

**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, February 11, 2019, in the District Office at 155 Mason Circle, Concord, California.

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

TRUSTEES ABSENT      Randall Diamond

OTHERS PRESENT      Paula Macedo, General Manager  
                                 Natalie Martini, Administrative Assistant

**CALL TO ORDER**

Chair Krieg called the meeting to order at 6:01 p.m.

**ROLL CALL**

A roll call indicated that four Trustees were present and one was absent.

1.      **PUBLIC INPUT ON NON AGENDA ITEMS** - None.
  2.      **APPROVAL OF MINUTES FROM EXECUTIVE COMMITTEE MEETING HELD ON SEPTEMBER 10, 2018**
- \*\*      Motion was made by Trustee Clayton and seconded by Trustee Carlston to approve the minutes from the Executive Committee meeting held on September 10, 2018.
3.      **PRESENTATION AND COMMITTEE CONSIDERATION OF THE NEW FORM FOR GENERAL MANAGER'S PERFORMANCE APPRAISALS** - The committee discussed the new guidelines and proposed changes to improve and simplify the form for the evaluation of the General Manager. The committee will direct any additional desired changes to Administrative Services Manager Bagley.
  4.      **PRESENTATION AND COMMITTEE CONSIDERATION OF UPDATES TO THE TRUSTEE MANUAL** – The committee discussed updates to the Trustee Manual and proposed changes. After changes are made, the committee will present the document to the full Board for approval at the next Board meeting.

5. BOARD AND STAFF ANNOUNCEMENTS – None
6. ADJOURNMENT – 6:54 p.m.

I certify the above minutes were approved as read or corrected at a meeting of the Executive Committee held on June 18, 2018.



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Michael Krieg, 2019 Chair  
Executive Committee