



CLACKAMAS COUNTY
VECTOR CONTROL DISTRICT

MINUTES OF THE REGULAR BUSINESS MEETING OF THE BOARD OF TRUSTEES
June 11, 2024

An audio recorded Regular Business Meeting of the Clackamas County Vector Control District Board of Trustees was held on June 11, 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 4:32 p.m., by Chairman Dakota Hufford.

Board of Trustees Members Present:

Dakota Hufford – Vice-Chairman
Dan Green - Secretary
Lowell Hanna – Treasurer
Logan Pedersen – Board Member - Via Zoom

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

Absent: Amber Wimsatt –Chairman

Guest: Chris West - Owner/President of PAC/WEST Communications

Items before the Board:

Review, Modify or Accept Agenda

Approval of May 14, 2024 Regular Meeting Minutes – A motion was made by Secretary Dan Green, seconded by Board Member Logan Pedersen to approve the May 14, 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. (2024-026)

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.

PAC WEST – Paperwork titled ‘CCVCD May Report’ was distributed to the Board Members. Chris West - Owner/President of PAC/WEST Communications updated the Board Members regarding work done for CCVCD by PAC/WEST for May of 2024.

* Chris West - Owner/President of PAC/WEST Communications left the meeting at 5:51 p.m.

Adopt Budget – A “Resolution Adopting the FY 2024-2025 Budget” was read by Vice-Chairman Dakota Hufford. A motion was made by Treasurer Lowell Hanna, seconded by Secretary Dan Green, to approve the “Resolution #2024-024, adopting the FY 2024–2025 Budget” as presented, motion unanimously approved, FY 2024–2025 Budget adopted and signed by, Secretary Dan Green and Treasurer Lowell Hanna. Resolution attached.

Resolution Imposing and Categorizing Taxes – A “Resolution Imposing and Categorizing Taxes for FY 2024-2025” was read by Vice-Chairman Dakota Hufford. A motion was made by Secretary Dan Green, seconded by Treasurer Lowell Hanna, to approve the “Resolution #2024-025, Imposing and Categorizing Taxes” as presented for FY 2024-2025, motion unanimously approved, the approved resolution was signed by, Secretary Dan Green and Treasurer Lowell Hanna. Resolution attached.

Finalize COLA for Salaries – Paperwork regarding COLA rates was distributed to Board Members. A discussion followed. A motion was made by Secretary Dan Green, seconded by Board Member Logan Pedersen, to approve the cost of living increase of 3.7% for all permanent staff of Clackamas County Vector Control District for the fiscal year 2024-2025, with no further discussion the motion was unanimously approved. (2024-027)

LRS Update - Executive Director Josh Jacobson informed the Board Members that ‘LRS’ is currently working on redesign the building plans for ‘CCVCD’. A discussion followed regarding the design of the building.

Public Comment – Limited to 5 minutes per person:

No Public comment.

Items That May Occur Before the Meeting:

Secretary Dan Green informed the Board Members and Staff that Clackamas County has a new General Counsel, Jane E. Vetto and suggested that CCVCD go and introduce themselves to the new Clackamas County General Counsel.

Executive Director Josh Jacobson informed the Board Members that Clackamas County has sent him notification of “AMENDMENT TO INTERGOVERNMENTAL AGREEMENT BETWEEN CLACKAMAS COUNTY AND THE CLACKAMAS COUNTY VECTOR CONTROL DISTRICT” for employee benefits, and that the amendment states the agreement will terminate on December 31, 2024. A discussion occurred and the Board Members asked Executive Director Josh Jacobson look into options for employee benefits. A motion was made by Secretary Dan Green, seconded by Treasurer Lowell Hanna to sign the “AMENDMENT TO INTERGOVERNMENTAL AGREEMENT BETWEEN CLACKAMAS COUNTY AND THE CLACKAMAS COUNTY VECTOR CONTROL DISTRICT” for employee benefits that will terminate on December 31, 2024. With no further discussion the motion was unanimously approved. The amendment was signed by Vice-Chairman Dakota Hufford. (2024-028)

***The Regular Business Meeting of the Board of Trustees was paused at 5:09 p.m., to enter into Executive Session.**

***Executive Session started at 5:10 p.m.**

***Executive Session adjourned at 5:45 p.m.**

***The Regular Business Meeting of the Board of Trustees Resumed at 5:45 p.m.**

Approval of Executive Director’s Review - A motion was made by Secretary Dan Green, seconded by Treasurer Lowell Hanna to approve Executive Director Josh Jacobson’s excellent review. With no further discussion the motion was unanimously approved. (2024-029)

Executive Director Josh Jacobson and the Board Members discussed the deferred compensation plan for the Executive Director position. The Board Members asked that information regarding Clackamas County’s deferred compensation be obtained to review and discuss at the July Board Meeting.

Adjournment:

There being no further business before the Board, the meeting was adjourned at 5:53 p.m., by Vice-Chairman Dakota Hufford.

BOARD OF TRUSTEES
CLACKAMAS COUNTY VECTOR CONTROL DISTRICT

By: _____

Board Position: Secretary