



REGULAR MEETING OF THE BOARD OF TRUSTEES

October 19, 2016 6:00 PM

AGENDA

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 Kati Martin, Board Secretary 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.

- 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) and twelve minutes in total. Speaker cards are available for those making a public comment

5. Appointment of a General Counsel Committee and Adoption of an Interim General Counsel Legal Services Agreement

6. CONSENT CALENDAR

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

A. Minutes for Regular Board Meeting, September 14, 2016

B. Receive and file short term legal services agreement with Jarvis Fay and Alexandra Barnhill.

C. Contract for the Benefit Assessment

ACTION: Motion to approve Consent Calendar

REGULAR AGENDA

7. BOARD COMMITTEE REPORTS

A. Environmental and Public Outreach Committee

B. Finance Committee

C. Strategic Planning Committee

D. Policy Committee – The Committee recommends amendments be made to the following policies in the District Policy Manual:

a. District Policy 1020 Adoption-Amendment of Policies

b. District Policy 1030 Conflict of Interest

c. District Policy 1060 Consumer Price Index

d. District Policy 1130 Copies

e. District Policy 2100 Job Descriptions

f. District Policy 2220 Organizational Chart

ACTION: Motion to approve

E. Manager's Evaluation Committee

8. FINANCIAL REPORT

Review Financial Documents for fiscal year 2016-17; July 2016 through August 2016.

Finance Director, David Randall

ACTION: Motion to approve Financial Documents for Fiscal Year 2016-2017; July 2016 through August 2016

9. 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, Nayer Zahiri 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 Caldwell will provide an update on the District Public Outreach Programs

10. CREATION OF A PART TIME LABORATORY TECHNICIAN POSITION

ACTION: Motion to approve creation of a new part-time laboratory technician position

11. RESOLUTION M-003-017 Thanking Trustee Robert Maynard for his service to the District

ACTION: Motion to approve Resolution M-003-017

12. LEGISLATIVE UPDATE ON CHAPTERED BILLS - Receive update regarding the results of 2015-16 Legislative session.

13. MANAGER'S REPORT

14. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

15. ANNOUNCE NEXT REGULARLY SCHEDULED BOARD MEETING

- **The November Board meeting will be held on November 9, the 2nd Wednesday of the Month.**

16. ADJOURNMENT