

OLIVEHURST PUBLIC UTILITY DISTRICT

Fire Department/Safety Committee



Date/Time: Tuesday, March 1st, 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 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 provided 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)

No items were reported.
 - c) Budgetary items
 - i) [Monthly Review of Revenue and Expenditures – Fire Department \(page 11-12\) \(Strategic Plan 2013-2018, 5.1\).](#)
 - ii) [Monthly Review of Revenue and Expenditures – Administration \(page 3\) \(Strategic Plan 2013-2018, 5.1\).](#)
 - iii) [2020-21 Audit Draft Highlights.](#)
 - (1) Forwarded item(s): Review of Revenue and Expenditure along with 2020-21 Audit Draft Highlights
 - (a) Staff Direction: None
 - (b) Staff Report Requested: None
 - (c) Documents: None

2) [Discuss establishing a new Captain position and fill in accordance with OPUD Policy.](#)

Chief York stated that there have always been 3 Captains within the department. However, we had to close one of the positions as we did not have qualified personnel to fill it. The Department now has a qualified individual that has educated and readied himself for the position. Filling the empty Captain's position will complete the rank structure for the department and will allow each shift to have one duty offer on.

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

3) [Discuss participation in CA Low Income Household Water Assistance Program \(LIHWAP\).](#)

Karin Helvey, Finance Manager, stated that this program is for low-income residents to help assist them in paying their water bills. The program has a maximum assistance amount of \$2,000.00 and interested parties must apply through an agency, like Yuba County, as they will review their qualifications. She stated that this is another avenue to help those in need.

- 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) Discuss Hard Rock MOU Proposal for Fire and EMS services.

Chief York stated that the department has filled the 2 positions according to the MOU. He has also completed an inspection of the casino's expanded construction areas. Construction should be finished soon and a final inspection will be completed. At that time, a third firefighter will need to be hired.

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

5) Discuss Business Office Janitorial Services.

Cindy Van Meter, Office Manager, stated that she is looking at new cleaning services for the business office. She stated that she will bring quotes to the Board meeting for consideration.

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

7) [General Manager Report](#) – General Manager gave report.

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.