MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF TRUSTEES
March 14, 2018
6:00 P.M.

A meeting of the Board of Trustees of the San Mateo County Mosquito and Vector Control District was held on February 14, 2018 in the District Office at 1351 Rollins Road, Burlingame, California.

TRUSTEES PRESENT:
Wade Leschyn City of Belmont
Carolyn Parker City of Brisbane
Joe Galligan City of Burlingame
Joe Silva City of Colma
Claudia Mazzetti County-at-Large
Glen Sylvester City of Daly City
Donna Rutherford City of East Palo Alto
Richard Wykoff City of Foster City
Kati Martin City of Half Moon Bay
Scott Smith Town of Hillsborough
Muhammad Baluom City of Millbrae
Peter DeJarnatt City of Pacifica
Ray Williams Town of Portola Valley
Robert Riechel City of San Bruno
Ed Degliantoni City of San Mateo
Chris Levin-Young City of South San Francisco
David Tanner Town of Woodside

TRUSTEES ABSENT:
Mason Brutschy Town of Atherton
Justin Evans City of Menlo Park
Kat Lion City of Redwood City
Mairin Joseph-Talreja City of San Carlos

OTHERS PRESENT:
District Manager, Dr. Chindi Peavey
Brian Weber, Assistant Manager
District General Counsel, Alexandra Barnhill
Lab Director, Angie Nakano
Financial Services Advisor– Richard Arrow
REGULAR MEETING OF THE BOARD OF TRUSTEES
March 14, 2018
6 PM

1. CALL TO ORDER

The general meeting was called to order at 6 PM.

2. PLEDGE OF ALLEGIANCE

Trustee Riechel led the Pledge of Allegiance.

3. OATH OF OFFICE

The Oath of Office was administered to the trustee from the Town of Woodside by the Board Secretary.

4. ROLL CALL

The roll call indicated that 17 Trustees were present, constituting a quorum.

5. PUBLIC COMMENTS AND ANNOUNCEMENTS

None.

6. CONSENT CALENDAR

Motion by Trustee Wykoff, 2nd by Trustee DeJarnatt, to approve the Consent Calendar, was approved 13 ayes, 3 abstentions for non-attendance, and 1 recusal.

REGULAR AGENDA

7. BOARD COMMITTEE REPORTS
B. Strategic Planning Committee – did not meet. Scheduled for March 26, 2018.
C. Policy Committee – met on February 13. Proposed updates to the District policy manual for Board consideration:

District Policy, 1030 Conflict of Interest,
Motion by Trustee Riechel, 2nd by Trustee Rutherford, to adopt passed as amended 17-0.

District Policy 4040, Board President,
Motion by Trustee Riechel, 2nd by Trustee Smith, to adopt passed as amended 17-0.

District Policy 1040, Records Retention, Motion by Trustee Riechel, 2nd by Trustee Mazzetti, to adopt passed as amended 17-0.

D. Finance Committee – met 3/12/2017. Trustee Wykoff reviewed the items in the Board packet.
E. Legislative Committee – The committee immediately before this Regularly scheduled Board meeting. Trustee Silva volunteered to chair the committee. Committee agreed to meet again immediately before the May 9, 2018 Board meeting.

8. FINANCIAL REPORT


Motion by Trustee Wykoff, 2nd by Trustee Williams, to approve the Financial Documents for fiscal year 2017-18; July 2017 through January 2018, was approved 17-0.

9. STAFF REPORTS

A. Assistant Manager Brian Weber reviewed the materials from the Board packet. There was a general discussion with regard to the future use of drones by the District. Weber indicated that currently the initial costs of purchasing a drone may outweigh their usefulness but as market pressures bring the price down re-evaluation may be considered. Board member David Tanner reported that an incident occurred in the Town of Woodside in which a person in a white uniform was seen in a creek behind a school. School staff thought that the person was from the District, but Weber was in contact with the San Mateo County Sheriff’s Office during the incident and quickly clarified for officers that no District employees had been in the vicinity at that time. There was a discussion of the District’s current protocol when entering school property Weber indicated that the District staff always contact the school office before entering
school property or conducting any control operations on school property. Trustee Tanner told
Weber that the matter would be clarified with the school at a meeting the following week
B. Lab Director Angie Nakano reviewed the materials from the Board packet.
C. District Manager Dr. Peavey reviewed the materials from the Board packet.

10. BOARD PRESIDENT ANNOUNCES COMMITTEE ASSIGNMENTS FOR NEW BOARD MEMBERS

Trustee Claudia Mazzetti has been assigned to the Strategic Planning and Environmental/Public
Outreach Committee. President Galligan encouraged the newest Trustee’s to attend committee
meetings to determine which they will join.

11. REMINDER TO SUBMIT FORM 700 STATEMENTS BY APRIL 2, 2018

12. MANAGER’S REPORT

District Manager Dr. Chindi Peavy reviewed the items from the Board packet. She announced that
the trustee from San Carlos, Dr. Mairin Joseph-Talreja will be leaving the board and that previous
Trustee, Dick Tagg, passed away recently.

12. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

Trustee Leschyn presented a short report about his experience at the AMCA annual convention in
Kansas City. He said that there were attendees from all over the world and that the information
disseminated was both interesting and informative. There was particular focus on the recent
disastrous hurricanes with concerns that FEMA has not yet been unable to reimburse agencies
that had incurred emergency costs responding to public health and safety threats. He reported that
there is currently a project to sterilize mosquitoes in California’s Central Valley near Fresno to help
curtail the spread of invasive mosquito species.

Trustee Baloum thanked the District for neutralizing a wasp nest in his yard.

Trustee Degliantoni thanked the District for such a rapid response to a neighbor with a rodent
issue.

23. ANNOUNCE NEXT REGULARLY SCHEDULED BOARD MEETING

The April regular meeting is scheduled for April 11, 2018 @ 6 PM at the District office.

17. ADJOURNMENT @ 6:35 PM

The agenda for the March 14, 2018 Board meeting was posted at the District office on March 9, 2018.
Joe Galligan, Board President

I certify the above minutes were approved as read or corrected at a meeting of the Board held on April 11, 2018.

** All reports that were provided to the trustees as the board meeting will be available upon request.

Approved:

District Manager

Board President