



**SPECIAL MEETING  
OF THE  
OPERATIONS & CUSTOMER RELATIONS COMMITTEE**

**MONTECITO WATER DISTRICT  
583 SAN YSIDRO ROAD**

**Wednesday January 19, 2022  
10:00 A.M.**

**Join by Teleconference:**

<https://us06web.zoom.us/j/81073590859?pwd=bXV0YUYxRVk3c0oyYlVDbWduMHFpUT09>

Tel: (669) 900-6833 Meeting ID: 810 7359 0859 Passcode: 508 694

**AGENDA**

**1) CALL TO ORDER, DETERMINATION OF COMMITTEE QUORUM**

**2) PUBLIC FORUM**

NOTE: This portion of the agenda may be utilized by any person to address the Operations & Administration Committee on any matter within the jurisdiction of the Committee. No consideration or discussion shall be undertaken by Committee members at this time on any item not appearing on this agenda except as permitted by the Ralph M. Brown Act. Discussion items receiving recommendations by the Committee, and/or items requiring action will be placed on the agenda of a future meeting of the Montecito Water District Board of Directors.

**3) ITEMS FOR COMMITTEE CONSIDERATION**

- A. Consideration of Vaccination Policy;
- B. Communications Update;
- C. CLOSED SESSION: Pursuant to Government Code Section 54957(a) Conference with Consultant – Public Services or Facilities

*\* indicates attachment included for this item.*

**4) ITEMS FOR A FUTURE AGENDA**

**5) ADJOURNMENT**

Note: In accordance with Executive Orders N-25-20, N-29-20, and N-33-20, issued by the Governor of the State of California in response to COVID-19, in-person public participation at Montecito Water District meetings is suspended. The District has established alternative methods of participation which permit members of the public to observe and address public meetings telephonically and/or electronically. These methods of participation can be accessed through the internet link provided at the top of this agenda.

This agenda was posted on the District website, and at the Montecito Water District outside display case at 10:00 a.m. on January 18, 2022. The Americans with Disabilities Act provides that no qualified individual with a disability shall be excluded from participation in, or denied the benefits of, the District's programs, services or activities because of any disability. If you need special assistance to participate in this meeting, please contact the District Office at 805-969-2271. Notification at least twenty-four (24) hours prior to the meeting will enable the District to make appropriate arrangements.

Agendas, agenda packets, and additional materials related to an item on this agenda submitted to the Committee after distribution of the agenda packet are available on the District website.

**MONTECITO WATER DISTRICT  
MEMORANDUM**

**SECTION: 3-A**

**DATE: JANUARY 19, 2022**

**TO: OPERATIONS AND CUSTOMER RELATIONS COMMITTEE**

**FROM: GENERAL MANAGER**

**SUBJECT: CONSIDERATION OF VACCINATION POLICY**

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**RECOMMENDATION:**

For committee consideration.

**DISCUSSION:**

Since March 2020, the District has implemented procedures and practices to reduce the risk of spread of the virus in the workplace. The District's COVID-19 Prevention and Response Plan included limiting staff and public access to District facilities, limiting staff interactions, increased cleaning of facilities, promoting remote work where feasible, and improved employee access to masks and hand sanitizers. Public meetings have been held via teleconferencing under the Governor's Executive Order N-29-20 waiving certain Brown Act requirements.

Information from the Centers for Disease Control (CDC) emphasizes the benefits of COVID-19 vaccinations and booster shots to prevent severe illness. The recent emergence of the Omicron variant further emphasizes the importance of vaccination, boosters, and prevention efforts needed to protect against COVID-19.

District management is considering the implementation of a COVID-19 vaccination policy for the District. The vaccination policy would require employees to provide proof of vaccination and boosters. Possible elements of the policy may include, but not be limited to:

- Pre-determined grace period following policy adoption for obtaining the required vaccines;
- Paid time off for employees to acquire the vaccines;
- Require the submittal of proof of vaccination OR require the submittal of formal request for Deferral or Exception
- Any employees not in compliance with the policy would be required to use personal time off, and may be placed on unpaid leave pending compliance with the policy
- Full vaccination, unless an Exception or Deferral has been approved, is a requirement to maintain employment with the District.

If supported by the committee, the policy would be drafted, with support and guidance from legal counsel and provided to the employee's union representative for review and comment prior to the Board considering its adoption.