

**MOSQUITO AND VECTOR MANAGEMENT DISTRICT
of Santa Barbara County
MINUTES OF REGULAR MEETING OF TRUSTEES
March 14th, 2019**

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 14th, 2019 at the Hope School Board Room, 3970 La Colina Road, Santa Barbara, CA.

1. ROLL CALL.

TRUSTEES PRESENT:

President Patty DeDominic
Vice-President Ron Hurd
Secretary Teri Jory
Trustee Craig Geyer
Trustee Cathy Schlottmann
Trustee Robert Williams
Trustee Charlie Blair

TRUSTEES ABSENT:

None.

IN ATTENDANCE:

David Chang, General Manager
Brian Cabrera, Operations Manager Biologist
Jessica Sprigg, Administrative Assistant
Carrie Troup, CPA
Vesna Ibarra, Vector Technician
Donny Cram, Vector Technician
Barbara Silver, Member of Public

2. CONFIRMATION OF AGENDA

-General Manager Chang requested that New Business Item 7D be the first topic discussed under new business.

-An additional new business item is necessary as the issue has an immediate need of approval. Trustee Schlottmann made a motion to add discussion of computer equipment replacement to Item 7E. Motion seconded by Trustee Williams and passed unanimously.

3. STAFF ANNOUNCEMENTS regarding District business.

A. Trustee training reminders will be emailed

AB1825 harassment prevention and AB1234 ethics

B. NPDES Annual Report and map completed

Report: <https://www.mvmdistrict.com/files/130917437.pdf> Map: <https://bit.ly/2DYBcT9>

C. District received call from County Sheriffs in regard to a rodent problem at a residence in Mission Hills

Sheriff was performing a welfare check and reported a severe infestation. Coordinated efforts are being made by District staff and several other county departments to address the problem.

4. PUBLIC COMMENT –

None.

5. 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 Items requiring additional discussion may be withdrawn from the listing and approved in a separate action.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 14, 2019 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 Schlottmann and seconded by Trustee Blair to approve the Items of General Consent. Motion passed unanimously.

6. OLD BUSINESS

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

County of San Luis Obispo Mosquito Surveillance Plan (scope of work) revised to allow per diem for overnight lodging.

-Trustee Geyer made a motion for staff to negotiate full reimbursement for lodging from San Luis Obispo County when overnight accommodations are necessary for work performed there. Seconded by Trustee Schlottmann. Motion passed with Trustee Blair opposed.

B. Trustee appointments update

-Trustee Williams was reappointed to a County seat.

C. General manager recruitment update

Fourteen applications received. General qualities of the applicants are described. Updated schedule is provided. Selection committee is requested to provide availability for second-round interviews, and prepare for selection of candidate to fill position and negotiation/offer.

-First round interviews have been completed. The second round of interviews may be conducted by the full board or the ad-hoc Personnel Committee.

D. Fiscal year 2019-20 preliminary budget

-Budget considerations include salaries and replacement vehicles.

7. NEW BUSINESS

D. Consider/Approve appointment of Operations Manager Biologist Cabrera as Interim General Manager

Consider, negotiate, and approve appointment and pay increase to Interim General Manager Cabrera while general manager position is vacant.

-Trustee Geyer made a motion to approve the appointment of Operations Manager Biologist Cabrera as Interim General Manager and implement a ten percent pay increase during the time he is filling this position. Hourly rate will be \$44.95 and fringe benefits remain the same. Motion seconded by Trustee Williams and passed unanimously.

A. Consider/Approve pay out of vacation and sick leave balance to retiring general manager

<Policy summary> = Upon termination for employees with more than five years of employment with the District, sick leave is paid out at rate of 50% of up to 480 hours.

Vacation leave – the employee will be paid for any unused accrued vacation hours. <...>

Amount paid out will be according to balance remaining at pay period ending 3/23/19. As of pay period ending 2/23/19, GM Chang's calculated balance for payment is 352.38 hours.

-Trustee Schlottmann made a motion to approve vacation/sick leave balance payout in accordance with District policy (amount will be approximately \$16,500). Motion seconded by Secretary Jory and passed unanimously.

B. Consider/Approve employment agreement to hire David Chang

Consider, negotiate, and approve retired employee Chang's scope of work and terms of employment, as temporary part-time employee, including employee compensation and fringe benefits, to assist with recruitment and hiring of new general manager.

-Trustee Geyer made a motion to set compensation at \$52.00/hour. Motion seconded by Trustee Schlottmann and passed unanimously. Trustee Schlottmann made a motion to accept the employment agreement and authorize the board president to execute contract. Seconded by Trustee Williams and passed unanimously. Fringe benefits will not be available.

C. Consider/Approve Resolution No. 19-01 to hire David Chang post-retirement

Consider/approve resolution to declare urgency and to hire retiree Chang before 180 days has elapsed, in compliance with Government Code § 7522.56 California Public Employees' Pension Reform Act of 2013. Certification of retiring employee is included.

-Trustee Geyer made a motion to adopt Resolution 19-01. Motion seconded by Trustee Blair and passed 7-0-0 by roll call vote.

E. Computer system audit and server breakdown

TechEase, at GM's request, audited the District's computer system and provided report with recommendations. GM's white paper on the topic is presented.

-The District's computer server broke on March 13, 2019. Trustee Hurd made a motion to spend up to six thousand dollars to purchase a server computer. Seconded by Trustee Blair and passed unanimously.

9. MANAGER'S REPORT

*-The probationary period for Operations Manager Biologist Cabrera will end 4/8/2019.
-New color printer was purchased and installed.*

10. BOARD ANNOUNCEMENTS

*-Trustee Jory will be attending the Santa Barbara City Council meeting in support of her application to the City seat on the District board.
-Trustee Blair attended the February SBCCSDA meeting featuring Harry Hagen, Treasurer-Tax Collector.*

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:

Patty DeDominic
Board President

Teri Jory
Board Secretary