

**SAN JOAQUIN COUNTY MOSQUITO & VECTOR CONTROL DISTRICT  
7759 SOUTH AIRPORT WAY, STOCKTON, CALIFORNIA 95206**

**MINUTES OF THE BOARD OF TRUSTEES MEETING**

**April 19, 2016**

**1. Call to Order**

The regular meeting of the Board of Trustees of the San Joaquin County Mosquito and Vector Control District was held Tuesday, April 19, 2016, at the District's Stockton office. President Lambdin called the meeting to order at 1:00 p.m.

**Trustees Present:**

Marc Warmerdam  
Joy Meeker  
Jay Colombini  
Jack Fiori  
Mike Manna  
Gary Lambdin  
Glenn Page  
Greg O'Leary

**Staff Members Present:**

Eddie Lucchesi, Manager  
John Fritz, Asst. Manager  
Jamie Tuggle, Secretary  
Emily Nicholas, Administrative Asst.

**Legal Advisor:** Chris Eley, Attorney at Law

**Trustees Absent:**

Tracy Trustee (Vacancy)  
Francis Groen  
Omar Khweiss

**2. Public Comment Period**

There was no public comment.

**3. Consent Calendar**

- a. **Minutes of the March 15, 2016 regular meeting of the Board of Trustees**
- b. **Expenditure and Financial Reports for March 2016.**
- c. **District activities report for March 2016.**
- d. **Public Information & Outreach report for March 2016.**
- e. **Manager's report**
- f. **Correspondence**

Manager Lucchesi reviewed the correspondence he received over the past month. The first correspondence was regarding a notice from Cal-OSA in response to a complaint filed. Manager Lucchesi said Assistant Manager Fritz worked with Cal-OSA and gathered all the information required. The second correspondence was a request for personnel file documents from Tiffany Anderson. He stated the District will respond to the request within the confines of the law. He also stated much of this information has previously been provided to

her. The third correspondence was also a request for information from Tiffany Anderson, regarding the District's conflict of interest policy and employee compensation. Legal Advisor Eley stated that Board of Trustees annually file 700 forms as required by law and his response letter clarifies those requirements for her, in addition he directed her to the web-site *transparentcalifornia.com.*; whereby, she can find total compensation information for all governmental employees. The fourth correspondence was a letter from the District to the Honorable Moses Zapien, chairman of the San Joaquin County Board of Supervisors (Board), thanking the Board for proclaiming April 17 - 23, 2016 California West Nile Virus and Mosquito and Vector Control Awareness Week. Following review and discussion of the Consent Calendar, it was moved by Trustee Colombini, seconded by Trustee Meeker, to approve the Consent Calendar as presented; the motion was unanimously approved.

**4. Report of Policy Committee meeting and approval of amendments to District policies and procedures.**

Manager Lucchesi reviewed the agenda of the Policy Committee. Trustee Warmerdam informed the Board that all the changes to the policies should be adopted except for policy 5040 as more information is needed. Legal Advisor Eley reviewed each change recommended to the affected policy language. Policy 1030.20 Public Complaints would not include employee complaints because that would most likely fall under the District's grievance policy. Policy 2700 Public Information Officer (PIO) job description to reflect duties to include assisting in safety training of District employees as well as updating safety training binders and scheduling training dates, and manning the inventory of the District's personal protective equipment used by field staff. Policy 4010 Code of Ethics would add the resolution the Board adopted that stated if a Trustee is interested in purchasing District property then they would excuse themselves from any discussions and decisions regarding that property. Policy 4030 Remuneration and Reimbursement clarifies that Trustees qualify for reimbursement when attending a district meeting; Policy 4090 Training, Education, and Conferences would require the District to notify any Trustee attending training, education, or a conference of the time-frame of approved lodging. Policy 5010 Board Meetings would change the time from 2:00 p.m. to 1:00 p.m. which the Board has already implemented and to add that the announcement of all Board meetings will be located on the District's web-site. Policy 5030 Board Meeting Conduct currently follows Robert Rules of Order, but the committee suggested it be changed to Rosenberg Rules of Order as they are easier to understand and follow. This policy change is being put on hold until legal counsel presents procedural information to the full Board. Policy 5040.20 Board Actions and Decisions would change the language for quorum to say the majority of the currently seated Trustees rather than fifty percent plus 1 would equal a quorum. Policy 5060.10 Minutes of Board Meetings would authorize additional Board members to sign the minutes in the absence of the secretary. The order is as follows: Secretary, Board President, Board Vice President, Board Secretary, and any seated Board

Trustee. Manager Lucchesi also informed the Board that there will be future changes to the personnel handbook as the new laws come into effect. Following review and discussion of the Policy Committee meeting, it was moved by Trustee Warmerdam seconded by Trustee O'Leary, to approve the changes to the policy as presented; the motion was unanimously approved

**5. Request for authorization to contract for auditing and financial review services for fiscal year 2015-16.**

Manager Lucchesi informed the Board the District received a letter from Croce and Company stating they will no longer provide financial auditing services for governmental agencies. Manager Lucchesi suggested that since there would not be adequate time to send out requests for bid proposals to complete this year's financial audit, that the Board consider hiring Croce, Sanguinetti, and Vander Veen (CSV) to complete this year's audit. CSV had provided a bid previously to complete the District's financial audit. Manager Lucchesi contacted CSV to receive costs associated with completing this year's financial audit, they submitted a price quote of \$16,500.00 to complete the work. Following review and discussion of the audit proposal, it was moved by Trustee Colombini, seconded by Trustee Meeker, to approve the contract for Croce, Sanguinetti, and Vander Veen to complete the financial audit for the 2015/16 fiscal year as presented; the motion was unanimously approved.

**6. Report of MVCAC Legislative Day held on April 6, 2016 in Sacramento, CA.**

Manager Lucchesi and Assistant Manager Fritz attended this year's Legislative Day held at the State Capitol. They met with the Legislative Aides for; Kristen Olsen, Assembly member 12<sup>th</sup> District; Susan Talamantes Eggman; Assembly member 13<sup>th</sup> District; and Senator Cathleen Galgiani, 5<sup>th</sup> Senate District. Primary discussion was the opposition to Senate Bill 1246, which would require a minimum 4 day prior notice of any aerial spraying over urban areas. Additional discussion included Assembly Bill 1362, a bill to reduce the number of appointees to local mosquito control district boards, and any bills that could limit the use of unmanned aircraft systems (drones.) for the purpose of vector control operations used for mosquito surveillance, aerial application of adulticides in small treatment locations and larviciding near sensitive areas. Manager Lucchesi added the MVCAC had strong representation at this year's legislative event.

**7. Review/Discussion/Action to accept the 2015 Annual Report.**

Manager Lucchesi reviewed the Draft Annual Report with the Board. Following review and discussion of the Draft Annual Report, it was moved by Trustee Fiori, seconded by Trustee Warmerdam, to approve the Annual Report as presented; the motion was unanimously approved.

**8. Award of bid to install automated security gate at the main vehicle entrance to the District's Stockton yard.**

Manager Lucchesi reviewed presented proposals for the fabrication and installation of a security gate at the Stockton Office. He reviewed the specifications for bid and what the District would require for a security gate. Three requests for proposals were sent to three reputable contractors of which only one expressed interest in completing the work. Dentoni's Welding Work's Inc. submitted a bid of \$28,415.65 to fabricate and install an automated security gate. Following review and discussion of the bid, it was moved by Trustee Fiori, seconded by Trustee Page, to award the bid to Dentoni's Welding Works Inc.; the motion was unanimously approved.

**9. Comments from Trustees and Staff on non-agenda items.**

Trustee Lambdin asked Manager Lucchesi about Federal funding referenced in the news regarding the fight against Zika Virus. Manager Lucchesi stated it is currently held up in Congress; however, from what he's gathered, most of the funding will be used to develop a vaccine; although it is very preliminary. Trustee O'Leary informed the Board he will not be able to attend the next Board meeting due to travel.

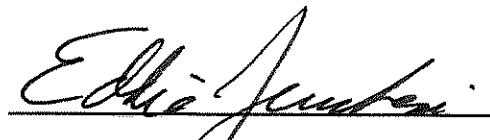
**10. Other Business; Announcement of future Board and Committee meetings.**

- The next regular meeting of the Board of Trustees will be 1:00 p.m. Tuesday, May 17, 2016.
- There is a Budget Committee scheduled for 11:30 a.m., on Tuesday, May 17, 2016 prior to the regular meeting.

**11. Adjournment**

There being no further business, it was moved by Trustee Warmerdam, seconded by Trustee Colombini, to adjourn the meeting at 2.20 p.m.; the motion passed unanimously.

  
MS JOY MEEKER, SECRETARY

  
MR. EDDIE LUCCHESI, MANAGER