

Regular Meeting Minutes

Florida Keys Mosquito Control District

Marathon Office
503 107th Street
Marathon, FL 33050

August 17, 2021 2:00 pm (approximate)

The Board of Commissioners of the Florida Keys Mosquito Control District held a Regular Meeting on August 17, 2021 at the FKMCD Marathon office.

Present Were: Phillip Goodman, Chairman; Dr. Stanley Zuba, Vice-Chair; Brandon Pinder, Secretary/Treasurer; Jill Cranney, Commissioner; Andrea Leal, Executive Director; Dirk Smits, Board Attorney. Tom McDonald, Commissioner was on the phone.

Employees Present Were: Bruce Holden, Director of Finance; Robert Lee, Director of Aircraft Maintenance; Michael Behrend, Director of Human Resources; Chad Huff, PEIO; Chrissy Bloxom, Executive Assistant; Tony Nunez, Chief Technology Officer.

Invited Guests Present: Tina Wyatt, FBMC; Eugene Martinez, Cigna; Marlo DeMoss, DeMoss Financial was on the phone.

Community Input: None.

Approval of Agenda: Chairman Goodman requested to amend the agenda by moving item 9f to item 9a. *A motion was made by Commissioner Cranney, seconded by Commissioner Pinder and passed unanimously* to approve the agenda as amended. *A motion was made by Commissioner Pinder, seconded by Commissioner Cranney and passed unanimously* to approve the consent agenda.

Attorney's Report: Dirk Smits, Board Attorney, advised the Board that his office has been working on the cyber-attack insurance reimbursement claim and the OPEB resolution.

Director's Report: Andrea Leal, Executive Director, reported that there were no changes in mosquito-borne diseases in the State of Florida. She discussed FKMCD Operations, Community Outreach/Education programs and she gave an update on the FKMCD-Oxitec project.

Items for Board Discussion:

8a.) Resolution 2021-01 OPEB Funding Resolution – Chairman Goodman presented the Board with a proposed resolution that includes suggested spending guidelines for the OPEB Trust. The resolution contains a timeline of events that created the trust. He read into the record a portion of the declarations that are included in the resolution. Bruce Holden, Director of Finance, will advise the actuary that it will become a “pay as you go” should the resolution be approved by the Board. Michael Behrend, Director of Human Resources, discussed the total number of retirees on the trust. Chairman Goodman requested an update on the value of the trust from Ms. DeMoss. Chairman Goodman will bring the resolution, after making the discussed changes, to the FKMCD Board in September and present it to the Committee in October.

Items for Board Review and Action:

9a.) Cigna Healthcare Renewal – Michael Behrend, Director of Human Resources, introduced Tina Wyatt, FBMC, and Eugene Martinez, Cigna. He advised the Board that there are no changes to the benefit plan and the increase will be no more than 3.5%. *A motion was made by Commissioner Cranney, seconded by Commissioner Zuba and passed unanimously* to approve the Cigna Healthcare renewal.

9b.) Financial Reports – Bruce Holden, Director of Finance, discussed the local fund expenditures that were incurred during the month of July. *A motion was by Commissioner Cranney, seconded by Commissioner Pinder and passed unanimously* to accept the financial reports for July 2021.

9c.) Budget Amendment #5 – Bruce Holden, Director of Finance, discussed moving the funds from the sale of the helicopter to contingency funds. *A motion was made by Commissioner Cranney, seconded by Commissioner Pinder and passed unanimously* to approve budget amendment #5.

9d.) Budget Amendment #6 – Bruce Holden, Director of Finance, discussed additional funds received and expenditures. *A motion was made by Commissioner Cranney, seconded by Commissioner Pinder and passed unanimously* to approve budget amendment #6.

9e.) ITB 2021-07 Surplus Equipment – Bruce Holden, Director of Finance, discussed several bids that were received for the surplus equipment. *A motion was made by Commissioner Pinder, seconded by Commissioner Cranney and passed unanimously* to approve ITB 2021-07.

9f.) Salary Range Adjustments – Michael Behrend, Director of Human Resources, discussed the change in the salary range for the Safety Coordinator position, along with additional changes requested by the Board. After some discussion, *a motion was made by Commissioner Cranney, seconded by Commissioner Pinder and passed unanimously* to accept the salary range recommendations effective October 1, 2021. Director Leal will bring a resolution to the Board in October/November on recurring salary studies. *A motion was made by Commissioner Cranney, seconded by Commissioner Pinder and passed unanimously* to accept the 4% salary adjustment as presented including the Executive Director.

Good of the Order:

- Chairman Goodman discussed the next month's meeting schedule. There will be a Tentative Budget Hearing on September 14, 2021 and a Regular Meeting and Final Budget Hearing on September 21, 2021.
- Director Leal discussed FKMCD having a booth at the FMCA Annual meeting in Duck Key on November 14-17, 2021.

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

Brandon Pinder, Secretary-Treasurer

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