

Minutes of the Regular Meeting of the BOARD OF TRUSTEES

October 9th, 2024, 6:00 PM

1. **CALL TO ORDER** By President Mason Brutschy at 6:00 PM sharp.
2. **PLEDGE OF ALLEGIANCE** Led by President Brutschy
3. **ROLL CALL: TRUSTEES PRESENT:**

Mason Brutschy	Town of Atherton	
Chuck Cotten	City of Belmont	
Michael Goldman	Brisbane	
Rena Gilligan	City of Burlingame	
Laura Walsh	Town of Colma	
Desiree LaBeaud	County-at-Large	
Glenn R. Sylvester	City of Daly City	
Donna Rutherford	City of East Palo Alto	
Paul Norton	City of Foster City	
Kati Martin	City of Half Moon Bay	
D. Scott Smith	Town of Hillsborough	
Catherine Carlton	City of Menlo Park	
Muhammad Baluom	City of Millbrae	
Peter DeJarnatt	City of Pacifica	
Ray Williams	Town of Portola Valley	
Kat Lion	Redwood City	
Robert Riechel	City of San Bruno	By Zoom
Ron Collins	City of San Carlos	
Michael Yoshida	City of South San Francisco	
Paul Fregulia	Town of Woodside	

PRESENT: 20 Trustees (1 by Zoom)

TRUSTEES ABSENT:

VACANT City of San Mateo

OTHERS PRESENT:

District Manager, Brian Weber
Finance Director, Richard Arrow
General Counsel, Alexandra Barnhill (By Zoom)
Assistant Manager and Operation Director, Casey Stevenson
Lab Director, Angie Nakano

Public Health Education and Outreach Officer, Rachel Curtis-Robles
IT Director, Matthew Nienhuis

4. PUBLIC COMMENTS AND ANNOUNCEMENTS

- Trustee Robert Reichel requested to participate remotely pursuant to AB 2449 (Government Code 54943(f)), describing a just cause for medical reasons. Trustee Reichel affirmed that he would keep the camera on and that no one over 18 was present.
- No public comment was made. No members of the public were present for the duration of the meeting, but future (not yet appointed) Trustee Tolifili Fa from San Mateo introduced herself.

5. CONSENT CALENDAR: Motion by Peter DeJarnatt with Second by D. Scott Smith: (all approved without comment) Votes: 20 YES; 0 No; 0 Abstain.

A. Approval of Minutes

1. Board Meeting Minutes from September 11th, 2024.

B. Approval of Financial Reports

1. Financial Report for FY 2024-25 as of August 31, 2024

REGULAR AGENDA

6. BOARD COMMITTEE REPORTS

The Chair of each committee listed below provided a report on the committee's actions and presented recommendations to the Board.

A. Finance Committee Report

1. Finance Committee Report – September 30, 2024

Report was given by: Ron Collins, Finance Committee Chair. He said the meeting was well attended, and they reviewed the preliminary financial report.

ACTION: No action, information only

2. Construction Project status for the district's storage and office facility located at 1415 N. Carolan, Burlingame

Report by: District Manager Brian Weber. He stated that the project estimate is on target. He met with Peninsula Clean Energy about electrification and decarbonization. It is early enough for them to build these goals into the project.

Trustee Paul Norton commented that Hurricanes Milton and Helene may drive costs

(wood and other construction materials) up as labor is also going to Florida and may impact our costs in the coming months and years. Finance Director, Richard Arrow, offered further information about the goal of avoiding external financing to complete the project. The final financing plan won't be known until all proposals go out for bidding.

ACTION: No action, information only

7. STAFF REPORTS

- A. Operations Director Casey Stevenson provided an update on Field Operations. He gave a PowerPoint Special Presentation about the MapVision program staff use to collect and analyze field data. The Trustees thanked him for his enlightening report and applauded technology integration into the job to enhance efficiency and customer service.
- B. Laboratory Director Angie Nakano provided an update on Laboratory activities.
Note: VectorServe.gov provides heat maps with WNV risks.
- C. Public Health Education and Outreach Officer Rachel Curtis-Robles provided an update on the District Public Outreach Program.
- D. Information & Technology Director Matthew Nienhuis provided an update on the Information and Technology Program.

8. MANAGER'S REPORT

Manager Weber provided an update on relevant District information. He reported on the CSDA program.

- 9. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS:** The next board meeting will be Wednesday, November 13th, 2024. The Board Committee for evaluation of the manager will conduct the annual review of Manager Brian Weber with the team (Trustees Michael Yoshida, Kati Martin, Laura Walsh (leading), and Mason Brutschy). There is no board meeting in December, but rather the Trustee Field Day at the District on December 11th at 3 pm with a social dinner at a restaurant (TBA) to follow at 6 pm.

- 10. Meeting was ADJOURNED at 7:27 pm**

Signed by:
Mason Brutschy
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Mason Brutschy, Board President

DocuSigned by:
D. Scott Smith
357166BA36354B5...
Dr. D. Scott Smith, Board Secretary

I certify that the above minutes were approved as read or corrected at a meeting of the Board held in 2024.

** All reports provided to the trustees at the board meeting will be available upon request.

Approved:

DocuSigned by:
Brian Weber
646572F497EE46B...
District Manager

Signed by:
Mason Brutschy
16577696121C489...
Board President