

**MINUTES OF VIRTUAL COVID-19 STATUS UPDATE**

**OF THE**

**BOARD OF DIRECTORS**

**FLORIDA KEYS AQUEDUCT AUTHORITY**

**HELD ON**

**JANUARY 15, 2021**

**PUBLIC MAY JOIN MEETING AT URL:**

<https://us02web.zoom.us/j/81998853628>

Meeting ID: 819 9885 3628

**OR VIA PHONE:**

1 (646) 558- 8656

Meeting ID: 819 9885 3628

**11:00 A.M.**

The following MEMBERS were present:

J. Robert Dean. . . . . Chairman  
Richard J. Toppino. . . . . Vice-Chairman  
David C. Ritz. . . . . Secretary/Treasurer  
Antoinette M. Appell. . . . . Member  
Cara Higgins. . . . . Member  
  
Kerry Shelby. . . . . Acting Executive Director  
Robert T. Feldman. . . . . General Counsel  
Timothy Esquinaldo. . . . . Internal Auditor  
Jolynn Reynolds. . . . . Director of Engineering  
Peter Gomez. . . . . Director of Water Ops.  
Jay Miller. . . . . Director of Wastewater Ops.

A LIST OF ATTENDANCE IS RETAINED WITH THE PERMANENT RECORD OF THIS MEETING.

## COVID-19 STATUS CALL

The Meeting was called to order by Chairman Dean at 11:00 a.m.

Pam Albury presented the roll call.

## AGENDA

### **Latest Information and Response**

Mr. Shelby reported that there is one (1) confirmed case of an employee testing positive for COVID-19 at the FKAA. He added that there are two (2) employees in quarantine awaiting test results. Mr. Shelby advised that COVID-19 safety procedures remain in place.

Mr. Ritz inquired if employees had been placed on a list to receive the vaccine. Mr. Shelby advised that at the federal level, critical infrastructure employees will receive the vaccine during the third distribution and fall under category 1C. He explained that critical infrastructure employees originally had been listed under category 1B and then moved to category 1C. He advised that there is an effort underway to get critical employees placed back under category 1B but to date has not occurred.

### **Status of Major Projects**

Mr. Shelby reported that the masonry work on the first floor of the New Joe Pinder Administration Building has been completed. Mr. Shelby advised that the basic structure is anticipated to be completed in March and that the project remains ahead of schedule.

Mr. Shelby reported that the design phase continues for the New Kermit H. Lewin R.O. He added that the final design is expected to be completed by June.

Chairman Dean asked who was contracted to complete the design for the New Kermit H. Lewin R.O. Mrs. Reynolds advised Carollo.

### **Current Financial Status**

Mr. Shelby advised that water production is on track and that delinquencies remain within the normal level. Mr. Shelby reported that it is normal operations from a financial standpoint.

### **Additional Comments**

Ms. Higgins inquired if the FKAA had received and or was eligible for PPP money. Mr. Shelby advised that that the FKAA had not applied for PPP money due to no signs of a loss. Mr. Ritz advised that a second round of PPP money was now available and inquired that if the FKAA were eligible would staff apply. Mr. Shelby advised that staff would look into the criteria and update the Board with the findings.

Mr. Shelby advised that security has been heightened throughout the system due to the unrest all over the country.

Chairman Dean advised that the draft copy of Mr. Shelby's contract that was sent to the Board for review did not include language regarding the use of a company car. He advised that the contract had been updated and will be on the January Board Meeting agenda.

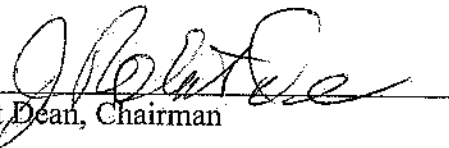
Ms. Higgins advised that the new Deputy Executive Director job description was updated to reflect changes that were discussed at the Labor Committee meeting in December. Ms. Higgins requested that the updated job description be sent to the Board for their review and be included on the January Board meeting agenda.

**ADJOURNMENT**

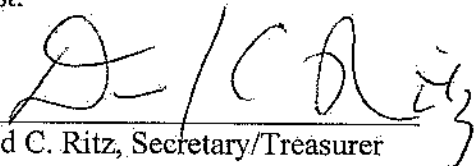
With there being no further business, the meeting was adjourned at 11:14 a.m.

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**FLORIDA KEYS AQUEDUCT AUTHORITY**

By:   
J. Robert Dean, Chairman

Attest:

  
David C. Ritz, Secretary/Treasurer

ATTENDANCE

BOARD MEMBERS

J. Robert Dean  
Richard Toppino  
David C. Ritz  
Antoinette M. Appell  
Cara Higgins

FCAA STAFF

Tim Esquinaldo	Bob Feldman
Karen Rodriguez	Jolynn Reynolds
Blasé Knabl	Kerry Shelby
Deanna Esquinaldo	Peter Gomez
Julie Cheon	Cindy Kondziela
Jay Miller	Bubba Osterhoudt
Pam Albury	Maghan Barber
Mary Ann Clothier	Manual Castillo
Melinda Rodriguez	

MEMBERS OF THE PUBLIC

Tom Pope