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NOTICE OF SPECIAL MEETING

Notice is hereby given that the Board of Commissioners of the Housing Authority of the City of Everett, Washington will hold a Special Meeting **via telephone conference call at 9:00 A.M. on Monday, March 9, 2020**, hosted from the Housing Authority's main office located at 3107 Colby Avenue, Everett, Washington.

The purpose of this Special Meeting will be to adopt Resolution No. 1486, "Regarding Potential Emergency Measures and Contingency Plans in Response to Novel Coronavirus 2019,"

Dated this 5 day of March, 2020

Allison Warren-Barbour, Board Chair



Resolution No. 1486

Regarding Potential Emergency Measures and Contingency Plans in Response to Novel Coronavirus 2019

WHEREAS, the 2019 Novel Coronavirus (COVID-19) presents a global public health challenge that has the potential to hamper or disrupt the ability of local government agencies, including Everett Housing Authority (EHA), in carrying out their normal operations; and

WHEREAS, the spread of COVID-19 in this locale may rise to a level whereby the risk of infection to EHA's clients, employees, and the general public prevents the agency from carrying out its normal operations in a safe manner; and

WHEREAS, in such an event, the Executive Director has developed emergency measures and contingency plans intended to minimize potential interruptions in serving EHA's clients and the community, as well as negative financial impacts to its employees, and

WHEREAS, emergency measures may include, but will not be limited to, closing one or more EHA offices, and suspending unit inspections and other face to face interactions with clients; and

WHEREAS, contingency plans may include, but will not be limited to, authorizing employees to work remotely from home, carrying out client interactions by telephone or other electronic means, and authorizing the use of sick leave or FMLA for those employees who are unable to work remotely; and

WHEREAS, EHA will follow the Snohomish Health District's maxim to remain "calm, prepared, and informed" when assessing the risk COVID-19 presents to the public, our clients, and employees, and in the event the decision is made to suspend normal operations by implementing emergency measures or contingency plans, this decision will be grounded in an evidence-based approach that relies on the Health District's guidance and data;

NOW THEREFORE BE IT RESOLVED by the Housing Authority of the City of Everett:

Section 1: The Executive Director or his designee is authorized to implement any emergency measures and/or contingency plans deemed necessary in response to the Novel Coronavirus (COVID-19).

Section 2: This resolution shall take effect immediately.

Adopted by the Board of Commissioners of the Housing Authority of the City of Everett, Washington, this 9th day of March, 2020.

Chair, Board of Commissioners

Attest:

Ashley Lommers-Johnson, Secretary