

**MOSQUITO AND VECTOR MANAGEMENT DISTRICT
of Santa Barbara County
MINUTES OF REGULAR MEETING OF TRUSTEES
January 10th, 2019**

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, January 10th, 2019 at the Hope School Board Room, 3970 La Colina Road, Santa Barbara, CA.

1. ROLL CALL.

TRUSTEES PRESENT:

President Patty DeDominic
Trustee Craig Geyer
Trustee Cathy Schlottmann
Trustee Teri Jory
Trustee Charlie Blair

TRUSTEES ABSENT:

None.

IN ATTENDANCE:

David Chang, General Manager
Brian Cabrera, Operations Manager Biologist
Jessica Sprigg, Administrative Assistant
Carrie Troup, CPA
Vesna Ibarra, Vector Technician
Robert Williams

2. CONFIRMATION OF AGENDA

-No changes requested.

3. NEW BUSINESS

A. Nomination and election of MVMDSBC Board officers for calendar year 2019

-Trustee Schlottmann made a motion to elect Trustee DeDominic as president for calendar year 2019. Seconded by Trustee Blair and passed unanimously.

-Trustee Schlottmann made a motion to elect Trustee Jory as secretary for calendar year 2019. Seconded by Trustee Blair and passed unanimously.

-Trustee Geyer made a motion to elect Trustee Hurd as vice-president for calendar year 2019, should he be reappointed to the board and accept the nomination. Seconded by Trustee Schlottmann and passed unanimously.

4. STAFF ANNOUNCEMENTS regarding District business.

A. Trustee training schedules:

AB 1825 Harassment Prevention - due date for trustees:

Patty DeDominic (4/4/19) Craig Geyer (4/10/19) Bob Williams (5/16/19)

AB 1234 Ethics - due date for trustees:

Patty DeDominic (2/17/19) Craig Geyer (3/10/19) Ron Hurd (2/23/19)
Cathy Schlottmann (3/11/19) Bob Williams (2/5/19)

B. IRS 2019 Standard Mileage Rate used to calculate the deductible costs of operating an automobile for business purposes is 58¢, up from 54.5¢ in 2018

C. Annual reminder: Form 700 – Statement of Economic Interest

Web access = <https://www.southtechhosting.com/SantaBarbaraCounty/eDisclosure/>

5. PUBLIC COMMENT –

-Robert Williams announced that he has not been reappointed to the board.

-Vesna Ibarra discussed the general manager recruitment process and reviewed the qualities and accomplishments of past general managers.

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 Items requiring additional discussion may be withdrawn from the listing and approved in a separate action.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 the Minutes of the December 13, 2018 regular meeting

B. Approval of the December Financial Statements for County Fund 4160

C. Approval of the December Vendor Disbursement Report

D. Approval of the December Disease Surveillance Report

E. Approval of the December District Operations Report

-Trustee Schlottmann made a motion to approve the items of general consent. Seconded by Trustee Blair and passed unanimously.

7. OLD BUSINESS

A. Accounts receivable contracts' status (5909 Misc. Revenue)

Review City of Santa Barbara mosquito management plan (scope of work)

-Updated plan is ready to be presented to the City.

8. NEW BUSINESS

A. Approve general manager recruitment and selection process:

- [Job description and recruitment document](#)
- Salary range and benefits
- Four step assessment process and calendar – 1. Application review; 2. First round interviews; 3. Second round interviews of top candidates; 4. Ranking and selection of top candidate
- Current GM involvement in assessment of applicants
- Current GM involvement in selection of candidates

-Board discussed desirable qualifications in candidates such as background in special districts/local government, managerial/administrative experience, and experience with assessment districts. General Manager Chang discussed modifications to the recruitment document and the forums in which the position will be advertised. It was the consensus of the board to set the salary range at \$90,000-\$115,000.

9. MANAGER'S REPORT

-No discussion occurred for this item.

10. BOARD ANNOUNCEMENTS

-Trustee Blair announced that the annual SBCCSDA award ceremony will be held in March.

11. 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:

Patty DeDominic
Board President

Teri Jory
Board Secretary