

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
BOARD MEETING
MINUTES NO. 11-3

A regular meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on May 9, 2011, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT

Soheila Bana
Russ Belleci
Jeff Bennett
Nancy Brownfield
Chris Cowen
Randall Diamond
Jim Fitzsimmons
Kristin Haegeland
Richard Head
Peggie Howell
Richard Mank
Richard Means
Angela Micheals
Daniel Pellegrini
Myrto Petreas
James Pinckney
Sharyn Rossi
Jose Saavedra
Diane Wolcott

TRUSTEES ABSENT

Richard Ainsley

OTHERS PRESENT

Craig Downs, General Manager
Ray Waletzko, Administrative & Finance Manager
Steve Schutz, Scientific Programs Manager
Mark Cornelius, Legal Counsel
Allison Lewis, Administrative Secretary
John Chase, VCI
David Wexler, VCI
Jason Descans, VCT

1. President Micheals called the meeting to order at 7:15 p.m.
2. A roll call indicated that 19 Trustees were present, 1 was absent, and there were two vacancies.
3. The meeting opened with the Pledge of Allegiance.
4. APPROVAL OF AGENDA AS POSTED

** A motion was made by Trustee Pellegrini and seconded by Trustee Pinckney to approve the agenda as posted. *Motion passed unanimously.*

5. PUBLIC INPUT ON NON AGENDA ITEMS - None

6. CONSENT CALENDAR

A. MINUTES - APPROVAL OF MINUTES 11-2, REGULAR BOARD MEETING HELD ON MARCH 14, 2011

B. EXPENDITURES - APPROVAL OF EXPENDITURES OF MARCH 1, 2011 THROUGH APRIL 30, 2011, INCLUDING CHECKS NO. 18937 THROUGH NO. 19128, IN THE AMOUNT OF \$543,285.12

C. PAYROLL - APPROVAL OF PAYROLL EXPENDITURES OF MARCH 1, 2011 THROUGH APRIL 30, 2011, INCLUDING CHECKS NO. 62885 THROUGH NO. 63028, IN THE AMOUNT OF \$298,950.58

D. INVESTMENT ACTIVITY REPORT FOR FEBRUARY 2011 & MARCH 2011

E. FINANCIAL REPORT

F. EXCESS DISTRICT VEHICLE

** A motion was made by Trustee Pellegrini and seconded by Trustee Head to approve items 6A through 6F of the consent calendar. *Motion passed unanimously.*

G. APPROVAL OF TRUSTEE TRAVEL - Trustee Belleci is requesting reimbursement of expenses for travel to the Mosquito & Vector Control Association of California summer quarterly meeting in Visalia, CA, July 21, 2011.

Item pulled for discussion.

** A motion was made by Trustee Mank and seconded by Trustee Fitzsimmons to deny reimbursement of expenses for Trustee Belleci. *Motion passed.*

7. ACTION ITEMS

A. Other Post Employment Benefit (OPEB) Trust (Appendix I & II) - General Manager Downs discussed funding the Other Post Employment Benefit (OPEB) Trust program. It was the recommendation of the Budget Committee to authorize adoption of this trust, fund at the GASB 45 required minimum and employ the services of PARS. There was a discussion regarding the administration costs of the trust and what types of restrictions existed if the board decided to leave the program; it was noted that 90 days notice is required and OPEB trust to trust transfer is possible.

** A motion was made by Trustee Saavedra and seconded by Trustee Diamond to Adopt Resolution 11-1 Public Agency Retirement Services (PARS) Post Retirement Healthcare Funding Trust Program and Appoint the General Manager as the Plan Administrator. *Motion passed unanimously.*

B. Delta Science Center (DSC) - Trustee Belleci has represented the District on the

Delta Science Center since 2000. Trustee Belleci is stepping down as our representative and Trustee Ainsley expressed interest in taking his place.

** A motion was made by Trustee Belleci and seconded by Trustee Fitzsimmons to appoint Trustee Ainsley as CCMVCD's representative to the Delta Science Center. *Motion passed unanimously.*

C. Vector Control JPA (VCJPA) - The VCJPA requested nominations for a trustee representative. Trustee Pinckney expressed interest in running for the position and General Manager Downs submitted his name by the deadline.

** A motion was made by Trustee Saavedra and seconded by Trustee Fitzsimmons to Ratify the Nomination of Trustee Pinckney for Costal and Sacramento Valley Regions' Trustee Representative on the VCJPA Board of Directors. *Motion passed.*

8. INFORMATION ITEMS

A. Budget Committee Report - Trustee Bana, Chair of the Budget Committee, reported that the committee met on April 18th, 2011. The projected year end budget for FY 10/11 and pre-funding of the Post Retirement Healthcare Trust Program were discussed.

B. Personnel Committee Report - Trustee Bennett, Chair of the Personnel Committee, reported that the committee met on April 11th, 2011. The committee discussed the rising cost of health insurance, retirement contributions, morale among employees and the employee assistance program. The represented employees contract will expire in February 2012, and the personnel committee will need to schedule a meeting near the end of this year or the beginning of next year to discuss negotiations.

C. NPDES Permit Update - General Manager Downs reported that the District delayed applying for permits from both the San Francisco and Central Valley Regional Water Quality Control Boards, due to the U.S. EPA filing a motion requesting a stay to be extended thru October 31, 2011. The stay was granted. Related, the U.S. House of Representatives passed H.R. 872, The Reducing Regulatory Burdens Act 2011, which if passed by the Senate and signed by the President, would amend the Clean Water Act to exempt public health pesticides from the NPDES permit requirement.

D. West Nile Virus Update - Scientific Programs Manager, Steve Schutz, reported that statewide there have been two positive birds reported in Sacramento and Santa Clara counties. So far this year there has been no West Nile Virus activity in Contra Costa County. Scientific Programs Manager Schutz discussed the long term impact of climate change to our Integrated Pest Management (IPM) program and vector populations as well as provided an overview of products used by technicians for treatment of mosquitoes in the larval and adult stage.

E. Conferences/Meetings Attended (Appendix III) - General Manager Downs reported on the Mosquito & Vector Control Association of California (MVCAC) Legislative Days. Staff emails were distributed regarding the AMCA Conference.

Trustee Bennett reported that he attended CSDA Board Member training with Trustee Micheals & Bana and recommended all trustees to participate in the training.

9. BOARD AND STAFF ANNOUNCEMENTS

- A. Board - Trustee Bennett toured his city with Inspector Vicencio and encouraged all trustees to tour their respective cities.
- B. Staff - None.

10. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:05 p.m.

I certify the above minutes were approved as read or corrected at a meeting of the Board held on July 11, 2011.

Ayes: _____

Noes: _____

Absent: _____

Abstain: _____

H. Richard Mank
Secretary, Board of Trustees