

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
BOARD MEETING
MINUTES No. 16-6

A regular meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, November 14, 2016, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT	Soheila Bana Perry Carlston Warren Clayton Chris Cowen Randall Diamond Jim Fitzsimmons Peggie Howell Michael Krieg Robert Lucacher Richard Mank Richard Means James Murray Lola Odunlami Daniel Pellegrini Jim Pinckney Diane Wolcott
TRUSTEES ABSENT	Richard Ainsley Rolando Villareal Darryl Young
OTHERS PRESENT	Craig Downs, General Manager Douglas Coty, General Counsel Steve Schutz, Scientific Programs Manager Ray Waletzko, Assistant Manager Natalie Jones, Administrative Assistant

1. President Diamond called the meeting to order at 7:19 p.m.
2. A roll call indicated that 16 Trustees were present, three were absent, and there are three vacancies.
3. The meeting opened with the Pledge of Allegiance
4. APPROVAL OF THE AGENDA AS POSTED
- ** A motion was made by Trustee Pellegrini and seconded by Trustee Bana to approve the Agenda as posted. *Motion passed unanimously.*
5. PUBLIC INPUT ON NON AGENDA ITEMS - None

6. PRESENTATIONS - President Diamond presented General Manager Craig Downs with an award for 35 years of service with the District and praised his management skills and conservative fiscal management. General Manager Downs was commended for his great relationship with the board and staff, who all have a virtual circle of trust and appreciation for his information provided to the District.

7. CONSENT CALENDAR

A. MINUTES - APPROVAL OF MINUTES 16-5, REGULAR BOARD MEETING HELD ON SEPTEMBER 12, 2016

B. EXPENDITURES - APPROVAL OF EXPENDITURES OF SEPTEMBER 1, 2016 THROUGH OCTOBER 31, 2016, INCLUDING CHECKS NO. 24670 THROUGH NO. 24832, IN THE AMOUNT OF \$931,312.77

C. PAYROLL - APPROVAL OF PAYROLL EXPENDITURES OF SEPTEMBER 1, 2015 THROUGH OCTOBER 31, 2016, INCLUDING CHECKS NO. 66966 THROUGH NO. 66969 AND DIRECT DEPOSIT NO. D00997 THROUGH NO. D01141, IN THE AMOUNT OF \$316,385.08

D. INVESTMENT ACTIVITY REPORT FOR AUGUST 2016 & SEPTEMBER 2016

E. FINANCIAL REPORT

F. APPROVAL OF TRUSTEE TRAVEL

** A motion was made by Trustee Pellegrini and seconded by Trustee Bana to approve the consent calendar items 7A-F. *Motion passed unanimously.*

8. ACTION ITEMS

A. Front Entrance Automatic Gate - Bids were solicited for an automatic front gate to improve the security for both employees and District equipment, with a recommendation to approve expenditure not to exceed \$25,000, including the cost of electric services to the gate.

** A motion was made by Trustee Pellegrini and seconded by Trustee Krieg to approve the expenditure of the front entrance automatic gate. *Motion passed unanimously.*

9. INFORMATION ITEMS

A. Report on District FY 15/16 Financial Audit - Trustee Fitzsimmons reported that the District auditor, Vikki Rodriguez of Maze & Associates, advised at the September 13, 2016, Audit Committee meeting that they will not have everything needed to complete the audit in time for this meeting. The auditors are waiting for a final report from the retirement system due to rules from The Government Accounting Standards Board (GASB) before they can issue the final audit, which should be completed by the next meeting. Assistant Manager Waletzko noted that this was the first full year with the new District accounting software so there is a bit of a learning curve for our auditors due to this implementation.

- B. Arbovirus Update - Scientific Program Manager Steve Schutz summarized the WNV surveillance season. During the 2016 season there were 33 positive birds, 11 positive mosquito samples (all were *Culex tarsalis*), 5 positive chickens and 3 human cases. Virus activity and mosquito populations were relatively low this year with the exception of a high surge of *Culex tarsalis* activity in the waterfront area earlier in the season, however by mid-summer those numbers dropped below the five year average. As the temperatures continue to drop at night we are likely to see mosquito activity decrease as the mosquitoes go into their winter hibernation period.
- C. Reports on Conferences/Meetings Attended - General Manager Downs attended the 47th Annual Society of Vector Ecology Conference, wherein a major topic of discussion was Zika virus. Several university experts and members of the CDC have been studying Zika world-wide, most extensively in Puerto Rico, where the virus has really exploded. Experts believe that the Zika virus flare up will die off just as fast, similar to the history of *Chikungunya virus*.

Assistant Manager Waletzko attended the quarterly MVCAC meetings in Seaside in October. He noted that he was in Sacramento last spring, in conjunction with the MVCAC legislative days, to visit with all the legislators who represent portions of Contra Costa County. At the recently attended MVCAC meetings staff detailed the success of those face to face legislative meetings last spring in our efforts to oppose legislative bills that would make the District goal of protecting public health more difficult.

10. BOARD AND STAFF ANNOUNCEMENTS

- A. Board - Trustee Wolcott advised that Community Affairs Representative Nola Woods presented a report to the Orinda City Council and appreciated that Program Supervisor Sheila Currier worked closely with her to educate the city on the development of mosquito and mitigation ponds for new developments. Trustee Wolcott recommended other Trustees to request presentations at future city meetings, specifically for information tailored to their city.
- B. Staff - None.

11. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:06 p.m.

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

I certify the above minutes were approved as read or corrected at a meeting of the Board of Trustees held on January 9, 2017.

AYES: _____
NOES: _____
ABSENT: _____
ABSTAIN: _____

Richard Mank
Secretary, Board of Trustees