

Marin/Sonoma Mosquito & Vector Control District

Board of Trustees
595 Helman Lane
Cotati, CA 94931

Meeting Held via Videoconference
August 11, 2021

SPECIAL & REGULAR BOARD MEETING MINUTES

1. **CLOSED SESSION** (6 p.m.)
 - A. **Closed Session pursuant to California Government Code Section 54957.6 CONFERENCE WITH LABOR NEGOTIATORS**
District Representatives: Kelly Tuffo, Liebert Cassidy Whitmore
Philip Smith
Erik Hawk

Employee Organization: Western Council of Engineers
 - B. **Closed Session was scheduled to adjourn to Open Board Meeting at 7 pm or as soon as possible after Closed Session.**
Report from closed session: Direction was given to staff.
2. **CALL TO ORDER**
First Vice President Gallian called the regular meeting to order at 7:02 pm.
3. **PLEDGE OF ALLEGIANCE**
4. **ROLL CALL**
Members present:

Ackerman, Bruce	Hootkins, Susan
Benediktsson, Cathy	Khush, Ranjiv <i>Arrived at 7:05</i>
Bloom, Gail	McCaffery, Shaun
Davis, Tamara	Rowland Jr., Herb
Deicke, Art	Schulze, Ed
Ettlin, Julia	Siwy, Veronica
Gallian, Laurie	Snyder, Richard <i>Left at 7:15</i>
	Witt, David

Members absent:
 - Patton, Morgan
 - Pigoni, Carol
 - Predovich, Monique
 - Rich, Diana
 - Harlem, Pamela

Open seats: Corte Madera, Cotati, Sausalito 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.

Trustee Snyder requested to change the order of the agenda so that item 7A, Continued Business, Proposed Revised COVID-19 Prevention Program would be heard before item 5, Public Time.

5. PUBLIC TIME

This item was moved to follow item 7A, Continued Business, Proposed Revised COVID-19 Prevention Program.

7. CONTINUED BUSINESS

A. Proposed Revised COVID-19 Prevention Program

It was M/S Trustee Davis/Trustee Snyder to approve the proposed Revised COVID-19 Prevention Program.

Motion passed with a roll call vote:

***Ayes:** Trustee Ackerman, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Ettlin, Trustee Gallian, Trustee Hootkins, Trustee Khush, Trustee McCaffery, Trustee Rowland, Trustee Schulze, Trustee Siwy, Trustee Snyder and Trustee Witt*

***No:** Trustee Benediktsson*

***Abstain:** (none)*

***Absent:** Trustee Patton, Trustee Pigoni, Trustee Predovich, Trustee Rich and Trustee Harlem*

Taken out of sequence

5. PUBLIC TIME

No public comment.

6. CONSENT CALENDAR

A. CHANGES TO AGENDA/APPROVAL OF AGENDA

B. MINUTES – Minutes for Board Meeting held on June 9, 2021.

C. FINANCIAL
Warrants – June 2021
June Payroll: \$203,251.77
June Expenditures: \$605,436.36
Total: \$808,688.13

D. FINANCIAL
Warrants – July 2021
July Payroll: \$ 207,722.27
July Expenditures: \$1,072,099.90
Total: \$1,279,822.17

E. ENDING ACCOUNT BALANCES:
Operating Fund: \$10,409,601.40

F. 4th QUARTER FINANCIAL STATEMENT FOR FY 2020/21

Trustee Bloom requested that item 6F be removed from the Consent Calendar for separate discussion.

It was M/S Trustee Davis/Trustee Schulze to accept the Consent Calendar with the withdrawal of item 6F.

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 McCaffery, Trustee Rowland, Trustee Schulze, Trustee Siwy, Trustee Snyder and Trustee Witt*

***No:** (none)*

***Abstain:** (none)*

***Absent:** Trustee Patton, Trustee Pigoni, Trustee Predovich, Trustee Rich and Trustee Harlem*

F. 4th QUARTER FINANCIAL STATEMENT FOR FY 2020-21

Trustee Bloom inquired about the budgeted totals versus the actual results for Fiscal Year 20-21. Trustee Bloom wanted to confirm that the District had ended the year in a better position than it had anticipated. Manager Smith committed to study the matter and report back to the Board with more detailed information.

It was M/S Trustee Davis/Trustee Bloom to accept the 4th Quarter Financial Statement for FY 2020/21.

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 McCaffery, Trustee Rowland, Trustee Schulze, Trustee Siwy and Trustee Witt*

***No:** (none)*

***Abstain:** (none)*

***Absent:** Trustee Patton, Trustee Pigoni, Trustee Predovich, Trustee Rich, Trustee Harlem and Trustee Snyder*

8. NEW BUSINESS

A. Monthly Billing and Treatment Operations Cost Control Billing Sheet for FY 2021-22.

It was M/S Trustee Benediktsson/Trustee Schulze to approve the Monthly Billing and Treatment Operations Cost Control Billing Sheet for FY 2021-22.

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 McCaffery, Trustee Rowland, Trustee Schulze, Trustee Siwy and Trustee Witt

No: (none)

Abstain: (none)

Absent: Trustee Patton, Trustee Pigoni, Trustee Predovich, Trustee Rich, Trustee Harlem and Trustee Snyder

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

Manager Smith briefly summarized the written report provided in the agenda packet, emphasizing the tremendous progress Financial Manager Jennifer Crayne and Management Aide Dana Shigley have made, which has advanced to implementation of the new software by one month compared to the original schedule. Continued updates will be provided throughout the process at subsequent meetings of the Board.

9. COMMITTEE & STAFF REPORTS

A. Legislative Committee

Trustee Davis explained that the promised \$1.5 million in funding for CalSurv (now named VectorSurv), intended to benefit the statewide mosquito data collection & analysis system managed through UC Davis (DART), ~~had not yet~~ **has** been delivered. Ms. Davis is also working on an educational Trustee session, which will be conducted through Zoom and made available to all California mosquito district Trustees sometime this fall.

10. MANAGER'S REPORT

Expanding on his written report, Manager Smith explained that along with Field Supervisor Jason Sequeira, Lead Biologist Sarah Brooks and Laboratory Director Dr. Kelly Liebman, he has completed initial drone flight training. Also, last week Mr. Smith earned his FAA Part 107 Commercial Remote Pilot Certificate and several other staff are close behind. Mr. Smith also noted that the Governor's Executive Order suspending certain provisions of the Brown Act's teleconferencing requirements during COVID-19 will expire after September 30, 2021. Manager Smith received a price quote for equipment updates to the current audiovisual set up, that would allow for hybrid meetings. Manager Smith and Assistant Manager Hawk offered to answer any questions. *(Manager's and Assistant Manager's reports were included in the August Board packet)*

11. WRITTEN COMMUNICATIONS

No written reports.

12. OPEN TIME FOR BOARD OR STAFF COMMENTS

Trustee Schulze recognized Financial Manager Jennifer Crayne for providing her knowledge or assistance to other Special Districts when requested.

Trustee Ackerman called attention to the 2021 report from the IPCC in regards to climate change. He congratulated the District for doing its part by providing electric vehicles where possible, but also stressed that in order to reverse the ongoing serious issues, changes on a global scale will be needed.

Trustee Deicke mentioned that he had noticed one of the District vehicles sporting the new graphics and he approved of the updated look.

Trustee Gallian acknowledged the District employees for their above par service while navigating through these difficult times.

13. ADJOURNMENT

There being no further business to come before the Board, it was M/S Trustee Schulze/Trustee Davis to adjourn the meeting at 7:43 pm.

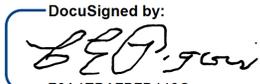
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District Representative
MSMVCD

9/22/2021

Date of Approval

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Trustee
MSMVCD Board of Trustees

9/22/2021

Date of Approval