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## REGULAR MEETING OF THE BOARD OF TRUSTEES

April 10, 2019 6:00 PM

### AGENDA

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*Board Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting; or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact Chindi Peavey, District manager at least five working days before the meeting at (650) 344-8592. Notification in advance of the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it.*

*Public records that relate to any item on the open session agenda for a special meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Board. The Board has designated the office of the San Mateo County Mosquito and Vector Control District, located at 1351 Rollins Road, Burlingame, for the purpose of making those public records available for inspection. The documents are also available on the District's Internet Web site. The website is located at [www.smcmvcd.org](http://www.smcmvcd.org).*

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **Oath of Office**
4. **ROLL CALL**
  - Secretary of the Board will take roll call
5. **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) and twenty minutes in total. Speaker cards are available for those making a public comment

**6. CONSENT CALENDAR**

- If the Board would like to discuss any item listed, it may be pulled from the Consent Calendar

A. Approval of Minutes

- a. for the Regular Board Meeting, February 13, 2019
- b. for the Regular Board Meeting, March 13, 2019

B. Approve the purchase of BVA-2 larvicide oil from **Adapco**

**ACTION:** Motion to approve Consent Calendar

**REGULAR AGENDA**

**7. Update on status of Other Post-Employment Benefits (OPEB) Trust**

Presentation by Randall Yurchak, HighMark Capital

**8. 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. Environmental and Public Outreach Committee
- B. Strategic Planning Committee
- C. Policy Committee
- D. Manager's Evaluation Committee
- E. Legislative Committee
- F. Finance Committee
- G. Ad Hoc Committee to Review Solar Proposals

**9. FINANCIAL REPORT**

Review Financial Report for February 2019.

Finance Director, Richard Arrow

**ACTION:** Motion to approve Financial Report for February 2019

**10. STAFF REPORTS**

- A. Assistant Manager, Brian Weber will provide an update on Field Operations Programs (including Seasonal marsh treatments, airboat, *Aedes aegypti*, etc.)
- B. Laboratory Director, Angie Nakano will provide an update on District Laboratory Programs (including surveillance efforts for West Nile Virus, *Aedes aegypti*, Ticks, Hantavirus, etc.)
- C. Public Health Education and Outreach Officer, Megan Sebay will provide an update on the District Public Outreach Programs

**11. Review the current FY 2018-19 Budget status and consider recommending authorization of additional capital projects in the current fiscal year**

- A. Sidewalk repair at entrance to District lot - \$40,000
- B. Replacement of all interior lights with LED fixtures (lighting retrofit) -\$40,000

**ACTION:** Motion to approve that the aforementioned capital projects be included in the FY 2018-2019 budget

**12. Consider creation of a position for an Information Technology Specialist.**

**ACTION:** Motion to approve the creation of a staff position for an Information Technology Specialist, to be filled by the end of the current fiscal year.

**13. CONFERENCE WITH LABOR NEGOTIATOR (Government Code 54957.6)**

AGENCY DESIGNATED REPRESENTATIVE: Dr. Chindi Peavey, District Manager

EMPLOYEE ORGANIZATIONS: Peninsula Vector Workers Association; Unrepresented employees (Accountant, Laboratory Director, Field Operations Supervisor, Assistant Manager, and Public Education and Outreach Officer)

**14. REPORT ON TAXABILITY OF BOARD STIPENDS**

**ACTION:** Motion to approve establishing an accountable plan whereby all Board members **may** submit an annual report for all local expenses associated carrying out Board duties as business expenses.

**15. REPORT FROM THE TRUSTEE ADVISORY COUNCIL OF THE MOSQUITO & VECTOR CONTROL ASSOCIATION OF CALIFORNIA**

- **Trustee Donna Rutherford, Council Chair and Coastal Region Representative.**

**ACTION:** Motion to approve authorizing the Coastal Region Representative to the MVCAC Trustee Advisory Council take action on the budget of the Mosquito and Vector Control Association for FY 2019-20.

**16. MANAGER'S REPORT**

**17. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS**

**18. ANNOUNCE NEXT REGULARLY SCHEDULED BOARD MEETING**

- **The May Board meeting will be held on May 8, 2019 the 2<sup>nd</sup> Wednesday of the Month.**

**19. ADJOURNMENT**