



Butte County Mosquito and Vector Control District

5117 Larkin Road • Oroville, CA 95965-9250
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Matthew C. Ball
Manager

AGENDA

Regular Meeting of the Board of Trustees Of the Butte County Mosquito and Vector Control District

(BCMVCDD) Board Room, 5117 Larkin Road, Oroville, CA 95965-9250. The Board of Trustees is committed to making its proceedings accessible to all citizens. Individuals with special needs should call District staff at 530-533-6038 or 530-342-7350, Monday through Thursday, 6:00 a.m. to 4:30 p.m. to request disability-related modifications/accommodations or to request materials in alternate formats. All requests for special accommodations and/or alternative format documents must be made 48 hours prior to the meeting.

1. **Regular Board of Trustees Meeting Time:** 4:00 PM **Date:** March 11, 2020
2. **Call to Order** – 4:00 PM in the Board Room, 444 Otterson Drive, Chico, CA 95928
3. **Persons Wishing to Address the Board on Items Not on the Agenda (limit to 5 minutes):**
4. **Approval of Minutes of the Meeting of:** February 12, 2020
5. **Persons Wishing to Address the Board Pertaining to Closed Session Matters:**
6. **Closed Session Announcement (District Legal Counsel Present):** N/A
7. **Board Member of the Month:** Member Andoe
8. **Reports: (8.1)**
 - 8.1 **District Manager's Report**

The District Manager will provide a brief report on current District business and activities. The Manager will also report on District employees, meetings attended, and current projects.
9. **Policy Matters: (9.1 – 9.4)**
 - 9.1 **Consider a Special Service Agreement between Ron O'Hanlon and Associates and the District**

The Board will be asked to consider a special service agreement between Ron O'Hanlon and Associates and the District.
 - 9.2 **Consider a Special Service Agreement between M&I Technology and Consulting and the District**

The Board will be asked to consider a special service agreement between M&I Technology and Consulting and the District to create and deploy a new and updated District website in the amount of \$15,840.00 and a monthly host provider in the amount of \$15.00. District management will explain the need for the new website and remind the Board of the issues with the current website.

9.3 District Manager Requests Annual Performance Evaluation

Per the conditions of the Employment Agreement between the District and District Manager, the manager must remind and request an annual performance evaluation. The employment agreement states, "3. *The Board shall, in April of each year of the Agreement term, meet and confer with the Manager on the issue of his job performance. The Board shall prepare a written evaluation of the Manager's performance, which shall be delivered to, and discussed with, the Manager.*" The Board and District Manager will meet in closed session at April's Board Meeting to discuss the evaluation. At the June 14, 2017, regular meeting of the Board of Trustees, the Board unanimously approved to discontinue the use of the District Manager evaluation form and to again verbally discuss the District Manager's performance during closed session at which point, a Trustee will be appointed to draft a letter summarizing the verbal evaluation for the District Manager.

9.4 District Manager Requests One-Year Contract Extension

The Board will be asked to consider if it would like to extend the current employment agreement with the District Manager. Should the Board want to proceed, the consideration for a one-year contract extension will be held during the April Board meeting. Per the conditions of the Employment Agreement between the District and District Manager, the manager must request a one-year contract extension. The employment agreement states, "6. Extension of Agreement: *Upon written request by the Manager, made not less than 55 days prior to the completion of any year of the Agreement term (other than the final year), the parties shall, not less than 25 days prior to the completion of that year, meet and confer on the issue of whether the Agreement term should be extended for an additional year. In the case of a timely written request to meet and confer, the Board shall, not less than 15 days prior to the completion of the Agreement year, notify the Manager in writing whether it intends that the Agreement term be extended for an additional year. An agreement to extend shall be memorialized by written Amendment to Employment Agreement, signed by the parties.*"

10. Topic of the Month:

Mosquito traps used by the District.

11. Approve Payment of The Bills:

The Board will be asked to review the demands made upon the District for the past month and consider approving the payment of the bills.

12. Personnel: N/A

13. Correspondence:

The Board will review a letter written by District Manager Matthew C. Ball to the Board of Trustees.

14. Other Business: N/A

15. Persons Wishing to Address the Board Pertaining to Closed Session Matters:

16. Closed Session Matters (District Legal Counsel Not Present): N/A

17. Adjournment: (Next Regular Meeting of the BCMVCD Board of Trustees April 8, 2020, in Oroville, Ca.)