AGENDA

Meetings of the Manager’s Evaluation Committee 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 Mason Brutschy, Chair of the Committee 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. ROLL CALL
3. CLOSED SESSION
   a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
      Title: District Manager (Government Code Section 54957)
   b. CONFERENCE WITH LABOR NEGOTIATOR
      Unrepresented employee: District Manager (Government Code Section 54957.6)
4. REPORT FROM CLOSED SESSION
5. ADJOURNMENT
SPECIAL MEETING OF THE BOARD OF TRUSTEES – CLOSED SESSION
February 10, 2016 5:30 P.M.

AGENDA

2. CALL TO ORDER

2. ROLL CALL

   a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
   Title: District Manager (Government Code Section 54957)

   b. CONFERENCE WITH LABOR NEGOTIATOR
   Unrepresented employee: District Manager (Government Code Section 54957.6)

4. End Closed Session

5. Report from Closed Session

REGULAR MEETING OF THE BOARD OF TRUSTEES
February 10, 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. **Oath of Office administered to Newly Appointed Trustee Carrie Slaughter representing the City of Colma**

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 and twelve 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. Minutes for Regular Board Meeting, January 13, 2016
   B. Approve new emergency procedures

   **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
   a. Discuss the future viability of the Executive committee and the Legislative committee
**ACTION**: Discuss and give direction to the committee on potential changes to Policies relating to the Executive Committee and/or the Executive Committee

b. **ACTION**: Discuss and adopted changes to Policies 4010, 4030, 4040, 4050, 4060, 4070, 4080, 4090, 4100, and 4110.

**ACTION**: Discuss and give direction to the committee on changes to Policy 4120

c. Changes to the Structure of the current Policy Manual. Preparation of a Governance Manual to contain sections of the current Policy Manual relating to the Board of Trustees

**ACTION**: Motion to direct the Policy Committee to review the Policy Manual and suggest sections that should be removed and placed in a Governance Manual

E. Manager’s Evaluation Committee

**ACTION**: Motion to approve Committee recommendation that the District Manager attend the UC Berkeley Executive Leadership Program at the District’s Expense.

F. Ad hoc Technology Committee

8. **FINANCIAL REPORT**

A. Review Financial Documents for fiscal year 2015-16; July through June.
Finance Director, Jason Correia

**ACTION**: Motion to approve Financial Documents for Fiscal Year 2015-2016; July through June 2015.

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. **California State Assembly bill AB1362. Topic: Mosquito Abatement and Vector Control Districts: board of trustees: appointment of members**

   **ACTION:** Motion to have the district to take a formal position on the amended legislation AB1362 and if appropriate, indicate that position to our State Senator and request each city and the county to take action to advise their State Senator of the Districts position

11. **District Participation in the American Mosquito Control District’s Washington Days in May 9-11, 2016.**

   **ACTION:** Board President to select a member of the Board to attend AMCA Washington Days along with a member of the District staff to meet with federal legislators.

12. **Resolution M-008-16 Thanking Past President Donna Rutherford for her Service.**

   **ACTION:** Motion to approve Resolution M-008-16

13. **MANAGER’S REPORT**

14. **BOARD MEMBER COMMENTS AND ANNOUNCEMENTS**

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

16. **ADJOURNMENT**