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BOARD OF TRUSTEES

****MONDAY, NOVEMBER 5, 2012****

DISTRICT OFFICE

155 Mason Circle

Concord, CA 94520

7:00 PM

AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF THE AGENDA AS POSTED (OR AMENDED)
5. PUBLIC INPUT ON NON AGENDA ITEMS

Public Participation: Members of the public may address the Board of Trustees regarding items of interest that are within the subject matter jurisdiction of the Board of Trustees. Generally, the Board will not enter into a dialogue during this period.

Speakers should have a "Speaker Card" completed and presented to the Clerk of the Board prior to the start of the Board meeting. Public input on agenda items will be taken at the beginning of the discussion of those agenda items.

Comments shall be limited to **three minutes per person**, unless different time limits are set by the Chairperson.

6. PRESENTATIONS
Peggie Howell, Trustee, for 5 years of service
Dan Pellegrini, Trustee, for 15 years of service

7. 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.

Protecting Public Health Since 1927

BOARD OF TRUSTEES

President **SOHEILA BANA, PhD** Richmond • Vice President **JEFF BENNETT** Hercules • Secretary **H. RICHARD MANK** El Cerrito

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- A. ✨ MINUTES (Pages 6-10) - APPROVAL OF MINUTES 12-5, REGULAR BOARD MEETING HELD ON SEPTEMBER 10, 2012
- B. ✨ EXPENDITURES (Pages 11-16) - APPROVAL OF EXPENDITURES OF SEPTEMBER 1, 2012 THROUGH OCTOBER 31, 2012, INCLUDING CHECKS NO. 20497 THROUGH NO. 20665, IN THE AMOUNT OF \$587,700.20
- C. PAYROLL - APPROVAL OF PAYROLL EXPENDITURES OF SEPTEMBER 1, 2012 THROUGH OCTOBER 31, 2012, INCLUDING CHECKS NO. 64217 THROUGH NO. 64372, IN THE AMOUNT OF \$315,640.01
- D. ✨ INVESTMENT ACTIVITY REPORT FOR AUGUST & SEPTEMBER 2012 (Pages 17-20)
- E. ✨ FINANCIAL REPORT (Pages 21-22)

8. ACTION ITEMS

<u>Item</u>	<u>Comments</u>	<u>Action Required</u>
A. <u>Report on District Annual Audit (Attached)</u>	Maze & Associates Pinckney	
<u>Recommendation</u> - To Accept the District Annual Financial Audit and Memorandum on Internal Control		**
B. <u>Report on Model Driver Selection and Vehicle Use Guidelines (Pages 23-36)</u>	Staff	
<u>Recommendation</u> - To Approve Resolution 12-2 (Pages 37-38) adopting the VCJPA Model Driver Selection and Vehicle Use Guidelines		**

9. INFORMATION REPORTS

- A. West Nile Virus Update Staff
- B. Operations Update Staff

10. BOARD AND STAFF ANNOUNCEMENTS

- A. Board
- B. Staff

11. ADJOURNMENT