

**MOSQUITO AND VECTOR MANAGEMENT DISTRICT  
of Santa Barbara County  
MINUTES OF REGULAR MEETING OF TRUSTEES  
February 13<sup>th</sup>, 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, February 13<sup>th</sup>, 2020 at the Hope School Board Room, 3970 La Colina Road, Santa Barbara, CA.

1. ROLL CALL.

TRUSTEES PRESENT:

President Ron Hurd  
Secretary Adam Lambert  
Trustee Charlie Blair  
Trustee Cathy Schlottmann  
Trustee Robert Williams  
Trustee Craig Geyer  
Trustee DeDominic

TRUSTEES ABSENT:

Vice-President Teri Jory

IN ATTENDANCE:

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

2. OATH OF OFFICE

*-Trustee DeDominic was given the oath of office by Secretary Lambert making official her trustee reappointment.*

3. CONFIRMATION OF AGENDA

*-Correction to page numbers listed on agenda.*

4. STAFF ANNOUNCEMENTS regarding District business.

*-None.*

5. CORRESPONDENCE

**A.** CSDA Board of Directors, Calls for Nominations

*-No discussion occurred for this item.*

**B.** Proposed 2020 Benefit Assessment timeline from SCI

*-Budget considerations will begin next month. SCI will be consulted regarding when the budget is required by them.*

**C.** Member Contingency Fund Quarterly Report from VCJPA

*-Board discussed balance of contingency fund and whether additional contributions would be prudent.*

- D. OPEB-CERBT quarterly report**  
*-No discussion occurred for this item.*

6. PUBLIC COMMENT –

*-None.*

7. 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 Items requiring additional discussion may be withdrawn from the listing and approved in a separate action.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 9, 2020 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 Williams and seconded by Trustee Schlottmann to approve the Items of General Consent. Secretary Lambert discussed the MVCAC conference and passed around examples of promotional materials for vector control districts. Carrie Troup provided an overview of the financial statements and discussed an asset capitalization policy. Motion to approve Items of General Consent passed unanimously.*

8. OLD BUSINESS

- A.** Mission Hills rat infestation update  
*-The County continues to try to reach a representative at the real estate management company. Rodent activity at the property has been significantly reduced. It was the consensus of the Board that the issue cease to be a recurring agenda item and updates should occur as necessary.*
- B.** Accounts receivable contracts' status (5909 Misc. Revenue)  
*-All contracts are current.*
- C.** Update on supervising vector technician and vector biologist technician positions  
*-Legal counsel suggested that the term “supervisory” be replaced with a description that does not risk the position being classified as exempt, which would remove the position from the collective bargaining unit. Alternative titles suggested include “Lead Vector Technician” or “Senior Vector Technician.” It was moved by Trustee DeDominic to approve the job descriptions with the modifications discussed and have General Manager Cabrera finalize the descriptions for Vector Biologist and Lead Vector Technician. Seconded by Trustee Schlottmann and passed unanimously.*
- D.** Status on the purchase of a new vehicle  
*-National Auto Fleet Group maintains a website where specifications for a vehicle are made and a quote is generated. Delivery time is estimated at twelve weeks.*
- E.** Outreach Activities  
*-Staff is considering potential promotional materials for the Earth Day Festival booth.*

9. NEW BUSINESS

- A.** Approval of Audit Report for FYE 2019  
*-Trustee Geyer made a motion to accept the audit as presented. Seconded by Trustee Williams and passed unanimously. Trustee Schlottmann made a motion to transfer \$16,950 into account 4161 to reserve the amount of depreciation for the current fiscal year. Seconded by Secretary Lambert and passed unanimously. Board discussed the advantage*

*of depositing a lump sum with surplus funds to reduce OPEB liabilities as well as entities other than CalPERS that may offer a greater return, such as Wells Fargo advisors or PARS (Public Agency Retirement Services). Trustee Geyer suggested a representative from PARS could make a presentation to the Board.*

- B.** Consider and approve a 2020 valuation option by Total Compensation Systems
  - District has the option to do a full valuation or a roll forward valuation at a lower cost. Board discussed whether now having retirees is a significant enough change to warrant a full valuation. Board directed staff to inquire of TCS whether choosing not to do a valuation at this time would be non-compliant with GASB 75 requirements.*
- C.** Discuss website and website host providers
  - Difficulties have been encountered in attempting to have current website provider understand the website requirements for special districts. Potential vendor specializes in special district compliance. It was the consensus of the Board that utilizing this website host would be in the best interest of the District.*

9. MANAGER'S REPORT

*-A good number of ticks were collected with biologists from the CDPH. Ticks have been sent for testing.  
-Several presentations at the MVCAC conference focused on Aedes aegypti and Aedes albopictus.*

10. BOARD ANNOUNCEMENTS

*-Trustee Geyer is seeking re-election for his Regular Special District seat on LAFCO.  
-Trustee Blair announced that there was no January SBCCSDA meeting and the February meeting will be at Glen Annie and office elections will be held.*

11. ADJOURNMENT

As there was no further business to be brought before the Board, the meeting was adjourned.  
*-Meeting adjourned at 3:52.*

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