

**MOSQUITO AND VECTOR MANAGEMENT DISTRICT  
of Santa Barbara County  
MINUTES OF REGULAR MEETING OF TRUSTEES  
February 11<sup>th</sup>, 2021**

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, February 11<sup>th</sup>, 2021 via teleconference as allowed by State of California Executive Order N-29-20.

1. ROLL CALL.

TRUSTEES PRESENT:

President Teri Jory  
Vice-President Adam Lambert  
Secretary Robert Williams  
Trustee Charlie Blair  
Trustee Cathy Schlottmann  
Trustee Craig Geyer  
Trustee Katherine Stewart

TRUSTEES ABSENT:

None.

IN ATTENDANCE:

Brian Cabrera, General Manager  
Jessica Sprigg, Administrative Assistant  
Carrie Troup, CPA

2. CONFIRMATION OF AGENDA

*-No changes requested.*

3. STAFF ANNOUNCEMENTS regarding District business.

- A. Introduction of new Board trustees: Tim Buffalo – representing the City of Carpinteria and Katherine Stewart – representing the County of Santa Barbara. Oath of office to be administered by Secretary Williams  
*-Introductions were made and Secretary Williams administered the Oath of Office for Trustee Stewart. GM Cabrera announced that Tim Buffalo decided against serving on the Board.*
- B. Harassment Prevention and Ethics Training completion will be due for several trustees.  
*-Staff will email those trustees that need to complete these trainings. Trustee Geyer informed the Board that Goleta West Sanitary District will be providing these courses soon.*
- C. U.S. Dept. of Homeland Security Form I-9 – Employment Eligibility Verification  
*-Board directed staff to inquire of legal counsel whether these forms are required for trustees.*

4. CORRESPONDENCE

- A. Partners in Education, Santa Barbara County Education Office  
*-Partners in Education expressed appreciation for a donation of old computer equipment and involvement in events such as Career Day.*

- B. Timeline for 2021-2022 Benefit Assessment from SCI.  
*-Trustee Schlottmann discussed the approval of the budget and resolutions for the benefit assessment as well as how preparing a budget will be complicated by the fact that staff will be negotiating staff salary increases and that figure will likely not be known prior to budget approval.*
- C. Conflict of Interest Form 700 due April 1, 2021.  
*-Reminder to trustees to complete their Form 700.*
- D. California Special Districts Association (CSDA) call for nominations for Board of Directors, Seat A – 2022 – 2024 term  
*-No trustees expressed interest in a nomination.*
- E. Santa Barbara County Chapter CSDA proposed slate for the 2021 Board of Directors.  
*-There is a local chapter meeting of the CSDA in April and they will be discussing LAFCO.*

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 January 14, 2021 regular meeting
  - B. Approval of the January Financial Statements for County Fund 4160
  - C. Approval of the January Vendor Disbursement Report
  - D. Approval of the January Disease Surveillance Report
  - E. Approval of the January District Operations Report
- It was moved by Trustee Schlottmann and seconded by Secretary Williams to approve the Items of General Consent. Trustee Schlottmann pointed out a correction to the trustee names in the January minutes. Carrie Troup provided an overview of the financial statements. Motion to approve passed 6-0-1 with Trustee Blair abstaining from approval of the minutes.*

7. OLD BUSINESS

- A. Accounts receivable contracts' status (5909 Misc. Revenue)  
*-Staff expects to send out updated agreements in late April or early May.*
- B. Update on opening an OPEB Trust Fund with Public Agency Retirement Services (PARS)  
*-Trust agreement and adoption agreement have been submitted and GM Cabrera will soon meet with the financial advisor for the trust.*
- C. Update on preliminary planning for new MOU between City Employees Association and the District - The current MOU expires on 6/30/21.  
*-GM Cabrera is preparing a table which compares agreements of similar sized agencies and will meet with Nate Kowalski this month to arrange beginning of negotiations. Board directed that the negotiations be discussed as a Closed Session item at the March meeting.*
- D. Final draft of the Mosquito and Vector Management District of Santa Barbara County Engineer's Report.  
*-Trustee Schlottmann provided a history of the benefit assessment process and service zones of the District.*

8. NEW BUSINESS

*-None.*

9. MANAGER'S REPORT

*-President Jory asked that the video produced for her program "The Resource" be placed on the District website and encouraged further public outreach.*

*-GM Cabrera discussed the vaccination schedule and expects staff to be eligible as part of the 1C tier.*

10. BOARD ANNOUNCEMENTS

*-Trustee Blair announced that the next SBCCSDA meeting will be held in February and the topic will be LAFCO.*

*-Secretary Williams received a COVID vaccination and the process at Cottage Hospital was well organized.*

11. ADJOURNMENT

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

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

BY:

APPROVED:

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Ron Hurd  
Board President

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Adam Lambert  
Board Secretary