

On Call Pay Policy Clarification

Mr. Williams said it was brought to his attention that field staff members do not always clock in for time spent at home dealing with issues and alarms. Per the Fair Labor Standards Act, TriCo must pay hourly employees for their time working while away from the office. Ms. Sheeks said most employees have a mobile app on their phones that allows them to clock in remotely. Mr. Kimbell asked how often an employee needs to work from home. Mr. Williams said each week there is one person on call, so they are expecting phone calls. Windstorms and thunderstorms can cause lapses in power and alarms may go off which employees need to reset remotely. Ms. Sheeks said employees who are on call receive an extra \$2.77 per hour to compensate for their on-call time and they receive mileage if they must drive in. Mr. Williams said the update will make it clear for employees when to log their time to ensure the Utility remains in compliance with the Fair Labor Standards Act.

Mr. Williams informed the Committee that there was a leak in a force main at the plant on Sunday. He was leaving about 6:00 p.m. and noticed water on the driveway that should not have been there. When he investigated, he noticed a small geyser off the edge of the pavement. It ended up being a leak in the LS 11 force main, but that evening the leak stopped on its own due to a large rag plugging the hole. Staff and the contractor were on location until about 12:00 a.m. trying to locate the leak. The contractor was able to locate the crack in the pipe the following day and replace the bad section of pipe. Mr. Kimbell asked how far down the pipe was from the ground's surface. Mr. Williams said five to six feet.

Staff Updates

Mr. Williams said one of the new employees is a US Airforce Reservist. He will have duty days the Utility will need to recognize. He will need two weeks off for his annual duty requirement. The law states that TriCo must provide him the ability to take those days off work without penalty. Some employers compensate employees the difference in their normal wage and their military service wage. Mr. Williams asked if the committee had any opinion as to if TriCo should revisit its current policy regarding military service. The Committee did not.

Mr. Williams mentioned a phone call he received regarding a potential service expansion opportunity. This matter is still just in the inquiry stage but could impact the Utility's staffing needs in the future.

Adjournment

The meeting adjourned at 7:40 a.m.

Respectfully Submitted,



Andrew Williams
Utility Director