

MINUTES OF THE BOARD OF TRUSTEES
OF THE
NAPA COUNTY MOSQUITO ABATEMENT DISTRICT
DECEMBER 9, 2020

President Valentine called the Regular Meeting of the Board of Trustees to order at 7:00 p.m. via Teleconference Phone: 1 (866) 899-4679, Access Code: 443-145-917, Audio Control: #

Members Present: Cabral, Cramer, Maffei, Ray, Valentine

Staff Present: Wesley Maffei, District Manager and Alicia Hinojoza, Clerk of the Board

ADOPTION OF AGENDA

Cabral motioned, seconded by Cramer, to adopt the agenda as presented. Motion passed unanimously.

APPROVAL OF DISTRICT MINUTES

Cramer motioned, seconded by Maffei, to approve the minutes as presented. Member Ray abstained. Motion passed unanimously.

ELECTION OF OFFICERS

Cabral motioned, seconded by Cramer, to uphold current seated positions as is for another calendar year. Motion passed unanimously.

REVIEW AND TAKE ACTION ON BOARD MEETING SCHEDULE FOR 2021

Maffei motioned, seconded by Cabral, to adopt the meeting calendar as presented. Motion passed unanimously.

PUBLIC COMMENTS

None

REVIEW CORRESPONDENCE

None

RECESS BOARD OF TRUSTEES MEETING AS THE MOSQUITO ABATEMENT DISTRICT AND CONVENE AS THE NAPA COUNTY MOSQUITO AND DISEASE CONTROL DISTRICT BOARD OF TRUSTEES

The meeting was called to order by President Valentine at 7:13 p.m.

Members Present: Cabral, Cramer, Maffei, Ray, Valentine

Staff Present: Wesley Maffei, District Manager and Alicia Hinojoza, Clerk of the Board

ELECTION OF OFFICERS

Cabral motioned, seconded by Cramer, to uphold current seated positions as is for another calendar year. Motion passed unanimously.

REVIEW AND TAKE ACTION ON BOARD MEETING SCHEDULE FOR 2021

Maffei motioned, seconded by Ray, to adopt the meeting calendar as presented. Motion passed unanimously.

REVIEW 1ST QUARTER STATEMENT OF REVENUES AND EXPENSES

No action taken.

QUARTERLY INVESTMENT REPORT FOR SEPTEMBER 30, 2020

For the quarter ended September 30, 2020, the District earned \$1,337 in interest for the monies held with the County of Napa. No action required.

APPROVE PAYMENT OF BILLS FOR NOVEMBER 2020

Cabral motioned, seconded by Cramer to approve the bills as paid in November 2020. Motion passed unanimously.

ADJOURN MEETING AS THE NAPA COUNTY MOSQUITO AND DISEASE CONTROL DISTRICT BOARD OF TRUSTEES AND RECONVENE AS THE NAPA COUNTY MOSQUITO ABATEMENT DISTRICT BOARD OF TRUSTEES

DISCUSSION AND POSSIBLE ACTION TO ADOPT DISTRICT'S PANDEMIC RESPONSE PLAN

Maffei motioned, seconded by Cabral to adopt the District's Infectious Disease Response Plan and accept its new name as presented. Motion passed unanimously.

DISCUSSION AND POSSIBLE ACTION TO ADOPT DISTRICT'S REMOTE WORK POLICY

Cramer motioned, seconded by Ray, to adopt the District's Remote Work Policy. Motion passed unanimously.

DISCUSSION AND POSSIBLE ACTION TO ADOPT REVISED EMPLOYEE POLICY 1009. FAMILY CARE AND MEDICAL LEAVE

Cabral motioned, seconded by Maffei, to adopt the District's Policy Family Care and Medical Leave, with the following clerical corrections; policy number should be 1004 not 1009 and word misspelling (serious) in bullet point #2. Motion passed unanimously.

REVIEW AND TAKE ACTION ON THE COOPERATIVE AGREEMENT BETWEEN THE NAPA COUNTY MOSQUITO ABATEMENT DISTRICT AND THE CALIFORNIA DEPARTMENT OF HEALTH SERVICES

Cramer motioned, seconded by Cabral to move forward with the District's Cooperative Agreement. Motioned passed unanimously.

REVIEW 1ST QUARTER STATEMENT OF REVENUES AND EXPENSES

No action taken.

QUARTERLY INVESTMENT REPORT FOR SEPTEMBER 30, 2020

- District earned \$5,307 in interest for the monies held with the County of Napa.
- VCJPA Member Contingency Fund earned interest of \$3,973.
- CalPERS CERBT account earned \$22,008 for the quarter ending June 30, 2020.
- Public Agency Retirement Services (PARS) account earned \$10,988.77 for the quarter ended September 30, 2020.

No action required.

DISCUSS TRUSTEE ITEMS

None.

MANAGER'S REPORT

- The District completed 8 service calls for the month of November.
- District counsel is still reviewing the District's COVID-19 Prevention Plan. The plan will need to go into effect immediately and may result in a Special Meeting of the Board of Trustees being held.
- The District Manager and Vector Control Consultants are still making progress on the District's PEIR update.
- Increased surveillance and modifications to the District's surveillance program has resulted in a very active and productive year.

APPROVE PAYMENT OF BILLS FOR NOVEMBER 2020

Maffei motioned, seconded by Ray to approve the bills as paid in November 2020. Motion passed unanimously.

ADJOURNMENT OF MEETING

Cramer motioned, seconded by Cabral to adjourn the meeting at 8:13 p.m. Motion passed unanimously.