

Agenda item: 1049.4

MINUTES

**1049th MEETING OF THE BOARD OF TRUSTEES
OF THE ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT**

OCTOBER 11TH, 2017

TIME: 5:00 P.M.
PLACE: Office of the District, 23187 Connecticut Street, Hayward
TRUSTEES: Kathy Narum, President, City of Pleasanton
Elisa Marquez, Vice-President, City of Hayward
Wendi Poulson, Secretary, City of Alameda
Humberto Izquierdo, County-at-Large
P. Robert Beatty, City of Berkeley
Richard Guarienti, City of Dublin
Betsy Cooley, City of Emeryville
George Young, City of Fremont
James N. Doggett, City of Livermore
Eric Hentschke, City of Newark
Jan O. Washburn, City of Oakland
Robert Dickinson, City of Piedmont
Ed Hernandez, City of San Leandro
Ronald Quinn, City of Union City

Board President Narum called the regularly scheduled Board meeting to order at 5:03 P.M.

Trustees Narum, Marquez, Poulson, Izquierdo, Beatty, Guarienti, Cooley, Young, Doggett, Hentschke, Hernandez and Quinn were present; Trustees Washburn and Dickinson were absent.

Board President Narum invited members of the public to speak on any issue relevant to the District. Mosquito Control Technician Jeremy Sette was present to record the minutes.

The Board approved the minutes of the 1048th meeting held September 13th, 2017. Trustee Hernandez requested that the minutes add the specific "PACE" organization to the discussion on east bay solar options. (Quinn, Marquez)– unanimous.

Board President Narum reported on behalf of the Personnel Committee and discussed the approval of an updated District (General) Manager job description and performance evaluation form. The Personnel Committee contracted with an HR consultant to write an updated General Manager job description and performance evaluation form. The job description was re-written to more accurately reflect roles of the General Manager. Vice President Marquez noted that there were 3-4 meetings with consultant during this process. Trustee Guarienti noted that it was beneficial working with the consultant. General Manager Clausnitzer remarked that the titles were already interchangeable, and while it has been tradition at ACMAD to describe the General Manager as District Manager, General Manager more accurately reflects his role to outside agencies. Trustee Cooley asked why the job announcement still says District Manager (this is an old announcement, a newer

one will be adjusted when needed). Vice President Marquez requested new logo be applied (yes). Trustee Beatty asked if the District needed to advertise in this process (no, the Board has that authority to approve). Vice President Marquez asked if trustees could email questions to the General Manager that address the updated General Manager description and evaluation forms (yes, the contract updating agenda item will be at the next meeting which will allow for performance bonuses). Trustee Hentschke asked if the new form will allow for more comment space (yes, answered by Trustee Guarienti). Trustee Hernandez commented that he noticed the section on ethics was removed (ethics is inherent in most categories; performance must be quantifiable).

The General Manager reported on ACMAD's compliance with the Little Hoover Commission's 2017 Special District Report. Vice President Marquez asked how often LAFCO performed a Municipal Service Review (every 3 years or so). Trustee Beatty asked about the Commission's relation to LAFCO (answered by Board President Narum: LAFCO evaluates and enforces governmental boundaries).

The Board reviewed warrants dated September 15, 2017 numbering 013118 through 015418 amounting to \$262,029.37 and warrants dated September 30, 2017 numbering 015518 through 019018 amounting to \$172,892.07 Trustee Beatty asked if the 90% payment for salary and benefits was pre-paid (yes, lump sum payments in July). Vice President Marquez asked about the dental expenses for certain retirees (ACMAD employees retired before 1986 are reimbursed for a set amount per year) and then asked if the board could add a category to track these expenses (yes).

The District Manager presented the Staff report for September 2017. Trustee Hernandez asked for more information about the Bio-Hub project (explained by Trustee Beatty).

The District Manager presented the Manager's report for September 2017. Trustee Beatty asked about how other districts were using drones in the state (others are working mostly with vendors to apply pesticides via drones or using for surveillance only, ACMAD is one of the leaders in drone mosquito control development). Trustee Guarienti asked about the size of a prospective drone used by ACMAD (large, and would most likely carry and disperse liquid larvicide products to save time, work effort, and greatly diminish environmental impact). Trustee Beatty asked about the difference between quarterly and annual conferences (annual conference are for prepared talks; quarterly meetings are informal). Trustee Beatty asked if Board members were CSDA members (yes). Trustee Young commented on his educational, enjoyable, and beneficial experience at the CSDA conference and asked if he should contact his mayor about his reappointment (yes). Board President Narum commented that she was finished with the ethics training, and will send over the certificate. Vice President Marquez suggested that the recent collaboration and educational sessions with CSUEB class be highlighted via social media (yes).

Board President Narum asked for reports on conferences and seminars attended by Trustees. Trustee Young already gave his report on the CSDA conference.

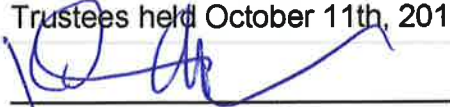
Board President Narum asked for announcements from the Board. None.

Board President Narum asked trustees for items to be added to the agenda for the next Board meeting. Vice President Marquez asked if the General Manager could send an email to those serving on the Sustainability Committee regarding a future brainstorming meeting (yes).

The meeting adjourned at 5:55 P.M.

Respectfully submitted,

Approved as written and/or corrected
at the 1049th meeting of the Board of
Trustees held October 11th, 2017



Kathy Narum, President
BOARD OF TRUSTEES



Wendi Poulson, Secretary
BOARD OF TRUSTEES