

MINUTES

HUMAN RESOURCES AND ADMINISTRATION COMMITTEE MEETING

JULY 11, 2022 (VIRTUAL)

Attendants: Messrs. Garner, Kern, Lenton, Monaghan, Moss, Mullen, Nagle, Willert, Mesdames Amadio, Billings, Byrd, Caulk, Cummings, Nichols, and Sage.

The following was present: Mike Ewall. There were no other members of the Public present.

1. ROLL CALL: Eight members of the DELCORA Board of Directors were present constituting a quorum.
2. PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited by all parties present.
3. DIRECTOR OF HUMAN RESOURCES REPORT: The report was provided for the Committee's information. Mrs. Amadio reported the termination of an employee, as well as the retirement of a WRTP helper. She reported that the normal day-to-day operations were fulfilled. Pension estimate request were completed. She stated that she is still in the process of reviewing the community engagement and outreach coordinator resumes and the interview process will begin this month. Lastly, she reported that CBIZ/InR were onsite both Monday, July 11, 2022, and Wednesday, July 13, 2022, providing employees with individual meetings as well as a presentation on planning for retirement.

Ms. Nichols asked how the positions of the terminated employee and retired employee will be filled. Mrs. Amadio replied that the retired employee's position had already been filled. She stated that the terminated employee's position has already been posted and we will begin reviewing applicants for the position immediately.

Mrs. Billings asked how many applications were received for the community outreach position. Mrs. Amadio replied about 115 applicants applied for the position. Mr. Willert added that there were several local applicants with resumes that met the job description qualifications that were being considered for interviews. Mrs. Amadio had no additions to her written report. The committee had no other questions or comments on the written report.

4. ADMINISTRATION REPORT: In Ms. Bonnett's absence, Ms. Cummings stated the report reflects the items that the administrative team worked on for the last four weeks. Ms. Cummings had no additions or changes to the written report. The Committee had no questions or comments on the written report.
5. EXECUTIVE SESSION: There was no Executive Session.
6. ADJOURNMENT: It was moved by Mr. Mullen, seconded by Ms. Billings, and unanimously carried to adjourn the meeting at 3:34 p.m.