

Regular Meeting Minutes

Florida Keys Mosquito Control District

Marathon Office
503 107th Street
Marathon, FL 33050

December 17, 2021 Approximately 10:30 am

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

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

Employees Present Were: Bruce Holden, Director of Finance; Michael Behrend, Director of Human Resources; Josh Kogut, Director of Aerial Operations; Paul Pignataro, Chief Pilot; Robert Lee, Director of Aircraft Maintenance; Corey Brindisi, Lower Keys Ground Supervisor; Deanna Darias, Executive Assistant; Tony Nunez, Chief Technology Officer.

Invited Guests Present: None.

Community Input: None.

Approval of Agenda: Chairman Goodman requested to amend the agenda by striking items 9e & 9f; Budget Amendment #3 and #4 and to add item 9e; Holiday. A motion was made by Commissioner Cranney, seconded by Commissioner McDonald, and passed unanimously to amend the agenda as described. The meeting agenda was unanimously approved by the Board. A motion was made by Commissioner Cranney, seconded by Commissioner Pinder, and passed unanimously to approve the amended agenda. The amended agenda was unanimously approved by the Board. The consent agenda was approved as stated.

Attorney's Report: Dirk Smits, Board Attorney; addressed the Board regarding the contract renewal that is on the agenda today and thanked the FKMCD for continuing to use their services. Dale Coburn, Board Attorney, updated the Board on the status of the cyber-attack insurance claim reimbursement with PGIT and stated PGIT felt a mediation was premature at this time and they feel they paid us reasonable rates per our claim and we could submit further documents to prove otherwise. Dirk Smits, Board Attorney, suggested we allow them to negotiate further with PGIT and that the District come up with a financial amount that the District would take in settlement. Michael Behrend, Director of Human Resources, advised we have a long history with PGIT and they have been very responsive and efficient company to work with on other cases we've had with them. Commissioner Cranney asked the lawyers how much we've spent in legal fees since the beginning of this case, Dirk Smits, Board Attorney explained the process of the legal fees and the case we have at this time and that he will speak to the Board Members and move forward with their decision.

Director's Report: Andrea Leal, Executive Director, reported that the rain amounts in November and December were extremely high throughout the Keys and our number of larvicide missions and acres

treated were well above historical averages. She discussed FKMCD Operations including the District helping a local 7th Grader with her science project and advised we had a few visitors to the Marathon location in November including the Pan African Mosquito Control and FDAC. We will be hosting Leadership Monroe's Health Day in February. Director Leal thanked all the commissioners for participating in the Commissioners Caucus during FMCA and that she received positive feedback from the other districts. Director Leal discussed the Federal Vaccination Mandate and that we are on hold at the moment as there is currently a Court mandate that issued a stay and we will discuss in the future as needed.

Items for Board Discussion:

8a.) Commissioner Travel Plans for 2022 – Andrea Leal, Executive Director, discussed the upcoming events that the District will be attending and if any of the Commissioners have interest in attending. The Board discussed each event and decided the following; Commissioner McDonald and Chairman Goodman will attend DODD, Chairman Goodman will attend AMCA, Commissioner McDonald will attend the Lee County Fly-In, Commissioner Pinder and Commissioner Cranney will attend Washington Days, and Commissioner Zuba and Chairman Goodman will attend FMCA.

8b.) Salary Exempt employee policies – Michael Behrend, Director of Human Resources, reviewed the proposed Salary Exempt policies that will be added to the FKMCD Personnel Manual including the Emergency Pay Plan which will not be changed for Salary Exempt positions. He reviewed the positions that would be designated to Salary Exempt positions and advised that current employees in those positions will be given the option to transition to Salary Exempt and any future replacements will automatically be Salary Exempt. The effective date will be when the Board approves the new policy. Michael reviewed the updated vacation policy for the Salary Exempt positions and the current Comp Time that each position currently has accrued and the payout amounts. Chairman Goodman advised they can bring the topic back to the next Board Meeting for approval.

Items for Board Review and Action:

9a.) Financial Reports – Bruce Holden, Director of Finance, discussed the Budget Analysis and noted we are ahead of last year's spend by \$600,000 due to the payment made to the City of Key West last month in the amount of \$500,000 and that we are ahead of chemical spend by \$109,000 due to the rain amounts this fall and a large order we placed to utilize the rebate programs that expire at the end of the year. In other areas we are down by \$100,000 and he noted we are on track with our budget for the year. We have collected an increase of tax revenue this year which has added to our cash flow. *A motion was by Commissioner Cranney, seconded by Commissioner Zuba and passed unanimously* to accept the financial reports for November 2021.

9b.) Vernis & Bowling of the Florida Keys, P.A. Contract – Andrea Leal, Executive Director, presented the annual contract for Vernis & Bowling of the Florida Keys, P.A. and discussed the increase in fees of the new contract. The Board agreed to sign a two year contract renewal. *A motion was made by Commissioner McDonald, seconded by Commissioner Zuba and passed unanimously* to approve the multiple year contract for Vernis & Bowling of the Florida Keys, P.A.

9c.) Schedule 2022 Meeting Dates – Andrea Leal, Executive Director, discussed the 2022 meeting dates and the Board adjusted meeting dates to their schedules. The 2022 Board Meeting Calendar was confirmed and going forward the Board will choose the following years meeting dates in the November meeting.

9d.) Resolution 2021-07 Dept. of Financial Services Authorized Signatures - Bruce Holden, Finance Director, advised the Board that his and Director Leal's signatures had to be approved for

signing purposes for the District. A motion was made by Commissioner Cranney, seconded by Commissioner Pinder and passed unanimously to approve Resolution 2021-07.

9e.) Holiday – Commissioner Cranney advised Governor DeSantis closed his offices on Thursday, December 23rd and she is requesting the Board give the District staff this date as a paid holiday in addition to December 24th. A motion was by Commissioner Cranney, seconded by Commissioner Zuba and passed unanimously to add Thursday, December 23rd as a paid holiday for the District staff in 2021.

Good of the Order:

- Chairman Goodman discussed the next month's meeting schedule. There will be an OPEB Meeting, Workshop, Audit Meeting and Regular Meeting held on January 11th, 2022 starting at 1 pm.

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

Respectfully submitted,

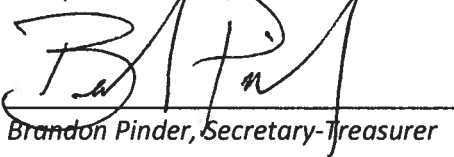


Andrea Leal
Executive Director

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.