

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
BOARD MEETING
MINUTES NO. 19-6

A meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, September 9, 2019, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT	Michael Krieg, President Perry Carlston, Vice President Richard Ainsley Soheila Bana Warren Clayton Chris Cowen Randall Diamond Jim Fitzsimmons Peggie Howell Robert Lucacher Kevin Marker James Murray Lola Odunlami Peter Pay Daniel Pellegrini Jim Pinckney Darryl Young
TRUSTEES ABSENT	Marshon Thomas Richard Means
VACANCIES	El Cerrito, Hercules & San Pablo
OTHERS PRESENT	Paula Macedo, General Manager Maria Bagley, Administrative Services Manager Steve Schutz, Scientific Program Manager Sheila Currier, Program Supervisor David Wexler, Program Supervisor Terry Davis, Program Supervisor Natalie Martini, Administrative Analyst II Douglas Coty, Legal Counsel

CALL TO ORDER

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

ROLL CALL

A roll call indicated that 17 Trustees were present, two were absent, and there are three vacancies.

1. APPROVAL OF THE AGENDA AS POSTED

** Motion was made by Trustee Pellegrini and seconded by Trustee Diamond to approve the agenda as posted. *Motion passed unanimously.*

2. PUBLIC INPUT ON NON AGENDA ITEMS – None

3. CONSENT CALENDAR

A. MINUTES – Approval of Minutes 19-4, Regular Board Meeting, held on July 8, 2019.

B. EXPENDITURES – Approval of expenditures of June 1, 2019 through July 31, 2019 including checks No. 0279993 through No. 028153, in the amount of \$2,143,127.29.

C. PAYROLL FOR JUNE 2019 & JULY 2019 – Approval of payroll expenditures of June 1, 2019 through July 31, 2019, including checks No. 016143 through No. 016146 and Direct Deposit No. D03527 through No. D03610, and D03649 through No. D003733, in the amount of \$362,150.70.

D. TRANSACTION ACTIVITY REPORT FOR JUNE 2019 & JULY 2019

E. FINANCIAL REPORT

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

4. ACTION ITEMS

A. ANNUAL REPORT OF 2018/2019 INVESTMENT PORTFOLIO PERFORMANCE – Administrative Services Manager Bagley presented the Board with the 2018/2019 Investment Portfolio Performance.

** A motion was made by Trustee Pellegrini and seconded by Trustee Pinckney to approve the 2018/2019 Investment Portfolio Performance. *Motion passed unanimously.*

B. APPROVAL FOR ADDITIONAL BUDGET FOR NEW VEHICLE PURCHASE – Initially during the budgeting period in April/May the District estimated the cost of the trucks, and the Board approved the budget request for two new vehicles at \$78,400.00. Management requested an additional \$5,600.00, which brought the total approved budget for the two vehicles to \$84,000.00.

** A motion was made by Trustee Pellegrini and seconded by Trustee Bana to approve additional expenses for new vehicle purchase and amend FY 2019/2020 Budget. *Motion passed unanimously.*

- C. AMENDMENT TO THE GENERAL MANAGER'S PROCUREMENT AUTHORITY – management asked for approval of the inclusion of interagency agreements in the General Manager's Procurement Authority.

** A motion was made by Trustee Pellegrini and seconded by Trustee Carlston to approve the inclusion of interagency agreements in the General Manager's Procurement Authority. *Motion passed unanimously.*

5. INFORMATION ITEMS

- A. ADVANCE PLANNING COMMITTEE REPORT – Committee Chair Clayton updated the Board on the August 22, 2019 Advance Planning Committee meeting when the committee started the discussion of an Emergency Preparedness Plan. The committee will be meeting on December 9, 2019 for continue the discussion on how to prepare for emergency situations.
- B. COASTAL REGION MUTUAL AID AGREEMENT REVIEW – General Manager Macedo presented the Board with the proposed mutual aid agreement between Coastal Region agencies and answered questions. The agreement will be submitted to general and labor legal counsel for review and comments before Board approval at a future meeting.

6. REPORTS

- A. BOARD MEMBERS – Board President Krieg advised the Board he will be out of town during the January 2020 Board meeting and requested that Vice President Carlston hold the meeting in the his absence. Secretary Pellegrini mentioned the Contra Costa County Fish & Wildlife committee would be hosting a BBQ/forum on Thursday, September 19, 2019 at 5:00 p.m. at the Martinez Sportsman's Club on Embarcadero, and invited anyone interested in the event to join.
- B. GENERAL MANAGER – General Manager Macedo noted that the best way to reach her, if needed is via cell phone or email, as she may be out of the office at times. She mentioned that she has received multiple requests from Trustees attempting to get contact information from other Trustees recently, thus a form will be provided at the next Board meeting for Trustees to provide authorization to share their contact information.

General Manager Macedo notified the Board that she was invited to give a presentation to a group of delegates from European countries that are part of the European Centre for Disease Prevention and Control (ECDC). The meeting will take place at the ECDC Headquarters in Sweden on December 2-3, 2019 and will review vector control practices and strategies against West Nile virus. Expenses will be paid for by ECDC.

General Manager Macedo updated the Board on the invasive mosquito *Aedes aegypti* found recently in Placer and Sacramento counties, in addition to the detections of the same mosquito in San Joaquin county earlier in the summer.

General Manager Macedo called the attention of the Board to the additions of Department reports to the current Board packet. She mentioned that it is her goal to have these reports added to the packet each time to better inform Trustees on District's activities and operations. She added that she will also try to provide a summarized report on the months that the Board does not meet. Reports reflect activity from the previous month.

- C. STAFF – Scientific Program Manager Schutz gave an update on WNV activity, noting that at the time that the meeting's agenda was distributed there was no WNV activity noted throughout the County, however that has changed within the previous week. The District received the first WNV positive of the season for a sentinel chicken on August 26, 2019 in Holland Tract, along with the first WNV positive dead bird found in Danville on September 3, 2019. These are the latest reports of WNV in the county since it first showed up in 2005. He stated that dead bird reports are significantly lower statewide this season.

Program Supervisor Wexler mentioned to the Board that he is the only District employee certified to fly the drone (UAS), and has been utilizing it for surveillance efforts this season. He reminded the Board of how useful this type of surveillance was last year during the fire and subsequent flooding of Quimby Island. Wexler also updated the Board on the status of the Digital Maps operational software, and stated that several employees have been testing the various workflows within the system to make sure any updates needed are completed before going live with the product.

- D. LEGAL COUNSEL – None

7. ADJOURNMENT There being no further business, the meeting was adjourned at 8:00 p.m.

I certify the above minutes were approved as read or corrected at the meeting of the Board held on November 4, 2019.

Ayes: 14
Noes: 0
Abstain: 0
Absent: 5



Daniel Pellegrini
2019 Secretary, Board of Trustees