



**SAN MATEO COUNTY
MOSQUITO & VECTOR
CONTROL DISTRICT**

Protecting public health since 1916

1351 Rollins Road
Burlingame, CA 94010

phone (650) 344-8592
fax (650) 344-3843

www.smcmvcd.org

REGULAR MEETING OF THE BOARD OF TRUSTEES

April 12, 2023

6:00 P.M.

A meeting of the Board of Trustees of the San Mateo County Mosquito and Vector Control District was held on April 12, 2023. Location: **1351 Rollins Road Burlingame, CA 94010 and by Teleconference**

TRUSTEES PRESENT:

Mason Brutschy	Town of Atherton
Chuck Cotten	City of Belmont
Carolyn Parker	City of Brisbane
Rena Galligan	City of Burlingame
Laura Walsh	City of Colma
Glenn R. Sylvester	City of Daly City
Donna Rutherford	City of East Palo Alto
Paul Norton	City of Foster City
Kati Martin	City of Half Moon Bay
Peter DeJarnatt	City of Pacifica
Kat Lion	City of Redwood City
Robert Riechel	City of San Bruno
Ron Collins	City of San Carlos
Ed Degliantoni	City of San Mateo
Michael Yoshida	South San Francisco
Paul Fregulia	Town of Woodside

TRUSTEES ABSENT:

Desiree LaBeaud, County-at-Large
Dr. D. Scott Smith, Town of Hillsborough
Catherine Carlton, City of Menlo Park
Muhammad Baluom, City of Millbrae
Ray Williams, Town of Portola Valley

OTHERS PRESENT:

District Manager, Brian Weber
Interim Finance Director, Richard Arrow
General Counsel, Alexandra Barnhill
Laboratory Director, Angie Nakano
Public Health Education and Outreach Officer, Rachel Curtis-Robles
Operation Director, Casey Stevenson
IT Director, Matthew Nienhuis



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1. CALL TO ORDER

The meeting was called to order at 6:03 P.M.

2. PLEDGE OF ALLEGIANCE

President Kati Martin led the Pledge of Allegiance.

3. ROLL CALL

The roll call indicated that 16 Trustees were present, including 15 Trustees in the boardroom and Trustee Parker on Zoom videoconference, constituting a quorum. Trustee Parker noted she was participating remotely pursuant to an ADA accommodation; her camera was on, and she indicated she was participating from Brisbane, where no other adults were present. Trustee Williams also attended via Zoom videoconference. He sought clarity regarding the ability to participate remotely under the Brown Act. Trustee Williams opted to leave the meeting at 6:17 after the requirements of AB 2449 were explained by District's General Counsel. Trustee Parker left the meeting at 6:47.

4. PUBLIC COMMENTS AND ANNOUNCEMENTS

President Martin reviewed the process to be used going forward during the Teleconference of the meeting to the Board of Trustees, Staff, and Public.

Public Comments: None

Board Comments: None

5. CONSENT CALENDAR

A. 1. Approval of March 8, 2023 Minutes

Public Comments: None

Board Comments: None

ACTION: Motion by Trustee Peter DeJarnatt, second by Trustee Trustee Glenn Sylvester, to approve the consent calendar. Passed 15 yeas, 0 noes, 1 abstention (Trustee Riechel).

REGULAR AGENDA



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6. BOARD COMMITTEE REPORTS.

A. Finance Committee

Finance Committee Chair Mason Brutschy's Committee met on April 3, 2023. Chairman Brutschy provided a written report in the board packet. The Committee reviewed the FY 22-23 Financial Report as of February 28, 2023. The Finance Committee recommends approval of the reports. The Committee also discussed the District joining the Fire Risk Management Services Joint Powers agreement. District Manager Brian Weber provided an update on the 1415 N. Carolan property in Burlingame. The staff presented a proposed draft of District Policy 6075 investments of liquid assets. The policy will go to the Policy Committee for review. Policy Chair Riechel will give a report next month.

B. Financial Report

Finance Director Richard Arrow provided a written report in the Board packet. He indicated that the budget numbers are tracking as projected. It is stable, strong, and similar to last month's budget. Finance Director Arrow announced no accounts receivable outstanding over 90 days; the total is \$0 thanks to concerted effort by staff. He also indicated that the FY 23-24 budget will be completed in June. Finance Director Arrow provided the Board with a written report that the U.S. Bank prepared for its investment clients about Silicon Valley Bank and surrounding events. The District's financial institutions are secure.

ACTION: Motion by Trustee Robert Riechel, second by Trustee Ed Degliantoni to approve the financial report. Passed 16 yeas, 0 noes.

C. Report on the condition of County, VCJPA, OPEB, and Pension Trust Depositories.

Finance Director Arrow reported contacting all agencies to ensure the District had no assets at risk.

Public Comments on 6. A, B, and C: None

Board Comments: None

D. Ad Hoc SMCMVCD Board Officer Nominating Committee

Committee Chair Donna Rutherford met with committee members on April 25, 2023. The committee discussed the next steps in the nominating process. This effort is designed to ensure. Trustees



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have the skills and information needed to continue to provide strong leadership for the District. The committee will report back at the May meeting.

7. STAFF REPORTS

- A. Operation Director Casey Stevenson provided a written report in the Board Packet. He indicated that the low temperatures and rain likely affect the mosquito season's beginning. His staff has inspected standing water under houses and businesses where mosquitoes breed. Operations Director Casey Stevenson's staff is working hard to keep the residents of San Mateo safe from mosquitoes carrying West Nile Virus and other vector-borne diseases.
- B. Laboratory Director Angie Nakano provided a written report in the Board Packet. Her staff is working on collecting Nymphs (Ticks). These ticks carry the Lyme pathogen. To prevent a tick-borne disease, avoid being bitten by a tick. The District has educational material on preventative measures to take. Laboratory Director Angie Nakano and staff are troubleshooting PCR testing and optimizing bird nests in the fields and the resident's property. They found a nest that had, after being tested, 400 fleas.
- C. Public Health Education and Outreach Officer Rachel Curtis-Robles provided a written report in the Board Packet. She highlighted the after-school program at the Millbrae Library. Rachel made a presentation on District Services to the Colma City Council. In addition, she will be working with City Managers on what to do if there is West Nile detection and how to protect public health throughout the County. Inter-agency collaboration is a critical component of the District's integrated mosquito and vector management program.
- D. Information and Technology Director Matthew Nienhuis provided a written report in the Board Packet. He reports there is an uptick in Phishing. He cautioned the Trustees to be aware of Cybersecurity attacks. Matthew explained what Virtualization is. He indicates that this is a powerful technique in the computing space. It allows you to partition your hardware to create independent copies of systems running alongside each other. It is a valuable tool in IT infrastructure and security.

Public Comments on Agenda Item 7. A, B, C, and D: None

Board Comments: President Martin commended Operations Director Stevenson's staff on their good work and for being proactive. In addition, Trustee Yoshida inquired about hiring seasonal staff earlier this season to do the heavy rains.

8. Consider altering the requirements in the Internal Boardroom to wear masks during District Meetings as a coronavirus safety measure to be optional rather than mandatory.

President Martin presented the item to the Trustees. Trustees acknowledged that the guidance and best practices around coronavirus are changing and that it has become a personal decision. A



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consensus emerged to alter the requirements in the Internal Boardroom to be optional rather than mandatory.

ACTION: Motion by Trustee Mason Brutschy, second by Trustee Ron Collins, to approve an amendment to the San Mateo County Mosquito and Vector Control District Boardroom Policy to make mask-wearing optional. Passed 15 yeas, 0 noes.

9. MANAGER’S REPORT

District Manager Brian Weber provided a written report in the Board Packet. He indicated that staff met with the Department of Transportation and other governmental agencies to discuss preplanning project development for the D4 Hydro Basins.

District Manager Weber reported on attending the Mosquito and Vector Association of California (MVCAC). The purpose of meeting with Assembly members and Senators whose constituents are to receive District services.

10. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

Happy Mother’s Day.

Next Meeting is May 10, 2023, at 6:00 p.m., the 2nd Wednesday of the Month.

11. ADJOURNMENT: 7:17 P.M.

DocuSigned by:
Kati Martin
BBDED35837844EC...
Kati Martin, Board President

DocuSigned by:
Donna Rutherford
A6F8333F57C8402...
Donna Rutherford, Board Secretary

I certify that the above minutes were approved as read or corrected at a meeting of the Board held, 2023.

** All reports provided to the trustees at the board meeting will be available upon request.

Approved by:
Brian Weber
646672F497EE46B...
District Manager

DocuSigned by:
Kati Martin
BBDED35837844EC...
Board President