SHASTA MOSQUITO AND VECTOR CONTROL DISTRICT
November 19, 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 1:01 P.M.

Roll Call
Trustees Present: Larry Mower, President
Ben Hanna, Vice President
Ann Morningstar, Trustee
Vickie Marler, Trustee

Trustees Absent: Michael McNamara, Secretary

Others Present: Peter Bonkrude, District Manager
Darcy Buckalew, Administrative Office Manager
Guangye Hu, Assistant Manager
John Albright, Vector Ecologist

2. Pledge of Allegiance: The meeting opened with the Pledge of Allegiance. President Mower led the pledge.

3. Approval of Agenda: A motion was made by Vice President Hanna and seconded by Trustee Morningstar 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 October 15, 2019.
   b) September/October Payables in the amount of $186,585.37. A motion was made by Trustee Morningstar 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 10/30/19** - The District Manager stated income and expenses are where we expected for October. We have received majority of income for the 2018-19 fiscal year. We are in the beginnings of the audit review. We should be receiving the first part of property taxes at the end of December.

b) **CA Arbovirus Bulletin #32, Week of November 8, 2019** - The District Manager stated that the Bulletin shows up to the week of November 8, 2019. The District Manager stated that this report period there are a total of 211 WNv positive birds from 21 counties and 3,283 WNv positive mosquito pools from 29 counties there are now 184 WNv positive humans in 21 counties as of this report date. A total of 355 St. Louis encephalitis virus (SLEV) positive pools from 12 counties. 136 seroconversions have been reported as of this date. The deadbird hotline has been shut down until next season and we don’t expect any other WNv positives.

c) **SC Pooled Investments at 9-30-19** - The District Manager stated this is the accounting for the Shasta County Pooled Investments for month ending September 30, 2019.

d) **CERBT 9-30-19** - The District Manager stated this is the quarterly accounting to the District’s Other Post-Employment Benefits totaling $999,873.80, which is being held in the District’s California Employers’ Retirement Benefit Trust (CERBT).

e) **VCJPA Contingency Fund Balance 9-30-19** - The District Manager stated that this is the District’s VCJPA Member Contingency Fund at the quarter ending 9/30/19 showing a balance of $229,439. The Property Contingency Fund has now been combined with the Member Contingency Fund. It is also reflected on the statement that the payment for all other, but Worker’s Compensation insurance was deducted from our fund.

f) **PowerPoint on Larvicide Efficacy** - The Assistant Manager presented a PowerPoint discussing the efficacy of Altosid P35 larvicide. The goals of this testing are to determine product residual effect – how long it will last. Testing if environmental variables will affect product efficacy, including vegetation coverage, source size, application rate, treated source size, water quality and habitat type. Conclusions are as follows; Altosid P35 had an average of 39.6 days of effective control on immature mosquitoes, minimum 21 days, and maximum 70 days, P35 had an effective control of 100% sites for 3 week, 85% sites for 4 weeks, and 65% sites for 5 weeks. Actual % of effective sites could be higher w/o dry-out and retreated sites at 5 or more weeks, P35 had longer effect in clean water than organic water, and in residential habitat than in agricultural habitat, There were no significant differences of average effective days between clean and organic water, and between agricultural and residential sites. This may be due to smaller sample sizes and greater result variances, there were no correlations between product effective days and percentages of vegetation coverage, sizes of the test sites, sizes of the treated areas, product rates. Pupal emergence % or numbers collected were not affected by the time after treatment. Seeing pupae at the sources treated with P35 does not mean the test has failed. Bioassay is recommended for warranting re-treatment. Vice-President Hanna asked how long the District has been using the product. The Assistant Manager stated this is our first season. Vice-President Hanna asked if after testing does the District feel they want to utilize it in the future. The Assistant Manager stated that it looks to be effective. The District Manager added that it is also less expensive than the two other comparable products. The Assistant Manager concluded by adding that the technicians liked the product.

8. **Manager’s Report** – The District Manager stated during this report period we continued to work on the Strategic Plan, hoping to finalize the major elements before the November board meeting. I also took some time to work on items for MVCAC leading up to the Quarterly meeting in Visalia, CA.
The meeting went well, and we are positioned to have a busy and ambitious year in 2020. On the regulatory front, we will continue to usher forward previous efforts, including the trash capture review, better collaboration with CDFW, stormwater as a resource, cannabis and pesticides and any new regulations that could impact public health mosquito control. Legislatively, the focus will be the continuation of 2019’s effort to gain sustained funding for the CalSurv Gateway long-term. In 2019, we notched a win with the signing of AB 320 which codified the CalSurv Gateway platform into state statute. Now the push to fund that will be a priority in 2020. Additionally, we’ll be looking at securing funding for two efforts, the first being the expanding invasive Aedes issues and novel control tactics being fast-tracked and funded and two potential money to assist CDFW with mosquito control issues on state lands. Finally, we are continuing to test and develop the new VeeMac system which we hope to roll out in early 2020. We are a little behind, but the VeeMac team is rolling out another version the week of 11/12 that should have a lot of the identified issues addressed and a connection to the CalSurv Gateway made...a big step! Vice President Hanna asked about the Invasive Aedes funding. The District Manager stated they are trying to pivot with CDPH and at this time they don’t know what the pivot point will be. This is just the beginning stages. It is currently in the committees’ hand and we will see where it goes.

9. Department Reports:
   a) Guangye Hu, Ph.D., Assistant Manager - Operations Report – The Assistant Manager stated during this report period, we continued inspecting and treating sources due to the warmer-than-average weather and delayed shutoff of the ACID. We also started physical control, tick surveillance, and winter research projects. The last two seasonal employees were laid off. The District received 11 service requests from 6 communities: Redding had 54.6%, and the other 5 communities each had 9.1%. For the type of service requests received, 60% were for requesting mosquito fish, 30% for adult mosquito complaints, and 10% for neglected swimming pools. We made 1,035 inspections in 9 communities, of which Anderson had the most (37.1%), followed by Redding (30.6%) and Cottonwood (21.4%). The rest communities only had a total of 10.9%. We made a total of 39 treatments in 6 communities, in which Anderson had 41.9%, Redding 22.6%, Cottonwood 16.1%, Shasta Lake City 12.9%, and the rest two communities each had 3.2%. Of the applications made, 32.3% were treated with Methoprene, 22.6% each with Spinosad and mosquito fish, 12.9% with Microbials, 9.7% with Surface Oils. During this report period, we conducted 77.5 manhours of hand brushing and 7 hours of heavy equipment work. The District also received the new Ford Explorer. We also upgraded the oxygen tanks for the fish to prevent loss during blackouts. Vice President Hanna asked if we lost many fish. The Assistant Manager stated not a significant loss and the new generator helped keep the lights and equipment working.

   b) John Albright, Vector Ecologist – Vector Ecology Report – The Vector Ecologist stated at this time of year, the number of traps being used to monitor mosquito populations have been significantly reduced. Traps that no longer are catching mosquitoes have been removed from weekly trapping routes, which causes the numbers of mosquitoes caught to somewhat overestimate actual mosquito populations. At the end of the report period only four New Jersey-style light traps and 10 CO2-baited encephalitis surveillance traps were being used on a weekly basis in the field. Mosquito populations as indicated by both types of traps were low and typical for this time of year. The main genus of mosquitoes seen during the report period are Culiseta spp. Mosquitoes. These large mosquitoes, which are typically more abundant during cooler times of the year are not known to transmit any mosquito-borne disease in our area. The numbers of Culex spp. mosquitoes, which drive most of our control efforts throughout the summer are quite low. A relatively high proportion of the Culex spp. mosquitoes caught were males, which indicates that the females in the environment have moved to their overwintering sites and become dormant. All the observations of mosquito populations made by the District during this report period show numbers that are consistent
with seasonal norms. A positive sentinel chicken blood sample from a flock in north Redding taken on October 11 was the last detection of West Nile virus (WNV) within the District in 2019 and the only detection of any mosquito-borne virus diseases during this report period. The chickens from the sentinel flocks were given out to adoptive homes following the last blood samples on October 21. No mosquito samples or dead bird samples were collected by the District during the report period to be tested for WNV or other mosquito-borne diseases. Weekly tick surveillance began on November 4. There has not been enough tick surveillance done yet to provide any meaningful statistics for this report. Mosquitoes have begun to be collected at their overwintering locations to be tested for the possible presence of Cache Valley virus in our area. The Vector Ecologist has been working with the District’s 3-D printer to make parts to modify the District’s CO2-baited EVS traps to be run using USB power banks. They will be compared to the unmodified traps with the intention that our program will move to exclusive use of these traps next season providing they work well. The Vector Ecologist will provide examples of the old and new designs to the Board and explain the rationale for the design changes.

10. Committee Reports
   a) Executive – Vice President Hanna stated the committee met with the District Manager to discuss his contract proposal. The District Managers contract expires in February 2020.
   b) Financial – no report
   c) Personnel Committee- no report

11. Old Business:

12. New Business:
   a) Discussion and/or Approval to authorize the District Manager to sign the Cooperative Agreement with the California Department of Public Health concerning the use of pesticides, certification and regulatory oversight. The District Manager stated enclosed in the Board’s packet is a letter from the California Department of Public Health dated October 21, 2019 concerning the District’s renewal of the Cooperative Agreement with the California Department of Public Health concerning the use of pesticides. The District has, since its inception, signed a yearly Cooperative Agreement. Without this Cooperative Agreement, the District would be subject to substantially different record keeping, reporting and procedural requirements. Staff recommends approval to authorize the District Manager to sign the Cooperative Agreement with the California Department of Public Health concerning the use of pesticides, certification and regulatory oversight. A motion was made by Trustee Marler and seconded by Trustee Morningstar it was agreed unanimously to authorize the District Manager to sign the Cooperative Agreement with the California Department of Public Health concerning the use of pesticides, certification and regulatory oversight.

   b) Discussion and/or Approval to authorize a safety recognition award for 12 District employees at a total cost not to exceed $1,000.00 ($83/per) to be taken from account #35700 Special Departmental Expense. The District Manager stated in the last several years, the District Board has authorized the Manager to provide District staff with recognition for maintaining high safety standards. Maintaining these safety standards and training dramatically lowers the cost of District insurance and often facilitates large refunds from our self-insurer VCJPA. Safety is of utmost importance at the Shasta Mosquito and Vector Control District, and we pride ourselves on maintaining a great record for accidents, injuries and insurance claims. Because the District stresses safety and training so rigorously, the SMVCD staff is able to save the District money in claims.
and lost time. Therefore, annually we like to recognize the staff’s efforts at keeping the workplace safe with a recognition award. This award typically is equipment or attire that is used by the District employee at his/her job. **A motion was made by Vice President Hanna and Seconded by Trustee Marler and it was agreed unanimously to authorize a safety recognition award for 12 District employees at a total cost not to exceed $1,000.00 ($83/per) to be taken from account #35700 Special Departmental Expense.**

c) **Discussion and/or Approval to authorize a safety recognition luncheon for fifteen District employees at a cost not to exceed $550.00 to be taken from account #32700 Food.** The District Manager stated annually, the District Board authorizes the Manager to take employees to a local restaurant for lunch and nonalcoholic drinks following a safety review meeting. The safety meeting is normally two to three hours and covers safety and many other topics and is facilitated by the Manager and/or the Assistant Manager. This item is on the agenda to authorize the luncheon. The total cost per employee should be approximately $35.00 and we should have fifteen people attending. The cost is estimated to be around $550. **A motion was made by Trustee Morningstar and Seconded by Vice President Hanna and it was agreed unanimously to authorize a safety recognition luncheon for fifteen District employees at a cost not to exceed $550.00 to be taken from account #32700 Food.**

d) **Discussion and/or Approval to nominate a trustee candidate to the MVCAC Trustee Council to represent the region for one term, 2 years, beginning January 2020.** The District Manager stated the Trustees of the Mosquito and Vector Control Districts of the MVCAC Sacramento region will be voting this fall for their trustee representative on the MVCAC Trustee Council. The first step in the process is to open nominations. Your board can nominate a trustee candidate to represent the region for one term (two years) starting in January 2020. If you decide to make a nomination (the candidate needs to be a current trustee in the region), please send a letter with the name of the candidate for the Trustee Council, to Rachel Hickerson, MVCAC. We will also need a resume from the candidate to use in the election process. The fiscal impact will be dependent on travel and expenses for the various meetings. Discussion followed. **A motion was made by Trustee Marler and Seconded by President Mower and it was agreed to nominate Trustee Morningstar to be a trustee candidate to the MVCAC Trustee Council to represent the region for one term, 2 years, beginning January 2020. Trustee Morningstar recused herself.**

e) **Discussion and/or approval of the SMVCD Personnel Policy Manual Revision, contingent on meet and confer with UPEC and legal review.** The District Manager stated the District has been working on language cleanup as noted with redline notes in the enclosed document as well as cleaning up the personnel policy to match portions of the MOU with UPEC. Staff recommends approving the draft revision of the SMVCD Personnel Policy contingent on meet and confer session with UPEC and legal review. Most of the focus of the personnel policy revision was to align more clearly with the MOU as well as update any legal language. Trustee Marler suggested to put an end date on the medical leave of absence and have legal look at what is required by law. **A motion was made by Trustee Marler and seconded by Trustee Morningstar and it was agreed unanimously to approve the SMVCD Personnel Policy Manual Revision, with the update on the medical leave of absence end date and contingent on meet and confer with UPEC and legal review.**

f) **Discussion and/or Adoption of the Shasta MVCD Strategic Plan 2019-2022.** The District Manager stated in April, the Board and staff met with Jim Nelson of Nelson Facilitation, Inc to conduct a Strategic Planning Workshop. The draft strategic planning report was then developed.
utilizing the information gathered at the workshop and subsequent meetings with staff. The Strategic Planning Report is the product of that group effort and the report is attached and ready for the Board’s review and potential acceptance. The District Manager added that her was proud of how well the staff and board members engaged and found good subjects to help stir the direction of the strategic plan. We hope to have a good working document at the January board meeting. Trustee Marler stated the we all did a great job on the documents there was a lot to go through and condense. A motion was made by Vice President Hanna and seconded by Trustee Morningstar and it was agreed unanimously to adopt the Shasta MVCD Strategic Plan 2019-2022.

g) Discussion, nomination and election of District Board of Trustees’ Officers for 2020. The District Manager stated the terms of Board officers are for one year and expire with this meeting. It is appropriate to nominate and elect a President, Vice President and Secretary of the Board. Currently Larry Mower is serving as President; Benjamin Hanna is serving as Vice President and Michael McNamara is serving as Secretary. The nominated Board officers will be seated at the January Board meeting. A motion was made by President Mower and Seconded by Trustee Hanna to nominate Benjamin Hanna for President, A motion was made by Vice President Ben Hanna and seconded by President Mower to nominate Vickie Marler for Vice President and Ann Morningstar for Secretary and it was agreed unanimously to approve the nominated positions.

CLOSED SESSION OF THE BOARD OF TRUSTEES- The Board convened to Closed Session at 2:08 P.M.

a) Public Employee Personnel Matter pursuant to Government Code (§54957)- Discussion of performance review of District Manager.

THE BOARD WILL RECONVENE TO OPEN SESSION- The Board reconvened to Open Session at 2:26 P.M.

b) Closed Session Announcement(s). A motion was made by Vice President Hanna and Seconded by Trustee Morningstar and it was agreed unanimously to exercise the next year of the contract with the District Manager. A written evaluation will be presented at the next board meeting.

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).

14. ADJOURNMENT –

Upcoming Events and SMVCD Office Schedule:

- November 19, 2019 SMVCD Regular Board of Trustees Meeting (SMVCD Boardroom)
- November 28 and 29, 2019 Closed in observance of Thanksgiving
- December 2-4, 2019 MVCAC Planning Session, Burlingame, CA
- December 17, 2019 SMVCD Regular Board of Trustees Meeting- CANCELLED
- December 24-25, 2019 Closed in observance of Christmas Eve and Christmas Day
- January 1, 2020 Closed in observance of New Year’s Day
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](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 2:28 p.m.

MINUTES APPROVED: ____________________ _______________________

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