



**REGULAR MEETING
OF THE BOARD OF TRUSTEES
LOCATION: TELECONFERENCE – SEE BELOW**

October 12, 2022, 6:00 PM

AGENDA

IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCE MEETINGS:

Based on the authority under AB 361 and the guidance from the County Public Health Officer and the CDC to minimize the spread of the coronavirus, please note the following changes to the District's ordinary meeting procedures:

- The District's Board Meeting will be conducted via teleconference using Zoom.
- All members of the public seeking to observe and/or to address the local legislative body telephonically or otherwise electronically can do so in the manner described below or in person.

HOW TO OBSERVE THE MEETING:

Telephone: Listen to the meeting live by calling Zoom at **(408) 636-0968** or **(669) 900-6833**.

Enter the **Meeting ID# 650-344-8592** followed by the pound (#) key. If the line is busy, more phone numbers can be found on Zoom's website at <https://zoom.us/u/abb4GNs5xM>.

Computer: Watch the live streaming of the meeting from a computer by navigating to <https://zoom.us/j/6503448592> using a computer with internet access that meets Zoom's system requirements (see <https://support.zoom.us/hc/en-us/articles/201362023-System-Requirements-for-PC-Mac-and-Linux>)

Mobile: Log in through the Zoom mobile app on a smartphone and enter **Meeting ID# 650-344-8592**.

HOW TO SUBMIT PUBLIC COMMENTS:

Live Participation: Live verbal public comments may be made by members of the public in person or via Zoom. During the meeting, the Board President or designee will announce the opportunity to make public comments. Use the "raise hand" feature (or press *9 to "raise hand" on the phone) during the public comment period for the agenda item you wish to address. The Zoom host will call on people to speak by the name provided or the last 4 digits of phone number for dial-in attendees.

Written Comments: Public comments may be submitted by email to comments@smcmvcd.org, write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the meeting (not to exceed three minutes at staff's

cadence), prominently write “Read Aloud at Meeting” at the top of the email. All comments received before 12:00 PM the day of the meeting will be included as an agenda supplement on the District’s website under the relevant meeting date and provided to the Trustees at the meeting. Comments received after this time will be read aloud at the meeting.

ACCESSIBILITY INFORMATION:

Board Meetings are accessible to people with disabilities and others who need assistance. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to observe and/or participate in this meeting and access meeting-related materials should contact Brian Weber, District Manager, at least 48 hours before the meeting at (650) 344-8592 or bweber@smcmvcd.org. Advanced notification will enable the District to resolve such requests to ensure accessibility swiftly.

PUBLIC RECORDS:

Public records that relate to any item on the open session agenda for a meeting are available for public inspection. Those records that are distributed after the agenda posting deadline for the meeting are available for public inspection at the same time they are distributed to all or a majority of the members of the Board. The Board has designated the District’s website at <https://www.smcmvcd.org/board-meetings> as the place to make those public records available for inspection. The documents may also be obtained by calling the District Manager.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Secretary of the Board will take roll call

4. 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 three minutes per person (or six minutes where a translator is used). Speaker cards are available for those making a public comment

5. BOARD MEMBER OATH OF OFFICE (Ron Collins, City of San Carlos)

6. CONSENT CALENDAR

All items on the Consent Calendar will be considered by one (or more) action(s) of the Board unless any Trustee would like to discuss any item listed, in which case, it may be pulled from the Consent Calendar.

A. Approval of Minutes

1. Minutes for the Regular Board Meeting September 14, 2022

B. Approval of Resolutions

Resolution 016-22 Consider continuing a resolution authorizing continued remote teleconference meetings of the legislative bodies of the San Mateo County Mosquito and Vector Control District pursuant to Brown Act Provisions to continue conducting District meetings remotely to protect the health or safety of attendees in accordance with Assembly Bill 361

ACTION: Motion to approve Consent Calendar

REGULAR AGENDA

7. BOARD COMMITTEE REPORTS The Chair of each committee listed below will provide a report on the committee’s actions and present any recommendations to the Board

A. Finance Committee Reports

1. Finance Committee Meeting Report – October 4, 2022

Report by: Mason Brutschy, Committee Chair

B. Review Financial Report for FY 2021-22 as of August 31, 2022

Report by: Finance Director, Richard Arrow, CPA

ACTION: Motion to approve Financial Report for FY 2021-22 as of August 31, 2022

C. Real Estate Committee

1. Report of ongoing progress on the upgrades of the 1415 N. Carolan Avenue property

Report by: Paul Norton

D. Inactive Committees

8. STAFF REPORTS

- A. Operations Director Casey Stevenson will provide an update on District Operations.
- B. Laboratory Director, Angie Nakano. Angie will provide an update on Laboratory activities.
- C. Public Health Education and Outreach Officer Rachel Curtis-Robles will provide a report on the District Public Outreach Program
- D. Information & Technology Director Matthew Nienhuis will provide a report on the District technology matters.

9. CLOSED SESSION

- A. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION** (Gov. Code section 54957(b)(1).) Title: District Title: District Manager (Gov. Code section 54957(b))
- B. **CONFERENCE WITH LABOR NEGOTIATOR**
Unrepresented Employee: District Manager (Gov. Code section 54957.6)

10. REPORT FROM CLOSED SESSION

11. Approve Resolution 017-22 Second Amendment to Manager’s Employment Agreement

Report By: Kat Lion, Chair of General Manager Evaluation Committee

ACTION: Motion to approve the Second Amendment to District Manager Employment Agreement

12. MANAGER’S REPORT

13. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

14. ADJOURNMENT