



CLACKAMAS COUNTY
VECTOR CONTROL DISTRICT

MINUTES OF THE REGULAR BUSINESS MEETING OF THE BOARD OF TRUSTEES

February 13, 2024

An audio recorded Regular Business Meeting of the Clackamas County Vector Control District Board of Trustees was held on February 13, 2024. The recordings are retained for a one year period, and recordings will be provided upon request within one year of the meeting date. The meeting was called to order at 4:31 p.m., by Chairman Amber Wimsatt.

Board of Trustees Members Present: Amber Wimsatt - Chairman
Dakota Hufford – Vice-Chairman
Lowell Hanna – Treasurer
Dan Green – Secretary
Logan Pedersen – Board Member, Via Zoom

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

Absent: None

Guest: Chris West - Owner/President of PAC/WEST Communications, Via Zoom
Sarah Present, MD Clackamas County Health Officer – Ex Officio Member

Items before the Board:

Review, Modify or Accept Agenda

Approval of January 9, 2024 Regular Meeting Minutes – A motion was made by Secretary Dan Green, seconded by Treasurer Lowell Hanna to approve the January 9, 2024 Regular Business Meeting Minutes as submitted via e-mail. With no further discussion, motion unanimously approved. The original copy of the approved minutes were signed by Secretary Dan Green. (2024-005)

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.

Monthly Master Spreadsheet – A copy of the ‘Monthly Master Spreadsheets was distributed to the Board Members. Treasurer Lowell Hanna read the ‘Monthly Master Spreadsheets’ to the Board Members, a discussion followed.

Seasonal Employee Wage – Paperwork was given to the Board Members regarding Seasonal Field Technician wages. Executive Director Josh Jacobson proposed to the Board Members raising the Seasonal Field Technician employees hourly pay rate to \$23.00. A discussion followed. A motion was made by Vice-Chairman Dakota Hufford, seconded by Board Member Logan Pedersen to approve raising the Seasonal Field Technician employee’s hourly rate to \$23.00, when a Public Pesticide Handlers License is obtained the hourly rate will raise \$1.00 dollar an hour to become \$24.00 dollars an hour, and returning Seasonal Field Technician employees will receive an additional \$.50 cents an hour. With no further discussions, motion unanimously approved. (2024-006)

Resolution to Transfer from the General fund to the Land & Building fund – Chairman Amber Wimsatt read to the Board Members the ‘Resolution to Transfer Funds’ from the Oregon Local Government Investment Pool (LGIP) General Fund (#3013), to Oregon Local Government Investment Pool Building & Land Fund (#3014), for the budget year 2023-2024. A motion was made by Treasurer Lowell Hanna, seconded by Vice-Chairman Dakota Hufford to approve Resolution # (2024-004) to transfer \$500,000.00 dollars from the Oregon Local Government Investment Pool General Fund (#3013) to Oregon Local Government Investment Pool Building & Land Fund (#3014) for the budget year 2023-2024. With no further discussions, motion unanimously approved. Chairman Amber Wimsatt and Treasurer Lowell Hanna signed the ‘LGIP Transfer Resolution’ # (2024-004).

Update on Modular (Water Damage) – Executive Director Josh Jacobson informed the Board Members that the previous ice storm had caused the water pipes to burst in one of the modular homes. A discussion was held regarding insurance, items that were possibly damaged, and the cleanup procedure that would follow.

Draft Budget Discussion – Board Members were given copies of the ‘Draft Budget’. Executive Director Josh Jacobson and the Board Members discussed additions and changes that possibly will need to be made in the budget for FY 2024-2025.

Salary Survey Update – Executive Director Josh Jacobson informed the Board Members that he is expecting the ‘Salary Survey Report’ from the ‘Lane Council of Governments’ by the end of the day via email and the ‘Salary Survey Report’ will be emailed to the Board Members.

Items That May Occur Before the Meeting:

Secretary Dan Green discussed with the Board Members the possibility of offering space within the CCVCD building for the community to hold public meetings.

Executive Director Josh Jacobson informed the Board Members that the Commissioner meeting for the policy session would be in person on February 21, 2024 at 10:00 a.m. at the Clackamas County Commissioners offices. Board Members discussed who would be able to attend the meeting and what would be presented to the Commissioners.

Sarah Present, MD Clackamas County Health Officer – Ex Officio Member informed the Board Members that she had busy working on the COVID pandemic the past few years and unable to attend the CCVCD Board Meetings and is now able to reconnect with CCVCD.

Treasurer Lowell Hanna brought up an OPB television show about medical maggot therapy and a discussion followed.

Executive Director Josh Jacobson talked with Sarah Present, MD Clackamas County Health Officer – Ex Officio Member about West Nile virus that was detected in blood donations this last year.

Sarah Present, MD Clackamas County Health Officer – Ex Officio Member informed the Board Members that the health departments have been tasked to create regional climate adaptation plans and would like to have CCVCD help with the vector disease outbreak part of the plan.

Public Comment – Limited to 5 minutes per person:

No comments.

Adjournment:

There being no further business before the Board, the meeting was adjourned at 5:11 p.m., by Chairman Amber Wimsatt.

BOARD OF TRUSTEES
CLACKAMAS COUNTY VECTOR CONTROL DISTRICT

By: _____

Board Position: _____