

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT  
BOARD MEETING  
MINUTES NO. 07-03

A regular meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on May 14, 2007, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT    Richard Ainsley  
                             Russ Belleci  
                             Jeff Bennett  
                             Nancy Brownfield  
                             Jim Fitzsimmons  
                             Richard Head  
                             C. Kaleinani Lau  
                             Jeannette Mahoney  
                             Richard Mank  
                             Tim McDonough  
                             Richard Means  
                             Angela Micheals-Tibbals  
                             Daniel Pellegrini  
                             Myrto Petreas  
                             James Pinckney  
                             Jose Saavedra  
                             Ronald Tervelt  
                             Dick Vesperman  
                             Diane Wolcott

TRUSTEES ABSENT    Heather Gibson

OTHERS PRESENT     Craig Downs, General Manager  
                             Ray Waletzko, Administrative & Finance Manager  
                             Carlos Sanabria, Operations Manager  
                             Karl Malamud-Roam, Environmental Projects Manager  
                             Steve Schutz, Scientific Programs Manager  
                             Marty Snyder, Legal Counsel  
                             Nancy Thurman, Administrative Secretary

1. President Means called the meeting to order at 7:00 p.m.
2. A roll call indicated that 19 Trustees were present, 1 was absent, and there are 2 vacancies.
3. The meeting opened with the Pledge of Allegiance.

General Manager Downs announced the passing of the District's IT employee, Michael Yeater, and requested a moment of silence in his memory.

President Means introduced Jeff Bennett, Trustee from Hercules.

4. APPROVAL OF AGENDA AS POSTED

General Manager Downs announced that agenda item #6E is not needed.

\*\* A motion was made by Trustee McDonough and seconded by Trustee Head to approve the agenda as amended. *Motion passed unanimously.*

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

6.\*CONSENT CALENDAR - The following items listed \* are enclosed. If the Board would like to discuss any item listed, it may be pulled from the Consent Calendar.

A.\* MINUTES - APPROVAL OF MINUTES 07-2, REGULAR BOARD MEETING HELD ON MARCH 12, 2007

B.\* EXPENDITURES - APPROVAL OF EXPENDITURES OF MARCH 1, 2007 THROUGH APRIL 30, 2007, INCLUDING CHECKS NO. 14541 THROUGH NO. 14739, IN THE AMOUNT OF \$540,569.62

C. PAYROLL - APPROVAL OF PAYROLL EXPENDITURES OF MARCH 1, 2007 THROUGH APRIL 30, 2007, INCLUDING CHECKS NO. 58666 THROUGH NO. 58867, IN THE AMOUNT OF \$321,768.17

D.\* INVESTMENT ACTIVITY REPORT FOR FEBRUARY 2007 & MARCH 2007

\*\* A motion was made by Trustee Pellegrini and seconded by Trustee McDonough to approve the Consent Calendar. *Motion passed unanimously.*

7. ACTION ITEMS

A. Resolution Concerning Public Comment at Meetings (Appendix I) - After some discussion, this item (Resolution 7-2) was referred to the Executive Committee for revision prior to presentation at the July 9<sup>th</sup> board meeting for approval.

\*\* A motion was made by Trustee Fitzsimmons and seconded by Trustee Brownfield to continue the item until the July board meeting. *Motion passed unanimously.*

8. INFORMATIONAL REPORTS

A. Advanced Planning Committee Report - Chairperson Diane Wolcott reported that the Advanced Planning Committee met on March 19, 2007 and April 30, 2007 for the purpose of developing a strategy to address issues of District

self-monitoring, transparency of our activities to the public, comparison of our pesticide use to other districts within the state, and benchmarks and goals both for the committee and the District. The Committee will, at their July meeting, review Best Management Practices to see if improvements could be made, as well as discussing ways to quantify risks and pesticide materials. A suggestion was made to more actively publicize our success with Norway rat control in the recent past.

- B. Budget Committee Report - Chairperson Richard Head reported the Budget Committee met on April 24, 2007. They reviewed the budgeting process for newcomers to the committee, explained the categories in the budget, and discussed language for the designation of district reserve funds for cash flow purposes.
- C. Executive Committee - Chairperson Richard Means reported that there were no meetings of the Executive Committee since the last Board Meeting, but the committee has prepared a form for the review of the General Manager, and it will be mailed out this week. The next Executive Committee meeting is June 21, 2007, and they will complete the performance review and salary survey for the General Manager. At the July 9<sup>th</sup> Board meeting, the committee will report back to the board with any recommendations.
- D. Report on Annual Environmental Audit/CEQA Compliance (Appendix II) - Environmental Projects Manager Malamud-Roam presented the District's annual environmental audit. He concentrated on any changes to District activities that might impact the environment, changes in the law and regulations pertaining to District activities, and relevant research published in the past year. He reported that there were no new or extraordinary District activities or substantial changes in District policy during 2006.
- E. Report on West Nile Virus - Scientific Programs Manager Schutz reported as of April 27<sup>th</sup>, West Nile virus activity had been reported in eight California counties, including eight positive crows in Santa Clara and a positive horse in Sonoma. No human cases have yet been reported. So far this season over 450 dead birds have been reported to the statewide WNV hotline by Contra Costa residents, of which 102 have been picked up for testing; 12 were rejected and the remainder tested negative (16 results are pending).

We have seen a recurring cluster of dead bird reports in the Concord/Walnut Creek area and our field technicians continue monitoring and treating known larval sources in those areas. Overnight low temperatures have mostly been below the threshold that seemed to trigger virus transmission in previous seasons.

- F. Reports on Recent Conferences and Workshops - Trustee Belleci distributed an abstract of presentations from the annual AMCA conference, minutes from the quarterly MVCAC Trustee Advisory Council meeting, and an invitation to

the Delta Science Center at Big Break for an Open House sponsored by the East Bay Regional Park District. Legislatively, the MVCAC Trustee Advisory Council will be following the course of the following items this year: association management contract of Blanning and Baker, MVCAC dues, and legislation requiring notification of at least 8 hours for overtime.

9. BOARD AND STAFF ANNOUNCEMENTS - Trustee Brownfield, who attended the District Open House on April 22<sup>nd</sup>, commented on the activities targeting the young attendees, as well as the interaction of the staff with children, and the acquisition of a new booth to be used at community affairs presentations.

General Manager Downs reported that CDC funding throughout the U.S. is being cut for West Nile surveillance. The impact on services provided by the State Health Services Department is yet to be determined. The Vector Control Joint Powers Agency is considering coverage for defense only for CEQA liabilities that may arise.

Trustee Mahoney, our trustee from Richmond for the past eleven years, announced that this was her last meeting, since she is moving out of the county. She has made a recommendation to the Richmond City Council for a replacement trustee.

President Means congratulated the Public Relations Department for excellence in the Annual Report publication.

General Manager Downs commented that six cities proclaimed West Nile Virus and Mosquito Control Awareness Week.

10. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:30 p.m.

I certify the above minutes were approved as read or corrected at a meeting of the Board held on July 9, 2007.

Ayes: \_\_\_\_\_

Noes: \_\_\_\_\_

Absent: \_\_\_\_\_

Abstain: \_\_\_\_\_

---

H. Richard Mank  
Secretary, Board of Trustees