MINUTES OF THE TRUSTEE FIELD DAY OF THE
BOARD OF TRUSTEES
DECEMBER 12, 2012, 8:00 A.M.

A Trustee Field Day Meeting of the Board of Trustees of the San Mateo County Mosquito and
Vector Control District was held on December 12, 2012, in the District Office at 1351 Rollins Road,
Burlingame, California.

TRUSTEES PRESENT: Joseph Fil
Christine Fuller
Donna Rutherford
Jim Metz
Robert Maynard
Robert Riechel
Samuel Lerner

Dr. D. Scott Smith
Rick Wykoff
Barry Meinerth
Maria Martinucci
Richard Tagg
James Ridgeway

TRUSTEES ABSENT: Donelle O'Connor
Betsy Schneider
Valentina Cogoni

Leon Nickolas
Raymond Honan

OTHERS PRESENT: District Manager, Robert Gay
Finance Director, Rosendo Rodriguez
Assistant Manager, Brian Weber
Laboratory Director, Dr. Nayer Zahir
Deborah Bass, Contra Costa MVCD
District Staff

TRUSTEE FIELD DAY MEETING OF THE BOARD OF TRUSTEES
8:00 A.M.

1. CALL TO ORDER

President Lerner called the meeting to order at 8:15 A.M. and stated that it was being recorded.

2. PLEDGE OF ALLEGIANCE
The Trustee Field Day Meeting of the Board of Trustees was opened with the Pledge of Allegiance directed by the District’s newly promoted, Operations Supervisor, Casey Stevenson.

3. ROLL CALL

The roll call indicated that 13 Trustees were present with Trustee Meinerth (8:22) arriving late and trustees O’Connor, Nickolas, Schneider, Cogoni, and Honan with excused absences.

4. APPROVAL OF THE AGENDA AS POSTED:

Motion to approve the Hemotek 5W1 Membrane Feeding System was moved up under agenda item #7.

5. OATHS ADMINISTERED TO TRUSTEES

No oaths were administered.

6. PUBLIC COMMENTS AND ANNOUNCEMENTS

There were no comments or announcements from the public.

7. REGULAR AGENDA

ACTION: Motion to approve the Hemotek 5W1 Membrane Feeding System with a cap of $5,000. Motion by Trustee Robert Riechel. Seconded by Trustee Rutherford. Carried unanimously.

District Manager, Robert Gay provided the opening remarks for the presentations.

Assistant Manager, Brian Weber provided an overview of the newly restructured mosquito and vector control programs. The PowerPoint presentation is available for distribution to the public.

Laboratory Director, Dr. Nayer Zahiri provided an overview of the newly restructured mosquito, vector and disease surveillance programs. The PowerPoint presentation is available for distribution to the public.

Public Affairs Director, Deborah Bass from the Contra Costa Mosquito and Vector Control District provided an overview of the communications and media program for a District and emphasized the importance of a public relations program and the success that is bestowed on the District and community. The PowerPoint presentation is available for distribution to the public.

Finance Director, Rosendo Rodriguez provided an overview of the Mid-Year review of the District Budget for FY 2012-13. Recommended increases to specific sub-accounts were reviewed in great detail. All budgetary documents are available for distribution to the public.

Tours of the District Laboratory were made available to see the displays and the Trustees spent time with their Vector Control Technician who was providing District preventive medicine services within their cities or county-at-large.
13. ADJOURNMENT: (12:14 P.M.)

There being no further business, the meeting was adjourned at approximately 12:14 p.m.

I certify the above minutes were approved as read or corrected at a meeting of the Board held on January 9, 2013.

** All reports that were provided to the trustees at the Trustee Field Day meeting will be available upon request.

Approved:

[Signature]

District Manager

[Signature]

Board President