

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
BOARD MEETING
MINUTES NO. 20-2

A meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, March 9, 2020, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT Perry Carlston, President
 Soheila Bana
 Chris Cowen
 Randall Diamond
 Jim Fitzsimmons
 Jennifer Hogan
 Michael Krieg
 Robert Lucacher
 Thomas Minter
 James Murray
 Duylinh Nguyen
 Lola Odunlami, Vice President
 Peter Pay
 Daniel Pellegrini
 Jim Pinckney

TRUSTEES ABSENT Richard Ainsley
 Warren Clayton
 Peggie Howell
 Kevin Marker
 Marshon Thomas
 Darryl Young

VACANCIES San Pablo

OTHERS PRESENT Paula Macedo, General Manager
 Maria Bagley, Administrative Services Manager
 Steve Schutz, Scientific Program Manager
 Nola Woods, Public Affairs Director
 Natalie Martini, Administrative Analyst II
 Douglas Coty, Legal Counsel

CALL TO ORDER

President Carlston called the meeting to order at 7:00 p.m.

ROLL CALL

A roll call indicated that 15 Trustees were present, six were absent, and there is one vacancy.

1. APPROVAL OF THE AGENDA AS POSTED

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

2. PUBLIC INPUT ON NON AGENDA ITEMS – None

3. PRESENTATION –President Carlston introduced the newly appointed Trustees, Thomas Minter, representing the City of El Cerrito, and Jennifer Hogan, representing the City of Pleasant Hill.

4. CONSENT CALENDAR

A. MINUTES – Approval of Minutes 20-1, the regular Board meeting held on January 13, 2020.

B. EXPENDITURES – Approval of expenditures of December 1, 2019 through January 31, 2020, including checks No. 028348 through No. 028430, in the amount of \$293,011.92.

C. PAYROLL FOR DECEMBER 2019 & JANUARY 2020– Approval of payroll expenditures of December 1, 2019 through January 31, 2020, including checks No. 16171 through No. 16177 and direct deposit No. D04054 through No. D04211 in the amount of \$347,704.91.

D. INVESTMENT ACTIVITY REPORT FOR DECEMBER 2019 & JANUARY 2020

E. FINANCIAL REPORT

F. EXCESS VEHICLES/EQUIPMENT – Approval to excess 2013 year model Honda ATV with 4,802 miles (#36)

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

5. REPORTS

A. BOARD MEMBERS – President Carlston requested Trustees speak clearly and individually, and to give him a signal to speak so he does not overlook anyone.

Trustee Krieg updated the Board on the MVCAC Legislative Days he attended with General Manager Macedo in early March 2020. The goal was to visit all the Legislators with jurisdiction in our District to build a relationship and discuss mosquito control needs.

Trustee Lucacher provided the Board with his report from the MVCAC annual conference and mentioned the presentation from Alameda County Vector Control on how they are dealing with wild pigs that cause damage to property. Trustee Pay reported that the variety of scientific matters discussed were very intriguing, with this being his first MVCAC conference, and also appreciated the discussion on wild pigs since they are appearing throughout the county. General Manager Macedo explained that any inquiries to the District regarding wild pigs are referred directly to the California Department of Fish & Wildlife. President Carlston also attended the MVCAC annual conference and found the history of the *Aedes aegypti* mosquito educational, particularly since this invasive species has been found in counties surrounding the District.

- B. GENERAL MANAGER – General Manager Macedo mentioned her report is short since she’s been sending monthly reports to Trustees and requested any improvements or suggestions be directed to her regarding the monthly updates. With respect to the District’s operational software, the District is proceeding with the MapVision software from Leading Edge and staff has met with them to review all the workflows required for operations with the expectation that the software will go live in the fall season.

General Manager Macedo was appointed to the Lyme Disease Advisory Committee as the representative for the Mosquito & Vector Control Association of California (MVCAC). This committee was established by Federal legislation in 2011 to make recommendations on strategies to enhance awareness of the public and medical community about Lyme disease in California.

General Manager Macedo showed the Board the information presented during the 2020 Legislative Day, which she attended with Trustee Krieg as mentioned in his report. Trustee Krieg and General Manager Macedo spoke to legislators and/or their staff on how new mosquitoes are increasing new disease outbreak risks in California.

- C. STAFF – General Manager Macedo noted the Staff reports were included within the Board packet and asked if any Trustees had any questions.

Administrative Analyst II Martini updated Trustees on the authorized Trustee Contact Information sheet that will also be sent via email. It was also requested for the Trustees who were absent from the January 2020 regular Board meeting to fill out a new Trustee Compensation/Cash-in-lieu of Form for 2020 and provide an updated 2020 W-4 if they would like to change their information that is already on file. She also reminded trustees that the 2019 Statement of Economic Interest/Form 700 is due by April 1, 2020 for those who have not filed using the online NetFile reporting system.

- D. LEGAL COUNSEL – None.

6. INFORMATION ITEMS

- A. ANNUAL OPERATIONS REPORT – Scientific Programs Manager Schutz presented the Annual Operations Report, previously titled Annual Environmental Report/CEQA Compliance. The District adopted a Mitigated Negative Declaration in 1999, which is a statement of best management practices followed to avoid or mitigate any potential environmental impacts of our programs. At that time, the Board requested an annual update from staff. This District, along with a consortium of bay area mosquito and vector control districts, completed a full Programmatic Environmental Impact Report (PEIR) in 2016 to ensure that our program has the highest level of CEQA documentation possible. The PEIR replaced our Mitigated Negative Declaration as our CEQA compliance document and a report is presented to the Board every year.

7. ACTION ITEMS

- A. APPROVAL OF DISTRICT TRUSTEE COMMITTEE MEMBERS FOR 2020 – Committee composition was approved by Board President Carlston. The District's primary banking institution, Bank of the West, requests documentation (Board meeting minutes) that officially designates Board members who are on the Executive Committee and can thereby sign District checks.

** A motion was made by Trustee Pellegrini and seconded by Trustee Pinckney to approve the 2020 committee charges as amended, to include the addition of Trustee Minter to the Budget Committee. *Motion passed unanimously.*

- B. APPROVAL OF UPDATED 2020 BOARD MEETING SCHEDULE – Approve the updated 2020 Board meeting schedule.

** A motion was made by Trustee Pellegrini and seconded by Trustee Cowen to approve the updated 2020 Board meeting schedule. *Motion passed unanimously.*

- C. BOARD CONSIDERATION FOR PURCHASE OF BACKUP GENERATOR – The District generator was purchased over 20 years ago to provide backup power for the mosquitofish production system and maintain computer and phone systems to the District office. In addition, a generator is needed in the event of a natural disaster, so that the District would be able to assist with emergency services. The generator fuel pump is out and it may be obsolete. Staff is looking for options to rebuild and fix the existing generator, which may not be possible. Staff is requesting approval for the purchase of a new generator (not to exceed \$100,000.00). Discussion followed on requirements and specifications.

** A motion was made by Trustee Bana and seconded by Trustee Krieg to purchase a new generator, including additional contingency of \$30,000, so not to exceed \$130,000.00. *Motion passed unanimously.*


D. APPROVAL OF BOARD PRESIDENT'S DELEGATION TO TRUSTEE KRIEG TO ATTEND MVCAC LEGISLATIVE DAY AND RELATED EXPENSES – Board President Carlston asked Trustee Krieg to attend the MVCAC Legislative Day on March 4, 2020 on his behalf and the District asked Board approval of related expenses.

** A motion was made by Trustee Pellegrini and seconded by Trustee Murray to approve Trustee Krieg's attendance at MVCAC Legislative Day and related expenses. *Motion passed unanimously.*

8. ADJOURNMENT – There being no further business, the meeting was adjourned at 8:28 p.m.

I certify the above minutes were approved as read or corrected at the meeting of the Board held on May 11, 2020.

Ayes: 19
Noes: 0
Abstain: 0
Absent: 2



Daniel Pellegrini
2020 Secretary, Board of Trustees