

Placer Mosquito & Vector Control District
Board of Trustees Regular Board Meeting – Minutes
January 23, 2012 4:30 p.m.
Placer Mosquito & Vector Control District Office
2021 Opportunity Drive, Roseville, CA 95678

1. **Call to Order:** President Kelley called the meeting to order at 4:34 p.m.
2. **Roll Call:** Trustees John Cunningham, Steve Harvey, Russ Kelley, Harlin Smith, Bob Snyder and Linda Stackpoole present. One trustee seat is vacant.
District Employees present: Manager Joel Buettner, Isabel Alvarez, Michael Ashley, Ada Barros, Eugenie Guadron and John McCulloch.
3. **Pledge of Allegiance** was led by Trustee Harvey.
4. **Agenda Review:** A motion to accept the agenda as presented was made by Trustee Harvey, seconded by Trustee Cunningham, unanimously accepted.
5. **Public Comment:** There were none.
6. **Consent Agenda**
A motion to approve the minutes of the December 19, 2011 Board Meeting and the financial report for December 2011 was made by Trustee Cunningham, seconded by Trustee Smith, unanimously approved.
7. **Staff Reports**
 - A. Administrative Office Manager Report
 - Auditors Macias, Gini & O’Connell LLP staff started performing the FY10-11 audit on January 9, 2012. When completed, the Final Audit Report will be brought to the board for approval.
 - Staff is reviewing the FY11-12 budget and will bring to the board an update and a possible resolution to amend the budget.
 - City of Roseville has reappointed Trustee Cunningham for a 2-year term, expiring December 31, 2013. The Placer County Board of Supervisor’s (BOS) January 24, 2012 consent agenda included an approval on the appointment of Merry Holliday-Hanson, Ph.D. Staff will follow up with the BOS clerk office.
 - B. Public Information and Outreach Report - Along with the report included in the Board packet Ms. Barros reported the following:
 - The two key messages created by the NPDES Outreach Collaborative are:
 1. The new regulation impedes the Placer Mosquito and Vector Control District from our primary mission of protecting public health by controlling mosquitoes.
 2. Money and manpower are diverted from directly protecting public health to activities that do not provide any additional environmental or human protection.
 - Staff believes that the NPDES Outreach Collaborative toolkit should include a factsheet for public consumption, template letters to send to legislative individuals and list of spokespeople that media can contact.

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- C. Laboratory Report - Along with the report included in the Board packet Manager Buettner reported the following:
- Ms. Barros is working on new signage to alert the public about ticks in certain areas. Manager Buettner explained the different trails in Placer County and the District's focus on public education at trails that would be most effective.
 - There was discussion that not all birds are susceptible to West Nile virus. A good example is the sentinel chickens. The chickens do not get the West Nile virus disease, because their bodies are able to fight the virus off and will not allow enough virus to accumulate to levels that would allow transmission by mosquitoes. The chickens' blood is tested for the antibodies that indicate that they have been exposed to WNV.
- D. General Manager Report - Along with the report included in the Board packet Mr. Buettner reported the following:
- In April, Manager Buettner will be presenting at the City County dinner in Colfax.
 - MVCAC Legislative Day will be held in Sacramento on April 17, 2012. Manager Buettner will send Board Members Information as the day gets closer.
 - The meeting with City of Roseville with regard to the NPDES permit is scheduled for February 7, 2012
 - Assemblywoman Beth Gaines' visit with District staff on January 20, 2012 was positive. District staff is hoping for her support on contacting legislature and asking for some relief on the NPDES permit. After her visit, it is coincidental that Sacramento-Yolo's District Manager David Brown received a call from State Water Resource Control Board to discuss the NPDES permit.

8. Discussion on Impacts of NPDES Permit Regulations to District Operations

Manager Buettner reviewed seven measures that have been identified by staff. These measures are listed in the report included in the board packet.

9. Board Review and Consideration of Election of Board Officers

A motion to elect Trustee Stackpoole as president and Trustee Smith as vice president was made by Trustee Snyder, seconded by Trustee Cunningham, approved by roll call vote.

Ayes: Trustees Cunningham, Harvey, Kelley, Smith, Snyder and Stackpoole.

Noes: ∅

Abstain: ∅

Absent: ∅

A motion to elect Isabel Alvarez district secretary as board secretary was made by Trustee Snyder, seconded by Trustee Stackpoole, unanimously approved.

10. Board Review and Consideration of Committees for 2012

A motion to disband the standing Executive Committee and Ad Hoc Vehicle, Data Project and Budget Forecast Committees was made by Trustee Smith, seconded by Trustee Stackpoole, unanimously approved.

There was consensus to review the Finance and Personnel Committees at the next board meeting, since there will be a new trustee member on the board. Until that time, the existing members of these two committees will be the members.

11. Board Review and Consideration of Changing the Dates of the February 2012 Board Meeting and Personnel Committee 2012 Regular Meeting

A motion to cancel the February 2012 board and the Personnel Committee 2012 meetings was made by Trustee Snyder, seconded by Trustee Stackpoole, unanimously approved.

12. Board Consideration of General Manager Contract Amendment – Action Item

Staff distributed copies of Manager Buettner's contract and proposed Amendment No.1. Trustee Stackpoole reported that the members of Personnel Committee, she and Trustees Snyder and Kelley met with Manager Buettner, Patrick Clark (HR Consultant) and Dick Shanahan (District Attorney) on January 18, 2012 and discussed in open session the following items:

- Manager Buettner's evaluation: The evaluation was based on the completion of goals and objectives in the Strategic Plan. Committee members are happy with Manager Buettner's performance.
- Manager Buettner's contract: The committee members and Manager Buettner agreed that Manager Buettner should pay into the CalPERS member contribution and OPEB trust, the same percentage as the other District employees, but not have Manager Buettner's take home pay go into the negative. Proposed increase in salary is not to be considered a Cost of Living Allowance (COLA) increase.
- Manager Buettner's salary: Mr. Clark performed a salary survey of other neighboring district managers' salaries and Manager Buettner's proposed salary of \$101,561/annually falls in mid range of the proposed General Manager pay scale included in Amendment No.1.

A motion to approve Amendment No.1 of Manager Buettner's contract, which includes new salary pay rate of \$101,561/annual was made by Trustee Harvey, seconded by Trustee Smith, approved by roll call vote

Ayes: Trustees Cunningham, Harvey, Kelley, Smith, Snyder and Stackpoole.

Noes: ∅ Abstain: ∅ Absent: ∅

13. Committee Reports

- A. Executive Committee Meeting of January 5, 2012 was cancelled.
- B. Personnel Committee Special Meeting of January 18, 2012
 - Tahoe-substation will have two technician positions: one as Vector Control Technician (intermittent) and the other as Vector Control Assistant.
 - The personnel committee members will review the Policy Manual Draft prior to presenting it to the Board for approval.

14. Board/Staff General Discussion

- Ms. Guadron explained the County's new procedure of filing the FPPC Form 700 Conflict of Interest forms. All forms will be electronic.

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15. Announcements

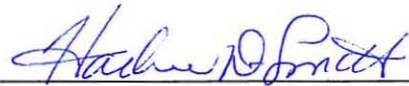
- A. The District office will be closed February 13, 2012 in observance of the Lincoln's Birthday holiday.
- B. The District office will be closed February 20, 2012 in observance of the President's Day holiday.
- C. The next regular Board meeting will be held, March 19, 2012 at 4:30 p.m., at 2021 Opportunity Dr., Roseville, CA 95678.

16. Adjournment

A motion to adjourn the meeting was made by Trustee Harvey, seconded by Trustee Cunningham, unanimously approved. President Kelley adjourned the meeting at 5:47 p.m.

Minutes approved by the Board and dated, this 19th day of March, 2012 by me after passage

Harlin Smith, Vice President:



Attest:

Isabel Alvarez, Board Secretary:

