

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
BOARD MEETING
MINUTES NO. 08-1

A regular meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on January 7, 2008, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT Soheila Bana
 Jeff Bennett
 Nancy Brownfield
 James Fitzsimmons
 Richard Head
 Peggie Howell
 Richard Mank
 Tim McDonough
 Richard Means
 Daniel Pellegrini
 Myrto Petreas
 Jose Saavedra
 Diane Wolcott

TRUSTEES ABSENT Richard Ainsley
 Russ Belleci
 Heather Gibson
 C. Kaleinani Lau
 Angela Micheals
 James Pinckney
 Dick Vesperman

OTHERS PRESENT Craig Downs, General Manager
 Ray Waletzko, Administrative & Finance Manager
 Steve Schutz, Scientific Programs Manager
 Allison Lewis, Administrative Secretary
 Mark Cornelius, Legal Counsel

1. President Means called the meeting to order at 7:00 p.m.
2. A roll call indicated that 13 Trustees were present, seven were absent, and there are two vacancies.
3. The meeting opened with the Pledge of Allegiance.

President Means introduced Peggie Howell, new Trustee from Clayton.

General Manager Downs introduced new staff member, Allison Lewis, who filled

the Administrative Secretary position.

4. APPROVAL OF THE AGENDA AS POSTED

** Motion was made by Trustee Pellegrini, and seconded by Trustee McDonough 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 07-6, REGULAR BOARD MEETING HELD ON NOVEMBER 5, 2007.

B. EXPENDITURES - APPROVAL OF EXPENDITURES OF OCTOBER 31, 2007 THROUGH DECEMBER 31, 2007 INCLUDING CHECKS NO. 15309 THROUGH NO. 15511 IN THE AMOUNT OF \$611,072.19

C. PAYROLL - APPROVAL OF PAYROLL EXPENDITURES OF OCTOBER 31, 2007 THROUGH DECEMBER 31, 2007 INCLUDING CHECKS NO. 59429 THROUGH NO. 59626 IN THE AMOUNT OF \$362,790.85

D. INVESTMENT ACTIVITY REPORT FOR OCTOBER & NOVEMBER 2007

** Motion by Trustee Pellegrini and seconded by Trustee McDonough to approve the consent calendar. *Motion passed unanimously.*

7. INFORMATIONAL REPORTS

A. West Nile Virus Update - Scientific Programs Manager Steve Schutz, gave the board an update on West Nile virus (WNV). He noted that nationwide WNV has shown a consistent distribution for the past three years, with the highest incidence in the central plains and western states, including the Central Valley of California. This pattern corresponds closely with the geographic distribution of one of the primary vector species, *Culex tarsalis*. Despite a higher statewide human case count, WNV incidence and abundance of vector species in Contra Costa County were down in 2007 as compared with 2006. Virus activity was largely restricted to specific areas in Antioch and Oakley and associated with poorly maintained drainage systems and abandoned swimming pools. Dead bird reports continued to be a useful predictor of WNV activity, consistently providing the earliest warning and enabling the District to target its surveillance and control efforts more efficiently.

In addition to mosquito surveillance, Steve noted that the Entomology Laboratory conducts surveillance for tick and rodent borne disease

including Lyme disease and hantavirus (Sin Nombre virus). No specimens collected during the 2006-07 surveillance season were positive for either pathogen, although both have been detected previously in Contra Costa County. They also continue to provide tick and other vector identification services and limited tick testing services for the public, with almost 200 specimens received and identified during 2007.

B. Solar Electric Investment - An engineering consultant firm, Kenwood Energy, was recruited to create an RFP for proposals from contractors. A walk thru of the building will take place on January 8, 2008 and proposals are due on January 22, 2008. Recommendations provided by the engineer will be discussed at the March 10, 2008, board meeting. The district has also reserved a rebate from the California Solar Initiative per direction of the board.

8. 2008 CALENDAR

A. Election of Officers

President, Richard Head
Vice President, Diane Wolcott
Secretary, H. Richard Mank

** Motion by Trustee Pellegrini, seconded by Trustee Saavedra, to approve the election of the officers. *Motion passed unanimously.*

B. 2008 Meeting Schedule (Appendix II) - Two committee meetings in February will need to be amended. Due to the RFP schedule for the solar project the February 4, 2008, Executive Committee meeting will be moved to February 11, 2008. Due to President's Day, February 18, 2008, the Personnel meeting will be moved to April 7, 2008.

** Motion by Trustee Pellegrini, seconded by Trustee Petreas, to approve the meeting schedule as amended. *Motion passed unanimously.*

9. COMMITTEE ASSIGNMENTS

A. Committee Charges (Appendix III) - The committee charges were reviewed and a trustee committee sign up sheet was circulated.

** Motion by Trustee McDonough, seconded by Trustee Brownfield to approve the committee charges. *Motion passed unanimously.*

10. BOARD AND STAFF ANNOUNCEMENTS

A. Board - None.

Staff - Ethics training for the board will need to be renewed this year, General Manager Downs will research a vendor to conduct in house training for trustees before the May or September meeting. Additionally, the Public Affairs Department is requesting corridor Hwy. 24 trustees to keep them apprised of any forums where presentations may be given to larger audiences.

11. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:55 PM.

I certify the above minutes were approved as read or corrected at a meeting of the Board held on March 10, 2008.

Ayes: _____
Noes: _____
Abstain: _____
Absent: _____

H. Richard Mank
Secretary, Board of Trustees