



## BEAR VALLEY COMMUNITY SERVICES DISTRICT

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28999 South Lower Valley Road • Tehachapi, CA 93561-7460  
PHONE 661-821-4428 • FAX 661-821-0180

### ADMINISTRATION COMMITTEE AGENDA

April 21, 2021

11:00 am

In accordance with the Governor's Executive Order (N-29-20) and the declared State of Emergency, including social distancing directives as a result of the threat of the COVID-19 virus, Board members and BVCS D staff will be participating in this meeting remotely. There will not be a physical location for this meeting. Members of the public may participate in the meeting in the following ways:

1. **Open Session Webinar Link:** <https://us02web.zoom.us/j/89658348623>
2. **Phone:** Dial (for higher quality, dial a number based on your current location):  
US: +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799 or +1 312 626 6799 or +1 646 558 8656 or +1 301 715 8592  
**Webinar ID:** 896 5834 8623
3. **International numbers available:** <https://us02web.zoom.us/j/kcq7wdEc8s>
4. **Email:** You may submit comments on a specific item to [kmcewen@bvcsd.org](mailto:kmcewen@bvcsd.org). Please send your email at least one hour prior to the start of the meeting.

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**COMMITTEE MEMBERS:** Chair: Charles Jensen; Vice-Chair: Steve Roberts  
Staff: Bill Malinen, General Manager; Kristy McEwen, Secretary of the Board  
Citizen Volunteers: Richard Bissell; Judith Cagle, Beverly Lydon

### AGENDA ITEMS:

1. **Approval of Agenda**
2. **Public Comments on Non-Agenda Items**

Members of the public may address the Committee on matters within its subject matter area not listed on this Agenda. The Committee cannot take action on any item that is not on the Agenda. The Committee or staff may briefly respond to statements made or questions posed, or may ask questions for clarification. These items may also be referred to staff or scheduled on a future Agenda. There will be a separate opportunity for public comment for each item on the Agenda.

3. **Information & Discussion Items:**
  - A. Member Introductions
  - B. Committee Process Review
    - i. District Code
    - ii. Roles & Responsibilities
  - C. Committee Focus for 2021

4. **Committee Member Comments**
5. **Staff Comments**
6. **Adjournment:** The next scheduled meeting of the Administration Committee is June 16, 2021.

Signed, April 13, 2021

*Kristy McEwen*

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Kristy McEwen, Secretary of the Board