

## **REQUIREMENTS & INFORMATION FOR APPOINTEES WHO SERVE ON THE BOARD OF TRUSTEES OF THE MARIN/SONOMA MOSQUITO & VECTOR CONTROL DISTRICT**

The Board of Trustees is the governing body of the District, with 24 seats available, although it is rare for all the seats to be filled at any given time. The Board sets policy and retains a Manager who oversees the District's operations. Additionally, the Board retains a General Counsel, who works on a contract basis.

The CA Health and Safety Code is the District's main governing law and it specifies that each member of the Board appointed by the governing body of a City or Town shall be an elector of the City or Town from which he/she is appointed, and a resident of that portion of the city/town which is in the District. Each member appointed from a County or portion of a County must be an elector of the county and a resident of that portion of the county which is in the District. Trustees are required to file a Statement of Economic Interest with the State of California, Fair Political Practices Commission, within (30) thirty days after assuming office (and each subsequent year). The District assists trustees by providing the necessary paperwork. Expert assistance in completing the form is also available from the Fair Political Practices Commission staff.

Each Trustee is sworn in, and he or she signs a Loyalty Oath.

**Term of Office:** The term of appointment may be for a term of either two or four years, at the discretion of the appointing body. In the event of the resignation, death, or disability of any member, his/her successor shall be appointed by the governing body, which appointed him/her.

**Board Meetings:** Regular meetings of the Board are held on the second Wednesday of the month, generally at 6:00 p.m., (Minutes 10/9/24) at the District Headquarters 595 Helman Lane Cotati. A light supper and beverages are usually provided just prior to the meeting to assist Trustees who must travel to the meeting during mealtime. On average, Board meetings occur about 8 to 9 times each year. During years when a lot of business has to be addressed, such as the MOU negotiations process, more meetings may be held. Occasionally, when needs dictate, the Board may hold a Special Meeting.

**Mission Statement:** During 2016, the Board held a public workshop, at which it adopted the following mission statement:

“The Marin/Sonoma Mosquito and Vector Control District, founded in 1915, protects the health and welfare of the communities it serves from mosquitoes and vector-borne diseases by utilizing cost-effective, environmentally responsible, integrated vector management practices.”

**Powers and Responsibilities:** The District may take all necessary or proper steps to control mosquitoes and other vectors within its jurisdiction (and in other regions immediately adjacent to the District's boundaries).

**Board Policy:** In 2016, the Board approved a new Board Policy Manual.

**Board Committees:** Early each year the Board considers and approves a list of committee assignments and charges. Standing Committees include Executive, Finance & Policy. Meetings of these committees are agendized and noticed in accordance with Brown Act (Open Meeting law) requirements. Ad hoc committees may be appointed to deal with specific subject matter for a limited term. The President may appoint members to committees.

**Open Session:** All of the Board's meetings are open to the public, except for very occasional "closed sessions," which may be held from time to time to discuss certain confidential personnel or legal matters.

**Expenses:** In lieu of itemized travel or other expenses, an allowance of \$100 (one hundred) per month per member will be paid for expenses incurred in attending regular meetings. Payment of \$25 per meeting is made to Trustees serving on a Board committee, provided that the \$100 maximum is not exceeded in any month. (Minutes 3/09/05)

As a California Special District, the agency strives to serve as one of the best and most responsive forms of local government and operates in the interest of the District residents and visitors. Operating under a cooperative agreement with the CA Dept. of Public Health, the District directly serves the entire population of Marin and Sonoma counties, and maintains close working relationships with other state, federal and local agencies. Much more information about the District can be found on its web site at [www.msamosquito.org](http://www.msamosquito.org)