

# OLIVEHURST PUBLIC UTILITY DISTRICT

## Fire Department/Safety Committee



Date/Time: Tuesday, August 30<sup>th</sup>, 2022 at 4:00 p.m.

Directors: Burbank and Perrault

Location: Virtual Meeting

### **CORONAVIRUS (COVID-19) ADVISORY NOTICE**

#### **PUBLIC ADVISORY: THE OPUD BOARD ROOM WILL NOT BE OPEN TO THE PUBLIC**

To ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Board chambers will not be open for the meeting. To maintain transparency and public access, Board members and the public will be participating virtually or telephonically and will not be physically present in the Board Room.

If you would like to speak on an agenda item, you can access the meeting remotely:

Join from a PC, MAC, iPad, iPhone, or Android device. Although your image will not be shown on the video conference, you will be able to listen and view the meeting on Zoom.

**Link and password for Virtual Board Meeting will be available on our website at [www.opud.org](http://www.opud.org) or contact the OPUD Business Office at (530) 743-4657**

**Note: Your phone number will appear on the screen unless you first dial \*67 before dialing the numbers provided on our website.**

If you want to comment during the public comment portion of the Agenda, you can use the "Raise Hand" function in Zoom or you can Press \*9 if you are calling in. The acting Board Clerk will select you from the meeting cue. Please be patient while waiting in the cue.

In compliance with AB 361:

1. Consistent with all OPUD meetings, this meeting will be conducted in a manner that protects the statutory and constitutional rights of the parties and the public appearing before the legislative party.
2. If there is a disruption to the meeting broadcast or in the ability to take call-in or internet-based public comment, no further action can be taken on agenda items until the issue is resolved.
3. OPUD will not require comments to be submitted before the start of the meeting. Each member of the public will be allowed to make "real time" public comment.
4. As is its practice, OPUD will provide a reasonable time for public comment. As is its customary practice for public comment, OPUD's public comment period will be left open until the time expires.
5. All votes in OPUD meetings will be taken by roll call.

*Materials related to an item on this agenda submitted to the Olivehurst Public Utility District Board of Directors after distribution of the agenda packet are available for public inspection on the Olivehurst Public Utility District website, <http://www.opud.net>. Effort will be made to address the agenda items in the order shown. However, the Board President has the discretion to address items out of sequence for the convenience of the public and/or the Board Members.*

*If you have a disability and need disability-related modifications or accommodations to participate in this meeting, please contact the Clerk of the Board at (530) 743-4658 or (530) 743-3023 (fax). Requests must be made one full business day before the start of the meeting. To place an item on the agenda, contact the contact the Clerk of the Board at (530) 743-4658.*

The following items are scheduled for discussion:

- 1) Report on Operations and Staffing
  - a) [Staff report](#) – Chief York gave report.
    - i) Staffing – No items were reported.
    - ii) Materials – No items were reported.
  - b) Fire EMS Image Task Force – Positive Public Perception. (Strategic Plan 2013-2018, 3.4)  
  
Conducting football standby at Lindhurst High School
  - c) Budgetary items
    - i) [Monthly Review of Revenue and Expenditures – Fire Department FY 2021-22 \(page 9-13\) \(Strategic Plan 2013-2018, 5.1\).](#)
    - ii) [Monthly Review of Revenue and Expenditures – Fire Department FY 2022-23 \(page 10-14\) \(Strategic Plan 2013-2018, 5.1\).](#)
    - iii) [Monthly Review of Revenue and Expenditures – Administration FY 2021-22 \(page 3\) \(Strategic Plan 2013-2018, 5.1\).](#)
    - iv) [Monthly Review of Revenue and Expenditures – Administration FY 2022-23 \(page 3\) \(Strategic Plan 2013-2018, 5.1\).](#)
      - (1) Forwarded item(s): Review of Revenue and Expenditures for FY 2021-22 and 2022-23
        - (a) Staff Direction: None
        - (b) Staff Report Requested: None
        - (c) Documents: None

- 2) Discuss hiring third firefighter based off MOU Proposal.

Chief York stated that we are waiting to hear about a meeting date with the Tribe.

- a) Forwarded item(s): None
  - i) Staff Direction: None
  - ii) Staff Report Requested: None

- 3) [Discuss Intermittent/Seasonal Firefighter position.](#)

Chief York stated that the department's current pool of volunteers are unable to accept the position at the time due to other employer related responsibilities and as such the department needs to look outside to fill this role.

- a) Forwarded item(s): Bring to Board for further discussion.
  - i) Staff Direction: None
  - ii) Staff Report Requested: Staff Report to be completed for board meeting.

- 4) Receive an update on in-person and virtual meetings.

Bri Anne Ritchie, Board Clerk, stated that we are still holding virtual meetings as we are awaiting a few items for the Board room. She also stated that there is a new Assembly Bill 2449 that will make modifications to the Brown act as it relates to in-person and virtual meetings. It is going to the Governor's desk for signature.

- a) Forwarded item(s): None
  - i) Staff Direction: None
  - ii) Staff Report Requested: None

- 5) [Discuss updating Exhibit B of Resolution No. 1095 – A Resolution Adopting a Conflict of Interest Code.](#)

Bri Anne Ritchie, Board Clerk, stated that Exhibit B of Resolution No. 1095 is needing to be updated and sent to the Yuba County Board of Supervisors for approval as there has been a change in the Organizational Chart of OPUD.

- a) Forwarded item(s): Bring to Board for further discussion.
  - i) Staff Direction: None
  - ii) Staff Report Requested: Staff Report to be completed for Board meeting.

6) [Discuss updating Resolution No. 1099 – A Resolution Adopting a Drug-Free Workplace Policy.](#)

Bri Anne Ritchie, Board Clerk, stated that some amendments need to be made to Resolution No. 1099 which will update the adoption a drug-free workplace policy specifically stating when a drug test would be required.

- a) Forwarded item(s): Bring to Board for further discussion.
  - i) Staff Direction: None
  - ii) Staff Report Requested: Staff Report to be completed for Board meeting.

7) [Discuss updating internal OPUD policies and procedures on substance abuse and drug and alcohol testing guidelines.](#)

Bri Anne Ritchie, Board Clerk, stated that there is some confusion within OPUD's policies and procedures on substance abuse and drug and alcohol testing guidelines. Updating these policies will make it very clear and concise as to when substance abuse and drug and alcohol testing would be required.

- a) Forwarded item(s): Bring to Board for further discussion.
  - i) Staff Direction: None
  - ii) Staff Report Requested: Staff Report to be completed for Board meeting.

8) [Business Office Status Report](#) – Financial Manager gave report.

9) [General Manager Report](#) – General Manager report was reviewed.

*In compliance with the American with Disabilities Act, the meeting room is wheelchair accessible and disabled parking is available. If you have a disability and need disability-related modifications or accommodations to participate in this meeting, please contact the Clerk of the Board at (530) 743-0317 or (530) 743-3023 (fax). Requests must be made one full business day before the start of the meeting. To place an item on the agenda, contact the contact the Clerk of the Board at (530) 743-0317.*