



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
January 11, 2012

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 Leon Nickolas, 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
5:00 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)
- 4. CONFERENCE WITH LEGAL COUNSEL – DISTRICT MANAGER PERFORMANCE EVALUATION:** Based on existing facts and circumstances, the Board of Trustees of the San Mateo County Mosquito and Vector Control District is reviewing with District Counsel the evaluation of the District Manager's actions associated with the Fraud Investigation. Government Code Section 54957.6)

Closed Session Note: The Brown Act prohibits the disclosure of confidential information acquired in a closed session by any person present and offers various remedies to address willful breaches of confidentiality. These include injunctive relief, disciplinary action against an employee, and referral of a member of the legislative body to the grand jury. It is incumbent upon all those attending lawful closed sessions to protect the confidentiality of those discussions. Only the legislative body acting as a body may agree to divulge confidential closed session information; as regards attorney/client privileged communications, the entire body is the holder of the privilege and only the entire body can decide to waive the privilege.

**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. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS**
 - Introduction of Trustee Rick Wykoff, City of Foster City
 - Plaque Presentation for Past-President Ray Honan, City of South San Francisco
- 6. AGENDA AMENDMENTS**
- 7. SPECIAL PRESENTATIONS**
 - California Environmental Quality Act requirement for a Programmatic Environmental Impact Report (PEIR) on San Mateo County MVCD Operational and Entomology Disease Surveillance and Control Program for Mosquitoes and all Vectors.
 - Presented by Dr. Chindi Peavey, Laboratory Director

ACTION: Motion as follows: The Coastal Region of Mosquito and Vector Control Districts is requiring San Mateo County Mosquito and Vector Control District to commit to a financial participation of up to 11% and not to exceed \$78,000 over a two - fiscal year period (Fiscal Year 2011-12 and Fiscal Year 2012 -13), to have Cardno ENTRIX Team prepare a PEIR on behalf of all Member Districts participating within the Coastal Region. The Motion authorizes San Mateo County MVCD's to commit to this project. The District Manager will bring back to the District's Board the actual contract and after review by the Board and Legal Counsel the Board will then consider final authorization and approval

- Review of Financial Statements for Fiscal Year 2010 - 2011.
 - Presented by Jeff Ira, C.G. Uhlenberg

ACTION: Motion to approve the “corrected” Financial Statements for Fiscal Year 2010 – 2011 as a product of the rebuilding of those financial documents that identified the fraudulent activity.

8. 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.

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, October 12, 2011.
 - Minutes for Regular Board Meeting, November 9, 2011.
 - Minutes for Trustee Field Day, December 14, 2011.

ACTION: Motion to approve Consent Calendar.

10. BOARD COMMITTEE MEETING DATES AND REPORTS

- Environmental Committee – February 8, 2012.
- Financial Committee – January 26, 2012.
- Policy Committee – January 25, 2012.
- Strategic Planning Committee – January 24, 2012.

11. REGULAR AGENDA

- Board Officer and Committee Assignments – 2012.
 - Directed by Board President, Sam Lerner
- Trustee Policy Review of Ethics, Attendance, and Bylaws.
 - Directed by Board President, Sam Lerner
- Code of Ethics Policies Pertaining to Communications Between Trustees and Staff.
 - Directed by Board President, Sam Lerner

ACTION: Motion to refer District Code of Ethics Policies #4010.1081 and #4010.1084 to the District Policy Committee for review and recommendations to the Board of Trustees and to develop a policy

to provide a mechanism for reporting improper government activities by District personnel.

12. FINANCIAL REPORT

- Finance Director, Rosendo Rodriguez
 - Review Financial Documents for current fiscal year 2011-12; July through December.

ACTION: Motion to approve Financial Documents for current fiscal year.

13. 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.
- Administrative and Financial Internal Controls

14. NEXT REGULARLY SCHEDULED BOARD MEETING

ACTION: Motion to approve next meeting for February 8, 2012.

15. ADJOURNMENT

ACTION: Motion to adjourn.

CERTIFICATION OF POSTING AGENDA

I, **Leon Nickolas, Board Secretary** for the San Mateo County Mosquito and Vector Control District (SMCMVCD), declare that the foregoing agenda for the Regular Meeting of the SMCMVCD Board of Trustees for January 11, 2012 was posted and available for review on January 4, 2012, at the District Headquarters of SMCMVCD, 1351 Rollins Road, Burlingame, CA, 94010. The agenda was also available on the District web site.