

EXECUTIVE COMMITTEE SPECIAL MEETING  
MINUTES

An Executive Committee meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, June 6, 2022, via teleconference.

TRUSTEES PRESENT      Michael Krieg, Chair  
                                 Perry Carlston  
                                 Peggie Howell  
                                 Peter Pay  
                                 Daniel Pellegrini

TRUSTEES ABSENT      None

OTHERS PRESENT      Paula Macedo, General Manager

1.     **CALL TO ORDER** – Chair Krieg called the meeting to order at 6:00 p.m. Roll Call indicated that 5 Trustees were present, and none were absent.
  
2.     **AGENDA MANAGEMENT**- Agenda was adopted by rule.
  
3.     **PUBLIC INPUT ON NON-AGENDA ITEMS** – None
  
4.     **APPROVAL OF MINUTES FROM EXECUTIVE COMMITTEE SPECIAL MEETING HELD ON MARCH 24, 2022**
  
- \*\*     Motion was made by Trustee Pellegrini and seconded by Trustee Howell to approve the minutes from the Executive Committee special meeting held on March 24, 2022. *Motion passed unanimously.*

**CLOSED SESSION** – 6:05 p.m.

5.     **GENERAL COUNSEL PERFORMANCE EVALUATION PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957**
  
6.     **GENERAL MANAGER PERFORMANCE EVALUATION PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957**

**RETURN TO OPEN SESSION** – 6:31 p.m.

**REPORT FROM CLOSED SESSION** – None

7.     **DISCUSSION OF PROCESS FOR TRUSTEE COMMUNICATION REGARDING DISTRICT MATTERS** - On page 18 of the current approved version of the Board of

Trustees Policies & Procedures, it is stated that “any concerns regarding an employee’s performance are communicated in writing to the District’s General Manager” and “any concerns regarding the District’s General Manager’s performance are communicated in writing to the President of the Board of Trustees”. Recently some Trustees brought up concerns regarding the building, legal counsel, and other District’s matters. The committee discussed the recommended process for Trustees to communicate concerns other than those directly related to the General Manager’s evaluation. Any concern should be brought up to the Board President or any member of the Executive committee. Alternatively, during a Board meeting, on the item for “Closing Comments”, trustees may request that items be placed in the next meeting’s agenda for discussion.

**8. BOARD AND STAFF ANNOUNCEMENTS – None**

**9. ADJOURNMENT – 6:35 p.m.**

I certify the above minutes were approved as read or corrected at a meeting of the Executive Committee special meeting held on June 6, 2022.

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Michael Krieg, 2022 Chair  
Executive Committee