

This document is an extract of a larger publication.

civilgrandjury.org is a project of UnGovr.org, a US-based 501(c)(3) nonprofit dedicated to government transparency and public accountability.





September 16, 2013

Honorable Richard C. Livermore
Judge of the Superior Court
C/O Charlene Kresevich
Hall of Justice
400 County Center, 2nd Floor
Redwood City, CA 94063

Re: Civil Grand Jury Report: 2012-13: "San Mateo County Special Districts: Who is Really in Charge of the Taxpayer's Money? The Mosquito District Embezzlement: is it the Tip of the Iceberg?"

Honorable Judge Livermore:

The Commission appreciates the time and effort expended by the Grand Jury in gaining an understanding of San Mateo County Mosquito and Vector Control District and LAFCo municipal service reviews and welcomes the additional opportunity for public education about these important topics. On September 11, 2013, the Commission reviewed a draft response to the Grand Jury, provided input and directed LAFCo staff to submit a response by the October 18, 2013 deadline.

With the exception of Findings F11 and F13 and Recommendations R8 and R9, the findings and recommendations are not relevant to the Commission's statutory role. LAFCo offers clarification regarding R8 and recommended responses to F11, F13 and R8 and R9. While the remaining subject matter could be covered in a future LAFCo study of the District, it is outside LAFCo's control and therefore LAFCo does not offer responses to these findings and recommendations.

We hereby submit the response below which addresses Findings F11 and F13 and Recommendations R8 and R9 contained in the Civil Grand Jury Report titled "San Mateo County Special Districts: Who is Really in Charge of the Taxpayer's Money? The Mosquito District Embezzlement: is it the Tip of the Iceberg?"

Findings:

F11. Even though LAFCo Commissioners rejected the recommendation to dissolve the District and transfer its functions to CEHD, this issue needs further evaluation.

Response: *San Mateo LAFCo agrees with the finding and offers additional information. The LAFCo Municipal Service Review identified economies of scale, efficiencies and improvements in*

transparency and accountability related to transfer of mosquito and vector control services to a larger organization such as the County of San Mateo Environmental Health Division. The Municipal Service Review and recommendations acknowledged the changes that have taken place since the District's boundaries were expanded to be countywide in 2003 and the outdated formula for the composition of the District's board which requires that the county and each of the twenty cities appoint a member to the Board of Trustees. This composition results in a board of trustees of 21 members for an organization with approximately 18 full time employees. The report also identified the challenges of establishing segregation of accounting and finance duties in a small organization, a situation that could be remedied by being part of a larger organization such as San Mateo County's Environmental Hhealth Division and the report included information on Santa Clara County Mosquito and Vector Control which is administered by the County of Santa Clara. (Please see June 12 report and July 11, 2012 addendum at www.sanmateolafco.org).

The Municipal Service Review and Sphere of Influence update contained the areas of determination required by State law and lay the foundation for a feasibility study that can best be conducted by the San Mateo County Environmental Health Division in collaboration with the Mosquito and Vector Control District. It is the Environmental Health Division, and not LAFCo, that has the internal organizational knowledge and expertise to evaluate transfer of District employees and organization structure to best meet service delivery needs and maintain service levels.

F13. LAFCo would benefit from additional resources to ensure Service Reviews, as mandated by State law, are performed in a timely fashion.

Response: *San Mateo LAFCo agrees with the finding and offers additional information. The Cortese Knox Hertzberg Act (Act) sets forth budget adoption process and the funding formula for LAFCos. The Act sets forth that each LAFCo shall adopt a budget as an independent agency. Once adopted the Act stipulates that the budget shall be apportioned in thirds to the County, cities and independent special districts. Pursuant to the formula, the city and independent special district shares are determined proportionally based general fund revenues as reported to the State Controller. The Board of Supervisors does not have exclusive authority to increase the LAFCo budget.*

As noted in the Grand Jury Report, LAFCo composition consists of two members of the board of supervisors, two members of city councils, two independent special district board members and a public member. This composition gives each funding entity representation in determining the LAFCo budget. In the current fiscal year, the Commission augmented the budget by \$50,000 to fund consultant prepared reports to expedite completion of municipal service reviews. The Commission has the discretion in future years to adopt a budget that includes resources to complete municipal service reviews.

Recommendations:

R8. That the County Board of Supervisors provide increased resources to LAFCo so it can meet state mandates with regard to Service Reviews.

Response: As noted above, the Cortese Knox Hertzberg Act gives LAFCo authority to adopt a budget as an independent Commission. The Board of Supervisors does not have exclusive authority to increase the LAFCo budget.

R9. That LAFCo further study the dissolution of the District and evaluate the cost savings that might result from transferring the function to the County Environmental Health Department.

Response: This recommendation will not be implemented at this time for the reasons stated above. LAFCo believes it is the County Environmental Health Division that has the knowledge and expertise to determine the organizational and fiscal feasibility, improved accountability and transparency and cost savings that might be achieved in transferring mosquito and vector control functions as well as San Mateo County Mosquito and Vector Control District personnel, assets, etc. to the County. LAFCo will send a request to the San Mateo County Environmental Health Division that the Division study the feasibility of transferring mosquito and vector control services to the County. The request for the study will include a request for information such as recommended organizational structure that would include absorbing appropriate personnel of the District, a recommended budget for operation, administration and capital improvements and provisions to assure maintaining level of service while providing for accountability and transparency. Once more detailed fiscal evaluation is complete, LAFCo will have the opportunity to reconsider transfer of mosquito and vector control service to the County of San Mateo.

Please contact the LAFCO office if you have any questions or if we can be of further assistance.

Sincerely,



Don Horsley
Chair, San Mateo LAFCO



San Mateo County
Mosquito and Vector Control District
1351 Rollins Rd
Burlingame CA 94010
(650) 344-8592 Fax (650) 344-3843
www.smcmad.org

Hon. Richard C. Livermore
Judge of the Superior Court
Hall of Justice
400 County Center
Redwood City, CA 94063-1655

Date: **September 11, 2013**

Re: 2012-2013 Grand Jury Report – San Mateo County Special Districts:
Who is Really in Charge of the Taxpayer’s Money? The Mosquito
District Embezzlement: Is it the Tip of the Iceberg?”

Dear Judge Livermore,

On Behalf of the San Mateo County Mosquito and Vector Control District, I am submitting this response to the 2012-2013 Grand Jury Report titled: “ San Mateo County Special Districts: Who is Really in Charge of the Taxpayer’s Money? The Mosquito District Embezzlement: Is it the Tip of the Iceberg?” This response was presented to and approved by the District Board of Trustees at its regular meeting on September 11, 2013.

We believe that the findings regarding “Mosquito District Embezzlement” relate to events that occurred prior June 2011.

Findings:

F1. The Board and the Manager share in responsibility for the lack of oversight that was instrumental in allowing the embezzlement to occur.

Response to F1: Agree

F2. The Manager and the Board’s finance committee did not recognize red flags in the financial reports that could have revealed the embezzlement far sooner.

Response to F2: Agree

- (i) The Board’s finance committee was not tasked with or expected to serve that function – the Board acted as a whole in reviewing monthly financial statements and expenditures at the monthly Board meetings.

F3. The insurance company's denial of the District's embezzlement loss claim reinforces the conclusion that there were inadequate management practices, insufficient accountability, and inadequate oversight of the District.

Response to F3: Disagree

- (i) As with any claim on an insurance policy, the fact that the insurance company initially denies the insured's claim does not reinforce any conclusion – it merely indicates that the insurance company, based on its then-current analysis of the information before it, has decided that the language of the policy in question does not require the insurance company to agree to provide coverage at that time.
- (ii) In this particular instance, the insurance company has stated that “This denial of coverage is based upon the fact that the application for coverage contained material misstatements which, if answered differently and truthfully, would have had an effect on Hartford's underwriting of the risk in question.” There is no mention or reference to inadequate management practices, insufficient accountability, or inadequate oversight of the District, in the insurance company's letter denying coverage.
- (iii) In addition, the insurance company has indicated that it remains “willing and open to discuss this matter.” District efforts with regard to insurance coverage continue.

F4. The District's Manager did not follow policies and procedures in the hiring of one of the employees subsequently charged with embezzlement.

Response to F4: Agree

F5. The District did not have adequate internal financial controls in place to prevent the embezzlement or lead to its early discovery.

Response to F5: Agree

F6. Trustees and senior District staff should receive monthly financial reports.

Response to F6: Agree

F7. The Board in general and its finance committee in particular did an inadequate job of overseeing the District's operations.

Response to F7: Agree

F8. The Board's evaluation of the Manager revealed significant differences in the levels of confidence in the Manager's ability to manage the District.

Response to F8: Agree

F9. The District would benefit from a redesigned Manager Evaluation process.

Response to F9: Agree

F10. Trustees are confused about their responsibilities, some feeling their only role is to make district policy, while others feel they have more oversight responsibility.

Response to F10: Disagree in part.

- (i) Some trustee may be confused about their responsibilities, but it is inappropriate to say or imply that all trustees are similarly confused.

F11. Even though LAFCo Commissioners rejected the recommendation to dissolve the District and transfer its functions to the CEHD, this issue needs further evaluation.

Response to F11: Disagree

- (i) The discussion and determinations regarding the recommendation to dissolve the District and transfer its functions to the County's Environmental Health Department have been fully discussed, evaluated and vetted. It is time to move past the past and focus on the business of mosquito and vector control. The basis for any such "further evaluation" is unclear.

F12. Cost savings could possibly be achieved with a transfer of the District's functions to the CEHD.

Response to F12: Disagree

- (i) No specific overall costs savings have been identified in connection with the transfer of all of the Districts functions to the County Environmental Health Department.

F13. LAFCo would benefit from additional resources to ensure Service Reviews, as mandated by state law, are performed in a timely fashion.

Response to F13: Agree

F14. Not all cities appoint a representative to the Board in a timely fashion or select a qualified individual as stipulated in the Health Code.

Response to F14: Disagree in part.

- (i) Timeliness in the appointment of trustees is a subjective and fact specific measure. Whether an appointment is “timely” will depend on any number of factors, which could include: the length of any advance notice provided to the appointing council; the schedule of appointing council’s meetings; the availability of candidates; or the District’s needs and schedule.
- (ii) The only statutory qualifications for appointment as a District trustee are found in Health and Safety Code section 2022 and they are that the person be a voter and resident of the jurisdiction from which he/she is appointed.
- (iii) The statutes do provide that it is the “intent of the Legislature” that persons appointed as trustees have experience, training and education in fields that will assist in the governance of the district. The District does not choose the trustees; the individual councils serve that function.

RECOMMENDATIONS:

Detailed responses to each of the recommendations are provided below.

R1. Instruct the Manager to follow the Policies and Procedures manual at all times.

Response to R1: The recommendation has been implemented.

- i. As part of the Manager’s Performance review, the District Manager is now evaluated according to his ability to follow the policies and procedures established by the Board at all times.
- ii. The District policies and procedures have been consolidated into a single manual (District Policy Manual) and all policies are approved and periodically reviewed and revised by the Board.

R2. Instruct the Manager to provide complete financial reports to the Board on a monthly basis.

Response to R2: The recommendation has been implemented.

- i. Since July 2011, the District Manager and Finance Director have provided a complete Financial Report to the Board at each monthly Board meeting.

R3. Improve its oversight of the District through an improved governance structure and hold the Manager accountable for its operations.

Response to R3: The recommendation has been implemented.

- i. A new committee system has been in effect for over one year and the Bylaws were revised earlier this year. Board standing committees now include: Finance,

Environmental and Public Outreach, Policy, Strategic Planning, Legislature, and Manager's Evaluation

- ii. The Board holds the Manager accountable for District operations and evaluates the Manager accordingly.

R4. Evaluate its Policies and Procedures manual on an annual basis and make the manual available to employees and the public.

Response to R4: The recommendation will be implemented.

- i. The District Trustee Policy Committee meets throughout the year drafting, analyzing, and making recommendations concerning District policies for Board of Trustees' approval.
- ii. The Policy Committee is reviewing options for increasing the evaluation process for all District policies and procedures manuals on an annual basis.
- iii. The new policies and procedures are distributed to each new employee, posted in the District's principle offices in Burlingame. Every member of the public has access to the policies and procedures on request.

R5. Emphasize the importance of the finance committee's role in ensuring that internal controls and policies are in place and are being followed.

Response to R5: The recommendation has been implemented.

- i. District Board policies provide that the Finance Committee is to consider and make recommendations regarding the financial management of the District. The Finance Committee is tasked with making recommendations for the selection of an auditor by the Board of Trustees and verifying the completion of an annual audit.

R6. Hire a human resources consultant to redesign the Manager's evaluation process in order to better assess the Manager's job performance.

Response to R6: The recommendation requires further analysis.

- i. The District has entered into a contract with human resources consulting firm. That consulting firm has not recommended a redesign of the Manager's evaluation process. Whether or not that consulting firm will be assigned such a task has not yet been decided by the Board or its Manager Evaluation committee, but that decision should be made before the end of this calendar year.

R7. Clarify Trustees' roles and reinforce and discuss expectations of the position at an annual meeting.

Response to R7: The recommendation will be implemented.

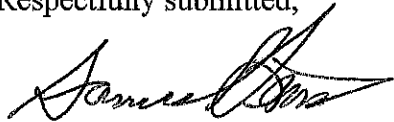
- i. A Trustee "Field Day" is scheduled for December 2013, with the intent of including presentations and discussions regarding District governance and rules and roles of service as part of the activities.

In summary, the District since July 2011 has instituted all internal controls recommended by auditors, financial internal control specialists, LAFCo Commissioners, and other public agencies. The District continues to mediate the insurance claim at this time and has completed the audit for June 2012, noting no issues.

The responsibility of a public agency that uncovers embezzlement is to support the District Attorney's Office to prosecute the individuals, investigate the loss and institute appropriate internal controls to prevent future embezzlements. The District has completed all of the above and will continue to provide the highest level of services and complete transparency of all financial programs to the residents of San Mateo County. In addition, monthly information on the District services and finances will continue to be provided to all cities and county appointing agencies.

We understand the difficulties public agencies have with preventing embezzlement within their financial programs and this is most notable with the recent embezzlements within the County. All public agencies must remain vigilant and constantly review and improve internal controls to stay a step ahead of those willing to commit crimes against the public's trust.

Respectfully submitted,



Samuel Lerner, DVM
Board President



Town of Atherton
Office of the Mayor
91 Ashfield Road
Atherton, California 94027
Phone: (650) 752-0500
Fax: (650) 614-1212

September 6, 2013

Grand Jury Foreperson
c/o Court Executive Office
400 County Center
Redwood City, CA 94063-1655

**SUBJECT: GRAND JURY REPORT
SAN MATEO COUNTY SPECIAL DISTRICTS: WHO IS REALLY IN
CHARGE OF THE TAXPAYER'S MONEY? THE MOSQUITO DISTRICT
EMBEZZLEMENT: IS IT THE TIP OF THE ICEBERG?**

Attention Jury Foreperson:

Attached please find the Town of Atherton's response to the above noted Grand Jury Report. Pursuant to California Penal Code Section 933.05, the response was considered by the City Council at a public meeting on August 21, 2013.

Should you have any questions concerning this response, please contact City Manager George Rodericks at (650) 752-0504.

Sincerely,

TOWN OF ATHERTON


Elizabeth Lewis
Mayor

RESPONSE TO GRAND JURY REPORT

Report Title: *San Mateo County Special Districts: Who is really in charge of the Taxpayer's Money? The Mosquito District Embezzlement: Is it the Tip of the Iceberg?*

Report Date: August 21, 2013

Response by: Town of Atherton

By: Elizabeth Lewis, Mayor

FINDINGS:

- I (we) agree with the findings numbered: F1, F6, F13, F14

These findings are general in nature and the Town can reasonably agree to their assertions without verification of the data and investigation behind them.

- I (we) disagree wholly or partially with the findings numbered: F5, F7-12

The Town has insufficient information to evaluate the specificity of these findings.

RECOMMENDATIONS:

- Recommendations numbered R10 & R11 have been implemented.

(Attach a summary describing implemented actions.)

- Recommendations numbered n/a have not yet been implemented, but will be implemented in the future.

(Attach a timeframe for implementation.)

- Recommendations numbered n/a require further analysis.

(Attach an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or director of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.)

- Recommendations numbered n/a will not be implemented because they are not warranted or are not reasonable.

(Attach an explanation.)

Date: 9/4/13

Signed: Elizabeth Lewis

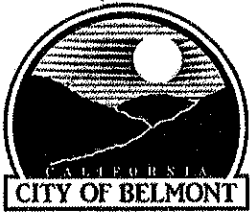
RECOMMENDATIONS

R10: Appoint a council member to the District Board if a representative cannot be found after vetting applicants.

The Town has a well-qualified resident appointee that serves on the District Board of Directors.

R11: Require regular reporting about the District's operations by their representative at a scheduled council meeting.

The Town's resident appointee reports to the City Council on a regular basis at a public meeting.



CITY OF BELMONT

One Twin Pines Lane, Suite 340, Belmont, CA 94002
(650) 595-7408 • Fax (650) 637-2982
www.belmont.gov

City Manager
Greg Scoles

September 25, 2013

Honorable Richard C. Livermore
Judge of the Superior Court
c/o Charlene Kresevich
Hall of Justice
400 County Center, 2nd Floor
Redwood City, CA 94063-1655

Re:

Response to Grand Jury Report entitled "San Mateo County Special Districts: Who is Really in Charge of the Taxpayer's Money? The Mosquito District Embezzlement: Is it the Tip if the Iceberg?"

Dear Judge Livermore:

At its regular meeting on September 24, 2013, the City Council of the City of Belmont approved the following response to the Grand Jury Report "San Mateo County Special Districts: Who is Really in Charge of the Taxpayer's Money? The Mosquito District Embezzlement: Is it the Tip if the Iceberg?"

Grand Jury Findings and Belmont's Responses:

Grand Jury Finding F1. The Board and the Manager share in responsibility for the lack of oversight that was instrumental in allowing the embezzlement to occur.

The City of Belmont agrees with this finding.

Grand Jury Finding F2. The Manager and the Board's finance committee did not recognize red flags in the financial reports that could have revealed the embezzlement far sooner.

The City of Belmont agrees with this finding.

Grand Jury Finding F3. The insurance company's denial of the District's embezzlement loss claim reinforces the conclusion that there were inadequate management practices, insufficient accountability, and inadequate oversight of the District.

The City of Belmont does not have sufficient information to affirm or deny this finding.

Grand Jury Finding F4. The District's Manager did not follow policies and procedures in the hiring of one of the employees subsequently charged with embezzlement.

The City of Belmont agrees with this finding.

Grand Jury Finding F5. The Districts did not have adequate internal finance controls in place to prevent the embezzlement or lead to its early discovery.

The City of Belmont agrees with this finding.

Grand Jury Finding F6. Trustees and senior District staff should receive monthly financial reports.

The City of Belmont agrees with this finding.

Grand Jury Finding F7. The Board in general and its finance committee in particular did an inadequate job of overseeing the District's operations.

The City of Belmont does not have sufficient information to affirm or deny this finding.

Grand Jury Finding F8. The Board's evaluation of the Manager revealed significant differences in the levels of confidence in the Manager's ability to manage the District.

The City of Belmont does not have sufficient information to affirm or deny this finding.

Grand Jury Finding F9. The District would benefit from a redesigned Manager evaluation process.

The City of Belmont does not have sufficient information to affirm or deny this finding.

Grand Jury Finding F10. Trustees are confused about their responsibilities, some feeling their only role is to make district policy, while others feel they have more oversight responsibility.

The City of Belmont does not have sufficient information to affirm or deny this finding.

Grand Jury Finding F11. Even though LAFCo Commissioners rejected the recommendation to dissolve the district and transfer its functions to the CEHD, this issue needs further evaluation.

The City of Belmont agrees with this finding.

Grand Jury Finding F12. Cost savings could possibly be achieved with a transfer of the Districts functions to the CEHD.

The City of Belmont agrees with this finding.

Grand Jury Finding F13. LAFCo would benefit from additional resources to ensure Service Reviews, as mandated by state law, are preferred in a timely fashion.

The City of Belmont does not have sufficient information to affirm or deny this finding.

Grand Jury Finding F14. Not all cities appoint a representative to the Board in a timely fashion or select a qualified individual as stipulated in the Health Code,

The City of Belmont does not have sufficient information to affirm or deny this finding.

Grand Jury Recommendations to City and Town Councils and Belmont's Responses:

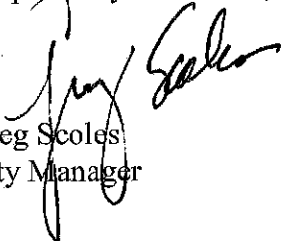
Grand Jury Recommendation R10. Appoint a council member to the District Board if a representative cannot be found after vetting applications.

The City of Belmont agrees with this finding and has done a good job of making sure that there is an appointed representative.

Grand and Jury Recommendations R11. Require regular reporting about the District's operations by their representatives at a scheduled council meeting

The City of Belmont agrees with this finding and encourages reports from the appointed representative.

Respectfully Submitted,



Greg Scoles
City Manager



CITY OF BRISBANE

50 Park Place
Brisbane, California 94005-1310
(415) 508-2100
Fax (415) 467-4989

August 16, 2013

Honorable Richard C. Livermore
Superior Court Judge, County of San Mateo
c/o Charlene Kresevich
400 County Center, 8th Floor
Redwood City, California 94063-1665

RE: Grand Jury Report "San Mateo County Special Districts – The Mosquito District Report dated July, 2013

Dear Judge Livermore:

Please accept this letter in response to the 2013 San Mateo County Grand Jury Report filed July 18, 2013 entitled "San Mateo County Special Districts: Who is Really in Charge of the Taxpayer's Money? The Mosquito District Embezzlement: Is it the Tip of the Iceberg?". This response was presented and approved by the Brisbane City Council at its regular meeting of August 19, 2013.

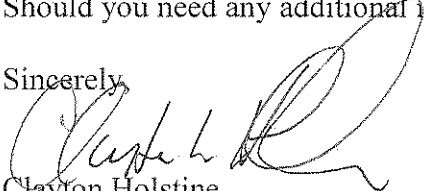
The following are the responses to the recommendations contained with the report that Cities are being asked to respond to:

Recommendation R10. – Appoint a council member to the District Board if a representative cannot be found after vetting applicants. The City of Brisbane has a Council appointed resident/representative, Robert Maynard, who has been actively participating for many years.

Recommendation R11. – Require regular reporting about the District's operations by their representative at a scheduled council meeting. Brisbane's representative has been regularly reporting to the Council at scheduled City Council meetings and there are no plans to change that.

Should you need any additional information or have any questions please contact me.

Sincerely,


Clayton Holstine
City Manager





ANN KEIGHRAN, MAYOR
MICHAEL BROWNRIGG, VICE MAYOR
CATHY BAYLOCK
TERRY NAGEL
JERRY DEAL

The City of Burlingame

CITY HALL c 501 PRIMROSE ROAD
BURLINGAME, CALIFORNIA 94010-3997

TEL: (650) 558-7200
FAX: (650) 566-9282
www.burlingame.org

September 17, 2013

Honorable Richard C. Livermore
Judge of the Superior Court
c/o Charlene Kresevich
Hall of Justice
400 County Center, 2nd Floor
Redwood City, CA 94063-1655

RE: Response to Civil Grand Jury Report: San Mateo County Special Districts: Who is Really in Charge of the Taxpayer's Money? The Mosquito District Embezzlement: Is it the Tip of the Iceberg?

Dear Judge Livermore:

As per your request, the City of Burlingame hereby addresses each of the findings presented by the 2012-2013 Civil Grand Jury of San Mateo County in its 2013 report entitled, "San Mateo County Special Districts: Who is Really in Charge of the Taxpayer's Money? The Mosquito District Embezzlement: Is it the Tip of the Iceberg?"

Findings:

1. The Board and the Manager share in responsibility for the lack of oversight that was instrumental in allowing the embezzlement to occur.

City Response: The City of Burlingame agrees with this Finding based on the information presented in the report.

2. The Manager and the Board's finance committee did not recognize red flags in the financial reports that could have revealed the embezzlement far sooner

City Response: The City of Burlingame agrees with this Finding based on the information presented in the report.

3. The insurance company's denial of the District's embezzlement loss claim reinforces the conclusion that there were inadequate management practices, insufficient accountability, and inadequate oversight of the District.

City Response: The City of Burlingame agrees with this Finding based on the information presented in the report.

4. The District's Manager did not follow policies and procedures in the hiring of one of the employees subsequently charged with embezzlement.

City Response: The City of Burlingame agrees with this Finding based on the information presented in the report.

5. The District did not have adequate internal financial controls in place to prevent the embezzlement or lead to its early discovery.

City Response: The City of Burlingame agrees with this Finding based on the information presented in the report.

6. Trustees and senior District staff should receive monthly financial reports.

City Response: The City of Burlingame agrees with this Finding based on the information presented in the report.

7. The Board in general and its finance committee in particular did an inadequate job of overseeing the District's operations

City Response: The City of Burlingame agrees with this Finding based on the information presented in the report.

8. The Board's evaluation of the Manager revealed significant differences in the levels of confidence in the Manager's ability to manage the District

City Response: The City of Burlingame agrees with this Finding based on the information presented in the report.

9. The District would benefit from a redesigned Manager evaluation process.

City Response: The City of Burlingame agrees with this Finding based on the information presented in the report.

10. Trustees are confused about their responsibilities, some feeling their only role is to make district policy, while others feel they have more oversight responsibility

City Response: The City of Burlingame agrees with this Finding based on the information presented in the report.

11. Even though LAFCo Commissioners rejected the recommendation to dissolve the District and transfer its functions to the CEHD, this issue needs further evaluation

City Response: The City of Burlingame agrees with this Finding, particularly in light of LAFCo's response to the Grand Jury, which notes that the matter should be further analyzed.

12. Cost savings could possibly be achieved with a transfer of the District's functions to the CEHD

City Response: The City of Burlingame does not have enough information to either agree or disagree with this Finding.

13. LAFCo would benefit from additional resources to ensure Service Reviews, as mandated by state law, are

performed in a timely fashion.

City Response 13: The City of Burlingame agrees with this Finding.

14. Not all cities appoint a representative to the Board in a timely fashion or select a qualified individual as stipulated in the Health Code.

City Response: The City of Burlingame does not have enough information to agree or disagree with this Finding. The City of Burlingame is not aware of the practices followed in other cities.

Recommendations

The Grand Jury made two recommendations for cities. Those recommendations, and the City's response, are detailed below:

10. Appoint a council member to the District Board if a representative cannot be found after vetting applicants

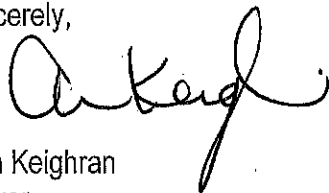
City Response: The City of Burlingame will implement this recommendation if it becomes necessary.

11. Require regular reporting about the District's operations by their representative at a scheduled City Council meeting.

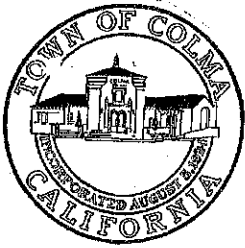
City Response: The representative for the City of Burlingame has presented information about the District's operations to the City Council at least once thus far. The City Manager has already spoken with the representative about reporting to the City Council on an annual basis, or more often should the need arise.

This letter represents the City of Burlingame's responses to the Civil Grand Jury's findings and recommendations. The letter was reviewed and approved by the City Council on Monday, September 16, 2013. If you have any questions about this report, please contact City Manager Lisa K. Goldman at lgoldman@burlingame.org or 650-558-7204.

Sincerely,



Ann Keighran
Mayor



TOWN OF COLMA

1198 El Camino Real • Colma, California • 94014-3212
Tel 650-997-8300 • Fax 650-997-8308

City Council

Joanne F. del Rosario
Mayor

Joseph Silva
Vice Mayor

Diana Colvin
Council Member

Helen Fisicaro
Council Member

Raquel Gonzalez
Council Member

City Treasurer

Laura Walsh

City Officials

William C. Norton
Interim City Manager

Jon Read
Chief of Police

Roger Peters
City Attorney

Cyrus Kianpour
City Engineer

Brad Donohue
Public Works Director

Michael Laughlin, AICP
City Planner

Brian Dossey
Director of Recreation
Services

Lori Burns
Human Resources Manager

September 12, 2013

Hon. Richard Livermore
Attn: Charlene Kresevich
400 County Center, 2nd Floor
Redwood City, CA 94063

RE: Response to Grand Jury Report: Who is really in charge of the taxpayer's money? The Mosquito District Embezzlement: Is it the tip of the Iceberg?

Dear Judge Livermore,

Thank you for the opportunity to review and comment on the findings of the Grand Jury. This letter serves as the Town of Colma's response to the recommendations found therein.

Findings:

The Town agrees with the findings as stated on page 9 and 10 of the report

Recommendation:

The Grand Jury's recommendations that apply to the Town are as follows:

R10. *The Grand Jury recommends that the City Council appoint a council member to the District Board if a representative cannot be found after vetting applicants.*

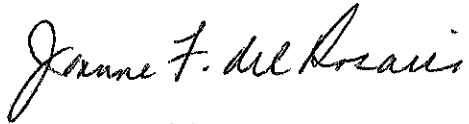
R11. *The Grand Jury recommends that the City Council require regular reporting about the District's operations by their representative at a scheduled council meeting.*

Response to R10 & R11: The City Council will actively search for a Board representative and look to appoint a qualified candidate in the near future; however at this time the Town cannot appoint a Council member for the District meetings are held on the same night (second Wednesday of the month) as the City Council meetings.

Once a Board representative is appointed by the City Council, the representative will regularly report the District's operations to the City Council.

The City Council of the Town of Colma approved this response to the Grand Jury at its regularly scheduled public meeting on September 11, 2013.

Sincerely,

A handwritten signature in cursive script that reads "Joanne F. del Rosario". The signature is written in black ink and is positioned above the printed name.

Joanne F. del Rosario
Mayor
Town of Colma



CITY OF DALY CITY

333-90TH STREET

DALY CITY, CA 94015-1895

PHONE: (650) 991-8000

October 15, 2013

Honorable Richard C. Livermore
Judge of the Superior Court
c/o Charlene Kresevich
Hall of Justice
400 County Center, 2nd Floor
Redwood City, CA 94063-1655

RE: Response to the 2012-2013 Civil Grand Jury Report Titled "San Mateo County Special Districts: Who is Really in Charge of the Taxpayer's Money? The Mosquito District Embezzlement: Is it the Tip of the Iceberg?"

Dear Judge Livermore:

On behalf of the City Council of Daly City, I have been directed to submit the following City response to the Civil Grand Jury findings and recommendations pertaining to the above-referenced report:

Findings:

F1. The Board and the Manager share in responsibility for the lack of oversight that was instrumental in allowing the embezzlement to occur.

Response: Concur with the finding.

F2. The Manager and the Board's finance committee did not recognize red flags in the financial reports that could have revealed the embezzlement far sooner.

Response: Neither agree or disagree with the finding.

F3. The insurance company's denial of the District's embezzlement loss claim reinforces the conclusion that there were inadequate management practices, insufficient accountability, and inadequate oversight of the District.

Response: Neither agree or disagree with the finding.

F4. The District's Manager did not follow policies and procedures in the hiring of one of the employees subsequently charged with embezzlement.

Response: Neither agree or disagree with the finding.

RE: Response to the 2012-2013 Civil Grand Jury Report Titled "San Mateo County Special Districts: Who is Really in Charge of the Taxpayer's Money? The Mosquito District Embezzlement: Is it the Tip of the Iceberg?"

Page 2 of 4

F5. The District did not have adequate internal financial controls in place to prevent the embezzlement or lead to its early discovery.

Response: Neither agree or disagree with the finding.

F6. Trustees and senior District staff should receive monthly financial reports.

Response: Concur with the finding.

F7. The Board in general and its finance committee in particular did an inadequate job of overseeing the District's operations.

Response: Concur with the finding.

F8. The Board's evaluation of the Manager revealed significant differences in the levels of confidence in the Manager's ability to manage the District.

Response: Neither agree or disagree with the finding.

F9. The District would benefit from a redesigned Manager evaluation process.

Response: Neither agree or disagree with the finding.

F10. Trustees are confused about their responsibilities, some feeling their only role is to make district policy, while others feel they have more oversight responsibility.

Response: Neither agree or disagree with the finding.

F11. Even though LAFCo Commissioners rejected the recommendation to dissolve the District and transfer its functions to the CEHD, this issue needs further evaluation.

Response: Neither agree or disagree with the finding.

F12. Cost savings could possibly be achieved with a transfer of the District's functions to the CEHD.

Response: Neither agree or disagree with the finding.

F13. LAFCo would benefit from additional resources to ensure Service Reviews, as mandated by state law, are performed in a timely fashion.

Response: Neither agree or disagree with the finding.

RE: Response to the 2012-2013 Civil Grand Jury Report Titled "San Mateo County Special Districts: Who is Really in Charge of the Taxpayer's Money? The Mosquito District Embezzlement: Is it the Tip of the Iceberg?"

Page 3 of 4

F14. Not all cities appoint a representative to the Board in a timely fashion or select a qualified individual as stipulated in the Health Code.

Response: Neither agree or disagree with the finding.

Recommendations:

R1. Instruct the Manager to follow the Policies and Procedures manual at all times.

Response: Neither agree or disagree, recommendation is directed to the Board of Trustees of the District.

R2. Instruct the Manager to provide complete financial reports to the Board on a monthly basis.

Response: Neither agree or disagree, recommendation is directed to the Board of Trustees of the District.

R3. Improve its oversight of the District through an improved governance structure and hold the Manager accountable for its operations.

Response: Neither agree or disagree, recommendation is directed to the Board of Trustees of the District.

R4. Evaluate its Policies and Procedures manual on an annual basis and make the manual available to employees and the public.

Response: Neither agree or disagree, recommendation is directed to the Board of Trustees of the District.

R5. Emphasize the importance of the finance committee's role in ensuring that internal controls and policies are in place and are being followed.

Response: Neither agree or disagree, recommendation is directed to the Board of Trustees of the District.

R6. Hire a human resources consultant to redesign the Manager's evaluation process in order to better assess the Manager's job performance.

Response: Neither agree or disagree, recommendation is directed to the Board of Trustees of the District.

RE: Response to the 2012-2013 Civil Grand Jury Report Titled "San Mateo County Special Districts: Who is Really in Charge of the Taxpayer's Money? The Mosquito District Embezzlement: Is it the Tip of the Iceberg?"

Page 4 of 4

R7. Clarify Trustees' roles and reinforce and discuss expectations of the position at an annual meeting.

Response: Neither agree or disagree, recommendation is directed to the Board of Trustees of the District.

R8. Provide increased resources to LAFCo so it can meet state mandates with regard to Service Reviews.

Response: Neither agree or disagree, recommendation is directed to the County Board of Supervisors.

R9. Further Study the dissolution of the District and evaluate the cost savings that might result from transferring the function to the County Environmental Health Department.

Response: Neither agree or disagree, recommendation is directed to the County Board of Supervisors.

R10. Appoint a Council member to the District Board if a representative cannot be found after vetting applicants.

Response: Concur with recommendation.

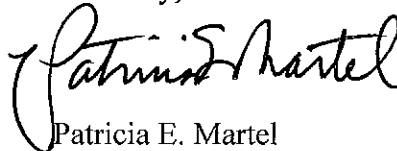
R11. Require regular reporting about the District's operations by their representative at a scheduled council meeting.

Response: Concur with recommendation.

In conclusion, the City of Daly City appreciates the opportunity to provide written responses to the Civil Grand Jury's Report on the San Mateo County Mosquito and Vector Control District. The City Council approved the responses contained herein at a public meeting on October 14, 2013.

Should you or the Grand Jury require additional information or clarification concerning the response provided, please contact me directly at (650) 991-8127.

Cordially,



Patricia E. Martel
City Manager



CITY OF EAST PALO ALTO

Ruben Abrica, Mayor
David Woods, Vice Mayor

Council Members
Lisa Gauthier
Laura Martinez
Larry Moody

City Manager
Magda A. González

September 4, 2013

Honorable Richard C. Livermore
Judge of the Superior Court
Hall of Justice
400 County Center, 8th Floor
Redwood City, CA 94063-1655

also: grandjury@sanmateocourt.org

Re: July 18, 2013 San Mateo County Civil Grand Jury Report on Mosquito Abatement District

Honorable Judge Livermore:

On September 3, 2013, at its duly noticed regular meeting, the City Council of the City of East Palo Alto considered its formal response to the July 18, 2013 San Mateo County Civil Grand Jury Report entitled “San Mateo County Special Districts: Who is Really in Charge of the Taxpayer’s Money? The Mosquito District Embezzlement: Is it the Tip of the Iceberg?” The following represents the City’s formal response to that Civil Grand Jury Report.

Findings

F1. The Board and the Manager share in responsibility for the lack of oversight that was instrumental in allowing the embezzlement to occur.

Response 1: *East Palo Alto agrees with this Finding.*

F2. The Manager and the Board’s finance committee did not recognize red flags in the financial reports that could have revealed the embezzlement far sooner

Response 2: *East Palo Alto agrees with this Finding.*

F3. The insurance company's denial of the District's embezzlement loss claim reinforces the conclusion that there were inadequate management practices, insufficient accountability, and inadequate oversight of the District.

Response 3: *East Palo Alto agrees with this Finding.*

F4. The District's Manager did not follow policies and procedures in the hiring of one of the employees subsequently charged with embezzlement.

Response 4: *East Palo Alto agrees with this Finding.*

F5. The District did not have adequate internal financial controls in place to prevent the embezzlement or lead to its early discovery.

Response 5: *East Palo Alto agrees with this Finding.*

F6. Trustees and senior District staff should receive monthly financial reports.

Response 6: *East Palo Alto agrees with this Finding.*

F7. The Board in general and its finance committee in particular did an inadequate job of overseeing the District's operations

Response 7: *East Palo Alto agrees with this Finding.*

F8. The Board's evaluation of the Manager revealed significant differences in the levels of confidence in the Manager's ability to manage the District

Response 8: *East Palo Alto agrees with this Finding.*

F9. The District would benefit from a redesigned Manager evaluation process.

Response 9: *East Palo Alto agrees with this Finding.*

F10. Trustees are confused about their responsibilities, some feeling their only role is to make district policy, while others feel they have more oversight responsibility

Response 10: *East Palo Alto agrees with this Finding.*

F11. Even though LAFCo Commissioners rejected the recommendation to dissolve the District and transfer its functions to the CEHD, this issue needs further evaluation

Response 11: *East Palo Alto agrees with this Finding.*

F12. Cost savings could possibly be achieved with a transfer of the District's functions to the CEHD

Response 12: *East Palo Alto does not have enough information to either agree or disagree with this Finding.*

F13. LAFC would benefit from additional resources to ensure Service Reviews, as mandated by state law, are performed in a timely fashion

Response 13: *East Palo Alto agrees with this Finding.*

F14. Not all cities appoint a representative to the Board in a timely fashion or select a qualified individual as stipulated in the Health Code

Response 14: *East Palo Alto neither agrees nor disagrees with this Finding since the statutory provisions state a city "may" but is not required to appoint a person to the Board.*

Recommendations

Only two Recommendations apply to cities, including the City of East Palo Alto.

The Grand Jury recommends that the City of East Palo Alto do the following:

R10. Appoint a council member to the District Board if a representative cannot be found after vetting applicants

Response R6: *The City of East Palo Alto will implement this recommendation if it becomes necessary. The current East Palo Alto trustee is a former City Council member.*

R11. Require regular reporting about the District's operations by their representative at a scheduled City Council meeting

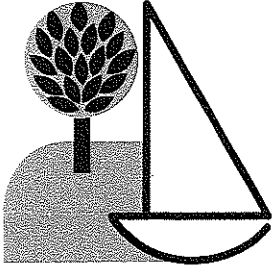
Response R7: *The City of East Palo Alto thinks this is a reasonable and appropriate recommendation and will implement it this year.*

Should you have any additional questions or require clarification, please do not hesitate to contact me or our City Manager, Magda Gonzalez.

Sincerely,



Ruben Abrica
Mayor



City of Foster City

ESTERO MUNICIPAL IMPROVEMENT DISTRICT

610 FOSTER CITY BOULEVARD
FOSTER CITY, CA 94404-2222

October 7, 2013

Honorable Richard C. Livermore
Judge of the Superior Court
c/o Charlene Kresevich
Hall of Justice
400 County Center, 2nd Floor
Redwood City, CA 94063-1655

Subject: RESPONSE TO GRAND JURY REPORT "SAN MATEO COUNTY SPECIAL DISTRICTS: WHO IS REALLY IN CHARGE OF THE TAXPAYER'S MONEY? THE MOSQUITO DISTRICT EMBEZZLEMENT: IS IT THE TIP OF THE ICEBERG?"

Dear Judge Livermore:

The City of Foster City is in receipt of the Grand Jury's Report entitled, "San Mateo County Special Districts: Who is Really in Charge of the Taxpayer's Money? The Mosquito District Embezzlement: Is it the Tip of the Iceberg?" The City is provided mosquito and vector abatement services from the Mosquito and Vector Control Abatement District ("MVCAD"). Pursuant to your July 18, 2013 directive to respond, the City held a public meeting on October 7, 2013 and approved this letter.

The Grand Jury report reiterates the fact that employees of the MVCAD embezzled funds from the District between 2009 and 2011. The report further states that there were red flags that should have been noticed by the District Manager and Trustees. The City of Foster City is aware that the two employees have pleaded no contest to the embezzlement charges.

In response to the listed "Findings and Recommendations", the City is not in a position to verify the research conducted by the Grand Jury; therefore, our responses should not be interpreted as unconditional agreement on the accuracy of the report, but rather specific only to the information contained in the Grand Jury's report and their stated research.

That being said, EMID generally agrees with the content and conclusions of the report. Our specific responses to the Grand Jury's "Findings" and "Recommendations" are as follows:

FINDINGS

Based on the research presented in the Grand Jury's Report, the City generally agrees with findings F1, F2, F4 - F9, F12, and F13 as stated below. The City is in disagreement with the Grand Jury's findings F3, F10, F11 and F14 as indicated below.

F1. The Board and the Manager share in responsibility for the lack of oversight that was instrumental in allowing the embezzlement to occur.

F2. The Manager and the Board's finance committee did not recognize red flags in the financial reports that could have revealed the embezzlement far sooner.

F3. The insurance company's denial of the District's embezzlement loss claim reinforces the conclusion that there were inadequate management practices, insufficient accountability, and inadequate oversight of the District.

➤ The City disagrees partially with this finding as the insurance company's denial of the claim in and of itself does not necessarily reinforce this conclusion.

F4. The District's Manager did not follow policies and procedures in the hiring of one of the employees subsequently charged with embezzlement.

F5. The District did not have adequate internal financial controls in place to prevent the embezzlement or lead to its early discovery.

F6. Trustees and senior District staff should receive monthly financial reports.

F7. The Board in general and its finance committee in particular did an inadequate job of overseeing the District's operations.

F8. The Board's evaluation of the Manager revealed significant differences in the levels of confidence in the Manager's ability to manage the District.

F9. The District would benefit from a redesigned Manager evaluation process.

F10. Trustees are confused about their responsibilities, some feeling their role is to make district policy, while others feel they have more oversight responsibility.

➤ The City disagrees with this finding. As written, the Grand Jury appears to be making a blanket statement that **all** trustees are confused about their

responsibilities in this matter. We believe that statement to be speculative in nature. The Grand Jury Report does not provide enough specific detail to determine the nature and extent of any, some or all of the Trustees in regards to their understanding of their roles in oversight of the District's affairs.

F11. Even though LAFCo Commissioners rejected the recommendation to dissolve the District and transfer its functions to the CEHD, this issue needs further evaluation.

- The City disagrees partially with this finding. While the City supports the general governance concept of shared services, we also support effective and efficient methods and governance models of performing those services that achieve the purpose and the overall public good in the provision of those services. The LAFCo Commissioners presumably vetted the concept at their Board meeting with the information provided by their Executive Director and did not see sufficient benefit to recommend that the District be absorbed into CEHD. LAFCo, CEHD, or even MVCAD itself may in the future determine to evaluate sharing service up to an including absorption of MVCAD into another agency, however this issue appears to have been evaluated by the LAFCo Commissioners sufficiently to have warranted their decision to not pursue dissolution of MVCAD at this time.

F12. Cost savings could possibly be achieved with a transfer of the District's functions to the CEHD.

F13. LAFCo would benefit from additional resources to ensure Service Reviews, as mandated by state law, are performed in a timely fashion.

F14. Not all cities appoint a representative to the Board in a timely fashion or select a qualified individual as stipulated in the Health Code.

- The City of Foster City does not know the circumstances of other cities regarding this finding, but we have continually provided a representative appointed by the City Council to the District Board and in a timely manner as required by MVCAD.

RECOMMENDATIONS

The Grand Jury recommends that the City Council of Foster City do the following on or before June 30, 2014:

R10. Appoint a Council member to the District Board if a representative cannot be found after vetting applicants.

- The City of Foster City has not yet implemented this recommendation but will consider it if a suitable representative from the City's applicant pool cannot be found.

R11. Require regular reporting about the District's operations by their representative at a scheduled Council meeting.

- The City of Foster City has previously implemented this recommendation as the Council representative presents an oral report on MVCAD's operations to the Council in April each year during the proclamation of Mosquito and Vector Control Awareness Week. The bi-monthly District Report is shared by the representative with the City Manager and Council via email.

The City of Foster City is committed to excellent management practices and supports the Grand Jury's efforts to improve management and oversight of the MVCAD.

Sincerely,

A handwritten signature in black ink that reads "Pam Frisella". The signature is written in a cursive, flowing style.

Pam Frisella
Mayor

MINUTE ORDER

No. 1336

OFFICE OF THE CITY CLERK
FOSTER CITY, CALIFORNIA

Date: October 8, 2013

Attention: City Council
James C. Hardy, City Manager
Brad Underwood, Public Works Director
Honorable Richard C. Livermore, Judge of the Superior Court

City Council/EMID Board of Directors Meeting Date: October 7, 2013

Subject: Response Letter to the 2012-2013 Grand Jury Report Entitled "San Mateo County Special Districts: Who is Really in Charge of the Taxpayer's Money - The Mosquito District Embezzlement: Is it the Tip of the Iceberg?"

Motion by Councilmember Kiesel, seconded by Vice Mayor Bronitsky, and carried unanimously, 5-0-0, IT WAS ORDERED approving the response letter to the Honorable Richard C. Livermore, Judge of the Superior Court, regarding the Grand Jury Report entitled "San Mateo County Special Districts: Who is Really in Charge of the Taxpayer's Money - The Mosquito District Embezzlement: Is it the Tip of the Iceberg?"



CITY CLERK/DISTRICT SECRETARY

City of Half Moon Bay



501 Main Street
Half Moon Bay, CA 94019
650-726-8270

September 17, 2013

Hon. Richard C. Livermore
Judge of the Superior Court
Hall of Justice
400 County Center, 2nd Floor
Redwood City, CA 94063-1655

SUBJECT: Grand Jury Report: San Mateo County Special Districts: Who is Really in Charge of the Taxpayer's Money? The Mosquito District Embezzlement: Is it the Tip of the Iceberg?"

Dear Judge Livermore:

At its regular meeting of September 17, 2013, the City Council of the City of Half Moon Bay approved the following response, based on the information contained in the Grand Jury report.

FINDINGS:

F1. The Board and the Manager share in responsibility for the lack of oversight that was instrumental in allowing the embezzlement to occur.

The City of Half Moon Bay agrees with this finding.

F2. The Manager and the Board's finance committee did not recognize red flags in the financial reports that could have revealed the embezzlement far sooner.

The City of Half Moon Bay agrees with this finding.

F3. The insurance company's denial of the District's embezzlement loss claim reinforces the conclusion that there were inadequate management practices, insufficient accountability, and inadequate oversight of the District.

The City of Half Moon Bay disagrees with this finding. The issue of insurance coverage is complex, with multiple legal issues. It is not possible to take a position without an in-depth understanding of the District's insurance policies.

F4. The District's Manager did not follow policies and procedures in the hiring of one of the employees subsequently charged with embezzlement.

The City of Half Moon Bay agrees with this finding.

F5. The District did not have adequate internal financial controls in place to prevent the embezzlement or lead to its early discovery.

The City of Half Moon Bay agrees with this finding.

F6. Trustees and senior District staff should receive monthly financial reports.

The City of Half Moon Bay agrees with this finding.

F7. The Board in general and its finance committee in particular did an inadequate job of overseeing the District's operations.

The City of Half Moon Bay agrees with this finding.

F8. The Board's evaluation of the Manager revealed significant differences in the levels of confidence in the Manager's ability to manage the District.

The City of Half Moon Bay agrees with this finding.

F9. The District would benefit from a redesigned Manager evaluation process.

The City of Half Moon Bay agrees with this finding.

F10. Trustees are confused about their responsibilities, some feeling their only role is to make district policy, while others feel they have more oversight responsibility.

The City of Half Moon Bay agrees with this finding.

F11. Even though LAFCo Commissioners rejected the recommendation to dissolve the District and transfer its functions to the CEHD, this issue needs further evaluation.

The City of Half Moon Bay agrees with this finding and would support further evaluation of the matter.

F12. Cost savings could possibly be achieved with a transfer of the District's functions to the CEHD.

The City of Half Moon Bay agrees with this finding and would support further evaluation of the matter.

F13.LAFCo would benefit from additional resources to ensure Service Reviews, as mandated by state law, are performed in a timely fashion.

The City of Half Moon Bay agrees with this finding.

F14.Not all cities appoint a representative to the Board in a timely fashion or select a qualified individual as stipulated in the Health Code.

The City of Half Moon Bay agrees with this finding.

RECOMMENDATIONS:

1. Appoint a Council member to the District Board if a representative cannot be found after vetting applicants.

The City of Half Moon Bay will implement this recommendation should it have difficulty finding representatives in the future.

2. Require regular reported about the District's operations by their representative at a scheduled Council meeting.

The City of Half Moon Bay has already implemented this recommendation. Commencing with the October 15, 2013 City Council meeting, the City's representative will provide a report on an annual basis.

Sincerely,



Laura Snideman
City Manager

cc: Mayor and Council



TOWN OF HILLSBOROUGH

1600 FLORIBUNDA AVENUE

HILLSBOROUGH

CALIFORNIA

94010-6418

September 10, 2013

Hon. Richard C. Livermore
Judge of the Superior Court
c/o Charlene Kresevich
Hall of Justice
400 County Center 2nd Floor
Redwood City, CA 94063-1655

RE: July 18, 2013 Grand Jury Report: "San Mateo County Special Districts:
Who is Really in Charge of the Taxpayer's Money? The Mosquito District
Embezzlement: Is it the tip of the Iceberg?"

Dear Honorable Richard C. Livermore:

The Town of Hillsborough respectfully submits its responses to the findings and recommendations directed to the individual cities, contained in above report:

FINDINGS

F1 through F13

Findings 1 through 13 do not pertain to the Town of Hillsborough and the Town is not making any comments on the findings.

F14. Not all cities appoint a representative to the Board in a timely fashion or select a qualified individual as stipulated in the Health Code.

The Town cannot agree or disagree to this finding as it is not privy to the individual cities' actions. The Town of Hillsborough has appointed a representative to the Board in a timely manner and believes that it had always selected highly qualified individuals to represent the Town. Dr. D. Scott Smith, the Town's current representative (please see attached bio/resume) has considerable contributions to the district operations. He is a member of the Environmental and Public Outreach committee providing

oversight with the District's ongoing development and completion of the Programmatic Environmental Impact Report; the committee is currently reviewing the District's operational program as well as working on expanding the outreach programs. He has provided presentations to the Board - "Chronic Lyme Disease" in October 2012 and "Invasive Aedes Aegypti Mosquito Found in Madera and Clovis is the Vector of Dengue Fever and Yellow Fever Epidemics and How This Will Impact All of California Mosquito and Vector Control Districts" in July 2013. He is very active at the Board meetings by always providing thoughtful comments and constructive considerations.

RECOMMENDATIONS

- R10. Appoint a council member to the District Board if a representative cannot be found after vetting applicants.

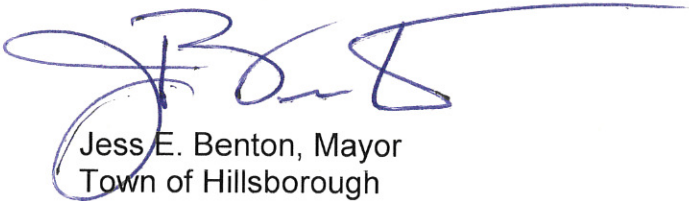
While the Town anticipates finding qualified representatives to the Board, it will be ready to appoint a council member to the District Board if needed.

- R11. Require regular reporting about the District's operations by their representative at a scheduled council meeting.

The Town's representative will be required to report to the City Council at a scheduled City Council meeting at least once a year and more often as needed based on current issues.

The above responses have been approved by the City Council of the Town of Hillsborough at its meeting held on September 9, 2013.

Respectfully submitted,



Jess E. Benton, Mayor
Town of Hillsborough

D. Scott Smith, MD, MSc, DTM&H

25 Bluebell Lane

Hillsborough, CA 94010

Tel. (650) 344-8181 or (650) 299-2742

darwin.s.smith@kp.org

www.permanente.net/doctor/scottsmith

EDUCATION

- 9/78-6/81 Boulder High School, Boulder, CO
9/81-6/85 Bowdoin College, Brunswick, ME—AB (Biochemistry, magna cum laude)
9/86-6/87 Harvard University, School of Public Health, Boston, MA—MSc (Tropical Health)
9/87-6/92 University of Colorado, Denver, Colorado—MD with Honors
8/88-7/89 Fulbright Scholar, CIDEIM, Cali, Colombia
6/92-6/93 Intern in Internal Medicine, University of Colorado, Denver, CO
7/93-6/95 Resident in Internal Medicine, Stanford University Hospital, Stanford, CA
7/96-6/98 Fellow in Infectious Disease and Geographic Medicine, Stanford University Hospital

POSITIONS HELD

- 7/98 – Present Chief, Infectious Disease and Geographic Medicine, Department of Internal Medicine, Kaiser Permanente Medical Group (KPMG), Redwood City, CA
1/02 – Present Adjunct Associate Clinical Professor, Dept. of Microbiology & Immunology, Stanford University Medical School, and Human Biology Dept., Stanford University
6/10 – Present Assistant Chief, Department of Employee Health, KPMG Redwood City, CA
5/95 – Present Sub-acute care physician, Palo Alto VA Hospital, Livermore Division, CA
11/08 – 11/10 President of the Medical Staff, KPMG Redwood City, CA
11/07 – 1/10 Chair of Research Committee, KPMG Redwood City, CA
7/00 – 1/03 Chief of Staff Education, KPMG Redwood City, CA
7/01 – 5/05 Assistant Chief of Medicine, KPMG Redwood City, CA

LICENSES, BOARD CERTIFICATIONS AND PROFESSIONAL MEMBERSHIPS

- Board Certified in Internal Medicine, August 1995
Board Certified in Infectious Diseases, November 1998
Board Certified in Tropical Medicine and Travel Medicine, November 1999
California Medical License through 2011
Certified in ACLS through September, 2011
Member of American Medical Association, 1987 to present
Member of Infectious Disease Society of America (IDSA) 1998 to present
Member of American Society of Tropical Medicine and Hygiene 1999 to present
Member International Society of Travel Medicine, 2000 to present

HONORS/AWARDS

- 1983 James Bowdoin Scholar
1988, 1990 Garcelon-Merritt Scholar
1988 Smith-Kline Beckman Award for Clinical Research, AIDS in Puerto Rico
1990 Bertakis Student Research Award for research on leishmaniasis, Western Medical Student Research Conference
1990 Award for Platform Presentation of Meritorious Research
1990 Chancellor's Award for Clinical Sciences, University of Colorado School of Medicine
1991 Adler Award for academic merit and creative contribution to medicine, onchocerciasis project
2000 Outstanding Service and Teaching Award, Arbor Free Clinic, Stanford University

- 2002 Flu Clinic Award, Kaiser Permanente Regional Flu Task Force,
- 2002 Community Service Award presented by State Senator Sher & Mayor of Redwood City
- 2005 Recognition Award for Tsunami Relief in Indonesia, Kaiser Permanente Northern California Region
- 2005 Everyday Heroes Award, Kaiser Permanente
- 2005 Sons in Retirement (SIRS) Recognition of Service
- 2005 Bloomfield Excellence in Clinical Teaching Award, Stanford Medical School
- 2006 David Lawrence Community Service Award (for collective work after the Indian Ocean Tsunami)
- 2006 Best in Northern California, Service Excellence Award, (“Top Dog Award”) for Infectious Disease, KPMG Redwood City Medicine Department
- 2007 Excellence in Faculty Advising Award in Human Biology, Stanford University
- 2008 Excellence in Teaching Acknowledgement by Course Directors and Medical Students, Stanford Medical School

PROFESSIONAL ACTIVITIES

- 2004 Editor and contributor, Boards Review Books 1&2, MedText Medical Publishing Co.
- 2004 – 2005 Reviewer, American Board of Internal Medicine Board Questions for Infectious Disease
- 2005 – Present Reviewer, Medline Plus Health Encyclopedia 30+ Chapters (related to Infectious diseases), National Medical Library and National Institutes of Health.

TEACHING ACTIVITIES

Course director, “Parasites & Pestilence”, Stanford University Department of Human Biology, 2001-present (<http://parasites.stanford.edu>, or example year: <http://www.stanford.edu/class/humbio103/>)
 Course director for “International Public Health”, Stanford University, winter 2007.

Lecturer, Parasite section of Core Medical Microbiology Class, “Infectious Basis of Disease”, Stanford Medical School, 2001-present (<http://wrinkle.stanford.edu:9000/frontpage/>)

Chair or Co-Chair of National Permanente Travel Medicine Conference, Oct. 2006, Nov. 2007, Nov 2008 (Emeryville CA), Nov 2009 (Anaheim, CA), Oct. 2010, (Walnut Creek, CA); Oct. 2011, (San Diego, CA).

Chair of the Regional Kaiser Permanente Travel Medicine Conference
 Walnut Creek, CA May 7-8th, 2004: Preparing Patients for International Travel, Berkeley CA, May 10-11, 2002.

STANFORD UNIVERSITY SERVICE

- 2001 – Present Faculty Advisor, Human Biology Department
- 2002 – Present Clinical Preceptor, Primary Care Continuity Clinic at Kaiser Redwood City
- 2007 – Present Faculty Sponsor Independent Study classes: e.g. International Health in Nicaragua, Vector Borne Disease in Haiti.
- 1999 – 2006 Volunteer Preceptor, Arbor Free Clinic

KAISER PERMANENTE SERVICE

- 1998 – Present Member, Pharmacy and Therapeutics Committee,
- 1999 – 2002 Member, Community Service Committee
- 2000 – 2006 Member, Kaiser Northern California Regional Flu Task Force
- 2001 – Present Chair, Bioterrorism Preparedness Task Force for Kaiser Redwood City Hospital
- 2010 - April Project Lead, KP CARES Haiti volunteer coordination for Vector Borne Disease Control with MENTOR

COMMUNITY SERVICE

INTERNATIONAL

- 1/05 – Present Medical Coordinator, MENTOR-Initiative (project based) in:
Banda Aceh, Indonesia 1/05; Yangon, Myanmar 7/08; Petionville Haiti, 4/10;
1/05 – Present Clinical Sector Lead for Malaria workshops, MENTOR Initiative in U.S. (New York,
California); Entebbe, Uganda; Mombasa, Kenya; Nairobi, Kenya

LOCAL

- 2008 – Present Chair, West Hillsborough School Emergency Preparedness Committee
2005 – 2008 Member, West Hillsborough School Emergency Preparedness Committee
2007 – 2009 Member, Board of Directors, AIDS Community Research Consortium (ACRC)
Redwood City, CA
1998 – 2009 Community Educator, Clinical Trials and HIV/AIDS Research, ACRC Redwood
City, CA,
1999 – Present Member, San Mateo County Beekeepers Guild, (1st place honey at 2001 & 2007 San
Mateo County Fair!!)

TELEVISION, RADIO AND NEWSPAPER INTERVIEWS

Interview and expert commentary with Tyra Banks on the **Tyra Banks Show**, (Emmy Award for Daytime Documentary) New York, New York, on “Parasites and Weight Loss”, October, 2009.

Interviews on **Animal Planet & Discovery Channel** on Infectious Disease and Parasites including: Leishmania, Myiasis, Hookworm and autoimmunity (Crohns disease), Bee stings, Salmonellosis, Moose milk etc. featured on “Monsters Inside Me” May 2008 through Present.

Interview with Karen Oberman, **National Geographic** Channel, on Leprosy, Anthropology Dept, Berkeley CA, March 25, 2008. (45 min Documentary, Multiple repeat broadcasts on National Geographic, Taboo).

Interview with Suzanne Bohan, p. 1 of San Mateo County Times, “It’s back: Influenza season in flu swing” Jan 23, 2008.

Interview with Julie Sevrens Lyons, p. 1 of San Jose Mercury News, “Not yet through with colds, flu: Doctors advise that it’s not too late for a shot” Feb 22, 2007.

Interview with Ron Lieber, Wall Street Journal, “The Cheaper Pre-trip Check-up: Demand for Travel Medicine Grows: Insurance May Not Cover It”, p. B-1, May 27, 2006.

Interview with John Pegel, Senior Outlook, “Tips for Trips: Make your travel safer and more pleasant” pp. 6-7, spring 2006.

Interview for Kaiser Permanente Partners in Health, spring cover story “Your Health on the Go” spring 2006.

Interview with Julie Roux for “Navigating Your Health on the Road” in The Permanente Journal, November 18th, 2005.

NBC Broadcast with Marianne Favaro on Avian Flu and Surveillance at Kaiser with California Unexplained Pneumonia Project, and Rabbit Fever Sentinel alert, Channel 3 and 11, November 2, 2005

KNTV Live Q&A Broadcast interview with Cannon on “Avian Influenza”, at the San Jose Studio, October 26th, 2005

NBC Channel 11, interview with Marianne Favro, on “Bird Flu 101” October 18th, 2005

NBC Channel 11 & 3 Interview with Marianne Favro about “Dengue hemorrhagic fever”, July 8th, 2005

NBC 11/KNTV interview in Spanish “Dengue: la fiebre hemorragica” with Telemundo, cable channel 48, July 8th, 2005

Article “Tsunami Letters from Indonesia”, The WIHS Woman, Vol. 9, Issue 1, p. 6-7, spring 2005

Interview with San Mateo County Area Peninsula Currents, “Tsunami Update” April 2005

Interview with Kris Newby, “Sharing Tsunami Relief Lessons” Human Biology Newsletter, Stanford University, April 13th, 2005

Interview with AmeriCares News (<http://www.americares.org/news/?id=43>) Treating Malaria in Northern Sumatra, February, 2005

Press Conference and Interviews with Mercury News, p. 1B, “Doctors aid tsunami victims – Kaiser makes long-term commitment to send health teams to Asia”, by Glenda Chui, January 2005

Interview with The Independent p. 1, local newspaper for “Aiding tsunami survivors – Kaiser sending mission to Indonesia, Sri Lanka” by Kate Williamson, January 15th, 2005

Interview with San Mateo County Times, p. 1, by Rebecca Vesely, “Docs from local Kaiser off to Asia”, January 12, 2005

Interview with The Almanac, p. 8, anonymous, “Flu clinics in limbo due to vaccine shortage”, October 13th, 2004

Interview, The Daily Journal, “Hepatitis results positive – Kaiser re-testing for false positives after mishap”, by Dana Yates, p. 1, September 24, 2004

ABC TV Interview on Channel 7, “Endoscope Reprocessing Issues” Redwood City Kaiser, September 24, 2004

NBC TV Interview, Channel 3 and 11, “Endoscopy challenges and risks at Kaiser Redwood City”, September 24, 2004

Interview, The Kaiser Permanente Inside Connection, “Are you flu savvy?” September 2004.

Interview on KPIX (Channel 5) television with Mike Sugarman on “The Influenza Epidemic”, December 16, 2003

Interview on NBC (Channel 11) television with M. Favaro on the use of FluMist® for the influenza epidemic, December 17, 2003

“The Professor of Parasites” an interview by Hank Pellissier, special to the San Francisco Chronicle, Monday October 27, 2003. www.sfgate.com/article.cgi?file=/g/archive/2003/10/27/urbananimal.DTL

“Advice about Antibiotics: They’re not always a cure for what ails you” an interview in Senior Outlook, fall 2003 pp. 6-7.

Interview and Panel Discussion on Peninsula TV on “Public Health Threats” with Bob Marks and Susan Ehrlich, August 19th, 2003

NBC TV Interview, Channel 11, with Marianne Favro, “Resistance and Antibiotics in the Feed of Animals and McDonalds”, June 20, 2003

NBC TV News, The Bay Area Channel 5, with Healthwatch reporter Marianne Favro, on “SARS, the Latest” San Jose, California, May 05, 2003

Interview with Cosmopolitan Magazine, for article: "Can I catch anything from a public toilet seat?"
September 2002, p. 160

Interview on Dr. Dean Edell's Health News, Channel 7 on: "Same day appointments and efficiencies for patient care at Kaiser", February 8th, 2002

RESEARCH

Centers for Disease Control/California Emerging Infections Program 12/1/03 – 11/30/06
California Unexplained Pneumonia Project.

The major goals of this project were to identify the infectious disease etiology in young healthy patients with severe unexplained pneumonia.

Role: Principal Investigator, Subcontract to Kaiser

PUBLICATIONS

Simpson JH, McLaughlin L, **Smith DS**, Christensen RL. Vibronic Coupling in polyenes: High resolution optical spectroscopy of all-trans-2,4,6,8,10,12,14-hexadecaheptaene. Journal of Chemical Physics. 1987; 87(6):3360-3365.

Labrada LA, **Smith DS**. Workshop for the evaluation of DNA probes for the diagnosis of American leishmaniasis. Parasitology Today. 1990; 6(2):30.

Escobar MA, Martinez F, **Smith DS**, Palma GI. American tegumentary leishmaniasis: A diagnostic challenge. Tropical Doctor. 1992; 22 (Suppl 1):69-78.

Petersen LR, Lackritz E, Lewis WF, **Smith DS**, Herrera G, Raimondi V, Aberle-Grasse J, Dodd RY. The effectiveness of the confidential unit exclusion option. Transfusion 1994; 34:865-869.

Abramson J, **Smith DS**. Case in Point – Histoplasmosis. Hospital Practice 1999; 89.

Smith DS, Lindholm-Levy P, Huitt GA, Heifets LB, Cook JL. *Mycobacterium terrae*: Case Reports, Literature Review and *In Vitro* Susceptibility Testing. Clinical Infectious Diseases 2000; 30:444-453.

Kemper CA, Witt MD, Keiser PH, Dube MP, Forthal DN, Leibowitz M, **Smith DS**, and the California Collaborative Treatment Group. Sequencing of protease inhibitor therapy: insights from an analysis of HIV phenotypic resistance in patients failing protease inhibitors. AIDS 2001, 15:609-615.

Passaro DJ, **Smith DS**, Hett EC, Reingold AL, Daily P, Van Beneden CA, Vugia DJ. Invasive Group A Streptococcal Infections in the San Francisco Bay Area, 1989–1999. Epidemiol Infect. 2002;129(3):471-478.

Leng T, **Smith DS**, Wiggling subcutaneous lumps, Clinical Infectious Disease 2003;37(4): 542, 591-592.

Meites E, Jay MT, Deresinski S, Shieh W-J, Zaki SR, Tompkins L, **Smith DS**. Re-emerging Leptospirosis, California, Emerging Infectious Disease, 2004;10 (3): 406-412

ELECTRONIC AND BOOK CHAPTERS

Smith DS. Visceral leishmaniasis on a Colombian Indian reservation. In Reed, DW, Ed. Spirit of Enterprise, Bern Switzerland, Buri International, 1990, pp. 54-56.

Smith DS, Relman D. Zoonotic Infections. In: Wilson & Sande, eds. Current Diagnosis and Treatment in Infectious Diseases. Lange Medical Books/McGraw-Hill Medical Publishing Division, 2001.

Smith DS, Relman D. Trypanosoma and Leishmania. In: Wilson & Sande, eds. Current Diagnosis and Treatment in Infectious Diseases. Lange Medical Books/McGraw-Hill Medical Publishing Division, 2001.

Smith DS, Relman D. Neisseria meningitides and gonorrhoeae. In: Wilson & Sande, eds. Current Diagnosis and Treatment in Infectious Diseases. Lange Medical Books/McGraw-Hill Medical Publishing Division, 2001.

Smith DS, Relman D. Dermatophytes. In: Wilson & Sande, eds. Current Diagnosis and Treatment in Infectious Diseases. Lange Medical Books/McGraw-Hill Medical Publishing Division, 2001.

Smith DS, “Mycobacteria terrae” Chapter in textbook: Antimicrobial Therapy and Vaccines, Volume I: Microbes. Editors: VL Yu, R Weber, D Raoult, 2006.

Smith DS, Ramachandra T, “Leprosy” Chapter for eMedicine.com, Editors: FA Lopez, F Talavera, CV Sanders, E Mylonakis, BA Cunha, 2008. (<http://emedicine.medscape.com/article/220455-overview>)

Smith DS, Hoffman TA, Chan JL, “Meningococcal Infections” Chapter for eMedicine.com and Medscape.com. Editors: JR Masci, F Talavera, A Glatt, E Mylonakis, BA Cunha, March 12, 2009. (<http://emedicine.medscape.com/article/221321-overview>)

Elissa Meites, **Smith DS**, Editors: Mark H. Ebell, MD, Mindy Smith, “Leptospirosis”, Essential Evidence Plus, Last updated: 2009-10-29 © 2009 John Wiley & Sons, Inc. (<https://www.essentialevidenceplus.com/content/eee/319>)

Smith DS, Ramos N, “Trichomonas” Chapter for eMedicine.com, Editors: JM Zaks, F Talavera, JL Bruschi, E Mylonakis, BA Cunha, 2010. (<http://emedicine.medscape.com/article/230617-overview>)

Shannon E, **Smith DS**, “Dengue: The Global Health Challenge”, Teaching Module for Global Health Education Consortium, June 9, 2010. (http://globalhealtheducation.org/Modules/Pages/117_Dengue_The_Global_Health_Challenge.aspx)

Weekly C, **Smith DS**, , “Malaria: The Clinical Basics”, Teaching Module for Global Health Education Consortium, June 2010. (http://globalhealtheducation.org/Modules/Pages/50_Malaria_The_Clinical_Basics.aspx)

Kamiura A, **Smith DS**, “Malaria: The Global Health Challenge”, Teaching Module for Global Health Education Consortium, June 2010. (http://globalhealtheducation.org/Modules/Pages/49_Malaria_The_Global_Health_Challenge.aspx)

REVIEWS, LETTERS, AND REPORTS

Smith DS. Primary care medicine - decisions for the future. The Reese Report. 1991; 6(8): 16-17

Abiad H, **Smith DS**. Strategies for the prevention and control of antimicrobial resistance. The Resident Reporter: Interscience Conference on Antimicrobial Agents and Chemotherapy 36th Annual Meeting. December 1996; 1(6): 22-27.

Smith DS, Park JY, Musen MA. Therapy Planning as Constraint Satisfaction: A Computer-Based Antiretroviral Therapy Advisor for the Management of HIV. Proceedings of the 1998 AMIA Fall symposium, November 1998; 627-631.

Tien PC, **Smith DS**. Generation of Change: A Glimpse of Chinese Adolescence. A Public Media Center occasional paper on social development in the People’s Republic of China. November 1999.

Yeganeh MA, **Smith DS**, Meningitis Update, Drug Bulletin, July-August 2001 pp 3-4.

“Physician shadowing: making the rounds” in Healing Journeys – Teaching Medicine, Nurturing Hope Preface and conclusion by Marilyn Winkleby, Ph.D. Text by Julia Steele, Photographs by Kathy Sloane Forward by David Satcher, MD, Ph.D., Palo Alto California, 2003, pp. 88-94.

Smith DS, Yeganeh M, “Test Your Travel Medicine Knowledge” Drug Bulletin, May-June 2004 pp 2-3.

Smith DS, "Channel your pandemic panic", San Mateo County Times, Opinion Page, November 5, 2005.

Smith DS. Permanente and the Tsunami Relief Efforts – One Year Later – The Volunteers' Stories: A Journal - Strange Alliances. Permanente Journal 2005: 9(4): 76

Smith DS. Mentoring About Vector-borne Disease Control. Permanente Journal 2010: 14(3): 85

ABSTRACTS

Smith DS, Travi BL, Velez ID. A new DNA probe method is a valuable tool for elucidation of epidemiology of visceral leishmaniasis in field epidemiology trials. Clinical Research. 38:216A, 1990.

.....

Martinez F, **Smith DS**, Palma GI. Improved diagnosis of American cutaneous leishmaniasis by assessment of tegumentary lesions. Clinical Research 38:212A, 1990.

Palma GI, Travi BL, Satizabal JE, Martinez F, **Smith DS**. Onchocerciasis in Colombia? An update on the Lopez de Micay focus. Presented at the 40th Annual Meeting of the American Society of Tropical Medicine & Hygiene, Boston, December 1-5, 1991.

Powell A, **Smith DS**. Combination G-CSF and splenectomy in a patient with Felty's syndrome and life-threatening infection. American College of Physicians, Clinical vignettes, San Francisco, 1994.

Smith DS, Vugia D, Schwartz B, Daily P, Reingold A. Invasive Group A Streptococcal Infections in the San Francisco Bay Area 1989-1997. International Conference on Emerging Infectious Diseases, Atlanta Georgia, March 8-12, 1998.

Park JY, **Smith DS**, Musen MA. Computer-based antiretroviral therapy planning of HIV-infected patients. Infectious Diseases Society of America, 36th Annual Meeting, November 1998, Denver Colorado.

Smith DS, Huitt G, Heifets LB, Cook J. *Mycobacteria terrae*: A rare infection of the hand. Infectious Diseases Society of America, 36th Annual Meeting, November 1998, Denver Colorado.

Meites E, Deresinski S, Jay M, **Smith DS**. An Outbreak of Leptospirosis following a Houseboat Vacation in California. International Conference on Emerging Infectious Diseases, Atlanta GA, March 2002.

Smith DS, Wilson R, Burgos M. Mycobacterial Spondylitis After Intravesicular Bascille Calmette-Guerin Treatment of Bladder Transitional Cell Carcinoma. International Conference on Emerging Infectious Diseases, Atlanta GA, March 2002

Fessel WJ, Rhee SY, Hurley L, Nguyen DP, Slome S, **Smith DS**, Klein D, Horberg M, Flamm J, Follansbee S, Gonzales MJ, Shafer RW. High-Level Dual and Triple Class Multidrug Resistance in a Large Health Maintenance Organization: Prevalence, Risk Factors, and Response to Salvage Therapy. ICAAC 2003 and CROI 2004.

Meites E, Jay MT, Deresinski S, Shieh W-J, Zaki SR, Tompkins L, **Smith DS**, Reemerging Leptospirosis, California, The Pediatric Infectious Disease Journal. June 2004, 23(6)

Rhee SY, Hurley L, Zolopa A, Fessel WJ, Nguyen DP, Slome S, **Smith S**, Klein D, Horberg M, Flamm J, Follansbee S, Shafer RW. Guilty by Association: Statistical Correlations between Genotype and Treatment in Subtype B HIV-1 Isolates. ICAAC 2004.

Chan JL, **Smith DS**. Measles (Rubeola) from a Vaccinated American Traveler. American College of Physicians. Honorable Mention, All-California Scientific Meeting. Monterey, CA. November 2006.

Ho CS, Hacker J, Flori H, **Smith DS**, Reingold A, Fischer M, Louie J. Severe Pneumonia in Young Patients in Northern California, Infectious Disease Society of America, 44th Annual Meeting, Toronto, Canada, October 12-16, 2006.

Chan JL, **Smith DS**. Measles (Rubeola) in a Vaccinated American Traveller, National Meeting of American College of Physicians, San Diego, April 2007.

.....

LECTURES, WORKSHOPS AND PRESENTATIONS Last 5 Years

Vector Borne Disease Control in Haiti with the Kaiser MENTOR-Initiative, All Physician CME Talk, Kaiser Redwood City, May 2010.

Brain Abscess, Bay Area Neurosciences Conference, Redwood City, CA, May 5th, 2010.

Experiences Learned from the H1N1 Pandemic Influenza, CANP 33rd Annual Educational Conference, Disneyland Resort, Anaheim, CA, March 27th, 2010.

Vector Borne Disease in Zones of Conflict, for the "When the Shooting Stops" conference by Stanford Association for International Development, Feb 20, 2010.

Cases and Faces, for the Infectious Disease Symposium, Berkeley CA Feb 1, 2010 and Santa Clara CA Feb 2, 2010.

Pediatrics Grand Rounds, Travel Medicine Update, March 25, 2008, Kaiser Redwood City.

Google Tech Talk: "Disease Mapping for Patient Records and Publicly Reported Preventable Disease" (on YouTube), February 8th, 2008, Mountain View, CA.

International Public Health Class 129S: "The Neglected Diseases" Feb 12, 2008, and "Malaria", Feb 14th, 2008.

Community Forum: Work Shop Sponsored by the 4Cs - the Child Care Coordinating Council of San Mateo County, "MRSA: what you need to know" January 22, 2008.

Gates Foundation Vaccine Initiative Support Advocacy through the Chlamydia Vaccine Initiative, the Office of Christopher J.L. Murray, MD, Institute Director, Institute for Health Metrics and Evaluation, Dec 19th, 2007, Seattle, WA.

Co-chair for Kaiser National Travel Medicine Conference, Lectures on "Culturally Sensitive Travel Medicine" and "Malaria", Newport Beach, CA, November 3, 2007.

Congressional Hearing presentation on "Chlamydia Vaccine: the clinical rationale" Washington DC, November 2, 2007.

Lecture at Kaiser National NP Conference, "Vaccine update: Who needs shots". Doubletree Hotel, Berkeley, CA, October 27th, 2008.

Workshop Leader and Discussant for "Clinical Malaria Management" and "Operational Research", MENTOR (Malaria Emergency Technical Operational Response), Mill Valley, CA October 22-26, 2007.

Lecture to HBS Physicians on "Pneumonia and Cellulitis", October 17th, 2007, Redwood City, CA.

Lectures to Stanford Medical Students: "Medical Parasitic Structure & Function", October 2, 2007; "Parasitic Diseases of the GI Tract Part I & II & III" October 4, 2007, "Parasitic Arthropods", October 19, 2007; Stanford, CA.

Lecture "Global HIV and Redwood City" to the All Physicians Conference, Redwood City Kaiser, July 13th, 2007.

Lecture "HIV care in the USA" to Mbarara Uganda Public Hospital Health Team, June 12, 2007

Journal Club Speaker, "MRSA" Kaiser Dept of Medicine, Mandaloun Restaurant, May 31, 2007.

Lecture "Medical Grand Rounds: ID Cases at Redwood City" Medicine Department, May 15, 2007.

Lecture "Travel Medicine" Vaden Health Clinic at Stanford, CA, May 4, 2007.

Lecture "Avian Influenza and Pandemic Preparedness", the Vita Insurance Consortium, San Jose, CA May 4, 2007.

Lecture "Regionalization of Travel Medicine Services" California Adult Immunization Summit, New Otani Hotel & Garden, Los Angeles, CA, April 30, 2007.

Workshop on Travel and Wilderness Medicine, with Eric A. Weiss at the Unite for Sight, 4th Annual International Health Conference, Stanford University School of Medicine, Palo Alto CA. April 15, 2007.

Lectures for 27th Annual Infectious Disease Symposium: "Travel Medicine: Going and Coming" and "Malaria: Prevention, Diagnosis and Treatment", Sacramento Hilton Hotel, Sacramento, CA, March 31, 2007.

Lecture "Avian Flu" National Association of Insurance Advisors, Crown Plaza Hotel, Foster City, CA, March 21, 2007.

Lecture "Typanosomes", to Infectious Disease Fellows, Stanford School of Medicine, Feb 27th, 2007.

Keynote for dinner at Stanford's Access and Delivery of Essential Medicines (ADEM) Seminar Series, "Control of Disease: Clinical Biology of Neglected Diseases", Beckman Center, Stanford University, CA, February 6th, 2007.

Lecture "Travel Medicine: Coming and Going" Santa Clara Kaiser, January 26th, 2007.

Lecture "Fever in the Returned Traveller" at San Mateo Medical Center, San Mateo, CA, December 13, 2006.

World AIDS Day Presentation for Kaiser Redwood City, Dec 1, 2006.

Lectures "MRSA (Methicillin Resistant *Staphylococcus aureus*)" & "Emerging infections and ID Updates" at the 10th National Symposium, Regional Advanced Practice Educational Programs, Newport Beach, CA, November 10th and 11th, 2006.

Discussion Workgroup Leading and Lecture "Pertussis and New Guidelines for Exposures" Infection Control Practitioners' Peer Group Meeting, October 31, 2006.

Conference Chair and Organizer for 4th Annual National Conference "Travel Medicine: Preparing the International Traveller", Walnut Creek, CA, October 20-21, 2006.

Lecture "Travel Medicine" All Physicians' Conference, Redwood City, CA, September 28th, 2006.

Lecture "Antibiotics and Infection Control" All Physicians' Talk, Sept 22, 2006.

Lecture "Travel Medicine" Milpitas CA August 31, 2006.

Lecture "Pertussis Guideline: Screening, Surveillance and Exposure Follow up" to Kaiser Regional Employee Health, Oakland, California, August 17th, 2006.

Lectures "Malaria Basics" & "Travel Medicine: Going and Coming" 15th Annual Kaiser Permanente Internal & Family Medicine Symposium, Kauai, Hawaii, July 21, 2006.

Lecture "Lunch with Parasites in Oakland" Kaiser Oakland All Physician Conference, July 7th, 2006.

Lecture on "Tsunami Medicine, Malaria & Public Health" for California Association for Medical Laboratory Technology (CAMLT) Summer Seminal North Series, Sparks, Nevada, June 18th, 2006.

Lecture "Bee and other Hymenoptera Stings" for the San Mateo County Beekeepers Guild, Belmont, CA, May 4th, 2006.

Lecture "Laboratory Diagnostics in Resource Poor and Disaster Settings: New Frontiers in Medical Technology", Walnut Creek, CA, April 29th, 2006.

Lecture for Stanford Medical School International Health Series, "Healthcare in Developing Countries (including the USA)" Stanford, CA, April 18th, 2006.

Lectures for CELP (Continuing Education for Laboratory Personnel) Kaiser Regional Laboratory, "Cases & Faces 2006", Double Tree Inn, Berkeley, CA and the Biltmore Hotel, Santa Clara, CA, March 6 and 7, 2006.

Lecture on "Evaluation and Management of Malaria" for KP Medical Group in San Francisco, February 24, 2006.

Lecture "The News about Pertussis" All Physicians Conference, Redwood City, January 13th, 2006.

Lecture on "Pertussis: Update on Prophylaxis, Diagnosis and Treatment", to All Physician Conference, Kaiser Redwood City, Dec 8th, 2005.

Keynote Address, "Public Health in the Tsunami: Malaria and the Kaiser Mission" for the 9th Interregional Educational Symposium Kaiser Permanente SCPMG and TPMG, Monterey, CA, November 12th, 2005.

Lecture, "Avian Flu, MRSA and Quantiferon" for the 9th Interregional Educational Symposium Kaiser Permanente SCPMG and TPMG Monterey, CA, November 11th, 2005

Lecture and Interactive Workshop Leader 7 day "Roll Back Malaria Workshop" for Clinical Section of the Malaria Emergency Technical Response (MENTOR-Initiative), at the International Rescue Corp (IRC), Manhattan, New York, November 11-12th, 2005

Plenary Session "Tsunami Response and Microbial Surprises", Addressing Global Microbial Challenges, for the 22nd Annual Northern California American Society of Microbiologists (NCASM) Meeting in San Ramon Marriott, CA, October 8th, 2005

Lecture, "Public Health in the Tsunami: Malaria and the Kaiser Mission" for UCSF Global Health Sciences, Institute for Global Health at UCSF, Parnassus Campus San Francisco, CA, October 7th, 2005

Lecture Series "Prevention of HIV/AIDS Complications" for the Living Now Class at AIDS Community Research Consortium (ACRC), Redwood City, CA, Aug 4th, 2005

Lecture, "Antibiotics and Infection Control at Redwood City" for All Physicians Conference, Redwood City, CA, September 23rd, 2005

Lecture on "Kaiser's Role in the Tsunami Relief" for The Infectious Disease Peer Group meeting, Oakland, CA, July 26th, 2005

Lecture, "Tsunami Medicine, Malaria and the Kaiser Mission" for the Center for Occupational and Environmental Health (COEH), Emerging Infectious Diseases Course in Oakland, CA, July 25th, 2005.

Lecture Series "Monitoring HIV/AIDS Complications" for the Living Now Class at AIDS Community Research Consortium (ACRC), Redwood City, CA, July 7th, 2005.

Lecture, "Tsunami Medicine, Malaria and the Kaiser Mission" to Fuller Seminary, International Health Conference, Pasadena CA, June 24th and 25th, 2005.

Lecture, "Unusual Dermatologic Parasites", Stanford Dermatology Residents, Stanford, CA June 17th, 2005.

Lecture, with Videocast to Sacramento "Tsunami Medicine, Malaria and the Kaiser Mission" to State of California Department of Health, Quarterly meeting of epidemiologists, Oakland CA, June 16th, 2005.

Lecture, "Laboratory aspects of Tsunami Relief, Malaria in Sumatra", to the California Department of Public Health Laboratory, Richmond, CA, June 10th, 2005.

Lecture, "Leishmania", Residents and Fellows, Stanford CA, May 31, 2005.

Lecture, "Rickettsia" Infectious Disease Grand Rounds, Stanford University School of Medicine, Stanford, CA, May 19th, 2005.

Lecture, "Tsunami Medicine: Malaria, and the Kaiser Mission" University California San Francisco Infectious Disease Grand Rounds, Parnassus Campus, San Francisco CA, May 16th, 2005.

Lecture "Tsunami Relief Efforts" 9th Annual Asian Pacific American Heritage Month Awards Banquet, Silver Dragon Restaurant, Oakland CA, May 13th, 2005.

Lecture, "Trypanosomiasis" for Residents and Fellows, Stanford CA, May 10th, 2005.

Lecture, "Preparing for International Travel, TB, Vaccines and other Precautions" for International Health in Nepal & India, Independent Stanford Undergraduate Student Course, Stanford, CA, May 5th, 2005.

Lecture, "Tsunami Medicine, Malaria and the Kaiser Mission" to The Elks Club, Redwood City, CA, May 3rd, 2005.

Lecture, "Tsunami Medicine, Malaria and the Kaiser Mission" to International Health Interest Group (IHIG), Palo Alto, CA May 1st, 2005

Lecture, "Tsunami Medicine, Malaria and the Kaiser Mission" to All Physicians' Conference, South Sacramento, CA, April 28th, 2005

Lecture, "Tsunami Medicine, Malaria and the Kaiser Mission" to All Physicians' Conference, Santa Clara, CA, April 27th, 2005

Lecture, "Tsunami Medicine, Malaria and Public Health", to Fresno County Medical Society evening dinner program sponsored by Kaiser Permanente at the Piccadilly Inn Hotel, Fresno, CA, April 12th, 2005

Lecture, "Tsunami Medicine and Malaria" to the Infectious Disease Chief's Group, Oakland, CA, April 5th, 2005

Lecture, "Kaiser Permanente Redwood City's Participation in Tsunami Relief" All-Physician Conference, Redwood City, CA, March 31, 2005

Lecture, "Tuberculosis in Redwood City", All Physicians' Conference, Kaiser Redwood City, CA, March 18th, 2005

Lecture, "Tsunami Medicine and the Kaiser Mission" Infectious Disease Grand Rounds, Stanford University School of Medicine, Stanford, CA, March 17th, 2005

Lectures, "Laboratory aspects of Tsunami Medicine and the Kaiser Mission" Infectious Disease Symposium, CELP, Kaiser California Regional Laboratory Continuing Education Series, at Berkeley Radisson Hotel on February 28th, 2005 and at Sunnyvale Four Points Sheraton, March 1st, 2005

LANGUAGES

Native - English; Fluent - Spanish; Basic – Mandarin

HOBBIES

photography, mountaineering, skiing, gardening, beekeeping, scuba diving, travel

OTHER: Hillsborough School Foundation Board of Directors, Little League Coach AA baseball Hillsborough, spring 2011, Chair of Emergency Preparedness Committee, West School, Hillsborough Neighborhood Network (HNN) leader, 2011.

Tungiasis Article with Zack Wettstein,