

**CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT**  
**BOARD MEETING**  
**MINUTES NO. 21-8**

A meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, November 8, 2021, via teleconference pursuant to Governor's Executive Orders N-25-20, N-29-20, and N-33-20 and the Contra Costa County Public Health Officer Order No. HO-COVID19-03, and guidance from the CDC to minimize the spread of the coronavirus.

<b>TRUSTEES PRESENT</b>	<b>Peggie Howell, President</b> <b>Peter Pay, Vice President</b> <b>Daniel Pellegrini, Secretary</b> <b>Richard Ainsley</b> <b>Perry Carlston</b> <b>Warren Clayton</b> <b>Chris Cowen</b> <b>Randall Diamond</b> <b>Jon Elam</b> <b>Jim Fitzsimmons</b> <b>Jennifer Hogan</b> <b>Kevin Marker</b> <b>Thomas Minter</b> <b>James Murray</b> <b>James Pinckney</b> <b>Darryl Young</b>
<b>TRUSTEES ABSENT</b>	<b>Michael Krieg</b> <b>Duylinh Nguyen</b>
<b>VACANCIES</b>	<b>Antioch, Moraga, Richmond, San Pablo</b>
<b>OTHERS PRESENT</b>	<b>Paula Macedo, General Manager</b> <b>Maria Bagley, Administrative Services Manager</b> <b>Steve Schutz, Scientific Program Manager</b> <b>David Wexler, Program Supervisor</b> <b>Terry Davis, Program Supervisor</b> <b>Jeremy Shannon, Program Supervisor</b> <b>Nola Woods, Public Affairs Director</b> <b>Natalie Martini, Administrative Analyst II</b> <b>Areej Al Bahrani, Administrative Analyst I</b> <b>Douglas Coty, Bold Polisner Maddow Nelson &amp; Judson, Legal Counsel</b> <b>Michael Jarvis, Liebert Cassidy Whitmore</b> <b>Chris Doll, Vector Control Inspector</b> <b>Shaun Redman, Vector Control Technician</b>

Steve Fisher, Vector Control Inspector  
Miaja McCauley, Vector Control Technician  
Heidi Budge, Vector Control Technician  
Felipe Carrillo, Vector Control Inspector  
Olivia Zaragoza, Vector Control Technician  
Josefa Cabada, Vector Control Inspector  
Brandon French, Vector Control Inspector  
David Obrochta Vector Control Inspector  
Yen Do, SEIU Local 1021  
Emma Gerould, SEIU Local 1021  
Peter Masiak, SEIU Local 1021

**1. CALL TO ORDER**

President Howell called the meeting to order at 7:03 p.m.

Roll Call: A roll call indicated that 16 Trustees were present, two were absent, and there are four vacancies.

Pledge of Allegiance

**2. AUTHORIZATION TO MEET VIA TELECONFERENCE**

A. Authorization to Meet Via Teleconference Pursuant to Government Code Section 54953, Subdivision (e)(1)(C) – Consider finding that, as result of the COVID-19 emergency, meeting in person would present imminent risks to the health or safety of attendees, and the meeting should be held by teleconference as authorized by and pursuant to Subdivision (e) of Section 54953 of the Government Code.

\*\* Motion was made by Trustee Pellegrini and seconded by Trustee Clayton to approve the authorization to meet via teleconference. *Motion passed unanimously.*

**3. AGENDA MANAGEMENT**

There were no changes to the agenda and the agenda was adopted by rule.

**4. PUBLIC INPUT ON NON-AGENDA ITEMS**

Miaja McCauley introduced herself as a Vector Control Technician who has been with the District for almost five years and as the newly appointed Vice President for the District employees represented by SEIU 1021. She spoke about the challenges of working during the pandemic and asked the Board to consider their hard work and dedication to their jobs while making decisions about benefits. Heidi Budge, Vector Control Technician, noted that she is the SEIU 1021 union steward for the group of technicians/inspectors and expressed concerns regarding negotiations being drawn out causing further division between both sides. Felipe Carrillo, Vector Control Inspector, noted he has been working at the District for 31 years and spoke about the many

challenges in the past three years, including working during the fires and the COVID pandemic, and asked the Board for a fair contract protecting the technicians out on the front line no matter the conditions. Josefa Cabada, Vector Control Inspector, spoke about her family's personal experience with West Nile Virus. She asked the Board to recognize the hard work that the technicians do on a daily basis, just as the public appreciates the services provided by technicians. Olivia Zaragoza, Vector Control Technician, stated that she loves her job and asked the Board to take the technicians into consideration when it comes to the healthcare contribution. Yen Do, SEIU 1021 Field Representative, introduced herself to the Board and spoke to the dedication of the field employees that she represents and the good work that they do. She mentioned Board actions taken regarding approval of building renovations and asked that union protocols regarding meet and confer when there are changes that may impact the field technicians and their benefits, wages and work conditions be followed. Brandon French, Vector Control Inspector stated he has been with the District since 2013 and with Santa Clara County for four years prior to that. He asked the Board to respect what the technicians do and stated that he does not see any reason for the District to cut medical care for retirees. David Obrochta, Vector Control Inspector, has been with the District since 2001, stated that he has served on various Boards in the past and wanted this Board to know that he and other technicians are there to work with the Board and expressed support to the General Manager.

## **5. CONSENT CALENDAR**

- A. MINUTES – Approval of Minutes of the September 13, 2021 Board of Trustees Meeting
- B. Approval of expenditures for August 2021 and September 2021, including:
  - Accounts payable August 15<sup>th</sup> checks No. 029326 through No. 029338
  - Payroll August 31<sup>st</sup> checks No. 029339 through No. 029345
  - Accounts payable August 31<sup>st</sup> checks No. 029346 through No. 029358
  - Accounts payable September 15<sup>th</sup> checks No. 029360 through No. 029369
  - Payroll September 30<sup>th</sup> checks No. 029370 through No. 029377
  - Accounts payable September 30<sup>th</sup> checks No. 029378 through No. 029394
  - Accounts payable Total: \$171,008.35 Payroll Total: \$1,202.90
- C. Direct Deposit Expenditures for payroll & accounts payable – Approval of payroll expenditures of August 1, 2021 through September 30, 2021, including:
  - Payroll August 15<sup>th</sup> No. D17669 through No. D17699
  - Payroll August 31<sup>st</sup> No. D17700 through No. D17740
  - Payroll September 15<sup>th</sup> No. D17741 through No. D17770
  - Payroll September 30<sup>th</sup> No. D17771 through No. D17825
  - Accounts payable August 15<sup>th</sup> No. E02585 through No. E02592
  - Accounts payable August 31<sup>st</sup> No. E02593 through No. E02599
  - Accounts payable September 15<sup>th</sup> No. E02600 through No. E02607
  - Accounts payable September 30<sup>th</sup> No. E02608 through No. E02615

Accounts payable Total: \$200,882.61 Payroll Total: \$335,817.37

- D. Investment Activity for August 2021 and September 2021
- E. Financial Report

\*\* Motion was made by Trustee Pellegrini and seconded by Trustee Pinckney to approve the consent calendar. *Motion passed unanimously.*

## 6. BOARD AND STAFF REPORTS

- A. BOARD – President Howell requested a Board meeting at the beginning of December 2021 in order to authorize any virtual meetings that may need to take place after December 8<sup>th</sup> and before the next Board meeting in January 2022, due to the requirement for authorization to meet via teleconference. She also urged Trustees to think about the committees they would like to be on during the 2022 calendar year and mentioned it would be good for Trustees to remain on the same committees as in 2021 so there is more continuity going forward.
- B. GENERAL MANAGER – General Manager Macedo mentioned the 2022 MVCAC Annual Meeting will be held on February 7-9, 2022, in Sacramento and that the District plans to send all employees to the meeting. She mentioned that three field technicians volunteered to present the work that they do in the field at this meeting. The Board President and Vice President are already authorized to attend the MVCAC Annual Meeting and requested any Trustees that may be interested in attending, please let General Manager Macedo know as soon as possible so Trustee Travel can be approved prior to the January 7, 2022 registration deadline. General Manager Macedo also mentioned that she was recently elected to be the Coastal region representative on the MVCAC Board in 2022. In addition, she stated that employees would be attending continuing education virtually on November 9, 2021.

General Manager Macedo mentioned that the District is up for Municipal Service Review (MSR) with Contra Costa LAFCO, which is a comprehensive assessment of the ability of existing local government agencies to effectively and efficiently provide municipal services to residences and users. They do this review to capture and analyze information about each of the government structures and efficiencies and to see if there can be better coordination between providers. The last time the District was up for MSR review was in 2010.

Lastly, General Manager Macedo clarified information about the certificate given by the Government Finance Officers Association (GFOA) which is a Certificate of Achievement for Excellence in Financial Reporting established to encourage and assist state and local governments to go beyond the minimum requirements of generally accepted accounts principles (GAAP). If the District is able to have the audit approved before the end of the year, it may be eligible to apply for this certificate.

- C. STAFF – Reports have been submitted and provided in the packet. President Howell asked Operations if there have been invoices sent to those properties that needed to be abated for any services rendered. David Wexler, Program Supervisor, mentioned that there was no need for any further invoices generated by mosquito operations in one of the properties and that they are working with the other property and invoices may be submitted. He added that there has been significant change since speaking to those property managers.
- D. LEGAL – Douglas Coty, General Counsel, explained the provisions of AB 361 and clarified the regulation regarding teleconferences.

Public comments for item 7 were presented during public comment period – item 2.

**CLOSED SESSION – 7:52 p.m.**

**7. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957.6**

Agency Negotiators: Paula Macedo, General Manager, Michael Jarvis, LCW, and Randall Diamond, Chair of the Personnel Committee

Titles: All represented employees (SEIU Local 1021)

**RETURN TO OPEN SESSION – 8:35 p.m.**

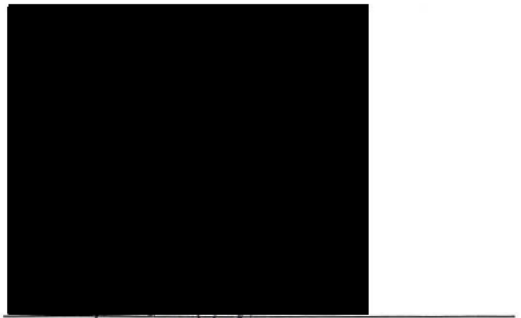
**REPORT FROM CLOSED SESSION – No reportable action.**

**8. CLOSING COMMENTS – None.**

**9. ADJOURNMENT – 8:37 p.m.**

I certify the above minutes were approved as read or corrected at the special meeting of the Board held on December 6, 2021.

Ayes: 14  
 Noes: 0  
 Abstain: 1  
 Absent: 4



Daniel Pellegrini  
 2021 Secretary, Board of Trustees