

MINUTES

HUMAN RESOURCES AND ADMINISTRATION COMMITTEE MEETING

JUNE 13, 2022 (VIRTUAL)

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

The following were present: Mike Ewall and Sarah Chang. There were no other members of the Public present.

1. ROLL CALL: Nine 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 that a few employees that were out on Workers' Comp and Short-Term Disability have returned to work. She reported a grievance that was handled, no further action was needed for the grievance. Mrs. Amadio also reported that a job opening was posted on Indeed which will be taken down at the end of this week and she will begin the interviewing process for the position. Lastly, she reported that there weren't any COVID-19 updates, but we continue to keep areas clean and COVID-related scenarios individually as they arise. Mrs. Amadio had no additions to her written report. The committee had no questions or comments on the written report.

4. ADMINISTRATION REPORT: Ms. Bonnett stated that the report lists the items that the Admin team worked on during the last four weeks. Under Public Works Contracts, she noted that there are three contracts listed that were Authorized to be Advertised at the last Board meeting and one contract is listed under Contract Close-out. She is waiting for the executed close-out documents to be returned from A. J. Jurich and then it will be placed on the agenda for formal approval of close-out. The remainder of the report listed the other various items that the Admin team processed during May and the routine tasks that are handled every month. Ms. Bonnett had no additions or changes to her written report. The Committee had no questions or comments on the written report.

Ms. Nichols stated that when the Board previously voted on the DELCORA paid holiday schedule, we overlooked recognizing "Juneteenth" as a paid holiday for DELCORA employees and she would like to discuss how to move forward with the committee.

Mr. Willert stated that the Board would need to vote on that today and approve the paid holiday, and then the approval would be ratified at the next Board of Directors meeting.

Following discussion, it was the consensus of the Committee to recommend that the DELCORA paid holiday schedule be updated to add June 19th as “Juneteenth”. For 2022, Juneteenth will be recognized by DELCORA employees on Monday, June 20, 2022.

It was moved by Ms. Nichols, seconded by Mr. Moss, and unanimously carried to add June 19th (“Juneteenth”) as a holiday to the DELCORA Holiday Schedule for 2022 and subsequent years. This item will be placed on the agenda for the June 21st Board meeting for Ratification of Action.

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 3:42 p.m.