

Regular Meeting Minutes of the Board of Trustees of the Butte County Mosquito and Vector Control District Meeting held January 10, 2024

Members Present: Darlene Fredericks, Andrew Haymond, Assistant Secretary Bruce Johnson, Vice President Dr. Larry Kirk, Philip LaRocca, Steve Ostling, Secretary Melissa Schuster, President Bo Sheppard, and Carl Starkey.

Members Excused: None.

Members Absent: None.

Also Present: District Manager Matt Ball, Assistant Manager Aaron Lumsden, Administrative Manager Maritza Sandoval, and Entomologist Amanda Bradford.

1. The Regular Meeting of the Board of Trustees of the Butte County Mosquito and Vector Control District held on January 10, 2024, at 444 Otterson Drive, Chico, CA 95928.
2. The January 10, 2024, Butte County Mosquito and Vector Control District regular meeting of the Board of Trustees was called to order at 4:00 PM by President Sheppard.
3. Seeing and hearing no persons wishing to address the Board on items not on the agenda, President Sheppard proceeded to request approval of the minutes.
4. After review, it was then moved by Member Johnson, seconded by Member Kirk, and passed unanimously with a vote of 8 ayes and 0 nays with Member Starkey abstaining due to his excused absence to approve the minutes of the Board of Trustees regular meeting held December 13, 2023, as written.
5. No persons wishing to address the Board on closed session matters.
6. No closed session matters needing legal counsel.
7. The District Manager introduced the District's newly appointed Trustees, Steve Ostling and Andrew Haymond. Member Ostling was appointed by the Butte County Board of Supervisors to serve a 4-year term and Member Haymond was appointed to serve the remainder of the unexpired term ending December 31, 2025. Both Trustees provided a brief summary of their background and work history. The Board and staff welcomed Member Ostling and Member Haymond.
8. Under election of officers, President Sheppard opened nominations for election of officers, it was moved by Member Schuster, seconded by Member LaRocca, and passed unanimously to keep the current slate of officers. Member Sheppard as President, Member Kirk as Vice President, Member Schuster as Secretary, and Member Johnson to Assistant Secretary.
9. Reports (9.1 – 9.2)
 - 9.1 Under item 9.1 of Reports, District Manager's Report, the District Manager reported that the District has two current vacancies on the Board. No appointment was made from the City of Oroville as of this date and no appointment from the County of Glenn to represent Hamilton City.

On December 13, 2023, District management attended a Butte County Special District Association (BCSDA) meeting. The District will host the BCSDA meeting in May.

On December 14, 2023, the District completed the monthly management meeting, staff meeting, and all vehicle inspections. The District's Safety Committee held their monthly meeting as well as management.

On December 22, 2023, the District Manager attended the MVCAC Legislative Committee meeting to discuss the upcoming legislative year, funding mechanisms, the possibility of bill introduction, and scheduling of future meetings and events.

On January 3, 2024, District management had a meeting with Leading Edge and Associates to discuss the District's new AIMMS 30/Satloc as well as MapVision 3.0.

On January 9, 2024, all District staff attended defensive driver's training provided by the VCJPA. The training includes classroom and ride along training. This training is provided free of charge to the District.

The District Manager reminded the Board that the District was closed the week of December 18th and December 25th.

- 9.2 Under item 9.2 of Reports, 2023/2024 2nd Quarter Fiscal Reports, the Administrative Manager reported that salaries and benefits category is 51.8% expended, services and supplies category is 71.3% expended, capital outlay category is 46.4%. It was then stated that overall expenditures are currently at 57.8% expended and current revenues are at 61.6% received.
10. Policy Matters (10.1 – 10.3)
- 10.1 Under item 10.1 of Policy Matters, the Board was asked to consider a new policy to be entered into Personnel Policies, Policy 7042, Reproductive Leave Loss. The District Manager informed the Board that this policy is a new leave that went into law on January 1, 2024 and that the District's legal counsel had drafted the policy. It was moved by Member Johnson, seconded by Member Schuster and approved with a vote of 9 ayes 0 nays to adopt Personnel Policy, Policy 7042, Reproductive Leave Loss as drafted.
- 10.2 Under item 10.2 of Policy Matters, the Board was asked to consider approving and adopting Resolution No. 24-01, a Resolution of Appreciation for Meritorious Service to the Citizens of Butte County and Hamilton City for Dr. Albert Beck. It was then moved by Member Kirk, seconded by Member Fredericks, and passed unanimously with a vote of 9 ayes 0 nays to approve and adopt Resolution No. 24-01, a Resolution of Appreciation for Meritorious Service to the Citizens of Butte County and Hamilton City for Dr. Albert Beck.
- 10.3 Under item 8.3 of Policy Matters, the Board was asked to consider accepting a claim against the District for property damages and provide District staff with direction on seeking reimbursement with the aircraft insurance. The District Manager provided information on the incident that took place on July 17, 2023, between the District's aircraft being flown by the District's Pilot and the Pacific Gas and Electric equipment that was damaged. It was then moved by Member Johnson, seconded by Member LaRocca and passed unanimously with a vote of 9 ayes 0 nays to accept the claim against the District for property damages totaling \$8,794.16, directed management to pay the invoice, and not file a claim for reimbursement with the District's aircraft insurance company.
11. Under topic of the month, the District's Entomologist gave a presentation on the biology of tick-borne diseases.
12. After reviewing the demands made upon the District for the past month, it was then moved by Member LaRocca, seconded by Member Johnson, and passed unanimously with a vote of 9 ayes 0 nays to authorize checks numbered 53310 through 53443 be signed and distributed. Expenditures for the month totaled \$372,422.44.
13. No items under personnel to report.
14. No correspondence to report.
15. No other business to report.
16. No persons wishing to address the Board pertaining to closed session matters.
17. No closed session matters not warranting legal counsel.
18. President Sheppard announced adjournment at 4:52 PM and concluded by stating that the next regular meeting of the BCMVCD Board of Trustees would meet at 4:00 PM on February 14, 2024, at the Chico Substation Board Room at 444 Otterson Drive, Chico, CA 95928.

Respectfully submitted,

Melissa Schuster,
Secretary