

Informational Agenda for the next meeting of BVU Authority Board

The meeting will start at 12:00 p.m. on August 23, 2019 at the following location:

BVU Administrative Building
Designated Conference Room
15022 Lee Highway
Bristol, Virginia 24202

The BVU Authority Board of Directors will hold a meeting at the above time and place to consider the proposed matters listed below and any other matter added. A meal will be provided to official attendees. The public is invited to attend.

1. The Chair will call the meeting to order and determine a quorum is present.
2. The Chair will lead the meeting in opening ceremonies:
 - a. Moment of Reflection
 - b. Pledge of Allegiance to the United States of America
3. The Chair will recognize members of the public that wish to address the board. There is a three-minute time limit for non-agenda items that may be extended with consent of the Chair.
- *4. The Chair will request a motion to adopt a meeting agenda:
 - a. The Chair will ask members and/or CEO if they have any motions to add, delete, or revise items on the agenda.
 - b. The Chair will conduct a separate roll call vote to formally adopt or reject each motion.
 - *c. The Chair will conduct a roll call vote to formally adopt the proposed agenda to include any approved motions to add, delete, or revise.
5. The CEO will review upcoming events/calendar and make comments.
- *6. The Chair will ask for a motion to approve the following minutes:
 - a. July 26, 2019 regular board meeting
7. The CEO and Finance Director will present unaudited financial data for FY2019 operations.
8. The CEO and Finance Director will provide an update on the FY2019 Audit. This year's audit will be performed by BCS. The report is due on September 30, 2019. Actual report date is dependent on Bristol, Tennessee's audit for the joint wastewater system. In addition, TVA is conducting their annual audit as well.
- *9. The CEO and Finance Director will discuss a proposed Cash Reserve Policy. The Chair will request a motion to approve the policy. If moved, the Secretary will conduct a roll call vote.

10. The CEO will discuss the Virginia Resources Authority July 29, 2019 letter stating that the State Water Control Board has authorized funding from the Virginia Water Facilities Revolving Fund to BVU Authority. VRA does not require a formal board resolution. Unless there is a concern, the CEO will execute the letter and proceed with securing the funds for the Little Creek and Beaver Creek Project. The contract will be advertised in September and awarded in December by board action.

*11. The CEO and General Counsel will discuss proposed revisions to the existing Code of Conduct. The Chair will request a motion to approve the Code of Conduct and Ethics as presented. If moved, the Secretary will conduct a roll call vote.

12. The CEO and Customer Service and Contracts Manager will provide an update on the Home Serve Agreement.

*13. The CEO and Administrative Services Manager will review the BVU Handbook policies listed below that are requested to be revised. The policies have been reformatted, reviewed by staff and updated, and final review by legal counsel. The Chair will request a motion to approve the policies listed below. If moved, the Secretary will conduct a roll call vote. If approved, employees will be made aware of the revised policies.

<i>Revised</i>	Attire and Grooming Policy
<i>Revised</i>	Drug and Alcohol Policy
<i>Revised</i>	Progressive Discipline Policy (and report form)
<i>Revised</i>	Safety, Accident and Fire Prevention Policy
<i>Revised</i>	Use of Smokeless Tobacco Policy

14. The CEO and General Counsel will provide an update on third party billing services.

15. The CEO and Customer Service and Contracts Manager will review TVA's fuel cost adjustment rates and trends.

16. The CEO and Customer Service and Contracts Manager will discuss a new TVA contract and rate credit options available to BVU.

17. Adjournment.

*Board Vote Required

The next regular board meeting will be held on Friday, September 27, 2019 at noon. For more information, please contact Donna Biggs, BVU Board's Secretary, at (276) 669-4112. Please note that BVU attempts to videotape all open sessions of BVU board meetings. The videotapes are uploaded to www.youtube.com and are available for members of the public to view.