



SHASTA MOSQUITO AND VECTOR CONTROL DISTRICT

July 21, 2020

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 Hanna called the zoom meeting to order at 1:04 P.M.

Roll Call

Trustees Present: Ben Hanna, President
Vickie Marler, Vice President
Ann Morningstar, Secretary
Philip Cramer, Trustee

Trustees Absent: None

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. **Vice President Marler led the pledge.**
3. Approval of Agenda: **A motion was made by Secretary Morningstar and seconded by Vice President Marler to unanimously approve the agenda.**
4. Public Comment: President Hanna stated that this is the time for any person wishing to address the Board to do so. President Hanna asked if anyone had mailed or emailed any comments to the District per the instructions posted for the Zoom meeting due to State of California Executive Order N-33-20 stay at home. The Administrative Manager stated she did not receive any correspondence prior to this meeting.
5. Consent Calendar –
 - a) Minutes of the Regular Board Meeting held June 16, 2020.
 - b) June/July Payables in the amount of \$535,856.00. **A motion was made by Vice President Marler and seconded by Secretary Morningstar and it was agreed to approve the consent calendar and give the District Manager the authority to approve the board approved**

payables through the financial system due to State of California Executive Order N-33-20 stay at home.

6. Items Removed from the Consent Calendar –

7. Correspondence/Informational:

- a) Shasta Mosquito and Vector Control District Financial Reports at 6/30/20-The District Manager stated income and expenses are right on track. We will have some accruals of expenses and income into August. Overall, it looks like we are under budget on expenses and slightly over on income.
- b) CA Arbovirus Bulletin #13, Week of July 10, 2020- The District Manager stated that the Bulletin shows as of July 10, 2020. The District Manager stated there 34 WNV positive bird from 9 counties and 179 WNV positive mosquito pools in 15 counties this is the first WNV positive in Sutter county. There are 2 WNV positive humans as of this date in Los Angeles and Stanislaus County. We are also seeing elevated St. Louis Encephalitis virus positives in 4 counties for a total of 68 positives so far. There has been one WNV seroconversion from Merced County. We seem to be much lower than normal at this time of year. This is however the time of year we typically receive our first positive.
- c) Compliments to the District- The District Manager stated the office received calls and emails complimenting staff as well as the District and we like to share them with the trustees. The District received a voicemail left from Don thanking Robert for his service in the area. Kudos Robert!

8. Manager's Report – The District Manager stated during this report period, we continued our efforts with preparation on purchases for fleet replacements and computer replacements. We are excited about the additions to our aging truck fleet and the improved efficiency we hope to bring with our field laptop reboot. Coupled with our new data collection system, the District can be more responsive to the needs of the district residents. The summer MVCAC quarterly meeting represented the end of several large projects worked on during my time on the Executive Committee. The Board unanimously voted in favor of the two service provider contracts drafted and negotiated, and the new MVCAC policy manual. Additionally, with one dissenting vote, the MVCAC bylaws were ratified and adopted by the MVCAC board. These items should provide continued improvement with the way the State association responds to the needs of its members. Finally, I had several news and outreach opportunities for both the District and MVCAC. Hopefully, they will provide increased attention on our public health mission during a time when “classic” outreach is difficult. President Hanna asked if we have seen more of an interest from the public since Covid-19. The District Manager stated yes and no. More people were interested when Covid-19 first surfaced and the concern it could be transmitted by mosquitoes, but this is not the case. Recently there was an article discussing Public Health departments and how many are redirected to address the issue now leaving less support for infrastructure within Public Health. California's Public Health Department has been able to do both, keep infrastructure as well as address Covid-19 because we have a good foundation to keep moving forward. The District Manager stated he would forward the article to the board members.

9. Department Reports:

- a) Guangye Hu, Ph.D., Assistant Manager - Operations Report – The Assistant Manager stated during this report period, our department focused on inspecting and treating West Nile transmitting mosquitoes – the *Culex*, and continued to treat tree hole mosquitoes, especially at high elevations. We also carried out our summer pool program and continued to test the new

software VeeMac to help the developer improve its performance. We hired our 4th seasonal vector control assistant, Wyatt Wilson. On the other hand, we will have a seasonal employee, Shelby Tucker, leave us on this Friday, July 17th, and we will have another seasonal employee, John Schaaf, depart as well on Friday, July 24th, 2020. We appreciate all the hard work by these two employees and wish them the best for their future. In order to reduce the exposure of employees to Covid-19, we continued to follow our district, state, and local government guidelines, such as practicing physical distancing at least 6 feet, wearing fabric face coverings wherever social distancing is a challenge, rotate-using changing facilities, mitigating contacts when exposing to other people, and having employees take time off without requirement for the 36-hr prior authorization when feeling sick or having concerns for exposure. The District received 74 service requests from 9 communities: 36.5% of the service requests were from Redding, 21.6% from Anderson, 9.5% from Shingletown, and a total of 32.4% from the rest communities. For the type of service requests, mosquito fish had 54.1%, adult mosquito issues 36.5%, fish and adult mosquito issues 5.4%, swimming pool and adult mosquito issues 4.0%. We conducted a total of 3,295 inspections, of which Redding had 44.5%, followed by Anderson 28.7%, and Cottonwood 15.3%, and the rest communities had a total of 11.5%. Inspection by habitat types: agriculture had 34.1%, residential 28.6%, natural 25.7%, and industrial 11.6%. We conducted a total of 590 treatments in 12 communities, of which Redding had 42.0%, followed by Anderson 28.6%, and Cottonwood 13.2%, the rest communities had a total of 16.2%.

- b) John Albright, Vector Ecologist – Vector Ecology Report –The Vector Ecologist stated adult mosquito populations as measured by the District’s six New Jersey-style light traps and 60+ weekly CO2-baited encephalitis virus surveillance (EVS) traps were consistently near seasonal and 2019 levels throughout the report period. There have been no recent anomalies weather-wise to cause any significant aberrations in mosquito numbers generally this year. There have been some residual effects from rain events in the late spring that have caused the numbers of *Aedes spp.* and *Culiseta spp.* mosquitoes to be a bit higher than is typical at this time of year. *Aedes spp.* show up quickly following rain events in intermittently flooded areas and other temporary sources such as treeholes. *Culiseta spp.* mosquitoes typically like cooler weather and were able to persist in the environment due to the moderating effects of the rain. We are now in the time of year when *Culex spp.* mosquitoes are beginning to be at peak populations while other mosquito types are in decline. These mosquitoes are important because they can spread West Nile virus, Saint Louis encephalitis and western equine encephalomyelitis in this area. Mosquito-borne diseases typically show up sometime around July and spread during summer and fall months in this area. This is because the *Culex spp.* mosquitoes that spread diseases to humans are most abundant at this time of year. However, no mosquito borne virus diseases have been found so far within the District in 2020 using any of the District’s disease surveillance methods. Although it has not yet been observed within the District so far in 2020, West Nile virus (WNV) has been detected within the District every other year so far since it first arrived here in 2004. Blood samples from the District’s four chicken flocks (37 total birds) were taken on June 19 and July 2 and submitted to the California Department of Public Health’s lab in Richmond to be tested for evidence of mosquito-borne diseases. No antibodies to mosquito-borne diseases have been found in any chicken blood samples from anywhere within the District so far in 2020. The next blood samples will be taken from the chickens on June 17. Test results from those samples will still be pending at the time of this Board meeting. During this report period 121 samples of *Culex pipiens* and *Culex tarsalis* mosquitoes have been submitted to UC Davis to be tested for the presence of mosquito-borne virus diseases bringing our total to 138 mosquito samples submitted so far in 2020. No mosquito-borne diseases have been detected in any mosquito samples from Shasta Mosquito and Vector Control District so far in 2020. No dead birds suitable for testing have been reported to the District in 2020, so no West Nile virus has been detected in dead bird samples within the District so far in

2020. The Vector Ecologist conducted bottle bioassays to test for possible tolerance to pesticide active ingredients in *Culex pipiens* mosquitoes reared from eggs collected at two sites near the District on July 2 and 6. Three pesticide active ingredients from products used for adult mosquito control by the District were used to coat the inside of bottles and live mosquitoes were aspirated into those bottles. The rate at which the mosquitoes died from pesticide exposure in the bottles was recorded over a three-hour period. The same process was also done with lab-reared mosquitoes known to be susceptible to all the active ingredients tested. Mosquito mortality results were recorded in an Excel spreadsheet and graphs were generated to compare the relative death rates of the wild mosquitoes to the lab-reared susceptible strain (see graph example below). As in the past, a subset of our wild mosquitoes seems to have a tolerance for pyrethroid products. What was unusual this year is that an even smaller subset showed some signs of tolerance to the organophosphate pesticide ingredient, malathion. More bottle bioassays are planned for the end of July and the end of August to assess whether there are any changes to the susceptibility of local mosquitoes to pesticides that we need to be concerned about. President Hanna asked if we see a tolerance does the District switch to a different product. The Vector Ecologist stated yes but the problem is when switching to another product with same mode of action it will not work so we need to switch to a different mode of action for the product to be effective. We try to rotate our products and we run these bioassays to watch for the resistance or tolerance so we can make necessary adjustments to our treatments. Trustee Cramer asked if looking at it from an ecological perspective are there implications for non-targets. The Vector Ecologist stated from a larvicide perspective they are amazingly specific to mosquitoes only. As far as the adulticides we use such a small amount targeted at a specific time of day to limit the impact to mosquitoes and like insects. The District Manager added that our adulticide is applied as target specific as possible. The District uses micron sized droplets of product at one to three ounces per acre and has a low toxicity and residue towards other insects. We also follow Integrated Vector Management (IVM) using the right tool for the specific habitat. Overall, mosquito control accounts for about 1% of pesticide applications in California. Trustee Cramer thanked the Vector Ecologist and the District Manager for their information.

10. Committee Reports

- a) Executive – no report
- b) Financial – no report
- c) Personnel Committee- no report

11. Old Business:

12. New Business:

- a) Discussion and/or approval authorizing the withdrawal and wire transfer of Shasta Mosquito and Vector Control District monies from the Shasta County Treasury in an amount of \$1,000,000 to be deposited into the District's Wells Fargo Banking account. The District Manager stated when the District created the new financial accounting system monies were transferred to the District's Wells Fargo banking account to pay for payroll, accounts payable and other District warrants for payment. At least quarterly, the District will replenish the Wells Fargo account from the Shasta County Treasury. This will be the first transfer of the 2020-2021 fiscal year. **A motion was made by Vice President Marler and seconded by Trustee Cramer it was agreed unanimously to authorize the withdrawal and wire transfer of Shasta Mosquito and Vector Control District monies from the Shasta County Treasury in an amount of \$1,000,000 to be deposited into the District's Wells Fargo Banking account.**

- b) Discussion and/or Approval of Resolution No. 2020-09 to authorize the reassignment of fund balance accounts for FY 2020-2021 and Journal Entries to reassign fund balance designations in the SMVCD account and transfer funds as of July 21st, 2020. The District Manager stated We are proposing some slight adjustments in our reserve account allocations to account for budgeted 2020-2021 purchases and to prepare for future obligations. Therefore, we are proposing to increase our Pension Liability Fund by \$50,000 and our Fixed Asset Replacement Fund by \$40,000. If the board approves the wire transfer of \$1,000,000 from the Shasta County Treasury to our Wells Fargo account, we will be left with \$666,236 as unassigned cash in treasury. Staff recommends approving the Resolution that authorizes the reserve account reallocations, the unassigned Shasta County Treasury/Wells Fargo and any budget amendments or journal entries necessary to reflect that as part of the District's 2020-2021 FY budget. **A motion was made by Secretary Morningstar and seconded by Trustee Cramer it was agreed unanimously to approve Resolution No. 2020-09 to authorize the reassignment of fund balance accounts for FY 2020-2021 and Journal Entries to reassign fund balance designations in the SMVCD account and transfer funds as of July 21st, 2020.**
- c) Discussion and/or Approval to authorize the District Manager to purchase 15 laptops in an amount not to exceed \$40,000 from reserve account #7700-06-IT Equipment Replacement. The District Manager stated as part of the District's technology update cycle and approved 2020-2021 Budget; SMVCD is proposing to purchase 15 Laptop PCs to replace our aging computer systems. These computers will require the following minimum specifications: Win 10 Pro, 16Gb RAM, 512GB SSD, 4GLTE Mobile Broadband, Touchscreen, I-5 Processor. We reviewed several units and settled on the Panasonic Toughbook Rugged 55 (see attached quote). This unit, provided the speed and responsiveness we were hoping for in the new units, and still has some room in the future for upgrades (Hard drive, RAM, battery) and should serve as good units for our next hardware cycle which is anticipated to run 4-5 years. The previous Dell laptops survived 5 years and performed well. We plan to hold on to a few Dell units for other District purposes. In addition to the PC purchase we anticipate approximately \$150 per machine for startup. Once the purchase is made, we expect these units to be in use before the end of August. **A motion was made by Trustee Cramer and Seconded by Vice President Marler and it was agreed unanimously to authorize the District Manager to purchase 15 laptops in an amount not to exceed \$40,000 from reserve account #7700-06-IT Equipment Replacement.**
- d) Discussion and/or approval to authorize the District Manager to solicit bids, select the lowest responsible bidder, or utilize the CMAS Fleet purchasing contract; whichever is lowest, and pay for two (2) 2020 compact pickup trucks at a cost not to exceed \$70,000 from the District's Fixed Asset Replacement Reserve acct# 7700-05. The District Manager stated the SMVCD Fleet Management Policy approved by the Board 11/2011 established the minimum replacement schedule for the District's fleet. Based on an analysis run by the Assistant Manager, there are many vehicles that have met the criteria. The policy states replacement can be considered at 24 or higher points. Although we have several vehicles available to be replaced, we are currently recommending the District consider replacing (1) vehicle from the above list and retaining the remainder of the eligible vehicles to maintain a large enough fleet to reduce down time due to repairs. Staff recommendation is to authorize the District Manager to solicit bids, select the lowest responsible bidder, or utilize the CMAS Fleet purchasing contract; whichever is lowest and to pay for two (2) 2020 compact pickup trucks at cost not to exceed \$70,000. We have submitted CMAS pricing and bid sheet for more information for the board. **A motion was made by Vice President Marler and Seconded by Secretary Morningstar and it was agreed unanimously to authorize the District Manager to solicit bids, select the lowest responsible bidder, or utilize the CMAS Fleet purchasing contract; whichever is**

lowest, and pay for two (2) 2020 compact pickup trucks at a cost not to exceed \$70,000 from the District's Fixed Asset Replacement Reserve acct# 7700-05.

- e) Discussion and/possible nomination of a trustee candidate to the MVCAC "Trustee at Large" position. The District Manager stated with the proposed changes to the MVCAC bylaws and policies and procedures, the Trustee Council position on the board will be replaced with an elected "Trustee at Large" position. This role will be a trustee liaison for the state and represent the interests of the Association members that fulfill a Trustee/Director position at their District. This position will continue to have a voice and a vote on the MVCAC board of directors. If you are interested in fulfilling this position, please reach out to Jeremy Wittie, Immediate Past President of MVCAC and Nomination Chairperson by July 31st. He will compile a list and have eligible names ready for the ballot by the fall. The position would begin January 1 and conclude December 31st. The expectation is for this member to be an active part of the board of directors, attend all board of directors meetings (both virtually and in person) and work with other dedicated trustees in the state to continue providing their voice to the association. **No motion was made.**
- f) Discussion and/or approval to authorize the District Manager to sign the draft software maintenance agreement with VeeMac, Inc. and pay for the annual license fee in an amount not to exceed \$300 per installation, per year from account #34840-Programming Services. The District Manager stated during the 2019-2020 fiscal year we contracted with VeeMac Inc. to develop a new data collection system for mosquito control operations named: Vector Management and Control (VeeMac). This development is complete, and we are now using the software for all operations starting in April 2020. During the discussion of development and potential future developments for the VeeMac software, VeeMac, Inc. and the district negotiated a maintenance agreement that would provide the district with software support, software bug fixes and access to the source code through a software escrow agreement were anything to happen to VeeMac, Inc. Based on our current user fleet of 23 machines, our current maintenance cost for 2020-2021 would be \$6,900. Staff recommends authorizing the District Manager to sign the draft maintenance agreement and pay for the annual license fee of \$300 per machine for the 2020-2021 fiscal year. **A motion was made by Trustee Cramer and Seconded by Secretary Morningstar and it was agreed unanimously to authorize the District Manager to sign the draft software maintenance agreement with VeeMac, Inc. and pay for the annual license fee in the amount not to exceed \$300 per installation, per year from account #34840-Program Services.**

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:

- August 18, 2020 SMVCD Regular Board of Trustees Meeting (SMVCD Boardroom/Zoom)
- September 7, 2020 Closed in Observance of Labor Day
- September 15, 2020 SMVCD Regular Board of Trustees Meeting (SMVCD Boardroom/Zoom)
- October 20, 2020 SMVCD Regular Board of Trustees Meeting (SMVCD Boardroom/Zoom)

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 1:52 p.m.

MINUTES APPROVED:
