

MINUTES
HUMAN RESOURCES AND ADMINISTRATION COMMITTEE MEETING
FEBRUARY 10, 2025 (VIRTUAL)

Attendants: Messrs. Cherico, Garner, Kern, Lenton, Martin, Moss, Nagle, Willert, and Mesdames Amadio, Billings, Bonnett, Byrd, Caulk, B. Garner, Jackson, Keffer, and Nichols.

There were two members of the public present: Mr. Mike Ewall and Mr. B. Preston Lyles.

1. ROLL CALL: Seven 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. Mr. Lenton thanked Trena and Kait for covering last month's meeting in his absence. He then advised the committee that there were no new staffing or separations. Regarding Short Term Disability, one administration employee went out on leave beginning January 15, 2025, and has not yet returned. Under Old Claims, Mr. Lenton reported that an Operation Foreman went out on disability November 23, 2024. He is expected to return in late February. A Mechanic went out October 4, 2024, and is expected to return in March. He reported that there were no workers' compensation claims or grievances last month. Regarding HR Updates, Mr. Lenton reported that the Collective Bargaining Agreement between DELCORA and Teamsters Local #115 was ratified on January 21, 2025. A copy will be provided upon completion. Preparation for open enrollment is underway. Mr. Lenton advised the committee that new employees will pay 2% towards benefits going forward. He reported that one pension estimate was completed for an employee and five employees were helped with access to eSuites. Mr. Lenton advised that as part of the eSuites program, everyone must have direct deposit and that a kiosk will be available for employee access at the plant. Eight employees were helped with health insurance problems, three employee coaching sessions were held, five employees inquired about FMLA, and one employee verification of employment was done last month. Lastly, the typical day-to-day HR activities were done during the month. Mr. Lenton had no additions or changes to his written report.

Mr. Cherico added that it was confirmed that the Actuary's did get the information needed to complete the employee pension statements. The Committee had no questions or comments to the written report.

4. ADMINISTRATION REPORT: Ms. Bonnett stated that the report lists the items that the Admin team has worked on during the last four weeks. Under Public Works Contracts, there were two contracts Awarded and the Notices To Proceed were also issued. There were three sewer planning module applications received and sent to Catania Engineering for review. The remaining items on the report are 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 to the written report.

5. ADJOURNMENT: It was moved by Mr. Martin, seconded by Mr. Moss, and unanimously carried to adjourn the meeting at 3.38 p.m.