

SECOND TAXING DISTRICT COMMISSIONERS
Special Meeting
April 26, 2011

Present:	Mary E. Burgess Al Ayme Maria Borges-Lopez Mary A. Geake Cesar A. Ramirez	Chairperson Vice Chair
Also Present:	John M. Hiscock Candace Fox Arthur Miller	General Manager District Clerk Legal Counsel
Public Present:	None	
Absent:	Sherelle Harris Mary Mann	

Call to Order

Chairperson Mary E. Burgess called the Special Meeting of the Second Taxing District Commissioners to order at 7:05 p.m. on Tuesday, April 26, 2011. The meeting was held at South Norwalk Electric and Water, One State Street, South Norwalk, Connecticut.

Acceptance of the Minutes:

Commissioner Burgess: "I will call the special meeting of the Second Taxing District Commissioners... call to order on Tuesday, April 26, 2011 at 7:05 p.m., and I need a motion for acceptance of the minutes of March 8th."

Commissioner Borges-Lopez: "So moved."

Commissioner Ayme: "Second."

Commissioner Burgess: "All in favor?"

Commissioners simultaneously: "Aye."

Commissioner Ramirez: "Pardon me one second please. I would like to abstain because I wasn't here."

Commissioner Burgess: "Okay, one abstention."

Commissioner Borges-Lopez made a motion to accept the regular meeting minutes of March 8, 2011. Commissioner Ayme seconded and the motion passed with Commissioners Burgess, Ayme, Borges-Lopez, and Geake all voting in favor and none opposed. Commissioner Ramirez abstained.

CONSENT AGENDA

Electric Write Offs – January 1, 2011 thru March 31, 2011

Commissioner Burgess: “And now I need a motion on the consent agenda, Electric write offs.”

Commissioner Ramirez: “I would like to move that.”

Commissioner Geake: “I’ll second it.”

Commissioner Burgess: “Okay all in favor?”

Commissioners simultaneously: “Aye.”

Commissioner Burgess: “Opposed?”

[No opposed]

Commissioner Burgess: “Abstentions?”

[No abstentions]

Commissioner Ramirez made a motion to approve the consent agenda, Electric Write Offs – January 1, 2011 thru March 31, 2011. Commissioner Geake seconded and the motion passed unanimously with all five Commissioners present voting in favor and none opposed.

REGULAR AGENDA

Employee Manual Change

Commissioner Burgess: “Alright, Regular Agenda, Employee Manual Change.”

Mr. Hiscock: “Behind tab four you’ll see some employee manual changes. They look like there are a lot of changes, but they’re not. The problem we have with Microsoft Word, when you put something in a different location in the document it strikes it out and re-types it as it’s something new.”

Commissioner Geake: “Oh no.”

Mr. Hiscock: “...rearrange some of it. To make a long story short, we had an incident with an individual who tested positive, and while we were discussing with legal counsel Frank Murphy the procedure to go through to make sure that we didn’t make an errors, we looked at the Employee Manual and realized that there were a few... they weren’t inconsistencies, but they were not logical steps to get us from where...”

Commissioner Geake: “Okay.”

Mr. Hiscock: "...we wanted to get to. So we corrected the Employee Manual and made some corrections. You can..."

Commissioner Ramirez: "Yes, I saw that."

Mr. Hiscock: "Yes, it's... we go to the last page. The changes at the bottom of the page are additions actually. Not the first line, about the vehicular accident, but the second paragraph basically tightens up the procedure for the testing, and basically says if you don't go for testing you can be terminated. We also tightened up in the prior section making it the responsibility of the supervisor to notify the employee in the appropriate fashion. The supervisor hears the day before. The employee hears the morning of the test, and they're to immediately proceed. And not while this incident is a problem, we had another incident where a supervisor failed to send somebody because they thought they were busy and didn't check with anybody. We told them that was a technical violation of the policy. We looked and it really didn't say anything about that in the policy making the supervisor responsible in the chain of testing information, so we added that. And the reason we added that is supervisors who might be friendly with an employee might use 'We're busy' as an excuse not to send someone. So now it basically says you send them immediately unless you have my specific written, the General Manager's specific written permission, not to send them. And those are basically the changes that we made."

Commissioner Ramirez: "Through the Chair?"

Commissioner Ayme: "Go ahead."

Commissioner Ramirez: "I'm sorry. This notification is supposed to be in writing, or just verbal, or...?"

Mr. Hiscock: "No, what happens is the head of HR gets a notification from the testing facility, it's totally random, and we actually use the Norwalk..."

Commissioner Ramirez: "My apology, not to be... to be more specific, the supervisor himself would be notified the day before, right?"

Mr. Hiscock: "Correct."

Commissioner Ramirez: "The day after, or the day of the test, the employee will be notified?"

Mr. Hiscock: "Correct."

Commissioner Ramirez: "So the supervisor will never, supposedly, will say anything to the...?"

Mr. Hiscock: "Yes, it's how far you carry this."

Commissioner Ramirez: "That's correct."

Mr. Hiscock: "I mean you do your best."

Commissioner Ramirez: "Why do we have, the supervisor have, to be notified the day before? You just made a very good remark when you said perhaps maybe the supervisor might be a friend, a

friend, of such an individual, and perhaps an excuse can arise? How can you prove that? Nobody can prove it.”

Mr. Hiscock: “Right.”

Commissioner Ramirez: “It’s only (inaudible).”

Mr. Hiscock: “No.”

Commissioner Ramirez: “So why are we giving... it’s almost like going to you and say [knocking on the table] at the door, I’ll see you tomorrow.”

Mr. Hiscock: “Yes, I mean there are ways supervisors could tip the employee off, there’s no doubt about that. We could simply eliminate that section and make it supervisor knows first thing in the morning also.”

Commissioner Ramirez: “Do you also do the same thing with supervisors?”

Mr. Hiscock: “If they’re on the list. If you look...”

Commissioner Ramirez: “Who will... in this case who will notify the supervisor?”

Mr. Hiscock: “His supervisor.”

Commissioner Ramirez: “What about his supervisor?”

Mr. Hiscock: “They’re probably not on the list actually.”

Commissioner Ramirez: “That’s correct.”

Mr. Hiscock: “Yes.”

Commissioner Ramirez: “Do you follow what I’m saying?”

Mr. Hiscock: “Oh yes, no, I follow what you’re saying completely.”

Commissioner Ramirez: “The other, the previous incidents that you have, what happened to those folks that failed to go through the test?”

Mr. Hiscock: “Nothing.”

Commissioner Ramirez: “Nothing, based on what you have here?”

Mr. Hiscock: “That was the first time it occurred so, you know, we didn’t think of that in advance when we wrote the manual.”

Commissioner Ramirez: “Okay.”

Mr. Hiscock: "The first time it occurred we spoke to the supervisor about it and explained what the issues were. We believe we resolved that."

Commissioner Ramirez: "Okay."

Mr. Hiscock: "Okay."

Commissioner Ramirez: "If the employee fails to disclose his or her problem, an addiction perhaps, or maybe not an addiction, but whatever the place might be; if the test has been conducted and a person fails, do you provide any help..."

Mr. Hiscock: "Yes."

Commissioner Ramirez: "...or assistance?"

Mr. Hiscock: "Yes."

Commissioner Ramirez: "Okay."

Mr. Hiscock: "They get referred to EAP. The EAP sets up a program. If it's... and the EAP has... the Employee Assistance Program..."

Commissioner Ramirez: "Right, right, right."

Mr. Hiscock: "...has some discretion. They notify HR of exactly what they are suggesting and requiring. We sign an agreement with the employee that they will follow the procedure..."

Commissioner Ramirez: "Okay."

Mr. Hiscock: "It's fairly well spelled out."

Commissioner Ramirez: "Yes, I saw that. Yes."

Mr. Hiscock: "Yes, it's fairly well spelled out, and if there's a second offense there is a termination. What else can I quickly go over on...?"

Commissioner Ramirez: "In a second offense after the person completed the whole so called rehab, or perhaps maybe therapy for a better word, or perhaps through the therapy you will decide one day, hey, we're going to test you."

Mr. Hiscock: "There are provisions for repeat testing..."

Commissioner Ramirez: "So you're not allowed to..."

Mr. Hiscock: "...and still random testing."

Commissioner Ramirez: "Okay, so we are not... excuse, no wait, you are not allowing the person to complete their full therapy in reference to do another test?"

Mr. Hiscock: "That's true. That's true. If you are in the middle of a program and test positive a second time, you're gone. And one of the issues we have is with CDL's and all of the OSHA requirements..."

Commissioner Ramirez: "Right, right."

Mr. Hiscock: "That's what makes it difficult. Now if you look at this list that's in here..."

Commissioner Ramirez: "I saw it."

Mr. Hiscock: "Yes, includes everybody who has a CDL by job description, and includes everybody who has a health related license; treatment plant operators, it includes people in safety sensitive positions..."

Commissioner Ramirez: "I understand the whole protocol."

Mr. Hiscock: "Okay."

Commissioner Ramirez: "Yes, thank you."

Mr. Hiscock: "Okay."

Commissioner Ramirez: "What I understand also is... well let me... not understand, excuse me. Does the Company provide any assistance or perhaps a temporary, not a temporary, (inaudible) seminars to our workers? All it is, is kind of a reminder what the circumstances of alcohol or any drugs, illegal drugs, or perhaps prescription, because you do have prescribed drugs here, that if you are under such you will not be permitted to work."

Mr. Hiscock: "Yes."

Commissioner Ramirez: "Can the Company provide seminars, perhaps maybe a date or maybe a couple of hours which serves the reminder to everyone what the Company stands for and what the consequences could be if you decide to fail and follow the protocol?"

Mr. Hiscock: "We do not."

Commissioner Ramirez: "Okay, is there any possibility that we can dedicate maybe every other month, or every three months, whatever the case might be; whatever you choose that you believe would be reasonable to keep the employees memory, a refreshment of memory, that in case you fail to do this...?"

Mr. Hiscock: "We could."

Commissioner Ramirez: "The reason why it is..."

Mr. Hiscock: "It would certainly cost some money."

Commissioner Ramirez: “Well, okay, let’s say we’ll not do it every other month, perhaps maybe once a year or twice a year, but what I’m saying, what I’m looking at; and your absolutely correct, don’t get me wrong...”

Mr. Hiscock: “Okay.”

Commissioner Ramirez: “I agree with this suggestion. I agree with the changes. I 100 percent that our employees or anybody for that matter should be clean and responsible and capable to perform any duties at any time when the person is a she or he that is on duty. We are not going to jeopardize his or her life, neither or employees, or perhaps the public itself, period. At the same time we are all humans, and it might be a person with an ‘X’ issue, and it also provides the knowledge that if you do have a problem, come forward, we are willing to help you, we’ll be understanding, that through the process, okay, if you fail to do that and comply with the protocol that we have, yes, consequences can be serious.”

Mr. Hiscock: “Yes.”

Commissioner Ramirez: “I don’t know if you agree though, but I think that would be reasonable for our employees, and everybody for that matter, even though they should know though. We’re humans. And who knows, there might be somebody with an addiction; might be not.”

Mr. Hiscock: “We could do that. I’m not convinced that we have enough of a problem. This is... this test was the first out of hundreds for a failure.”

Commissioner Ramirez: “Okay, I do not believe that we have a problem. I don’t even suggest, not in the wild imagination, believe that we have a problem.”

Mr. Hiscock: “Okay.”

Commissioner Ramirez: “The issue of mine is, might arise, that yes, you know, it is a reminder to everybody for that matter, that we do have a policy, and we have a protocol to follow, and perhaps these are the consequences of utilizing ‘X’, and ‘X’, and ‘X’, meaning drugs. These are our rules and regulations by utilizing prescribed drugs, legal, as well as what the consequences are. So that’s what I’m referring to. It’s just a reminder, and be kind of... be fair to everybody I should say, and for those, who knows, it’s surprising sometimes for those that it might be a... I mean it’s a catch 22 if you come in and disclose that yes, I do have a problem. Now, how secretly can that be among the brass and the person with the problem, I don’t know that?”

Mr. Hiscock: “Yes, I mean you certainly have the opportunity, and we send out notices regarding the EAP all the time. And it’s very clear in some of the information you get out of the EAP, contact them, it’s anonymous, it’s outside of the Company; but do we actually put people in a room, and remind them, and sort of educate them? We don’t do that, and that’s what you’re asking I believe.”

Commissioner Ramirez: “That’s correct.”

Mr. Hiscock: “We could do it if the Commission so desired.”

Commissioner Ramirez: “I think (inaudible)...”

Mr. Hiscock: "I'm not going to recommend that."

Commissioner Ramirez: "It is... I've seen in the very large companies to distressed... I mean we have a form of a job that can be very stressful, as perhaps in the winter, perhaps dealing with electricity and pressure of a very short deadline based on the fact that we have very limited manpower, and any kind of... we have personal issues sometimes, okay. So, by advising this person, maybe once a year, 'Folks we're here'; we could have one person also from the EAP..."

Mr. Hiscock: "EAP."

Commissioner Ramirez: "EAP, that says if you have a problem come forward, this is strictly confidential. No one in your company, correct, will know if you place..."

Mr. Hiscock: "Correct."

Commissioner Ramirez: "...give us a phone call it will be between you and us; no Mr. John, nor nobody will know unless you decide to disclose such a problem. So I think it would be healthy. That's my opinion, because I've seen it before."

Commissioner Ayme: "If you're finished [directed to Commissioner Ramirez]."

Commissioner Ramirez: "Yes."

Commissioner Ayme: "Exactly on the same lines of what you're talking about, are you suggesting that we bring in a company... if someone says yes, I want to come forward because I've got a problem, or whatever...?"

Commissioner Ramirez: "No, I'm not suggesting that a person come forward to the Company itself. I would suggest that through such knowledge..."

Commissioner Ayme: "A non-profit organization?"

Commissioner Ramirez: "No, we already have. That's correct?"

Mr. Hiscock: "Right [responding to Commissioner Ramirez]."

Commissioner Ramirez: "Okay."

Commissioner Ayme: "We don't have to pay for a consultant or some...?"

Mr. Hiscock: "We pay a monthly premium for each employee for the EAP."

Commissioner Ramirez: "Every large companies."

Commissioner Ayme: "Oh, so that's already being paid?"

Commissioner Ramirez: "(Inaudible)."

Mr. Hiscock: "And it's a standard program in most companies. EAP is a very common thing..."

Commissioner Ayme: "EAP has the resources to..."

Mr. Hiscock: "Correct."

Commissioner Ramirez: "Absolutely."

Commissioner Ayme: "...to do the consulting or..."

Commissioner Ramirez: "Yes."

Commissioner Ayme: "Oh, okay. Alright, I'm not going to... okay, I'm taking... I'm taking for granted that this is legal to ask anyone to... for a test, to be tested?"

Mr. Hiscock: "Oh, absolutely."

Commissioner Geake: "Yes, it is."

Commissioner Ayme: "It is legal?"

Commissioner Geake: "It is."

Commissioner Ayme: "It has already been checked with the attorneys and all that...?"

Mr. Hiscock: "Oh yes."

Commissioner Ayme: "...so I'm not going to get into that."

Commissioner Burgess: "Can I ask something? This last part is exactly what the U.S. Post Office has for their employees; exactly, because I've had occasion to read it this week."

Commissioner Ayme: "Oh, okay. Alright, the... in the event that you have someone, that we have someone on... in rehab, if there is a testing..."

Commissioner Ramirez: "In therapy, we said."

Commissioner Ayme: "...or if there is... no, no, testing is what I'm saying [responding to Commissioner Ramirez]."

Commissioner Ramirez: "No, I said you said rehab, but we utilize the word therapy."

Commissioner Ayme: "Oh therapy, okay. If in the middle of the therapy there is a second testing, that would be at the request of whoever is doing the rehab?"

Commissioner Ramirez: "No."

Mr. Hiscock: "No."

Commissioner Ayme: "They would be in a better position of doing that, right?"

Mr. Hiscock: "It may be..."

Commissioner Ayme: "Okay."

Mr. Hiscock: "...as part of the rehab program."

Commissioner Ayme: "Right."

Mr. Hiscock: "And you may be getting a testing program."

Commissioner Ayme: "Right."

Mr. Hiscock: "And that may be part of it, but you're also still subject to the random testing..."

Commissioner Ayme: "Okay."

Mr. Hiscock: "...that we do to meet the safety requirements."

Commissioner Ayme: "Okay, in terms of if someone refuses to be tested what are the consequences?"

Mr. Hiscock: "Termination."

Commissioner Ayme: "Immediate..."

Commissioner Ramirez: "It's right here [tapping on the board book]."

Commissioner Ayme: "Immediate termination, okay."

Commissioner Ramirez: "...very loud and clear."

Commissioner Ayme: "And that's also spelled out? Is there an appeal; if they appeal?"

Mr. Hiscock: "There is always an appeal to the Commission on a termination."

Commissioner Ayme: "And that comes directly to this Commission?"

Mr. Hiscock: "No."

Commissioner Ayme: "No? Okay."

Mr. Hiscock: "It goes through a chain of command inside of the Department..."

Commissioner Ramirez: "Right."

Mr. Hiscock: "...and then the ultimate decision is the Commission's, if an employee wishes to appeal my decision."

Commissioner Ramirez: "That's correct."

Commissioner Ayme: "To this Commission?"

Mr. Hiscock: "Correct. And when that happens it becomes very formal, and very legal, and you'll sit in a room with attorneys on both sides..."

Commissioner Ayme: "Okay..."

Mr. Hiscock: "...and it gets extraordinarily complex."

Commissioner Ayme: "I see, yes."

Commissioner Ramirez: "It becomes a very serious matter..."

Commissioner Ayme: "Right, right."

Mr. Hiscock: "Yes."

Commissioner Ramirez: "...with attorneys, and..."

Commissioner Ayme: "In terms of the... in terms of the... are you setting up some random testing throughout the year?"

Mr. Hiscock: "We've been doing random testing for about six or seven..."

Commissioner Ayme: "Oh, you've been doing it?"

Mr. Hiscock: "...eight years, maybe."

Commissioner Ayme: "Oh, okay."

Mr. Hiscock: "Yes."

Commissioner Ayme: "Alright."

Commissioner Ramirez: "And that includes everybody?"

Mr. Hiscock: "No, it includes the list."

Commissioner Ramirez: "Just the list that it shows here, right?"

Mr. Hiscock: "Just the list that's here."

Commissioner Ramirez: "Okay."

Mr. Hiscock: "And that includes about... let me quickly give you an idea [looking through board book]. It is essentially field personnel; those with CDL's and those with specific licenses. It does not include office personnel."

Commissioner Ramirez: “And what’s the reason that also the internal personnel does not follow into the random testing?”

Mr. Hiscock: “Why do the interior people not, because they’re not safety sensitive. The rationale for this program is high risk and safety sensitive employees.”

Commissioner Ramirez: “Well I think this is a meeting I’m not going to get into that. Perhaps maybe...”

Mr. Hiscock: “We’ve talked a little bit about it internally, whether or not we want to extend it to every employee or not.”

Commissioner Ramirez: “Yes, I know it’s not a safety issue, but I don’t know what the (inaudible) are within the Company itself, with the office personnel, or management personnel itself. Okay, I think that would be fair. Definitely this is... no doubt about that, 100 percent with you.”

Mr. Hiscock: “Yes, this is a legal requirement for us.”

Commissioner Ramirez: “Yes, there’s no doubt about it.”

Mr. Hiscock: “Okay.”

Commissioner Ramirez: “Okay. I think there’s also the other part, legally, is that correct?”

Mr. Hiscock: “Excuse me?”

Commissioner Ramirez: “I believe the other group is also legal if you go...”

Mr. Hiscock: “It would be legal to test everyone. That is correct.”

Commissioner Ramirez: “Including management, is that correct?”

Mr. Hiscock: “Absolutely.”

Commissioner Ramirez: “That’s correct.”

Commissioner Ramirez: “Just one last question, if I may, because I have... how do you feel about that, the internal, the office people?”

Mr. Hiscock: “I don’t have a problem with it per say. It’s going to add to the cost, there’s no doubt about it. I don’t have a particular problem with it. I don’t have a need from a legal perspective to do it.”

Commissioner Ayme: “Oh, okay.”

Mr. Hiscock: “So it becomes one of whether you judge it as a fairness issue or not.”

Commissioner Ayme: “Okay. Thank you.”

Mr. Hiscock: "That's the real issue."

Commissioner Burgess: "Mary [acknowledging Commissioner Geake]?"

Commissioner Geake: "Through the Chair, can you give us a ballpark figure of how many people would be able to have tested versus how many employees are...total, just so we get a...?"

Mr. Hiscock: "Sure."

Commissioner Geake: "Just so we get a..."

Mr. Hiscock: "[Looking in board book] somewhere between 21 and 24 out of 47."

Commissioner Geake: "Okay, thank you."

Mr. Hiscock: "And that's the best I can do without having an org chart in front of me."

Commissioner Geake: "That's okay."

Mr. Hiscock: "So it's somewhere around half of the employees, somewhere in that range, approximately one-half of the employees."

Commissioner Borges-Lopez: "I would like to make a motion to approve the Employee Manual changes as presented."

Commissioner Ayme: "Second."

Commissioner Geake: "Second."

Commissioner Ramirez: "With... sorry, before we vote. If you don't mind, through the Chair, are we leaving notifying the supervisor the day before, or are we taking that little part out? Or leave it as it is..."

Mr. Hiscock: "Hang on one second."

Commissioner Ramirez: "...and it's optional to you?"

Mr. Hiscock: "Let me see how quickly I can..."

Commissioner Ramirez: "And the only reason why folks, I'm trying to be as fair as possible to everybody, you know what I'm saying? I mean we all have a tendency to have favorites at one point in time. I mean..."

Mr. Hiscock: "Okay, on Section 29 is where it's indicated. [Reading from board book] 'South Norwalk Electric and Water may contract with a medical facility to administer programs. SNEW will be notified on a quarterly basis based on the applicant pool of those employees selected for testing. The super...' That's because we only get negative results. That's because we only get, excuse me, positive results."

Commissioner Ramirez: "Right, right."

Mr. Hiscock: "...and then quarterly we get a whole indication. 'Supervisor of the selected will be notified, provided with a form required by the medical facility, and will schedule an appointment for the selected employee within 24 hours. The employee will not be notified of the scheduled test until immediately before the test. An employee who does not report for testing...' Okay, 'and the supervisor...' The simplest way to correct this would be 'the supervisor of the selected employee will be notified, provided with a form required by the medical facility, and will schedule an appointment for the selected employee', instead of within 24 hours, within 8 hours."

Commissioner Ramirez: "Alright."

Mr. Hiscock: "And that's fine with me."

Commissioner Ramirez: "That's (inaudible), because once you have it, 8 hours..."

Mr. Hiscock: "Yes."

Commissioner Ramirez: "Okay."

Commissioner Ayme: "Alright, that requires an amendment..."

Mr. Hiscock: "Yes."

Commissioner Ayme: "...to the motion."

Mr. Hiscock: "So if somebody could make an amendment to change it from 24 hours to 8 hours."

Commissioner Ramirez: "Yes, I just would like to be fair with everybody folks, okay. That's the only reason I'm playing with this."

Commissioner Ayme: "Right."

Commissioner Ramirez: "Thank you. I appreciate it."

Mr. Hiscock: "So Commissioner Ramirez made a..."

Commissioner Ramirez: "It was seconded."

Commissioner Borges-Lopez: "I'll make..."

Commissioner Ayme: "That requires... who... you'll...?"

Commissioner Borges-Lopez: "I'll make a motion to..."

Commissioner Ayme: "Oh, alright."

Commissioner Borges-Lopez: "...to amend the Manual to read 8 hours versus 24."

Mr. Hiscock: "Okay."

Commissioner Ayme: "Alright, we'll vote on the amendment."

Commissioner Burgess: "Yes."

Commissioner Borges-Lopez: "Is there a second?"

Mr. Hiscock: "Well somebody has got to second it, then you can vote on the amendment."

Commissioner Ramirez: "I'll second it."

Mr. Hiscock: "Okay, vote on the amendment."

Commissioner Burgess: "Okay, all in favor of the amendment?"

Commissioners simultaneously: "Aye."

Commissioner Borges-Lopez made a motion to amend the Employee Manual changes to 8 hours versus 24 hours. Commissioner Ramirez seconded and the motion to amend the changes passed unanimously with all five Commissioners present voting in favor and none opposed.

Mr. Hiscock: "Okay, now we can go back to the original..."

Commissioner Burgess: "No, now we'll vote on the motion."

Mr. Hiscock: "Right."

Commissioner Burgess: "All in favor?"

Commissioners simultaneously: "Aye."

Mr. Hiscock: "Okay."

Commissioner Ramirez: "Thank you folks."

Commissioner Burgess: "No abstentions?"

Commissioner Ramirez: "Chair, thank you."

Commissioner Burgess: "Nothing? Okay."

Commissioner Borges-Lopez made a motion to approve the Employee Manual changes as amended. Commissioner Ayme seconded and the motion passed unanimously with all five Commissioners voting in favor and none opposed.

Public Participation

Mr. Hiscock: "Okay."

Commissioner Burgess: “No public here.”

Mr. Hiscock: “No.”

TRANSCO – Update

Commissioner Burgess: “So we can move to go into executive session.”

Commissioner Ayme: “I move to go into executive session...”

Commissioner Ramirez: “I second.”

Commissioner Ayme: “...for the purpose of discussing TRANSCO contracts.”

Commissioner Burgess: “All in favor?”

Commissioners simultaneously: “Aye.”

EXECUTIVE SESSION

The District Commissioners moved into executive session at 7:32 p.m. The purpose of the executive session was to discuss TRANSCO contracts.

Present in executive session were Commissioners Burgess, Ayme, Borges-Lopez, Geake, and Ramirez; General Manager, John M. Hiscock; District Counsel, Arthur Miller; and District Clerk, Candace Fox.

REGULAR SESSION

The District Commissioners returned to regular session at 8:08 p.m.

Ms. Fox: “We’re back.”

Commissioner Burgess: “Okay we’re back in regular session, and as a result of the executive session there will be no action taken.”

Commissioner Ramirez: “(Inaudible) a motion to adjourn the meeting.”

Commissioner Ayme: “That’s right.”

Commissioner Geake: “I second his motion to adjourn.”

Commissioner Burgess: “Yes.”

Commissioner Ramirez: “Okay, great.”

Mr. Hiscock: “Okay.”

Adjournment

The meeting adjourned at 8:09 p.m.

Attest:

Candace Fox
District Clerk