

MINUTES

1061st MEETING OF THE BOARD OF TRUSTEES OF THE ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT

October 10, 2018

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

1. Board President Marquez called the regularly scheduled board meeting to order at 5:00 P.M.
2. Trustees Marquez, Poulson, Hentschke, Beatty, Brown, Cooley, Young and Washburn were present. Trustees Doggett, Narum, Hernandez and Bhat were absent. Trustee Dickinson arrived at 5:02 P.M.
3. Board President Marquez invited members of the public to speak on any issue relevant to the District. Mechanical Specialist Mark Weiland was present to report on the District's pesticide safety program and remodel projects. Mosquito Control Technician Jeremy Sette was present to record the minutes.
4. Approval of minutes of the 1060th meeting held September 12th, 2018.
Motion: Trustee Hentschke moved to approve the minutes
Second: Trustee Cooley
Vote: motion carries: unanimous.
5. Review of bids and awarding of contract for the repair of the main office and laboratory roof.
Discussion:
The General Manager and Mechanical Specialist Mark Weiland presented the review of bids for the repair of the main office and laboratory roof. Trustee Beatty asked if the same company worked on the shop roof (yes). President Marquez asked if there have been any concerns regarding the shop roof (none). Trustee Hentschke asked if the white paint on the shop roof was purposeful (Trustees Washburn and Cooley replied, yes, the paint is of semi-reflective material). The General Manager mentioned that another bid came in after the board packet

was posted by State Roofing Systems, Inc. for \$98,182. The General Manager also mentioned that the quote from CentiMark was shortened to remove several pages of pictures of damages that were not deemed crucial to include in the packet. Mr. Weiland recommended CentiMark Roofing and commented that they had the most detailed proposal and the District had a positive history working with the company on the previous roof project.

Motion: Trustee Beatty moved to approve the bids and awarding of contract for the repair of the main office and laboratory roof.

Second: Trustee Washburn

Vote: motion carries: unanimous.

6. The General Manager presented the final version and approval of ACMAD Strategic Plan 2018-2021.

Discussion:

President Marquez asked if the Board had the opportunity to review the Strategic Plan (yes). The General Manager commented that there were no comments from the Board sent to him. The General Manager suggested adding headshots of the Trustees to the final version. Vice-President Poulson and President Marquez suggested a photo of the Board occur during the annual Board open house in December and that photo replace the headshots. Vice-President Poulson noted a typo on top of page 5 of Strategic Plan (environment should be environmental). President Marquez thanked the Strategic Planning Committee and Vector Biologist Miguel Cardenas for the efforts on the Strategic Plan.

Motion: Trustee Brown moved to approve the ACMAD Strategic Plan 2018-2021.

Second: Trustee Washburn

Vote: motion carries: unanimous.

7. The General Manager provided background to the District's IIPP policy and Mechanical Specialist Mark Weiland provided more details on the safety program. Mr. Weiland explained his role in implementing the IIPP program. The General Manager commented on Weiland's commitment to safety, attention-to-detail and accuracy, as well as his coordinating IIPP efforts with Field Supervisor Joseph Huston and Laboratory Director Eric Haas-Stapleton. President Marquez asked if the District has AED machines (yes). The General Manager explained the multiple safety trainings undergone by District staff. Trustee Beatty asked which larvicidal/adulticidal products the District uses the most (larval control products, mostly consisting of Vectobac G (BTI)). Trustee Beatty asked about the uses of mineral oil (mostly used for mosquito control in catch basins/storm drains) and asked if employees sign off on pesticide training (yes, annually).

8. Presentation of 5-year award, a pewter belt buckle to Trustee Kathy Narum. Trustee Narum was absent so the Board will acknowledge her next meeting. President Marquez suggested looking into new types of longevity awards.

9. Financial Reports as of September 30th, 2018.

Discussion:

The General Manager presented the Financial Reports as of September 30th, 2018. The General Manager commented on the \$150 contract awarded to Mosquito Control Technician Jeremy Sette for writing, recording, and mixing an original musical composition for the District's phone line's hold music and acknowledged his efforts in doing so. Mr. Sette commented on his musical background as a music teacher and composer and thanked the General Manager, IT Director Robert Ferdan, Field Supervisor Joseph Huston and the rest of the District for the opportunity to create music for the District. The General Manager noted that Field Supervisor Joseph Huston is also a band manager and acknowledged Huston's assistance with helping

Sette write up an official licensing contract for the District. Trustee Brown highlighted the District's payment to Dublin GMC for the recent lab truck purchase.

10. Presentation of the Monthly Staff Report for September 2018.

Discussion:

The General Manager presented the Monthly Staff Report for September 2018.

11. Presentation of the Manager's Report for September 2018.

Discussion:

The General Manager presented the Manager's Report for August 2018. The General Manager congratulated Vice-President Poulson for her 3 years of service as a Trustee. Trustee Beatty asked when the next CSDA Annual Conference will be held next year (around the same time as this year in Anaheim). President Marquez asked if the General Manager had photos from the conference accepting awards on behalf of the District to post on social media (yes). President Marquez also asked when the District MOU process would begin (January 2019) and asked on the length of the contracts (three years expiring in 7/19). Trustee Brown asked if Board members will be notified prior to their city council's visit by the General Manager for his presentations (yes). President Marquez recommended adding city council presentation videos to the website. President Marquez also asked about the ACMAD County-at-Large trustee vacancy and when it might be filled (the General Manager has contacted the Ag Department and Acting-Director, but the District may have to wait for permanent employee position to be filled, he will follow-up). Trustee Washburn asked what the likelihood of the Acting-Director joining the Board (unsure at this time). President Marquez asked if the Ag Director is appointed by the Board of Supervisors (yes).

12. President Marquez asked for reports on conferences and seminars attended by Trustees. None for the previous month, but Trustee Washburn will be attending the Entomological Society of America's annual conference in November.

13. Board President Marquez asked for announcements from the Board. None

14. Board President Marquez asked trustees for items to be added to the agenda for the next Board meeting. None

15. The meeting adjourned at 5:53 P.M.

Respectfully submitted,

Approved as written and/or corrected
at the 1062nd meeting of the Board of
Trustees held November 14th 2018


Elisa Marquez, President
BOARD OF TRUSTEES



Eric Hentschke, Secretary
BOARD OF TRUSTEES

