



CLACKAMAS COUNTY
VECTOR CONTROL DISTRICT

MINUTES OF THE REGULAR BUSINESS MEETING OF THE CCVCD BOARD OF TRUSTEES

August 11, 2026

The Regular Business Meeting of the Clackamas County Vector Control District Board of Trustees was held on August 11, 2026. The meeting was called to order at 4:36 p.m., by Vice Chairman Everett Wild.

ROLL CALL

Board of Trustees Members PRESENT:

Chairman – Vacant
Everett Wild – Vice Chairman
James Rhodes– Secretary, Via Zoom
Treasurer - Vacant
Taurica Salmon – Board Member

Board of Trustees Members ABSENT:

None absent.

Staff PRESENT:

Nancy Bush – Interim Executive Director
Theresa Micallef – Office Manager

Staff ABSENT:

Maggie Atchley – Field Manager
Clare Babcock - Biologist

Guest:

Chris West - Owner/President, Pac/West Resources, Via Zoom – Exited the Board Meeting at 4:55 p.m.
Gordon Sletmoe - Consultant, SDAO, Via Zoom – Exited the Board Meeting at 5:05 p.m.
Levi Zahn – Member of the Public

Items before the Board:

Review, Modify or Accept Agenda:

Agenda accepted.

Approval of Board Meeting Minutes – A motion was made by Secretary James Rhodes, seconded by Board Member Taurica Salmon to approve the;

- May 12th, 2026 Regular Meeting Minutes
- May 21st, 2026 Special Meeting Minutes
- May 26th, 2026 Special Meeting Minutes
- June 8th, 2026 Budget Committee Meeting Minutes
- June 9th, 2026 Regular Meeting Minutes
- June 24th, 2026 Special Meeting Minutes
- July 2nd, 2026 Special Meeting Minutes

as submitted via e-mail.

No further discussion.

Motion approved by roll call vote:

Board Member, Taurica Salmon - Yes

Secretary, James Rhodes – Yes

Vice Chairman, Everett Wild – Yes

The original copies of the approved minutes were signed by Vice Chairman Everett Wild.

Tire Drive Funding – Interim Executive Director Nancy Bush, Chris West

Owner/President, Pac/West Resources, and the CCVCD Board Members discussed the cost involved to have a tire drive with four (4) Les Schwab stores in Clackamas County, including digital ads, flyers in Spanish and English, the cost for each type of tire brought in, and the September 1st to the 30th time frame for the tire drive. A motion was made by Board Member Taurica Salmon, seconded by Secretary James Rhodes to allocate and not to exceed \$10,000.00 to the CCVCD Tire Drive program with Les Schwab for 2026.

No further discussion.

Motion approved by roll call vote:

Secretary, James Rhodes – Yes

Board Member, Taurica Salmon – Yes

Vice Chairman, Everett Wild – Yes

Chris West Owner/President, Pac/West Resources updated the CCVCD Board Members and Interim Executive Director Nancy Bush on the CCVCD Website WCAG 2.1 Level AA Remediation + Certification.

Appointment of New Executive Director – Vice Chairman Everett Wild updated the Board Members regarding the last Board Meeting motion to appoint Vice Chairman Everett Wild and Board Member Taurica Salmon as a negotiating team to resolve any questions or concerns with the Executive Director employment agreement, and that Levi Zahn has signed the employment agreement. The key terms of the employment agreement are;

- First date of employment is August 17th, 2026
- Salary for first six (6) months will be step four (4) \$140,054.00, at the end of the initial six (6) month period a performance review will be done, if expectations are met the

annual salary will move to step five (5) \$147,057.00 for the next year and then will increase subsequently in a one (1) year increments after that point, assuming positive performance reviews.

- A one (1) time front load credit of forty (40) hours vacation time and forty (40) hours sick leave, all other accruals and benefits are same as other employees, with the note that the vacation time accrual will start at the six (6) year step.
- A request for telework agreement, during the first six (6) months of onboarding there will not be teleworking, and then after the first six (6) month mark, a discussion will be held with the CCVCD Board of Trustees regarding a hybrid schedule.

No Executive Session was held.

A motion was made by Secretary James Rhodes, seconded by Board Member Taurica Salmon to approve the 'Employment Agreement' between CCVCD and Levi Zahn as presented. A discussion proceeded and thanks were given to the CCVCD Board Members, Gordon Sletmoe, Consultant for SDAO, and Interim Executive Director Nancy Bush for their hard work and many hours they have put into the CCVCD Executive Director hiring process.

Motion approved by roll call vote:

Board Member, Taurica Salmon - Yes

Secretary, James Rhodes – Yes

Vice Chairman, Everett Wild – Yes

CCVCD FY 2026-2027 Pay Matrix Approval – Copies of the 'CCVCD Pay Matrix FY July 1, 2026 - June 30, 2027' with the 3.5% approved COLA, and the 'CCVCD Pay Matrix FY July 1, 2025 - June 30, 2026' were distributed to the CCVCD Board Members, and Interim Executive Director Nancy Bush for review and discussion. A motion was made by Secretary James Rhodes, seconded by Board Member Taurica Salmon to accept the 'CCVCD FY July 1, 2026 - June 30, 2027 Pay Matrix' including the previously approved 3.5% COLA for the full-time permanent staff of CCVCD.

No further discussion.

Motion approved by roll call vote:

Secretary, James Rhodes – Yes

Board Member, Taurica Salmon – Yes

Vice Chairman, Everett Wild – Yes

COLA Retro Pay Approval – Interim Executive Director Nancy Bush informed the CCVCD Board Members that the approval for the 3.5% COLA goes back to July 1, 2026, and the Board will need to approve retro pay for the staff. A motion was made by Board Member Taurica Salmon, seconded by Secretary James Rhodes to approve the 3.5% COLA retro pay starting July 1, 2026 for the staff.

A discussion occurred.

Motion approved by roll call vote:

Taurica Salmon - Yes

Secretary, James Rhodes – Yes

Vice Chairman, Everett Wild – Yes

Auditor Contract (Jarrard, Nowell & Russell, LLC) – The auditor contract with Jarrard, Nowell & Russell, LLC was distributed to the Board Members. Interim Executive Director Nancy Bush discussed the contract with the Board Members. A motion was made by Secretary James Rhodes, seconded Taurica Salmon to engage in the audit contract with Jarrard, Nowell & Russell, LLC as presented, with an amount in the contract of the expenses and fees not to exceed \$11,500.00

A discussion occurred .

Motion approved by roll call vote:

Secretary, James Rhodes – Yes

Board Member, Taurica Salmon – Yes

Vice Chairman, Everett Wild – Yes

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.

Discussion of Potential Board of Trustees – Interim Executive Director Nancy Bush informed the CCVCD Board of Trustee Members that a solicitation was put out to acquire applicants for new CCVCD Board Members, and that there were two (2) applicants. A discussion followed. Interim Executive Director Nancy Bush, Board Member Taurica Salmon and if available one (1) other CCVCD Board Member, will meet with and interview the applicants Individually.

Public Comment – Limited to 5 minutes per person:

No public comment.

Adjournment:

There being no further business before the Board the Regular Business Meeting of CCVCD was adjourned at 5:22 p.m., by Vice Chairman Everett Wild.

BOARD OF TRUSTEES
CLACKAMAS COUNTY VECTOR CONTROL DISTRICT

By: _____

Position: _____