



BOARD OF TRUSTEES
EXECUTIVE COMMITTEE SPECIAL MEETING
****THURSDAY, MARCH 24, 2022****
AGENDA
6:00 PM

THIS MEETING WILL BE HELD VIA TELECONFERENCE/ZOOM

To join the meeting please follow the instruction below:

Access via the following link:

<https://us06web.zoom.us/j/83005734376?pwd=eWU1TWZUM1BFazVHMxhxc05wL1ZRZz09>

Meeting ID: 830 0573 4376

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All portions of this meeting will be conducted by teleconferencing pursuant to Agenda Item #2 (if approved), in accordance with Government Code Section 54953(e).

Members of the public may participate in the meeting via Zoom or may listen to the meeting telephonically. No physical location will be available from which members may observe the meeting and offer public comment. Public comments may be submitted in advance of the meeting by emailing Paula Macedo at pmacedo@contracostamosquito.com. Alternatively, members of the public may offer spoken comments when public comment is requested, either at the beginning of the meeting as to non-agenda items, or regarding and agenda item at the time the item is considered. Comments shall be limited to three minutes per person, unless different time limits are set by the Chairperson.

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation to participate in this meeting, please contact Paula Macedo, General Manager, as early as possible, and at least 48 hours before the meeting at (925) 457-8464 or pmacedo@contracostamosquito.com.

Protecting Public Health Since 1927

BOARD OF TRUSTEES

President PEGGIE HOWELL Clayton • Vice President PETER PAY San Ramon • Secretary DANIEL PELLEGRINI Martinez
Antioch Vacant • Brentwood JON ELAM • Concord PERRY CARLSTON • Contra Costa County JIM PINCKNEY, CHRIS COWEN & DARRYL YOUNG
Danville RANDALL DIAMOND • El Cerrito THOMAS MINTER • Hercules DUYLINH NGUYEN • Lafayette JAMES FITZSIMMONS • Moraga Vacant • Oakley MICHAEL KRIEG • Orinda KEVIN MARKER
Pinole WARREN CLAYTON • Pittsburg RICHARD AINSLEY, PhD • Pleasant Hill JENNIFER HOGAN • Richmond Vacant • San Pablo Vacant • Walnut Creek JAMES MURRAY

AGENDA

1. CALL TO ORDER

Roll Call

2. AGENDA MANAGEMENT

3. PUBLIC INPUT ON NON-AGENDA ITEMS

This time is reserved for members of the public to address the committee relative to matters of the District NOT on the agenda. No action may be taken on non-agenda items unless authorized by law. Public comments may be submitted as specified above and will be limited to three minutes per person.

4. APPROVAL OF MINUTES FROM EXECUTIVE COMMITTEE SPECIAL MEETING HELD ON NOVEMBER 16, 2021

5. DISCUSSION OF MEETING FORMAT FOR FUTURE BOARD MEETINGS

6. CLOSING COMMENTS

7. ADJOURNMENT

I hereby certify that the District Board of Trustees Executive Committee Special Meeting Agenda was posted 4 days before the noted meeting.

Paula Macedo, General Manager

03/18/2022

Date

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT

MARCH 24, 2022 EXECUTIVE COMMITTEE SPECIAL MEETING REPORT

1. No comment
2. **AGENDA MANAGEMENT** – Consider order of items.
3. **PUBLIC INPUT ON NON-AGENDA ITEMS**
4. **APPROVAL OF MINUTES FROM EXECUTIVE COMMITTEE SPECIAL MEETING HELD ON NOVEMBER 16, 2021** – Minutes from Executive Committee Special meeting held on November 16, 2021 were attached (*Pages 4- 5*).
5. **DISCUSSION OF MEETING FORMAT FOR FUTURE BOARD MEETINGS**
Committee will discuss and consider options for future meetings, including meeting in-person or a hybrid model, and decide on a recommendation to be given to the full Board at the April 2022 meeting.
6. **CLOSING COMMENTS** - This time is reserved for comments by committee members and/or staff and to identify matters for future committee business.
7. **ADJOURNMENT**

EXECUTIVE COMMITTEE SPECIAL MEETING
MINUTES

An Executive Committee special meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Tuesday, November 16, 2021, via teleconference.

TRUSTEES PRESENT Peggie Howell, Chair
 Perry Carlston
 Randall Diamond
 Peter Pay
 Daniel Pellegrini

TRUSTEES ABSENT None

OTHERS PRESENT Paula Macedo, General Manager
 Maria Bagley, Administrative Services Manager
 Natalie Martini, Administrative analyst II

1. **CALL TO ORDER** – Chair Howell called the meeting to order at 7:01 p.m. Roll Call indicated that 5 Trustees were present, and none were absent.
2. **AGENDA MANAGEMENT-** Agenda was adopted by rule.
3. **PUBLIC INPUT ON NON-AGENDA ITEMS** – None
4. **APPROVAL OF MINUTES FROM EXECUTIVE COMMITTEE SPECIAL MEETING HELD ON JULY 7, 2021**
** Motion was made by Trustee Pellegrini and seconded by Trustee Carlston to approve the minutes from the Executive Committee meeting held on July 7, 2021. *Motion passed unanimously.*
5. **TRUSTEE ATTENDANCE AT MEETINGS** – The committee discussed concerns with making sure there is a quorum at Board and committee meetings and options on how to address trustee attendance.
6. **NEW TRUSTEE ORIENTATION PROCESS** – When a trustee is initially appointed by a city or by the Board of Supervisors, the orientation of the new trustee was usually done by the General Manager with the assistance of District staff. The committee discussed assigning another trustee, such as the Past President, or a designee, to be a mentor and serve as a resource to the new trustee.
7. **TRUSTEE MANUAL**– The Trustee Manual revision was initiated in 2019 by the Ad Hoc Trustee Manual Committee. The last meeting date for that committee was in September of 2019. The committee did not meet in 2020 or 2021 because of the added

workload on staff due to the COVID-19 pandemic. The committee discussed keeping the Trustee Manual as a responsibility of the Executive committee and asked staff to continue working on the revisions to the current manual.

8. **PROCESS FOR ELECTION OF BOARD OFFICERS** – Board officer elections were scheduled for the January 2022 Board of Trustees meeting. The committee discussed any changes to the current process that they would like to propose to the Board at the December 2021 meeting. They asked staff to prepare a list of eligible trustees for each officer position, based on the approved requirements for each position.
9. **DISTRICT VOTING DELEGATES AT CONTRA COSTA LAFCO** – The Executive Committee discussed the nomination of a new District voting delegate and an alternate to the Independent Special Districts Selection Committee with LAFCO, and will be recommending that the President and Vice President serve as District representatives.
10. **CLOSING COMMENTS** – None.
11. **ADJOURNMENT** – 8:21 p.m.

I certify the above minutes were approved as read or corrected at a meeting of the Executive Committee special meeting held on March 24, 2022.

Michael Krieg, 2022 Chair
Executive Committee