

RESOLUTION NO. 2020-03

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE SAN BENITO COUNTY WATER DISTRICT
DISTRICT'S RESPONSE TO THE COVID-19**

WHEREAS, the spread of Covid-19 has been declared a global pandemic; and

WHEREAS, the President of the United States has declared a national emergency; and

WHEREAS, the Governor of California has declared a state of emergency for the state of California; and

WHEREAS, the San Benito County Public Health Officer has issued an Order calling for “shelter-in-place” and “social distancing”; and

WHEREAS, the District provides an essential service of providing water supply to the municipal water treatment plants, businesses, and for agricultural food production; and

WHEREAS, the District’s Personnel Policy Article XVIII Section 3 governs the use of sick leave; and

WHEREAS, the federal government has passed a Families First Coronavirus Response Act to expand sick leave and Family Medical Leave.

The Board of Directors does hereby resolve to declare the following:

The District will remain open for providing essential services; and

The District office will be closed to in-person customer service. Customers will continue to be served by phone and email; and

Consistent with the requirements of the Families First Coronavirus Response Act, District employees may use sick leave to stay at home with children who are mandated to be out of school as a result of public health recommendations.

Until “shelter-in-place” and “social distancing” orders have been lifted the following shall apply:

- each District office employee at work will be provided workspace segregated from other employees, compliant with social distancing requirements
- field employees will always drive in separate vehicles

- District employees will practice “social distancing.” Employees are not allowed to congregate in offices, lunchroom, or the shop table. If face-to-face meetings are required, distances of six feet are to be maintained. Employees should use telephone and electronic communication whenever possible.
- employees are expected to comply with San Benito County “shelter-in-place” ordinance; and
- District Manager has the authority to revise work schedules as needed to provide for employee safety and continuity of District services. The District intends to provide notice to SEIU Local 521 and the opportunity to meet at the earliest practicable time following the revision to work schedules in compliance with Government Code Section 3504.5; and
- District employees who have any COVID-19 symptoms must stay at home and may use sick leave or other paid leave; and

The District Manager is authorized to implement any measures and precautions that are deemed necessary to keep District employees and customers safe, and to comply with public health requirements; and

These revisions to District practices are deemed to be temporary and to be effective March 19, 2020 and remain in effect until “shelter-in-place” and “social distancing” orders have been lifted.

BE IT FURTHER RESOLVED that the President of the Board is authorized to sign said Resolution, on behalf of this Board and District.

PASSED AND ADOPTED by the Board of Directors of the San Benito County Water District this 25th day of March 2020, by the following vote:

- AYES: DIRECTORS: Tobias, Bettencourt, Flores, Tonascia & Williams
- NOES: DIRECTORS: None
- ABSTAIN: DIRECTORS: None
- ABSENT: DIRECTORS: None

/s/John Tobias
John Tobias
President

ATTEST: /s/Sara Singleton
Sara Singleton
Assistant Manager