACCESSIBILITY:** Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 2) **QUORUM:** Please take notice that a majority or quorum of the Common Council may attend this Water Commission meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 3) **REPRESENTATION:** The party requesting the communication, or their representative, should be present at this meeting.

To access this virtual meeting, please follow these instructions.

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When prompted, enter Access code **824-976-293**

COVID-19 Emergency Paid Sick Leave for Green Bay Water Utility

Effective Immediately

Please note the below situations are Utility paid sick leave except for future travel. These leaves will not affect your sick leave balance.

Utility Paid Sick leave for:

- An employee who has been diagnosed with COVID-19,
- Caring for a family member who is diagnosed with COVID-19,
- Caring for a child who is home due to a school closing or unable to find childcare due to COVID-19,
 - There is only one parent/caregiver present at any one time. If your partner/caregiver is required to stay home we ask that you come to work
- Employees sent home who may be experiencing symptoms similar to COVID-19, or
- An employee who is quarantined or isolated because of exposure to COVID-19
 - Individuals who are currently traveling or sent home because of recent travel, will receive paid sick leave as a precaution.
 - Future travel—especially to areas where community transmission is occurring and individuals using public transportation; such as plane, bus or train—the Utility has made a determination he or she must use their own paid sick leave to be quarantined or isolated for 14 days. Health officials are asking the public to eliminate non-emergency travel. We ask that you use good judgment and do your part to limit exposure.

Utility Paid leave will be offered to employees:

- Affected by the Utility's determination to eliminate or reduce operations, in order to prevent the spread of the COVID-19 to both our employees and the public.
- If your position is affected, you, your supervisor, and HR will determine what kind of work is available. This may include project work, alternative responsibilities to help others in your department or outside of your department, or training opportunities.
- In any event, the Utility will follow all of the Emergency Guidelines (i.e. social distancing) to ensure we are limiting direct contact between coworkers and the public.

This declaration will be re-visited April 17, 2020, and updated as needed.

Special thanks to the commissioners who have stepped up to create this benefit for our employees. Your leadership will alleviate a lot of concerns our employees have and will help limit the spread of COVID-19 while maintaining our service to the public.