

MOSQUITO AND VECTOR MANAGEMENT DISTRICT  
of Santa Barbara County  
MINUTES OF REGULAR MEETING OF TRUSTEES  
March 14<sup>th</sup>, 2024

The regular meeting of the Board of Trustees of the Mosquito and Vector Management District of Santa Barbara County was held at 1:00 PM, on Thursday, March 14<sup>th</sup>, 2024 via teleconference and in person at the Santa Barbara City College Wake Center Campus, Room 18.

1. ROLL CALL.

TRUSTEES PRESENT:

President Robert Williams  
Vice-President Joe Franken  
Secretary Hugh Rafferty  
Trustee Teri Jory (arrived during Closed Session)  
Trustee Barbara Silver (arrived after Roll Call)  
Trustee Russell Dahlquist  
Trustee Charles Blair  
Trustee Danica Taber

TRUSTEES ABSENT:

None.

IN ATTENDANCE:

Brian Cabrera, General Manager  
Carrie Troup, CPA  
Jessica Sprigg, Administrative Assistant (remotely)  
Josh Sharp, Member of Public  
Nate Kowalski, Legal Counsel, Atkinson, Andelson, Loya, Ruud, and Romo (for Closed Session)

2. CONSIDERATION OF TELECONFERENCING NOTIFICATIONS OR REQUESTS FROM BOARD MEMBERS Per Government Code § 54953(f), less than a quorum of Board members may on a limited basis videoconference to Board meetings for just cause or emergency circumstances  
*-No requests for remote participation.*

3. CONFIRMATION OF AGENDA  
*-No changes requested.*

4. Staff announcements regarding District business

A. Board Meeting Dates for the remainder of 2024. Start time is 1 PM.

1. Thursday, April 11	4. Thursday, July 11	7. Thursday, October 10
2. Thursday, May 9	5. Thursday, August 8	8. Thursday, November 14
3. Thursday, June 13	6. Thursday, September 12	9. Thursday, December 12

B. Reminder that Form 700 Conflict of Interest Forms are due April 3.

5. CORRESPONDENCE  
*-None.*

6. PUBLIC COMMENT-Time reserved for the public to address the Board of Trustees relative to matters of District business not on the agenda. Comment time regarding specific agenda items will be available during consideration of the particular agenda items.

*-None.*

7. CLOSED SESSION

- A. Public comment on closed session agenda items

*-No public comment.*

- B. Closed session pursuant to Government Code § 54957.6

Conference with labor negotiator

Agency designated representatives: Nate Kowalski, Counsel and Brian Cabrera, General Manager

Employee Organization: Mosquito and Vector Management District of Santa Barbara County

Employees Association

*-Started at 1:10 PM. Ended at 2:10 PM.*

Reconvene to open session to report action taken (if any) in closed session

*-No action to report.*

8. 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 8<sup>th</sup>, 2024 Regular Board Meeting

- B. Approval of the February Disease Surveillance Report

- C. Approval of the February District Operations Report

*-It was moved by Trustee Blair and seconded by Secretary Rafferty to approve the Items of General Consent. Motion passed unanimously.*

9. OLD BUSINESS. The Board will discuss and may take action on the following items:

- A. Accept and file the February Financial Statements for County Fund 4160

- B. Accept and file the February Disbursement Report

*-Carrie Troup discussed the status of revenues and expenditures and explained various disbursements made during the month. Both reports were accepted and filed.*

- C. Accounts receivable contracts' status (5909 Misc. Revenue)

*-Contracts are current and billing for work done January through March will be done in April.*

- D. Update on District building repair and improvement projects.

*-The Board discussed their intention to remodel/add on to the current structure on the District property, rather than a complete tear down. Staff will continue looking into options for RFPs/project planners.*

10. NEW BUSINESS. The Board will discuss and may take action on the following items:

- A. Consider selecting a nominee to serve as a "Seat A" member representing the CSDA Coastal Network for the 2024 CSDA Board of Directors.

*-Secretary Rafferty made a motion to nominate Elaine Magner of the Pleasant Valley Parks and Recreation District. Motion seconded by Trustee Blair and passed unanimously.*

- B. Consider and select a vendor to provide benefit assessment services for the District.

*-GM Cabrera discussed the institutional knowledge and great work done by SCI Consulting for the District for many years. Trustee Blair made a motion to continue to utilize SCI Consulting as benefit assessment administrators for the District.*

C. Presentation of preliminary budget for fiscal year 2024-2025.

*-Carrie Troup discussed the elements of the budget and how they may be adjusted in the coming months.*

11. REVIEW OF THE CALIFORNIA HEALTH & SAFETY CODE, CHAPTER 1. MOSQUITO ABATEMENT AND VECTOR CONTROL DISTRICTS, ARTICLE 6. FINANCES §§2070, 2071, 2072

*-These sections of the Health and Safety Code dictate how the District manages funds and sets a budget.*

12. REQUESTS FOR FUTURE AGENDA ITEMS

*-Trustee Franken wishes to have facilities improvement as a standing agenda item.*

13. GENERAL MANAGER'S REPORT

*-GM Cabrera discussed various activities at the District during the month.*

14. BOARD ANNOUNCEMENTS

*-Secretary Rafferty announced that the SBCCDA meeting will be held in April.*

*-Trustee Taber mentioned that she toured the District office and recommended that all trustees take the opportunity to do so.*

15. 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:

APPROVED:

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Bob Williams  
Board President

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Hugh Rafferty  
Board Secretary