

DELAWARE SOLID WASTE AUTHORITY  
ADMINISTRATIVE & CITIZENS' AFFAIRS COMMITTEE  
601 Energy Lane, Dover, DE 19901  
Thursday, October 10, 2024  
5:00 p.m.

Under Title 29, Section 10006A of the Delaware Code, the Administrative & Citizens' Affairs Committee is holding this meeting as a virtual meeting utilizing Zoom Webinar. In addition, this meeting is open to the public at DSWA's Administration Building (601 Energy Lane, Dover, DE 19901). Join the meeting via Zoom by going to:

Please click the link below to join the webinar:

[https://us02web.zoom.us/j/82898596736?pwd=CGZ\\_a5oW2JUAvFGJbnzl\\_J6WSI-YXw.XQ\\_K8anoZOtLYc4F](https://us02web.zoom.us/j/82898596736?pwd=CGZ_a5oW2JUAvFGJbnzl_J6WSI-YXw.XQ_K8anoZOtLYc4F)

Passcode: 665425

Webinar ID: 828 9859 6736

Or One tap mobile :

+1 301 715 8592 US (Washington DC)

**COMMITTEE:**

Tonda L. Parks, Chair

A. Temple Carter III

William J. Riddle

**AGENDA**

**A. Administrative and Citizens' Affairs Committee Meeting Notes**

The notes from the September 12, 2024, meeting are attached.

**ACTION ITEMS:**

**Human Resources**

**B. Organizational Chart Change**

Staff will discuss proposed change to the organizational chart.

**INFORMATION ITEM:**

**Business & Governmental Services**

**C. FOIA Requests**

Staff will discuss one (1) FOIA request.

## **Financial Services**

### **D. Committee's Audit Review of Internal Management – Revenue/Cost Results for the Month**

1. Statement of Revenue & Expense
2. Bank Fund Balance
3. Aging Summary Report