

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

MINUTES OF THE BOARD OF TRUSTEES MEETING

April 21, 2015

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 21, 2015, at the District's Stockton office. President Lambdin called the meeting to order at 1:05 p.m.

Trustees Present:

Francis Groen
Glenn Page
Joy Meeker
Chet Miller
Gary Lambdin
Jack Fiori
Marc Warmerdam
Mike Manna
Omar Khweiss

Staff Members Present:

Eddie Lucchesi, Manager
John Fritz, Asst. Manager
Jamie Newcomb, Secretary

Legal Advisor: Chris Eley, Attorney at Law

Other: Jim Martin, Lee & Associates

Trustees Absent:

Jay Colombini
Greg O'Leary

2. Public Comment Period

There was no public comment.

3. Consent Calendar

- a. **Minutes of the March 17, 2015 regular meeting of the Board of Trustees**
- b. **Expenditure and Financial Reports for March 2015.**
- c. **District activities report for March 2015.**
- d. **Public Information & Outreach report for March 2015.**
- e. **Manager's report**
- f. **Correspondence**

Following review and discussion of the Consent Calendar, it was moved by Trustee Fiori, seconded by Trustee Meeker, to approve the Consent Calendar as presented; the motion was unanimously approved.

4. Status on sale of surplus District property, 200 N. Beckman Rd, Lodi.
Report on progress as it pertains to sale of property

Jim Martin of Lee & Associates informed the Board that the buyer has made progress in securing loan and the time-frame to complete the sale is targeted for the end of May. Mr. Martin said the District should consider an escrow deadline of May 31st to ensure completion of buyer's paperwork. The Board, at the March 2015 BOT meeting, authorized the Manager to work with Mr. Martin in setting an extension to the escrow period. Manager Lucchesi stated he will be working with Mr. Martin to amend the current "offer to purchase and contract of sale" following the conclusion of the Board meeting.

5. Report of Policy Committee meeting.

Policy Committee Chairman Warmerdam and Manager Lucchesi provided an oral report regarding the Policy Committee's meeting held prior to the regular Board of Trustees meeting. Items discussed and/or reviewed by the Policy Committee included proposed development of updates to the District's Policy manual. Trustee Warmerdam stated the Committee agreed to a process that includes involvement by the District's legal counsel to review / revise the District's governance policies, the Manager to review / revise the District's administration and operational policies, and the hiring of a third party to review / revise employer / employee related policies. Manager Lucchesi added there are proposed changes to elements within the job description for the position of Public Information Officer to include oversight of certain aspects of employee safety training. Following review and discussion of the Policy Committee Meeting report, it was moved by Trustee Fiori, seconded by Trustee Meeker, to approve the Policy Committee proceed with revising the Policy Manual as presented; the motion was unanimously approved.

6. Request for authorization to dispose of surplus District equipment.

Manager Lucchesi reviewed with the Board, the staff's request to dispose of three district vehicles. Manager Lucchesi recommended that the Board authorize staff to dispose of the vehicles with a local auction company, and that the proceeds of the disposal be deposited in the District's General Fund. Following review and discussion, it was moved by Trustee Warmerdam, seconded by Trustee Groen to dispose of said vehicles. This motion was unanimously approved.

7. Review District Board response to the 2013-2014 Grand Jury Continuity Report per California Penal Code §933 and §933.5.

Manager Lucchesi shared with the Board a request by the San Joaquin County Grand Jury regarding the 2013-2014 Grand Jury Continuity Report. The Grand Jury inquired about the District's official response relating to the web-site posting of the District's financial audit report and the District's Fund Balance Policy. Legal Counsel Eley presented the Board with the draft response to the Grand Jury. The letter stated that the financial audit report was posted on the website, but it did not have a user friendly placement. It has since been changed to a special link called Financial Audit Report on the home page of the District website for easy access. The letter also addressed the issue of adoption of a Fund Balance Policy. It explained the District historically includes fund designations as referenced in the District's annual budget approval process through Board resolution. The Board will consider adoption of a standalone policy that sets forth the District's current practice. A copy of the District's 2014/15 Budget Resolution will be attached to the letter. Following review and discussion of the response letter, it was moved by Trustee Khweiss, seconded by Trustee Page, to approve the response letter as presented; the motion was unanimously approved.

8. Report of attendance at the American Mosquito Control Association (AMCA) Annual Conference Held March 29-April 2, 2015.

Trustees Manna, Meeker, and Groen provided oral reports regarding their attendance at the AMCA conference held March 29 – April 2, 2015 in New Orleans, LA. Additionally Trustee Groen submitted a written report. Trustees all agreed the Field Day portion was a great experience. Trustee Meeker took keen interest in presentations on the mosquito-borne disease Chikungunya. She said it was found in Florida and is rising in numbers. The virus is a serious illness and affects young children and the elderly. Trustee Groen added the disease is found in 44 countries in the western hemisphere and that 14 US states reported Chikungunya virus activity. All Trustees stated the conference was well organized and insightful.

9. Comments from Trustees and staff on non-agenda items.

Trustee Meeker informed the board she was again approached by the Mayor of Escalon regarding Trustee Health Insurance. The Mayor requested that she look into revisiting this again at a future board meeting.

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 19th, 2015.
- Manager Lucchesi announced there will be a Budget Committee meeting on May 19, 2015 at 11:30 a.m. prior to the regular BOT meeting
- Trustee Manna and Trustee Meeker informed the Board they will be unable to attend the May 19, 2015 BOT meeting

11. Adjournment

There being no further business, it was moved by Trustee Manna, seconded by Trustee Khweiss, to adjourn the meeting at 2:10 p.m.; the motion passed unanimously.



MR. GARY LAMBDIN, PRESIDENT



MR. EDDIE LUCCHESI, MANAGER