



CLACKAMAS COUNTY
VECTOR CONTROL DISTRICT

**MINUTES OF THE REGULAR BUSINESS MEETING OF THE BOARD OF TRUSTEES AND
SUPPLEMENTAL BUDGET HEARING**

March 9, 2021

An audio recorded Regular Business Meeting and Supplemental Budget Hearing of the Clackamas County Vector Control District Board of Trustees was held on March 9, 2021. The meeting was called to order at 3:53 p.m., by Chairman Dan Green.

Board of Trustees Members Present: Dan Green – Chairman
Michael Shaw - Secretary
Lowell Hanna – Treasurer – Via Zoom phone

Staff: Josh Jacobson – Executive Director
Theresa Micallef – Office Manager
Maggie Atchley – Field Manager

Absent: Dakota Hufford – Vice-Chairman

Guest: Christy Valdrow, LTP, Wilcox Arredondo & Co.
Amber Wimsatt, Citizen of the County

Items before the Board:

Approval of February 9th, 2021 Regular Meeting Minutes – A motion was made by Treasurer Lowell Hanna, seconded by Secretary Michael Shaw to approve the February 9th, 2021 Regular Business Meeting Minutes as submitted via e-mail. With no further discussions, motion unanimously approved. The original copy of the approved minutes were signed by Secretary Michael Shaw. (2021-019)

Monthly Master Spreadsheet – A copy of the ‘Monthly Master Spreadsheet’ was distributed to the Board Members. Treasurer Lowell Hanna read the ‘Monthly Master Spreadsheet’ to the Board Members, a discussion followed regarding itemizing the regular expenses from the money set aside for the purchase of the land and building in the Wells Fargo Bank checking account.

Bills & Checks - Bills and Checks were given to Board Members for review and approval. Bills and checks were approved as presented by way of review and signatures.

Supplemental Budget Hearing – Chairman Dan Green opened the Supplemental Budget Hearing at 4:03 p.m., with no public comment made, the Supplemental Budget Hearing was closed at 4:05 p.m.

Adopt Supplemental Budget – Copies of the ‘Supplemental Budget’ were distributed to the Board Members. The Board Members discussed changes that will need to be made to the ‘Supplemental Budget’. Board Members made the decision to hold another Supplemental Budget Hearing on April 13th for said changes to be implemented.

Maternity/Paternity Leave – Copies of the proposed ‘Maternity/Paternity Leave’ policy were distributed to the Board Members. The Board Members discussed the proposed ‘Maternity/Paternity Leave’ policy and asked Executive Director Josh Jacobson to provide a statement regarding retro time off for his paternity leave in the fiscal year 2020-2021 at the next Board Meeting in April. A motion was made by Treasurer Lowell Hanna, seconded by Secretary Michael Shaw to approve the proposed ‘Maternity/Paternity Leave’ policy. With no further discussions, motion unanimously approved. (2021-020)

ABC Applicants – Copies of the ‘ABC’ applicants were distributed to the Board Members. CCVCD Board Members welcomed ‘ABC’ CCVCD Board Member candidate Amber Wimsatt to the Board Meeting. A question and answer session was held with Amber Wimsatt and the CCVCD Board Members.

Commissioner Policy Session Update – Executive Director Josh Jacobson informed the Board Members that the CCVCD Policy Session with the Clackamas County Commissioners went well and the CCVCD ‘Annual Work Plan’ and the ‘Annual Report’ were approved.

Items That May Occur Before the Meeting:

Executive Director Josh Jacobson informed the Board Members that they would be seeing billings in the next couple of months for repair expenses due to the winter storms that recently occurred.

Chairman Dan Green discussed with Executive Director Josh Jacobson and Board Members creating an ‘RFP’ for improvements to the new CCVCD building.

Public Comment – Limited to 5 minutes per person:
No comments.

Adjournment:

There being no further business before the Board, the meeting was adjourned at 4:38 p.m., by Chairman Dan Green.

BOARD OF TRUSTEES
CLACKAMAS COUNTY VECTOR CONTROL DISTRICT

By: _____
Secretary Michael Shaw