

Regular Meeting Minutes

Florida Keys Mosquito Control District

Marathon Office
503 107th Street
Marathon, FL 33050

March 15, 2022 1:51 pm

The Board of Commissioners of the Florida Keys Mosquito Control District held a Regular Meeting on March 15, 2022 at the FKMCD Marathon office.

Present Were: Phillip Goodman, Chairman; Dr. Stanley Zuba, Vice-Chair; Tom McDonald, Secretary/Treasurer; Andrea Leal, Executive Director; Dale Coburn, Board Attorney. Brandon Pinder, Commissioner was present via telephone; Jill Cranney, Commissioner was absent.

Employees Present Were: Bruce Holden, Director of Finance; Mikki Coss, Director of Operations; Josh Kogut, Director of Aerial Operations; Michael Behrend, Director of Human Resources; Chad Huff, Public Education & Information Officer; Robert Lee, Director of Aircraft Maintenance; Deanna Darias, Executive Assistant; Tony Nunez, Chief Technology Officer.

Invited Guests Present: None.

Community Input: None.

Approval of Agenda: Chairman Goodman asked the Board if there were any corrections or additions to the agenda, having none, the agenda was unanimously approved. A motion was made by Commissioner McDonald, seconded by Commissioner Zuba and passed unanimously to approve the Consent Agenda. A motion was made by Chairman Goodman, seconded by Commissioner Zuba and passed unanimously to approve Commissioner Cranney and Commissioner Pinder to participate in the Regular Meeting via telephone.

Attorney's Report: Dale Coburn, Board Attorney, provided the Board with an update regarding the Cyber Insurance Reimbursement with the insurance carrier. Dale Coburn, was contacted by an attorney representing the insurance carrier who requested an extension to review the materials pertaining to the case and our attorneys granted that extension.

Director's Report: Andrea Leal, Executive Director, reviewed final Dengue cases from 2020, which amounted to 72, this has increased slightly due to visitors that live overseas and the cases just being connected to the Dengue outbreak in the same Key Largo area. Operations have been keeping steady and have had some truck missions in the past few weeks. The District has narrowed our focus down to 2-3 local businesses that are Upper Keys Hotspots and we have been working diligently with these business owners to clean up the areas and prevent further breeding. Chairman Goodman visited the sites in person and recommended the other Commissioners to take the time to visit these hotspots. We had a booth at the Marathon Seafood Festival to educate the community, which was a great success with 1,000+ visitors. FKMCD had one press release regarding the extension of the Experimental Use Permit from the EPA being approved to continue our work with Oxitec; we are waiting for the Department of Agriculture and Consumer Services approval before we start any releases for the upcoming year. FKMCD and Oxitec will be holding a public webinar to review the results from last year and the future plans for the upcoming year. The District traveled to AMCA in Jacksonville, HAI Heli-Expo in Dallas and we held an All Hands Field Training for staff in Marathon. A drone company, Leading Edge/Target Specialties will be holding a Drone Demonstration at the Marathon location at the end of March.

Items for Board Discussion:

8a.) Administrative Policy: Secretary/Treasurer Responsibilities – Tom McDonald, Commissioner, reviewed the updated guidelines created for the Secretary/Treasurer position on the Board. After review it was decided that guidelines would be updated to reflect the discussion from today and brought back to the next meeting as an action item.

Items for Board Review and Action:

9a.) Financial Reports – Bruce Holden, Director of Finance, discussed the Budget Summary and noted we spent \$2,000.00 out of the State Fund for DODD travel; the Local Fund is coming in right at our seven year average, which is great with the cost of inflation. We have over 13 million dollars in the bank going into the season. *A motion was made by Commissioner Zuba, seconded by Commissioner McDonald and passed unanimously to accept the financial reports for February 2022.*

9b.) RFP 2022-02 Generator Replacement – Bruce Holden, Director of Finance, advised the Board that 7 total bids were received during the bid opening for the Generator Replacement at the Key Largo facility. The Bid Opening Committee recommended awarding the contract for the Generator to Zabatt Power Systems, taking into consideration cost, supply issues, and references. The total cost will be \$70,260.17 and the timeline to install is roughly one year. *A motion was made by Commissioner Zuba, seconded by Commissioner McDonald, and passed unanimously to approve RFP 2022-02 Generator Replacement awarding the bid to Zabatt Power Systems. After a roll call vote, it was unanimously approved.*

9c.) May Meeting Date Change – Andrea Leal, Executive Director, advised the Board that the Annual Washington Conference is scheduled for May 17th – 18th, 2022, which is FKMCD's May meeting date. After some discussion, the Board voted to change the FKMCD meeting date to May 10th, 2022. *A motion was made by Commissioner Zuba, seconded by Commissioner McDonald and passed unanimously to move the May Board meeting to May 10th.*

9d.) Executive Director Annual Evaluation – Michael Behrend, Director of Human Resources, advised each Commissioner had completed their evaluations with Director Leal. She expressed her appreciation for her team and the amazing job they all do on a daily basis. The Commissioners thanked her for the outstanding job that she is doing for the District. *A motion was made by Chairman Goodman, seconded by Commissioner McDonald and passed unanimously to give a Vote of High Confidence going forward to Director Leal.*

Good of the Order:

- Chairman Goodman discussed the next meeting of the Board to be held on April 26, 2022 at 1pm and advised the Board there would be an Audit Committee Meeting, Regular Meeting, Retiree Healthcare Trust Meeting and Strategic Plan Workshop.

There being no further business to come before the Board the meeting was adjourned.

Respectfully submitted,

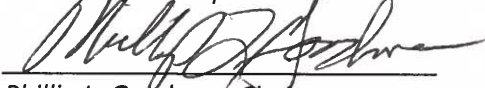


Andrea Leal

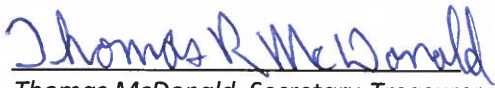
Executive Director

Board of Commissioners

Florida Keys Mosquito Control District



Phillip L. Goodman, Chairman



Thomas McDonald, Secretary-Treasurer

For additional information, please refer to www.keysmosquito.org.