



# MCAB MEETING AGENDA

**Meeting Description:** Boulder County Mosquito Control Citizen's Advisory Board

**Results Desired:** Information Sharing/Action

**Date:** Tuesday, April 21, 2015

**Location:** BCPH (Sundquist Bldg)  
3482 Broadway  
Boulder, CO 80304

Scheduled Time			Actual Time		
Start	Stop	Total Hours	Start	Stop	Total Hours
6:00 PM	7:30 PM	1.50	6:00	7:45	1.75
<b>Persons Attending</b>					
<b>MCAB</b>	Martin, Richard, Susan, Rick, Brian, Elizabeth, Chip, Michael				
<b>BCPH</b>	Lane, Marshall				
<b>OtterTail</b>	Joe Cox				
<b>Guests</b>	---				
<b>Ground Rules</b>					
1	Each member will share responsibility to facilitate meetings [See Facilitation Schedule]				
2	Agenda will be distributed the Friday before the meeting. Facilitator of meeting will solicit agenda items one week prior to the agenda distribution date				
3	Use email to share information and important updates prior to meetings				
4	Start meetings on time. 6:00-6:15pm will be reserved for dinner, social time, and round table discussions.				
5	Follow time limits and items on agenda				
6	Listen, respect others, contribute, and speak up if discussion gets off topic				
7	Contractor shall attend only the first half of the meeting provide updates, reports, and answer operational questions unless invited to remain for entire meeting.				
8	Wrap up meetings with clear statements of next steps				
9	Finish on time.				
10	Meeting minutes sent to members by the Friday following the meeting.				
<b>Discussion Items</b>					<b>Mins</b>
1	Dinner				10
2	Introductions – All				10
3	OtterTail Update – Joe				10
4	Program Background – Marshall				30
5	2015 Next Steps – All				20
6					
7					
<b>Next Meeting Date: May 19, 2015</b>					

# Minutes

Location: BCPH

Facilitation Schedule 2015

February	Marshall
March	Lane
April	Martin
May	Richard
June	Susan
July	Rick
August	Brian
September	Elizabeth
October	Marshall

## MINUTES:

### Introductions:

- The board welcomed new member Mike Altenbern. Welcome, Mike!

### Advisory Board Bylaws:

- Historically the board has not been governed by a formal set of bylaws. Lane presented a draft of bylaws composed by the county attorney's office. Marshall has sent a copy to the group. Please review and submit comments via email. The board will vote on acceptance of bylaws at the next meeting.

### OtterTail Update:

- Hiring of seasonal staff is ~65% complete.
- A stronger economy has led to fewer applicants than recent years
- Staff training will begin the week of May 18<sup>th</sup>
- OT and Marshall met with Boulder County Parks and Open Space regarding closures for nesting raptors. Eagle and Osprey nests require a buffer of ¼ to ½ mile during the breeding and rearing season. This can lead to fewer inspections at larval sites within those buffers. The team worked to allow entrance within identified buffers based on knowledge of each breeding pair of birds as some are more tolerant to human activity than other.

### Program Background:

- Marshall presented a general overview of program activities including district history, larval & adult control, and surveillance activities including West Nile monitoring.

### Next Steps:

- Marshall will work with our communications specialist to source door signs to provide door signs to OtterTail staff to indicate the vehicle is working as part of the Boulder County Mosquito Control District.
- The seasonal QA technician will begin on May 1<sup>st</sup>. Additionally a GIS intern will work on a geospatial analysis of West Nile activity (human and mosquito) in relation to control events
- The board will look at options to hold the June meeting at OtterTail's office for a tour of the facility.