



San Mateo County
Mosquito and Vector Control District
 1351 Rollins Rd
 Burlingame CA 94010
 (650) 344-8592 Fax (650) 344-3843
 www.smcmad.org

REGULAR MEETING OF THE BOARD OF TRUSTEES
September 14, 2011

AGENDA

Board Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting; or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact Valentina Cogoni, Board Secretary at least five working days before the meeting at (650) 344-8592. Notification in advance of the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it.

Public records that relate to any item on the open session agenda for a regular board meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Board. The Board has designated the office of the San Mateo County Mosquito and Vector Control District, located at 1351 Rollins Road, Burlingame, for the purpose of making those public records available for inspection. The documents are also available on the District's Internet Web site. The website is located at www.smcmad.org.

CLOSED SESSION MEETING OF THE BOARD OF TRUSTEES
6:00 P.M.

- 1. CALL TO ORDER.**
- 2. ROLL CALL.**
 - Secretary of the Board will take roll call.
- 3. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**
 Based on existing facts and circumstances, the Board of Trustees of the San Mateo County Mosquito and Vector Control District is deciding whether to initiate litigation. California Government Code (54956.9) (c)

REGULAR MEETING OF THE BOARD OF TRUSTEES
7:00 P.M.

- 1. CALL TO ORDER.**
- 2. PLEDGE OF ALLEGIANCE.**
- 3. ROLL CALL.**
 - Secretary of the Board will take roll call.

4. REPORT FROM CLOSED SESSION

5. SPECIAL PRESENTATIONS

- District Manager introducing new District Finance Director, Rosendo Rodriguez.
- District Finance Director, Rosendo Rodriguez introduces the newly hired District Accounting Technician.
- Jeff Ira, and Jennifer Dermon, C.G. Uhlenberg. Review the financial rebuilding of the Districts Accounting Operation for Fiscal Year 2010 – 2011.

6. PUBLIC COMMENTS AND ANNOUNCEMENTS.

- This time is reserved for members of the public to address the Board relative to matters of the District not on the agenda. No action may be taken on non-agenda items unless authorized by law. Comments will be limited to five minutes per person and twenty minutes in total.

7. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

- Captain Robert Blake, District Trustee from the City of Belmont, who started service in January 1999, quietly passed away on August 16, 2011.

8. AGENDA AMENDMENTS (if any)

9. CONSENT CALENDAR.

- If the Board would like to discuss any item listed, it may be pulled from the Consent Calendar.
 - Minutes for Regular Board Meeting, June 8, 2011.
 - Minutes for Regular Board Meeting, July 13, 2011.

ACTION: Motion to approve Consent Calendar.

10. BOARD COMMITTEE REPORTS

- Environmental Committee – Chairperson John Curtis.
- Financial Committee – Chairperson Leon Nickolas.
- Manager’s Evaluation Committee – Chairperson Valentina Cogoni.
- Policy Committee – Chairperson Robert Riechel.
 - Policy # 4040 – President
 - Policy # 4050 – Vice President
 - Policy # 4060 – Secretary
 - Policy # 4070 – Assistant Secretary

ACTION: Motion to approve Policies # 4040-4070.

- Policy # 4141 – Board Officer’s Nomination and Election Process

ACTION: Motion to approve Policy # 4141.

- Recommended to move October Board Meeting to accommodate the Trustees attending the California Special District Association Annual Conference to allow those Trustees to participate in the Nominations and Elections for the Board Officers for Calendar Years 2012-2014.

ACTION: Motion to approve moving the October 12, 2011 Regular Meeting of the Board of Trustees to October 19, 2011 at 7:00 p.m., to allow Trustees (5) attending the CSDA Annual Conference to be able to attend the October Meeting of the Board of Trustees.

- Strategic Planning Committee – Chairperson Joseph Fil.

11. STAFF REPORTS

- Laboratory Director, Dr. Chindi Peavey.
- Operations Director, James Counts.
- Finance Director, Rosendo Rodriguez
 - Review Financial Documents for Fiscal Year 2011-2012.

ACTION: Motion to approve Financial Documents for FY 11-12.

12. MANAGER’S REPORT

- Legislative Update.
- Mosquito and Vector Control Association of California (MVCAC).
- Vector Control Joint Powers Agency (VCJPA).
- American Mosquito Control Association (AMCA).
- California Special District Association (CSDA).
- Staff and General Announcements.
- Internal Controls and Program Audits.
- Identity Theft Update.

ACTION: Motion to approve an Identity Theft Program.

13. NEXT REGULARLY SCHEDULED BOARD MEETING

ACTION: Motion to approve next meeting for October 12, 2011 or October 19, 2011.

14. ADJOURNMENT

ACTION: Motion to adjourn.

CERTIFICATION OF POSTING AGENDA

I, Valentina Cogoni, Board Secretary for the San Mateo County Mosquito and Vector Control District (SMCMVCD), declare that the foregoing agenda for the Regular Meetings of the SMCMVCD Board of Trustees for September 14, 2011 was posted and available for review on September 7, 2011, at the District Headquarters of SMCMVCD, 1351 Rollins Road, Burlingame, CA, 94010. The agenda was also available on the District web site.