

Informational Agenda for the BVU Authority Board Meeting

The meeting will start at **12:00 p.m. on Friday, January 27, 2023**, at the following location:

BVU Authority Administrative Building
Board Room
15022 Lee Highway
Bristol, Virginia 24202

Overview. 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 for official attendees.

Public Participation. Vehicles must enter BVU property from 21297 Old Dominion Road and park in the front customer parking lot. BVU staff will be available at the front door to provide access to the designated meeting room. The public is invited to attend. The public may view the meeting live online at www.youtube.com. To participate remotely in public discussion, as defined in the agenda, call 1-650-479-3208, meeting number (access code) 2634 451 9404.

REGULAR MEETING AGENDA

1.0	The Chair will call the meeting to order and determine if a quorum is present.
2.0	The Chair will lead the meeting in opening ceremonies:
2.A	Moment of Reflection.
2.B	Pledge of Allegiance to the United States of America.
3.0	The Chair will ask if any members of the public would like to discuss any agenda items. If so, the public may participate when the agenda item is up for discussion. There is a three-minute time limit for agenda items which may be extended by the Chair. For non-agenda items, the public is asked to contact the CEO and request to be added to a future meeting.
4.0	The Chair will request a motion to adopt a meeting agenda:
4.A	The Chair will ask members and/or CEO if they have any motions to add, delete, or revise items on the agenda.
4.B	The Chair will conduct a separate roll call vote to formally adopt or reject each motion.
4.C*	The Chair will request a motion to formally adopt the proposed agenda to include any approved motions to add, delete, or revise. If moved, the Secretary will conduct a roll call vote.
5.0	The CEO will review upcoming calendar events and make general comments about the Authority.

6.0*	The Chair will request a motion to approve the regular meeting minutes from December 9, 2022. If moved, the Secretary will conduct a roll call vote.
7.0	The CEO will provide an update on the Statement of Economic Interest forms. The forms must collectively be turned in to Washington County before February 1, 2023.
8.0	The CEO and Finance Director will review financial reports for the first half of FY2023.
9.0*	The CEO and Finance Director will discuss the payoff of internal company notes. The Chair will request a motion to approve. If moved, the Secretary will conduct a roll call vote.
10.0	The CEO and Finance Director will discuss the FY2024 budget planning process and key goals for the new fiscal year.
11.0*	The CEO and Finance Director will present an audit engagement letter for Blackburn, Childers & Steagall (BCS) for the FY2023 audit. The Chair will request a motion to approve. If moved, the Secretary will conduct a roll call vote.
12.0*	The CEO will report that the renewal process for the upcoming health insurance plan year may require early submission. The Chair will request a motion to authorize the CEO and Staff to comply with the early submission date and provide a report to the Board on the health insurance program following that submission. If moved, the Secretary will conduct a roll call vote.
13.0	The Chair and CEO will present the Water Fluoridation Quality Award to the Water Resources Director and Water Department staff.
14.0	The CEO will provide an update on the electric system.
15.0	The Water Resources and GIS Director will provide an update on the water system.
16.0	The Water Resources and GIS Director will provide an update on the sewer system.
17.0	The CEO and General Counsel will update the Board on litigation with the City of Bristol, Virginia.
18.0*	The CEO will review a proposed revision to the Employee Service Awards Policy. The Chair will request a motion to approve. If moved, the Secretary will conduct a roll call vote.
19.0*	The CEO will review a proposed revision to the Introductory/Training Period Policy. The Chair will request a motion to approve. If moved, the Secretary will conduct a roll call vote.
20.0	Adjournment.

**Board Vote Required*

The next regularly scheduled Board meeting is tentatively scheduled for:

12:00 p.m. on Friday, March 24, 2023 as a combined February/March meeting due to the February budgeting process.

For information, please contact Donna Biggs, the BVU Board Secretary, at (276) 669-4112.

Please note that BVU attempts to record all open sessions of BVU Board meetings. Recordings are uploaded to www.youtube.com and are available for the public to view.