

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
BOARD MEETING
MINUTES NO. 16-3

A regular meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on May 9, 2016, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT Richard Ainsley
 Perry Carlston
 Warren Clayton
 Chris Cowen
 Randall Diamond
 Jim Fitzsimmons
 Peggie Howell
 Michael Krieg
 Richard Means
 James Murray
 Daniel Pellegrini
 Jim Pinckney
 Diane Wolcott

TRUSTEES ABSENT Soheila Bana
 Robert Lucacher
 Richard Mank
 Lola Odunlami
 Rolando Villareal
 Darryl Young

OTHERS PRESENT Craig Downs, General Manager
 Douglas Coty, Legal Counsel
 Ray Waletzko, Assistant Manager
 Deborah Bass, Public Affairs Manager
 Steve Schutz, Scientific Programs Manager

1. President Diamond called the meeting to order at 7:00 p.m.
2. A roll call indicated that 13 Trustees were present, six were absent, and there are three vacancies.
3. The meeting opened with the Pledge of Allegiance.
4. APPROVAL OF AGENDA AS POSTED
- ** A motion was made by Trustee Pellegrini and seconded by Trustee Krieg to approve the agenda as posted. *Motion passed unanimously.*
5. PUBLIC INPUT ON NON AGENDA ITEMS - None
6. PRESENTATIONS - None
7. CONSENT CALENDAR

- A. MINUTES - APPROVAL OF MINUTES 16-2, REGULAR BOARD MEETING HELD ON MARCH 14, 2016
- B. EXPENDITURES - APPROVAL OF EXPENDITURES OF MARCH 1, 2016 THROUGH APRIL 30, 2016, INCLUDING CHECKS NO. 24146 THROUGH NO. 24326, IN THE AMOUNT OF \$708,889.53
- C. PAYROLL - APPROVAL OF PAYROLL EXPENDITURES OF MARCH 1, 2016 THROUGH APRIL 30, 2016, INCLUDING CHECKS NO. 66951 THROUGH 66954 AND DIRECT DEPOSIT NO D00555 THROUGH NO. D00692, IN THE AMOUNT OF \$297,701.80
- D. INVESTMENT ACTIVITY REPORT FOR FEBRUARY 2016 & MARCH 2016
- E. FINANCIAL REPORT

** A portion was missing from section 7.A. minutes 16-2. These minutes will be deferred to the July 11, 2016 board meeting. A motion was made by Trustee Pellegrini and seconded by Trustee Krieg to approve 7.B - 7.E. *Motion passed unanimously.*

8. ACTION ITEMS

- A. ADVANCED PLANNING COMMITTEE REPORT - Trustee Warren Clayton noted that the committee met three times to create the District's next five year plan. He noted that the report had several changes over the three meetings and the committee was satisfied with the final product. He thanked the committee members and General Manager Downs for all their efforts. Trustee Krieg asked for clarification regarding the District's rabies reduction program, Trustee Howell noted that projected population growth for Concord from ABAG in the report seemed low considering the potential development of the old Concord Naval Weapons Station property and Trustee Murray asked for details about response plans and cooperative agreements for the emerging Zika virus. There was some discussion.

** Typos were noted and a motion was made by Trustee Pinckney and seconded by Trustee Howell to adopt the District's Five Year Plan 2016-2020 with corrections. *Motion passed unanimously.*

9. INFORMATIONAL REPORTS

- A. Budget Committee Report - Trustee Means reported that the committee met on April 25, 2016, and the budget year to date was discussed as were revenue projections for the upcoming year. Assistant Manager Waletzko noted that property taxes were projected to grow at 5% and were currently coming in at 7%.
- B. Personnel Committee Report - Trustee Pellegrini reported that the committee met on April 18, 2016, and discussed the procedures on salary review for the current year. General Manager Downs explained that employee handbook changes and updates were reviewed. One example he noted was the constant changing rules regarding paid sick leave and kin care.

- C. West Nile Virus Update - Scientific Program Manager Steve Schutz discussed that evening high temperature thresholds have not yet been met this season and we have not seen virus in our County. Trap counts are above the five year average but if you look back further to non drought years they are closer to normal. He noted that there has been some activity state-wide; but mostly in Southern California. He gave some general information regarding Zika virus and fielded questions.
- D. CEQA Project Update - General Manager Downs reported that after the board adopted the District CEQA Programmatic Environmental Impact Report (PEIR) at the March 14, 2016. The Notice of Determination has been filed with the Contra Costa County Clerk's Office and the California Office of Planning and Research. Since that filing the 30 day window for challenges has passed and our CEQA document is now officially in place.
- E. Reports on Conferences/Meetings Attended - General Manager Downs reported that the two legislative bills of most concern have died in committee. The first bill required seven days advance notice before applying pesticides by air. The second bill would have banned the used of rodenticides in our programs; but some version of this bill may return next session. He noted that at MVCAC quarterly meetings in Southern California there was much discussion about Orange County Mosquito & Vector Control's staff attempt to get permission to adulticide and the difficulties they have had with political pressure and opposition groups.

Trustee Diamond noted that he attended the Local Agency Formation Commission meeting to participate in the election of special district representatives to LAFCO. After a two hour wait they were unable to obtain a quorum and he later had to vote by mail. Trustee Diamond did note that the meeting was still valuable in that he spoke with staff from another special district and he referred the information to District staff.

10. BOARD AND STAFF ANNOUNCEMENTS

- A. Board - Trustee Diamond reminded the trustees that it is important that they respond to the General Manager performance appraisal form they will receive and that it is taken into great consideration. General Manager Downs reported that Trustee Sharyn Rossi has decided not to ask to be re-appointed to our board representing the City of San Ramon.
- B. Staff - General Manager Downs reported that the staff have updated the District web site and invited everyone to review when they have time.

General Manager Downs noted that Administrative Secretary Allison Nelson has resigned. The District will be reviewing current front office needs and begin a recruitment.

General Manager Downs informed the board on a District operation along portions of the Martinez waterfront early in the morning of May 4, 2016; and the subsequent activities.

General Manager Downs reported that he was contacted last week by three

individuals representing Healthy Alternatives to Pesticides (HAP). The group wanted him to share information on their website with our board of trustees. General Manager Downs informed the board that the website to visit is healthyalternativestopesticides.com.

11. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:18 p.m.

** A motion was made by Trustee Pinckney and seconded by Trustee Krieg to adjourn the meeting. *Motion passed unanimously.*

I certify the above minutes were approved as read or corrected at a meeting of the Board held on July 11, 2016.

Ayes: _____

Noes: _____

Absent: _____

Abstain: _____

H. Richard Mank
Secretary, Board of Trustees