



BOARD OF TRUSTEES
EXECUTIVE COMMITTEE
MONDAY, JUNE 8, 2020

6:00 PM

To be held via teleconference only – see below

**IMPORTANT NOTICE REGARDING COVID-19
AND TELECONFERENCE MEETINGS:**

Pursuant to Governor's Executive Orders N-25-20, N-29-20, and N-33-20 and the Contra Costa County Public Health Officer Order No. HO-COVID19-03, and guidance from the CDC to minimize the spread of the coronavirus, please note the following changes to the District's ordinary meeting procedures:

- The District offices are not open to the public at this time.
- The meeting will be conducted via teleconference using **Zoom** (see Executive Order 29-20).
- All members of the public seeking to observe and/or to address the local legislative body may participate in the meeting remotely in the manner described below.

HOW TO OBSERVE THE MEETING

Telephone: Meeting ID: **910 2346 5218**

Listen to the meeting live by calling **(669) 900-9128** and entering the **PASSWORD: 647782**

Computer or mobile: Watch or listen to the meeting from a computer with internet access by navigating to <https://zoom.us/j/91023465218?pwd=R0lqVUxIRDY5T3N4UFE0YUJ5cm9QUT09>

NOTE: This is a public meeting that can be seen and heard live by any member of the public.

HOW TO SUBMIT PUBLIC COMMENTS

Please email your comments to pmacedo@contracostamosquito.com, write "Public Comment" in the subject line. In the body of the email, include the agenda item number AND title, as well as your comments. Comments may be made at any time prior to the meeting, or as follows. During the meeting, the Committee Chair or designee will announce the opportunity to make public comments and identify the cut off time for submission. A short recess of less than 5 minutes will take place during the time public comment is open to allow emailed comments to be received and provided to the Chair. Once the public comment period is closed, all comments timely received will be read aloud. Comments received after the close of the public comment period will be added to the record after the meeting.

Protecting Public Health Since 1927

BOARD OF TRUSTEES

President **PERRY CARLSTON** Concord • Vice President **LOLA ODUNLAMI** Antioch • Secretary **DANIEL PELLEGRINI** Martinez
Brentwood **MARSHON THOMAS** • Clayton **PEGGIE HOWELL** • Contra Costa County **JIM PINCKNEY**, **CHRIS COWEN** & **DARRYL YOUNG** • Danville **RANDALL DIAMOND**
El Cerrito **THOMAS MINTER** • Hercules **DUYLINH NGUYEN** • Lafayette **JAMES FITZSIMMONS** • Moraga **ROBERT LUCACHER** • Oakley **MICHAEL KRIEG** • Orinda **KEVIN MARKER** • Pinole **WARREN CLAYTON**
Pittsburg **RICHARD AINSLEY, PhD** • Pleasant Hill **JENNIFER HOGAN** • Richmond **SOHEILA BANA, PhD** • San Pablo **Vacant** • San Ramon **PETER PAY** • Walnut Creek **JAMES MURRAY**

ACCESSIBILITY INFORMATION

Board meetings are accessible to people with disabilities and others who need assistance. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to observe and/or participate in this meeting and access meeting-related materials should contact Paula Macedo, General Manager, at least 48 hours before the meeting at (925) 457-8464 or pmacedo@contracostamosquito.com. Advance notification will enable the District to swiftly resolve such requests to ensure accessibility.

AGENDA

CALL TO ORDER:

Roll Call

Pledge of Allegiance

1. PUBLIC INPUT ON NON AGENDA ITEMS

This time is reserved for members of the public to address the Board relative to matters of the District NOT on the agenda. No action may be taken on non-agenda items unless authorized by law. Public comments may be submitted as specified above.

2. APPROVAL OF MINUTES FROM EXECUTIVE COMMITTEE MEETING HELD ON DECEMBER 16, 2019

CLOSED SESSION

3. PUBLIC EMPLOYEE PERFORMANCE APPRAISAL PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957

Title: General Manager

4. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 54957.6

Agency Designated Representative: Perry Carlston, Board President

Unrepresented Employee: General Manager

RETURN TO OPEN SESSION

REPORT FROM CLOSED SESSION

5. BOARD AND STAFF ANNOUNCEMENTS

6. ADJOURNMENT

I hereby certify that the District Board of Trustee Agenda was posted 10 days before the noted meeting.



Paula Macedo, General Manager

05/28/2020

Date

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT

JUNE 8, 2020 EXECUTIVE COMMITTEE MEETING

1. No comment, see agenda
2. APPROVAL OF MINUTES FROM EXECUTIVE COMMITTEE MEETING HELD ON DECEMBER 16, 2019 (Pages 4-5)

CLOSED SESSION

3. PUBLIC EMPLOYEE PERFORMANCE APPRAISAL PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957

Title: General Manager

4. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 54957.6

Agency Designated Representative: Perry Carlston, Board President

Unrepresented Employee: General Manager

RETURN TO OPEN SESSION

REPORT FROM CLOSED SESSION

- 5 – 6. No comment

EXECUTIVE COMMITTEE MEETING
MINUTES

An Executive Committee meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, December 16, 2019, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT Michael Krieg, Chair
 Perry Carlston
 Warren Clayton
 Randall Diamond
 Daniel Pellegrini

TRUSTEES ABSENT None

OTHERS PRESENT Paula Macedo, General Manager
 Douglas Coty, Legal Counsel
 Natalie Martini, Administrative Analyst II

CALL TO ORDER

Chair Krieg called the meeting to order at 6:00 p.m.

ROLL CALL

A roll call indicated that five Trustees were present and none absent.

1. PUBLIC INPUT ON NON AGENDA ITEMS - None.
2. APPROVAL OF MINUTES FROM EXECUTIVE COMMITTEE MEETING HELD ON JUNE 18, 2019

** Motion was made by Trustee Carlston and seconded by Trustee Clayton to approve the minutes from the Executive Committee meeting held on June 18, 2019.

3. REVIEW PROCEDURES FOR BOARD VACANCIES – the committee discussed Board vacancies and suggested legal counsel should submit letters to the vacant cities requesting appointment to the Board, otherwise appointment authority will be shifted to the County’s Board of Supervisors.
4. REVIEW RESOLUTION FOR BOARD REIMBURSEMENT POLICY – the committee reviewed Resolution 14-3 regarding Board reimbursement policy and discussed changes to present to the Board for approval of an updated resolution for Board reimbursements.

5. REVIEW AND UPDATE PROCEDURE FOR ELECTING BOARD OFFICERS - the committee reviewed Resolution 10-1 establishing a procedure for electing Board officers and discussed changes that will be presented to the Board for approval.
6. BOARD AND STAFF ANNOUNCEMENTS – None
6. ADJOURNMENT – 8:18 p.m.

I certify the above minutes were approved as read or corrected at a meeting of the Executive Committee held on June 8, 2020.

Perry Carlston, 2020 Chair
Executive Committee