

Marin/Sonoma Mosquito & Vector Control District

Board of Trustees
595 Helman Lane
Cotati, CA 94931

Meeting Held via Videoconference

May 12, 2021

SPECIAL & REGULAR BOARD MEETING MINUTES

1. **CALL TO ORDER**

President Harlem called the meeting to order at 6:03 pm.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

Members present:

Ackerman, Bruce	Patton, Morgan
Benediktsson, Cathy	Pigoni, Carol
Bloom, Gail	Rowland Jr., Herb
Davis, Tamara	Schulze, Ed
Deicke, Art	Siwy, Veronica
Ettlin, Julia	Snyder, Richard
Gallian, Laurie	Witt, David
Hootkins, Susan	Harlem, Pamela
Khush, Ranjiv	

Members absent:

McCaffery, Shaun
Naythons, Matthew
Predovich, Monique
Rich, Diana

Open seats: Corte Madera, Cotati and one Sonoma County at-large.

Others present:

Philip Smith, District Manager
Erik Hawk, Assistant Manager
Dawn Williams, Confidential Administrative Assistant
Janet Coleson, General Counsel

A quorum was present, and due notice had been published.

4. APPOINTMENT OF NEW TRUSTEE

Marin County at-large Trustee Morgan Patton introduced herself and noted that she was interested in serving on the District Board due to her prior involvement with the West Marin Mosquito Council. Ms. Patton is the Executive Director of the Environmental Action Committee of West Marin.

5. PUBLIC TIME

No Public Comment.

6. CONSENT CALENDAR

A. CHANGES TO AGENDA/APPROVAL OF AGENDA

B. MINUTES – Minutes for Board Meeting held on March 10, 2021.

C. FINANCIAL

Warrants – March 2021

March Payroll: \$194,089.19

March Expenditures: \$289,662.98

Total: \$483,752.17

D. FINANCIAL

Warrants – April 2021

April Payroll: \$ 194,423.47

April Expenditures: \$ 824,691.38

Total: \$1,019,114.85

E. ENDING ACCOUNT BALANCES:

Operating Fund: \$11,611,429.95

F. 3rd QUARTER FINANCIAL STATEMENT FOR FY 2020/21

It was M/S Trustee Davis/Trustee Schulze to accept the Consent Calendar:

Motion passed with a roll call vote:

***Ayes:** Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Ettlin, Trustee Gallian, Trustee Hootkins, Trustee Khush, Trustee Patton, Trustee Pigoni, Trustee Rowland, Trustee Schulze, Trustee Siwy, Trustee Snyder, Trustee Witt and Trustee Harlem*

***No:** (none)*

***Abstain:** (none)*

***Absent:** Trustee McCaffery, Trustee Naythons, Trustee Predovich and Trustee Rich*

7. NEW BUSINESS

A. Resolution No. 2020/21-08

It was M/S Trustee Snyder/Trustee Schulze to approve Resolution No. 2020/21-08, Preliminarily Approving Engineer's Report for the Marin/Sonoma Mosquito and Vector Control District, Vector Control Assessment District (Assessment No. 1).

Motion passed with a roll call vote:

Ayes: Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Ettlín, Trustee Gallian, Trustee Hootkins, Trustee Khush, Trustee Patton, Trustee Pigoni, Trustee Rowland, Trustee Schulze, Trustee Siwy, Trustee Snyder, Trustee Witt and Trustee Harlem

No: (none)

Abstain: (none)

Absent: Trustee McCaffery, Trustee Naythons, Trustee Predovich and Trustee Rich

B. Resolution No. 2020/21-09

It was M/S Trustee Snyder/Trustee Schulze to approve Resolution No. 2020/21-09, Preliminarily Approving Engineer's Report for the Marin/Sonoma Mosquito and Vector Control District, Northwest Mosquito, Vector Disease Control Assessment District (Assessment No. 2).

Motion passed with a roll call vote:

Ayes: Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Ettlín, Trustee Gallian, Trustee Hootkins, Trustee Khush, Trustee Patton, Trustee Pigoni, Trustee Rowland, Trustee Schulze, Trustee Siwy, Trustee Snyder, Trustee Witt and Trustee Harlem

No: (none)

Abstain: (none)

Absent: Trustee McCaffery, Trustee Naythons, Trustee Predovich and Trustee Rich

C. Public Hearing June 9, 2021

It was M/S Trustee Snyder/Trustee Schulze to approve a notice of hearing June 9, 2021 for the Marin/Sonoma Mosquito & Vector Control District, Vector Control Assessment District (Assessment No. 1), and for the Northwest Mosquito, Vector and Disease Control Assessment (Assessment No. 2).

Motion passed with a roll call vote:

Ayes: Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Ettlín, Trustee Gallian, Trustee Hootkins, Trustee Khush, Trustee Patton, Trustee Pigoni, Trustee Rowland, Trustee Schulze, Trustee Siwy, Trustee Snyder, Trustee Witt and Trustee Harlem

No: (none)

Abstain: (none)

Absent: Trustee McCaffery, Trustee Naythons, Trustee Predovich and Trustee Rich

D. Resolution 2020/21-10 Adopting an Administrative Policy Concerning COVID-19 Supplemental Paid Sick Leave Under Labor Code Section 248.2

It was M/S Trustee Davis/Trustee Gallian to adopt Resolution 2020/21-10, which approved the Administrative Policy Concerning the COVID-19 Supplemental Paid Sick Leave.

Motion passed with a roll call vote:

***Ayes:** Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Ettlin, Trustee Gallian, Trustee Hootkins, Trustee Khush, Trustee Patton, Trustee Pigoni, Trustee Rowland, Trustee Schulze, Trustee Siwy, Trustee Snyder, Trustee Witt and Trustee Harlem*

***No:** (none)*

***Abstain:** (none)*

***Absent:** Trustee McCaffery, Trustee Naythons, Trustee Predovich and Trustee Rich*

E. Resolution 2020/21-11 Adopting a COVID-19 Prevention Program and incorporating it into the District's Illness and Prevention Program

It was M/S Trustee Snyder/Trustee Schulze to adopt Resolution 2020/21-11, which approved the COVID-19 Prevention Program and added it to the District's Illness & Injury Prevention Program as Appendix A.

Motion passed with a roll call vote:

***Ayes:** Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Ettlin, Trustee Gallian, Trustee Hootkins, Trustee Khush, Trustee Patton, Trustee Pigoni, Trustee Rowland, Trustee Schulze, Trustee Siwy, Trustee Snyder, Trustee Witt and Trustee Harlem*

***No:** (none)*

***Abstain:** (none)*

***Absent:** Trustee McCaffery, Trustee Naythons, Trustee Predovich and Trustee Rich*

F. Proclamation Honoring Former District Employee Bruce Ohlinger

It was M/S Trustee Davis/Trustee Snyder to approve the Proclamation honoring recently retired District employee Bruce Ohlinger for his service and recognizing his pivotal role in building the recently completed new storage facility.

Motion passed with a roll call vote:

***Ayes:** Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Ettlin, Trustee Gallian, Trustee Hootkins, Trustee Khush, Trustee Patton, Trustee Pigoni, Trustee Rowland, Trustee Schulze, Trustee Siwy, Trustee Snyder, Trustee Witt and Trustee Harlem*

***No:** (none)*

***Abstain:** (none)*

***Absent:** Trustee McCaffery, Trustee Naythons, Trustee Predovich and Trustee Rich*

G. Proclamation Honoring District Employee Michael Wells

It was M/S Trustee Gallian/Trustee Davis to approve the Proclamation honoring District employee Michael Wells, who played an important part in constructing the recently completed new storage facility.

Motion passed with a roll call vote:

Ayes: Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Ettlin, Trustee Gallian, Trustee Hootkins, Trustee Khush, Trustee Patton, Trustee Pigoni, Trustee Rowland, Trustee Schulze, Trustee Siwy, Trustee Snyder, Trustee Witt and Trustee Harlem

No: (none)

Abstain: (none)

Absent: Trustee McCaffery, Trustee Naythons, Trustee Predovich and Trustee Rich

H. Proclamation Honoring District Employee Jeffery Petersen

It was M/S Trustee Davis/Trustee Gallian to approve the Proclamation honoring District employee Jeffery Petersen, who was an important member of the small team that built the recently completed new storage facility.

Motion passed with a roll call vote:

Ayes: Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Ettlin, Trustee Gallian, Trustee Hootkins, Trustee Khush, Trustee Patton, Trustee Pigoni, Trustee Rowland, Trustee Schulze, Trustee Siwy, Trustee Snyder, Trustee Witt and Trustee Harlem

No: (none)

Abstain: (none)

Absent: Trustee McCaffery, Trustee Naythons, Trustee Predovich and Trustee Rich

I. Written Report by Dana Shigley (Management Aide) on progress made toward implementation of the new Financial Management Information System (FMIS).

Manager Smith explained that the District's existing accounting hardware and software systems are obsolete. Following a detailed evaluation of responses submitted by four companies to a Request for Proposals (RFP), the District elected to purchase Black Mountain Software's cloud-based accounting system. The target implementation date for the new FMIS has been slightly postponed to October 1, 2021 to avoid conflicts with the District's annual audit process that is scheduled in September.

8. COMMITTEE & STAFF REPORTS

A. Budget Committee

Vice Chair Gail Bloom reported that the committee met several times to review and discuss the current (FY 20-21) budget and the proposed FY 21-22 budget. The proposed budget anticipates a small excess (3%) of revenue over expenditures. The FY 21-22 Budget will be considered at the Board's meeting on June 9, 2021.

B. Legislative Committee

Trustee Davis stated that she, Trustee Schulze and Manager Smith met with four of our California legislators to discuss funding for CalSurv, which is a mosquito data collection and analysis system managed through UC Davis. The request is for \$1.5M. She and Manager Smith participated in the American Mosquito Control Association's Washington Days, meeting with our federal legislators to discuss the \$100M funding request for the Centers for Disease Control to support mosquito and vector control programs throughout the US. The SMASH Act (Strengthening Mosquito Abatement for Safety and Health) bill was passed but we are still awaiting fiscal appropriation.

9. MANAGER'S REPORT

Adding to his written report, Manager Smith noted that he had recently issued an RFP for telephone services because the current agreement with Mitel will expire soon. Assistant Manager Hawk expanded on a few of the points provided in his written report and offered to answer any questions. (*Manager's and Assistant Manager's reports were included in the May Board packet*)

10. WRITTEN COMMUNICATIONS

No written communications

11. OPEN TIME FOR BOARD OR STAFF COMMENTS

Trustee Gallian acknowledged Public Information Officer, Nizza Sequeira, appreciating her Twitter and Facebook postings. Trustee Davis echoed these sentiments.

Trustee Benediktsson inquired about the number of Lyme disease cases reported in the District's service area. Manager Smith replied that the California Department of Public Health (CDPH) tracks cases and publishes the data. They also convene a Lyme Disease Advisory Committee, which holds meetings open to the public and publishes its minutes on the CDPH website.

Trustee Gallian stressed the importance in getting the message out about mosquitoes even though there is a drought, especially since we the District is not attending any fairs at present.

Trustee Ackerman also mentioned the need to be more proactive since we are in a drought. People may not be replenishing fountain water and letting it sit, which creates a potential mosquito breeding problem.

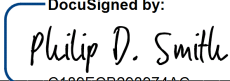
Trustee Bloom inquired whether the District informs towns or cities about the mosquito fish program and when fish are available. Assistant Manager Hawk responded that the District does not currently notify cities but would consider doing so.

Trustee Schulze reminded Board members to bring their Engineer's Reports to the next Board meeting.

Per President Harlem, a Board meeting will be held on June 9, 2021. There will be no meeting in July.

12. ADJOURNMENT


There being no further business to come before the Board, it was M/S Trustee Davis/Trustee Schulze to adjourn the meeting at 8:31 pm.

DocuSigned by:

C189ECB288974AC...

District Representative
MSMVCD

6/11/2021

Date of Approval

DocuSigned by:

76A4EBA7B7B448C...

Trustee
MSMVCD Board of Trustees

6/11/2021

Date of Approval