

**MINUTES OF THE BOARD OF TRUSTEES  
OF THE  
NAPA COUNTY MOSQUITO ABATEMENT DISTRICT  
NOVEMBER 13, 2019**

President Valentine called the Regular Meeting of the Board of Trustees to order at 7:01 p.m. at the District Office at 15 Melvin Road, American Canyon, California

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

**Members Excused:** Carbone

**Staff Present:** Wesley Maffei, District Manager and Alicia Hinojoza, Administrative Assistant

ADOPTION OF AGENDA

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

APPROVAL OF DISTRICT MINUTES

Maffei motioned, seconded by Cramer, to adopt the minutes as presented. Member Cabral abstained. 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 7:03 p.m.

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

**Members Excused:** Carbone

**Staff Present:** Wesley Maffei, District Manager and Alicia Hinojoza, Administrative Assistant

DISCUSSION AND POSSIBLE ACTION ON ADOPTION OF CALPERS HEALTH BENEFITS VESTING SCHEDULE RESOLUTION NO. 76

Cramer motioned, seconded by Ray to adopt Resolution No. 76 approving the District's health benefit vesting schedule. Motion passed unanimously.

QUARTERLY INVESTMENT REPORT FOR SEPTEMBER 30, 2019

For the quarter ended September 23, 2019, the District earned \$2,011 in interest for the monies held with the County of Napa. No action required.

REVIEW 1<sup>ST</sup> QUARTER FY 2020 STATEMENT OF REVENUES AND EXPENSES

Board reviewed statement; no action taken.

APPROVE PAYMENT OF BILLS FOR OCTOBER 2019

Cabral motioned, seconded by Maffei to approve the bills as paid in October 2019. 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**

**REVIEW AND TAKE ACTION ON DISTRICT POLICY 502(d) LONGEVITY PAY**

Cabral motioned, seconded by Ray to adopt updated Longevity Pay policy making it uniformly available to all staff. Motion passed unanimously.

**Ayes: Cabral, Cramer, Maffei, Ray, Valentine Noes: -0- Absent: Carbone Abstain: -0-**

**DISCUSSION AND POSSIBLE ACTION ON ADOPTION OF CALPERS HEALTH BENEFITS VESTING SCHEDULE RESOLUTION NO. 247**

Cramer motioned, seconded by Ray to adopt Resolution No. 247 approving the District's health benefit vesting schedule. Motion passed unanimously.

**REVIEW AND TAKE ACTION ON VECTOR ECOLOGIST POSITION AND JOB DESCRIPTION**

Cabral motioned, seconded by Ray to add Vector Ecologist position and accept its related job description as presented. Motion passed unanimously.

**DISCUSSION AND POSSIBLE ACTION ON DISTRICT ORGANIZATIONAL STRUCTURE**

Cabral motioned, seconded by Cramer to approve new organizational chart for the District. Motion passed unanimously.

**QUARTERLY INVESTMENT REPORT FOR SEPTEMBER 30, 2019**

For the quarter ended September 30, 2019, the District earned \$9,229 in interest for the monies held with the County of Napa. The CalPERS CERBT account earned interest of \$79,633 for the quarter ended September 30, 2019. The investment report for VCJPA Member Funds was not available at the time of this meeting. The Manager will follow up at the next regularly scheduled meeting.

**REVIEW 1<sup>ST</sup> QUARTER FY 2020 STATEMENT OF REVENUES AND EXPENSES**

Board reviewed statement; no action taken.

**DISCUSS TRUSTEE ITEMS**

District Manager reminded the Board that the required AB1234 training would take place at the December board meeting.

**MANAGER'S REPORT**

- There were 22 service calls for the month of October.
- District Manager continues to work with Clarke to create a custom outreach plan in the likely event that invasive Aedes is found in Napa County.
- The District will have a booth at the next Napa Solano Home and Garden Show.
- The Manager requested Board Members to inquire about the possibility to present at February or March city council and Board of Supervisors meetings.

**APPROVE PAYMENT OF BILLS FOR OCTOBER 2019**

Ray motioned, seconded by Maffei to approve the bills as paid in October 2019. Motion passed unanimously.

**ADJOURNMENT OF MEETING**

Cabral motioned, seconded by Maffei to adjourn the meeting at 8:40 p.m. Motion passed unanimously.