

Marin/Sonoma Mosquito & Vector Control District

Board of Trustees
595 Helman Lane
Cotati, CA 94931

May 14, 2008

MINUTES

1. **CALL TO ORDER**

President Barnard called the meeting to order at 7:00 p.m.

2. **ROLL CALL**

Members present:

Ayala, Steve	Libeu, Paul
Bouey, Charles	McPhee, Wendy
Bradner, Tom	Ring, William
Davis, Tamara	Rodericks, Cynthia
Dill, Charlie	Ross, Sandy
Egger, Frank	Schulze, Ed
Fuhs, Henry	Smith, Roger
Holland, William	Stabler, Richard
	Barnard, Nancy

Members absent:

Litwin, Craig
Monk, Don
Smith, Fred
Zwart, Herman

Others present:

Jim Wanderscheid, District Manager
Vicki Hausknecht, Financial/Benefits Manager
Chris Canterbury, Network Administrator
Nizza Sequeira, Public Relations Director
Dawn Williams, Administrative Assistant
Other District Staff

A quorum was present, and a due notice had been published.

3. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

4. PUBLIC TIME

No comments.

5. CONSENT CALENDAR

A. APPROVAL OF AGENDA

B. MINUTES

April 9, 2008 Board Meeting

C. FINANCIAL

Warrants - April 2008

April Payroll: \$ 325,527.19

April Expenditures: \$ 148,769.23

Total: \$ 474,296.42

D. ENDING ACCOUNT BALANCES:

Operating Fund: \$ 4,038,988.81

Investment Fund: \$ 2,095,406.34

It was M/S Trustee Holland/Trustee Schulze to accept the Consent Calendar.

Motion passed unanimously.

6. NEW BUSINESS

- A.** A request of proposal was sent out to several audit firms. Four firms responded to the request. Trustee Bradner noted that the Audit Committee wasn't involved and requested that the information be sent to the Committee. The information received by the District indicated that Moss, Levy and Hartzheim were the lowest bid.

A discussion ensued.

It was M/S Trustee Ross/Trustee Schulze to accept a 3 year contract with Moss, Levy & Hartzheim as the auditor for the District and for Derek to be present at the Board meeting when the audit will be presented.

Motion passed unanimously.

- B.** Resolution 2007/08-04, Benefit Assessment Engineer's Report needs to be reviewed for next months meeting where we will be approving the Benefit Assessment for FY 2008-09.

It was M/S Trustee Dill/Trustee Davis to accept Resolution 2007/08-04, Benefit Assessment Engineer's Report without reading aloud and accepting a roll call vote.

Preliminary Benefit Assessment Passed.

7. UNFINISHED BUSINESS

A. Solar Project

This item was moved to be addressed after Mr. Todd Slosek's presentation.

- B.** Todd Slosek with Burson-Marsteller noted that there have been many changes since he has been on board with this Public Relations audit. Todd felt that there really isn't much need for change except for having media training and deciding on one logo for the District. Todd noted that the Education Department and the efforts on Public Safety are outstanding here at the District.

Taken out of sequence.

A. Solar Project

Mr. Wanderscheid noted that when he researched more into Kenwood Energy he found that the owner, Tim Holmes, is present from start to finish of the solar project. After speaking with Mrs. Waletzko who is the head of the rebate center in Contra Costa, she stated that we would be better off with our own solar system. The benefits of having your own solar system include receiving all the rebates, federal tax credit, and protection of our solar equipment. Having our own system we will be paying \$1.75 per kilowatt as opposed to paying \$2.75 per kilowatt if we were to be piggybacked with another company. Mr. Wanderscheid stated that Kenwood Energy seems to be the best company to go with in starting the two task process.

It was M/S Trustee Bouey/Trustee Davis to accept the project on the solar system and to have Tim Holmes report on task one and not to exceed forty-eight hundred dollars (\$4,800).

Motion passed unanimously.

8. BOARD COMMITTEE REPORTS

A. Legislative Committee

Trustee Davis stated that she and Mr. Wanderscheid met with the senators in Washington D.C. to talk about maintaining funding primarily on testing for diseases that come into this country. The legislative committee will be meeting next week to go over what they plan on doing for the year.

B. Policy Committee

Trustee Ayala stated that the first draft of the policy manual has already been put together and possibly will be completed by the next Board meeting.

C. Notification Committee

Nothing to report.

Chris Canterbury presented a presentation contrasting Reverse 911 and Terra Image on phone directory and GPS systems for our District. In gathering information between both systems the cost effectiveness and versatility of Terra Image seems to be the most logical system to go with. The system could be used for many situations that would be beneficial to the District, such as contacting people when we are going to be treating their area or if there is a more urgent matter. Terra Image is a web based system which is updated continuously where Reverse 911 needs to have equipment purchased, which quickly becomes out dated.

Mr. Wanderscheid noted that we will be putting a budget proposal together for Terra Image as this is the system that we seem to be leaning towards. We will put together two different proposals for next months meeting to show the difference between having the notification aspect and one for GPS tracking.

D. Public Relations Committee

Nothing to report.

E. Budget & Salary Committees

The budget committee had a meeting 3 weeks prior and will be having another meeting on Tuesday, 3rd of June at 5 pm.

The salary committee met with Mr. Wanderscheid to discuss retirement suggestions, which will be presented later by Jim.

9. MANAGERS REPORT

There is a vacancy on the JPA Board for an alternative. If interested, please contact Mr. Wanderscheid by June 13th.

~~Trustee McPhee decided to accept the alternative spot for the JPA Board.~~
Trustee McPhee opted to be one of the alternates for the JPA Board.

~~The Government May revise is out and money is being cut statewide from the state budget.~~ **The Governor's May revision is out and money is being cut statewide.** MVCAC will be moving ahead with modifying our continuing education program. As predicted the states funding for surveillance will be cut. Our in-house programs provide us with the capability of doing our own testing and surveillance.

The only piece that is keeping us from being completely self-sufficient is testing chicken blood, which is in this year's budget called an Alliza analysis.

10. WRITTEN COMMUNICATIONS

Mr. Wanderscheid presented the confirmation letter that was sent to Dr. Anton Cornel in regards to his 2 year project for a total of thirty thousand dollars (\$30,000).

11. OPEN TIME

The District's 2nd Annual Open House will be held on Saturday May 31st.

We will be participating in the Rose Parade in Santa Rosa on Saturday May 17th.

12. ADJOURNMENT

There being no further business to come before the Board, it was M/S by Trustee Davis/Trustee Rodericks to adjourn the meeting at 9:10 p.m.

District Representative
MSMVCD

Date of Approval

Trustee
MSMVCD Board of Trustees

Date of Approval