



**San Mateo County
Mosquito and Vector Control District
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www.smcmad.org**

**MINUTES OF THE REGULAR BOARD MEETING
OF THE BOARD OF TRUSTEES, APRIL 9, 2008**

President Nickolas called the meeting to order at 7:02pm

TRUSTEES PRESENT:

- | | |
|------------------|-------------------|
| Ronald Anderson | Robert Maynard |
| Robert Bury | Leon Nickolas |
| Valentina Cogoni | Lawrence Peterson |
| John Curtis | Dennis Preger |
| Joseph Fil | James Ridgeway |
| Tim Frahm | Robert Riechel |
| Christine Fuller | Donna Rutherford* |
| Ray Honan | Betsey Schneider |
| | Richard Tagg |

TRUSTEES ABSENT:

- Cal Hinton
Robert Blake

STAFF PRESENT:

- Robert Gay, District Manager
Karen Williams, Clerk of the Board
James Counts, Field Operations Supervisor
Chindi Peavey, Vector Ecologist

GUESTS/SPEAKERS PRESENT:

None

Pledge of Allegiance

Public Input on Non Agendized Items

No one from the public was present to speak.

Consent Calendar

MOTION: Approve the consent calendar, which consisted of the list of expenditures for March, revenue received for March, and minutes of the March board meeting. Peterson/Fil, carried unanimously.

Vector Control Program

Manager Gay reported on the status of adding vector control services to our current list of programs. On April 8, 2008, the San Mateo County Board of Supervisors approved a resolution to transfer some services from Environmental Health to Mosquito Abatement. The Resolution from the Board of Supervisors had not been numbered at the time of the meeting so a final copy would have to be mailed to the District.

ACTION: To approve the Board of Supervisors Resolution transferring certain vector control operations and responsibilities to the San Mateo County Mosquito Abatement District. Fil/Fuller, carried unanimously.

In taking on these additional services, the District would be changing the District name to reflect the increased responsibilities. The name of the District would become San Mateo County Mosquito and Vector Control District. All necessary agencies would be notified of the change and the process of changing all documents and signage would follow.

ACTION: To approve Resolution M-006-08, which changes the District name from San Mateo County Mosquito Abatement District to San Mateo County Mosquito and Vector Control District. A roll call vote was required. 17 Ayes, 2 Absent, 2 vacant appointments. Passed unanimously by all present.

Bay Road Property Update

Manager Gay reported on the current status of the Bay Road property. The plans have been submitted to the County. Manager Gay is awaiting bid documents from the subcontractors on the project. Manager Gay is waiting for approval from the Fair Oaks Sanitary District in regard to a septic line issue. Once that is completed, the permit should follow. Demolition is scheduled for June 16, 2008.

District Programs/Staff Reports

Vector Ecologist Peavey reported on the activities of the Lab Department. The topics included:

- West Nile Virus Update: no positive results in San Mateo County at this time.
- The sentinel chicken flock has arrived and will be stationed at the coop at Jasper Ridge.
- The State of California halted the dead bird pick-up function until March 1, 2008 due to funding cuts.
- Three technical staff members attended a rare pond species identification workshop on March 29th and 30th. The topic is to inform individuals about the survey techniques used to identify rare species in water sources.
- Assistant Vector Ecologist Nakano attended a workshop on larvicide resistance on March 25th and 26th.
- A mosquito identification workshop was attended by several of the Mosquito Control Technicians and an Assistant Vector Ecologist. This topic will assist them with field identification.
- Brochures are being mailed out to physicians regarding the Lyme disease survey that was being prepared previously.
- Dr. Peavey was on hand to observe the work by Earl's Pest Control for the City of Foster City. They have established a program to poison ground squirrels that are burrowing along the dikes in Foster City. Redwood Shores is also closely watching the progress because they have a serious squirrel burrowing issue.

Field Operations Supervisor Counts reported on the activities of the Operations Department. Topics included:

- Helicopter spraying of Bair Island occurred for two consecutive days in April. 680 acres were found to still be breeding after the initial treatment in February. After the March treatment, the technicians were able to see a significant reduction in breeding.
- In working with US Fish and Wildlife on the cordgrass control program, the agency has agreed to open up 525 acres to tidal flow. This will bring our treatment area down to approximately 50 acres at the outer most area, which is difficult to reach on foot. By reducing the area of breeding, this will be a significant improvement for residents of San Carlos, Belmont, Redwood Shores and Redwood City who are impacted each year with salt marsh mosquitoes.
- All eight right hand drive jeeps are being outfitted with tool boxes and water bottles for use this catch basin season. Two seasonal technicians will be starting in May to begin the program.
- James discussed the initial process that the District will use to handle the new vector control programs. James has ordered 500 T-Rex style snap traps that the Technicians will be providing to residents who have rodent problems. These traps are safer to set than standard Victor traps. The idea for the vector control program will be for all calls to be addressed as service requests and each technician will meet with the resident to review ways to correct their rodent problem. Most of the work will be informational and public education oriented and no rodenticides will be used.
- The underground vaults program and the creek clearance program will begin in April.
- A review of the cordgrass eradication program near SFO was determined to be great success. Previously, the area was covered in 10 foot tall grasses and now it is completely removed. Over the next two years, this problem should be completely gone.
- James was interviewed by Henry Kiser, from Eye on the Bay Channel 5. The interview was geared toward interesting professions in the Bay Area. James took the reporter and his photographer out to Bair Island in the Hovercraft so they could experience first hand some of the issues of the job. Though they had some difficulties with the Hovercraft, overall it was a successful trip. Once he has been told when the segment will air, everyone will be notified.

Mosquito and Vector Control Association of California (MVCAC)

Manager Gay reported on the activities for MVCAC. The Mosquito and Vector Control Association of California Annual meeting for 2009 will be held at the Hyatt Hotel, Burlingame. Manager Gay met with Manager Rusmisl, Alameda County Mosquito Abatement District, who is the Vice-President of MVCAC. A tour of the hotel is planned to make arrangements for a hospitality room. Both Managers are working on arrangements for the program schedule and invitations for speakers. Vendors will be asked to sponsor some events.

The Legislative Committee of MVCAC is following Senate Bill 1326, which is a requirement for Trustees to receive information on issues of discrepancies within annual audits. This bill is being amended and more information will follow. Also being addressed is Assembly Concurrent Resolution 110, which is the Resolution for Mosquito and Vector Control Awareness week. Assembly Concurrent Resolution 117 regarding the Light Brown Apple Moth is becoming a difficult situation for the California Department of Food and Agriculture. A MVCAC subcommittee has been formed to assist with reviewing this issue.

The Finance Committee, in which Manager Gay is the chairman, has completed the performance based budget.

American Mosquito Control Association Conference

Manager Gay reported on the activities for AMCA. The 2009 annual meeting will be held in New Orleans, Louisiana on April 5 – 9, 2009. The attendees for this meeting will be discussed at the May 14, 2008 board meeting.

District Manager's Activity Report

Manager Gay reported on the following activities:

General

West Nile Virus and Mosquito and Vector Control Awareness week has been designated for April 21 through April 25, 2008. Each city was sent a letter asking for adoption by their respective Council. Several cities (Pacifica, Belmont, Redwood City, Atherton, Hillsborough, Daly City, South San Francisco, and Millbrae) have responded, requesting representation to receive the proclamation. To date, we have received Resolutions from Menlo Park, San Mateo, Foster City, Burlingame, and San Bruno.

The Finance Committee and the Policy Committee met jointly in March to review the revision to the Fixed Asset program and Policy. Finance Administrator Williams has developed a new program in Access, which will make the tracking of fixed assets much more effective.

CSDA will be holding its next meeting entitled "Embracing Technology" in Irvine California on September 22 – 25th, 2008. Trustees interested in attending were Robert Riechel, San Bruno; Valentina Cogoni, Menlo Park; James Ridgeway, San Mateo; Leon Nickolas, Millbrae; and Ray Honan, South San Francisco. The hotel rooms will be reserved this week and registration for the meeting will take place later in the year.

The District Management Staff will be meeting on April 14, 2008 to begin the budget process for fiscal year 2008/2009. This budget will be presented to the Finance Committee once the details are complete. It will be presented to the full board in May and June for final approval in July.

The District received its excess ERAF funds totaling \$9,849.00.

Board Committee and Staff Announcements

Manager Gay reported on an update of Trustee Cal Hinton. Cal is out of the hospital and improving. He stated that at the earliest he would be attending is the May board meeting but it will depend on his progress. We look forward to seeing him soon.

Manager Gay reported on an update of Mosquito Control Technician Cavanaugh. She is still recovering from her injuries and receiving physical therapy. Her outlook for a full recovery is good and we wish her a speedy recovery.

Committee Meetings

Strategic Planning: Chairman Fil reported that the next scheduled meeting is June 24, 2008 at 12:00pm at the Redwood City Corporate Yard site.

Policy Committee: Chairman Riechel reported that the next scheduled meeting will be April 17, 2008 at 12:00pm to discuss finalization of the Capital Asset Policy and Procedures along with an update to the cell phone usage policy.

Finance Committee: Manager Gay reported the next meeting is scheduled for April 24, 2008 at 12:00pm.

Environmental Committee: Chairman Curtis reported that the next scheduled meeting is May 14, 2008 immediately preceding the Board meeting at 6:00pm.

Reminder of Next Regularly Scheduled Board Meeting

The next regular board meeting is scheduled for May 14, 2008 at 7:00pm.

MOTION: Approve next meeting for May 14, 2008. Curtis/Honan, carried unanimously.

Adjournment

MOTION: To adjourn the meeting. Curtis/Anderson, carried unanimously.
8:55pm

Approved:


District Manager


President

May 14, 2008
Date

* Trustee Rutherford arrived at 7:05pm