

Agenda item: 1030.5

MINUTES

1029th MEETING OF THE BOARD OF TRUSTEES
OF THE ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT

JANUARY 13TH, 2016

TIME: 5:00 P.M.
PLACE: Office of the District, 23187 Connecticut Street, Hayward
TRUSTEES: George Young, President, City of Fremont
Richard Guarienti, Vice-President, City of Dublin
Kathy Narum, Secretary, City of Pleasanton
Scott Paulsen, County-at-Large
Wendi Poulson, City of Alameda
Scott Donahue, City of Emeryville
Elisa Marquez, City of Hayward
James N. Doggett, City of Livermore
Jan O. Washburn, City of Oakland
Robert Dickinson, City of Piedmont
Ursula Reed, City of San Leandro
Ronald Quinn, City of Union City
City of Berkeley, vacant
City of Newark, vacant

President Young called the regularly scheduled Board meeting to order at 5:00 P.M.

Trustees Young, Guarienti, Narum, Paulsen, Poulson, Donahue, Marquez, Doggett, Washburn, and Dickinson were present; Trustees Reed & Quinn were absent.

President Young invited members of the public to speak on any issue relevant to the District. At the beginning of the meeting there were two members of the public present: staff member and Information Technology Coordinator Robert Ferdan, and a resident of Newark, Eric Hentschke.

The board approved the minutes of the 1028th meeting held December 9th, 2015. (Doggett/Washburn/ – unanimous; Trustees Narum, Dickinson– abstained)

The Board elected Trustee Guarienti as Board President, Trustee Narum as Vice-President, and Trustee Dickinson as Board Secretary. (Paulsen/Washburn - unanimous) The gavel was passed from Trustee Young who thanked the Board for support, especially to the committees; to Trustee Guarienti who reflected on how quickly he rose to Board President during his term.

The Board reviewed the 2016 board meeting dates. No board action was taken.

The Board entered closed session to discuss the District Manager annual evaluation and compensation pursuant to Government Code Section 54957.6.

President Guarienti reported out from closed session that the Board reviewed the written six month performance evaluation of District Manager Ryan Clausnitzer as provided by the Ad Hoc Long Range Planning Committee. The committee had completed the written evaluation and presented it to the District Manager prior to the board meeting. The Board approved the committee recommendation for retention and advancement according to the manager's salary schedule in the employee contract, effective January 1, 2016. (Doggett/Marquez-unanimous)

The Board approved the proposal to change banks from City National Bank to The Bank of America. (Doggett/ Washburn – unanimous)

The Board reviewed warrants dated December 15, 2015 numbering 027316 through 029616 amounting to \$95,075.79 and warrants dated December 31, 2015 numbering 029716 through 032616 amounting to \$110,355.87. Trustee Marquez asked which staff members are authorized to use District credit cards. The District Manager responded that only defined Purchasing Agents are allowed to pay with District Funds.

The Board reviewed the budget and summary received as of December 31, 2015.

The District Manager and Information Technology Coordinator, Robert Ferdan, presented the Monthly Staff Report for December 2015. Trustee Paulsen asked for the definition of administrative time per the operations report. The District Manager and Mr. Ferdan explained that staff worked on the trustee open house as well as other office duties more than usual. Board President Guarienti asked which mosquito fish distribution approach is more effective: pick-up or delivery. The District Manager responded that they each have their role, and most are through deliveries. Trustee Narum asked about costs associated with a new database and if it will fulfill the needs of the District. The Information Technology Coordinator stated that research has just begun, but before any plan is recommended, the software will be vetted. Board President Guarienti asked if the replacement database is the top IT priority, which the Information Technology Coordinator responded that it was. Trustee Paulsen asked about how current Office 365 is, the Information Technology Coordinator responded that though used in the County, it is not yet used at The District.

The District Manager presented the Manager's Report for December 2015. Board President Guarienti applauded the Trustee Open House, and regarding the employee negotiations: he asked for the negotiation history with the Employee Association; Trustee Paulsen asked about how we determine COLA (CPI) how long are the contracts (around 3 years) and mentioned that the County just gave 14% over 4 years; Trustee Narum suggested using an employer contribution to the 457 plan as a benefit. These questions were answered by the District Manager, as well as Trustees Washburn and Doggett. Trustee Washburn asked if Trustees should let the District Manager know if they attend the MVCAC (yes). Regarding the District logo, Trustee Doggett suggested that it should be a dead mosquito and Trustee Narum commented that this cost should not be given priority over the replacement database.

Board President Guarienti asked for reports on conferences and seminars attended by Trustees, which were none.

Board President Guarienti asked for announcement from the Board. Trustee Donahue asked if the EBMUD manager has reached out to the District, based on his conversation (no). Board President Guarienti asked about when the District will present to the County's city councils (in the next year).

Board President Guarienti asked trustees for items to be added to the agenda for the February Board meeting and then asked about updates on the District Policy edit project (ongoing, will not be on February board agenda).

The meeting adjourned at 6:12 P.M.

Respectfully submitted,

Approved as written and/or corrected
at the 1030th meeting of the Board of
Trustees held February 10th, 2016

Robert Dickinson, Secretary
BOARD OF TRUSTEES

Richard Guarienti, President BOARD OF TRUSTEES