

MINUTES

1078th MEETING OF THE BOARD OF TRUSTEES OF THE ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT

April 8th, 2020

TIME: 5:00 P.M.
PLACE: *Zoom Teleconference Only*
TRUSTEES: Wendi Poulson, President, City of Alameda
P. Robert Beatty, Vice-President, City of Berkeley
Betsy Cooley, Secretary, City of Emeryville
Cathy Roache, County-at-Large
Shawn Kumagai, City of Dublin
George Young, City of Fremont
Elisa Márquez, City of Hayward
James N. Doggett, City of Livermore
Eric Hentschke, City of Newark
Jan O. Washburn, City of Oakland
City of Piedmont, vacant
Julie Testa, City of Pleasanton
Victor Aguilar, City of San Leandro
Subru Bhat, City of Union City

1. Board President Poulson called the regularly scheduled board meeting to order at 5:00 P.M.
2. Trustees Poulson, Beatty, Cooley, Roache, Kumagai, Young, Márquez, Doggett, Hentschke, Washburn, Testa, Aguilar and Bhat were present on the Zoom conference.
3. Board President Poulson invited members of the public to speak on any issue relevant to the District. Information Technology Director Robert Ferdan was in the teleconference for technical support. Vector Biologist Jeremy Sette was present to record the minutes. No public comments were submitted prior or during the meeting.
4. Approval of minutes of the 1077th meeting held March 11th, 2020.
Motion: Trustee Márquez moved to approve the minutes
Second: Trustee Washburn
Vote: motion carries: unanimous.
5. Staff report on the District's response to COVID-19
Discussion:
The General Manager reported on the District's response to COVID-19 and fielded the following the discussion. President Poulson asked for clarification on certain logistics of Operations and Lab staff not reporting into the office. In an effort to maximize social distancing protocols, certain Operations and Lab staff take their work trucks home with them at the end of the day instead of reporting into the Hayward office, while still reporting to their supervisor and keeping clean uniforms in a safe and separate compartment in the back of their truck. These staff return periodically for clean uniforms, material, and lab-oriented tasks, and before their

weekend starts. Also, all District equipment (such as vehicles) are tracked via GPS and staff are able to log-in remotely. Support office staff are able to work remotely.

6. First draft of the 2020-21 budget for discussion

Discussion:

The General Manager discussed the first draft of the 2020-21 budget and fielded the following discussion. Secretary Cooley noted that reduced local government revenue can be reduced not just from homeowners not paying their property tax, but from the sale of properties below their assessed value. Vice-President Beatty asked if and when the new position related to the District's outreach program opens at ACMAD, would the current seasonal employee, Starla House, be interested in applying (no, as she will be moving out of the region). Trustee Testa noted that her city is having hiring and salary freezes and asked if that would also be a possibility at ACMAD (ACMAD has sufficient reserves, a slight surplus, and a history of healthy labor relationships so the General Manager is confident that the District can manage the salary costs related to both the proposed new position and negotiated pay raises due for July 1st). Trustee Testa commented that she was glad that the General Manager has confidence in the budget (yes, and close attention will be paid on the financial picture over the next month). Trustee Márquez commented on her appreciation seeing past budgets and actuals in the proposed budget and that it helps to make informed decisions. Trustee Washburn noted his difficulties in seeing the General Manager's display (page numbers will be read aloud). Trustee Beatty asked for clarification if the beginning of the fiscal year was July 1st (yes). Trustee Márquez commented that she dropped out of the meeting temporarily and called back in, and asked if the Finance Committee could call an emergency meeting to revise the budget, if needed due to a fiscal emergency (yes).

7. Presentation of the Financial Reports as of March 31st, 2020.

Discussion:

The General Manager presented the Financial Reports as of March 31st, 2020.

8. Presentation of the Monthly Staff Report for April 2020.

Discussion:

The General Manager presented the Monthly Staff Report for April 2020.

9. Presentation of the Manager's Report for April 2020.

Discussion:

The General Manager presented the Manager's Report for April 2020 and fielded the following discussion. Trustee Aguilar pointed out that in the District letterhead found in the Board meeting packet, Trustee Márquez's name was omitted. The General Manager apologized for this error which will be corrected immediately. Trustee Márquez asked if the General Manager could add an accent to the "a" in her last name (yes). Trustee Doggett asked to have the ethics training information re-sent (yes).

10. Board President Poulson asked for reports on conferences and seminars attended by Trustees. None.

11. Board President Poulson asked for announcements from the Board. None.

12. Board President Poulson asked trustees for items to be added to the agenda for the next Board meeting. The General Manager noted that SCI Consulting will give a presentation on the Benefit Assessment in May along with an action item to approve the 2020-21 budget. Trustee Beatty asked if the vote for the budget will be next month (yes, and the following month the Benefit Assessment notice will be posted). The General Manager thanked the Board for their flexibility, guidance, leadership, and support during this difficult time.

13. The meeting adjourned at 6:08 P.M.

Respectfully submitted,

Approved as written and/or corrected
at the 1079th meeting of the Board of
Trustees held May 13th, 2020

DocuSigned by:
Wendi Poulson

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Wendi Poulson, President
BOARD OF TRUSTEES

DocuSigned by:

Betsy Cooley

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Betsy Cooley, Secretary
BOARD OF TRUSTEES