

## MINUTES

### 1120<sup>th</sup> MEETING OF THE BOARD OF TRUSTEES OF THE ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT

December 13<sup>th</sup>, 2023

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**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/86094737471>  
**TRUSTEES:** Victor Aguilar, President, City of San Leandro  
Cathy Roache, Vice-President, County-at-Large  
Tyler Savage, Secretary, City of Alameda  
Robin López, City of Albany  
P. Robert Beatty, City of Berkeley  
Kashef Qaadri, City of Dublin  
Courtney Welch, City of Emeryville  
John Zlatnik, City of Fremont  
George Syrop, City of Hayward  
City of Livermore, vacant  
Eric Hentschke, City of Newark  
Jan O. Washburn, City of Oakland  
Hope Salzer, City of Piedmont  
Valerie Arkin, City of Pleasanton  
Subru Bhat, City of Union City

1. Board President Aguilar called the regularly scheduled board meeting to order at 5:01 pm.
2. Trustees Aguilar, Roache, Savage, López, Beatty, Qaadri, Zlatnik, Syrop, Hentschke, Salzer, Arkin and Bhat were present in-person at the district. Trustees Welch and Washburn were absent.
3. President Aguilar invited members of the public to speak on any issue relevant to the district. Vikki Rodrigues from Maze & Associates was present remotely for Item 6. Financial & HR Specialist, Michelle Robles, was present for Item 6. Laboratory Director, Eric Haas-Stapleton, was present for Item 7. Vector Biologist, Sarah Lawton, was present to record the minutes. Information & Technology Director, Robert Ferdan, was present for technical support.
4. Introduction of new Board Member Mr. John Zlatnik, representing the City of Fremont.  
**Discussion:** Trustee Zlatnik said that he is delighted to be here, and so far, this seems like a quality place. President Aguilar welcomed him to the Board.
5. Approval of the minutes of the 1119<sup>th</sup> meeting held November 8<sup>th</sup>, 2023.  
**Discussion:** None  
**Motion:** Trustee Syrop moved to approve the minutes

**Second:** Trustee Arkin

**Vote:** motion carries: unanimous

6. Presentation of the Draft Annual Comprehensive Financial Report for the Fiscal Year 2022-23 by Maze & Associates

**Discussion:** Vikki Rodriguez gave a presentation on the audit and answered questions along with Michelle Robles and the General Manager. Trustee Qaadri asked which liability was overfunded for 2022-23 by about 2 million, when will we no longer be over-funded? (OPEB is \$1.2 million over-funded. Liability is based on actuarial evaluation with current employees and retirees which will change annually, so it is still good to set money aside into OPEB. The pension, through CalPERS, is part of a cost-sharing pool and each year the percentage of long-term liability changes. Last years' liability was about 2 million, when the investments were doing well, but now the investment values are lower) and followed up by asking if the \$4.6 million unfunded liability is from this year (the CalPERS valuation report measures one year behind, so June of 2022). The General Manager added that the Board decided years ago to prioritize funding a Section 115 Trust rather than being 100% funded with CalPERS. Trustee Salzer asked to clarify what we are over-funded for? (Over-funded for OPEB, under-funded for CalPERS.) Trustee Bhat asked how to quantify a "danger level" for "under-funded". (Most organizations are under-funded, and "danger" would be not making contributions into CalPERS. It is a very complex calculation estimation.) President Aguilar asked about a net income (this is a typo that Vikki Rodriguez will correct in the final draft.) Trustee Qaadri asked what the capital outlay is (capital projects) and asked what would be "material", vs what would be "non-material" (calculation on assets and revenues based on risk, such as unrecorded liabilities, cash, investments, payrolls, disbursements, and bank statements) Trustee Savage asked about the custodial credit risk (if all funds are in one bank account, that would be concerning, or if using a bank that is not well-known.) Trustee Bhat asked about the comment that mentions difficulties in performing the audit, were there any difficulties (no). Trustee Qaadri asked how the District compares to other districts regarding transparency and fairness (the district is rare in receiving a GFOA financial reporting award, which requires more depth in reporting requirements).

**Motion:** Trustee Beatty moved to accept the audit report

**Second:** Trustee Hentschke

**Vote:** motion carries: unanimous

7. Presentation by Lab Director, Eric Haas-Stapleton, PhD: *Tropical disease & Aedes aegypti response plan*

**Discussion:** Trustee Bhat asked about the Western malaria mosquito, are they not found in India (not this species.) Trustee Qaadri asked what we think made the *Aedes aegypti* spread in the way they did (perhaps but they did not anticipate the mosquitoes using industrial structures such as underground sewer systems to thrive in many more habitats than expected.) President Aguilar asked what does VB/MCT stand for (Vector Biologist/Mosquito Control Technician, aka the Operations staff.) Trustee Salzer asked about the mention of a committee for emergency response and who is on the committee. (It is an Ad Hoc committee that is formed when needed.) She also asked how far we would spread the door-to-door inspections (start with a 50-meter perimeter, then extend from there as needed) and does the District do this now with the few positive human cases (yes, but not the door-to-door inspections.) Trustee Qaadri asked about CERT, how would we activate (Mark Wieland, Mechanical Specialist, is our Emergency Coordinator and has contacts with the County EMA and CERT organizers). Trustee Salzer

asked if we still receive reports by fax? (No, but the letterhead in the encrypted email still says, "Fax Cover Sheet"). Trustee Zlatnik asked if there have been any local transmissions of Dengue in California? (Yes, earlier this year there was one in Pasadena and one in Long Beach) Trustee Bhat asked if there has been Dengue transmission in any other state? (Yes, TX, AZ, FL & LA (added by Trustee Beatty)).

8. Trustee in lieu payments switching from 1099 to W-2 in January 2024

**Discussion:** No questions from the Board. Michelle Robles just reminded them to contact her with the needed information.

9. Closed session to discuss the General Manager's compensation pursuant to Government Code Section 54957.6

**Discussion:** No report out of closed session.

10. Financial Reports as of November 30<sup>th</sup>, 2023:

**Discussion:** Michelle Robles presented the financial report. Trustee Salzer asked how long the CalPERS lump sum payment is for? (the whole year for the unfunded liability, but we still make monthly payments.)

11. Presentation of the Monthly Staff Report.

**Discussion:** The General Manager and Eric Haas-Stapleton presented the staff report. Trustee Beatty asked why there are more *Cx. pipiens*, than *Cx. tarsalis* (seeking shelter for overwintering.)

12. Presentation of the Manager's Report

**Discussion:** Trustee Arkin asked if AB 1234 is the Ethics training? (Yes.) She followed up by asking if she completes this training for her regular job, will that apply here? (Yes, you only need to complete the training once.)

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

**Discussion:** Trustee Beatty attended the Pan-Dengue conference in Peru, which had many presentations about mosquitoes.

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

**Discussion:** The General Manager reminded everyone that he will be off during the holidays but will return by the next Board meeting. Trustee Roache asked when the new Officers' roles will be taken, such as Secretary moving up to Vice-President (the officers will change after the election during the January meeting.)

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

**Discussion:** Trustee Arkin asked what conference is coming up? (The MVCAC will be 1/22-1/22.) Trustee Qadri mentioned his idea of a mosquito app and would like to discuss it further.

16. Adjournment at 6:38 pm.

**Respectfully submitted,**



**Secretary  
BOARD OF TRUSTEES**

Approved as written and/or corrected  
at the 1120<sup>th</sup> meeting of the Board of  
Trustees held January 10<sup>th</sup>, 2024



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**President - Vice  
BOARD OF TRUSTEES**