



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



President – Kevin Graves • Vice-President – Ashley Porter • Director – Bryon Gutow • Director – Michael Callahan • Director – Carolyn Graham

**NOTICE OF THE REGULAR MEETING
MINUTES OF THE INTERNAL OPERATIONS COMMITTEE
OF THE TOWN OF DISCOVERY BAY
Wednesday April 6, 2022**

Internal Operations Committee Board Members

*Chair Michael Callahan
Vice-Chair Carolyn Graham*

A. ROLL CALL

1. Call business meeting to order 3:30 p.m.
2. Roll Call – all members are present.

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

None.

C. DRAFT MINUTES TO BE APPROVED

1. None.

D. PRESENTATIONS

1. None.

E. DISCUSSION ITEMS

1. Internal Covid 19 SB114 Directive.
Presented by Assistant General Manager, Mike Davies.
 - Internal administrative directive, once the Town reaches 26 employees those employees must be provided 40 hours of supplemental paid sick leave for one set of Covid related circumstances and another bank of sick leave of 40 hours for another set of Covid related circumstances.
 - Directive Items 1-7: Quarantine for you or a family member, you or a family member are experiencing symptoms of Covid and need to make medical appointment, or you and a family member need to receive vaccination or having symptoms from having a vaccine. Or, if you or a family member tests positive for Covid 19.
 - Employees have the right to decide which bank of hours to choose, they may receive up to a maximum of \$510 per day this may be supplemented with vacation or sick time. Working with payroll to ensure this is addressed.

No public comment.

F. FUTURE DISCUSSION / AGENDA ITEMS

None.

G. ADJOURNMENT

1. Meeting adjourned at 3:37 p.m. to the next Internal Operations Committee meeting at the Community Center located at 1601 Discovery Bay Boulevard.

“This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Town of Discovery Bay, at (925) 634-1131, during regular business

hours, at least forty-eight hours prior to the time of the meeting.”

"Materials related to an item on the Agenda submitted to the Town of Discovery Bay after distribution of the agenda packet are available for public inspection in the District Office located at 1800 Willow Lake Road during normal business hours."

//ag 04-25-22