



## Orange Water and Sewer Authority

OWASA is Carrboro-Chapel Hill's not-for-profit public service agency delivering high quality water, wastewater, and reclaimed water services.

### Summary of the OWASA Board of Directors' Virtual Meeting on September 10, 2020

**Please note:** The summary below was prepared by staff and is not approved by the OWASA Board. OWASA's [webpage with Board meeting information](#) includes the Board's adopted minutes, agenda materials, staff's meeting summaries, recordings of Board meetings on second and fourth Thursdays of the month. The agenda and related information for the September 10<sup>th</sup> meeting that was held virtually are available [here](#).

#### The Board of Directors:

- Approved Juneteenth as a Paid Holiday for OWASA employees. The Board on June 11, 2020, adopted a Resolution Affirming OWASA's Diversity and Inclusion Values and Supporting a Community Free of Hatred and stated their interest in acknowledging Juneteenth as a holiday for eligible OWASA employees. The annual observance will allow OWASA employees to join community members in promoting and cultivating knowledge and appreciation of Juneteenth history and culture.
- Approved proposed changes to OWASA's HR Policy regarding the Referral Fee Program. The program has been in place since 2001 and changes were proposed following a review by OWASA's Diversity Resource Group. The proposed changes increased the referral fee distributed to employees who recommend an external candidate who is then hired to fill an open role at OWASA and eliminating the probationary period requirement before that distribution is made.
- Received an update on OWASA's Diversity and Inclusion (D&I) Program and Equal Employment Opportunity Report for Fiscal Year (FY) 2020. All action items identified in the D&I Initial Implementation Plan in 2017 have now been completed, although OWASA will always strive for continuous improvement in this area. OWASA has seen growth in race and gender diversity of its workforce over time and will continue outreach to outside agencies in an effort to improve the diversity of applicant pools for open positions.
- Approved the Key Focus Areas for OWASA's Executive Director for the period September 2020 through June 2021.

The Board will hold its next two meetings remotely on Thursday, September 24, 2020 and Thursday, October 8, 2020, via Microsoft Teams at 6 PM; a link will be provided on OWASA's website at [www.owasa.org/board-of-directors-meetings](http://www.owasa.org/board-of-directors-meetings).

OWASA's administrative office is closed to the public to help mitigate the spread of COVID-19. Customers in need of assistance can still contact OWASA from 8 a.m. – 5 p.m. Monday through Friday by calling (919) 968-4421, emailing [customerinquiries@owasa.org](mailto:customerinquiries@owasa.org), or using the chat function available in the bottom-right corner of [www.owasa.org](http://www.owasa.org). Please allow for additional time for OWASA staff to respond during this time. We appreciate your patience.

