

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
BOARD MEETING
MINUTES NO. 22-9

A special meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, September 12, 2022, via teleconference.

TRUSTEES PRESENT	Michael Krieg, President Perry Carlston, Vice President Daniel Pellegrini, Secretary Warren Clayton Chris Cowen Jon Elam Wade Finlinson Jim Fitzsimmons James Frankenfield Jennifer Hogan James Murray Peter Pay Jim Pinckney Damian Wong Darryl Young
TRUSTEES ABSENT	Richard Ainsley Randall Diamond Kevin Marker
VACANCIES	Clayton El Cerrito Richmond San Pablo
OTHERS PRESENT	Paula Macedo, General Manager Natalie Martini, Administrative Analyst II Steve Schutz, Scientific Program Manager Stacy Stark, Human Resources & Risk Manager Nola Woods, Public Affairs Director David Wexler, Program Supervisor Jeremy Shannon, Program Supervisor Douglas Coty, Bartkiewicz, Kronick & Shanahan, Legal Counsel Other members of the public were present but did not identify themselves

1. CALL TO ORDER

President Krieg called the meeting to order at 7:00 p.m.

Roll Call: A roll call indicated that 15 Trustees were present, three Trustees were absent, and there are four vacancies.

Pledge of Allegiance

2.* AUTHORIZATION TO MEET VIA TELECONFERENCE

A. Authorization to Meet Via Teleconference Pursuant to Government Code Section 54953, Subdivision (e)(1)(C) – Consider finding that, as result of the COVID-19 emergency, meeting in person would present imminent risks to the health or safety of attendees, and the meeting should be held by teleconference as authorized by and pursuant to Subdivision (e) of Section 54953 of the Government Code.

** Motion was made by Trustee Pellegrini and seconded by Trustee Carlston to approve the authorization to meet via teleconference. *Motion passed unanimously.*

3.* AGENDA MANAGEMENT – Agenda was adopted by rule.

4. PUBLIC INPUT ON NON-AGENDA ITEMS – None

5. PRESENTATION

Wade Finlinson, newly appointed Trustee representing the City of Antioch, introduced himself to the Board. He currently works as an Integrated Pest Management Coordinator with Contra Costa County Health Services and previously as Parks Supervisor with the City of Napa. Trustee Finlinson looks forward to extending his volunteer work with the District's Board of Trustees.

6. CONSENT CALENDAR

A. Minutes – Approval of Minutes of the August 8, 2022 Board of Trustees Special Meeting

B. Approval of expenditures of July 2022, including:

Accounts payable July 15th checks No. XXXX75 through No. XXXX86

Payroll July 29th check No. XXXX87 through No. XXXX92

Accounts payable July 31st checks No. XXXX93 through No. XXXX04

Accounts Payable Total: \$45,232.99

Payroll Total: \$514.10

C. Direct Deposit Expenditures for payroll & accounts payable – Approval of payroll expenditures of July 2022, including:

Payroll July 15th No. D000018493 through No. D000018527

Payroll July 29th No. D000018428 through No. D000018571

Accounts payable July 15th E000002797 through E000002807

Accounts payable July 29th E000002808 through E000002819

Accounts Payable Total: \$451,585.54

Payroll Total: \$182,526.49

D. Investment Activity for July 2022

E. Financial Report

- ** Motion was made by Trustee Pellegrini and seconded by Trustee Elam to approve the consent calendar. *Motion passed.*

Ayes: Carlston, Clayton, Cowen, Elam, Fitzsimmons, Frankenfield, Hogan, Krieg, Murray, Pay, Pellegrini, Pinckney, Wong, Young

Noes: None

Absent: Ainsley, Diamond, Marker

Abstain: Finlinson

7. INFORMATION ITEMS

- A. Update and Discussion Regarding Discovery of Invasive *Aedes aegypti* Mosquitoes in Contra Costa County – District staff provided information on the findings of invasive mosquitoes in Martinez and the steps the District has taken so far to inspect properties, treat sources, and prevent the spread to other parts of the County. General Manager Macedo and Legal Counsel Coty provided information and answered questions regarding the next steps, including obtaining inspection and abatement warrants to access those properties where access has been denied.

8.* ACTION ITEMS

- A.* **Consider Adoption of Resolution 22-3 Authorizing Investment of Monies in the Local Agency Investment Fund (LAIF)** – two signatures are required in order to make changes to those employees authorized to make deposits or withdrawals in the District’s LAIF account. Currently, the only employees authorized to do so, per Resolution 18-1, are the General Manager, Paula Macedo, and the previous Administrative Services Manager, Maria Bagley. As Maria Bagley is no longer a District employee, the District needs to remove her name from the “authorized” list, which can only be done with two signatures, hence the need to add a third person, the Board President. Trustee Murray suggested that the secretary or the Vice President be included as authorized signers in addition to the President.

- ** A motion was made by Trustee Elam and seconded by Trustee Carlston to approve Resolution 22-3 Authorizing Investment of Monies in the Local Agency Investment Fund (LAIF) to be transferred by General Manager Macedo and/or the Board of Trustees President, with the amendment to include the Board of Trustees Vice President as additional authorized party. *Motion passed unanimously.*

- B.* **Consider Approval of the Coastal Region Vector Control Mutual Aid Agreement and Authorize the General Manager to Execute an Addendum to add the Contra Costa Mosquito and Vector Control District as a Party** – A Mutual Aid Agreement was entered into by Alameda County Mosquito Abatement

District, San Mateo County Mosquito & Vector Control District and Marin/Sonoma Mosquito and Vector Control District in 2020 for the purpose of allowing each agency to request and provide assistance during a mosquito-borne virus outbreak or other public health situation, incident or condition that causes an increased demand for vector control services. The General Manager brought the mutual aid agreement in front of the Board previously, as an information item for discussion. Since then the District has met with SEIU 1021 representatives to discuss the agreement. With the recent discovery of invasive mosquitoes in Contra Costa County, the District would like to proceed and requested Board consideration and approval of the agreement to authorize the General Manager to execute an addendum to add the District as a party.

****** Motion was made by Trustee Carlston and seconded by Trustee Pay to approve the Coastal Region Vector Control Mutual Aid Agreement and Authorize the General Manager to Execute an Addendum to add the Contra Costa Mosquito and Vector Control District as a Party. *Motion passed unanimously.*

C.* **Approval of Updated District Trustee Committee Members for 2022** - The District's Committee list has been updated to include Trustee Finlinson's committee selection and the removal of Trustee Howell due to her resignation from the Board.

****** Motion was made by Trustee Pellegrini and seconded by Trustee Fitzsimmons to approve the amended 2022 Trustee Committee Members, adding Trustee Finlinson to the personnel committee. *Motion passed unanimously.*

9. BOARD AND STAFF REPORTS

A. BOARD – None

B. GENERAL MANAGER – General Manager Macedo advised she will be out of the office for the rest of the week and intermittently the following week, although available via email or cell phone.

The MVCAC Annual Conference will be held at the Disneyland Hotel January 29-31, 2022 and rooms will most likely sell out fast. Per Board policy, the President and Vice President are authorized to attend the conference, and any other Trustees requesting travel to this conference will need to be authorized by Board action. Since the 2023 President and Vice President will not be elected until after the conference registration deadline, General Manager Macedo suggested any Trustee that is interested in attending this conference should ask for authorization regardless of Trustee position. There will be an action item at the next meeting for that.

General Manager Macedo noted that Administrative Analyst II Martini has been working hard getting all the documents to the auditors to help complete the FY22 audit and informed the Board that they are currently working with Rick Woods, Finance and Administration Director with CSDA, as a consultant, to get answers to any financial related questions as the audit is being finalized. Lastly, the

Administration report of the staff reports will no longer be included as an agenda packet item of the staff report enclosure but representatives of that department will be present at the meetings to present any report and answer questions.

The District hired Christine Widger, former Vector Control Aide (seasonal) for the front desk position to fill out the vacant position of Administrative Analyst I.

- C. STAFF – Public Affairs Director Woods included information on the invasive species message from the District, which is now more direct in spreading awareness throughout the communities where the invasive *Aedes aegypti* mosquitoes have been found. She also mentioned the District will have a booth at the upcoming Lafayette Art & Wine Festival.

Scientific Program Manager Schutz provided a brief update on WNV activity and noted its been a very mild WNV season so far with only two positive mosquito samples this season, one positive dead bird from earlier in the season, and a positive chicken from the flock in Holland Tract. To date, the District has not seen any positive samples for *St. Louis encephalitis* (SLE) within the County to date, however a SLE-positive pool was reported by San Joaquin County from Bacon Island, which is directly across the slough from Holland Tract, right on Contra Costa County's border. The District routinely tests for SLE and will be looking out for this due to the recent discovery of SLE in San Joaquin County.

Program Supervisor Wexler updated the Board on the mosquito counts found in the Martinez waterfront area, and reported that *Aedes dorsalis* mosquitoes' counts are above average around the marshes and technicians have been out working hard to treat those areas. Trustee Pellegrini thanked the staff for their efforts in Martinez, and for the hard work from everyone at the District regarding the invasive *Aedes aegypti* mosquito surveillance and control efforts. Trustee Pellegrini added that he has been receiving several calls from the public and appreciates the updated information to pass along to fellow residents.

- D. LEGAL – None

Trustee Cowen left the meeting at 8:36 p.m.

10. BOARD COMMITTEE REPORTS

- A. Advance Planning Committee Report - Trustee Murray, Chair of the Advance Planning Committee, reported that the committee met on August 22, 2022. He stated that the Five-Year Plan is almost complete and after one to two additional committee meetings the plan will be finalized so it can be presented to the Board for final approval.

CLOSED SESSION – 8:40 p.m.

11. CONFERENCE WITH LEGAL COUNSEL – SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO PARAGRAPH (2) OF SUBDIVISION D OF SECTION 54956.9 (ONE CASE)

RETURN TO OPEN SESSION – 9:06 p.m.

REPORT FROM CLOSED SESSION – Direction was provided to Legal Counsel.

12. CLOSING COMMENTS – President Krieg thanked District employees for their hard work on the invasive mosquito situation in Martinez. Trustee Pellegrini concurred.

13. ADJOURNMENT – 9:07 p.m.

I certify the above minutes were approved as read or corrected at the special meeting of the Board held on October 10, 2022.

Ayes: 14

Noes: 0

Abstain: 0

Absent: 4

Daniel Pellegrini
2022 Secretary, Board of Trustees