

MINUTES

1115th MEETING OF THE BOARD OF TRUSTEES OF THE ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT

July 12th, 2023

TIME: 5:00 P.M.
PLACE: Hybrid Meeting of the Board of Trustees
Physically held at the Office of the District
23187 Connecticut Street, Hayward, CA 94545 and
Teleconferencing at: <https://us02web.zoom.us/j/87507712016>
TRUSTEES: Victor Aguilar, President, City of San Leandro
Cathy Roache, Vice-President, County-at-Large
Steve Cox, Secretary, City of Livermore
Tyler Savage, City of Alameda: from 2315 Lincoln Ave, Alameda, CA
Robin López, City of Albany: from 1000 San Pablo Ave, Albany, CA
P. Robert Beatty, City of Berkeley
Kashef Qaadri, City of Dublin
Courtney Welch, City of Emeryville
George Young, City of Fremont
George Syrop, City of Hayward
Eric Hentschke, City of Newark
Jan O. Washburn, City of Oakland
Hope Salzer, City of Piedmont: from 76 Cambrian Ave, Piedmont, CA
Valerie Arkin, City of Pleasanton
Subru Bhat, City of Union City

1. Board President Aguilar called the regularly scheduled board meeting to order at 5:02 pm.
2. Trustees Aguilar, Cox, Qaadri, Syrop and Washburn were present in-person at the district. Trustees Savage, López and Salzer attended remotely from the publicly posted locations noted above. Trustee Hentschke attended remotely under his first annual AB 2449 exemption due to a contagious illness. Trustees Bhat and Young attended remotely as members of the public. Trustee Roache arrived in-person at the district at 5:15 pm. Trustees Welch, Beatty and Arkin were absent.
3. President Aguilar invited members of the public to speak on any issue relevant to the district. Field Operations Supervisor, Joseph Huston, was present for Item 5. Vector Biologist, Sarah Lawton, was present to record the minutes. Information & Technology Director, Robert Ferdan, was present remotely for technical support. Trustee Bhat said that it was nice to see everyone.
4. Approval of the minutes of the 1114th meeting held June 14th, 2023.
Motion: Trustee Washburn moved to approve the minutes
Second: Trustee Qaadri
Vote: motion carries

5. Presentation by the General Manager and Field Operations Supervisor, Joseph Huston:
Malaria & Alameda County.

Discussion: After the presentation by staff, questions from the Board were also answered by Trustee Washburn. Trustee Qaadri asked if there are just the four species in the county that can spread malaria. (Yes.) Are there other species out there that can transmit malaria? (Yes, but only *Anopheles* mosquitoes.) Trustee Washburn brought up Farinholt's Rule, which describes how specific pathogens have evolved alongside specific species. Trustee Syrop asked if there are any treatments or vaccines for malaria. (there is a prophylaxis treatment, but it has side effects; there is a vaccine available in Africa, but not in the US, with limited results; the physiology of the malaria protozoan makes it difficult to develop a vaccine.) Trustee Salzer asked about the children death rate versus adults and if there are any treatments or long-term health effects. (children are typically malnourished and cannot fight infections; bed nets, which are treated with pesticides, are the most effective at keeping mosquitoes away; malaria will flare up again in an infected individual over time, symptoms can be physically debilitating, and the resulting financial losses are significant; developing a vaccine is extremely difficult, as the target changes rapidly.) Trustee Savage asked about his child who is now sick after multiple mosquito bites acquired near Lake Tahoe, how can the community respond or look out for symptoms? (Trustee Washburn asked about how long the fever has lasted and based on the symptoms, it appears like the child does not have malaria but you should still consult a physician; Joseph pointed out that the likely daytime biting mosquito species near Lake Tahoe is not a competent vector of malaria or West Nile virus.) Trustee Salzer asked if we will be discussing community outreach during the next Strategic Planning session. (Yes.) Trustee Aguilar noted how he was not aware of mosquito abatement before joining the Board, so feels that more marketing would be very beneficial. He asked if there is anything the Trustees can do in their cities to spread the word? (Joseph Huston said that anyone can send us pictures or provide specimens for identification, and we can determine the species and likely where they came from, and therefore treat the appropriate site for mosquitoes as while we are aware of all major mosquito breeding sites, we rely on the public's input to alert us about new issues such as a neighbor's unmaintained swimming pool; mosquito districts tend to "fly under the radar" until there is a major issue; the General Manager reminds Trustees to reach out if you would like to attend a ride-along with your city's technician for an eye-opening experience. Trustee Aguilar asked if a ride-along could be scheduled on a Saturday since many have work during the week. (Yes, we can work it out, but it may not be with the technician from your city.) Trustee Salzer asked about any efforts to reduce fertilizer use to minimize algae, which could reduce the *Anopheles* mosquitoes. (Many of the fertilizers or pesticides are applied by the general public, and there is no way to record or manage residential use.)

6. ACMAD Manager Evaluation Committee Annual Evaluation Process

a. October 11th, 2017, 1049th meeting minutes

Discussion: The General Manager, and President Aguilar, received many questions about the General Manager's evaluation process after the June meeting and would like to clear up any confusion by presenting additional background information. Trustee Washburn gave background on how and why the evaluation process changed back in 2017. Trustee Roache said that although the evaluation may have felt rushed, it did not affect the integrity of the evaluation. Trustee Washburn suggested adding the minutes from 2017 again before the next evaluation process, especially for new Board members. Trustee Syrop said he is a fan of 360 feedback from employees if it is anonymous. He added that there is always room for

improvement, even with the money spent on private HR consultants. The General Manager expressed concerns that a “360 evaluation” in the context of connecting a Director of a Board directly with staff (e.g., an anonymous survey) related to a CEO/GM/City Manager/ County Administrator/Exec Director’s performance often creates Trustee-Staff connections that may lead to unintended consequences such as abuse by both parties. This connection may also undermine the role of a supervisor and is out of line with the role of a Board. Rather, there are signs/symptoms of an underperforming organization that a Board can rely upon such as turnover, absenteeism, workers comp claims, damage to equipment, and legal fees. The General Manager added that a hallmark in his tenure at the district has been the increased overall transparency (for example, having staff present for this personal discussion). Trustee Cox clarified that the reason that the evaluation committee is formed by the past, current, and future Board President is because those Trustees are familiar working closely with the General Manager and are the most qualified to evaluate the performance. Trustee Washburn said his previous employers successfully performed evaluations in this way; there are protocols in place for employees to file a complaint if they need to directly with the Board President, and it works well for ACMAD; the way the GM evaluation process changed in 2017 made the evaluation process much better than the years prior, and he does not see a need to change it. Trustee Roache mentioned that there are not many interactions with the General Manager and the rest of the staff, so a 360 evaluation would not be needed. She added that there are many long-term employees, and they would not stay if they were unhappy. The time-off requests are low, which may also indicate the staff is happy. Trustee Syrop wanted to clarify: he suggested sending out an anonymous evaluation form to employees because he wants the Board to have as much data as possible. Trustee Qaadri added that some Trustees have long-standing relationships, others are new and cannot tell if there are grievances. The General Manager explained the grievance process from employees with an example: an employee may try to appeal something to their supervisor, if denied, the employee can then appeal to the General Manager, if denied, the employee can then appeal to the Board President, which would then form an Ad Hoc Committee. Most staff are held accountable for their own zone or their own tasks, and it has been working well. Trustee Roache asked hypothetically: if a mayor or city manager was being evaluated, would you go ask every single employee for an evaluation? Trustee Syrop responded, no, only the people who directly report to that person (the hypothetical mayor/ city manager). Trustee Aguilar added that this was his first evaluation process on and off the Board, and after he apologized how it went, he assured it will go more smoothly in the future.

7. Financial Reports as of June 30th, 2023:

Discussion: The General Manager pointed out items of interest and summarized the report. Trustee Syrop asked about Jan Washburn’s check (an uncashed check for travel reimbursement was discovered while closing a bank account by Michelle Robles, HR & Financial Specialist.) Trustee Cox asked about the reimbursement for light-traps. (\$40 per year, but we no longer have light-traps in the county.) Trustee Cox asked if these are the final fiscal year numbers. (No, these are un-audited internal numbers, but the final numbers will not deviate much.)

8. Presentation of the Monthly Staff Report.

Discussion: The General Manager pointed out items of interest and summarized report. Joseph Huston summarized his portion of the report and gave reasoning for how he compiles the report. Trustee Washburn asked about the mosquito-fish population because it seems to be down where he has looked. (Some fish have been washed out after the heavy rain, but in some

places the rain caused fish to flood over into other areas.) The General Manager discussed that our UAS (drone) crashed in marsh today likely due to the outdated/unsupported technology of this older drone model. Joseph Huston added that we have Board support for UAS use in district policy and via Board resolutions; he also described the hurdles we have had to overcome to get this relatively old drone to operate, since the software is no longer supported by the manufacturer. Trustee Aguilar asked how much a new drone will cost. (The original was \$20,000 but the new one will be over \$40,000 since it will have to be American made because proposed bills in California requiring that.) Trustee Qadri suggested signing up for Threads for outreach. (We just were discussing this internally, yes great idea.) Trustee Syrop asked how Judith Pierce, Public Outreach Coordinator, would prefer to receive service requests. (Online is streamlined and can easily track. However, having a conversation can usually reduce the number of unnecessary service requests before a technician gets sent out to the area.) Trustee Syrop asked if all boxes are checked on the service request form, would it get flagged differently? (It will usually require more follow-up questions to clarify the actual issue.)

9. Presentation of the Manager's Report.

10. Board President asks for reports on conferences and seminars attended by Trustees.

Discussion: None

11. Board President asks for announcements from members of the Board.

Discussion: Trustee Syrop mentioned the "3rd Thursday" Festival in downtown Hayward this Thursday night.

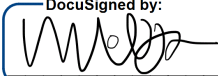
12. Board President asks Trustees for items to be added to the agenda for the next Board meeting.

Discussion: The General Manager would like to discuss purchasing a new drone, since it will be over his \$15,000 purchasing limit. Judith Pierce will also give a presentation on her public outreach and equity studies that have been done for ACMAD.

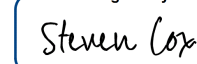
13. Adjournment at 6:54 pm.

Respectfully submitted,

Approved as written and/or corrected
at the 1116th meeting of the Board of
Trustees held August 9th, 2023

DocuSigned by:


F4FF11FFB20F4C9...
Victor Aguilar, President
BOARD OF TRUSTEES

DocuSigned by:


49A4CF54B3EF45D
Steven Cox, Secretary
BOARD OF TRUSTEES