

Regular Meeting Minutes

Florida Keys Mosquito Control District

Marathon Office
503 107th Street
Marathon, FL 33050

April 26, 2022 2:42 pm

The Board of Commissioners of the Florida Keys Mosquito Control District held a Regular Meeting on April 26, 2022 at the FKMCD Marathon office.

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

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

Invited Guests Present: None.

Community Input: None.

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

Attorney's Report: Dirk Smits, Board Attorney, provided the Board with an update regarding the Cyber Insurance Reimbursement with the insurance carrier, PGIT. We have an agreement to mediate with the carrier. Dirk Smits delayed the mediation as the insurance carrier wanted to present a cash offer up front to avoid mediation. The cash offer presented was a very low number, and our attorney advised we would be proceeding with the mediation and not accepting the cash offer.

Director's Report: Andrea Leal, Executive Director, awarded Carrie Cerminara with the Employee of the Quarter. Carrie is an offshore technician and an extremely hard worker and has made some recent discoveries in her field. Director Leal reviewed the Mosquito-Borne Disease update and explained March was a relatively normal month for Operations including a few larvicide missions. She will continue updating the Board on the Upper Keys Hotspots, which are narrowed down to 3 locations. The District traveled to Airbus Training in Dallas, TX and the Lee County Aerial Workshop in Ft. Myers during the month of April. We held a Clarke Training Seminar for All-Staff in Marathon on April 12th.

Items for Board Discussion:

Items for Board Review and Action:

9a.) Financial Reports – Bruce Holden, Director of Finance, discussed the Budget Summary and noted we are spot on for our spending for the year; the Local Fund is coming in right at our seven year average, which is great considering the cost of inflation. Mr. Holden pointed out that they have added transfer-out transactions to the Cash Disbursements per Commissioner McDonald's request. A motion was made by Commissioner Cranney, seconded by Commissioner Pinder and passed unanimously to accept the financial reports for March 2022.

9b.) Meeting Ad Wording – Andrea Leal, Executive Director, reviewed our current Meeting Ad, which includes language for Covid-19 and social distancing guidelines. She requested that we remove this language from the Meeting Ad. *A motion was made by Commissioner Pinder, seconded by Commissioner Cranney, and passed unanimously* to approve the Meeting Ad Wording as presented.

9c.) Appointment of Career Service Council Representative – Michael Behrend, Executive Director of Human Resources, advised Mr. Stephen Hammond, the current appointment for the Career Service Council Representative position is interested in continuing his role for another 4 year term. *A motion was made by Chairman Goodman, seconded by Commissioner Pinder and passed unanimously* to reappoint Stephen Hammond as the Career Service Council Representative.

9d.) Administrative Policy: Secretary/Treasurer Responsibilities – Tom McDonald, Commissioner, reviewed the updated guidelines created for the Secretary/Treasurer position on the Board. Chairman Goodman requested to amend the document to remove a portion of the 3rd to last paragraph. *A motion was made by Chairman Goodman, seconded by Commissioner Cranney and passed unanimously* to approve the amended document as presented.

9e.) District 3-Year Strategic Plan: 2022-2025 – The Board voted to approve the 2022-2025 3-year Strategic Plan as submitted by Director Leal. *A motion was made by Commissioner Cranney, seconded by Commissioner Pinder and passed unanimously* to approve the 2022-2025 Strategic Plan as presented.

Good of the Order:

- Vice-Chairman Zuba advised that he and Commissioner McDonald will be hosting a luncheon at the Key Largo office in the next few weeks to welcome the new staff and thank the current staff for all their hard work.
- Director Leal stated the next meeting is May 10th and we will have an Audit Committee Meeting, Helicopter Efficiency Workshop and the Regular Meeting.


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.