

ADVANCE PLANNING COMMITTEE MEETING
MINUTES

An Advance Planning Committee meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, February 8, 2021, via teleconference only pursuant to Governor's Executive Orders N-25-20, N-29-20, and N-33-20 and the Contra Costa County Public Health Officer Order No. HO-COVID19-03, and guidance from the CDC to minimize the spread of the coronavirus.

TRUSTEES PRESENT James Murray, Chair
 Richard Ainsley
 Jennifer Hogan
 Peggie Howell
 Michael Krieg
 Peter Pay
 Daniel Pellegrini

TRUSTEES ABSENT Perry Carlston

OTHERS PRESENT Paula Macedo, General Manager
 Maria Bagley, Administrative Services Manager

CALL TO ORDER

Chair Murray called the meeting to order at 6:03 p.m.

ROLL CALL


A roll call indicated that 7 Trustees were present, and one was absent.

1. PUBLIC INPUT ON NON AGENDA ITEMS – None.
2. APPROVAL OF MINUTES FROM ADVANCE PLANNING COMMITTEE MEETINGS HELD ON MAY 4, 2020
- ** Motion was made by Trustee Pellegrini and seconded by Trustee Murray to approve the minutes from the Advance Planning Committee meeting held on May 4, 2020. *Motion passed unanimously.*
3. FIVE-YEAR PLAN 2021-2025 – General Manager Macedo presented an outline and a timeline for the 2021-2025 plan. The committee discussed the proposed plan and the next steps on the process. Trustee Krieg asked about the building remodel and where it would fit in the plan. General Manager Macedo stated they could place it under Research and Development for the Administration department or create a category on its own. Trustee Murray requested that the needs of the standing committees be considered in the plan and asked if staff would need more time than what was outlined in the timeline presented.

Trustee Murray also requested that Safety be an item under “key strategic areas”. Trustee Howell inquired about emergency planning. General Manager Macedo noted that emergency will be an item but the final Emergency Planning document will be a separate document that the committee will be working on. Trustee Murray suggested that emergency planning be one of the goals on the 5-year plan, to be worked over on years 2 and 3. Discussion followed. The committee will meet again on March 22, 2021.

4. BOARD AND GENERAL MANGER ANNOUNCEMENTS – None
5. ADJOURNMENT – Having completed the discussion of all items, the meeting was adjourned at 6:33 pm.

I certify the above minutes were approved as read or corrected at a meeting of the Advance Planning Committee held on April 26, 2021.


James Murray, 2021 Chair
Advance Planning Committee