



BOARD OF TRUSTEES
PERSONNEL COMMITTEE

Special Meeting

****THURSDAY, AUGUST 19, 2021****

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 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: **897 7016 3091**

Listen to the meeting live by calling **(669) 900-9128** and entering the **PASSCODE: 379175**

Computer or mobile: Watch or listen to the meeting from a computer with internet access by navigating to

<https://us06web.zoom.us/j/89770163091?pwd=RVVYK1Q0d2J2TkVrdXJXUEt1ODgyZz09>

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

- 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 PERSONNEL COMMITTEE SPECIAL MEETING HELD ON JUNE 28, 2021

CLOSED SESSION

- 3. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957.6

Agency Negotiators: Paula Macedo, General Manager, and Randall Diamond, Chair of the Personnel Committee

Employee Group: Unrepresented employees

- 4. PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957


Title: 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 3 days before the noted meeting.



Paula Macedo, General Manager

08/16/2021
Date

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT

AUGUST 19, 2021 PERSONNEL COMMITTEE MEETING

1. No comment, see agenda
2. APPROVAL OF MINUTES FROM PERSONNEL COMMITTEE SPECIAL MEETING HELD ON JUNE 28, 2021 (Pages 5-6)

CLOSED SESSION

3. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957.6(a)

Agency Negotiators: Paula Macedo, General Manager, and Randall Diamond, Chair of the Personnel Committee

Employee Group: Unrepresented employees

4. PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957

Title: General Manager

RETURN TO OPEN SESSION

REPORT FROM CLOSED SESSION

- 5 – 6. No comment

PERSONNEL COMMITTEE MEETING
MINUTES

A Personnel Committee special meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, June 28, 2021, 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 Peggie Howell, Board President, Acting chair
Richard Ainsley
Perry Carlston
Warren Clayton
Lola Odunlami
Daniel Pellegrini

TRUSTEES ABSENT Randall Diamond
Chris Cowen

OTHERS PRESENT Paula Macedo, General Manager
Michael Jarvis, Liebert Cassidy Whitmore

CALL TO ORDER

Trustee Howell called the meeting to order at 6:09 p.m.

ROLL CALL

A roll call indicated that six Trustees were present, two Trustees were absent.

1. PUBLIC INPUT ON NON-AGENDA ITEMS – None.
2. APPROVAL OF MINUTES FROM PERSONNEL COMMITTEE MEETING HELD ON MAY 24, 2021 – Trustee Clayton requested to amend the minutes by adding a sentence reflecting that the pledge of allegiance was recited following the roll call.

** Motion was made by Trustee Pellegrini and seconded by Trustee Ainsley to approve the amended minutes from the Personnel Committee meeting held on May 24, 2021. *Motion passed unanimously.*

CLOSED SESSION – 6:15 p.m.

3. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957.6(a) TO REVIEW THE DISTRICT’S POSITION ON SALARY AND BENEFITS FOR REPRESENTED EMPLOYEES

Agency Negotiators: Paula Macedo, General Manager, Michael Jarvis, LCW, and Randall Diamond, Chair of the Personnel Committee

Titles: All represented employees (SEIU Local 2021)

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

Agency Negotiators: Paula Macedo, General Manager, and Randall Diamond, Chair of the Personnel Committee.

Title: Administrative Analyst I

5. PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957

Title: General Manager

RETURN TO OPEN SESSION – 7:29 p.m.

REPORT FROM CLOSED SESSION– No reportable actions.

4. BOARD AND STAFF ANNOUNCEMENTS - None

5. ADJOURNMENT – 7:32 p.m.

I certify the above minutes were approved as read or corrected at a meeting of the Personnel Committee held on August 19, 2021.

Randall Diamond, 2021 Personnel Committee Chair