

December 29, 2020

Via Electronic Mail

Kathy Garner
District Manager
California Division of Occupational Safety and Health
American Canyon District Office
3419 Broadway Street, Suite H8
American Canyon, CA 94503
DIRDOSHAmericanCanyon@dir.ca.gov

Re: Complaint No. 469-21, 1703164

Dear Ms. Garner:

I write on behalf of Byron-Bethany Irrigation District (BBID) with regard to a notice with the above-referenced complaint number (Notice). In short, the Notice alleges that BBID did not ensure that employees maintain a physical distance of at least six feet between each other and did not ensure that employees are wearing face coverings properly.

At the outset, I note that the Occupational Safety and Health Board only very recently passed and implemented the emergency regulations cited in the Notice. In fact, all of the regulations cited in the Notice went into effect on November 30, 2020. The Notice issued to BBID is dated December 10, 2020. BBID did not receive the Notice until December 14, 2020. Further, the lack of details in the Notice made it challenging for BBID to investigate the allegations. Nevertheless, BBID conducted an investigation to the best of its ability. BBID determined that the conditions alleged in the Notice do not exist.

BBID management posted the Notice in accordance to its terms and met with its employees, sharing the contents of the Notice, and reiterating the importance of social distancing. In addition, BBID management demonstrated again to employees the proper way to wear face coverings. BBID management is also in the process of developing the COVID-19 Prevention Plan (Plan) required by California Code of Regulations, title 2, section 3205, subdivision (c) and expects to have the Plan completed and reviewed and approved by its Board of Directors (Board) at the first Board meeting of 2021.

As an essential service provider, BBID has, and continues to, remain open, providing its services throughout the COVID-19 pandemic. In February 2020, prior to the federal and

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state COVID-19 emergency declarations,¹ BBID management developed and implemented policies and protocols to ensure the safety of both its employees and the public that it serves. Since that time, BBID management refined these policies and protocols as more information about the COVID-19 virus has become available. These policies and protocols include the following:

- Temperature/Symptom Check – employee temperature checks are performed each day when they arrive at work. Employees have been instructed to stay at home if they have any symptoms.
- Signage – signs are posted throughout BBID facilities reminding employees about the importance of face masks, proper hand washing, and social distancing. (E.g., Attachment A.)
- Personal Protective Equipment – BBID management purchased and provides employees with hand sanitizer, Kleenex, and masks (cloth, disposable, and N95, when available) for their use while at work. (See Attachment B.) In addition, each vehicle and piece of heavy equipment contains hand sanitizer and Kleenex. Employees are also required to use gloves when operating/driving any BBID vehicle or equipment.²
- Masks – masks must be worn in public spaces and when social distancing is not possible. Masks are to be worn so that they cover the nose and mouth.
- Social Distancing – employees are required to practice social distancing whenever possible. In instances where specific tasks do not allow for social distancing, masks must be worn by employees, covering their noses and mouths.
- Enhanced Cleaning Protocols – frequently touched surfaces are wiped down with sanitizing wipes or disinfectant cleaner throughout the day. (See Attachment B.) Equipment and vehicles must also be thoroughly cleaned at the end of each day.³ Clorox wipes are on every desk to facilitate easy cleaning of any common or

¹ On March 3, 2020, Governor Newsom declared a State of Emergency. (Office of Gov., Proclamation of a State of Emergency (Mar. 4, 2020) <<https://www.gov.ca.gov/2020/03/04/governor-newsom-declares-state-of-emergency-to-help-state-prepare-for-broader-spread-of-covid-19/>> [as of Dec. 29, 2020].) On March 13, 2020, President Trump found and proclaimed the COVID-19 outbreak a national emergency that began on March 1, 2020. (Pres. Proc. Order No. 994 (Mar. 13, 2020), 85 Federal Register 15337 28 (Mar. 18, 2020).

² This long-standing practice was in effect prior to the COVID-19 virus.

³ This long-standing practice was in effect prior to the COVID-19 virus.

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shared spaces. BBID management purchased additional sanitizing supplies and provides them to employees as needed.

- Enhanced Personal Hygiene Protocols – employees are required to thoroughly wash their hands and face upon entering any BBID facility. (E.g., Attachment C.) Soap, towels, eyelid wipes, and eye drops are also provided. Information on proper handwashing and other guidance from the Centers for Disease Control and local counties are posted around BBID facilities. (See Attachment A.)
- Group Work Limited – when needed, employees may work in groups not to exceed two persons in order to minimize close interaction with others and to assist with slowing the spread of COVID-19 and any future contact tracing that may be necessary.
- Staggered Work Schedules – office employee work schedules have been staggered to minimize the number of persons in the office at any given time. Their desks are also at least six feet apart to ensure proper social distancing, in the event it is necessary to have more than one employee the office at the same time.
- COVID-19 Field Plan –BBID’s policies and protocols, as described above, are set forth in the COVID-19 Field Plan. (See Attachment D.) A copy of the COVID-19 Field Plan was given to every employee. All employees acknowledged receipt and review of the plan. (See Attachment D at p.3.)

Further, employees have been notified and trained on the policies and protocols listed above on the following dates in the following manners:

- February 7, 2020 – initial meeting with employees and memorandum regarding new COVID-19 hygiene practices (see Attachment E);
- March 20, 2020 – COVID-19 Field Plan provided and reviewed with employees (see Attachment D);
- April 22, 2020 – memorandum informing employees of new Alameda County and Contra Costa County health orders regarding face coverings (see Attachment F);
- November 9, 2020 – meeting with employees at which cloth masks were distributed (again); and
- Daily COVID-19 Wellness Checks – informal meetings held daily, typically in the Training Conference Room, but at times in the kitchen depending upon attendance and need for physical spacing, to reiterate BBID’s COVID-19 protocols and perform employee temperature checks.

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As demonstrated by the forgoing, the allegations in the Notice are false. BBID management developed and implemented effective COVID-19 safety protocols early and continues to update them. Moreover, BBID management actively reminds employees of the protocols to ensure the safety of all staff. Accordingly, BBID management has not taken any “corrective actions” in response to the Notice. Nevertheless, BBID management is committed to continued implementation of the COVID-19 protocols and the safety of its staff and the public. Please do not hesitate to contact me with any questions or concerns. I look forward to resolution of this matter.

Very truly yours,

A handwritten signature in black ink, appearing to read "Alexis Stevens", with a stylized, cursive script.

Alexis K. Stevens

Enclosures

AKS:

cc: Rick Gilmore (by email) w/ enclosures
Kelley Geyer (by email) w/ enclosures
Michael Vergara (by email) w/ enclosures

ATTACHMENT A

KEY TIMES to Wash Your Hands



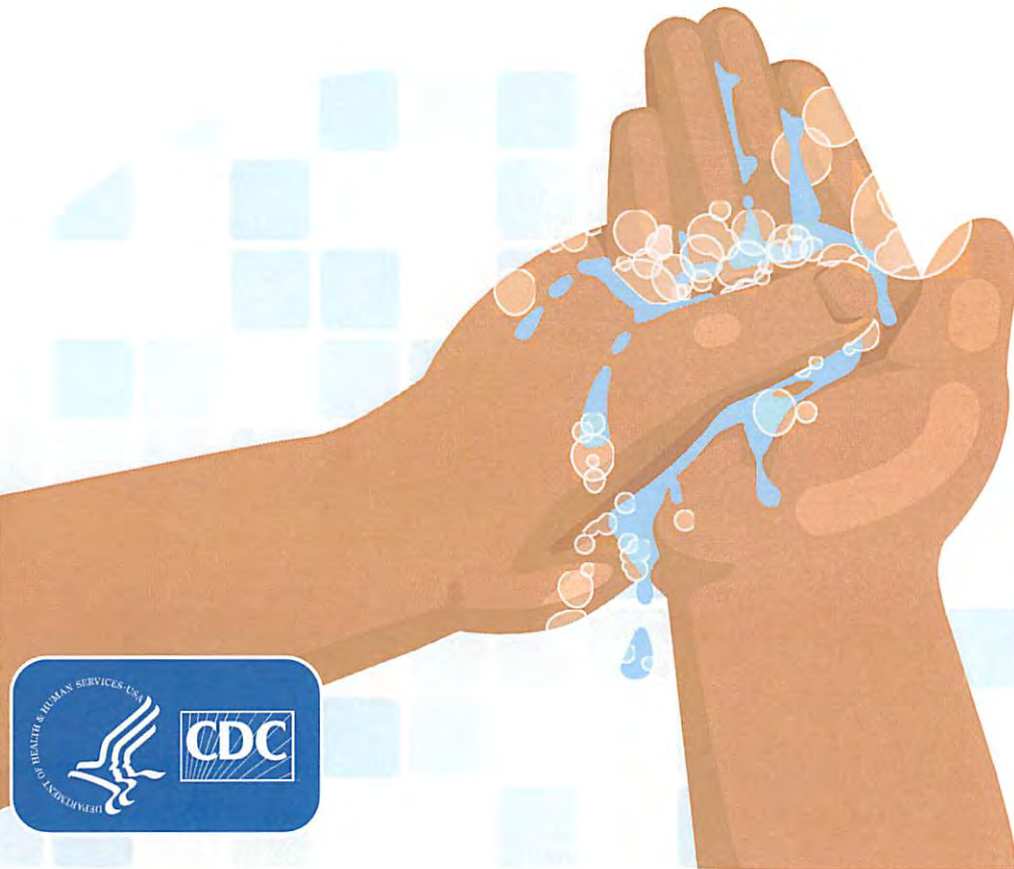
Before

- Eating or preparing food
- Touching your face



After

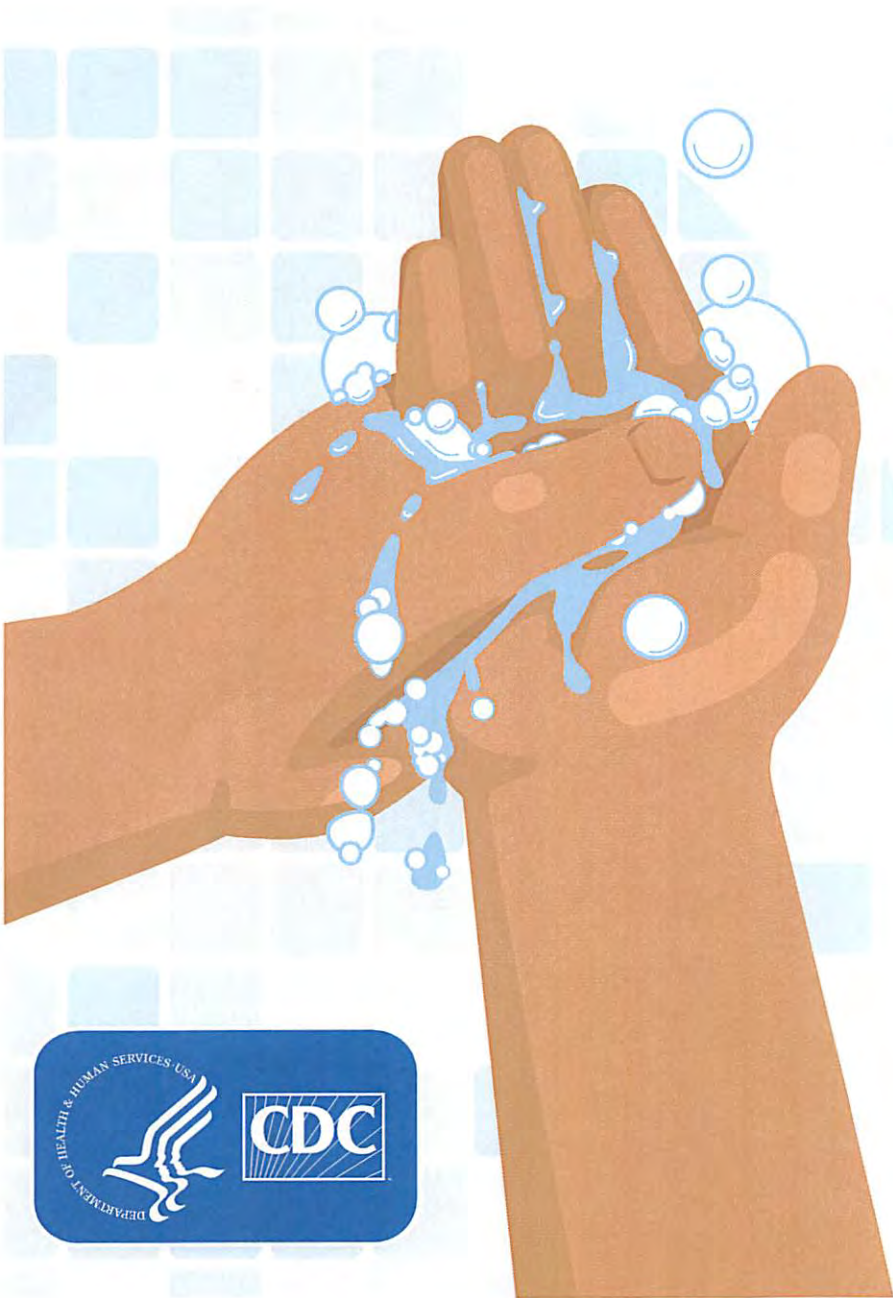
- Using the restroom
- Coughing or sneezing
- Leaving a public place
- Handling mask
- Changing a diaper
- Caring for someone sick
- Touching animals or pets



cdc.gov/coronavirus

CORONAVIRUS DISEASE 2019

(COVID-19)



Before

- Eating or preparing food
- Touching your face



After

- Using the restroom
- Coughing or sneezing
- Leaving a public place
- Handling mask
- Changing a diaper
- Caring for someone sick
- Touching animals or pets



cdc.gov/coronavirus

CORONAVIRUS DISEASE 2019

(COVID-19)



Before

- Eating or preparing food
- Touching your face



After

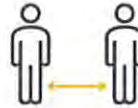
- Using the restroom
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- Handling mask
- Changing a diaper
- Caring for someone sick
- Touching animals or pets

cdc.gov/coronavirus

CASES ARE RISING.
ACT NOW!



WEAR A MASK



STAY 6 FEET APART



AVOID CROWDS

Social Distancing

Keep a Safe Distance to Slow the Spread.

Updated Nov. 17, 2020

[Print](#)

Limiting close face-to-face contact with others is the best way to reduce the spread of coronavirus disease 2019 (COVID-19).

What is social distancing?

Social distancing, also called “physical distancing,” means keeping a safe space between yourself and other people who are not from your household.

To practice social or physical distancing, stay at least 6 feet (about 2 arms’ length) from other people who are not from your household in both indoor and outdoor spaces.

Social distancing should be practiced in combination with other [everyday preventive actions](#) to reduce the spread of COVID-19, including [wearing masks](#), avoiding touching your face with unwashed hands, and frequently washing your hands with soap and water for at least 20 seconds.

Why practice social distancing?

COVID-19 spreads mainly among people who are in close contact (within about 6 feet) for a prolonged period. Spread happens when an infected person coughs, sneezes, or talks, and droplets from their mouth or nose are launched into the air and land in the mouths or noses of people nearby. The droplets can also be inhaled into the lungs. Recent studies indicate that people who are infected but do not have symptoms likely also play a role in the spread of COVID-19. Since people can spread the virus before they know they are sick, it is important to stay at least 6 feet away from others when possible, even if you—or they—do not have any symptoms. Social distancing is especially important for [people who are at higher risk](#) for severe illness from COVID-19.

If you are sick with COVID-19, have [symptoms consistent with COVID-19](#), or have been in close contact with someone who has COVID-19, it is important to stay home and away from other people [until it is safe to be around others](#).

COVID-19 can live for hours or days on a surface, depending on factors such as sunlight, humidity, and the type of surface. It may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or eyes. However, this is not thought to be the main way the virus spreads. Social distancing helps limit opportunities to come in contact with contaminated surfaces and infected people outside the home.

Although the risk of severe illness may be different for everyone, anyone can get and spread COVID-19. Everyone has a role to play in slowing the spread and protecting themselves, their family, and their community. In addition to practicing [everyday steps to prevent COVID-19](#), keeping space between you and others is one of the best tools we have to avoid being exposed to this virus and slowing its spread in communities.

Tips for Social Distancing

When going out in public, it is important to stay at least 6 feet away from other people and [wear a mask](#) to slow the spread of COVID-19. Consider the following tips for practicing social distancing when you [decide to go out](#).

- **Know Before You Go:** Before going out, know and follow the guidance from local public health authorities where you live.
- **Prepare for Transportation:** Consider social distancing options to travel safely when running errands or commuting to and from work, whether walking, bicycling, wheelchair rolling, or using public transit, rideshares, or taxis. When using public transit, try to keep at least 6 feet from other passengers or transit operators – for example, when you are waiting at a bus station or selecting seats on a bus or train. When using rideshares or taxis, avoid pooled rides where multiple passengers are picked up, and sit in the back seat in larger vehicles so you can remain at least 6 feet away from the driver. Follow these [additional tips](#) to protect yourself while using transportation.
- **Limit Contact When Running Errands:** Only visit stores selling household essentials in person when you absolutely need to, and stay at least 6 feet away from others who are not from your household while shopping and in lines. If possible, use drive-thru, curbside pick-up, or delivery services to limit face-to-face contact with others. Maintain physical distance between yourself and delivery service providers during exchanges and [wear a mask](#).
- **Choose Safe Social Activities:** It is possible to stay socially connected with friends and family who don't live in your home by calling, using video chat, or staying connected through social media. If meeting others in person (e.g., at small outdoor

COVID-19 (Coronavirus Disease)

[MENU >](#)

activities outside of your home.

- **Keep Distance at Events and Gatherings:** It is safest to avoid crowded places and gatherings where it may be difficult to stay at least 6 feet away from others who are not from your household. If you are in a crowded space, try to keep 6 feet of space between yourself and others at all times, and [wear a mask](#). Masks are especially important in times when physical distancing is difficult. Pay attention to any physical guides, such as tape markings on floors or signs on walls, directing attendees to remain at least 6 feet apart from each other in lines or at other times. Allow other people 6 feet of space when you pass by them in both indoor and outdoor settings.
- **Stay Distanced While Being Active:** Consider going for a walk, bike ride, or wheelchair roll in your neighborhood or in another safe location where you can maintain at least 6 feet of distance between yourself and other pedestrians and cyclists. If you decide to visit a nearby [park, trail, or recreational facility](#), first check for closures or restrictions. If open, consider how many other people might be there and choose a location where it will be possible to keep at least 6 feet of space between yourself and other people who are not from your household.

Many people have personal circumstances or situations that present challenges with practicing social distancing to prevent the spread of COVID-19. Please see the following guidance for additional recommendations and considerations:

- [Households Living in Close Quarters: How to Protect Those Who Are Most Vulnerable](#)
- [Living in Shared Housing](#)
- [People with Disabilities](#)
- [People Experiencing Homelessness](#)

More Information

[How to Protect Yourself](#)

[Cleaning and Disinfecting Your Home](#)

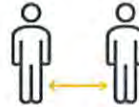
[Gatherings and Community Events](#)

Last Updated Nov. 17, 2020

CASES ARE RISING.
ACT NOW!



WEAR A MASK



STAY 6 FEET APART



AVOID CROWDS



Household Checklist

Updated Nov. 30, 2020 [Print](#)

Get your household ready for COVID-19. As a family, you can plan and make decisions now that will protect you and your family.



Stay informed and in touch

- Get up-to-date information about local COVID-19 activity from public health officials.
- Create a list of local organizations you and your household can contact in case you need access to information, healthcare services, support, and resources.
- Create an emergency contact list including family, friends, neighbors, carpool drivers, healthcare providers, teachers, employers, the local public health department, and other community resources.



Prepare for possible illness

- Consider members of the household who may have an [increased risk for severe illness](#).
- Choose a room in your house that can be used to separate sick household members from others.



Those at higher risk for severe illness

- Take additional precautions for [those at higher risk for severe illness](#), particularly older adults and those of any age who have severe underlying health conditions.



Take everyday preventive actions

- Wash your hands frequently.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Stay at least 6 feet (about 2 arm lengths) from other people.
- Stay home when you are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- [Clean and disinfect](#) frequently touched objects and surfaces.
- Wear a [mask](#) when you go out in public.
 - Masks should not be placed on young children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the mask without assistance.

- [More on how to protect yourself](#)

If you have a fever, cough or [other symptoms](#), you might have COVID-19. Most people have mild illness and are able to recover at home. If you think you may have been exposed to COVID-19, contact your healthcare provider.

COVID-19 (Coronavirus Disease)

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- If you have an [emergency warning sign](#) (including trouble breathing), get emergency medical care immediately.



If someone in your home is sick

- How to [care for a sick household member](#).
- [What to do if you are sick](#).
- How to decide if others in the home should [quarantine](#).
- Continue to practice [everyday preventive actions](#).



Generations in the household

- Those who are at an [increased risk for severe illness](#): take additional precautions. Make sure you have access to several weeks of medications and supplies in case you need to stay home. Stay at home if possible.
- Children: [How to keep kids healthy](#). Notify your child's school or daycare if your child becomes sick with COVID-19.
- Take care of the [emotional health](#) of your household members, including yourself.



Pets in the household

- Treat [pets](#) as you would other human family members – do not let pets interact with people outside the household.

Last Updated Nov. 30, 2020

SPLASH ALERT

STOP THE SURGE.

- ☒ Wear a mask
- ☒ Limit travel
- ☒ Stay home between 10 p.m. – 5 a.m., except for essential services.

covid19.ca.gov



Cal/OSHA Emergency Regulations to Protect Workers from COVID-19 in Effect

Effective November 30, 2020, employers in the State are required under an [Emergency Temporary Order](#) to implement a [COVID-19 Prevention Program](#). The COVID-19 Prevention standard requires employers to establish, implement, and maintain an effective written COVID-19 Prevention Program that includes:

- Identifying and evaluating employee exposures to COVID-19 health hazards.
- Implementing effective policies and procedures to correct unsafe and unhealthy conditions (such as safe physical distancing, modifying the workplace, and staggering work schedules).
- Providing and ensuring workers wear face coverings to prevent exposure in the workplace.
- Provide effective training and instruction to employees on how COVID-19 is spread, infection prevention techniques, and information regarding COVID-19 related benefits that affected employees may be entitled to under applicable federal, state, or local laws.

Cal/OSHA has posted resources to help employers comply with these requirements which can be found on this [webpage](#).

Additional Cal/OSHA resources:

- [Model COVID-19 Prevention Program](#)
- [COVID-19 Emergency Temporary Standards Frequently Asked Questions](#)
- [Cal/OSHA COVID-19 Emergency Temporary Standards – What Employers Need to Know](#) (factsheet).
- [COVID-19 Guidance and Resources webpage](#)
- [Posters, Educational Materials, Model Programs, and Other Resources Related to COVID-19](#)
- [Webinars on COVID-19](#)
- [COVID-19 Online Training](#)

Contact your JPIA Risk Control Advisor if you have specific questions regarding your agency's COVID-19 Prevention Program. There are also resources on our [COVID-19 Information webpage](#).



ANNA M. ROTH, RN, MS, MPH
HEALTH SERVICES DIRECTOR
CHRIS TARRANT, MD
HEALTH CLERK



OFFICE OF
THE DIRECTOR
1220 Moreland, Suite 200
Martinez, CA 94553
Ph: (925) 957-2679
Fax: (925) 957-2651

March 10, 2020

Novel Coronavirus (COVID-19) Interim Guidance for Social Distancing

These public health recommendations are intended to slow the spread of COVID-19 by reducing the number of people who become infected, especially those at most risk for severe illness. Respiratory viruses need people close together to keep spreading. Social distancing is a public health strategy that limits the closeness and interactions of people so disease spreads less.

We understand that these recommendations will substantially impact our lives and may be difficult to implement. We considered them carefully in consultation with the state and other counties who have taken similar actions. Given that we now know coronavirus is spreading in our county, this is a critical time for each of us to do our part to protect our community.

The CHS public health recommendations outlined below are effective today. This expands upon the guidance that we issued on March 6, 2020. We expect these measures to be in place for an initial period of two weeks, and we will continuously assess their impact to determine if they need to be adjusted.

1. PEOPLE AT HIGHER RISK OF SERIOUS ILLNESS SHOULD AVOID MASS GATHERINGS OF 50 PEOPLE OR MORE

- People at higher risk of serious illness should not go to mass gatherings such as parades, sporting events, religious services, celebrations and concerts where people are within arm's length of each other and there are 50 or more people
- Avoid people who are sick
- Telecommute if possible

People at higher risk include:

- o People who are 50 years old or older. Current evidence indicates that the risk of severe illness increases with age. The highest risk group are those 80 years and older.
- o People of any age who have underlying medical problems such as heart disease, diabetes, cancer, or chronic lung diseases like Chronic Obstructive Pulmonary Disease (COPD) as well as those who are immunocompromised.



• Contra Costa Behavioral Health Services • Contra Costa Emergency Medical Services • Contra Costa Environmental Health & Hazardous Materials Programs •
• Contra Costa Health, Housing & Human Services • Contra Costa Health Plan • Contra Costa Public Health • Contra Costa Regional Medical Center & Health Centers •



2. CANCEL LARGE

- Cancel or convert length of
- Cancel or severe ill
- If a large guideline

3. WORKPLACES

- Minimize t
- Urge empl
- Do not req
- Consider te
- Consider st

4. PUBLIC AND COM

- Increase clean
- Provide hand

5. PUBLIC AND COM

- Increase clean
- Provide hand

6. GUIDANCE FOR THE
The best ways for all Co are:

- Wash hands wi



• Contra Costa Behavioral Health
• Contra Costa Health, Housing & Human Services

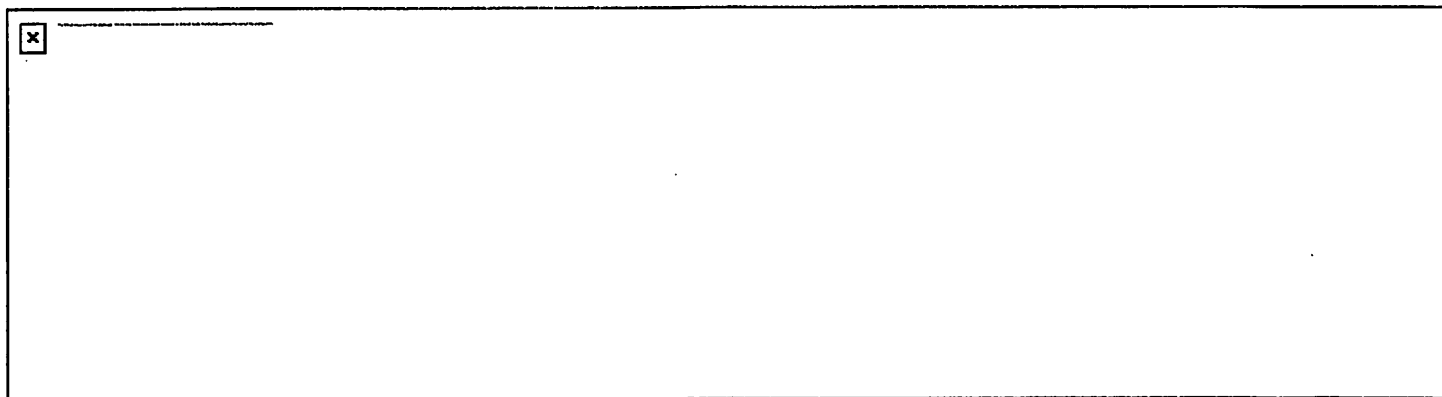
ATTACHMENT B

Julia Gavrilenko

From: Admin @ BBID <admin@bbid.org>
Sent: Wednesday, July 22, 2020 10:58 AM
To: support@bbid.org
Subject: FW: NationalEW.com Order Confirmed: Woo-Hoo! We're On It . . .

Mr G Credit Chase Visa - code under Safety, sanitizing machine

From: National Everything Wholesale <corporateaccounts@NationalEW.com>
Sent: Wednesday, July 22, 2020 10:37 AM
To: ADMIN@BBID.ORG
Subject: NationalEW.com Order Confirmed: Woo-Hoo! We're On It . . .



Woo-Hoo! Got It. We're On It ! Kudos for shopping with a Veteran + Family Company Since 1979. We honor the real Frontline Unsung Heroes Who Make It Happen . . . You. NOTICE: Due to high demand across US, expect delays select COVID items

Ordered By:

Name: GILMORE, RICK
Customer: BYRON BETHANY IRRIGATION DISTRICT
E-mail: ADMIN@BBID.ORG
Phone: 2098350375

Order Date:

Date Placed: Wednesday, July 22, 2020 1:36 PM
Order #47646

Bill To:

Company: BYRON BETHANY IRRIGATION DISTRICT
Address 1: 7995 Bruns Rd
City/State/Zip: Byron, CA 94514-1625
Country: USA

Ship To:

BYRON BETHANY IRRIGATION DISTRICT

Card Holder:

Rick Gilmore

Totals:

Subtotal : \$5,827.74

Shipping : ---- (Express Now 3-7
Day Ground)

Sales Tax : \$0.00

Total : \$5,827.74

Item: AZ-033041G (Germicide Spray Cleaner, Bottle - Gal.)

Ordered: 2/CS @ \$103.58

Line Total: \$207.16

Item: SJ-5019296 (Diversey Oxivir Five 16 Concentrate - 1.4 L)

Ordered: 1/CS @ \$77.23

Line Total: \$77.23

Item: AZ-033244 (Azul Staphicide Disinfectant Cleaner - Gal)

Ordered: 1/CS @ \$129.48

Line Total: \$129.48

Item: CX-60010 (Clorox Total 360 Electrostatic Sprayer)

Ordered: 1/EA @ \$5,413.87

Line Total: \$5,413.87

Woo-Hoo! . . . have we said that yet? When Re-Ordering . . . Use Your Instant Discount Codes ! Help?

<https://catalog.nationalew.com/help.htm>

Not For Retail Sale • Prohibida la venta al por menor
For Institutional Use • Para uso institucional

Disinfecting - Sanitizing Bathroom Cleaner

Limpiador desinfectante
e higienizante para baños

3-20°

ACTIVE INGREDIENT
Citric Acid 5.0%
OTHER INGREDIENTS 95.0%
TOTAL 100.0%
*Cleaning Agents, Quality Control
Agents, Perfume and Water

EPA Reg. No. 3573-54

INGREDIENTE ACTIVO
Ácido cítrico 5.0%
INGREDIENTES INACTIVOS 95.0%
TOTAL 100.0%
*Agentes limpiadores, agentes de
control de calidad, perfume y agua

EPA Est. No. 52378-MI-002

Professional™ 1 GALLON / 3.78 L

Puro azul

Desinfectante y Limpiador

Staphicide Surface Spray

ACTIVE INGREDIENTS
n-Alkyl (85% C14, 30% C16, 5% C12, 5% C18) dimethyl benzyl ammonium chloride 8.10%
n-Alkyl (85% C12, 35% C14, 25% C16) dimethyl ethylbenzyl ammonium chloride 1.90%
TOTAL 10.00%

KEEP OUT OF REACH OF CHILDREN
CAUTION

Have the product container or label with you when calling a poison control center or doctor, or going for treatment.
IF IN EYES: Hold eye open and flush gently with water for 15-20 minutes. Remove contact lenses, if present, after the first 5 minutes, then continue flushing eye. Call a poison control center or doctor for treatment advice.
IF SWALLOWED: Call a poison control center or doctor immediately for treatment advice. Have person sit or stand upright. Do not induce vomiting unless told to do so by the poison control center or doctor. Do not give anything by mouth to an unconscious person.
IF INHALED: Move person to fresh air. If person is not breathing, call 911 or an ambulance then give artificial respiration, positive pressure, if possible. Call a poison control center or doctor for further treatment advice.
NOTE TO PHYSICIAN: Possible chemical damage may contribute to the use of topical agents.

See side panel for additional precautionary statements.

EPA REG. NO. 1839-83-84994
Net Contents: 1 GAL U.S.
(3.78 L)

EPA EST. NO. 45745-TN-2
REORDER #
AZ-033244



REMIT PAYMENT TO:
CINTAS
P.O. BOX 29059
PHOENIX, AZ 85038-9059

VIEW & PAY YOUR BILLS ONLINE:
WWW.CINTAS.COM/MYACCOUNT

CUSTOMER SVC/BILLING 833-711-5943
CINTAS FAX # 209-922-0510
PAYMENT REQUEST 209-922-4439

RECEIVED

INVOICE

APR 23 2020

SHIP TO: BYRON BETHANY IRRIGATION
7995 BRUNS RD
BYRON, CA 94514-1625

INVOICE # 1901161705
INVOICE DATE 03/08/2020
Byron-Bethany
Irrigation District
SOLD TO # 15917772
PAYER # 15917772
PAYMENT TERMS NET 10 EOM
SORT # 09220001591
CINTAS ROUTE 09 / DAY 4 / STOP 00

BILL TO: BYRON BETHANY IRRIGATION
7995 BRUNS RD
BYRON, CA 94514-1625

EMP#/LOCK#	MATERIAL	DESCRIPTION	FREQ	EXCH	QTY	UNIT PRICE	LINE TOTAL	TAX
	702220000	PRTELT RSPRTK/SFTLNR/20CT/UNT-			15	40.000	600.00	Y
		<i>N95 MASKS</i>						
		SUBTOTAL					600.00	
		SUBTOTAL					600.00	
		SALES TAX					49.50	
		TOTAL USD					649.50	

TOTAL ADJUST.

TAX ADJUST.

NET TOTAL

Cintas

2 safety
ENTERED
4/23/20

4395



Final Details for Order #113-0632865-1817030

Order Placed: November 18, 2020

PO number : crew

Amazon.com order number: 113-0632865-1817030

Seller's order number: 10926188

Order Total: \$211.07

Shipped on November 19, 2020

Items Ordered	Price
1 of: SAS 6604 (2 boxes) Thickster Textured Safety Latex Gloves, X-Large Sold by: Tool Deals (seller profile) Business Price Condition: New	\$39.99
1 of: S.A.S. Safety Corp. 6603-10PK - Thickster Large Latex Gloves, Case Of 10 Boxes Sold by: Tool Deals (seller profile) Business Price Condition: New	\$154.99
Shipping Address: Byron-Bethany Irrigation District 7995 BRUNS RD BYRON, CA 94514-1625 United States	Item(s) Subtotal: \$194.98 Shipping & Handling: \$0.00 ----- Total before tax: \$194.98 Sales Tax: \$16.09 -----
Shipping Speed: Standard Shipping	Total for This Shipment: \$211.07 -----

Payment information

Payment Method: Visa Last digits: 4073	Item(s) Subtotal: \$194.98 Shipping & Handling: \$0.00 -----
Billing address Rick Gilmore BYRON BETHANY IRRIGATION DISTRICT 7995 BRUNS RD BYRON, CA 94514-1625 United States	Total before tax: \$194.98 Estimated Tax: \$16.09 ----- Grand Total: \$211.07

To view the status of your order, return to [Order Summary](#) .



Final Details for Order #112-7691218-4533821

Order Placed: March 15, 2020

PO number : Stuff

Amazon.com order number: 112-7691218-4533821

Order Total: \$318.48

Shipped on March 17, 2020

Items Ordered	Price
1 of: <i>Teknika C-3126 Double Notched Long Handle Sealer for 3/4" Steel Strapping</i>	\$59.00
Sold by: Amazon.com Services LLC (seller profile)	
Business Price	
Condition: New	
Shipping Address:	
Byron-Bethany Irrigation District	Item(s) Subtotal: \$59.00
7995 Bruns Road	Shipping & Handling: \$0.00
Byron, CA 94514-1625	
United States	Total before tax: \$59.00
	Sales Tax: \$4.87
Shipping Speed:	
Two-Day Shipping	Total for This Shipment: \$63.87

Shipped on March 17, 2020

Items Ordered	Price
1 of: <i>Teknika S-290 Heavy Duty Popular High Tensile Feed-Wheel Tensioner for 3/8" to 3/4" Steel Strapping</i>	\$100.95
Sold by: Amazon.com Services LLC (seller profile)	
Business Price	
Condition: New	
Shipping Address:	
Byron-Bethany Irrigation District	Item(s) Subtotal: \$100.95
7995 Bruns Road	Shipping & Handling: \$0.00
Byron, CA 94514-1625	
United States	Total before tax: \$100.95
	Sales Tax: \$8.33
Shipping Speed:	
Two-Day Shipping	Total for This Shipment: \$109.28

Shipped on March 17, 2020

Items Ordered	Price
2 of: <i>Soft Scrub All Purpose Surface Cleanser, Lemon, 24 Fluid Ounces</i>	\$3.99
Sold by: Amazon.com Services LLC (seller profile)	
Business Price	
Condition: New	

Shipping Address:	Item(s) Subtotal:	\$7.98
Byron-Bethany Irrigation District	Shipping & Handling:	\$0.00
7995 Bruns Road		---
Byron, CA 94514-1625	Total before tax:	\$7.98
United States	Sales Tax:	\$0.66

Shipping Speed:	Total for This Shipment:	\$8.64
Two-Day Shipping		---

Shipped on March 17, 2020

Items Ordered	Price
1 of: <i>Medpride Disposable Underpads 23" X 36" (25-Count) Incontinence Pads, Bed Covers, Puppy Training Thick, Super Absorbent Protection for Kids, Adults, Elderly Liquid, Urine, Accidents</i>	\$9.89
Sold by: HLmedical (seller profile)	
Condition: New	
2 of: <i>Camco Durable All Purpose RV and Camper Disposable Sanitation Gloves - Will Grip in Wet or Dry Conditions Green Latex Gloves - 100 Pack (40285)</i>	\$8.87
Sold by: Amazon.com Services LLC (seller profile)	
Business Price	
Condition: New	
1 of: <i>Bird Repellent Discs - Scare Birds Away 48pcs Bird Scarer Eyes Double Sided Keep Birds Away Discs - Keep Birds Woodpecker Pigeon Away from Repellent Discs</i>	\$11.55
Sold by: dizzyBirds (seller profile)	
Business Price	
Condition: New	

Shipping Address:	Item(s) Subtotal:	\$39.18
Byron-Bethany Irrigation District	Shipping & Handling:	\$0.00
7995 Bruns Road		---
Byron, CA 94514-1625	Total before tax:	\$39.18
United States	Sales Tax:	\$3.23

Shipping Speed:	Total for This Shipment:	\$42.41
Two-Day Shipping		---

Shipped on March 17, 2020

Items Ordered	Price
1 of: <i>Junsen Bird Repellent Devices 12 Pack, Deterrent Birds Reflective Rods, Silver Wind Spiral for Bird Control, to Prevent Birds from Protecting Windows and Gardens</i>	\$11.99
Sold by: GreyMond (seller profile)	
Business Price	
Condition: New	

Shipping Address:	Item(s) Subtotal:	\$11.99
Byron-Bethany Irrigation District	Shipping & Handling:	\$0.00
7995 Bruns Road		---
Byron, CA 94514-1625		

United States	Total before tax: \$11.99
	Sales Tax: \$0.99
Shipping Speed: Two-Day Shipping	Total for This Shipment: \$12.98

Shipped on March 19, 2020	
Items Ordered	Price
2 of: <i>Lysol Laundry Sanitizer Additive, Crisp Linen, 90oz, bacteria-causing laundry odor eliminator, 0% bleach laundry sanitizer, Multicolor</i>	\$9.58
Sold by: Amazon.com Services LLC (seller profile)	
Business Price	
Condition: New	
Shipping Address: Byron-Bethany Irrigation District 7995 Bruns Road Byron, CA 94514-1625 United States	Item(s) Subtotal: \$19.16 Shipping & Handling: \$0.00 Total before tax: \$19.16 Sales Tax: \$1.58
Shipping Speed: Two-Day Shipping	Total for This Shipment: \$20.74

Shipped on March 19, 2020	
Items Ordered	Price
2 of: <i>Soft Scrub Cleanser with Bleach, 24 Ounce (Pack of 2)</i>	\$15.99
Sold by: My Great Goods (seller profile)	
Condition: New	
2 of: <i>Kleenex Expressions Ultra Soft Facial Tissues, 8 Cube Boxes, 65 Tissues per Box (520 Tissues Total)</i>	\$11.98
Sold by: Amazon.com Services LLC	
Condition: New	
Shipping Address: Byron-Bethany Irrigation District 7995 Bruns Road Byron, CA 94514-1625 United States	Item(s) Subtotal: \$55.94 Shipping & Handling: \$0.00 Total before tax: \$55.94 Sales Tax: \$4.62
Shipping Speed: Two-Day Shipping	Total for This Shipment: \$60.56

Payment Information	
Payment Method: Visa Last digits: 4073	Item(s) Subtotal: \$294.20 Shipping & Handling: \$0.00
Billing Address: Byron-Bethany Irrigation District	Total before tax: \$294.20

7995 Bruns Road
Byron, CA 94514-1625
United States

Estimated tax to be collected: \$24.28

Grand Total: \$318.48

Credit Card transactions

Visa ending in 4073: March 19, 2020: \$20.74

Credit Card transactions

Visa ending in 4073: March 18, 2020: \$173.31


Credit Card transactions

Visa ending in 4073: March 17, 2020: \$63.87

To view the status of your order, return to [Order Summary](#).

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ATTACHMENT C

The background of the sign features a photograph of a large, light-colored building with a flat roof, possibly a warehouse or industrial facility, under a bright, overcast sky. The image is slightly faded to make the text stand out.

After Entering the Building

Go to Mud Room

Wash Arms from Shirt
Sleeves Down

Wash Hands

EVERY TIME
NO EXCEPTIONS

ATTACHMENT D

Byron-Bethany Irrigation District
Byron Sanitary District
West Side Irrigation District'
COVID-19 Field Plan

Staff are to follow these practices - please read and sign attached confirming that you have read and will comply.

- ❖ Signs – have been posted at each entry at the District to remind each employee and visitor(s) regarding the importance of face coverings, increased hygiene practices, and social distance protocols.
- ❖ PPE – employees have been provided hand sanitizer, tissue, and masks (cloth, disposable, and N95, and Gators) for their own personal use. In addition, each vehicle and piece of heavy equipment contains hand sanitizer and tissue and sanitizing wipes. Employees are also required to use gloves when operating/driving equipment.
- ❖ Face Coverings – masks must be worn in public spaces and when social distancing is not possible. Masks are to be worn so that they cover the nose and mouth. All staff have several types of masks, from cloth, N95, disposable and gators.
- ❖ Social Distancing – employees are required to practice social distancing whenever possible. In instances where specific tasks do not allow for social distancing, masks must be worn covering the nose and mouth.
- ❖ Enhanced Cleaning Protocols – frequently touched surfaces are wiped down with sanitizing wipes or sanitizer spray and the cloth towels are laundered. When equipment or vehicles are used, they are thoroughly cleaned and wiped down at the end of the day. Sanitizing wipes are in every office along with tissue and hand sanitizer.
- ❖ Enhanced Personal Hygiene Protocols – employees are required to thoroughly wash their hands and face upon each entry into the District facility. Soap, towels, eye wipes/drops are provided.
- ❖ Group Work Limited – employees have been limited to working in groups of two in order to minimize interaction with others and assist with any contact tracing that may be necessary.
- ❖ Administrative staff work schedules have been amended to work both from home and the District office in a staggered schedule. In any case their work stations are 6-feet distance apart.
- ❖ Temperature/Symptom Check – employee temperature checks are performed when they arrive at work. Employees have been instructed to stay at home if they have any symptoms.



March 20, 2020

SUBJECT: EMPLOYEE TRAVEL CLEARANCE DURING COVID-19 SHELTER IN PLACE

To Whom It May Concern:

The Byron-Bethany Irrigation District (BBID/District) employee in possession of this letter has been determined to be needed to maintain the continuity of operations of the Byron-Bethany Irrigation District's water delivery system.

On March 19, 2020, Governor Newsom issued Executive Order N-33-20, which mandates that all residents of the State shelter in place. That Order exempted employees needed to maintain continuity of operations of federal critical infrastructure sectors, as outlined at <https://www.cisa.gov/identifying-critical-infrastructure-during-covid-19>. One of those critical infrastructure sectors is the Water and Wastewater Systems Sector, which includes water delivery systems.

The District has determined that the employee(s) in possession of this letter meets the criteria for the exemption contained in the Executive Order. If you have any questions, please call (209) 835-0375.

Very truly yours,

BYRON BETHANY IRRIGATION DISTRICT

Rick Gilmore
General Manager

RUSSELL KAGEHIRO
President
Division V

TIM MAGGIORE
Vice President
Division III

LARRY ENOS, JR.
Director
Division I

MARK MAGGIORE
Director
Division II

FELIX MUSCO
Director
Division IV

CHARLES TUSO
Director
Division VI



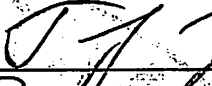
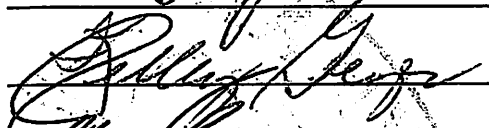
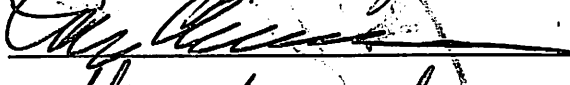
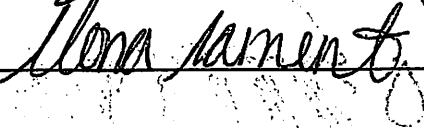


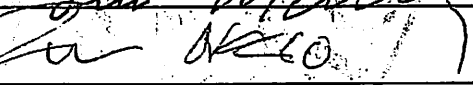
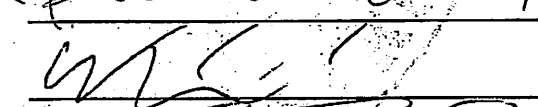




JEFF BROWN
Director
Division VII

RICK GILMORE
General Manager
Secretary

Byron-Bethany Irrigation District
Byron Sanitary District
West Side Irrigation District
Coronavirus Field Plan for COVID-19

By signing below, you are acknowledging receipt of the District's Coronavirus Field Plan and receipt of the District's Essential Personnel Letter and affirm that you will read the plan and will keep both plan and letter with you and in your vehicle.

- ☒ Phillip Arata
- ☐ Natividad Clark
- ☐ Julia Gavrilenko
- ☐ Kelley Geyer
- ☐ Rick Gilmore
- ☐ Ilona Lament
- ☐ Dennis Laniohan
- ☐ Jeremy Montoya
- ☐ Scott Mehring
- ☒ Ruben Orozco
- ☐ Tony Papini
- ☒ Joseph Resendes
- ☒ David Vaz
- ☒ Ricardo Vega

Field Plan memo date: April 2, 2020

District(s) Headquarters Address / 7995 Bruns Road / Byron, CA 94514-1625
District WWTF Address / 4200 Camino Diablo Road / Byron, CA 94514
Tracy Office / 1320 N. Tracy Blvd / Tracy, CA 95376

ATTACHMENT E



7995 Bruns Road
Byron, CA 94514-1625

Telephone
(209) 835-0375
Fax
(209) 835-2869

General Manager
Secretary
Rick Gilmore

Memorandum

TO: All Staff

FROM: Kelley Geyer

DATE: Friday, February 7, 2020

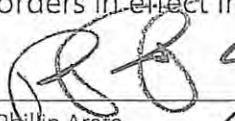
SUBJECT: COVID-19 Hygiene at Byron-Bethany Irrigation District (BBID)

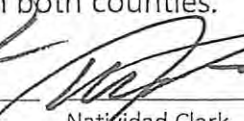
CC: Rick Gilmore

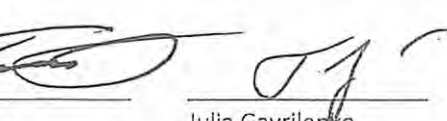
A new hygiene practice at BBID by all personnel goes into effect immediately – it has been recommended that washing your hands, not touching your face, eyes or nose is best practice to help reduce the spread of COVID-19. Along with keeping a space of 6-feet from each other, when possible.

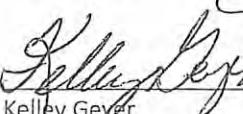
We are supplying you with masks, sterile eyelid wipes, and special moisturizing eye drops for your use, these items have been privately donated to staff.

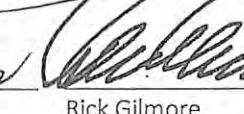
Sign below that you understand and will comply with the new health orders in effect in both counties.

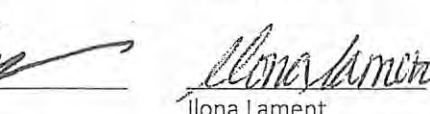

Philip Arata


Natividad Clark


Julia Gavrilenko


Kelley Geyer


Rick Gilmore


Ilona Lament


Scott Mehring

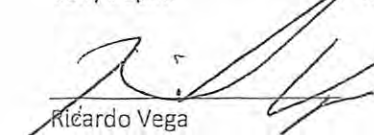

Jeremey Montoya


Ruben Orozco


Tony Papini


Joe Resendes


David Vaz


Ricardo Vega

ATTACHMENT F



7995 Bruns Road
Byron, CA 94514-1625

Telephone
(209) 835-0375
Fax
(209) 835-2869

General Manager
Secretary
Rick Gilmore

Memorandum

TO: All Staff

FROM: Kelley Geyer

DATE: Wednesday, April 22, 2020

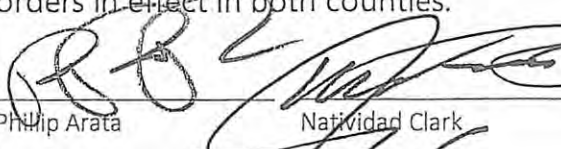
SUBJECT: COVID-19 New Health Order

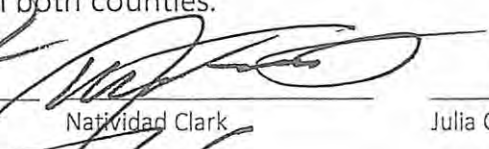
CC: Rick Gilmore

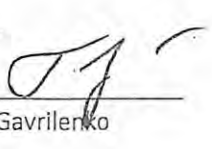
A new health order in Alameda and Contra Costa Counties requires anyone working at or visiting an essential business, such as a grocery store or gas station, to wear face coverings to help reduce the spread of COVID-19.

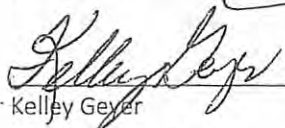
The order, effective Wednesday, April 22, also requires public transit and government workers to wear masks when they come close to others, or where the public is likely to be present.

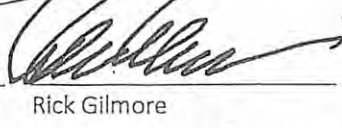
Sign below that you understand and will comply with the new health orders in effect in both counties.



Philip Arata

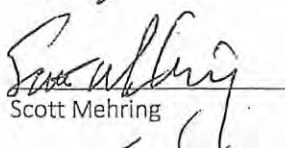

Natividad Clark

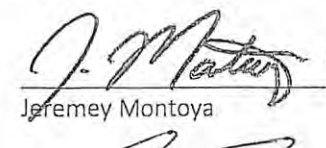

Julia Gavrilenko

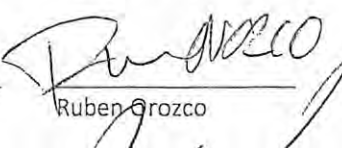

Kelley Geyer



Rick Gilmore



Ilona Lament

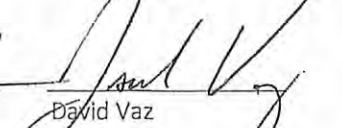

Scott Mehring



Jeremy Montoya


Ruben Orozco


Tony Papini


Joe Resendes


David Vaz


Ricardo Vega