San Mateo County
Mosquito and Vector Control District
1351 Rollins Rd
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www.smcmd.org

MINUTES OF THE REGULAR BOARD MEETING
JANUARY 11, 2012, 7:00 P.M.

A regular meeting of the Board of Trustees of the San Mateo County Mosquito and Vector Control District was held on January 11, 2012 in the District Office at 1351 Rollins Road, Burlingame, California.

TRUSTEES PRESENT
Joseph Fil
Christine Fuller
Maria Martinucci
Barry Meinerth
Robert Riechel
Richard Tagg
Samuel Lerner
Jim Metz
John Curtis
Rick Wycoff

Donelle O’Connor
Raymond Honan
Robert Maynard
Leon Nickolas
Betsey Schneider
Lawrence Peterson
Valentina Cogoni
Donna Rutherford
James Ridgeway

TRUSTEE ABSENT:
None

OTHERS PRESENT:
District Manager, Robert Gay
Finance Director, Rosendo Rodriguez
Laboratory Director, Dr. Chindi Peavey
Operations Director, James Counts
Accounting Technician, Mary Leong
Portor Goltz, District Counsel
Aimee Armsby, County Counsel
Jeff Ira, C.G. Ullenberg

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CLOSED SESSION MEETING OF THE BOARD OF TRUSTEES
5:00PM

1. CALL TO ORDER

2. ROLL CALL

3. CONFERENCE WITH LEGAL COUNCIL-Anticipated Litigation

4. CONFERENCE WITH LEGAL COUNCIL- District Manager Performance Evaluation

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REGULAR MEETING OF THE BOARD OF TRUSTEES
7:00PM

1. CALL TO ORDER

President Lerner called the meeting to order at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE

The Regular Meeting of the Board of Trustees was opened with the Pledge of Allegiance.

3. ROLL CALL

A roll call indicated that 19 Trustees were present with vacancies in the towns of Colma, Half Moon Bay, and Hillsborough. President Lerner announced the meeting was being recorded.

4. REPORT FROM THE CLOSED SESSION:

- Motion taken: That County Counsel, Porter Goltz, is not to proceed with any further litigation, but continue investigation and recovery of funds from the VCJPA. Motion: Maynard, 2nd: Schneider, passed unanimously 19-0.

- No reportable action on second item.

5. BOARD MEMBERS COMMENTS AND ANNOUNCEMENTS:

- Rick Wycoff, new trustee from Foster City, was introduced and named board parliamentarian by President Lerner.

- Outgoing President Ray Honan was presented with a plaque for his extraordinary service with the board during the last three years.

4. SPECIAL PRESENTATIONS:

A. Laboratory Director, Dr. Peavey presented a brief overview of the regional effort by our district concerning our participation in the environmental document for CEQA, since we are not categorically exempt from an impact on the environment. A hybrid plan of equal sharing was proposed, costing the participating (8) member districts around $690,000 in total and our share would be approximately $75,000. The motion would authorize our district to commit to this project if accepted by the other districts.

Motion: Honan, 2nd: Martinucci, unanimous vote to proceed with the regional effort, 19-0.
B. Jeff Ira, of C.G. Uhllenberg, gave a brief review of the compilation of the financial statements for the fiscal year 2010-2011. Motion to approve the amended financial statement for the rebuilding of the financial documents identified as fraudulent.

Motion: Curtis, 2nd: Meinerth, unanimously approved 19-0

5. PUBLIC COMMENTS AND ANNOUNCEMENTS:
None. Ryan McCarthy from the Daily Post was present.

6. CONSENT CALENDAR:
Motion to approve the Consent Calendar for the minutes of October and November, 2012, board meetings and the Trustee Field Day of December 14, 2011.

- Motion: Rutherford, 2nd: Metz, unanimous approval with trustee Wycoff abstaining from the first two items. (18-0-1, 18-0-1, 19-0)

7. BOARD COMMITTEE MEETING AND DATES:
- Environmental Committee: No report, next meeting February 8, 2012
- Finance Committee: No Report, next meeting January 26, 2012
- Policy Committee: No Report, next meeting January 25, 2012
- Strategic Planning Committee: No report, next meeting January 24, 2012

8. REGULAR AGENDA:

1. Committee Assignments.
   New committee assignments were announced by President Lerner with 100% of the trustees participating on the committees of their choice. Trustee Martinucci was also added to the Manager Evaluation Committee.

   President Lerner enumerated and emphasized some of the District Policies that the trustees should read, review, and become more familiar with, particularly #’s 4010, 4020, 4080, 5030, and 5070. The Board President stated that all trustees should be given the chance to speak on agenda items and will have a chance to do so during his administration. His goal is to nurture a flexible atmosphere of an honest, trusting, and open environment during the meetings. He also stressed that the trustees’ main goal is to emphasize the positive with proper conduct and represent the interest of the public as a whole. President Lerner strongly emphasized to the board and staff that all employees’ formal communication must be directed through the District Manager following the approved policy and chain of command. District Counsel, Porter Goltz, agreed with President’s Lerner’s
interpretation of the grievance policy concerning employee’s ability to address questions of management.

Motion to refer district policies # 4010.1081 and 4010.1084 to the District Policy Committee for review:

Motion: Tagg, 2nd: Fil, unanimously approved 19-0.

9. FINANCIAL REPORT:

Finance Director, Rosendo Rodriguez, provided verbal and written reports on the financials and the overview of the administrative programs.

- Trustee Schneider questioned why the Financial Director was verbally presenting a report to the board. President Lerner stated that following the direction of the District Manager, he agreed to allow the Finance Director to make the oral report to the board.

- Trustee Rutherford questioned what District Counsel’s, Porter Goltz, role was with the District, why he summarized his hours, and why it was not detailed on the report. The Financial Director stated that this was done by staff to concisely sum up the report on the accounting system and he can detail the charged costs beginning next month.

- Trustees Schneider and Cogoni questioned District Counsel’s role and number of hours charged for the Forensic Audit and Brown Act review. The Financial Director stated the billing was put into these categories for the board’s internal commentary to summarize tracking. He acknowledged that the categories do not necessary relate to the detailed category since it was difficult to specify the charged hours due to the lack of space on the Finance Reporting sheet. The District Manager stated the detailed District Counsel’s hours can be made available to the trustees upon request during the hours of operation.

- President Lerner reminded the Board that the charged hours for the Brown Act may be due to District Counsel’s presentation to the Board during the October Meeting.

- Trustee Schneider also asked if the hours billed by District Counsel Goltz contained time for service rendered to the District Manager. Attorney Goltz stated that his billed work is only for district matters and renders no time personally for the District Manager.

- President Lerner asked the District Manager why the budgeted item of the Forensic Audit initially budgeted for $125,000 ended up costing the District close to $250,000. Manager Gay claimed that this was the amount that Jeff Ira of C.G. Ullenberg estimated it would cost and used his figure in the budget report.
Motion: Fuller, 2nd: Curtis, unanimously approved 19-0

10. MANAGER’S REPORT:

Manager Gay gave a brief update on Legislative bills, the upcoming MVCAC meeting in Burlingame at the end of this month, VCJPA, and AMCA (which will be attended by Trustees Lerner, Ridgeway, and Honan in Austin, Texas in late February). Manager Gay pointed out that a more complete report of all the activities is included in the Manager’s Report handout to the board.

11. NEXT REGULAR SCHEDULED BOARD MEETING:

February 8, 2012

12. ADJOURNMENT:

ACTION: Motion was made for adjournment and to add a closed session from 5PM to 7PM, continuing items on that agenda on the next meeting of February 8, 2012.

Motion by Curtis, 2nd by Maynard, unanimous vote 19-0

There being no further business, the meeting was adjourned at 8:37PM.
I certify the above minutes were approved as read or corrected at a meeting of the Board held on February 8, 2012.
** All reports that were provided to the trustees as the board meeting will be available upon request.

Approved:

[Signatures]
District Manager

[Signatures]
Board President