

PERSONNEL COMMITTEE MEETING
MINUTES

A Personnel Committee meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, November 10, 2025, in the District Office at 5750 Imhoff Drive, Ste. I, Concord, California.

TRUSTEES PRESENT Chris Cowen, Chair, Contra Costa County
 Perry Carlston, Concord
 Warren Clayton, Pinole
 Chris Dupin, Richmond
 G. Mark Graham, Danville
 Peter Pay, 2025 Board President, San Ramon
 Daniel Pellegrini, Martinez

TRUSTEES ABSENT None

OTHERS PRESENT Paula Macedo, General Manager; Stacy Stark, Human Resources
 and Administration Manager

1. CALL TO ORDER – Personnel Committee Chair Cowen called the meeting to order at 6:00 p.m.
 Roll Call: A roll call indicated that seven Trustees were present and no Trustees were absent.
 Pledge of Allegiance
- 2.* AGENDA MANAGEMENT – Agenda was adopted by rule
3. PUBLIC INPUT ON NON-AGENDA ITEMS – None
- 4.* APPROVAL OF MINUTES FROM PERSONNEL COMMITTEE MEETING HELD ON MAY 12, 2025
- ** Motion was made by Trustee Pellegrini and seconded by Trustee Graham to approve the minutes from the Personnel Committee meeting held on May 12, 2025. *Motion passed unanimously.*
5. COMMITTEE REVIEW OF UPDATES TO PERSONNEL HANDBOOK – The committee discussed all updates made to the Employee Handbook and agreed to recommend approval at the upcoming Board meeting.
6. BOARD AND STAFF ANNOUNCEMENTS - none
8. ADJOURNMENT – 6:28 p.m.

I certify the above minutes were approved as read or corrected at a meeting of the Personnel Committee held on May 18, 2026.

Jennifer Hogan, 2026 Personnel Committee Chair