



**REGULAR MEETING
OF THE BOARD OF TRUSTEES
LOCATION: TELECONFERENCE – SEE BELOW**

November 10, 2021, 6:00 PM

AGENDA

IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCED MEETINGS:

Based on the authority under AB 361 and the guidance from the County Public Health Officer and the CDC to minimize the spread of the coronavirus, please note the following changes to the District's ordinary meeting procedures:

- The District's Board Room is not open to the public at this time.
- The meeting will be conducted via teleconference using Zoom.
- All members of the public seeking to observe and/or to address the local legislative body may participate in the meeting telephonically or otherwise electronically in the manner described below.

HOW TO OBSERVE THE MEETING:

Telephone: Listen to the meeting live by calling Zoom at **(408) 636-0968** or **(669) 900-6833**.

Enter the **Meeting ID# 650-344-8592** followed by the pound (#) key. More phone numbers can be found on Zoom's website at <https://zoom.us/j/6503448592> if the line is busy.

Computer: Watch the live streaming of the meeting from a computer by navigating to <https://zoom.us/j/6503448592> using a computer with internet access that meets Zoom's system requirements (see <https://support.zoom.us/hc/en-us/articles/201362023-System-Requirements-for-PC-Mac-and-Linux>)

Mobile: Log in through the Zoom mobile app on a smartphone and enter **Meeting ID# 650-344-8592**.

ACCESSIBILITY INFORMATION:

Board Meetings are accessible to people with disabilities and others who need assistance. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to observe and/or participate in this meeting and access meeting-related materials should contact Brian Weber, District Manager, at least 48 hours before the meeting at (650) 344-8592 or bweber@smcmvcd.org. Advanced notification will enable the District to swiftly resolve such requests to ensure accessibility.

PUBLIC RECORDS:

Public records that relate to any item on the open session agenda for a meeting are available for public inspection. Those records that are distributed after the agenda posting deadline for the meeting are available for public inspection at the same time they are distributed to all or a majority of the members of the Board. The Board has designated the District’s website located at <https://www.smcnvcd.org/board-meetings> as the place for making those public records available for inspection. The documents may also be obtained by calling the District Manager.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

- Secretary of the Board will take roll call

4. PUBLIC COMMENTS AND ANNOUNCEMENTS

- This time is reserved for members of the public to address the Board relative to matters of the District not on the agenda. No action may be taken on non-agenda items unless authorized by law. Comments will be limited to three minutes per person (or six minutes where a translator is being used). Speaker cards are available for those making a public comment

5. CONSENT CALENDAR

- All items on the Consent Calendar will be considered by one (or more) action(s) of the Board, unless any Trustee would like to discuss any item listed, in which case, it may be pulled from the Consent Calendar.

A. Approval of Minutes

Minutes for the Regular Board Meeting, October 13, 2021

B. Approval of Purchases

1. Purchase of 5,500 gallons of BVA2 larvicide oil from Adapco in the amount of \$56,380.81.
2. Capital purchase of a KingFisher Flex benchtop automated extraction instrument used to test for critical public health pathogens.

C. Resolution 012-2021 Consider adopting a resolution authorizing continued remote teleconference meetings of the legislative bodies of the San Mateo County Mosquito and Vector Control District pursuant to Brown Act Provisions continue conducting District meetings remotely to protect the health or safety of attendees pursuant to Assembly Bill 361

ACTION: Motion to approve Consent Calendar

REGULAR AGENDA

6. **BOARD MEMBER OATH OF OFFICE (Michael Yoshida South San Francisco)**

7. **BOARD COMMITTEE REPORTS** The Chair of each of the following committees will present a brief report on the committee's actions since the last report and present any recommendations to the Board

A. Finance Committee Report

1. Presentation of Annual Comprehensive Financial Report for year ended June 30, 2021.

Report by: Ahmed Badawi, CPA Badawi Associates

ACTION: Motion to approve the Annual Comprehensive Financial Report for the year ending June 30, 2021

B. Review Preliminary Financial Report for FY 2020-21 as of September 30, 2021.

Report by: Finance Director, Richard Arrow, CPA

ACTION: Motion to approve Preliminary Financial Report for FY 2020-21 as of September 30

C. Ad hoc Committee on Real Estate

Report by: Committee Chair, Ross Graves

D. Policy Committee Report

Report by: Committee Chair, Robert Reichel

E. Ad hoc Manager’s Review Committee

Report by: Committee Chair, Kat Lion

F. Inactive Committees

8. STAFF REPORTS

- A.** Field Supervisor, Casey Stevenson will provide an update on Field Operations Programs
- B.** Laboratory Director, Angie Nakano will provide an update on District Laboratory Programs
- C.** Public Health Education and Outreach Officer, Rachel Curtis-Robles will provide an update on the District Public Outreach Programs

9. NOMINATIONS FOR BOARD OFFICERS

President Martin will review the nominations received for Board Officers and accept nominations from the floor

ACTION: Motion to approve the nominations for Board Officers

- 10. Select Members to attend the Mosquito and Vector Control Association annual conference of in Sacramento, CA February 7-9, 2022, and the American Mosquito Control Association annual conference in Jacksonville, FL February 28 - March 4, 2022**

11. MANAGER’S REPORT

12. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

- 13. Trustee Field Day will be held on December 8, 2021, the 2nd Wednesday of the Month in lieu of the December Board meeting. Per District Policy 5010.**

14. ADJOURNMENT