



REGULAR MEETING OF THE BOARD OF TRUSTEES

November 8, 2017 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 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.

- 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). 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 for the Regular Board Meeting, October 11, 2017

B. Approval of Agreements and Contracts

a. Intersection Media

ACTION: Motion to approve Consent Calendar

REGULAR AGENDA

7. Presentation of District of Distinction Accreditation – Presentation by Jeffrey Lew Field Representative for Senator Jerry Hill and Robert Silano, Board Member, representing the Bay Area Network of the California Special Districts Association

8. Review of Audit for Fiscal Year 2016-17

- Presentation by Richard Arrow, Financial Advisor, RGS and Paul Kaymark, PUN Group

ACTION: Motion to approve the Audited Financial Statements for Fiscal Year 2016-17

9. BOARD COMMITTEE REPORTS

A. Environmental and Public Outreach Committee

B. Strategic Planning Committee

C. **Policy Committee** – Consider updating District Policy Manual consistent with Policy Committee recommendations:

ACTION: Motion to approve District Policy 3010 Vehicle and Watercraft Use as amended

ACTION: Motion to approve District Policy 3090 Inspection Warrant Requirements as amended

ACTION: Motion to approve District Policy 4090 Committees of the Board of Trustees as amended

D. Manager's Evaluation Committee

Manager evaluation forms distributed

E. Finance Committee

10. FINANCIAL REPORT

Review Financial Documents for fiscal year 2017-18; July 2017 through September 2018.

Interim Finance Director, Richard Arrow

ACTION: Motion to approve Financial Documents for Fiscal Year 2017-2018; July 2017 through September 2018

11. STAFF REPORTS

- A. Assistant Manager, Brian Weber will provide an update on Field Operations Programs (including Seasonal marsh treatments, airboat, *Aedes aegypti*, etc.) and status of Programmatic Environmental Impact Report
- 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 Caldwell will provide an update on the District Public Outreach Programs

12. Nominations for Board Officers

President Wykoff will review the nominations received for Board Officers and accept nominations from the floor

ACTION: Motion to approve the nominations for Board Officers.

13. Board President will appoint Board members to attend Annual Conference of the Mosquito & Vector Control Association of California

14. Trustee Field Day Plans – Special Meeting on December 13, 2017 preceding the Board meeting

Trustees will arrive at 4:00 PM to hear individual presentations from technicians covering each of their cities

The Regularly Scheduled Board meeting for December will begin at 5:00 PM

15. MANAGER’S REPORT

16. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

17. ANNOUNCE NEXT REGULARLY SCHEDULED BOARD MEETING

- The next Board meeting will be on December 13, 2017

18. ADJOURNMENT