

MINUTES

1097th MEETING OF THE BOARD OF TRUSTEES OF THE ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT

December 8th, 2021

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

1. Board President Beatty called the regularly scheduled Board meeting to order at 5:06 P.M.
2. Trustees Beatty, Bhat, Aguilar, Roache, Poulson, Young, Márquez, Cox, Hentschke, and Washburn were present at the District. Trustees Jordan, Kumagai, and Testa were present on the Zoom conference. Trustee Mingst was absent.
3. Board President Beatty invited members of the public to speak on any issue relevant to the District. David Alvey of Maze & Associates was present to give the Draft Annual Comprehensive Financial Report for Fiscal Year 2020-21. Accounting Associate Michelle Robles, retired District Manager John Rusmisel, and Field Operations Supervisor Joseph Huston were present. Information Technology Director Robert Ferdan was present for technical support and Vector Biologist Jeremy Sette was present to record the minutes. No public comments were submitted.
4. Approval of the minutes of the 1096th meeting held November 10th, 2021.
Motion: Trustee Marquez moved to approve the minutes.
Second: Trustee Washburn
Vote: motion carries: unanimous. Trustee Jordan noted a spelling error addressing Council member Hahn's correct spelling. The General Manager replied that he will make a correction.

5. Resolution 1097-1 Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Alameda County Mosquito Abatement District Pursuant to Brown Act Provisions.

Discussion:

The General Manager fielded the following discussion. The General Manager clarified that the Resolution allows the hybrid meeting option and must be approved at each meeting, as long as the Governor's orders continue. President Beatty asked if the Board was voting for either hybrid or fully remote (the resolution does not require specificity). Trustee Márquez noted that hybrid meeting allows the most flexibility. Secretary Aguilar clarified that he was agreeing on voting yes until the Governor's order changes. Trustee Hentschke asked if the Board would vote each month for hybrid meetings (yes).

Motion: Trustee Roache moved to approve Resolution 1097-1.

Second: Trustee Cox

Vote: motion carries: unanimous.

6. Presentation of the Draft Annual Comprehensive Financial Report for Fiscal Year 2020-21 by Maze & Associates.

Discussion:

The General Manager gave a background of the audit and introduced David Alvey of Maze & Associates who presented the audit and fielded the following discussion. Trustee Marquez asked what the general timeline is to conduct a special district's audit (depends on the complexity of the district, but typically divided in two phases). President Beatty asked if Trustee Jordan could comment on his experience with Maze & Associates and he replied that the conversation was helpful to understand the process of internal controls and sampling techniques from a scientific perspective and noted that ACMAD was one of the most transparent organizations he has worked with and was proud to represent it. The General Manager thanked Accounting Associate Michelle Robles for her excellent financial work, especially relating to the audit. Trustee Jordan noted that Albany was excluded from the audit map (Albany will be added to the map once taxes are collected from the city).

Motion: Trustee Hentschke moved to approve the Annual Comprehensive Financial Report for Fiscal Year 2020-21.

Second: Secretary Aguilar

Vote: motion carries: unanimous.

7. Appointment of members to an ad-hoc Salary Committee.

Discussion:

The General Manager gave a background of the ad-hoc Salary Committee. The General Manager noted that, traditionally, Vice-President Bhat, the likely President, would be elected as a chair of this committee. Field Operations Supervisor provided the District's tradition of having 3-4 members on each side of the negotiation. The General Manager explained his role as broker and gave an upcoming timeline. Trustee Márquez, Jordan and Cox volunteered to be members.

Motion: President Beatty moved to elect Trustees Bhat, Marquez, Jordan, and Cox to the Salary Committee.

Second: Trustee Marquez

Vote: motion carries: unanimous.

8. Ad-Hoc Nominating Committee (Testa, Cox, Beatty) nominates a slate of 2022 District Officers for Board approval.

Discussion:

Trustee Testa reported that the Nominating Committee met and agreed to elect Trustees Bhat, Aguilar and Roache as 2022 Board President, Vice-President and Secretary,

respectively. Trustee Testa thanked the outgoing President for his service. Vice-President Bhat thanked the Nominating Committee, and specifically Trustee Testa, for their work.

Motion: Trustee Washburn moved to approve the slate of upcoming Board officers: Trustees Bhat, Aguilar and Roache as 2022 Board President, Vice-President and Secretary, respectively.

Second: Trustee Hentschke

Vote: motion carries: unanimous.

9. District Transparency Certificate of Excellence awarded to ACMAD.

Discussion:

The General Manager gave credit to Public Outreach Coordinator, Judith Pierce, for her work relating to the Transparency Certificate of Excellence and announced he was proud of this ongoing achievement.

10. Financial Reports as of November 30th, 2021.

Discussion:

The General Manager presented the Financial Reports and fielded the following discussion. The General Manager gave a background of check-signing and asked if any Trustees expressed interest in signing checks, to let him know. Trustee Cox asked if some departments tend to use a bulk of their budget at certain times of the year (yes, due to the seasonal nature of mosquito work). Secretary Aguilar asked for clarification regarding the credit card numbers in the prior year balance sheet (will look into and clarify).

11. Presentation of the Monthly Staff Report.

Discussion:

Field Operations Supervisor Joseph Huston presented the Operations Report. The General Manager gave credit for a job well done to Huston for passing the Agricultural Department inspection and noted the trainings Huston led recently with staff. Huston remarked on the positive relationship ACMAD has with the Department of Pesticide Regulation and the County Agricultural Commissioner. Trustee Roache noted that her department also regulates cities who handle pesticides. The General Manager presented the remaining Staff Report and fielded the remainder of the discussion. The General Manager gave credit to Information Technology Director Robert Ferdan for his remarkable presentation to Assemblymember Quirk during that visit and President Beatty explained the background of the gathering, expressed his appreciation of VectorSurv and commented on how it related to his West Nile virus-related lecture. Secretary Aguilar asked which day the gathering occurred (November 8th).

12. Presentation of the Manager's Report.

Discussion:

The General Manager presented the Manager's Report and fielded the following discussion. The General Manager asked if any Trustees were interested in attending the 2022 MVCAC to let him know. The General Manager introduced former District Manager John Rusmisl who provided his personal and professional perspective on Medicare Plan B in relation to current District retirees. Rusmisl introduced ideas for discussion relating to reimbursement for District retirees for the Board to consider. President Beatty asked if the Board would survey other Districts and return with answers by next month. Trustee Washburn asked if any changes would be included in the next MOU (not as an Employee Association negotiation ask, necessarily, but if changed, those changes would be added into the MOU document). Trustee Marquez suggested putting an item relating to this topic in March 2022. Secretary Aguilar asked if liabilities would be included (yes) and if a public hearing would be

required (all regular board meetings are posted and open to the public). The General Manager asked if any Trustees had a recommendation on who would be interested in the vacant Emeryville Board seat. Vice-President Bhat clarified that Trustees can request to be reappointed to the Board by their cities for four years instead of only two, if they desire. Secretary Aguilar commented that he had someone in mind for Emeryville that he would relay that to the General Manager after the meeting.

13. Board President Beatty asked for reports on conferences and seminars attended by Trustees. Trustee Washburn commented on his work with master gardeners. Vice-President Bhat mentioned his planning meeting with the MVCAC.
14. Board President Beatty asked for announcements from the Board. The General Manager noted that he would like to cancel the February 2022 meeting, due to coinciding with the 2022 MVCAC conference which will be an action item included in the January 2022 agenda.
15. Board President Beatty asked trustees for items to be added to the agenda for the next Board meeting. None.
16. The meeting adjourned at 6:15 P.M.

Respectfully submitted,

Approved as written and/or corrected
at the 1098th meeting of the Board of
Trustees held January 12th, 2022

DocuSigned by:

Subru Bhat

BF62AB5863DC49F
Subru Bhat, President
BOARD OF TRUSTEES

DocuSigned by:

Cathy Roache

A7F29798A487475...
Cathy Roache, Secretary
BOARD OF TRUSTEES