



# Santa Clara Valley Water District

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**File No.:** 20-0471

**Agenda Date:** 6/9/2020

**Item No.:** 4.1.

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## BOARD AGENDA MEMORANDUM

### **SUBJECT:**

Discuss Conducting Board and Committee Meetings in Consideration of the COVID-19 Pandemic and Current Shelter in Place Orders.

### **RECOMMENDATION:**

- A. Discuss parameters for conducting Board and Committee meetings in consideration of the COVID-19 Pandemic and current Shelter in Place Orders; and
- B. Provide direction to staff.

### **SUMMARY:**

This item allows the Board to discuss the necessity of and methods to use for conducting Board and Board Committee meetings moving forward during this unprecedented time and provide clear direction to staff.

### **Background**

At the April 28, 2020 meeting, in response to the State of California (State) and Santa Clara County's (County) current Shelter in Place Orders, the Board took the following action:

- 1. The Board would hold only the regularly scheduled monthly Board meetings for the duration of any State or County Shelter in Place Order, including any order date modifications;
- 2. Added the Project Labor Agreement item to the May 26, 2020 Board meeting agenda;
- 3. Reserved ability to call for Special Board Meetings for urgent items, if needed;
- 4. Cancelled all Board Committee meetings for the duration of any State or County Shelter in Place Order, except for those Joint Board Committees that are required to convene to meet Joint Agreement provisions; and
- 5. If a subject assigned to a Board Committee required action prior to the Shelter in Place termination, the Committee Chair would work with the Board Chair on to either schedule a Committee meeting or place the item on the Board's agenda.

Currently, all Board meetings (special and regular) have successfully been conducted via video conferencing and the only Committee that has requested to schedule a meeting is the Santa Clara Valley Water District Youth Commission (Youth Commission). The Youth Commission asked to hold a meeting to allow outgoing High School Seniors serving on the Commission to be recognized.

As requested by the Board, this item is being presented to allow the Board to discuss and provide direction on the parameters for conducting future Board and Committee meetings during this unprecedented time.

**FINANCIAL IMPACT:**

Office of the Clerk of the Board has funds in the Fiscal Year 2020 Budget to support Board and Committee meetings.

**CEQA:**

The recommended action does not constitute a project under CEQA because it does not have the potential for resulting in direct or reasonably foreseeable indirect physical change in the environment.

**ATTACHMENTS:**

None.

**UNCLASSIFIED MANAGER:**

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