



SHASTA MOSQUITO AND VECTOR CONTROL DISTRICT

April 16, 2019

District Office, 19200 Latona Road, Anderson, CA 96007

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

1. Call to Order: District Board President Mower called the meeting to order at 1:02 P.M.

Roll Call

Trustees Present: Larry Mower, President
Michael McNamara, Secretary
Vickie Marler, Trustee
Ann Morningstar, Trustee

Trustees Absent: Ben Hanna, Vice President

Others Present: Peter Bonkrude, District Manager
Darcy Buckalew, Administrative Office Manager

2. Pledge of Allegiance: The meeting opened with the Pledge of Allegiance. **Secretary McNamara led the pledge.**
3. Approval of Agenda: **A motion was made by Trustee Marler and seconded by Secretary McNamara to unanimously approve the agenda.**
4. Public Comment: President Mower stated that this is the time for any person wishing to address the Board to do so.
5. Consent Calendar –
 - a) Minutes of the Regular Board Meeting held March 19, 2019.
 - b) March/April Payables in the amount of \$202,748.39. **A motion was made by Secretary McNamara and seconded by Trustee Marler and it was agreed to approve the consent calendar.**
6. Items Removed from the Consent Calendar –
7. Correspondence/Informational:

- a) Shasta Mosquito and Vector Control District Financial Reports at 3/31/19-The Administrative Manager stated income and expenses are where they should be at this time of the fiscal year. We will be receiving our next property tax income this month and should be reflected on the next set of financial reports.
- b) CA Arbovirus Bulletin #1, Week of April 5, 2019- The District Manager stated that the Bulletin shows as of April 5, 2019. The District Manager stated there is one WNV positive birds from San Diego County and one WNV positive mosquito pool from Orange County there are no WNV positive humans as of this date.
- c) LAFCO 2019-2020 Budget Letter- The District Manager stated due to a court case involving CalPERS and LAFCO there will be changes to the LAFCO budget. Recently CalPERS determined that the Shasta LAFCO contracted staff were actual employees, thus increasing annual liability payments with pro-rated amounts to 5-years of non-payment into the CalPERS system. To provide a significant cost savings over time, Shasta LAFCO is discussing the option of terminating the CalPERS retirement contract. To terminate the contract with CalPERS, the unfunded liability is estimated to be at least \$197,000. Staff has decreased costs where possible to cover this significant and unexpected amount, however, there will be a need to increase revenues from local funding agencies. Due to this CalPERS unfunded liability, the Shasta LAFCO Executive Committee recommended staff provide a budget with two different options for the full Commission's approval. Option 1: A one-time 10% increase from \$186,000 to \$204,600 in FY 2019/2020. This will still result in a \$22,965.00 revenue shortfall due to CalPERS liability payment, with Contingency funds making up the difference. Option 2: A 5% increase from \$186,000 to \$195,300 in FY 2019/2020 with an additional 5% increase from \$195,300 to \$205,065 in FY 2020/2021. The overall FY 2019/2020 Budget shortfall would be \$32,265.00 with Contingency funds making up the difference. On Thursday April 4, 2019, Shasta LAFCO conducted a public hearing at the City of Anderson Council Chambers concerning its Proposed Fiscal Year 2019/2020 Budget. The Shasta LAFCO Commission reviewed the projected Shasta LAFCO finances and approved Option 1, asking for an increase of 10% in Cost of Share contributions for the Fiscal Year 2019/2020 budget year, with the possibility of reducing the Cost of Share again in the future. A public hearing is scheduled for June 6, 2019. The Commission will select an option at that hearing.
- d) VCJPA Update 2019- The District Manager stated that we will be doing an annual update after the VCJPA workshop each year. At the workshop several new programmatic changes were proposed, with the goal to stabilize the JPA's risk pools. In addition, they highlighted the changes that were made during 2018. Pooled Liability Retrospective Adjustment Refund. The net amount of \$501,005 was eligible from program years 2011/12 through 2013-14. In November the VCJPA Board acted to withhold \$250,000 to help build equity in the program. ERMA Dividends \$95,923 was distributed back to member districts. Excess Liability Coverage. CARMA cover \$1 million to \$14 million \$64,466 was distributed back to member districts. Pooled Workers' Compensation Program Retrospective Adjustment Refund. The net amount of \$1,352,762 was eligible for program years 1988/89, 1997/98 through 2004/05 and 2006/07 through 2012/13. In November the VCJPA Board acted to withhold \$450,000 to help build equity in the program. Workers' Compensation Mid-Layer and Aggregate Pools the board approved increasing funds for \$190,000 for the Aggregate Pool, as well as increasing funds for \$30,000 for the mid-layer pool. Unmanned Aircraft Coverage, VCJPA added drone coverage liability up to \$14 million, Hull coverage for damage to the drone; Coverage limits are \$35,000, Deductible is \$1,000, Cost is 4% of drone cost per annum. There was also add of

stand-alone coverage providing financial protection for “active shooter” risks. The deadly weapon response program provides additional coverage for property damage, crisis management, and counseling services. VCJPA re-accredited with excellence from the California Association of Joint Powers Authorities. There was also approval for participation in the California Asset Management Program (CAMP) as an alternative to the LAIF investment fund. Some of the goals and objectives for the 2019 year are; Recommend an increase in funding in the primary layer from the current approximately 80% to the 85% confidence level (LB), Fund the aggregate pool (LB) at \$10,000 per year, Retain 50% from 2014/15 through 2018/19 projected retrospective adjustments scheduled to be released over the next four years to the mid-layer pool: projected at \$374,215 (LB), Decide to stay with CARMA or move to CSAC-EIA Liability Program, Fund the aggregate pool (WC) at \$86,000 per year, Fund the mid-layer pool (WC) at \$138,000 per year, Retain 50% from the 2014/15 through 2018/19 projected retrospective adjustments scheduled to be released and create an ongoing rate for auto physical damage. \$50 per vehicle/per annum.

8. Manager’s Report – The District Manager stated during this report period time was spent reviewing and meeting with the VeeMac developers to ensure the project remains on schedule. We continue to complete and organize the final strategic planning items, while preparing for the next strategic plan. Time was also focused on MVCAC related items, preparing for the quarterly board meeting and legislative days and finalizing several trash capture device verification letters for the Regulatory Affairs Committee. Staff also updated our adult mosquito control thresholds, hoping to better focus our adulticiding efforts. The new thresholds add in more seasonality and species differences. We will assess the new thresholds as the season goes on and monitor whether further adjustments are necessary. Lastly, continued progress was made on the 2019-2020 budget. We will be presenting the updated budget to the finance committee on April 16th and plan to bring the first reading of the budget to the entire board at the May meeting.

9. Department Reports:

a) Guangye Hu, Ph.D., Assistant Manager - Operations Report – The District Manager presented the Assistant Managers report. During this report period, the Operations Department was going through a transitional period from winter projects to the mosquito season. We have stopped overwintering mosquito survey, Cache Valley Virus investigation, tick surveillance, and vehicle and equipment winterizing and maintenance. The staff continued with Carr Fire pool program and catch basin mapping and completed the winter pool program. Seasonal employees started on April 8, 2019. The District received 46 service requests. 63% of those service requests were from the City of Redding. Mosquitofish and Service Requests (adult mosquitoes) represented the highest percentage reasons for calling in to the District. Staff made 224 applications, most occurring in swimming pool habitats, a direct response to our summer/winter pool program and the Carr Fire response. Of those 224 applications, the majority were treated using Methoprene and mosquito fish. Winter pool project: staff inspected 131 neglected swimming pools as follow-ups to fish releases and larvicide treatments in the previous season. Of the pools inspected, 25% were treated with mosquito fish and larviciding products and 11% either had fish present or had no larvae. Eighteen warrants were issued to access the pools since no consent from property owners could be obtained for us to check on the pools. The District hosted training which included CE training session for VCT’s to renew their public health licenses. Thirteen attendees from other Districts also attended the training: 6 from Tehama MVCD, 3 from Placer County MVCD, 2 from Pinegrove VCD, and 2 from City of Alturas. Speakers were from U.C. Davis, Shasta County Agricultural Department, CDPH – Vector-Borne Disease Section, and our Vector Control Ecologist. All staff attended re-certification training on CPR and First Aid. The presenter was from the American Safety & Health Institute.

- b) John Albright, Vector Ecologist – Vector Ecology Report –The District Manager presented the Vector Ecologist report. Mosquito populations as measured by both New Jersey-style light traps and CO₂-baited encephalitis virus traps have been near or below seasonal norms and 2018 levels. The predominant species seen have been various types of *Culiseta spp.* mosquitoes, which like cooler weather and *Culex spp.* mosquitoes which are our predominant mosquitoes for most of the mosquito season. *Culex spp.* mosquitoes are the types that spread West Nile virus. *Culiseta spp.* mosquitoes are not known to spread any human diseases in this area. A significant difference between mosquito populations observed this year from previous years is a conspicuous absence of *Aedes spp.* mosquitoes so far this year. Normally *Aedes sierrensis* (western treehole) mosquitoes hatch from oak tree holes beginning in March and are causing serious pest problems by this time of year. The persistence of cold wet weather has delayed the emergence of these particularly pestiferous mosquitoes, which are a vector of canine heartworm disease. On the flip side, we expect that the abundance of water collecting in oak tree holes will exacerbate the treehole mosquito problem when they begin to emerge in the coming weeks. We have received some anecdotal evidence suggesting that the public is noticing these mosquitoes in the environment even though none have been seen in any of our traps yet. Forty chickens were picked up at the Sutter Yuba MVCD on April 4 to be placed in coops at the District's five sentinel chicken flock locations. They are scheduled to be distributed to their flock locations during the week of April 8 – 12. Tick surveillance was terminated at the end of March. Tick populations for most of the tick surveillance season were significantly lower than last year and seasonal averages. This was probably mostly due to very cold wet weather, particularly in the late season, which may have caused ticks to take shelter much of the time and made surveillance difficult. Overall, the high levels of precipitation this year should be favorable to tick breeding, development and survival. Since ticks have a life-cycle that is a year or more in length there is likely to be a noticeable increase in adult tick populations when we survey for the 2019 – 2020, though no such increase was noticed this season. *Ixodes pacificus* was the predominant species of tick caught throughout the season, though the percentage of *Dermacentor spp.* ticks was rising toward the end of the surveillance season. Normally *Dermacentor spp.* ticks predominate as spring approaches because they are more tolerant of dryer weather. The abundance of rain this year probably led to the persistence of *Ixodes pacificus* ticks further into the year than they would normally be abundant. Test results for *Ixodes pacificus* ticks collected in January and February were received from Placer MVCD. Three tick samples were found positive for *Borrelia burgdorferi*, the causative agent for Lyme disease and 5 were positive for *Borrelia miyamotoi*, a bacterium that causes a type of relapsing fever in humans. This equates to a minimum infection rate of 0.49% for *Borrelia burgdorferi* and 0.82% for *Borrelia miyamotoi*. An additional 69 samples (324 ticks) were sent in from the month of March. Test results from these samples are expected within the next week or so. Locations that had positive tick samples were Benton Ranch, Jones Valley, Bohn Road, Pollard Flat, and Gilman Road. Two sites, Gilman Road and Bohn Boulevard had multiple positive samples as well as samples positive for both types of bacteria. The geographic distribution includes areas from south Redding to near Siskiyou County. It is likely that the higher numbers of positive samples along the I-5 corridor are a result of higher tick populations leading to more samples being submitted from that general area. Research included an experimental application of a mosquito larvicide was done to an oak woodland area near Kid's Kingdom using a backpack power sprayer to affect cryptic oak tree holes to control *Aedes sierrensis* mosquito larvae. This technique is called WALs, which stands for wide area larviciding spray. Other districts are trying this technique to target invasive *Aedes spp.* larvae breeding in cryptic backyard sources. Our use of the technique to target treehole mosquitoes is somewhat novel, however. Although the application conditions were not very good, our preliminary results

indicate that some control could be achieved in cups that we placed in the habitat to simulate random tree holes.

10. Committee Reports

- a) Executive – no report
- b) Financial – Trustee Marler stated the finance committee met and reviewed the 2019-2020 Budget. The changes as discussed in the previous meeting were made. We continue to discuss the unfunded liability and the impact on pension costs and some options moving forward. The Budget Workshop will take place in May.
- c) Personnel Committee– no report

11. Old Business:

- a) Discussion and/or approval to authorize the District Manager to contract with Apex IT Management for support services: Information Technology Maintenance and Support 3-year contract with the suggested amendments. The District Manager stated the District has contracted with their current IT services provider since 2010, and therefore after 9 years of service feel it is appropriate to ensure the District is still receiving reasonable value for the complex services being provided. Five firms responded to our RFP, one failed to submit their proposal before the closing of the RFP period (Axiom Technology) so will not be considered during the staff recommendation. Reviewing the proposals, two stand out with their completeness and support knowledge. Apex IT, our current vendor, and Obsidian IT. Staff recommends selecting Apex IT Management for the proposed three-year period. This will cost the be \$3,617.36/month (3 yr. rate lock) in addition to the software the District will need to maintain to support our current workflow. We are planning on removing the hosted server when we transition into our new software system in 2020. After meeting with Apex, we were able to negotiate the following provision: Client can reduce service level to Gold at any point after 1st year of agreement term. New agreement would be drafted at current pricing which would be locked in for remainder of 3-year term. Staff recommendation is to authorize the District Manager to contract with Apex Technology Management for Information Technology Maintenance and Support for a 3-year period with the suggested amendments. **A motion was made by Trustee Marler and seconded by Trustee Morningstar and it was agreed unanimously to authorize the District Manager to contract to authorize the District Manager to contract with Apex IT Management for support services: Information Technology Maintenance and Support 3-year contract with the suggested amendments.**

12. New Business:

- a) Discussion and/or Approval to proclaim May 5-11, 2019 as Public Service Recognition Week for employees of the District. The District Manager stated in 2016 The House of Representative passed Resolution 676 proclaiming the first week of May as Public Service Recognition Week. This week provides an opportunity to recognize and promote the important contributions of public servants and honor the diverse men and women who meet the needs of the United States through work at all levels of government and as members of the uniformed services; and millions of individuals work in government service, and as members of the uniformed services, in every State, county, and city across the United States and in hundreds of cities abroad. **A motion was made by Secretary McNamara and seconded by Trustee Marler and it was agreed unanimously to approve to proclaim May 5-11, 2019 as Public Service Recognition Week for employees of the District.**

- b) Discussion and/or approval of the passage of a local resolution 2019-02 declaring April 21st-27th West Nile virus and Mosquito and Vector Control Awareness Week. The District Manager stated Mosquito Awareness week is a good opportunity to promote mosquito and vector control and the important public health service they provide. With the passage of this Resolution by the District and the State legislature, we will reach out to other local government bodies to pass similar resolution language. We intend to also send a press release to correspond with the selected week. Staff Recommendation: Approve Resolution 2019-02 Declaring April 21st-27th West Nile virus and Mosquito and Vector Control Awareness Week. **A motion was made by Trustee Marler and Seconded by Secretary McNamara and it was agreed unanimously to approve the passage of a local resolution 2019-02 declaring April 21st- 27th West Nile virus and Mosquito and Vector Control Awareness Week.**
- c) Discussion and/or approval to authorize the District Manager to contract with a vendor to help support the District's pension option research at a cost not to exceed \$6,000 from account #34800 Professional and Specialized Service Expenses. The District Manager For the last few years the District has been working to research and implement adjustments to the District's CalPERS pension liabilities. We have reached out to two vendors to help analyze the District's current reserve accounts, the District unfunded pension liability and inform the Board to make educated decisions about how best to deal with pension issues in the long term. The first vendor selection is to utilize our actuarial Catherine Macleod at Macleod and Watts to provide the District with an analysis of three options: Establishing a pension trust, finding a lump sum payment schedule that would lower our ongoing unfunded liability, Or just status quo. The second vendor selection is to hire GovInvest to provide the district with their pension module. This option would provide the District the ability to run several scenarios and to keep running them as things change at either CalPERS or the District. We are waiting for updated pricing from Macleod and Watts, but during our last correspondence they provided a cost estimate or between \$4,000-\$6,000. GovInvest would provide the setup and the software for \$2,500 with an ongoing cost of \$3,500 which could be negotiated down based on discount options (payment plans, length of contract, timing of contract). Staff feels that although we work well with Macleod and Watts and are impressed with their work product from past experiences, the value of having ongoing actuarial services at a minimal cost is appealing. The dynamic nature of the CalPERS system requires that we have the proper tools to inform the District staff and Board quickly so that decisions can be made quickly. The Administrative Manager had a conference call with CalPERS and they stated they have a tool that will help with these calculations however we have not been able to see the tool as they are still developing it for each agency to use. There is no cost for this tool. Discussion followed. Staff recommends looking at the CalPERS tool and if it does not meet the needs of the District then authorizing the District Manager to negotiate and contract with GovInvest to provide the District with software platform to help research and design options for the District Board to implement at a cost not exceed \$6,000, and the ongoing licensing fee. The fiscal impact would include Account #34800-Professional and Specialized Services Expense currently has a balance of \$87,764. This leaves a balance of \$14,895, based on the budgeted and planned expenditures left for the fiscal year, acct# 34800 will be overspent, and budget allocations will need to be made to support the addition of either option. **A motion was made by Trustee Marler and Seconded by Trustee Morningstar and it was agreed unanimously to authorize the District Manager to negotiate and contract with a vendor to help support the District's pension option research at a cost not to exceed \$6,000 from account #34800 Professional and Specialized Service Expenses if the CalPERS tool does not meet the needs of the District.**

13. Trustee Comments, Requests for Future Agendas Items and/ or Staff Actions: *The Board may not legally take action on any item presented at this time other than to direct staff to investigate a complaint or place an item on a future agenda unless (1) by a majority vote, the Board determines that an emergency situation exists, as defined by Government Code Section 54956.5, or (2) by a two-thirds vote, the board determines that the need for action arose subsequent to the agenda being posted as required by Government Code Section 54954.2(a).* President Mower stated he attended the CSDA workshop in Corning Board Member Best Practices and it was very useful and interesting. The District Manager stated he would like to thank each board member for committing to the strategic planning workshop coming up and feel that this will help with a fresh perspective on our strategic plan.

14. ADJOURNMENT –

Upcoming Events and SMVCD Office Schedule:

- *May 21, 2019 Shasta MVCD Regular Board of Trustees Meeting (SMVCD Boardroom)*
- *May 27, 2019 Office Closed Holiday in Observance of Memorial Day*
- *June 18, 2019 Shasta MVCD Regular Board of Trustees Meeting (SMVCD Boardroom)*
- *June 19-22, 2019 Shasta District Fair*
- *June 28, 2019 Centennial Celebration SMVCD*

Upcoming Training:

- **Available anytime: web-based, required (every 2 years) Ethics Compliance Training – AB1234** - Paste the following link into browser: <http://fppc.gov/index.php?id=477>. Once you have completed this course, be sure to print out your certificate of completion and bring a copy to the office for our files.

The Board meeting was adjourned at 1:47 p.m.

MINUTES APPROVED: _____
