

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
BOARD MEETING
MINUTES NO. 11-2

A regular meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, March 14, 2011, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT Soheila Bana
 Russ Belleci
 Jeff Bennett
 Nancy Brownfield
 Chris Cowen
 Randall Diamond
 Jim Fitzsimmons
 Richard Head
 Peggie Howell
 Richard Mank
 Angela Micheals
 Dan Pellegrini
 Jim Pinckney
 Diane Wolcott

TRUSTEES ABSENT Richard Ainsley
 Kristin Haegeland
 Richard Means
 Myrto Petreas
 Sharyn Rossi
 Jose Saavedra

OTHERS PRESENT Craig Downs, General Manager
 Ray Waletzko, Administrative & Finance Manager
 Steve Schutz, Scientific Programs Manager
 Mark Cornelius, Legal Counsel
 Mitch Barker, PARS
 Allison Lewis, Administrative Secretary
 David Wexler, VCI

1. President Micheals called the meeting to order at 7:00 p.m.
2. A roll call indicated that 14 Trustees were present, six were absent, and there were two vacancies.

 General Manager Downs introduced Randall Diamond, new Trustee from Danville.

3. The meeting opened with the Pledge of Allegiance.

4. APPROVAL OF THE AGENDA

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

5. PUBLIC INPUT ON NON AGENDA ITEMS - None

6. PRESENTATION

Angela Micheals, Trustee, for five years of service

7. CONSENT CALENDAR

A. MINUTES - APPROVAL OF MINUTES 11-1, REGULAR BOARD MEETING HELD ON JANUARY 10, 2011

B. EXPENDITURES - APPROVAL OF EXPENDITURES OF JANUARY 1, 2011 THROUGH FEBRUARY 28, 2011, INCLUDING CHECKS NO. 18769 THROUGH NO. 18936 IN THE AMOUNT OF \$509,860.60

C. PAYROLL - APPROVAL OF PAYROLL EXPENDITURES OF JANUARY 1, 2011 THROUGH FEBRUARY 28, 2011, INCLUDING CHECKS NO. 62745 THROUGH NO. 62884, IN THE AMOUNT OF \$300,412.56

D. INVESTMENT ACTIVITY REPORT FOR DECEMBER 2010 & JANUARY 2011

E. FINANCIAL REPORT

F. 2010 COMMITTEE ASSIGNMENTS (Appendix I)

G. EXCESS DISTRICT VEHICLES

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

8. ACTION ITEMS

A. Other Post Employment Benefit (OPEB) - Trust Program Presentation, PARS (Appendix IV) - General Manager Downs introduced Mitch Barker, Executive Vice President of PARS, who specializes in public agency trust programs. Mr. Barker explained the GASB 45 requirements and the different funding options for pre-funding an irrevocable trust program.

** Motion made by Trustee Fitzsimmons and seconded by Trustee Bana to refer the report to the Budget Committee for further discussion and bring a recommendation back to the full board at the May board meeting. *Motion passed unanimously.*

B. MVCAC Trustee Council - Trustee Belleci is requesting the Board ratify his appointment as Secretary of the MVCAC Trustee Council. There was a discussion regarding trustee travel and the reimbursement policy. After review of MVCAC's Bylaws it was the Executive Committee's recommendation to not ratify Trustee Belleci's appointment as Secretary of the MVCAC Trustee Council.

** Motion made by Trustee Belleci and seconded by Trustee Wolcott to vote on Trustee Belleci's Appointment as Secretary of the MVCAC Trustee Council by written ballot. *Motion failed.*

Aye: Belleci, Head, Wolcott

Nay: Bennett, Brownfield, Cowen, Diamond, Fitzsimmons, Mank, Micheals, Pellegrini, Pinckney

Abstain: Bana, Howell

** Motion made by Trustee Wolcott and seconded by Trustee Belleci to ratify the Appointment Trustee Belleci as Secretary of the MVCAC Trustee Council. *Motion failed.*

Aye: Belleci, Head, Wolcott

Nay: Bennett, Brownfield, Cowen, Diamond, Fitzsimmons, Mank, Micheals, Pellegrini, Pinckney

Abstain: Bana, Howell

9. INFORMATIONAL REPORTS

- A. Executive Committee Report - President Micheals reported that the committee met February 7, 2011. Pre-funding of Other Post Employment Benefits (OPEB) and the NPDES permit were discussed.
- B. Advanced Planning Committee Report - Trustee Brownfield reported that the committee met February 23, 2011. The next 5 year plan was discussed; it was noted, that due to the economic downturn there will be no planned growth within the updated plan. Prioritizing of current vector control programs and activities will be closely reviewed to ensure cost effectiveness.
- C. Annual Environmental Audit/CEQA Compliance (Appendix II) - Scientific Programs Manager Steve Schutz, presented a summary of the 2010 Environmental Audit. He reported on the District's use of mosquitofish to biologically control mosquito production and our pesticide use, which has decreased by 20% in 2010 compared to usage in 2009. There have been no major changes in District policies or practices that would have an impact on the environment. Scientific Programs Manager Schutz also discussed the changes to regulatory practices, particularly the NPDES permit. The State Water Resources Control Board (SWRCB) adopted the permit on March 2, 2011.
- D. Self Insurance Programs - Vector Control Joint Powers Agency - Administrative & Finance Manager Ray Waletzko gave a PowerPoint presentation detailing the District's insurance programs. Liability, property, workers compensation and auto physical damage coverage was discussed in detail. 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).
- E. NPDES Permit Update - General Manager Downs reported that the District will apply for permits from both the San Francisco and Central Valley Regional Water Quality Control Boards, the cost per permit will be \$136. The monitoring costs, originally for adulticides only will now include non-toxicity testing for

larvacides. The Mosquito & Vector Control Association of California (MVCAC) hired the consulting firm that helped negotiate with the SWRCB regarding the permit, and the fee to the District to join the coalition is estimated at \$15,000 annually.

- F. West Nile Virus Update - Scientific Programs Manager, Steve Schutz, reported that there were 2 positive crows reported in Sacramento and Los Angeles counties and a positive mosquito sample reported in Riverside County.
- G. Conference/Meetings Attended (Appendix III) - Trustee Belleci attended the Mosquito and Vector Control Association of California annual conference in Indian Wells, CA. The conference focused on presentations on operational effectiveness and efficiency of vector control services. Trustee Belleci noted General Manager Downs participation in the newly created Mosquito Research Foundation.

** Trustee Pinckney departed prior to the start of the Closed Session.

10. CLOSED SESSION - 9:10 p.m.

- A. CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION
Initiation of litigation pursuant to subdivision © of California Government Code Section 54956.9: (One potential case)

RETURN TO OPEN SESSION - 9:37 p.m.

REPORT FROM CLOSED SESSION

At the conclusion of the closed session Mr. Cornelius, Legal Counsel, announced that authority to the General Manager and Legal Counsel to initiate an action has been given and that the action, the defendants, and the other particulars shall, once formally commenced, be disclosed to any person upon inquiry, unless to do so would jeopardize the agency's ability to effectuate service of process on one or more unserved parties, or that to do so would jeopardize its ability to conclude existing settlement negotiations to its advantage. The Board directed that litigation expenses shall not exceed \$5,000 without further authority from the Board.

** Aye: Bennett, Belleci, Brownfield, Cowen, Diamond, Fitzsimmons, Head, Howell, Mank, Micheals, Pellegrini, Wolcott

Nay: Bana

11. BOARD AND STAFF ANNOUNCEMENTS

- A. Board - None
- B. Staff - General Manager Downs reported on three items; The Contra Costa Special Districts Association is hosting a 20th anniversary dinner on April 11th; the California Special Districts Association is calling for nominations for Board of Directors Seat C; and the receipt of a letter from the Central Contra Costa Sanitary District regarding CCCERA's actions on de-pooling.

12. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:58 p.m.

I certify the above minutes were approved as read or corrected at a meeting of the Board held on May 9, 2011.

Ayes: _____

Noes: _____

Absent: _____

Abstain: _____

H. Richard Mank
Secretary, Board of Trustees