

## RESOLUTION NO. 2023-07

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CHINO BASIN WATER CONSERVATION DISTRICT RESCINDING COVID RESOLUTION NO. 2020-03: A RESOLUTION IN RESPONSE TO THE NATIONAL STATE OF EMERGENCY AND CALIFORNIA STATE OF EMERGENCY DECLARED IN RESPONSE TO THE COVID-19 PANDEMIC AND RESOLUTION NO. 2021-08: A RESOLUTION IN REQUIRING A RETURN TO DISTRICT HEADQUARTERS FOR BOARD MEMBERS AND EMPLOYEES

**WHEREAS**, on March 4, 2020, Governor Gavin Newsom proclaimed a State of Emergency in California in response to the threat of the novel coronavirus (COVID-19); and

**WHEREAS**, on March 18, 2020, the Board of Directors of the Chino Basin Water Conservation District adopted Resolution No. 2020-03, granting the General Manager authority to respond to the threat of COVID-19 by providing District staff with adequate leave time in the event of illness and building redundancies into the District's financial system in the event of multiple illnesses amongst Board and staff; and

**WHEREAS**, on September 13, 2021, the Board of Directors of the Chino Basin Water Conservation District adopted Resolution No. 2021-07: Requiring Vaccination Against COVID-19 as a Condition of Employment and Resolution No. 2021-08: Requiring a Return to District Headquarters for Board Members and Employees as well as Policy No. 60 – COVID-19 Vaccination and Masking Requirement; and

**WHEREAS**, on February 28, 2023, Governor Gavin Newsom declared the State of Emergency regarding the global coronavirus pandemic to be at an end; and

**WHEREAS**, on March 13, 2023, the Board of Directors passed Resolution No. 2023-03: Rescinding Resolution 2021-07: Requiring COVID-19 Vaccination as a Condition of Employment and Policy No. 60 – Vaccination and Masking Requirement; and

**WHEREAS**, the active status of the remaining COVID-19 resolutions may cause confusion among staff and the public;

**NOW THEREFORE, THE BOARD OF DIRECTORS OF THE CHINO BASIN WATER CONSERVATION DISTRICT HEREBY RESOLVES, FINDS, AND DECLARES AS FOLLOWS:**

**SECTION 1. Purpose.** The purpose of this Resolution is to rescind the remaining active resolutions passed in response to the COVID-19 pandemic, including:

1. Resolution No. 2020-03: A Resolution in Response to the National State of Emergency and California State of Emergency Declared in Response to the Coronavirus-19 Pandemic.
2. Resolution No. 2021-08: Requiring a Return to District Headquarters for Board Members and Employees.

The rescinding of these resolutions shall return the District policies on paid leave and hybrid work to their pre-COVID-19 pandemic state, which may be amended by the Board of Directors through changes to the District's Policy Manual.

**SECTION 2. Effective Date.** This Resolution shall take effect immediately upon its adoption by the Board of Directors and the Board Secretary shall certify the passage and adoption of this Resolution.

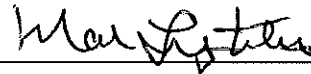
**PASSED, APPROVED, AND ADOPTED** this 11<sup>th</sup> day of September 2023.

**AYES:** Ligtenberg, Parker, Aldaco, Layton, Coker, Sonnenberg

**NOES:**

**ABSTAIN:**

**ABSENT:** Gulmahamad



\_\_\_\_\_  
Mark Ligtenberg, Board President

**ATTEST:** \_\_\_\_\_  
Elizabeth Skrzat, Board Secretary

**Exhibit(s):**

- Exhibit A – Resolution No. 2020-03: A Resolution of the Board of Directors of the Chino Basin Water Conservation District in Response to the National State of Emergency and California State of Emergency Declared in Response to the Coronavirus-19 Pandemic
- Exhibit B – Resolution No. 2021-08: A Resolution of the Board of Directors of the Chino Basin Water Conservation District Requiring a Return to District Headquarters for Board Members and Employees

## EXHIBIT A

### RESOLUTION NO. 2020-03

#### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CHINO BASIN WATER CONSERVATION DISTRICT IN RESPONSE TO THE NATIONAL STATE OF EMERGENCY AND CALIFORNIA STATE OF EMERGENCY DECLARED IN RESPONSE TO THE CORONAVIRUS-19 PANDEMIC

**WHEREAS**, on March 4, 2020, Governor Gavin Newsom proclaimed a State of Emergency to exist in California as a result of the threat of the novel coronavirus (COVID-19); and

**WHEREAS**, on March 11, 2020, the World Health Organization declared the novel coronavirus (COVID-19) to be a global pandemic with over 118,000 cases of the coronavirus illness in over 110 countries and territories about the world and a sustained risk of global spread; and

**WHEREAS**, on March 13, 2020, President Donald Trump declared a National Emergency in response to the threat of COVID-19; and

**WHEREAS**, on March 13, 2020, all school districts in CBWCD's service area are closed to students and the general public; and

**WHEREAS**, the Chino Basin Water Conservation District seeks to adhere to all laws, regulations, and orders regarding this rapidly evolving situation; and

**WHEREAS**, multiple public health officials recommend social distancing as a tool to slow the spread of COVID-19, protect at-risk populations, and prevent local hospitals and medical centers from exceeding their capacity for care; and

**WHEREAS**, the highest priority of the Chino Basin Water Conservation District is to safeguard the safety of the public and the staff;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Chino Basin Water Conservation District grant the Executive Director the authority to take the following course of actions:

1. Temporarily waive, through December 31, 2020, all restrictions on new employees using sick leave and vacation time immediately.
2. Advance all CBWCD staff the sick and vacation time staff will accrue through December 31, 2020 immediately.
3. Extend all staff up to 15 days of Emergency Leave separate from other paid leave, to be granted only in the event that a member of staff or a person living in the same household of a staff member receives a medical diagnosis of COVID-19. Staff performing essential duties will report to work to fulfill those duties upon order of the Executive Director, taking precautions as outlined in the Infectious Disease Emergency Response plan.
4. Create temporary redundancies in CBWCD's financial systems to ensure that the District can continue to pay its bills, including:
  - a. Allowing an additional member of the Finance Committee, Director Gilbert Aldaco, to be a signatory on District's accounts to ensure that checks can be signed and sent out in a timely fashion.

- b. In the event that the Executive Director is diagnosed with COVID-19 and is quarantined, District Policy No. 17 will be temporarily amended to allow the Facilities and Operations Manager, the Conservation Programs Manager, OR the Community Programs Manager to assume the Executive Director's purchasing and approval limit of \$25,000. Only one manager should possess the Executive Director's approval level at any one time. Redundancies are listed in the event that any one of the listed managers also falls ill. The Board Treasurer, or if the Board Treasurer is ill, a member of the Finance Committee, shall have the ability to designate a manager via an emailed order to the Board President, the Finance Committee, the Executive Director, all three managers, and Legal Counsel.

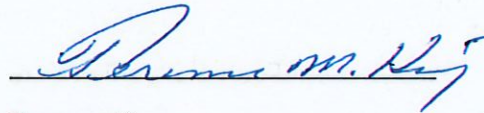
ADOPTED this 18<sup>th</sup> day of March 2020.

AYES: 7

NOES: 0

ABSTAIN: 0

ABSENT: 0



Terence King

President, Board of Directors

ATTEST:



Elizabeth Skrzat, Executive Director

Secretary, Board of Directors

**RESOLUTION NO. 2021-08**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CHINO BASIN  
WATER CONSERVATION DISTRICT REQUIRING A RETURN TO  
DISTRICT HEADQUARTERS FOR BOARD MEMBERS AND EMPLOYEES**

**WHEREAS**, on March 4, 2020, Governor Gavin Newsom proclaimed a State of Emergency in California as a result of the threat of the novel coronavirus (COVID-19); and

**WHEREAS**, on March 11, 2020, the World Health Organization declared the novel coronavirus (COVID-19) to be a global pandemic with over 118,000 cases of the coronavirus illness in over 110 countries and territories about the world and a sustained risk of global spread; and

**WHEREAS**, on March 12, 2020, Governor Gavin Newsom issued Executive Order N-25-20, suspending certain portions of the Bagley-Keene Act, otherwise known as the Brown Act, allowing public officials to meet remotely via tele- and web conferencing methods; and

**WHEREAS**, on March 13, 2020, President Donald Trump declared a National Emergency in response to the threat of COVID-19; and

**WHEREAS**, on March 18, 2020, the Board of Directors of the Chino Basin Water Conservation District adopted Resolution No. 2020-03 in response to the rapidly evolving coronavirus pandemic; and

**WHEREAS**, since March 2020, all Board and Committee meetings have been held via web conference without in person interaction; and

**WHEREAS**, since March 2020, approximately 42% of District employees have been working partially from home while reporting to the office or to appointments in the field when in person attendance was necessary to carry out their job duties; and

**WHEREAS**, on April 1, 2021, vaccines that guard against serious illness and death from COVID-19 were made available to all adults aged 16 and older in the State of California; and

**WHEREAS**, on June 11, 2021, Governor Gavin Newsom signed executive order N-08-21, rescinding previous suspensions of certain sections of the Brown Act starting October 1, 2021, thus requiring public meetings of elected officials to be held in person on and after that date;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Chino Basin Water Conservation District that:

1. All Board and Committee meetings shall be held in person at District headquarters on and after October 1, 2021.

2. All District employees must report for work at District headquarters for their full work schedule and may no longer work at an alternate location on and after October 1, 2021.
3. Should the Governor issue a "Safer at Home" order that covers San Bernardino County or Los Angeles County, the General Manager may act immediately to comply with the order.

**BE IT FURTHER RESOLVED** that the District Secretary is hereby instructed to implement this directive.

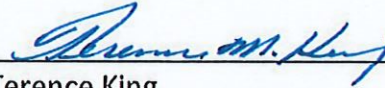
ADOPTED this 13<sup>th</sup> day of SEPTEMBER, 2021.

AYES: King, Gruposso, Aldaco, Gulmahamad, Ligtenberg

NOES: Hamilton, Sonnenberg

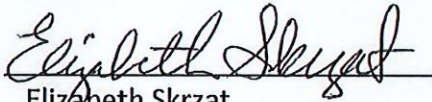
ABSTAIN:

ABSENT:



Terence King  
President, Board of Directors

ATTEST:



Elizabeth Skrzat  
Secretary, Board of Directors