

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
BOARD MEETING
MINUTES NO. 10-2

A regular meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, March 8, 2010, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT Richard Ainsley
 Soheila Bana
 Russ Belleci
 Jeff Bennett
 Nancy Brownfield
 Michael Cory
 Chris Cowen
 Jim Fitzsimmons
 Kristin Haegeland
 Richard Head
 Peggie Howell
 Richard Mank
 Richard Means
 Angela Micheals
 Dan Pellegrini
 Myrto Petreas
 Jim Pinckney
 Sharyn Rossi
 Jose Saavedra
 Kirk Thill
 Diane Wolcott

TRUSTEES ABSENT Brian Smalley

OTHERS PRESENT Craig Downs, General Manager
 Ray Waletzko, Administrative & Finance Manager
 Steve Schutz, Scientific Programs Manager
 Mark Cornelius, Legal Counsel
 Allison Lewis, Administrative Secretary

1. President Fitzsimmons called the meeting to order at 7:04 p.m.
2. A roll call indicated that 21 Trustees were present, one was absent, and there are no vacancies.

President Fitzsimmons introduced Kristin Haegeland, new Trustee from Pinole.

3. The meeting opened with the Pledge of Allegiance.

4. APPROVAL OF THE AGENDA

** Motion made by Trustee Pellegrini and seconded by Trustee Saavedra to move item 6G

to 7B and approve agenda as amended. *Motion passed unanimously.*

5. PUBLIC INPUT ON NON AGENDA ITEMS - None

6. CONSENT CALENDAR

A. MINUTES - APPROVAL OF MINUTES 10-1, REGULAR BOARD MEETING HELD ON JANUARY 11, 2010

B. EXPENDITURES - APPROVAL OF EXPENDITURES OF JANUARY 1, 2010 THROUGH FEBRUARY 28, 2010, INCLUDING CHECKS NO. 17755 THROUGH NO. 17913, IN THE AMOUNT OF \$477,233.07

C. PAYROLL - APPROVAL OF PAYROLL EXPENDITURES OF JANUARY 1, 2010 THROUGH FEBRUARY 28, 2010, INCLUDING CHECKS NO. 61868 THROUGH NO. 62010, IN THE AMOUNT OF \$294,141.73

D. INVESTMENT ACTIVITY REPORT FOR DECEMBER 2009 & JANUARY 2010

E. FINANCIAL REPORT

F. 2010 COMMITTEE ASSIGNMENTS

** A motion was made by Trustee Pellegrini and seconded by Trustee Head to approve the consent calendar as amended. *Motion passed unanimously.*

7. ACTION ITEMS

A. Executive Committee Report - President Fitzsimmons reported that the committee met on February 1, 2010. Items discussed included; updating resolutions on board officer ascendency and trustee travel reimbursements; adding language on Trustee reappointments to Intergovernmental Agencies; and funding Other Post Employment Benefits (OPEB).

** A motion was made by Trustee Pellegrini and seconded by Trustee Cowen to adopt Resolution 10-1; Board Officer Ascendency. *Motion passed unanimously.*

** Motion made by Trustee Means and seconded by Trustee Cowen to strike the second sentence in Resolution 10-2, section 2 that reads; Only the Board President and Vice-President are eligible to attend AMCA conferences and add AMCA to Resolution 10-2, Sections 3 & 5. *Motion passed.*

Motion made by Trustee Head and seconded by Trustee Brownfield to approve Resolution 10-2; A Revised Reimbursement Policy as amended. *Motion passed.*

** Motion made by Trustee Pellegrini and seconded by Trustee Pinckney to approve revised Section II of Roles and Responsibilities in the Reference Manual for Trustees. *Motion passed unanimously.*

B. Trustee Travel - Trustee Belleci is requesting reimbursement for attendance and

travel expenses to the AMCA Conference in Lexington, KY, March 28 - April 1, 2010 and the MVCAC Spring Meeting, May 6-7 2010 in Santa Ana. Trustee Rossi is requesting reimbursement for attendance and travel expenses to the CSDA Legislative Days in Sacramento, CA, May 11-12, 2010.

** Motion made by Trustee Means and seconded by Trustee Cowen to approve travel reimbursement for Trustee Belleci to attend the AMCA Conference in Lexington, KY, March 28 - April 1, 2010. *Motion passed.*

** Motion made by Trustee Means and seconded by Trustee Brownfield to approve travel reimbursement for Trustee Belleci to attend MVCAC Spring Meeting, May 6 - 7, 2010 in Santa Ana. *Motion failed.*

Motion made by Trustee Belleci and seconded by Trustee Means to re-vote to approve travel reimbursement for Trustee Belleci to attend the MVCAC Spring Meeting, May 6 - 7, 2010 in Santa Ana. *Motion passed.*

Aye: Trustees Ainsley, Bana, Belleci, Cowen, Haegeland, Head, Howell, Means, Rossi and Saavedra

Nay: Trustee Bennett, Brownfield, Cory, Fitzsimmons, Mank, Micheals, Pellegrini, Pinckney and Wolcott

** Motion made by Trustee Means and seconded by Trustee Cory to approve travel reimbursement for Trustee Rossi to attend the CSDA Legislative Days in Sacramento, CA, May 11-12, 2010. *Motion passed.*

8. INFORMATIONAL REPORTS

- A. Executive Committee Report - President Fitzsimmons reported that per GASB 45, Other Post Employment Benefits (OPEB), various funding options were discussed. The committee determined that no pre-funding will be done at this time.
- B. Advanced Planning Committee Report - President Fitzsimmons reported that the committee met February 8, 2010 and again on March 8, 2010. Items discussed included updating the Mission statement which will be brought to the board at the next meeting.
- C. Report on Annual Environmental Audit/CEQA Compliance (Appendix IV) - Scientific Programs Manager Steve Schutz, presented a summary of the 2009 Environmental Audit. He reported in detail on the District's use of fish and pesticides, as well as our pesticide usage compared to other Mosquito & Vector Control agencies in California. There have been no major changes in District policies or practices that would have an impact on the environment.
- D. Self Insurance Programs - Vector Control Joint Powers Agency - Administrative & Finance Manager Ray Waletzko gave a PowerPoint presentation detailing the District's insurance programs. Programs discussed were liability, property, workers compensation and auto physical damage. It was noted that the District does not purchase insurance but rather pools our insurance contributions for

future claims and then shares the risk with thirty four mosquito and vector control districts in the State of California in the Vector Control Joint Powers Agency (VCJPA). Administrative & Finance Manager Waletzko then explained that since we are self insured we have a say in what our coverages will include. In addition, with training and safe work habits, the District can expect to periodically receive a portion of these insurance contributions back in the form of retrospective adjustments.

- E. NPDES Permit Update - Scientific Programs Manager Schutz reported that the Mosquito and Vector Control Association of California has hired an outside consulting firm to assist the State Water Resources Control Board in creating a adulticide permit, it is likely that the California permit will supercede the Federal permit while both will likely be implemented in advance of the deadline in April 2011.
- F. West Nile Virus Update - General Manager Downs reported that statewide there has been one WNV positive bird in Los Angeles County. Due to shrinking revenues, only two Vector Control Aides will be brought back this season, their work will focus on surveillance for the lab. All field personnel will assist with swimming pool assaults this season.
- G. Conference/Meetings Attended (Appendix V) - Trustees Russ Belleci & Kirk Thill each submitted a summary on the MVCAC Annual Conference.

9. BOARD AND STAFF ANNOUNCEMENTS

- A. Board - Trustee Howell wanted to acknowledge the Public Affairs department for their outreach efforts, she received a rodent pamphlet in her neighborhood newsletter.
- B. Staff - General Manager Downs reminded trustees that the annual trustee photo will be taken at the May board meeting.

10. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:16 p.m.

I certify the above minutes were approved as read or corrected at a meeting of the Board held on May 10, 2010.

Ayes: _____
Noes: _____
Absent: _____
Abstain: _____

H. Richard Mank
Secretary, Board of Trustees