

**MOSQUITO AND VECTOR MANAGEMENT DISTRICT**  
**of Santa Barbara County**  
**MINUTES OF REGULAR MEETING OF TRUSTEES**  
**December 10<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, December 10<sup>th</sup>, 2020 via teleconference as allowed by State of California Executive Order N-29-20.

1. ROLL CALL.

TRUSTEES PRESENT:

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

TRUSTEES ABSENT:

Trustee Charlie Blair

IN ATTENDANCE:

Brian Cabrera, General Manager  
Jessica Sprigg, Administrative Assistant  
Carrie Troup, CPA  
Faith Hermann, PARS Representative  
Mitch Barker, PARS Representative  
Tory Milazzo, PARS Representative

2. CONFIRMATION OF AGENDA

*-GM Cabrera requested that Item 7E be discussed earlier in the agenda to accommodate the schedules of the PARS representatives. No objections. Item 7E placed after Public Comment.*

3. STAFF ANNOUNCEMENTS regarding District business.

*-None.*

4. CORRESPONDENCE

*-None.*

5. PUBLIC COMMENT –

*-None.*

7. OLD BUSINESS

**E.** Consider approving the agreement to open an OPEB Trust Fund with Public Agency Retirement Services (PARS), consider the approval of Resolution 20-5 adopting the Mosquito and Vector Management District of Santa Barbara County's Post-Employment Benefits Trust to be administered by PARS

*-Resolution was reviewed by Rick Battles as well as Sherry Boutwell. Some changes were suggested and are currently under review by PARS. Board discussed whether the cyber security policies of PARS and discussed the addition of a clause specifying that, in the event*

*of a data breach, the District would be notified by PARS. Investment strategy options were discussed and it was the consensus of the Board that a Level 3 (moderate risk level) strategy is prudent. PARS representative will attend the January Board meeting to continue discussion of the agreement.*

6. 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 Items requiring additional discussion may be withdrawn from the listing and approved in a separate action.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 November 12, 2020 regular meeting
- B. Approval of the November Financial Statements for County Fund 4160
- C. Approval of the November Vendor Disbursement Report
- D. Approval of the November Disease Surveillance Report
- E. Approval of the November District Operations Report  
*-It was moved by Trustee Schlottmann and seconded by Trustee Williams to approve the Items of General Consent following discussion. Carrie Troup provided an analysis of the financial statements. Motion to approve Items of General Consent passed 7-0-0 by roll call vote, with Trustee Blair absent.*

7. OLD BUSINESS

- A. Accounts receivable contracts' status (5909 Misc. Revenue)  
*-Approximately \$50,000 of the budgeted \$110,000 in revenues have been invoiced. Billing for the October through December quarter will occur in January. SoCalGas has proposed a method of payment using a "Purchasing Card" and will provide more information about this in the coming month.*
- B. Status of invasive Aedes mosquitoes in Santa Barbara County  
*-Vector Technician Schultz continues to employ a variety of trapping methods for Aedes aegypti. A reporter for a news production created by Trustee Jory visited the office and interviewed GM Cabrera for an upcoming edition of their program. GM Cabrera was also interviewed for a series of science videos to be shown to elementary age children.*
- C. Update on Building Inspection.  
*-Staff was informed that the cracks in the building are cosmetic and do not pose any danger. Expansion and contraction of the underlying soil is responsible and a new gutter system would lessen the impact of the soil processes which have caused the damage. Bids have been received and a company has been selected to perform the work.*
- D. COVID-19 update  
*-Staff has been working split/staggered schedules and performing work at home when possible. Webinars and educational materials are available for staff to access offsite. The MVCAC Annual Meeting will be held online and District Board meetings will continue to be held via Zoom.*
- E. Consider approving the agreement to open an OPEB Trust Fund with Public Agency Retirement Services (PARS), consider the approval of Resolution 20-5 adopting the Mosquito and Vector Management District of Santa Barbara County's Post-Employment Benefits Trust to be administered by PARS  
*-Item discussed following Public Comment.*

8. NEW BUSINESS

- A. Discuss and vote on how to process VCJPA Member Contingency Refunds:
  - A) elect to receive the full refund;
  - B) apply total refund to the District's Member Contingency Fund;
  - C.) apply a portion of the refund to the MCF and receive a payment of the remaining

balance

*-It was moved by Trustee Geyer and seconded by Trustee Williams to apply the full refund to the Members' Contingency Fund. Motion passed 7-0-0 by roll call vote with Trustee Blair absent.*

**B. Discuss supplementary bonuses for staff.**

*-Board discussed whether there is a means by which the District can waive the use of vacation and sick leave for staff and provide administrative leave when their absence from the office results from altered office policies due to COVID-19. GM Cabrera will consult legal counsel, the District personnel policy, and other special districts regarding this issue. A resolution will be brought to the Board.*

**C. Discuss ending of MOU between City Employees Association and the District on 6/30/21 and begin formulating a plan for negotiating a new MOU**

*-Current MOU expires 6/30/2021. Board discussed what elements of the current agreement may need to be re-worked, such as the fact that new positions have been created since the current MOU was written. Trustee Geyer inquired whether the Board needs to appoint a negotiator and staff will consult legal counsel on that question.*

9. MANAGER'S REPORT

*-There were many webinars to view and meetings to attend in November. A professor from UCSB will be giving staff a presentation on vernal pools on December 17th and Board members are welcome to view as well.*

10. BOARD ANNOUNCEMENTS

*-The Board and staff thanked President Hurd and Trustee DeDominic for their dedicated service to the District over the years and wished them luck in their future endeavors.*

*-Trustee Jory announced that GM Cabrera will be presenting to the Santa Barbara City Council on January 12th regarding the detection of Aedes aegypti.*

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:

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Ron Hurd  
Board President

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Adam Lambert  
Board Secretary