



**MINUTES
BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT**

**EMERGENCY SPECIAL MEETING
Via Teleconference Only**

Thursday, March 12, 2020

A. ORGANIZATION

1. CALL TO ORDER: 7:00 P.M.

- 2. ROLL CALL:** Directors Barke, Casey, DeMarco, Nitikman
President Maynard
General Manager Joe Mendoza
General Counsel Tarquin Preziosi

3. PLEDGE OF ALLEGIANCE:

4. PRESENTATIONS: —None

B. ADDITIONS TO AGENDA—None

C. REGULAR AGENDA:

1. DISCUSSION REGARDING THE COVID-19 CORONAVIRUS OUTBREAK, ITS IMMEDIATE AND POTENTIAL IMPACT ON DISTRICT OPERATIONS AND COMPLIANCE WITH STATE AND COUNTY AUTHORITIES

The Board discussed the COVID-19 (coronavirus) and the ramifications this pandemic was having on the nation, as well as local governmental agencies as they work to serve their residents and keep them safe. The Board discussed the Governor's declaration of a state of emergency, as well as Orange County's recommendations and it was determined that the RCSD would continue to closely monitor federal, state, and county mandates and recommendations and implement those that are applicable to the District.

The General Manager outlined what other agencies are doing, the impact of shutting down District facilities to its users and long-term renters, as well as staffing issues and the monitoring and cleaning of facilities. As a result, the Board authorized the General Manager to designate administrative staff to work from home (telecommute) and to schedule a skeleton crew to clean and monitor facilities, with the mandate to work as isolated as possible and keep a safe distance from one another. Special consideration was directed for those deemed high risk. Offices and community centers were directed to be closed with appropriate signage posted. Users/long and short-term renters, as well as, contract classes were cancelled. Direction was given to address the

public using the RCSD website and to notify the RHA, as well as the media. Discussion involved the use of leave time for employees during this time. District Counsel opined that while the Board and/or General Manager does not have the authority to grant additional sick leave or vacation time (gift of public funds), the employee does have the ability to use sick, vacation, or comp time as they wish to apply to coronavirus-related time off.

D. ADJOURNMENT:

Motion by Director Casey, seconded by Director DeMarco, to adjourn the Emergency Special Meeting at 8:05 p.m. Motion passed 5-0.

SUBMITTED BY:

Joe Mendoza
General Manager