MINUTES OF THE REGULAR MEETING OF THE 
BOARD OF TRUSTEES 
May 10, 2017 
6:00 P.M.

The regular meeting of the Board of Trustees of the San Mateo County Mosquito and Vector Control District were held on May 10, 2017 in the District Office at 1351 Rollins Road, Burlingame, California.

TRUSTEES PRESENT:  
Mason Brutschy  
Carolyn Parker  
Joe Galligan  
Joe Silva  
Glenn Sylvester  
Richard Wykoff  
Kati Martin  
Dr. Scott Smith  
Justin Evans  
Muhammad Baluom  
Peter DeJarnatt  
Ray Williams  
Kat Lion  
Robert Riechel  
Dr. Mairin Joseph-Talreja  
Ed Degliantonii  
Dr. Alvin Zachariah  

Town of Atherton  
City of Brisbane  
City of Burlingame  
City of Colma  
City of Daly City  
City of Foster City  
City of Half Moon Bay  
Town of Hillsborough  
City of Menlo Park  
City of Millbrae  
City of Pacifica  
Town of Portola Valley  
City of Redwood City  
City of San Bruno  
City of San Carlos  
City of San Mateo  
City of South San Francisco

TRUSTEES ABSENT:  
Wade Leschyn  
Jason Seifer  
Donna Rutherford  
Vacant  

City of Belmont  
County-at-Large  
City of East Palo Alto  
Town of Woodside

OTHERS PRESENT:  
District Manager, Dr. Chindi Peavey  
Assistant Manager, Brian Weber  
District General Counsel, Alexandra Barnhill  
Public Health Education and Outreach, Megan Sebay  
Lab Operations – Vector Ecologist, Theresa Shelton
REGULAR MEETING OF THE BOARD OF TRUSTEES
May 10, 2017 @ 6:00 PM

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

Trustee Wykoff led the Pledge of Allegiance.

3. Oath of office.

None

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 Evans, 2nd by Trustee Williams, to accept the Consent calendar, was approved 17-0.

REGULAR AGENDA

7. SPECIAL PRESENTATIONS

John W. Bliss and Sonia Ortega from SCI Consulting Group presented the engineer's report calculating the assessments for Fiscal year 2017-18 for the District. Resolution M-008-17 (attachment A), stating the District's intention to levy assessments, approving the preliminary engineer's report, and providing notice of a public hearing for the North and West County Mosquito and Disease Control Assessment District, was discussed. The engineer suggests an inflationary increase to $18.15 for Zone A and to $17.81 in Zone B. A general discussion ensued regarding various aspects of the engineer's calculations.
There was a motion by Trustee Galligan, second by Trustee Baloum, to approve Resolution M-008-17, "A Resolution of intention to levy assessments, preliminarily approving the Engineer's report, and providing notice of a public hearing for the north and west county Mosquito and Disease Control Assessment District".

Trustee Scott left the room.

A rollcall vote was taken with approval of the resolution being approved 16 ayes, -0 noes-0 abstained-4 trustees absent*.

*Trustee Scott was not in the room when the vote was taken.

8. BOARD COMMITTEE REPORTS

A. Strategic Planning Committee – no meeting
B. Policy Committee – Chairperson Martin requested consideration of Policy 4080.50 be removed from the agenda as it was not properly agendized at the previous Policy Committee meeting.

Motion by Trustee Degliantoni, 2nd by Trustee Riechel, to approve the recommended changes to the Sections 3060 and 4080.80 of the District’s policy manual, was approved 16-0.

Next meeting of the policy committee was set for June 14, 2017 at 5 PM at the District office.

Trustee Scott returned to the meeting at 6:45 PM.

C. Environmental and Public Outreach – met May 10, 2017 to discuss the committee’s approach to the PEIR review.
D. Manager’s Evaluation Committee – met on May 4, 2017 to discuss methodology of evaluation.
E. Finance Committee – met on May 1, 2017. Chairperson Brustchy reviewed Board packet materials.

9. FINANCE REPORT

District Manager Dr. Chindi Peavey reviewed the materials provided in the board packet. There was a general discussion regarding the salary expense. Dr. Peavey explained that because of the nature of the seasonal employees, the expense is not steady over the year but the amount spent to date is within budget.

Motion by Trustee Brustchy, 2nd by Trustee Degliantoni, to approve the Financial Documents for fiscal year 2016/17: July 2016 through March 2017, was approved 17-0.
10. STAFF REPORTS

A. Assistant Manager Brian Weber reviewed the materials from the Board packet. Seasonal hiring has begun. There was a general discussion of the various types of traps used for evaluating mosquitoes.

B. Vector Ecologist Theresa Shelton reviewed the materials from the Board packet.

C. Public Health, Education, and Outreach Officer, Megan Sebay, reviewed the materials from the Board packet.

11. CLOSED SESSION - Conference with Legal Counsel – Anticipated Litigation, Significant Exposure to Litigation pursuant to 54956.9(d)(2): one case

No reportable action taken.

12. FIRST PRESENTATION OF BUDGET FOR FISCAL 2017-18

General Manager Peavey reviewed the board packet materials.

13. UPDATE ON LABORATORY POSITION

General Manager Peavey provided an update to the search for a replacement Lab Director indicating she has been working with the District’s Human Resources contractor, Regional Government Services on the process for hiring this position.

14. MANAGER’S REPORT

District Manager Dr. Chindi Peavey reviewed the items provided in the Board packet

15. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

None

16. ANNOUNCE NEXT REGULARLY SCHEDULED BOARD MEETING

The March Board meeting is scheduled for June 14, 2017.

17. ADJOURNMENT

The meeting was adjourned at 8:10 PM in remembrance of former Trustee Ray Honan.
The agenda for the May 10, 2017 Board meeting was posted at the District office on May 5, 2017.

Joe Galligan, Board Vice President  
Kati Martin, Board Secretary

I certify the above minutes were approved as read or corrected at a meeting of the Board held on June 14, 2017.

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

Approved:

District Manager  
Board Vice President