



BOARD OF TRUSTEES
EXECUTIVE COMMITTEE
SPECIAL MEETING
****MONDAY, AUGUST 24, 2020****

AGENDA
6:00 PM

To be held via teleconference – 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: **957 0391 0397**

Listen to the meeting live by calling **(669) 900-9128** and entering the **PASSWORD: 499170**

Computer or mobile: Watch or listen to the meeting from a computer with internet access by navigating to <https://zoom.us/j/95703910397?pwd=bzJEa2hxQVA1N2R1bGlmQmNQL1hoQT09>

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 JUNE 8, 2020
3. DISCUSS PROCEDURE FOR ELECTING BOARD OFFICERS AND PROPOSE UPDATE
4. BOARD AND STAFF ANNOUNCEMENTS
5. ADJOURNMENT

I hereby certify that the District Board of Trustee Agenda was posted 4 days before the noted meeting.

Natalie Martini
Natalie Martini, Administrative Analyst II

8/19/2020
Date

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT

AUGUST 24, 2020 EXECUTIVE COMMITTEE MEETING

1. No comment, see agenda
2. APPROVAL OF MINUTES FROM EXECUTIVE COMMITTEE MEETING HELD ON JUNE 8, 2020 (Pages 4-5)
3. DISCUSS PROCEDURE FOR ELECTING BOARD OFFICERS AND PROPOSE UPDATE (Pages 6-7) – the committee will review Board Resolution 2020-20, Procedure for Electing Board Officers and discuss any updates.
- 4 – 5. 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, June 8, 2020, in the District Office at 155 Mason Circle, Concord, California and via teleconference 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.

TRUSTEES PRESENT Perry Carlston, Chair
 Randall Diamond
 Michael Krieg
 Lola Odunlami
 Daniel Pellegrini

TRUSTEES ABSENT None

OTHERS PRESENT Paula Macedo, General Manager
 Doug Coty, Legal Counsel

CALL TO ORDER

Chair Carlston called the meeting to order at 5:05 p.m.

ROLL CALL

A roll call indicated that 5 Trustees were present, and none were absent.

1. PUBLIC INPUT ON NON AGENDA ITEMS – None.
2. APPROVAL OF MINUTES FROM EXECUTIVE COMMITTEE MEETING HELD ON DECEMBER 16, 2019

** Motion was made by Trustee Pellegrini and seconded by Trustee Krieg to approve the minutes from the Executive Committee meeting held on December 16, 2019. *Motion passed unanimously.*

CLOSED SESSION – 5:08 p.m.

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 – 6:15 p.m.

REPORT FROM CLOSED SESSION – None

6. BOARD AND STAFF ANNOUNCEMENTS – None

7. ADJOURNMENT – 6:20 p.m.

I certify the above minutes were approved as read or corrected at a meeting of the Executive Committee held on August 24th, 2020.

Perry Carlston, 2020 Chair
Executive Committee

BEFORE THE BOARD OF TRUSTEES OF
CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT

**Resolution of the Contra Costa Mosquito
and Vector Control District Revising the
Procedure for Electing Board Officers**

RESOLUTION 20-2

At a meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District, a special district organized and existing under the laws of the State of California, held on the 13th day of January 2020, at 155 Mason Circle, Concord, California, a quorum being present, the following Resolution was adopted:

WHEREAS, California Health and Safety Code, Sec. 2021, allows the board of supervisors and each city council within the district's boundaries to appoint members of the Board of Trustees; and

WHEREAS, California Health and Safety Code, Sec. 2020, states that a board of trustees shall establish policies for the operation of the district; and

WHEREAS, the California Health and Safety Code, Sec. 2027, states at the first meeting in January every year, a board of trustees shall elect its officers; and

WHEREAS, the Board of Trustees, at its meeting of March 8, 2010 adopted Resolution 10-1 establishing a procedure for electing the elected officers of the Board of Trustees; and

WHEREAS, it is advisable that the provisions of the referenced Resolution 10-1, along with additional provisions, be revised and included in this Resolution 20-02,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT that the District hereby adopts the following procedure for annual election of officers in January of each year:

1. Elected officers of the Board shall consist of the President, Vice-President and Secretary.
2. Nominations for President, Vice-President, and Secretary shall come from the floor.
3. To be eligible for the office of President, candidate must have been a Trustee at the Board of Trustees for a minimum of three (3) years, have served on at least two (2) different committees, and chaired at least one (1) committee. In addition, a candidate for presidency must have completed the first module of CSDA Special District Governance Academy courses, or the approved equivalent if these courses are discontinued, and have attended two-thirds (2/3rds) of the previous year's Board of Trustee meetings.
4. To be eligible for the office of Vice-President, candidate must have been a Trustee at the Board of Trustees for a minimum of three (3) years, have served on at least one (1)

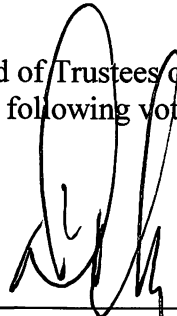
committee, and have attended two-thirds (2/3rds) of the previous year's Board of Trustee meetings.

5. To be eligible for the office of Secretary, candidate must have been a Trustee at the Board of Trustees for a minimum of three (3) years and have attended two-thirds (2/3rds) of the previous year's Board of Trustee meetings.
6. Prior to the January meeting each year, the General Manager shall prepare a list of eligible Trustees for candidacy to each Board officer position.
7. One (1) Trustee may serve as Board Secretary indefinitely, but election to this office must occur every January, along with the other Board officers.
8. Each Trustee present shall have one (1) vote for each elected office.
9. Elected President should not serve more than two consecutive years as President.

BE IT FURTHER RESOLVED that Resolution 20-02 shall be effective immediately upon its adoption and that Resolution 10-01 is hereby rescinded and superseded in its entirety.

I, DANIEL PELLEGRINI, the undersigned Secretary of the said Board of Trustees of the Contra Costa Mosquito and Vector Control District, a special district, hereby certify that I am the Secretary of said special district, the foregoing is a full, true and correct copy of the Resolution passed by the Board of Trustees thereof at a meeting of said Board held on the day and at the place therein specified, and that said Resolution has never been revoked, rescinded, or set aside, and is now in full force and effect.

PASSED AND ADOPTED by the Board of Trustees of the Contra Costa Mosquito and Vector Control District January 13, 2020 by the following vote.



Daniel Pellegrini
2020 Secretary, Board of Trustees

AYES: 12

NOES: 1

ABSTAIN: 0

ABSENT: 6