

# Anastasia Mosquito Control District of St. Johns County

120 EOC Drive, St. Augustine, FL 32092  
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## BOARD OF COMMISSIONERS

Gayle Gardner, Chairperson  
Martha Gleason, Vice- Chairperson  
Gina LeBlanc, Secretary/Treasurer  
Catherine Brandhorst, Commissioner  
Trish Becker, Commissioner



## DISTRICT DIRECTOR

Dr. Rui- De Xue



**THURSDAY, OCTOBER 24, 2024**

**5:00 P.M.**

**POSTPONED FROM 10/10/2024 TO 10/24/2024, DUE TO HURRICANE MILTON  
AGENDA**

**1. CALL TO ORDER**

**2. INVOCATION ~ Commissioner**

**3. PLEDGE OF ALLEGIANCE**

*If you haven't done so already; PLEASE, TAKE THIS TIME TO SILENCE YOUR  
CELLPHONES! THANK YOU!*

**4. ROLL CALL**

**5. CITIZEN PARTICIPATION (FOR ITEMS NOT ON THE AGENDA)**

**6. APPROVAL OF THE AGENDA: ADDITIONS, CORRECTIONS OR DELETIONS**

**7. APPROVAL OF THE CONSENT AGENDA:** Items on the Consent Agenda are defined as routine in nature, not warranting detailed discussion or individual action by the Board; therefore, all items on the Consent Agenda shall be approved and adopted by a single motion, second and vote by the Board. Items on the Consent Agenda are not subject to discussion. Any member of the Board may remove any item from the Consent Agenda simply by verbal request at the Board meeting. Removing an item from the Consent Agenda does not require a motion, second or vote; it would simply be a unilateral request of an individual Board member and this item would then be added as the last item under New Business.

1. Chemical inventory

2. Minutes:

A. September 12<sup>th</sup> Regular Board Meeting

B. September 12<sup>th</sup> First Public Hearing

C. September 30<sup>th</sup> Final Public Hearing

3. DACS MOU for Reports

4. Switch November 14<sup>th</sup> Board Meeting to November 21<sup>st</sup>

5. Counting Dr. Xue Working Hour as the AMCA President to Join AMCA Board

6. Job Description Updates (One is Increased Duty & Two is Changed Title)

7. Dr. Qualls Attendance at International Beacon Meeting November 17<sup>th</sup>- 18<sup>th</sup>, 2024

8. South Gulf CDC Vector Center Agreement

## **8. UNFINISHED BUSINESS**

1. Discussion and Approval of AMCD's Resolution about Auditor Selection Committee ~ Mrs. Meyers (10min)
2. Decision Regarding DVEC Admission ~ Dr. Rui-de Xue (10 min)
3. Discussion and Approval of Commissioner Brandhorst Attendance at FMCA Annual Meeting, Orlando FL, November 4<sup>th</sup>-7<sup>th</sup> (10 min)
4. Financial Report and Budget Amendment ~ Mr. Scott Hanna, C.F.O. (10 min)

## **9. NEW BUSINESS**

1. Director's Performance Evaluation Report~ Mrs. Amy Meyers (10 min)
2. Discussion and Approval of Updated Purchase Policy Provided by Mr. Wayne Flowers ~ Dr. Rui-De Xue (15 min)
3. Explain and Report Regarding AMCD's New Organization Chart and Personal Report ~ Dr. Rui-De Xue (15 min)
4. Discussion and Approval of Creating a Full Time Human Resource Position and Job Description~ Commissioner Becker (15 min)
5. Discussion and Approval of Purchase of Human Resource Information System Software~ Commissioner Becker (15 min)

## **10. REPORTS**

1. Director
2. Attorney

## **11. COMMISSIONER COMMENTS:**

## **12. ATTACHMENTS – DIRECTORS PERFORMANCE EVALUATION (POLICY & FORM)**

## **13. ADJOURNMENT**

### **Announcements/Upcoming Meetings:**

- November 14, 2024 Regular Board Meeting at 5:00 P.M. All items for inclusion in the November 14, 2024 Agenda must be received by 4:00 P.M., no later than November 4, 2024.

**NOTE:** Pursuant to Section 286.0150, Florida Statutes, if an individual decides to appeal any decision made by the District Board with respect to any matter considered at this meeting, a record of the proceedings will be required and the individual will need to ensure that a verbatim transcript of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based. Such person must provide a method for recording the proceedings.

**NOTE:** In accordance with the Americans with Disabilities Act, persons needing assistance to participate in any of these proceedings should contact Heather Grotz at (904) 471-3107, prior to the meeting in order to request such assistance.

A Proposed Agenda and a complete copy of the materials for this Agenda is available is on AMCD's web site at ([www.amcdsjc.org](http://www.amcdsjc.org)) or at the District Office.