

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
BOARD MEETING
MINUTES NO. 23-7

A meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, November 13, 2023, at the District office at 155 Mason Circle, Concord, CA 94520.

TRUSTEES PRESENT Darryl Young, President, Contra Costa County
Peter Pay, Vice President, San Ramon
Daniel Pellegrini, Secretary, Martinez
Richard Ainsley, Pittsburg
Perry Carlston, Concord
Warren Clayton, Pinole
Chris Cowen, Contra Costa County
Jim Dolgonas, El Cerrito
Chris Dupin, Richmond (Remote)
Jennifer Hogan, Pleasant Hill
Michael Krieg, Oakley
Kevin Marker, Orinda
Vinoy Mereddy, Brentwood
Jim Pinckney, Contra Costa County
Damian Wong, Hercules

TRUSTEES ABSENT Randall Diamond, Danville
Wade Finlinson, Antioch
James Frankenfield, Moraga

VACANCIES Clayton
Lafayette
San Pablo
Walnut Creek

OTHERS PRESENT Paula Macedo, General Manager; Stacy Stark, Human Resources & Risk Manager; Steve Schutz, Scientific Program Manager (remote); David Wexler, Operations Manager; Nola Woods, Public Affairs Director (remote); Natalie Martini, Financial Administrator; Wayne Shieh, IT Systems Administrator; Christine Widger, Customer Service Specialist; Doug Coty, Bartkiewicz, Kronick & Shanahan, Legal Counsel (remote); other members of the public

1. **CALL TO ORDER** - President Young called the meeting to order at 7:02 p.m.

Roll Call: A roll call indicated that 14 Trustees were in attendance (one Trustee attended remotely under the provisions of Government Code 54953), three Trustees were absent, and there are four vacancies.

Pledge of Allegiance

2.* **AGENDA MANAGEMENT** - President Young asked for a motion finding that there is a need for immediate action to add an item to the agenda to allow the remote participation of Trustee Dupin due to medical circumstances constituting “just cause” per Government Code section 54953(j)(2), and that the need arose after the agenda was posted.

** Motion was made by Trustee Krieg and seconded by Trustee Pinckney finding that there was a need for immediate action to add an item to the agenda under the provisions of paragraph (4) of subdivision (b) of Section 54954.2, for Trustee Dupin to attend remotely, and that the need arose after the meeting agenda had been posted.
Motion passed unanimously.

President Young called for a second motion to authorize Trustee Dupin to participate in the November 13, 2023 regular Board of Trustees meeting remotely due to emergency medical circumstances. Trustee Dupin stated that no one else over 18 years of age was present in the room.

** Motion was made by Trustee Krieg and seconded by Trustee Pinckney to allow remote attendance by Trustee Dupin in the November 13, 2023 regular Board of Trustees meeting.
Motion passed unanimously.

General Manager Macedo proposed that item 4F be moved out of the consent calendar and addressed immediately.

** Motion was made by Trustee Krieg and seconded by Trustee Dolgonas to pull item 4F from the consent calendar to be addressed separately. *Motion passed unanimously.*

4.F. **GRIEVANCE SUBMITTED TO STEP 3 BY SEIU 1021** – General Manager Macedo stated that she received a Grievance from SEIU 1021 on September 20, 2023, to which she responded on September 27, 2023, rejecting it on multiple bases, including that the decision of the District was not a grievable action under the MOU. SEIU 1021 rejected the General Manager’s decision and submitted the grievance to step 3 on October 2, 2023. Labor Counsel replied to SEIU 1021 on October 19, 2023 restating that the decision was not eligible to be grieved and, on that basis, was invalid. SEIU 1021 has re-submitted the grievance requesting again that it be advanced to Step 3. Under Step 3, the Board, at their next regularly scheduled Board meeting, shall designate a personal representative who shall not be the General Manager.

President Young asked if there were any public comments for this item. Steve Fisher, alternate shop steward, spoke requesting that the Board designate a member of the Board to

represent the District in order to ensure fair due process in the matter of the grievance with the interest of his colleague returning to work.

** Motion was made by Trustee Pay and seconded by Trustee Pellegrini to designate Doug Coty, legal counsel, as the Board of Trustees' representative in the matter of the grievance submitted by SEIU 1021. *Motion passed 13-0-2 (Ayes: Ainsley, Carlston, Clayton, Cowen, Dolgonas, Hogan, Krieg, Marker, Mereddy, Pay, Pellegrini, Pinckney and Young; Noes: None; Abstain: Dupin, Wong).*

3. **PUBLIC INPUT ON NON-AGENDA ITEMS** – None.

5. **PRESENTATION** - Vinoy Mereddy, newly appointed Trustee representing the City of Brentwood. President Young introduced Trustee Mereddy to the Board. Trustee Mereddy spoke to the Board about his professional and community volunteer background, as well as his family, and expressed his desire to serve his community by serving on the Board.

4.* **CONSENT CALENDAR**

- A. Minutes of the September 11, 2023 Board of Trustees Special Meeting
- B. Approval of expenditures of Expenditures for August & September 2023
Check Expenditures for payroll & accounts payable for August & September (***Pages 12-15***) – Approval of expenditures of August 1, 2023 through September 30, 2023, including:
Accounts payable August 15th checks No. XXXX34 through No. XXXX44
Payroll August 15th check No. XXXX45
Accounts payable August 31st checks No. XXXX46 through No. XXXX56
Accounts payable September 15th checks No. XXXX57 through No. XXXX66
Payroll September 30th check No. XXXX67 through XXXX69
Accounts payable September 30th checks No. XXXX70 through No. XXXX79
Accounts Payable Total: \$91,554.75 Payroll Total: \$369.40
Payroll Expenditures for August & September 2023
- C. Direct Deposit Expenditures for payroll & accounts payable – Approval of payroll expenditures of August 1, 2023 through September 30, 2023, including:
Payroll August 15th No. D000019461 through No. D000019491
Payroll August 31st No. D000019492 through No. D000019524
Accounts payable August 15th E000003044 through E000003052
Accounts payable August 31st E000003053 through E000003065
Payroll September 15th No. D000019525 through No. D000019555
Payroll September 30th No. D000019556 through No. D000019597
Accounts payable September 15th E000003066 through E000003076
Accounts payable September 30th E000003077 through E000003088
Accounts Payable Total: \$247,693.53 Payroll Total: \$356,599.76
- D. Investment Activity for August & September 2023
- E. Financial Report

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

5. BOARD AND STAFF REPORTS

- A. BOARD – Trustee Krieg noted that the Audit committee will be meeting in the coming weeks to review the FY 2022-2023 Audit draft, which should be ready for the January Board meeting. Trustee Marker updated the Board as to former Trustee Fitzsimmons’s health. Trustee Pinckney remarked on his many contributions to the Board.
- B. GENERAL MANAGER – General Manager Macedo noted that although the West Nile Virus season is almost over, we must remain vigilant. She noted that Long Beach reported the first St. Louis Encephalitis case since 1984, adding to the total of 13 cases in California in 2023. Locally acquired cases of Dengue were also reported in Pasadena and Long Beach this year.
General Manager Macedo reported that she is still looking for a venue for the Trustee workshop for February 3rd, 2024. The facilitators and speakers have been selected and she is working with the Executive committee to finalize the program for the workshop. She also noted that the District will be hosting the Contra Costa Special Districts Association meeting again on Monday, November 20th and that Trustees are welcome to join the meeting.
- C. STAFF –Scientific Program Manager Schutz noted that 317 cases of West Nile virus with 10 fatalities have been reported in California so far this year. Eight cases have been reported in Contra Costa County. Schutz reported on the data from the 2023 season and noted that the District has continued to conduct surveillance in the area in which *Aedes aegypti* was found last year and has not found any yet. He noted that the District will present the results of a field test of Natular 30 to treat salt marsh mosquitoes at the January 2024 MVCAC Annual conference in Monterey, CA.

Operations Manager Wexler discussed the District’s work with various refineries over the years and their practices that either contribute to mosquito issues or serve to alleviate mosquito issues. Wexler noted that yellow jackets requests comprised almost fifty percent of the service calls this year, which is about four times the number of last year’s calls. The increase is likely due to increased rainfall and more abundant food sources. Wexler spoke to the Board about the opportunity he had to visit a 3-D print machine factory to learn the capabilities of the District’s 3-D printer, which may reduce expenses for the District by printing items at a much lower cost than for which they can be bought.
- D. LEGAL – None

6.* ACTION ITEMS

- A.* Agreement for Project and Construction Management Services with Capital Program Management, Inc. (CPM) – The Board discussed the process of finalizing the selection of CPM, the cost associated with the services rendered, and CPM’s

experience with special districts. General Manager Macedo and Operations Manager Wexler answered questions from the and briefly described the nature of the work the project management company would perform.

** Motion was made by Trustee Dolgonas and seconded by Trustee Pay to allow General Manager Macedo to negotiate, sign, and manage the agreement with CPM as the Project and Construction Management service for the building remodel. *Motion passed 14-0-1 (Ayes: Ainsley, Carlston, Cowen, Dolgonas, Dupin, Hogan, Krieg, Marker, Mereddy, Pay, Pellegrini, Pinckney, Wong and Young; Noes: None; Abstain: Clayton).*

B.* Board Consideration and Adoption of Resolution 23-4, Revising Procedure for Electing Board Officers - This resolution rescinds and supersedes Resolution 20-4, and establishes new criteria for nomination and election of Board officers.

** Motion was made by Trustee Pellegrini and seconded by Trustee Krieg to adopt Resolution 23-4 concerning the election of Board officers. *Motion passed unanimously.*

C.* Board Consideration and Approval of Trustee Travel to the 92nd Annual Conference of the Mosquito and Vector Control Association of California (MVCAC) MVCAC’s annual meeting will be from January 21st to 24th, 2024 in Monterey. Board authorization is needed for Trustees who would like to attend. Trustees Ainsley, Cowen and Mereddy expressed interest in attending the conference.

** Motion was made by Trustee Pellegrini and seconded by Trustee Carlston to approve up to six trustees to attend the MVCAC Annual Conference January 21st to 24th, 2024. *Motion passed unanimously.*

7. **CLOSING COMMENTS** - None

8. **ADJOURNMENT** – 8:33 p.m.

I certify the above minutes were approved as read or corrected at the meeting of the Board held on January 8, 2024.

Ayes: 18

Noes: 0

Abstain: 0

Absent: 1

Daniel Pellegrini
2023 Secretary, Board of Trustees