

**DALLAS COUNTY WATER AND SEWER AUTHORITY
SUMMARY OF AUGUST 24, 2021 SPECIAL CALL MEETING**

- Meeting called to order at approximately 10:19 A.M. by Chairman William Hasberry, with four directors present: Chairman William Hasberry, and Directors Ernestine Towns, Earl Bender, and Arfletia McGuire. Also present for the meeting included Field Manager, David Hamm, Office Manager Tanika Brown, Board Attorney David Norton, Board Consultant, Michael Fullenwilder, as well as members of the office staff including Kimberly Hamm, Sandra Williams, and Kia McGuire.
- The agenda was published and the public was invited to attend by telephone more than 24 hours in advance of the meeting. The meeting was held virtually in the manner directed by the Governor's Proclamation of August 13, 2021.
- The meeting began with a prayer offered by Director Ernestine Towns.
- The board discussed numerous safety concerns and potential measures concerning the Covid-19 delta variant which is now spreading prolifically in our area. Office staff were encouraged to provide information and opinions concerning procedures to enact.
- On motion of Director Ernestine Towns, seconded by Director Arfletia McGuire, the board voted unanimously to authorize the office manager to take action to minimize the number of office personnel in the office at one time, to limit office staff to one person at a time whenever possible, to permit office staff to work from home, and to use laptops or other equipment provided by the office, to limit the hours the office will be open to the public and to set reasonable times within her discretion, to close the lobby, to notify the public that the office will no longer accept cash payments, to serve the public through the drive-thru window only, for all staff to go back to the strictest safety protocols for covid previously put into place by the board, including the use of masks and social distancing, for all employees to stay away from work when experiencing any symptoms which may be covid, and for the office to offer for pick up to any such employee a take home covid test kit.
- On motion of Director Earl Bender, seconded by Director Arfletia McGuire, the board unanimously approved making all board meetings virtual until further notice, or for so long as that option remains legal pursuant to the emergency powers, and Proclamation of the Governor of the State of Alabama duly issued on August 13, 2021.
- On motion of Director Ernestine Towns, seconded by Director Earl Bender, the board unanimously approved authorizing Kimberly Hamm to purchase 50 covid test kits from Amazon for \$197.00 to make available to employees who need testing, and for so long as money is available, for staff to make additional purchases of test kits as may be needed to keep such tests available for employees in the future.
- On motion of Director Earl Bender, seconded by Director Arfletia McGuire, the board voted unanimously to adjourn the meeting at approximately 11:34 A.M.