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**Silicon Valley Clean Energy Authority
Board of Directors Special Meeting**

Wednesday, March 11, 2020
7:00 pm

Cupertino Community Hall
10350 Torre Avenue
Cupertino, CA

AGENDA

Call to Order

Roll Call

Public Comment on Matters Not Listed on the Agenda

The public may provide comments on any item not on the Agenda. Speakers are limited to 3 minutes each.

Regular Calendar

- 1) Adopt Resolution Authorizing the Chief Executive Officer to Grant 30-days Paid-Time-Off to Employees Affected by the Covid-19 Virus (Action)

Board Member Announcements and Direction on Future Agenda Items

Adjourn

svcleanenergy.org

333 W El Camino Real
Suite 290
Sunnyvale, CA 94087



Staff Report – Item 1

Item 1: Adopt Resolution Authorizing the Chief Executive Officer to Grant 30 days of Paid-Time-Off to Employees Affected by the Covid-19 Disease

To: Silicon Valley Clean Energy Board of Directors

Prepared by: Girish Balachandran, CEO

Date: 3/11/2020

RECOMMENDATION

Staff recommends approval of Resolution 2020-11 authorizing the Chief Executive Officer to grant up to 30 days of Paid-Time-Off (PTO) to employees affected by the Coronavirus ("COVID-19".)

BACKGROUND

COVID-19 is a serious disease (caused by the virus SARS-CoV-2) impacting the world's health and economy. On February 3, 2020, the Director of Emergency Services of the County of Santa Clara proclaimed a local emergency based on conditions of extreme peril to the safety of persons and property in Santa Clara County resulting from COVID-19. On March 2, 2020, Governor Newsom declared a state of emergency.

SVCE management has opened channels of communication to educate staff and mitigate the risks from COVID-19 with updates provided as new information is learned.

ANALYSIS & DISCUSSION

In the unfortunate event that an employee is diagnosed with COVID-19, they would most likely be unavailable for work for a significant time. The Resolution provides financial security during a time of high anxiety by allowing the employee to draw upon the 30 additional days of PTO before using their accrued PTO. The benefit will be applied on a case-by-case review.

The situation is fluid. As new information is provided, further recommendations from staff may be forthcoming to the Board.

STRATEGIC PLAN

The recommendation supports the "Health and Welfare" goals of the strategic plan.

ALTERNATIVE

Staff is open to suggestions from the Board.

FISCAL IMPACT

This recommendation will have a minimal fiscal impact to the agency if an employee is affected.

ATTACHMENTS

1. Resolution 2020-11 Authorizing the Chief Executive Officer to Grant 30 Days Paid-Time-Off to Employees Affected by the Covid-19 Disease

**SILICON VALLEY CLEAN ENERGY AUTHORITY
RESOLUTION NO. 2020-11**

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SILICON VALLEY CLEAN ENERGY AUTHORITY AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO GRANT 30 DAYS PAID-TIME-OFF TO EMPLOYEES AFFECTED BY THE COVID-19 DISEASE

WHEREAS, the Silicon Valley Clean Energy Authority (“Authority”) was formed on March 31, 2016 pursuant to a Joint Powers Agreement to study, promote, develop, conduct, operate, and manage energy programs in Santa Clara County; and

WHEREAS, Governor Newsom of California declared a state of emergency in response to the Coronavirus (“COVID-19”) on March 2, 2020; and

WHEREAS, on February 3, 2020 the Director of Emergency Services of the County of Santa Clara proclaimed a local emergency based on conditions of extreme peril to the safety of persons and property in Santa Clara County resulting from COVID-19; and

NOW THEREFORE, the Board of Directors of the Silicon Valley Clean Energy Authority hereby resolves:

SECTION 1. In response to the potential impact to the Authority and its employees from contracting the COVID-19 disease, the Board hereby authorizes the Chief Executive Officer to grant up to thirty (30) days of additional Paid-Time-Off to eligible employees that both (a) receive a documented positive test result from a COVID-19 test administered by a health provider, and (b) are subject to a health-provider imposed quarantine as treatment for the COVID-19 disease.

PASSED AND ADOPTED this 11th day of March, 2020, by the following vote:

JURISDICTION	NAME	AYE	NO	ABSTAIN	ABSENT
City of Campbell	Director Gibbons				
City of Cupertino	Director Sinks				
City of Gilroy	Director Tovar				
City of Los Altos	Director Fligor				
Town of Los Altos Hills	Director Tyson				
Town of Los Gatos	Director Rennie				
City of Milpitas	Alternate Director Marshall				
City of Monte Sereno	Director Ellahie				
City of Morgan Hill	Alternate Director Eulo				
City of Mountain View	Director Abe-Koga				
County of Santa Clara	Director Ellenberg				
City of Saratoga	Director Miller				
City of Sunnyvale	Director Smith				

Chair

ATTEST:

Andrea Pizano, Board Secretary