



POLICY COMMITTEE MEETING OF THE BOARD OF TRUSTEES

October 19, 2016

5:00 PM

AGENDA

The Policy Committee is not a decision-making body and only makes recommendations to the Board.

Policy Committee 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 District Manager Chindi Peavey 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 Policy Committee 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 Policy Committee members. The Policy Committee of 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.

1. CALL TO ORDER.

2. PLEDGE OF ALLEGIANCE.

3. ROLL CALL.

- Chairperson Kati Martin will take roll call. _____
- Robert Riechel, City of San Bruno _____
- Ed Degliantoni, City of San Mateo _____
- Donna Rutherford, City of East Palo Alto _____
- Kat Lion, City of Redwood City _____

4. PUBLIC COMMENTS AND ANNOUNCEMENTS.



- This time is reserved for members of the public to address the Policy Committee of the Board relative to matters of the Committee not on the agenda. No action may be taken on non-agenda items unless authorized by law. Comments will be limited to five minutes per person (10 minutes where a translator is used) and twenty minutes in total.

5. REGULAR AGENDA

A. Review District Policies in Series 1000 on Administration

1. District Policy 1050 Service Abatement Contracts - No change
2. District Policy 1070 Special Mosquito Control Tax - No change
3. District Policy 1080 Facility and Equipment Standards - No Change
4. District Policy 1090 Public Complaints – Consider changing “Supervisor to “Field Operations Supervisor or Assistant Manager”
5. District Policy 1110 Claims Procedures – No Change
6. District Policy 1120 Travel – Consider change that requires Trustees to secure their own transportation and are reimbursed by the District

B. Review of the Employee Manual – Review the Employee Manual Policies 2000, 2010, 2020, and 2030 and consider updates

1. **Employee Manual Policy 2000 Equal Employment Opportunity** no change, compare with Policy Manual Chapter 2090 on same subject
2. **Employee Manual Policy 2010 Outside Employment** – no change
3. **Employee Manual Policy 2020 Nepotism** – no change
4. **Employee Manual Policy 2030 Political Activity** – consider change in language to conform to current law.

6. ADJOURNMENT