

ADVANCE PLANNING COMMITTEE
MEETING MINUTES

An Advanced Planning Committee meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, April 16, 2018, in the District office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT	James Murray (2018 Chair) Warren Clayton Mark Lewis Robert Lucacher Richard Means Lola Odunlami Daniel Pellegrini
TRUSTEES ABSENT	Richard Ainsley
OTHERS PRESENT	Paula Macedo, General Manager Natalie Jones, Administrative Assistant

1. The Committee meeting was called to order at 5:02 p.m.
2. Roll call indicated that seven trustees were present and one was absent.
3. PUBLIC INPUT AND NON AGENDA ITEMS
None.
4. APPROVAL OF MINUTES FROM ADVANCE PLANNING COMMITTEE MEETING HELD ON APRIL 3, 2017

** Motion was made by Trustee Pellegrini and seconded by Trustee Lucacher to approve minutes as amended for the Committee meeting held on April 3, 2017. Motion passed unanimously.
5. FIVE YEAR PLAN 2016-2020

General Manager Macedo reported on progress of District goals and objectives to date according to the previously approved plan. In addition, the committee discussed the budget, staffing levels, and the progress of the new operational software, and how they relate to the goals and objectives set for the 2016 to 2020 plan. The Committee discussed how to better restructure the future five-year plans and recommended that General Manager Macedo brings the process for future discussion at the next Committee meeting. The currently adopted format will be used until the end of the current five-year plan (2020).

6. BOARD AND STAFF ANNOUNCEMENTS

A. BOARD – Chairperson Murray suggested that the District evaluate the current safety program. General Manager Macedo explained the current program and told the Board she is currently looking into it and working with the Safety committee to improve the program. Chairperson Murray commented on the public outreach program and asked about the program’s outreach to young children. General Manager Macedo explained the current program was developed by previous management and mentioned her vision and the changes she will be implementing to the program.

B. STAFF – None

7. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:54 p.m.


I certify the above minutes were approved as read or corrected at a meeting of the Advance Planning Committee held on April 8, 2019.

AYES: 6

NOES: 0

ABSENT: 2

ABSTAIN: 0



Warren Clayton, 2019 Chair
Advanced Planning Committee