

**MOSQUITO AND VECTOR MANAGEMENT DISTRICT  
of Santa Barbara County  
MINUTES OF REGULAR MEETING OF TRUSTEES  
August 13, 2009**

The regular meeting of the Board of Trustees of the Mosquito and Vector Management District of Santa Barbara County was held at 2:00 PM, on Thursday, August 13, 2009 at the Mosquito and Vector Management District of Santa Barbara County Headquarters, 2450 Lillie Ave., Summerland, CA.

1. ROLL CALL.

TRUSTEES PRESENT:

David Pritchett, Board President  
Larry Fausett, Vice-President  
Ron Hurd, Board Secretary  
Cathy Schlottmann  
Charles Blair  
John Olson  
Susan Swarbrick  
Chris Pankau

TRUSTEES ABSENT:

NONE

IN ATTENDANCE:

Brian Passaro, General Manager  
Kenneth Learned, Vector Biologist

2. CONFIRMATION OF AGENDA

*No changes were requested.*

3. STAFF ANNOUNCEMENTS regarding District business.

NONE

4. CORRESPONDENCE

A. Public Records Request – Request for e-mails to and from David Pritchett during his tenure as Interim General Manager. *General Manager Passaro stated that the District was required by law to respond to this request within 10 days. He stated that the information requested was compiled and reviewed by District counsel. The requestor was notified that the request had been completed and was available for pick up at the District office. To date the General Manager has not heard back from requestor, nor have the records been picked up. This led to some discussion by the Board about District's records retention policies and the laws governing them.*

B. Clarke Mosquito Control – Acknowledgement of the District's participation in the Clarke Early Order Program. *General Manager Passaro explained that based on the District's*

*participation in the Program, 40 insecticidal bed nets will be sent to Kanke, Nigeria in the District's name.*

C. Department of Treasury – Letter of confirmation that the District is in compliance with IRS standards. *The letter confirms that the District is in compliance with IRS guidelines and the IRS will consider the case closed. The District will send a letter on District letterhead stating that the old Tax ID Numbers will no longer be used.*

5. PUBLIC COMMENT.

NONE

6. ITEMS OF GENERAL CONSENT. The following items are approved by a single action of the Board. Items requiring additional discussion may be withdrawn from the listing and approved in a separate action.

A. Approval of Minutes for District's regular meeting held July 9, 2009.

B. Financial Statements for County Fund 4160 for July 2009.

C. Warrant Register for July 2009.

D. Disease Surveillance Report for July 2009.

E. District Operations Report for July 2009.

*There were a few questions and clarifications, including some involving the large number of mosquitoes trapped at the Andree Clarke Bird Refuge. General Manager Passaro indicated that he will seek a meeting with the Santa Barbara City Manager to discuss the Bird Refuge and other issues. It was then moved by Trustee Schlottmann, seconded by Trustee Blair, and passed unanimously to approve the Items of General Consent.*

7. OLD BUSINESS

A. **Discussion of Proposal by the Carpinteria-Summerland Fire Protection District.** Update on progress. *General Manager Passaro stated that he has been unable to get an appraisal of the two Districts' properties at approved rate. He is continuing to work on doing so. Also, the Fire Chief will arrange a meeting with the two Districts and an architect in the near future.*

8. NEW BUSINESS

A. **Discussion and/or Approval of Job Description for Clerical Staff Position.** General Manager developed a job description for a clerical position discussed during budget formulation. Trustee input is requested. *The Board had a number of suggestions and corrections for incorporation into the job description. It was moved by Trustee Schlottmann, seconded by Trustee Blair, and passed 7-1-0 with Trustee Olson opposed to approve the job description with the recommended changes, to return the job description to the Board at next month's meeting for final approval, to clarify the salary range for the position, and to contact Your People Professionals to ask about providing services for background checks, etc.*

- B. Discussion and/or Approval for Trustee Blair to Attend the Santa Barbara County Special District Association (SBSDA) Chapter Meeting in Buellton on August 24, 2009.** The purpose of the SBSDA is to advocate constructive means for the improvement and functioning of independent Special Districts within the County of Santa Barbara, and assist such independent Special Districts and their governing bodies. Trustee Blair would like to attend as a representative of the MVM district and estimates his expenses to be less than \$60. To date an agenda for this meeting has not been posted to the SBSDA website. *It was moved by Trustee Schlottmann, seconded by Trustee Pankau, and passed unanimously to reimburse Trustee Blair for up to \$60 for attending the August 24, 2009 SBSDA meeting. Trustee Blair announced that the speaker at the SBSDA meeting will be Kevin Wallace of the Montecito Fire Department.*
- C. Discussion and /or Approval for Trustee Blair to Attend the Southern California Vector Control Environmental Task Force Quarterly Meeting in Garden Grove on September 15, 2009.** The SCVCET explore the relationship between vector-borne disease transmission and environmental resource protection. Trustee Blair would like to attend as a representative of the MVM District and estimates his expenses to be less than \$310. To date an agenda for this meeting has not been posted on the internet. *After some discussion and a clarification of the District's travel expense budget, it was moved by Trustee Olson, seconded by Trustee Fausett, and passed 7-1-0 with Trustee Pritchett opposed to reimburse Trustee Blair for expenses up to \$310 to attend the SCVCET meeting on September 15, 2009.*

9. MANAGER'S REPORT.

Topics include FY 2008-09 audit, benefit assessment, capital purchases, MVCAC summer meeting, network design and development, uniform samples, and website. *General Manager Passaro briefly discussed the problems the District is having with its Delta Dental insurance plan along with possible solutions.*

10. BOARD ANNOUNCEMENTS.

*Trustee Blair spoke briefly about the Southern California Vector Control Environmental Taskforce conference call in July 2009. He also stated that the District's mosquitoes/ invasive plants poster was displayed at a botany conference that he attended in Utah recently, and will be displayed at the upcoming California Special Districts Association and California Invasive Plant conferences.*

*Trustee Schlottmann stated that she will not attend the upcoming California Special Districts Association conference. She also commented on the July meeting of the Santa Barbara County Special Districts Association in which a guest speaker from California Department of Fish and Game spoke on efforts to prevent the Quagga and Zebra Mussels from establishing themselves in California waters.*

*Trustee Swarbrick indicated that she may miss the September 2009 Board Meeting.*

*Trustee Olson reported on a Goleta Water District Board meeting that he recently attended during which some members of the public became very angry over the possible hiring of a*

*permanent General Manager to be paid \$180,000.*

11. CLOSED SESSION – None

12. ADJOURNMENT

As there was no further business to be brought before the Board, the meeting was adjourned.

I certify that the above minutes substantially reflect the actions of the Board:

BY:

APPROVED:

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David Pritchett  
Board President

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Ron Hurd  
Board Secretary