

State Reclamation and Mosquito Control Board Policy **Initial or 1st time Appointment and/or Re-appointment of MA Mosquito Control Commissioners**

The State Reclamation and Mosquito Control Board (the Board) hereby revise the policy of June 2005 (*see attached*) concerning the initial or 1st time appointment and/or re-appointment of mosquito control commissioners.

Pursuant to Chapter 252 of the Massachusetts General Laws (MGL), the Board has authority to appoint and re-appoint Commissioners to the 9 regional Mosquito Control Projects. Commissioners serve at the discretion of the Board and carry out improvements and requests made by the Board. The number of Commissioners per Mosquito Control Project and the length of their terms are specified in the enabling Acts of legislation creating each Mosquito Control Project. The number of Commissioners range from 3 to 5 per mosquito control project and the term lengths range from 3 to 5 years per the actual enabling Acts of legislation.

The general role and responsibilities of a Commissioner are found at:
http://www.mass.gov/agr/mosquito/docs/Commissioners_Duties_and_Functions.pdf

Initial or 1st Time Appointments:

The current process to appoint mosquito control commissioners for the first time or initially must meet the below criterion which includes but is not limited to:

- Completion of an application found at <http://www.mass.gov/agr/mosquito/commissioners.htm>;
- Submission of a resume;
- Submission of letter(s) of support from municipal, state, or other officials;
- Submission of letters of recommendations or references from the Mosquito Control Commission and/or Director and Superintendent; and
- *A face-to-face interview with the State Reclamation and Mosquito Control Board at the Board's convenience.*

Note: The Board interview team will be composed at a minimum of two (2) SRMCB members, one of which is the Chairman. The SRMCB retains the option to include representatives from other state agencies to participate in these interviews such as the Department of Public Health or others deemed appropriate by the Board.

Reappointment:

The re-appointment process requires that Commissioners seeking reappointment submit a letter to the Board at least six (6) months prior to the end of their term (November 30th of any year) requesting that the Board reappoint them to an additional term of service. Further, the Commissioner seeking re-appointment must meet the below criterion which includes but is not limited to:

- Completion of an application found at <http://www.mass.gov/agr/mosquito/commissioners.htm>;
- Submission of attendance record of meetings;
- Submission of letter(s) of support from municipal, state, or other officials;
- Submission of letters of recommendations or references from the Mosquito Control Commission and/or Director and Superintendent; and
- *A face-to-face interview with the State Reclamation and Mosquito Control Board at the Board's convenience (if deemed necessary or appropriate)*

The Board will review the information submitted and determine if a face-to-face interview is necessary or appropriate. If not, the Board will place on the meeting agenda at its earliest opportunity or available meeting this item recognizing that any commissioner may continue to serve until they are re-appointed or a successor is appointed. At any time, the Board may request additional information and/or an interview if deemed necessary at a later time.

Note: All information should be submitted in triplicate!

Policy Voted and Effective on October 21, 2009 (replaces attached policy effective June 2005)

Attachment (Past Policy Effective June 2005)

State Reclamation and Mosquito Control Board Policy
Appointing and Re-appointing Mosquito Control Commissioners

The State Reclamation and Mosquito Control Board (SRMCB) hereby establish the following policy of appointing and re-appointing mosquito control commissioners.

The current process to appoint mosquito control commissioners includes but is not limited to:

- Completing an application found at <http://www.mass.gov/agr/mosquito/commissioners.htm>;
- Submitting a resume;
- Obtaining letter(s) of support from municipal, state, and other officials;
- Obtaining recommendations or references from the Mosquito Control Commission and/or Director and Superintendent;
- Interviewing before the State Reclamation and Mosquito Control Board.

Note: The Board interview team will be composed at a minimum of two (2) SRMCB members, one of which is the Chairman. The SRMCB remains open to inviting someone removed from mosquito control (an outside individual) such as a representative from Department of Public Health (DPH) to sit in on interviews to help evaluate each candidate even though none has been designated to date.

The SRMCB has established two (2) sites geographically accessible to both the SRMCB members and candidates residing throughout the state. These sites include the UMASS Extension Center (Waltham Field Station) at 240 Beaver Street, Waltham and the Offices of the Department of Conservation and Recreation in Western, Massachusetts.

In addition, two (2) dates will be established annually during the second week of October depending on the number of commissioners slated for re-appointment that need to be approved prior to the expiration date of November 30th of any year. The SRMCB will schedule those seeking appointment or re-appointment keeping accessibility and convenience in mind. However, if any commissioners due to circumstances beyond their control are unable to make the scheduled date of interview, they will be scheduled for the alternate date only. *Note: Commissioners can request that their Interview be scheduled before or after any official meeting of the SRMCB for the purpose of convenience.*

June 2005