

## Regular Meeting Minutes

Florida Keys Mosquito Control District  
Marathon Office  
503 107<sup>th</sup> Street Marathon, FL 33050

April 9, 2024 3:38 pm

The Board of Commissioners of the Florida Keys Mosquito Control District held a Regular Meeting on April 9th, 2024 at the FKMCD Marathon office.

**Present Were:** Phillip Goodman, Chairman; Dr. Stanley Zuba, Vice-Chair; Bette Brown, Secretary/Treasurer; Brandon Pinder, Commissioner; Jill Cranney, Commissioner; Andrea Leal, Executive Director; Scott Black, Board Attorney.

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

**Invited Guests Present:** None

**Community Input:** None

**Approval of Consent Agenda:** *Chairman Goodman asked the Board if there were any corrections or additions to the consent agenda, having none, the agenda was approved.*

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**Treasurer's Report:** The Secretary/Treasurer, Bette Brown, said that she had met with Bruce and that they will begin preparing a presentation on the CDARS program in May, which they will ultimately deliver to the Board.

**Attorney's Report:** Scott Black, Board Attorney, stated they have nothing to report.

**Director's Report:** Justin Knowles, Pilot, who was chosen as FKMCD's employee of the quarter, was acknowledged by Director Leal. He just finished his training to become a Certified Flight Instructor, and he loves to engage with the community at school functions and other events. He also often volunteers to attend local events. She then gave our aircraft mechanic James Ozmar a Certificate of Achievement and thanked him for his five years of excellent service.

She updated the board on mosquito-borne diseases and provided an operations summary, advising that Miami-Dade has had four local dengue cases and multiple travel-related cases every week. Due to the recent 3–7 inches of rain that the Keys had last week, operations have been extremely busy and over the first weekend in April, we had a record 150 service requests. In response, we dispatched 17 trucks throughout the course of the weekend, and we'll be pushing hard to bring those numbers down as quickly as possible. The inspectors will be working in teams to cover a wide region during the Key Largo Sweep on April 16–18, including neighborhoods that were affected by the 2020 dengue outbreak.

The annual evaluations of every employee have been finished, and merit raises will go into effect on April 1. Bruce Holden then gave us a report on our FLClass account, indicating that we had earned almost \$64,000 in interest through the month of March and that it had yielded 5.41%. There is currently a \$14 million balance on the account, and he is scheduled to meet with the FLCass agent the following week.

**Items for Board Discussion:**

**9a.) 75<sup>th</sup> Anniversary Update** – The milestone timeline's dates are being looked into, according to Chad Huff, who also mentioned that pens and koozies with the new logo had been ordered. With the aim of including family-friendly activities, he is organizing the open house scheduled for October.

**Items for Board Review and Action:**

**10a.) Financial Reports** – Bruce Holden, the Director of Finance, stated that the reason we came in \$350,000 more in March than the prior year was because of maintenance and repairs as well as employee benefits. The increase in March was also attributed to chemical orders. *A motion was made by Commissioner Cranney, seconded by Commissioner Pinder, and passed unanimously, confirming the Board received the financial information from March of 2024 and the Board requests it be submitted for audit at the appropriate time.*

**10b.) Appointment of Career Service Council Representative** - Michael Behrend, Executive Director of Human Resources, advised that Mr. Stephen Hammond, who is the current appointment for the Career Service Council Representative position, is interested in continuing his role for another two-year term. *A motion was made by Commissioner Pinder, seconded by Commissioner Cranney and passed unanimously to reappoint Stephen Hammond as the Career Service Council Representative. After a roll call vote, it was unanimously accepted.*

**~~10c.) Executive Director Performance Evaluation~~** – *It was decided to strike this item and postpone until May.*

**Good of the Order:**

- Chairman Goodman discussed the next meeting of the Board to be held on May 21<sup>st</sup>, 2024 at 1pm, and advised the Board there would be an Audit Committee Meeting, Regular Meeting and possibly a workshop.

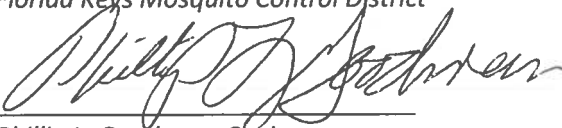
There being no further business to come before the Board the meeting was adjourned.

*Respectfully submitted,*



Andrea Leal  
Executive Director

Board of Commissioners  
Florida Keys Mosquito Control District



Phillip L. Goodman, Chairman



Bette Brown, Secretary-Treasurer

For additional information, please refer to [www.keysmosquito.org](http://www.keysmosquito.org).