



San Mateo County
Mosquito and Vector Control District
 1351 Rollins Rd
 Burlingame CA 94010
 (650) 344-8592 Fax (650) 344-3843
 www.smcmad.org

REGULAR MEETING OF THE BOARD OF TRUSTEES
July 10, 2013

AGENDA

Board Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting; or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact Leon Nickolas, Board Secretary at least five working days before the meeting at (650) 344-8592. Notification in advance of the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it.

Public records that relate to any item on the open session agenda for a regular board meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Board. The Board has designated the office of the San Mateo County Mosquito and Vector Control District, located at 1351 Rollins Road, Burlingame, for the purpose of making those public records available for inspection. The documents are also available on the District's Internet Web site. The website is located at www.smcmad.org.

REGULAR MEETING OF THE BOARD OF TRUSTEES
6:00 P.M.

- 1. CALL TO ORDER.**
- 2. PLEDGE OF ALLEGIANCE.**
- 3. ROLL CALL.**
 - Secretary of the Board will take roll call.
- 4. APPROVAL OF THE AGENDA AS POSTED (OR AMENDED)**
- 5. OATHS ADMINISTERED TO TRUSTEES**
- 6. SPECIAL PRESENTATIONS**
 - A. Review Financial Audit for FY 2011-12. Auditor Michael O'Connor, Finance Chair O'Connor, and Finance Director Rodriguez.

ACTION: Motion to approve Basic Financial Statement Audit for June 30, 2012 and Management Report for the Year Ended June 30, 2012.

- B. Invasive *Aedes aegypti* Mosquito Found in Madera and Clovis is the Vector of Dengue Fever and Yellow Fever epidemics and how this will impact all of California Mosquito and Vector Control Districts. Dr. Scott Smith.

7. PUBLIC COMMENTS AND ANNOUNCEMENTS.

- This time is reserved for members of the public to address the Board relative to matters of the District not on the agenda. No action may be taken on non-agenda items unless authorized by law. Comments will be limited to two minutes per person and ten minutes in total. Speaker cards are available for those making a public comment.

8. CONSENT CALENDAR.

- A. If the Board would like to discuss any item listed, it may be pulled from the Consent Calendar.

- 1) Minutes for Regular Board Meeting, June 12, 2013.
- 2) Pesticide Purchase – VectoMax FG from Adapco.
- 3) Pesticide Purchase - Spheratax SPX from Univar.
- 4) Pesticide Purchase - BVA2 Oil from BVA Inc.

ACTION: Motion to approve Consent Calendar.

9. REGULAR AGENDA

- A. Contract continuation with HR Options, July 1, 2013 – June 30, 2014. Finance Director, Rosendo Rodriguez

ACTION: Motion to approve the contract with HR Options to provide human resources services from July 1, 2013 through June 30, 2014, not to exceed \$15,000.

- B. MOU with Unrepresented Employees effective July 1, 2013—June 30, 2016. Finance Committee Chair Donelle O'Connor

ACTION: Motion to approve MOUs with Unrepresented Employees concerning Salaries and Benefits for the term July 1, 2013—June 30, 2016.

- C. MOU with Peninsula Vector Control Association effective July 1, 2013—June 30, 2016. Finance Committee Chair Donelle O'Connor

ACTION: Motion to approve MOUs with Peninsula Vector Control Association for the term July 1, 2013—June 30, 2016.

10. BOARD COMMITTEE MEETING DATES AND REPORTS

- A. Environmental and Public Outreach
- B. Finance

ACTION: Motion to approve Resolution M-006-14, aligning salary schedules of Laboratory Director and Finance Director Positions.

- C. Strategic Planning
- D. Policy

11. FINANCIAL REPORT

- A. Review Financial Documents for fiscal year 2012-13; July through May. Finance Director, Rosendo Rodriguez

ACTION: Motion to approve Financial Documents for Fiscal Year 2012-2013; July 2012 through May 2013.

- B. Resolution M-004-14. Finance Director, Rosendo Rodriguez

ACTION: Motion to approve Resolution M-004-14, transferring of funds from the General Fund No. 02706 Appropriate Contingencies # 8611 to the indicated accounts requiring additional funds.

- C. Resolution M-005-14. Finance Director, Rosendo Rodriguez

ACTION: Motion to approve Resolution M-005-14, transferring of funds from the General Fund No. 02706 to Capital Fund No. 02705.

12. MANAGER'S REPORT**13. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS****14. CLOSED SESSION**

ACTION: Motion to move into closed session.

CLOSED SESSION MEETING OF THE BOARD OF TRUSTEES**A. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION**

One case: *SMCMVCD v. Dearman, et al.*, CIV 522079 Pursuant to Section 54956.9

B. CONFERENCE WITH LABOR NEGOTIATOR – Section 54956.6

Agency designated representative: Trustee Donelle O'Connor, Chair Finance Committee.

Employee Organization: Peninsula Vector Workers Association

Closed Session Note: The Brown Act prohibits the disclosure of confidential information acquired in a closed session by any person present and offers various remedies to address willful breaches of confidentiality. These include injunctive relief, disciplinary action against an employee, and referral of a member of the legislative body to the grand jury. It is incumbent upon all those attending lawful closed sessions to protect the confidentiality of those discussions. Only the legislative body acting as a body may agree to divulge confidential closed session information; as regards attorney/client privileged communications, the entire body is the holder of the privilege and only a majority vote of the entire body can authorize the waive of the privilege.

ACTION: Motion to move out of closed session.

**REGULAR MEETING OF THE BOARD OF TRUSTEES
CONTINUATION OF AGENDA FOR JULY 10, 2013**

15. REPORT FROM CLOSED SESSION (if any reportable action)

16. NEXT REGULARLY SCHEDULED BOARD MEETING

ACTION: Motion to approve next meeting for September 11, 2013.

17. ADJOURNMENT

ACTION: Motion to adjourn.

CERTIFICATION OF POSTING AGENDA

I, **Leon Nickolas, Board Secretary** for the San Mateo County Mosquito and Vector Control District (SMCMVCD), declare that the foregoing agenda for the Regular Meeting of the SMCMVCD Board of Trustees for July 10, 2013 was posted and available for review on July 5, 2013, at the District Headquarters of SMCMVCD, 1351 Rollins Road, Burlingame, CA, 94010. The agenda was also available on the District web site.