



**ERIE COUNTY WATER AUTHORITY  
INTEROFFICE MEMORANDUM**

February 5, 2020

To: Jerome D. Schad, Chair  
Mark S. Carney, Vice Chair  
E. Thomas Jones, Treasurer

cc: Terrence D. McCracken, Secretary to the Authority  
Daniel J. NeMoyer, Director of Human Resources  
Russell J. Stoll, Chief Operating Officer  
Karen A. Prendergast, Chief Financial Officer  
Margaret A. Murphy, General Counsel

From: Matthew Barrett, Security Officer

Subject: Personal Leave Credit for Approved Community Outreach

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As you may remember, the United States Department of Justice, Drug Enforcement Agency (“DEA”) works with other public agencies to coordinate a National Prescription Drug Take Back Day (“NPDTB”) twice a year. This program offers a safe, convenient, and responsible way to dispose of unused or expired prescription drugs. As the Security Officer of the Erie County Water Authority (“Authority”), I have coordinated Authority volunteers and vans to assist the DEA at various drop-off sites for the past two years. During this time, I noticed that participation by Authority personnel had decreased, but the DEA continued to have the same need for volunteers.

Accordingly, at the October 17, 2019 Board meeting, it was proposed and a resolution was approved that granted an additional personal leave day to Authority employees who participated in the October 26, 2019 NPDTB. As a result of this resolution, six Authority employees volunteered during the October NPDTB.

The DEA will be holding its next NPDTB on Saturday, April 25, 2020.

Given the success of the October NPDTB, I have prepared a resolution for today's agenda similar to the resolution which was passed regarding the October NPDRB. The resolution authorizes six Authority employees to represent the Authority at the April NPDTB and to receive an additional personal leave day for their participation.

Thank you.