

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
BOARD MEETING
MINUTES No. 07-6

A regular meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, November 5, 2007, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT	Richard Ainsley Soheila Bana Russ Belleci Jeff Bennett Nancy Brownfield Jim Fitzsimmons Richard Head Richard Mank Tim McDonough Richard Means Angela Micheals Daniel Pellegrini James Pinckney Jose Saavedra Dick Vesperman Diane Wolcott
TRUSTEES ABSENT	Heather Gibson C. Kaleinani Lau Myrto Petreas Ronald Tervelt
OTHERS PRESENT	Craig Downs, General Manager Mark Cornelius, General Counsel Steve Schutz, Scientific Programs Manager Ray Waletzko, Administrative & Finance Manager Vikki Rodriguez, Maze & Associates James Rosenquist, Contra Costa Grand Jury Nancy Thurman, Administrative Secretary

1. President Means called the meeting to order at 7:01 p.m.
2. A roll call indicated that 16 Trustees were present, four were absent, and there are two vacancies.
3. The meeting opened with the Pledge of Allegiance.
4. APPROVAL OF THE AGENDA AS POSTED
- ** Motion was made by Trustee Pellegrini and seconded by Trustee Saavedra to approve the Agenda as posted. *Motion passed unanimously.*
5. PUBLIC INPUT ON NON AGENDA ITEMS - None.

6. PRESENTATIONS - Trustee Dan Pellegrini was presented with a certificate of appreciation for his 10 years of service on the Board of Trustees. Trustee Soheila Bana, newly appointed by the City of Richmond, was introduced and gave a brief bio to the board members.

7. CONSENT CALENDAR

A. MINUTES - APPROVAL OF MINUTES 07-5, REGULAR BOARD MEETING HELD ON SEPTEMBER 10, 2007

B. EXPENDITURES - APPROVAL OF EXPENDITURES OF SEPTEMBER 1, 2007 THROUGH OCTOBER 15, 2007, INCLUDING CHECKS NO. 15142 THROUGH NO. 15308, IN THE AMOUNT OF 501,044.63

C. PAYROLL - APPROVAL OF PAYROLL EXPENDITURES OF SEPTEMBER 1, 2007 THROUGH OCTOBER 15, 2007, INCLUDING CHECKS NO. 59275 THROUGH NO. 59417, IN THE AMOUNT OF \$243,198.97

D. INVESTMENT ACTIVITY REPORT FOR AUGUST 2007 & SEPTEMBER 2007

** Motion was made by Trustee Pellegrini and seconded by Trustee Head to approve the consent calendar items 7A - D. *Motion passed unanimously.*

E. APPROVAL OF TRUSTEE TRAVEL Short discussion ensued regarding the need for more comprehensive reports to the board from conference attendees.

** Motion was made by Trustee Fitzsimmons and seconded by Trustee Mc Donough to approve travel for Trustees Belleci and Means to be reimbursed for travel to the MVCAC Annual Conference. *Motion passed, Trustee Pellegrini opposed.*

** Motion was made by Trustee Fitzsimmons and seconded by Trustee Saavedra to move the January 14, 2008 meeting to January 7, 2008. This is due to a conflict with the Annual MVCAC Conference. *Motion passed unanimously.*

8. ACTION ITEMS

A. Report on District Annual Audit (Appendix II) - Ms. Vikki Rodriguez, Maze & Associates, emphasized the following points as regards the audit: The District was given an unqualified opinion, which is the highest rating available; no material weaknesses were found; the District is in solid financial position with budget spending decreased and revenue from property taxes increased.

** Motion was made by Trustee Mank and seconded by Trustee Brownfield, to accept the District Annual Audit and Memorandum on Internal Control from the auditing firm of Maze & Associates. *Motion passed unanimously.*

9. INFORMATIONAL REPORTS

A. Trustee Wolcott reported on the four meetings of the Advanced Planning Committee held in 2007. The committee's evaluation of the district's integrated pest management (IPM) plan and best management practices resulted in the following comments and suggestions: To involve the trustees to report chronic

and non assessable vector sources to their cities for assistance in eliminating; employing trustee contacts within cities and various county departments to enhance our treatment and inspection efforts; to place more information regarding our operations on our website; and to continue making efforts to achieve zero adulticiding for adult mosquitoes while continuing to protect public health.

- B. Audit Committee Report - Trustee Fitzsimmons reported that the Audit Committee met with Maze & Associates, and District staff, both before and after the annual audit, and they were satisfied with the audit. The Audit Committee will be bringing a proposal from the audit firm to the board at a future time to renew their contract for another three years.
- C. Executive Committee - President Means reported that the committee met on October 17, 2007. The committee reviewed and approved a contract with Kenwood Energy to develop an RFP for a solar electric investment and to provide technical assistance throughout the installation process.
- D. West Nile Virus Update - West Nile virus activity was largely confined to specific areas in Antioch and Oakley. In Antioch, the primary source of the problem was a poorly maintained drainage system, while in Oakley backyard sources, some on abandoned/foreclosed properties, appeared to be the main contributors. Adulticiding in both areas was associated with a rapid reduction in mosquito infection rates, although trap counts remained high until underground larviciding and source reduction programs could be implemented. This suggests that adulticiding is an effective method of reducing the immediate risk of virus transmission when infected adult mosquitoes are already present.
- E. Reports on Recent Conferences - President Means recently attended the California Special Districts Association meeting, and reported on sessions he attended including; solar energy consulting, developing attitudes of "can do!", developing safety loss prevention programs and strengthening our purchasing power via negotiated contracts with major suppliers. Trustee Wolcott commented on the diversity of districts belonging to the association and was most impressed by the session on "generational diversity," which was educational regarding management and recruiting techniques and strategies for vastly different types of employees. Trustee Belleci distributed the minutes to the MVCAC Trustee Advisory Council meeting that was held on November 1, 2007.

10. BOARD AND STAFF ANNOUNCEMENTS

- A. Board - Trustee Belleci noted that there are two Delta cruises in February, sponsored by the Delta Science Center, that were made possible by a grant from Supervisor Federal Glover's office, as well as other funding sources. It would be worthwhile to participate in this if anyone has not yet had the opportunity. Boats will leave from the Antioch Marina.
- B. Staff - A new phone system is being installed on November 7th, which will incorporate direct dial numbers, new voice mail and a number of other improvements. It was also noted by Administrative & Finance Manager Waletzko that Administrative Secretary, Nancy Thurman, was leaving the District prior to the next meeting of the board, to relocate to SW Washington state. A

replacement is being recruited.

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 of Trustees held on January 7, 2008.

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

Richard Mank
Secretary, Board of Trustees