



## BEAR VALLEY COMMUNITY SERVICES DISTRICT

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### ADMINISTRATION COMMITTEE AGENDA

October 20, 2021

11:00 am

In accordance with Assembly Bill 361 (AB 361) and the continuing 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/87204498037>
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:** 872 0449 8037
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 Jay Carlyn  
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. **Approve Minutes of the June 16, 2021 Administration Committee Meeting**
3. **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.

4. **Information & Discussion Items:**
  - A. Policy Review & Discussion
    - i. Social Media Policy
    - ii. Prevention and Correction of Discrimination, Harassment and Retaliation
5. **Committee Member Comments**
6. **Staff Comments**

7. **Adjournment:** The next scheduled meeting of the Administration Committee is December 15, 2021.

Signed October 14, 2021



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Kristy McEwen, Secretary of the Board

**INFORMATION REGARDING AGENDA ITEMS:** Copies of the staff reports and other disclosable public records related to each open session item of business referred to on the agenda are on file in the office of the District Secretary and are available for public information during regular business hours. Any person who has a question concerning any of the agenda items may call the District Secretary at 661.821.4428.

**ADA compliance statement:** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District Secretary to the Board of Directors, Kristy McEwen, at 661.821.4428. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.