

**TEHACHAPI VALLEY HEALTHCARE DISTRICT  
Strategic Planning Committee - SPECIAL**

**January 16, 2025, 12:30pm**

**Tehachapi Valley Healthcare District Office**

**116 W F Street, Tehachapi, CA 93561**

**Join on your computer, mobile app or room device**

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Meeting ID: 268 102 961 858

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**AGENDA**

**I. CALL TO ORDER**

**II. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA**

This time is reserved for persons to address the Board of Directors on matters not on the agenda over which the District has jurisdiction. Time is limited to 3 minutes per speaker. The Board of Directors can take no action on your presentation. Any person desiring to speak on an item on the agenda will be given an opportunity to do so prior to the committee acting on the item.

**III. MINUTES APPROVAL**

A. Approval of November 14, 2024 Strategic Minutes

**IV. NEW BUSINESS**

A. None

**V. OLD BUSINESS**

A. Generators

B. Grants

C. Business Plan Review

**VI. BOARD COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA**

**VII. ADJOURNMENT**

**TEHACHAPI VALLEY HEALTHCARE DISTRICT**  
**Strategic Planning Committee - Special**  
**November 14, 2024**  
**116 West F Street**  
**Tehachapi, CA 93561**  
**12:30pm**

**Board Members Present:** Lydia Chaney, Christine Sherrill

**Staff Present:** Peggy Mendiburu, CEO

**Guests:** None

**Transcribed by:** Peggy Mendiburu

Approval: \_\_\_\_\_ Date: \_\_\_\_\_

**I. CALL TO ORDER**

Director Chaney called the meeting to order at 12:30pm

**II. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA**

None

**III. APPROVAL OF MINUTES**

Approved October 10, 2024 Strategic minutes: **MSA: Sherrill/Chaney**

**IV. NEW BUSINESS**

None

**V. OLD BUSINESS**

**A. Business Plan**

CEO Mendiburu provided updates to Business Plan:

- Generators
  - The former purchasing building is part of Adventist's lease; so we could not store generators there; however, the community garden parcel is large enough.
  - Peggy to provide grant application documents at the next Strategic Planning meeting.
- Old Hospital Parking Lot:
  - An RFP would be required for repaving. Peggy to talk with Scott.
- West Valley
  - Provided Adventist with a timeline if they are interested in West Valley for the rural health clinic.
- 
- F Street Property
  - Peggy to get quotes.
- Community Garden
  - Waiting on delivery of shed.
- AH Hospital Improvements
  - Directors agreed to \$1K for each non-profit: Have a Heart, Marley's Mutts, and Fixing Feline Ferals.

**B. Grants**

- a. Will provide \$1K grants for Fixin Felines, Have a Heart, and Marley's Mutts.
- b. Lydia will reach out for contact for college grants.

11/14/24 - Strategic Minutes

P. Mendiburu

- Director Chaney would like to assist students that are utilizing the nursing program or other medical careers locally with Cerro Coso to promote keeping them in our community. She will reach out to director on information.

**VI. BOARD COMMENTS ON BUSINESS NOT APPEARING ON THE AGENDA**

None.

**VII. ADJOURNMENT**

Meeting adjourned at 1:09pm

POSTED: 01/14/25  
By: P. Mendiburu

## Policy and Procedure: Portable Generators and Disposal of Expired Fuel

### Purpose:

The purpose of this policy is to provide guidelines for the safe and efficient use of portable generators, including the storage, maintenance, and operation of the equipment. Additionally, the policy outlines procedures for the safe disposal of expired fuel to ensure environmental protection and compliance with safety regulations.

### 1. Scope:

This policy applies to all employees and contractors who operate, maintain, and store portable generators, as well as those who handle fuel, including expired or unused fuel.

### 2. Responsibilities:

- **Generator Operator:** Ensure proper operation, maintenance, and fueling of the portable generator. Report any issues immediately.
- **Maintenance Personnel:** Perform routine checks, servicing, and ensure the generator is in good working condition.
- **Chief Executive Officer:** Will oversee the disposal of expired fuel and ensure compliance with all environmental and safety regulations.

### 3. Generator Storage:

*Generator must be stored in secure location and ideally inside a building. Electrical supply must be available to keep batteries charged.*

- *One portable generator will be stored in \_\_\_\_\_ building at Vinage Radials, 1582 Goodrick Drive, Unite 8A, Tehachapi, CA 93561*
- *One portable generator will be stored at \_\_\_\_\_*

### 4. Equipment Handling:

#### ***Portable Generator Operation:***

- **Pre-operation checks:**
  - Inspect the generator for damage, leaks, or any visible issues.
  - Ensure all fuel lines, exhaust, and cooling systems are intact and operational.
  - Check fuel levels and ensure proper fuel grade for the specific generator model.
  - Confirm that the generator is on stable ground and has proper ventilation for safe operation.

#### **Operation Guidelines:**

- *A licensed electrician will make the make electrical connection prior to operation.*
- Start the generator according to the manufacturer's instructions.
- Never leave the generator unattended while running.

- Always operate the generator outdoors in a well-ventilated area to avoid carbon monoxide buildup.
- Turn off the generator and allow it to cool before refueling or performing maintenance.

☐ **Maintenance:**

- Clean air filters, spark plugs, and check oil levels regularly.
- Perform periodic oil changes as specified by the manufacturer.
- Replace any worn-out or damaged parts according to the manufacturer's recommendations.
- *Monthly generators are operated and diagnostic tests are run each time.*
- *Service and maintenance is completed twice a year by contracted service: \_\_\_\_\_*

**5. Fuel (diesel or gas??) Handling and Safety:**

***Fuel Storage:***

- Store fuel in approved, properly labeled containers in a cool, dry, well-ventilated area away from any heat sources or open flames.
- Do not store fuel for extended periods; use within the manufacturer-recommended time frame.
- Ensure containers are tightly sealed to prevent spills, leaks, and evaporation.
- Keep fuel containers away from combustible materials and out of reach of children.

***Refueling Procedures:***

- Always turn off the generator before refueling.
- Use a funnel or approved refueling system to prevent spillage.
- Refuel in an open, well-ventilated area, away from heat or flame sources.
- Wipe up any fuel spills immediately with absorbent materials, following environmental safety protocols.
- *A minimum fuel level of \_\_\_\_\_ will be maintained to keep fuel fresh.*

**6. Disposal of Expired or Unused Fuel:**

***Definition of Expired Fuel:***

Expired fuel refers to fuel that has been stored beyond its recommended shelf life or fuel that has degraded due to improper storage conditions (e.g., exposure to extreme temperatures, moisture, or contamination).

***Disposal Guidelines:***

- **Do not dispose of expired fuel in storm drains, sewers, or on the ground.** Such practices can lead to contamination of the environment and water supply.
- **Expired fuel should be disposed of at a licensed hazardous waste disposal facility** or through a certified fuel recycling service. Contact the local waste management authorities for specific disposal instructions.
- If no local disposal facility is available, consider working with a licensed hazardous waste transporter to ensure proper disposal.

### ***Handling and Transporting Expired Fuel:***

- Place expired fuel in an approved container (such as a plastic or metal container that is properly labeled as hazardous waste).
- Ensure the container is tightly sealed during transport.
- Label the container clearly to indicate that it contains expired fuel.
- Transport expired fuel only in vehicles that comply with safety regulations for hazardous materials transportation.

### **7. Emergency Procedures:**

- In the event of a fuel spill, immediately follow the spill response plan, which includes:
  - Evacuating the area if necessary.
  - Using absorbent materials to contain and clean up the spill.
  - Reporting the spill to the designated safety officer.
  - Disposing of absorbent materials properly.
- For generator malfunctions, stop the generator immediately, and call for repair personnel.

### **8. Training and Awareness:**

- All personnel handling portable generators and fuel must receive training on:
  - Safe operation and maintenance of generators.
  - Fuel safety and storage procedures.
  - Proper disposal of expired fuel.
  - Emergency response protocols for fuel spills or accidents.

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### **8. Compliance:**

All procedures must comply with local, state, and federal regulations concerning environmental protection, workplace safety, and hazardous materials handling.

Regular audits and inspections will be conducted to ensure compliance with this policy.

**Effective Date:** [Insert Date]

**Approved by:** [Name/Title]

**Reviewed by:** [Name/Title]

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This document provides a framework for the safe use and maintenance of portable generators, as well as the safe handling and disposal of expired fuel. Ensure that all personnel are informed of these procedures and follow them to maintain a safe and compliant working environment.





Cal OES #	FIPS #	VS#	Subaward #
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## CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES GRANT SUBAWARD FACE SHEET

The California Governor's Office of Emergency Services (Cal OES) hereby makes a Grant Subaward of funds to the following:

1. **Subrecipient:** Tehachapi Valley Healthcare District **1a. DUNS#:** 071913305
2. **Implementing Agency:** Tehachapi Valley Healthcare District **2a. DUNS#:** 071913305
3. **Implementing Agency Address:** 116 W E Street Tehachapi 93561-1608  
(Street) (City) (Zip+4)
4. **Location of Project:** 116 W E Street Kern 93561-1608  
(City) (County) (Zip+4)
5. **Disaster/Program Title:** Community Power Resiliency Allocation For Special Districts **6. Performance Period:** 7/1/2020 to 10/31/2021  
(Start Date) (End Date)
7. **Indirect Cost Rate:** N/A **Federally Approved ICR (if applicable):** \_\_\_\_\_ %

Item Number	Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Cost
8.	2020	PSPS	\$300,000						\$300,000
9.	Select	Select							
10.	Select	Select							
11.	Select	Select							
12.	Select	Select							
<b>Total</b>	<b>Project</b>	<b>Cost</b>	\$300,000		\$300,000				\$300,000

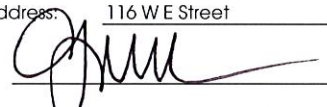
**13. Certification** - This Grant Subaward consists of this title page, the application for the grant, which is attached and made a part hereof, and the Assurances/Certifications. I hereby certify I am vested with the authority to enter into this Grant Subaward, and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Subrecipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Subaward. The Subrecipient accepts this Grant Subaward and agrees to administer the grant project in accordance with the Grant Subaward as well as all applicable state and federal laws, audit requirements, federal program guidelines, and Cal OES policy and program guidance. The Subrecipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.

**14. CA Public Records Act** - Grant applications are subject to the California Public Records Act, Government Code section 6250 et seq. Do not put any personally identifiable information or private information on this application. If you believe that any of the information you are putting on this application is exempt from the Public Records Act, please attach a statement that indicates what portions of the application and the basis for the exemption. Your statement that the information is not subject to the Public Records Act will not guarantee that the information will not be disclosed.

**15. Official Authorized to Sign for Subrecipient:**

Name: Caroline Wasielewski Title: District Manager

Payment Mailing Address: 116 W E Street City: Tehachapi Zip Code+4: 93561-1608

Signature:  Date: 10/30/2020

16. Federal Employer ID Number: 952563734

**(FOR Cal OES USE ONLY)**

I hereby certify upon my personal knowledge that budgeted funds are available for the period and purposes of this expenditure stated above.

\_\_\_\_\_  
(Cal OES Fiscal Officer) (Date) (Cal OES Director or Designee) (Date)

## PROJECT CONTACT INSTRUCTIONS

1. Provide the name, title, address, telephone number, and e-mail address for the **Project Director** for the project.
2. Provide the name, title, address, telephone number, and e-mail address for the **Financial Officer** for the project.
3. Provide the name, title, address, telephone number, and e-mail address for the **person** having **Routine Programmatic** responsibility for the project.
4. Provide the name, title, address, telephone number, and e-mail address for the **person** having **Routine Fiscal** responsibility for the project.
5. Provide the name, title, address, telephone number, and e-mail address for the **Executive Director** of a Community-Based Organization or the **Chief Executive Officer** (e.g. chief of police, superintendent of schools) for the implementing agency.
6. Provide the name, title, address, telephone number, and e-mail address for the **person** who is the **Official Authorized** to enter into the Grant Subaward for the City/County or Community-Based Organization, as stated in Section 15 of the Grant Subaward Face Sheet (Cal OES 2-101).
7. Provide the name, title, address, telephone number, and e-mail address for the **Chair** of the **Governing Body** of the Subrecipient.

## PROJECT CONTACT INFORMATION

Subrecipient: Tehachapi Valley Healthcare District Subaward #: \_\_\_\_\_

Provide the name, title, address, telephone number, and e-mail address for the project contacts named below.

1. The **Project Director** for the project:

Name: Caroline Wasielewski Title: District Manager  
Telephone #: 661.750.4843 Email Address: cwasielewski@tvhd.org  
Address/City/Zip + 4: 116 W E St./Tehachapi/93561-1608

2. The **Financial Officer** for the project:

Name: Chester Beedle Title: CFO  
Telephone #: 661.750.4848 Email Address: cbeedle@tvhd.org  
Address/City/Zip + 4: 116 W E St./Tehachapi/93561-1608

3. The **person** having **Routine Programmatic** responsibility for the project:

Name: Caroline Wasielewski Title: District Manager  
Telephone #: 661.750.4843 Email Address: cwasielewski@tvhd.org  
Address/City/Zip + 4: 116 W E St./Tehachapi/93561-1608

4. The **person** having **Routine Fiscal** responsibility for the project:

Name: Christine Sherrill Title: Director  
Telephone #: 661.750.4848 Email Address: directors@tvhd.org  
Address/City/Zip + 4: 116 W E St./Tehachapi/93561-1608

5. The **Executive Director** of a Community Based Organization or the **Chief Executive Officer** (i.e., chief of police, superintendent of schools) of the implementing agency:

Name: Caroline Wasielewski Title: District Manager  
Telephone #: 661.750.4843 Email Address: cwasielewski@tvhd.org  
Address/City/Zip + 4: 116 W E St./Tehachapi/93561-1608

6. The **Official Designated** by the Governing Board to enter into the Grant Subaward for the City/County or Community-Based Organization, as stated in Section 15 of the Grant Subaward Face Sheet:

Name: Caroline Wasielewski Title: District Manager  
Telephone #: 661.750.4843 Email Address: cwasielewski@tvhd.org  
Address/City/Zip + 4: 116 W E St./Tehachapi/93561-1608

7. The **Chair** of the **Governing Body** of the Subrecipient:

Name: Mike Nixon Title: Board of Directors, President  
Telephone #: 661.750.4848 Email Address: directors@tvhd.org  
Address/City/Zip + 4: 116 W E St./Tehacahpi/93561-1608

## SIGNATURE AUTHORIZATION INSTRUCTIONS

The Project Director and Financial Officer are **REQUIRED** to sign this form and submit it with the Grant Subaward Forms package. The Subrecipient may request signature authority in addition to the designated Project Director and/or Financial Officer. Space is provided for the addition of up to five (5) additional authorizations for the Project Director or Financial Officer.

No single individual may be authorized to sign for both the Project Director and the Financial Officer. **The Project Director and/or Financial Officer authorize the person(s) identified on the form to sign on their behalf on all grant-related matters.**

# SIGNATURE AUTHORIZATION

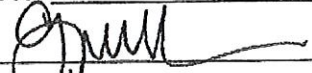
Subaward #: \_\_\_\_\_

Subrecipient: Tehachapi Valley Healthcare District

Implementing Agency: Tehachapi Valley Healthcare District

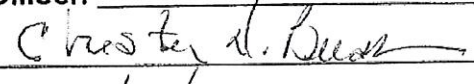
\*The **Project Director** and **Financial Officer** are **REQUIRED** to sign this form.

\***Project Director:** Carolne Wasielewski

Signature: 

Date: 10/30/2020

\***Financial Officer:** Chester Beedle

Signature: 

Date: 10/30/2020

The following persons are authorized to sign for the **Project Director**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

The following persons are authorized to sign for the **Financial Officer**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

## CERTIFICATION OF ASSURANCE OF COMPLIANCE

The applicant must complete a Certification of Assurance of Compliance (Cal OES 2-104), which includes details regarding Federal Grant Funds, Equal Employment Opportunity Program, Drug Free Workplace Compliance, California Environmental Quality Act, Lobbying, Debarment and Suspension requirements, Proof of Authority from City Council/Governing Board, and Civil Rights Compliance. The applicant is required to submit the necessary assurances and documentation before finalization of the Grant Subaward. In signing the Grant Subaward Face Sheet, the applicant formally notifies Cal OES that the applicant will comply with all pertinent requirements.

Resolutions are no longer required as submission documents. Cal OES has incorporated the resolution into the Certification of Assurance of Compliance, Section VII, entitled, "Proof of Authority from City Council/Governing Board." The Applicant is required to obtain written authorization (original signature) from the City Council/Governing board that the official executing the agreement is, in fact, authorized to do so, and will maintain said written authorization on file and readily available upon demand. This requirement does not apply to state agencies.

## CERTIFICATION OF ASSURANCE OF COMPLIANCE

I, Caroline Wasielewski hereby certify that  
(official authorized to sign Subaward; same person as Section 15 on Subaward Face Sheet)

Subrecipient: Tehachapi Valley Healthcare District

Implementing Agency: Tehachapi Valley Healthcare District

Project Title: Community Power Resiliency Allocation to Special Districts Program

is responsible for reviewing the *Subrecipient Handbook* and adhering to all of the Subaward requirements (state and/or federal) as directed by Cal OES including, but not limited to, the following areas:

### I. Federal Grant Funds

Subrecipients expending \$750,000 or more in federal grant funds annually are required to secure an audit pursuant to OMB Uniform Guidance 2 CFR Part 200, Subpart F and are allowed to utilize federal grant funds to budget for the audit costs. See Section 8000 of the Subrecipient Handbook for more detail.

- The above named Subrecipient receives \$750,000 or more in federal grant funds annually.
- The above named Subrecipient does not receive \$750,000 or more in federal grant funds annually.

### II. Equal Employment Opportunity – (Subrecipient Handbook Section 2151)

It is the public policy of the State of California to promote equal employment opportunity (EEO) by prohibiting discrimination or harassment in employment because of race, color, religion, religious creed (including religious dress and grooming practices), national origin, ancestry, citizenship, physical or mental disability, medical condition (including cancer and genetic characteristics), genetic information, marital status, sex (including pregnancy, childbirth, breastfeeding, or related medical conditions), gender, gender identity, gender expression, age, sexual orientation, veteran and/or military status, protected medical leaves (requesting or approved for leave under the Family and Medical Leave Act or the California Family Rights Act), domestic violence victim status, political affiliation, and any other status protected by state or federal law. **Cal OES-funded projects certify that they will comply with all state and federal requirements regarding equal employment opportunity, nondiscrimination and civil rights.**

Please provide the following information:

Equal Employment Opportunity Officer: Caroline Wasielewski

Title: District Manager/Compliance Officer

Address: 116 W E Street, Tehachapi, CA 93561

Phone: 661.750.4848

Email: cwasielewski@tvhd.org

**III. Drug-Free Workplace Act of 1990 – (Subrecipient Handbook, Section 2152)**

The State of California requires that every person or organization subawarded a grant or contract shall certify it will provide a drug-free workplace.

**IV. California Environmental Quality Act (CEQA) – (Subrecipient Handbook, Section 2153)**

The California Environmental Quality Act (CEQA) (*Public Resources Code, Section 21000 et seq.*) requires all Cal OES funded projects to certify compliance with CEQA. Projects receiving funding must coordinate with their city or county planning agency to ensure that the project is compliance with CEQA requirements.

**V. Lobbying – (Subrecipient Handbook Section 2154)**

Cal OES grant funds, grant property, or grant funded positions shall not be used for any lobbying activities, including, but not limited to, being paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.

**VI. Debarment and Suspension – (Subrecipient Handbook Section 2155)**

*(This applies to federally funded grants only.)*

Cal OES-funded projects must certify that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department of agency.

**VII. Proof of Authority from City Council/Governing Board – (Subrecipient Handbook Section 1350)**

The above-named organization (Applicant) accepts responsibility for and will comply with the requirement to obtain a signed resolution from the city council/governing board in support of this program. The applicant agrees to provide all matching funds required for said project (including any amendment thereof) under the Program and the funding terms and conditions of Cal OES, and that any cash match will be appropriated as required. It is agreed that any liability arising out of the performance of this Subaward, including civil court actions for damages, shall be the responsibility of the grant Subrecipient and the authorizing agency. The State of California and Cal OES disclaim responsibility of any such liability. Furthermore, it is also agreed that grant funds received from Cal OES shall not be used to supplant expenditures controlled by the city council/governing board.



The applicant is required to obtain written authorization from the city council/governing board that the official executing this agreement is, in fact, authorized to do so. The applicant is also required to maintain said written authorization on file and readily available upon demand.

### **VIII. Civil Rights Compliance**

The Subrecipient complies will all laws that prohibit excluding, denying or discriminating against any person based on actual or perceived race, color, national origin, disability, religion, age, sex, gender identity, and sexual orientation in both the delivery of services and employment practices and does not use federal financial assistance to engage in explicitly religious activities.

All appropriate documentation must be maintained on file by the project and available for Cal OES or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the Subrecipient may be ineligible for subaward of any future grants if the Cal OES determines that any of the following has occurred: (1) the Subrecipient has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

**CERTIFICATION**

I, the official named below, am the same individual authorized to sign the Grant Subaward [Section 15 on Grant Subaward Face Sheet], and hereby swear that I am duly authorized legally to bind the contractor or grant Subrecipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.

Authorized Official's Signature: Caroline Wasielewski Digitally signed by Caroline Wasielewski  
Date: 2020.10.30 09:09:38 -07'00'

Authorized Official's Typed Name: Caroline Wasielewski

Authorized Official's Title: District Manager/Compliance Officer

Date Executed: 10/30/2020

Federal Employer ID #: 952563734 Federal DUNS # 071913305

Current System for Award Management (SAM) Expiration Date: Not yet assigned

Executed in the City/County of: Tehachapi/Kern

**AUTHORIZED BY:** (not applicable to State agencies)

City Financial Officer

County Financial Officer

City Manager

County Manager

Governing Board Chair

Signature: Mike Nixon Digitally signed by Mike Nixon  
Date: 2020.10.30 09:08:01 -07'00'

Typed Name: Mike Nixon

Title: Board of Directors, President

Subrecipient: \_\_\_\_\_ Subaward #: \_\_\_\_\_

**Budget Narrative**

The proposed budget is **\$300,000** to support the objectives of Tehachapi Valley Healthcare District’s response to emergency power outage events by:

**Generators, Portable – \$205,400:** Two towable and portable commercial generators of at least 18kW Prime and 20kW standby power, tow hitches and all necessary adapters and connectors. This will allow the TVHD to deliver services and to equipment to areas of need.

**Wireless Communication System – \$1,600:** A wireless communication system and additional chargers and adapters to ensure communication in times of emergency.

**Radio Charges - \$3,000:** Three portable radio chargers which can be used to support local agencies.

**Truck to Tow Generators - \$40,000:** One - Time cost to purchase of an eco-friendly truck to transport generators to areas of need.

**Emergency Supplies - \$40,000:** To purchase of supplies such as water, toiletries, battery powered lanterns/flash lights, phone chargers, and blankets for residents of our service area in times of electric disruptions and other emergencies.

**Public Education - \$10,000:** The development and distribution of education materials, focusing on what to do in the event of a power outage or disaster.

Subrecipient: \_\_\_\_\_ Subaward #: \_\_\_\_\_

**Project Narrative**

**PROGRAM PLAN**

Population and Type of Population: The Tehachapi Valley Healthcare District (TVHD) was established in 1969 to serve the population of Tehachapi and the surrounding area. In 2016 the District leased our hospital and other healthcare facilities.

Disaster Funds vs. Budget: The amount of disaster reserve funds for Tehachapi Valley Healthcare District is \$100,000 as compared to the district budget of \$800,000. This grant would help with our limited budget and allow Tehachapi Valley Healthcare District to assist the community in times of emergency or power outages.

Power Outage Event Hours: The number of power outage events from July 1, 2019 until present we experienced 11 Public Safety Power Shutoffs (PSPS) events for a total of 213 hours. Severe weather and combined with power outages can be critical for the electricity-dependent population.

Objectives and Activities: Tehachapi Valley Healthcare District will use \$205,400 to purchase a towable mobile generator and a wireless communication system. A mobile generator will allow us to move the equipment to the various buildings as needed. An additional \$94,600 will be used for additional emergency equipment and public resources. We own a 15,000 square foot building that was previously a hospital and is in the center of downtown Tehachapi. This

Subrecipient: \_\_\_\_\_ Subaward #: \_\_\_\_\_

building would be used for shelter and electricity-dependent people in our service area.

A wireless communication system will be purchased and used for the District and for its partners. Part of the plan for Tehachapi Valley Healthcare District is to create an Emergency Preparedness infrastructure for our area. A wireless communication system is vital in the dissemination of critical information in times when there is otherwise no power. We have key partners that would be using our resources. There is a local Community Emergency Response Team and the Kern County Fire Department. Both of which have expressed interest in developing and taking part in assisting the District in power outages and other emergencies.

Public Education and Resources will be purchased as well. As part of our mission, Tehachapi Valley Healthcare District is dedicated to improving the quality of life and healthcare services to our community. By stockpiling items such as water, toiletries, blankets, battery powered lanterns/flashlights, charging stations for mobile phones, manual wheel chairs, cots, and pet food for service animals, we can help ensure quality of life is not threatened in the event of a power outage. Distribution of educational materials and conducting real life demonstrations using community professionals will prove to help the community and prepare them for any power outages or other emergency event. Education in advance will help Tehachapi residents when it is needed. It is our purpose to assist as many residents as we can.

Subrecipient: \_\_\_\_\_ Subaward #: \_\_\_\_\_

**EMERGENCY PLAN**

The Tehachapi city manager had previously asked the District for use of the old hospital building for the residents and especially those citizens with electricity-dependent medical needs. In addition to power outages, we have had other events that have put our residents at risk, such as snowstorms, earthquakes, wildfires, flash floods and mudslides. All of these events have caused power outages and/or road closures. TVHD owns the local Critical Access Hospital, clinic and rehabilitation clinic, which is leased by Adventist Health. These generators could also be moved to the buildings operated by Adventist Health.

Attestation: We attest that power outages, whether resulting from Power Safety Power Shutdown events or for any other reason, will be added to the emergency plan and included on the November 2020 TVHD Board agenda.

Subrecipient: \_\_\_\_\_ Subaward #: \_\_\_\_\_

***PRIORITY FUNDING***

This program will give critical services, assistance, and education to those who would otherwise not have any or not have the resources to obtain it on their own.

Our service area includes approximately 33,000 residents in the City of Tehachapi, and Mojave and unincorporated areas of, Golden Hills, Bear Valley Springs, Alpine Forrest, areas of Stallion Springs, and Sand Canyon

In the majority of our service area the unemployment is 16.5% with national rate being 10.2%. The median household income is \$43,620. Per Capita income for Tehachapi for the past 12 months is \$18,904. About 22% of our population meets the poverty level and it ranges from a low of 8.3% and highest at 34.7%.

Approximately 19% of the population is age 65 or older, ranging from low of 11.6% and high at 32.8%. There are 6511 Medicare beneficiaries and 322 of them electricity dependent. Again, you can see there is a specific disadvantaged part of the community that will be directly impacted by this program. This program will benefit the disadvantaged members of our service area by allowing the District to provide a resource center downtown that would be have electricity and stocked with supplies for those in need.

**Fiscal Year 2020-21 (FY20) Community Power Resiliency (CPR) Program  
Allocation to Special Districts  
Progress and Expenditure of Funds Report**

<b>Subrecipient:</b>	Tehachapi Valley Healthcare District	
<b>Contact Information:</b>	<b>Name:</b> Caroline Wasielewski <b>Telephone Number:</b> (661) 750-4848 <b>Email:</b> cwasielewski@tvhd.org	
<b>Total FY20 Award Amount:</b>	\$ 300,000.00	
<b>Period of Performance:</b>	<b>Start Date</b>	<b>End Date</b>
	7/1/2020	3/31/2022
<b>Reporting Period:</b>	<b>July 1, 2020 – October 31, 2021</b>	
<b>Will all funds be expended by the period of performance end date?</b>	YES	

Your signature is required on this Progress and Expenditure of Funds Report. Please sign and return to PSPS@CalOES.ca.gov by November 30, 2021, and keep a copy for your records. For further assistance, please email PSPS@CalOES.ca.gov.

**The undersigned is a duly appointed Authorized Agent and certifies that the submitted activity/project statuses are true and correct.**

Subrecipient: Tehachapi Valley Healthcare District

Signature of Authorized Agent: 

Printed Name of Authorized Agent: Caroline Wasielewski

Title: CEO Date: 11/29/2021



**Project Number 1**

<b>Project 1 Title:</b> Portable Generators Purchase	
<b>Brief Description:</b> <p>Tehachapi Valley Healthcare District will purchase two (2) portable generators that will be used to provide backup power sources to both members of the Tehachapi community and to neighboring local agencies. The healthcare district will use the current office building as a place of shelter for those electricity-dependent members of the community.</p> <p>Additionally, the generators can be moved to any area in need in our district boundaries. They can also be used by facilities used by our local hospital. This will lessen the impact of power outages to our area and keep access to care open.</p>	
<b>Project Type:</b>	EQUIPMENT
<b>Project Status:</b>	ON-TIME
<b>If project status is complete, was it used during a power shutoff event?</b>	NO
<b>Local entity undertaking project:</b>	Tehachapi Valley Healthcare District
<b>Total budgeted cost for this project:</b>	\$ 300,000.00
<b>Amount of FY20 CPR funding provided to this project:</b>	\$ 300,000.00
<b>If additional funding will be used outside the FY20 CPR allocation, please state the amount:</b>	\$ 0.00
<b>Amount of FY20 CPR funds spent for this project to date:</b>	\$ 298,705.63

→ Continue to the next page to finish reporting for Project 1.

## Project 1 Summary

Describe the specific outcomes achieved by Project 1.

Tehachapi Valley Healthcare District has purchased two portable generators to be used to provide power to the community in the event of both scheduled and unscheduled power shutoff events.

Outcomes:

1. The two generators will allow Tehachapi Valley Healthcare District the ability to partner with the City of Tehachapi and assist directly with citywide provision of backup power sources.
2. When a power outage event is announced, these generators can be used at the healthcare district office building and different community gathering places to provide shelter and safety to members of the community that do not have any backup plan.
3. They can also be used by neighboring agencies and the local hospital to provide a source of power for essential services.

Describe what has been completed as outlined in the scope of the original plan for Project 1.

The portable generators have been purchased as outlined in the scope of the original plan. These units will allow TVHD to provide a space for emergency power to those in need during planned or unplanned power outages.

→ Continue to the next page to finish reporting for Project 1.

**Project 1 Summary (continued)**

The period of performance ends on March 31, 2022. Describe what still needs to be completed before this date.

Project 1, the equipment, has been completed.

Explanation for Not Started, Delayed, or Cancelled Status:

**ADD ADDITIONAL PROJECT(S)**

(Additional Pages will Appear Below)

**Project Number 2**

<b>Project 2 Title:</b> Public Education and Resources	
<b>Brief Description:</b> As part of the PSPS preparation project 2, Tehachapi Valley Healthcare District will begin to educate the community on stockpiling resources such as water , battery powered flashlights, non-perishable food and blankets. The healthcare district will start a reserve that can be used in cooperation with any power outage event that has members of the public using district shelter. Distribution of educational emails and materials, along with workshops with real-life professionals will aide in public education as well.	
<b>Project Type:</b>	PUBLIC EDUCATION MATERIALS
<b>Project Status:</b>	ON-TIME
<b>If project status is complete, was it used during a power shutoff event?</b>	NO
<b>Local entity undertaking project:</b>	Tehachapi Valley Healthcare District
<b>Total budgeted cost for this project:</b>	\$ 1,500.00
<b>Amount of FY20 CPR funding provided to this project:</b>	\$ 1,294.37
<b>If additional funding will be used outside the FY20 CPR allocation, please state the amount:</b>	\$ 205.63
<b>Amount of FY20 CPR funds spent for this project to date:</b>	\$ 0.00

→ Continue to the next page to finish reporting for Project 2.

## Project 2 Summary

Describe the specific outcomes achieved by Project 2.

Project 2 is for public education materials. The outcomes expected from this project are:

1. To provide real time resources to members of the community in need during power outages.
2. To educate members of the community where to find information on power outages and how to comfortably endure a power outage.
3. To educate community members on sustainability and how to eventually become less electricity dependent by dissemination of information on alternative energy sources.
4. To use the funding to print and distribute public education materials that will assist families in the time of electric disruptions.

Describe what has been completed as outlined in the scope of the original plan for Project 2.

1. The Tehachapi Valley Healthcare District website has been updated with information on planned and unplanned power outages. The website will be used as a major tool in communication to the community.
2. Tehachapi Valley Healthcare District is also educating the community about preparation for power outages through public events and speaking engagements.
3. Educational materials such as leaflets and handouts are being prepared for distribution.

→ Continue to the next page to finish reporting for Project 2.

**Project 2 Summary (continued)**

The period of performance ends on March 31, 2022. Describe what still needs to be completed before this date.

A stockpile of resources such as water, flashlights and blankets will be started. These will be available for distribution to the community as needed for power outages.

Explanation for Not Started, Delayed, or Cancelled Status:

**ADD ADDITIONAL PROJECT(S)**

(Additional Pages will Appear Below)

Please review the instruction tab below prior to completing this form.

FIPS #	029-91086
Subrecipient Name	Tehachapi Valley Healthcare District
Performance Period	July 1, 2020 - March31, 2022
Award Amount	

Project Name	Project Description	Resiliency Area	Fund Source	Vendor Name	Condition & Disposition of Items Purchased	Deployed Location	Amount Allocated to Project	Amount Spent on Project	Amount Reverting to Cal OES
Portable Generators	TVHD purchased two portable generators that will be used to provide backup power sources to both members of Tehachapi community and neighboring local agencies. The generators can be moved to any area in our district boundaries and can be used by our local hospital. This will lessen impact of power outages to our area.	N/A		Valley Power Systems, Inc	Completed	TVHD - 115 West E Street, Tehachapi, CA 93561	\$ 300,000.00	\$ 298,705.63	
Public Education and Resources	As part of the PSPS preparation, TVHD will begin to educate community on stockpiling resources such as water, battery powered flashlights, non-perishable food and blankets. TVHD will start a reserved that can be used in cooperation with any power outage event.	N/A		various	Completed	TVHD - 115 West E Street, Tehachapi, CA 93561	\$ 1,500.00	\$ 1,294.37	
<b>TOTALS</b>							<b>\$301,500.00</b>	<b>\$300,000.00</b>	<b>\$0.00</b>

Tehachapi Valley Healthcare District

BUSINESS PLAN

	Product/Service/Property	Activity	Updates	Funding/Revenue/Expenses	Timelines
2	Old Hospital buildings and sheds	Improve utilization of old Hospital Purchasing Department and sheds	10/07/24 – Waiting on sizing of generators 10/10/24 – Provided sizing but part of AH lease		
3	Old Hospital – parking lot	Utilize ER parking lot for Mtn. Festival Parking or yard sales	10/07/24 – already doing this; the Chamber asked if they could utilize the parking lot east of current office for handicap parking for Apple Festival. I have received their liability certificate. 10/07/24 – ER parking lot is at 50% of useful life remaining. I will research cost to repave. 11/7/24 – Need to talk w/Scott as will require an RFP 01/16/25 – Place on hold.	\$0.00	
4	E Street Clinic	Relocate Rural Health Clinic to provide additional space	10/07/24 – Walked West Valley with Adventist and provided documents on building. I have provided them three months on decision, until 12/19/24 for review of RHC guidelines. 11/07/24 – Gave AH a timeline of 4 mths 01/16/25 – AH said they are not		



Tehachapi Valley Healthcare District

BUSINESS PLAN

	Product/Service/Property	Activity	Updates	Funding/Revenue/Expenses	Timelines
			interested due to costs to update to OSHPD		
5	Guild Property	Possible electrical safety issue	10/07/24 – Per lease agreement, Adventist Is responsible for electrical Evaluate condition of electrical system in Guild Building to assure safe. 11/07/24 – checked agt; AH responsible	AH cost	
6	West Valley	Increase occupancy	10/07/04 – See #4 01/16/25 – working on possible tenant		
7	F Street Property	Improve curb-side appearance and decrease water	Look into Xeroscape front yard vs Astroturf 11/07/24 – Have a quote 01/16/25 – may have to go out of Tehachapi as many locals do not do prevailing wage		
9	New Hospital	Lots	10/07/04 – Closed session item.		
10	TVHD Garden	Purchase Storage Shed and continue lease to THRG	10/07/24 – I purchased shed for \$4000. Delivery scheduled for next week 10/07/24 – THRG has not been tending to the garden. We have two more years on use agt with THRG. 11/07/24 – Waiting on delivery	\$4000	

Tehachapi Valley Healthcare District

BUSINESS PLAN

	Product/Service/Property	Activity	Updates	Funding/Revenue/Expenses	Timelines
			01/16/25 – Storage shed delivered. Lease with THRG is good through 03/2026		
11	Grant Program	Three grants for students in the health science programs	09/12/24 – Lydia to contact Cerro Coso. Three grants \$5,000 for students of Cerro Cos Community College in Tehachapi enrolled in the health sciences. 10/07/24 – Donations to animal care entities. \$2K each? 11/7/24 – Lydia contact; I will be giving the \$1K for each animal entity per 10/10/24 mtg 01/16/24 – providing AH with \$1M grant and 3 \$1K grants to local pet rescues 01/16/24 – TVRPD has asked for \$1600 to support their walking app that we sponsored last year. 01/16/24 – Pamphlets from	\$15,000	Calendar year 2025

Tehachapi Valley Healthcare District

BUSINESS PLAN

	Product/Service/Property	Activity	Updates	Funding/Revenue/Expenses	Timelines
			Cornerstone asking for a donation.		
13	Storage Rental Units	Empty the mini-storage rental unit	Look into hiring student part-time scan documents and move remaining documents to F Street office. 01/16/25 – on hold	Savings of about \$2600 per year	
14	Portable Generators x2	Move at least one generator from offsite to TVHD property	10/07/24 – Reached out to Valley Power who is going to provide me a maintenance schedule; size is 218” L, 94”W x 109”High. Need to measure shed. 11/7/24 – Rcvd service quote, which is \$8K to service. 01/15/25 – Both generators have been serviced on 1/14/25. I am awaiting the paperwork.	\$0.00	
15	AH Hospital Improvements	Enclose Imaging Pavilion Walkway or showers, new parking lot for Medical Office Building	10/07/24 – Waiting on Jenny to provide cost of walkway...I’m estimating \$800K; this would be the first project. 01/16/25 - \$1M grant on next week’s BOD agenda	\$1M	