

## MINUTES

### 1076<sup>th</sup> MEETING OF THE BOARD OF TRUSTEES OF THE ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT

February 12<sup>th</sup>, 2020

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TIME: 5:00 P.M.  
PLACE: Office of the District, 23187 Connecticut Street, Hayward  
TRUSTEES: Eric Hentschke, President, City of Newark  
Wendi Poulson, Vice-President, City of Alameda  
P. Robert Beatty, Secretary, City of Berkeley  
Cathy Roache, County-at-Large  
Shawn Kumagai, City of Dublin  
Betsy Cooley, City of Emeryville  
George Young, City of Fremont  
Elisa Marquez, City of Hayward  
James N. Doggett, City of Livermore  
Jan O. Washburn, City of Oakland  
City of Piedmont, vacant  
Julie Testa, City of Pleasanton  
Victor Aguilar, City of San Leandro  
Subru Bhat, City of Union City

1. Board President Hentschke called the regularly scheduled board meeting to order at 5:02 P.M.
2. Trustees Hentschke, Poulson, Beatty, Roache, Kumagai, Cooley, Marquez, Doggett, Washburn, Testa and Aguilar were present. Trustees Young and Beatty arrived at 5:04 and 5:05 P.M, respectively. Trustee Bhat was absent.
3. Board President Hentschke invited members of the public to speak on any issue relevant to the District. Former City of Pleasanton Trustee Kathy Narum was present for Resolution 1076-1. David Alvey from Maze & Associates was present to give the presentation of the Financial Audit and Memorandum on Internal Controls for Fiscal Year 2018-19. Joseph Huston was present to report on the purchase of an unmanned aircraft system for aerial mosquito control applications. Accounting Associate Michelle Robles was also present for the audit report and to update the Bank of the West signature cards—removing former Trustees and adding new Trustees. Vector Biologist Jeremy Sette was present to record the minutes.
4. Introduction of new Board Members Ms. Julie Testa, representing Pleasanton, and Shawn Kumagai, representing the City of Dublin.  
**Discussion:** President Hentschke and the General Manager welcomed new Board Members Testa and Kumagai who introduced themselves.
5. Approval of minutes of the 1075<sup>th</sup> meeting held December 11<sup>th</sup>, 2019.  
**Motion:** Trustee Washburn moved to approve the minutes  
**Second:** Trustee Aguilar  
**Vote:** motion carries: unanimous.

6. Election of Board Officers. Gavel transferred from President Hentschke to the newly elected President.  
**Motion:** Trustee Washburn moved to approve the election of Trustees Poulson, Beatty, and Cooley as new Board President, Vice-President, and Secretary, respectively.  
**Second:** Trustee Marquez  
**Vote:** motion carries: unanimous.
  
7. Resolution 1076-1 honoring former City of Pleasanton Trustee Kathy Narum.  
**Discussion:**  
The General Manager thanked former Trustee Narum for her contributions and positive impact as a Board Member. President Poulson read and presented the resolution. Narum accepted the resolution and stated she was proud to serve as a Board Member and listed significant accomplishments by the both Board and staff while she served.  
**Motion:** Trustee Hentschke moved to approve Resolution 1076-1 honoring former City of Pleasanton Trustee Kathy Narum  
**Second:** Trustee Aguilar  
**Vote:** motion carries: unanimous.
  
8. Presentation of the Financial Audit and Memorandum on Internal Controls for Fiscal Year 2018-19 by Maze & Associates.  
**Discussion:**  
David Alvey of Maze & Associates presented the Financial Audit and Memorandum on Internal Controls for Fiscal Year 2018-19 by Maze & Associates. The General Manager thanked the Board and Finance Committee for their contributions and commended Accounting Associate Michelle Robles for her stellar work with the District's finances which led to a clean audit.  
**Motion:** Trustee Marquez moved to approve the Financial Audit and Memorandum on Internal Controls for Fiscal Year 2018-19 by Maze & Associates  
**Second:** Trustee Washburn  
**Vote:** motion carries: unanimous.
  
9. Review of quotes and awarding of contract for the purchase of an unmanned aircraft system (UAS, or "drone") for aerial mosquito control applications  
**Discussion:** The General Manager provided background into using drones for mosquito control applications and how this purchase aligns with ACMAD policies and the current budget. Field Operations Supervisor Joseph Huston presented quotes for the purchase of an UAS for aerial mosquito control applications and fielded the following discussion. Vice-President Beatty asked how long the UAS would last (at least three years, depending of a variety of factors). The General Manager noted that parts on the UAS are modular can be replaced individually instead of having to replace the entire unit. Trustee Testa asked if UAS aerial applications will pose any additional hazards to wildlife from the pesticide applications (UAS are preferred due to their reduced impacts and precise treatments). Trustee Testa asked if there were cameras on the drone and brought up concerns with privacy (this UAS does not have a recording camera and the District has strict UAS-specific privacy policies). Trustee Washburn mentioned that any Board Members can learn more about the control products the District uses on its website. Huston thanked Vector Biologist Tom McMahon who is also the District's certified Department of Pesticide Regulation UAS pilot on preparing this report.  
**Motion:** Trustee Aguilar moved to approve the contract for the purchase of an unmanned aircraft system for aerial mosquito control applications from Frontier Precision  
**Second:** Trustee Beatty  
**Vote:** motion carries: unanimous.
  
10. Review of 2020 ACMAD Board Meeting and Event Calendar.

**Discussion:**

The General Manager brought up two Board meeting scheduling conflicts with District holidays in 2020 and recommends to either cancel or reschedule the November Board Meeting as it falls on Veteran's Day.

**Motion:** Secretary Cooley moved to cancel the November 2020 Board Meeting.

**Second:** Vice-President Beatty

**Vote:** motion carries: unanimous.

11. Review Committee Assignments for 2020.

**Discussion:**

The General Manager asked if any Board Members would like to leave or join any committee, please let the General Manager know by email.

12. Presentation of the Financial Reports as of January 31<sup>st</sup>, 2020.

**Discussion:**

The General Manager presented the Financial Reports as of January 31<sup>st</sup>, 2020. Accounting Associate Michelle Robles clarified that "petty cash" was any purchase under \$50.

13. Presentation of the Monthly Staff Report for February 2020.

**Discussion:**

The General Manager presented the Monthly Staff Report for February 2020 and fielded the following discussion. Field Operations Supervisor Joseph Huston presented the Operations Report for February 2020 and explained his rationale with specifics, trends, and data used in his monthly reports. Trustee Testa asked for the name of the aggressive mosquito mentioned by Huston (Huston explained that his staff were focusing control efforts on *Aedes* genus mosquitoes, which can be particularly aggressive biters. The General Manager brought up ACMAD's efforts to monitor for potential invasive mosquitoes such as the *Aedes aegypti* mosquito. Trustee Testa brought up a typo for the staff report: change 2019 to 2020. Vector Biologist Jeremy Sette welcomed and introduced himself to new Board Members, explaining his up-to-date service and employment at ACMAD in terms of mosquito control, field work and scope, public customer service relations, FAA Part 107 drone license holder, along with hobby and passion producing music and visual media projects for himself and ACMAD. Sette presented an educational music video he filmed, produced and had personally composed music for, that would be on the District's website and social media for educational and outreach purposes. The General Manager thanked Sette and reminded the Trustees that he also composed the District's hold music.

14. Presentation of the Manager's Report for February 2020.

**Discussion:**

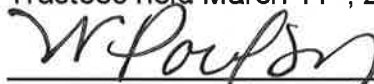
The General Manager presented the Manager's Report for February 2020 and fielded the following discussion. Trustee Marquez suggested moving the potential ACMAD open house to July or September. The General Manager will send out a survey to trustees and staff to confirm the best date to host open house. The General Manager mentioned that the deadline for the Form 700 FFPP Conflict of Interest Report will be due by the end of March. The General Manager commended ACMAD staff for attendance and contribution to the recent MVCAC conference and gave Trustee Bhat's report specially focused on the outreach strategies that he learned regarding invasive aedes mosquitoes. Trustee Washburn also reported on a great District showing at the MVCAC. Trustee Washburn also mentioned that for a small District, the representation and contribution by ACMAD this year was extremely impressive. He was especially impressed with first-time ACMAD presenters. Since his first MVCAC conference in 1982, this conference was the most stellar, especially due to all the contributions by ACMAD staff, which covered the gamut of the mosquito control world. The General Manager asked if any Board Members would be attending the ACSDA Annual Dinner: Trustees Aguilar, Beatty

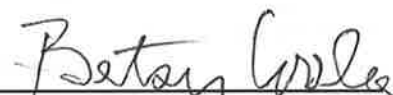
and Poulson mentioned they could attend. The General Manager encouraged any other prospective attendees to contact him. The General Manager noted a typo for the CSDA Annual Conference date: change July to August and brought up Board Members who need to complete their required training. The General Manager reported that the LAFCo annexation of Albany did not get enough protest votes to disapprove of the annexation. There are a few administrative steps needed to complete the process. Trustee Testa mentioned that she was recently asked why Albany is not a part of the District. The General Manager noted that the Alameda County Vector Control Services District is still continuing their mosquito program, but that should cease once the annexation is final.

15. Board President Poulson asked for reports on conferences and seminars attended by Trustees. Trustee Bhat and Washburn gave their MVCAC report during the Manager's Report.
16. Board President Poulson asked for announcements from the Board. None.
17. Board President Poulson asked trustees for items to be added to the agenda for the next Board meeting. The General Manager reminded the Finance Committee that it will be meeting before the next meeting to review the 1<sup>st</sup> draft of the budget.
18. The meeting adjourned at 6:15 P.M.

**Respectfully submitted,**

Approved as written and/or corrected  
at the 1077<sup>th</sup> meeting of the Board of  
Trustees held March 11<sup>th</sup>, 2020

  
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Wendi Poulson, President  
BOARD OF TRUSTEES

  
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Betsy Cooley, Secretary  
BOARD OF TRUSTEES