



**BEAUMONT CHERRY VALLEY RECREATION & PARK DISTRICT
SPECIAL MEETING OF THE BOARD OF DIRECTORS
Tuesday March 24, 2020 5:00pm**

MINUTES

PUBLIC PARTICIPATION BY TELECONFERENCE ONLY

Due to the spread of COVID-19 and in accordance with the Governor's Executive Order N-29-20, the Beaumont Cherry Valley Recreation & Park District conducted this meeting by personal attendance and teleconference.

SPECIAL SESSION Special Session to begin at 5:00 p.m. Noble Creek Community Center

Special session began at 5:00 pm

Roll Call:

Director De La Cruz X, via teleconference Director Ward X, via teleconference

Treasurer Diercks X Vice Chair/Secretary Flores X

Chairman Hughes X

Legal Counsel, Joe Ortiz of Best, Best & Krieger attended.

Invocation: Invocation was given by Duane Burk

Pledge of Allegiance: The pledge of Allegiance was led by Treasurer Diercks

Adjustments to Agenda: None.

Presentations: None

1. **PUBLIC COMMENT:** None
2. **DISTRICT CLOSED SESSION** - None
3. **ACTION ITEMS**

3.1 Emergency Admin Leave Policy

Chairman Hughes spoke regarding the recent COVID-19 pandemic and our District's role in preparing for a major public disaster. He reminded the County that the District is an Emergency Operation Command (EOC) location and will be ready to activate and be available in the case of an emergency. In the case of an emergency or the need to mobilize for anything such as a local base hospital, the homeless population or testing sites it is important we have staff preparing District locations. Therefore, we feel it is appropriate to have our employees working because our employees are essential to our operations and we could not afford to lay off employees. The General Manager has a couple of employees working from home due to their health or age to protect them and their families. Legal counsel has advised it is appropriate to have the policy.

Duane said this is a first time pandemic in the United States and it is very challenging. We prepare for a lot of disasters through the incident command for an EOC preparation where we are ancillary to these challenges. The pandemic can affect anyone and everyone and it is important to take it seriously and be prepared. Duane believes our core staff is prepared for an EOC and probably more prepared than most people because we are an EOC for Cal Fire and the group as a whole will learn from this pandemic. He said we have very qualified staff and are ready for whatever operations County Health, Cal Fire or local law enforcement want. Duane thanked Dan Jagers of the Beaumont Cheery Valley Water District for taking a lead on getting information out. Duane has been in

contact and working with other General Managers, City Manager and the Police Department. He said we don't know when it will hit our area but we will be ready for it. He said Best, Best and Krieger has been very helpful.

Joe Ortiz spoke and said he is impressed with the District and how they have the best interest for the employees and the community. He said we are ahead of the curve by addressing the emergency admin policy to provide resources to employees who might be affected by the COVID virus and the resolution creating a designation of a local emergency for the purpose to start to track and receive reimbursement from local or federal government for this crisis. Joe said his office prepared the Admin Leave policy, which enables the General Manager that in the time of a major disaster it is expected that we may need additional leave accrual especially for retaining essential staff for emergency services. Joe said the purpose of the policy enables the General Manger to utilize the Emergency Admin Leave in a manner the best serve the Districts operations, address public health and safety concerns, maintaining necessary staffing while limiting the need for permanent layoff's or furloughs and maintain the District's ability to resume full operations and services when possible. Chairman Hughes thanked staff for all their hard work.

Duane asked the Board to approve the Emergency Admin Leave Policy as provided by legal counsel with staffs review in the best interest of current and future employees.

Open to public comment. No public comment.

Motion made to accept item 3.1

Initial Motion: Director Ward

Second: Treasurer Diercks

Result of Motion: Carried 5-0

Director De La Cruz: Aye

Director Ward: Aye

Treasurer Diercks: Aye

Vice Chair/Secretary Flores: Aye

Chairman Hughes: Aye

3.2 Resolution # 2020-01 Proclaiming a Local Emergency

The General Manager said legal counsel developed the resolution declaring an emergency for recouping some money on behalf of what the State of California is doing.

Joe Ortiz said that in the event that emergency operations are needed, now or in the future, we would want to try to recoup some of the costs associated with the event. The second WHERAS in the resolution states "*that all public employees are declared to be disaster service workers subject to such disaster service activities as may be assigned to them by their supervisors or by law, and the District has historically provided and may need to provide resources and facilities necessary for the provision of emergency services, including but not limited to lighting, space, and emergency disaster facilities deemed as an essential public service*". Therefore, we want to make sure we are ready, willing and able to hit the ground running if and when local authorities ask us to.

Open to public comment. No public comment.

Motion made to accept item 3.2

Initial Motion: Director Ward

Second: Vice Chair/Secretary Flores

Result of Motion: Carried 5-0

Director De La Cruz: Aye

Director Ward: Aye

Treasurer Diercks: Aye

Vice Chair/Secretary Flores: Aye

Chairman Hughes: Aye

4. NEXT MEETING: April 8, 2020

5. DIRECTORS MATTERS:

Director De La Cruz

Armando said he hopes everyone is being safe.

Director Ward

Denise thanked everyone for their hard work and she feels this topic is of great importance. She thanked everyone for a job well done.

Treasurer Diercks

Chris thanked staff for all their hard work on the item and hopes we will get through it quickly.

Vice Chair/Secretary Flores

John encouraged everyone to be safe and follow the guidelines.

Chairman Hughes

Dan thanked administrative and working staff, general manager and legal counsel. He feels we are way ahead of the curve. He said he spoke with the mayor and mayor pro tem and they feel it is a great thing we are doing and they are going through the same process. Dan thanked everyone for coming to the meeting. Duane said we will be shutting down parts of the parks and facilities, isolating them in preparation of becoming an EOC and he or Janet will keep you updated. We will have essential staff on property or sending staff home, waiting for them to come back and utilize their talents if needed.

6. ADJOURNMENT:

Motion was made to adjourn the meeting at 5:31 pm

Initial Motion: Treasurer Diercks

Second: Vice Chair/Secretary Flores