

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT  
BOARD MEETING  
MINUTES NO. 04-2

A regular meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, March 8, 2004, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT      Russ Belleci  
                                 Jon Elam  
                                 Jim Fitzsimmons  
                                 John Hall  
                                 Richard Head  
                                 David Jameson  
                                 Jeannette Mahoney  
                                 Richard Mank  
                                 Tim McDonough  
                                 Richard Means  
                                 Earl Mortenson  
                                 Dan Pellegrini  
                                 Myrto Petreas  
                                 James Pinckney  
                                 John Poon  
                                 Ronald Tervelt  
                                 Dick Vesperman  
                                 Diane Wolcott

TRUSTEES EXCUSED      Nancy Brownfield

TRUSTEES ABSENT      Heather Gibson

OTHERS PRESENT      Craig Downs, General Manager  
                                 Deborah Bass, Public Affairs Manager  
                                 Steve Schutz, Scientific Programs Manager  
                                 Patrick Vicencio, Vector Control Technician  
                                 Nancy Fontaine, Secretary

1.      President Elam called the meeting to order at 7:00 p.m.
2.      A roll call indicated that 18 Trustees were present, one was excused, one was absent, and there were two vacancies.
3.      The meeting opened with the Pledge of Allegiance.

4. APPROVAL OF THE AGENDA AS AMENDED

\*\* A motion was made by Trustee Belleci and seconded by Trustee Head to approve the agenda. Motion passed.

5.\* PUBLIC INPUT ON NON AGENDA ITEMS - None

6.☆☆ CONSENT CALENDAR

A.☆☆ MINUTES - APPROVAL OF MINUTES 04-1, REGULAR BOARD MEETING HELD ON JANUARY 12, 2004

B.☆☆ EXPENDITURES - APPROVAL OF EXPENDITURES OF JANUARY 1, 2004 THROUGH FEBRUARY 29, 2004, INCLUDING CHECKS NO. 55597 THROUGH NO. 55743, IN THE AMOUNT OF \$212,987.41

C. PAYROLL - APPROVAL OF PAYROLL EXPENDITURES OF JANUARY 1, 2004 THROUGH FEBRUARY 29, 2004, INCLUDING CHECKS NO. 10934 THROUGH NO. 11123, IN THE AMOUNT OF \$336,716.53

D.☆☆ INVESTMENT ACTIVITY REPORT FOR DECEMBER 2003 & JANUARY 2004

\*\* A Motion was made by Trustee Head and seconded by Trustee Mortenson to approve the consent calendar as posted. Motion passed.

7. ACTION ITEMS

A. Executive Committee Report on Establishing a Procedure for Electing Board Officers - President Elam reported that staff prepared Resolution 04-1, as directed by the Executive Committee. It is for board comment and no action is proposed for tonight's meeting. A general discussion ensued and many comments were received. President Elam directed the issue back to the Executive Committee to present for further consideration at the May, 2004 Board Meeting.

B. Report on Auditing Services Contract - General Manager Downs requested the board authorize a one year contract with the auditing firm of R.J. Ricciardi CPA. Past practice has been for the Trustee budget committee to put out an RFP for District auditing services every 3-6 years. The purpose of this is to put into place an additional safeguard that "new" eyes are reviewing our fiscal procedures every so often. The current auditing firm, R.J. Ricciardi, CPA, has completed their second three year contract. However, new requirements are required of our auditing process

this year, known as "GASB (Government Accounting Standard Board) 34". Staff requests that we retain the current firm for one additional year to help facilitate the process they initiated last year. In addition, an introduced piece of legislation, SB 1272, may put additional requirements on the district audit in 2005.

\*\* A motion was made by Trustee Vesperman and seconded by Trustee Mahoney to approve a one year contract. Motion passed.

C. Report on Mosquito and Vector Control & WNV Awareness Week - General Manager Downs requested the board adopt Resolution 04-2. As part of the District's and The Mosquito and Vector Control Association's (MVCAC) West Nile Virus public education campaign, we are proposing Resolution 04-2. We will be requesting the county and each city to adopt a similar resolution. The MVCAC is presently seeking a legislator to sponsor a joint resolution of the California legislature similar to Resolution 04-2.

\*\* A motion was made by Trustee Jameson and seconded by Trustee McDonough to approve Resolution 04-2. A second motion was made by Trustee Vesperman and seconded by Trustee Wolcott to accept amendments suggested by Trustee Petreas. Motion passed. Original motion passed.

D. Report on Local Taxpayer and Public Safety Act - General Manager Downs reported on the 2004 Local Taxpayer and Public Safety Protection Act. The act would increase local control over District property tax revenues. The documents in Appendix IV explain the Act and on page 2 of the issues paper it explains that the Board may take a position on the ballot measure. Staff recommended the board adopt Resolution 04-3.

\*\* A motion was made by Trustee McDonough and seconded by Trustee Vesperman to approve Resolution 04-3, as amended. Motion passed

## 8. INFORMATIONAL REPORTS

A. Presentation on Responding to the Media/Public (Appendix VI) - Public Affairs Manager Deborah Bass reviewed the media protocol and response plan for year 2004. A video demonstrating the importance of the "A,B,C technique" of being interviewed, as well as the significance of speaking in sound bites was presented. It was suggested that a duplicate of the video on interview techniques be available for trustees to view as desired. A packet was distributed listing suggested answers to questions that may arise.

B. Delta Science Center (Appendix VII) - Trustee Belleci updated the board on the status of the Delta Science Center. He stated that although the

center will receive some extensive grants in the future they are presently in a cash flow crisis and have requested emergency donations from sponsor agencies.

\*\* A motion was made by Trustee Jameson and seconded by Trustee Head to make the request for a donation for the Delta Science Center an action item. Motion passed unanimously.

\*\* A motion was made by Trustee Hall, seconded by Trustee Head to allocate \$250.00 to the Delta Science Center. Motion passed.

C. Report on AB 1454 Canciamilla (Appendix VIII) - General Manager Downs updated the board on AB 1454. This bill requires any government jurisdiction in California that elects to provide vector control services to do so in a competent and coordinated manner by contracting with an agency that is signatory to a cooperative agreement with the State Department of Health Services (DHS) or consulting with DHS. General Manager Downs provided testimony at both the Agricultural and Environmental Safety and Toxic Materials Committees with Assemblyman Canciamilla in January. The bill cleared the Assembly and is now in the Senate. Staff was directed to produce a letter from the board thanking Assemblyman Canciamilla for his efforts.

D. Report on Public Nuisance/Administrative Citation Proposal (Appendix IX) General Manager Downs reported that although every city has not yet taken action on the district's proposal(s) to enhance our ability to abate public nuisances, the project has worked well in many communities. Not only has it given us another tool to accomplish our mission but has also fostered working relationships with code enforcement and environmental health personnel throughout the county.

9. CLOSED SESSION - 8:05 PM

A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 54957

B. CONFERENCE WITH LABOR NEGOTIATOR, JON ELAM, CHAIR OF EXECUTIVE COMMITTEE, TO REVIEW THE DISTRICT'S POSITION ON SALARY AND BENEFITS FOR UNREPRESENTED EMPLOYEES, PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957.6

RETURN TO OPEN SESSION - 8:30 pm

10. CONSIDER CONTRACT OF EMPLOYMENT WITH DISTRICT GENERAL MANAGER - This item was tabled, to be on the agenda for next regular meeting.

11. BOARD AND STAFF ANNOUNCEMENTS

A. Board

1. First Budget Committee meeting has been changed from April 26<sup>th</sup>, 2004 to April 5th, 2004.
2. Trustee Brownfield was assigned the chair of the Advance Planning Committee.
3. Service Awards were presented to Trustees H. Richard Mank, (10 years) and Jon Elam (5 years).

B. Staff

None.

12. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:42 p.m.

I certify the above minutes were approved as read or corrected at a meeting of the Board held on May 10, 2004.

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H. Richard Mank  
Secretary, Board of Trustees