

**MOSQUITO AND VECTOR MANAGEMENT DISTRICT
of Santa Barbara County
MINUTES OF REGULAR MEETING OF TRUSTEES
March 12th, 2020**

The regular meeting of the Board of Trustees of the Mosquito and Vector Management District of Santa Barbara County was held at 2:00 PM, on Thursday, March 12th, 2020 at the Hope School Board Room, 3970 La Colina Road, Santa Barbara, CA.

1. ROLL CALL.

TRUSTEES PRESENT:

President Ron Hurd
Vice-President Teri Jory
Secretary Adam Lambert
Trustee Charlie Blair
Trustee Cathy Schlottmann
Trustee Craig Geyer
Trustee DeDominic

TRUSTEES ABSENT:

Trustee Robert Williams

IN ATTENDANCE:

Brian Cabrera, General Manager
Carrie Troup, CPA

2. CONFIRMATION OF AGENDA

-New Business Item 8B was added for the Board to discuss the Coronavirus.

3. STAFF ANNOUNCEMENTS regarding District business.

-Trustees interested in bound copies of the financial audit should inform staff.

4. CORRESPONDENCE

A. Nominations for LAFCO Special District Member

-Trustee Geyer has been nominated as Regular Member. Item will return to the Board for a vote when the nomination period closes.

B. Preliminary meeting with representative from PARS (Public Agency Retirement Services)

-A representative from PARS visited the office and they are scheduled to attend the April Board meeting.

C. Notice that Conflict of Interest Form 700s must be filed by April 1

-No discussion occurred for this item.

5. PUBLIC COMMENT –

-None.

6. ITEMS OF GENERAL CONSENT. The following items are approved by a single action of the Board. Items requiring additional discussion may be withdrawn from the listing and approved in a separate action.

- A. Approval of the Minutes of the February 13, 2020 regular meeting
- B. Approval of the February Financial Statements for County Fund 4160
- C. Approval of the February Vendor Disbursement Report
- D. Approval of the February Disease Surveillance Report
- E. Approval of the February District Operations Report

-It was moved by Trustee Blair and seconded by Trustee Schlottmann to approve the Items of General Consent following discussion. Carrie Troup reviewed the Financial Statements. Two specific line items that are above 100% were discussed ("Structure and Ground Maintenance" due to the sewer line replacement and "IT Software Maintenance due to the new computer systems). Motion to approve the Items of General Consent passed unanimously.

7. OLD BUSINESS

A. Approve a 2020 valuation option by Total Compensation Systems, Inc.

According to TCS, having an additional retiree in the 2019 valuation won't cause a significant deviation from the 2018 valuation.

-It was moved by Trustee Schlottmann and seconded by Trustee DeDominic to select the roll forward valuation and use the figures from the previous valuation when making budget considerations. Motion passed unanimously.

B. Accounts receivable contracts' status (5909 Misc. Revenue)

-General Manager Cabrera noted that the technicians performed many pre-treatment projects in the previous quarter and some contracts will soon be due for renewal.

C. Update on lead vector technician and vector biologist technician positions

-The job descriptions were edited so as to keep the positions non-exempt, which means that the positions will remain part of the collective bargaining unit. New descriptions are under review by legal counsel.

D. Status on the purchase of a new vehicle

-Specifications for a vehicle have been sent to National Auto Fleet Group and staff is expecting quotes.

8. NEW BUSINESS

A. Presentation of draft budget for FY 2020-2021.

-Draft budget is preliminarily based on a 2% increase of the FYE 2019 figures. Depreciation and OPEB contributions are included in the budget. The March CPI may result in changes to the budget.

B. Discuss implications of coronavirus situation on District operations

-A continuing education event in April has been cancelled. Staff will be procuring chickens from Modesto. There have been revisions to the Brown Act in order to accommodate remote meetings at this time. The Hope School Board Room may not be available as a meeting space in April.

9. MANAGER'S REPORT

-The CDPH reported that one of the tick species collected in January tested negative for Lyme disease. Results from the other species are pending.

10. BOARD ANNOUNCEMENTS

-Trustee Blair reported that the SBCCSDA is considering holding meetings quarterly rather than monthly and at the April meeting, they will be having an award ceremony.

-President Hurd visited the District office and noted that the building is in need of some improvements. Board asked staff to consider what areas are most in need of attention and add the priority items to a future agenda.

11. ADJOURNMENT

As there was no further business to be brought before the Board, the meeting was adjourned.

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I certify that the above minutes substantially reflect the actions of the Board:

BY:

APPROVED:

Ron Hurd
Board President

Adam Lambert
Board Secretary