

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT  
BOARD MEETING  
MINUTES NO. 03-03

A regular meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on May 12, 2003, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT	Russ Belleci Nancy Brownfield John Hall Richard Head David Jameson Charles Lupsha Richard Mank Tim McDonough Richard Means Earl Mortenson Daniel Pellegrini Myrto Petreas James Pinckney Ronald Tervelt
TRUSTEES EXCUSED	Jon Elam Jeannette Mahoney Dick Vesperman
TRUSTEES ABSENT	Heather Gibson John Poon
OTHERS PRESENT	Craig Downs, General Manager Ray Waletzko, Administrative Analyst Deborah Bass, Public Affairs Officer Gale Jirik, Operations Manager Mark Cornelius, Legal Counsel Nancy Fontaine, Secretary

1. President Pellegrini called the meeting to order at 7:00 p.m.
2. A roll call indicated that 14 Trustees were present, 3 were excused, 2 were absent, and there are 3 vacancies.
3. The meeting opened with the Pledge of Allegiance
4. APPROVAL OF AGENDA AS POSTED
- \*\* A motion was made by Trustee McDonough and seconded by Trustee Brownfield to approve the agenda as posted. Motion passed.
5. PUBLIC INPUT ON NON AGENDA ITEMS - None

6. CONSENT CALENDAR

- A. MINUTES - APPROVAL OF MINUTES 03-02, REGULAR BOARD MEETING HELD ON MARCH 10, 2003.
- B. EXPENDITURES - APPROVAL OF EXPENDITURES OF MARCH 1, 2003, THROUGH APRIL 30, 2003, INCLUDING CHECKS NO. 9920 THROUGH NO. 10145 IN THE AMOUNT OF \$320,224.46.
- C. PAYROLL - APPROVAL OF PAYROLL EXPENDITURES OF MARCH 1, 2003, THROUGH APRIL 30, 2003, INCLUDING CHECKS NO. 54824 THROUGH NO. 54974 IN THE AMOUNT OF \$ 215,104.46.
- D. INVESTMENT ACTIVITY REPORT FOR FEBRUARY & MARCH 2003
- E. APPROVAL OF SNYDER, CORNELIUS & HUNTER CONTRACT RENEWAL (APPENDIX I)
- G. APPROVAL OF TRAVEL FOR TRUSTEE BELLECI TO MOSQUITO AND VECTOR CONTROL ASSOCIATION OF CALIFORNIA'S SPRING MEETING IN ANAHEIM, CA.

\*\* Motion was made by Trustee Jameson and seconded by Trustee McDonough to approve the Consent Calendar, with the exception of Item F. Motion passed.

- F. APPROVAL OF TRAVEL FOR GENERAL MANAGER AND ENVIRONMENTAL PROJECTS MANAGER TO AMERICAN MOSQUITO CONTROL ASSOCIATION'S (AMCA) WASHINGTON DAYS, WASHINGTON, D.C.

The board would like the Executive Committee to explore requesting reimbursement of travel for employees serving on outside committees and/or boards and associations.

7. ACTION ITEMS

- A. CCMVCD Board Policy on Mosquito Control - General Manager Downs reported that due to the rewrite of our enabling legislation the existing Board Policy on Mosquito Control needs to be updated. Additionally, the Executive Committee is endorsing staff's recommendation to change the amount of money normally spent on a source before initiating abatement proceedings, from \$1000 per source to the amount of money collected in taxes and assessments on the parcel in question.

\*\* Motion was made by Trustee Jameson and seconded by Trustee Tervelt to adopt the updated Board Policy on Mosquito Control. Motion passed.

- B. CCMVCD Mosquito-Borne Virus Surveillance & Response Plan - General Manager Downs reported this plan was included and discussed at the March 2003 board meeting. (The Executive Committee met on April 21, 2003, and reviewed the plan and recommends approval). It was decided to perform a slight edit to the pesticide selection diagrams and add reference to the District's Integrated Vector Management Program.

\*\* Motion was made by Trustee Mank and seconded by Trustee Petreas to approve the Mosquito-Borne Virus Surveillance and Response Plan, implementing Best Management Practices for adulticide criteria. Motion passed.

C. Report on District Investment Policy - Administrative Analyst Waletzko reported that by law, the District is required to annually adopt an investment policy. The Local Agency Investment Fund (LAIF) is an investment alternative for California's local governments and special districts, and is the only option available to the District that we currently use. No changes were recommended from the previous year.

\*\* Motion was made by Trustee Lupsha and seconded by Trustee Head to approve the District Investment Policy. Motion passed.

## 8. INFORMATIONAL REPORTS

A. Presentation on Responding to the Media/Public - Public Affairs Officer Bass provided media training in anticipation of increased media coverage to management and trustees. A 14 minute video on West Nile Virus is available for loan to groups and organizations. Answers to sensitive questions, which were developed as part of the Crisis Management Plan, were provided in the event of media contact by trustees during a crisis.

B. Report on 02/03 Budget and Budget Committee Meeting - Trustee David Jameson and Administrative Analyst Waletzko reviewed the current budget and where we are projected to end the 02/03 fiscal year. A few key items were discussed and explanations were given for unusual differences from the adopted budget.

C. Report on West Nile Virus Preparations - General Manager Downs gave an update on the district's WNV presentations aimed at educating other agencies and groups who will field public inquiries once WNV arrives in the area. An update was also given on the progress of the nuisance ordinance and administrative citation proposal to all cities in the county.

D. Report on Contra Costa County Employee's Retirement Association - General Manager Downs reviewed the memo he gave to the Board of Trustees on this topic. The outstanding unfunded liability of the retirement system has been discussed in the newspaper and this discussion was meant to answer some of the questions asked by the Board.

## 9. CLOSED SESSIONS - 8:20 pm

### A. CONFERENCE WITH LABOR NEGOTIATORS

CONFERENCE WITH JON ELAM, CHAIR OF PERSONNEL COMMITTEE, AND CRAIG DOWNS, GENERAL MANAGER, AS DISTRICT NEGOTIATORS, TO REVIEW THE DISTRICT'S POSITION ON SALARY AND BENEFITS FOR REPRESENTED EMPLOYEES, PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957.6(a).

Titles: All represented employees (SEIU Local 790)

B. CONFERENCE WITH LABOR NEGOTIATORS

CONFERENCE WITH JON ELAM, CHAIR OF PERSONNEL COMMITTEE, AND CRAIG DOWNS, GENERAL MANAGER, TO REVIEW THE DISTRICT'S POSITION ON SALARY AND BENEFITS FOR UNREPRESENTED EMPLOYEES, PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957.6(a).

Titles: All unrepresented employees with the exception of the General Manager

C. CONFERENCE WITH LABOR NEGOTIATOR

CONFERENCE WITH DANIEL PELLEGRINI, CHAIR OF EXECUTIVE COMMITTEE TO REVIEW THE DISTRICT'S POSITION ON SALARY AND BENEFITS FOR UNREPRESENTED EMPLOYEES, PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957.6(a).

Titles: General Manager

RETURN TO OPEN SESSION - 8:50

REPORT FROM CLOSED SESSIONS -NONE

10. BOARD AND STAFF ANNOUNCEMENTS

A. Board - Trustee Lupsha announced with great regret that he will be relocating to the East Coast and leaving the board.

B. Staff - General Manager Downs reported on recent visits with Senator Torlakson and Assembly Members Canciamilla, Huston and Hancock office's, and on the California Special District Association's Governance Academy. Any trustees interested in taking courses should contact the General Manager.

11. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:55 p.m.

I certify the above minutes were approved as read or corrected at a meeting of the Board held on July 14, 2003.

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H. Richard Mank

Secretary, Board of Trustees

AYES:

NOES:

ABSENT:

ABSENT:

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