

Regular Minutes of the Board of Trustees of the Butte County Mosquito and Vector Control District Meeting held November 9, 2022

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

Members Excused: President Dr. Albert Beck.

Members Absent: Chuck Reynolds

Also Present: District Manager Matt Ball, Assistant Manager Aaron Lumsden, Administrative Manager Maritza Sandoval, Vector Ecologist/ Fish Biologist Ryan Rothenwander, and a member of the public.

1. The Regular Meeting of the Board of Trustees of the Butte County Mosquito and Vector Control District held on November 9, 2022, at 444 Otterson Drive, Chico, CA 95928.
2. The November 9, 2022, Butte County Mosquito and Vector Control District regular meeting of the Board of Trustees was called to order at 4:00 PM by Vice President Kirk.
3. Persons wishing to address the Board on items not on the agenda, the District Manager introduced former seasonal employee, Stephen Anaya to the Board. Mr. Anaya thanked Management and informed the Board of how impressively Management ran its operations; he was very pleased with his employment with the District this past season.

The District Manager informed the Board of an emergency item to be added to the agenda pursuant to California Government Code section 54954.2 and 54956.5. California Government Code § 54954.2 (3)(b) Notwithstanding subdivision (a), the legislative body may take action on items of business not appearing on the posted agenda under any of the conditions stated below. Prior to discussing any item pursuant to this subdivision, the legislative body shall publicly identify the item. (1) Upon a determination by a majority vote of the legislative body that an emergency situation exists, as defined in Section 54956.5. (2) Upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted as specified in subdivision (a). (3) The item was posted pursuant to subdivision (a) for a prior meeting of the legislative body occurring not more than five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken. 54956.5 (a)(1) An emergency, which shall be defined as a work stoppage, crippling activity, or other activity that severely impairs public health, safety, or both, as determined by a majority of the members of the legislative body. Government Code § 54956.5 (a)(1) An emergency, which shall be defined as a work stoppage, crippling activity, or other activity that severely impairs public health, safety, or both, as determined by a majority of the members of the legislative body.

It was then moved by Member Sheppard, seconded by Member Schuster, and passed unanimously with a vote of 8 ayes 0 nays to declare an emergency exists and add item 8.12 to tonight's agenda to consider a Capital Expenditure for a R985-14B Hydromatic Engine for aircraft 606Y in the amount of \$74,500- \$77,500 and any applicable taxes and/or fees or to repair existing engine for an estimated \$22,900 plus applicable taxes and/or fees with a best-case scenario, delivery date of March 2023.

Seeing and hearing no additional persons wishing to address the Board on items not on the agenda, Vice President Kirk proceeded to request approval of the minutes.

4. After review, it was then moved by Member LaRocca, seconded by Member Fredericks, and passed unanimously with Member Barth and Member Starkey abstaining due to their excused absence with a vote of 6 ayes and 0 nays to approve the minutes of the Board of Trustees meeting held October 12, 2022, as written.
5. No persons wishing to address the Board on closed session matters.
6. No closed session matters needing legal counsel.
7. Reports (7.1 – 7.2)
- 7.1 Under item 7.1 of reports, District Manager's Report, the District Manager reported that on October 12, 2022, District management attended CSDA's Human Resources Boot Camp.

On October 13, 2022, the District completed the monthly staff meeting and all vehicle inspections. The District's Safety Committee met on this date. District management attended day 2 of CSDA's Human Resources Boot Camp. Also on this date, the District Manager hosted his 15th Annual Employee Appreciation Luncheon for all staff. This meal is bought, prepared, and cooked by the District Manager.

On October 14, 2022, the District Manager attended the MVCAC Legislative Committee biweekly call. The meeting consisted of legislative bill reviews, legislative projects, and regulatory issues.

On October 20, 2022, District management attended and had their biannual management meeting. Management reviewed the past mosquito season, discussed policies and procedures, reviewed the offseason projects, and projected/forecasted the next mosquito season.

On October 25, 2022, the District Manager attended and presented a "Who we are and what we do" presentation for the Butte County Board of Supervisors.

On October 26, 2022, District management attended a virtual meeting with Leading Edge and Associates to discuss potential projects and improvements for MapVision 2.0 and to explore further the possibilities with MapVision 3.0.

On October 27, 2022, the District Manager and Administrative Manager attended virtually the Sac Valley Region meeting. The meeting reviewed upcoming MVCAC action items, received reports from MVCAC committees, and heard reports from CDPH, VJPA, AMCA, and all the attending districts.

On November 1, 2022, the District Manager attended the MVCAC monthly virtual meeting. The meeting discussed MVCAC action items and current project/affairs of the MVCAC.

On November 2 and 3, 2022, District management and laboratory staff attended the MVCAC Fall Quarterly meeting. Several District employees are members of a MVCAC committee. Committees reported on current project status, reviewed tasks completed over the past year, and reviewed charges for the upcoming year.

On November 8, 2022, the District Manager attended the AB 896 virtual meeting to discuss state wetland best management practice projects throughout the state and our local project being conducted at Bird Haven Ranch.

the District was closed in observance of Veteran's Day on November 10, 2022.

- 7.2 Under item 7.2 of reports, the Assistant Manager reported that the District's New Jersey light traps and gravid traps have continued catching mosquitoes. Sentinel chickens sera samples are continuing to be taken biweekly. CO2 trapping has ended. As of November 1st, 442 pools have been submitted for testing with 39 being positive for WNV.

Aedes aegypti has continued to be detected in the District's service area with a total of 54 detections, many of which have been at the same trap locations in the cities of Chico and Oroville. On October 25th, the first detection in the city of Paradise was found. The District's Invasive Mosquito Response Plan was followed on all detections.

The District's West Nile virus (WNV) activity continues to increase throughout the State as well as within the District's service area. As of November 1st, there have been 39 positive pools, 27 sentinel chickens, 2 positive birds, and 3 positive humans within the District's service area in 2022.

The District's fishponds continue to be in full use for the season. The four indoor fish tanks are continuing to produce fry in preparation for the cold season. The public can still request fish and/or visit the District offices.

Mosquito and Vector Control Specialists (Specialists) have continued mosquito surveillance and treatments in all sources, such as: flood water areas, agricultural, ditches, drains, urban sources, etc. On October 24th, due to weather, the District closed spray requests for the year. However, service requests for inspections and fish will continue. All adulticide operations have ceased.

As of November 1st, the District has treated 7,564 acres of managed wetlands. The acreage at this time last year was 8,428 acres. The District has treated 56,635 acres of rice. The acreage at this time last year was 41,457 acres. 606Y has made 17 ULV adulticide treatments this year. Last year at this time, 606Y had made 19 ULV treatments.

The PR Department is reviewing and updating (if needed) the District's website, brochures, photo and video files, and other informational documents. The District mobile friendly website continues to be updated as needed. The District public service announcements have ceased for 2022. On

October 11th the District presented to 3rd and 4th graders from Biggs Elementary School at the City of Biggs.

After this final item of reports, Vice President Kirk asked the District Manager to proceed to policy matters.

8. Policy Matters (8.1 – 8.12)
- 8.1 Under item 8.1 of policy matters, the Board was asked to consider a Capital Expenditure for six Cougar ULV Sprayers with Smart Flow from Clarke in the amount of \$75,926.55. This expenditure has been budgeted. It was then moved by Member LaRocca, seconded by Member Sheppard, and approved unanimously with a vote of 8 ayes and 0 nays to approve the capital expenditure for six Cougar ULV Sprayers with Smart Flow from Clarke in the amount of \$75,926.55.
- 8.2 Under item 8.2 of policy matters, the Administrative Manager opened sealed bids for the surplus equipment. The winning bids were announced; Truck #107, 1981 GMC Flatbed winning bid \$2,550.00 and Equipment #144, 2000 Carson Car Trailer winning bid \$3,150.00. No action taken, nor needed.
- 8.3 Under item 8.3 of policy matters, the Board was asked to consider renewing membership with the California Special Districts Association (CSDA). CSDA's dues structure is based on an agencies/district's operating revenue. The dues for operating revenue between \$2.0 million and \$5.0 million are \$8,186.00 annually. The District rejoined the CSDA in April of 2017. It was then moved by Member Sheppard, seconded by Member Schuster, and passed unanimously with a vote of 8 ayes 0 nays to renew membership with the California Special Districts Association (CSDA).
- 8.4 Under item 8.4 of policy matters, the Board was asked to consider adopting Job Descriptions, Mosquito and Vector Control Specialist I, Policy 6140; Mosquito and Vector Control Specialist III, Policy 6142; and Mosquito and Vector Control Specialist IV, Policy 6143; and to consider amending Job Descriptions, Mosquito and Vector Control Specialist II, Policy 6141. It was then moved by Member Schuster, seconded by Member Fredericks, and passed unanimously with a vote of 8 ayes 0 nays to adopt Job Descriptions, Mosquito and Vector Control Specialist I, Policy 6140; Mosquito and Vector Control Specialist III, Policy 6142; and Mosquito and Vector Control Specialist IV, Policy 6143; and to consider amending Job Descriptions, Mosquito and Vector Control Specialist II, Policy 6141.
- 8.5 Under item 8.5 of policy matters, the Board was asked to consider amending Job Descriptions, Mosquito and Vector Control Assistant (Seasonal), Policy 6150; Lab Assistant (Seasonal), Policy 6160; and Shop / Hangar Assistant (Seasonal), Policy 6170. It was then moved by Member Johnson, seconded by Member Starkey, and passed unanimously with a vote of 8 ayes 0 nays to amend Job Descriptions, Mosquito and Vector Control Assistant (Seasonal), Policy 6150; Lab Assistant (Seasonal), Policy 6160; and Shop / Hangar Assistant (Seasonal), Policy 6170.
- 8.6 Under item 8.6 of policy matters, the Board was asked to consider amendments to Personnel Policy, Holidays, Policy 7025. It was then moved by Member Schuster, seconded by Member Johnson, and passed unanimously with a vote of 8 ayes 0 nays to amend Personnel Policy, Holidays, Policy 7025.
- 8.7 Under item 8.7 of policy matters, the Board was asked to consider amendments to Personnel Policy, Pregnancy Disability Leave, Policy 7035. It was then moved by Member Barth, seconded by Member Johnson, and passed unanimously with a vote of 8 ayes 0 nays to amend Pregnancy Disability Leave, Policy 7035.
- 8.8 Under item 8.8 of policy matters, the Board will be asked to consider amendments to Personnel Policy, CFRA Leave, Policy 7045. It was moved by Member LaRocca, seconded by Member Fredericks, and passed unanimously with a vote of 8 ayes 0 nays to amend Personnel Policy, CFRA Leave, Policy 7045.
- 8.9 Under item 8.9 of policy matters, Board was asked to consider amendments to Personnel Policy, Bereavement Leave, Policy 7050. The amendments are required to comply with recent updates to AB 1949. It was then moved by Member Schuster, seconded by Member Starkey, and passed unanimously with a vote of 8 ayes 0 nays to amend Personnel Policy, Bereavement Leave, Policy 7050.
- 8.10 Under item 8.10 of policy matters, the Board was asked to consider amendments to Personnel Policy, Personal Vehicle Usage and Rental Vehicle, Policy 7245. The amendments are recommended by the Vector Control Joint Powers Agency. It was then moved by Member Starkey, seconded by Member Schuster, and passed unanimously with a vote of 8 ayes 0 nays to amend Personnel Policy, Personal Vehicle Usage and Rental Vehicle, Policy 7245.

- 8.11 Under item 8.11 of policy matters, the Board will be asked to consider amendments to Personnel Policy, Employee Driver Safety and Driving Record, Policy 7255. It was then moved by Member Johnson, seconded by Member Fredericks, and passed unanimously with a vote of 8 ayes 0 nays to amend Personnel Policy, Employee Driver Safety and Driving Record, Policy 7255.
- 8.12 Under item 8.12 of policy matters, the Board was asked to consider a Capital Expenditure for a R985-14B Hydromatic Engine for aircraft 606Y in the amount of \$74,500- \$77,500 and any applicable taxes and/or fees or to repair existing engine for an estimated \$22,900 plus applicable taxes and/or fees with a best-case scenario, delivery date of March 2023. This is an expenditure that has not been budgeted and will be taken from reserves. The District Manager discussed the need for the emergency capital purchase and after Board discussion it was then moved by Member Barth, seconded by Member Johnson, and passed unanimously with a vote of 8 ayes and 0 nays to approve capital expenditure for R985-14B Hydromatic Engine for aircraft 606 not to exceed \$77,500.00 plus any applicable taxes and/or fees, to repair existing engine for an estimated \$22,900.00 plus applicable taxes and/or fees as a back up engine, and funds to be moved from aircraft reserve to cover expenses.
9. Under topic of the month, the Vector Ecologist/ Fish Biologist gave a presentation on biology of *Culiseta inornate*.
10. After reviewing the demands made upon the District for the past month, it was then moved by Member Sheppard, seconded by Member Johnson, and passed unanimously with a vote of 8 ayes and 0 nays to authorize checks numbered 51591 through 51724 be signed and distributed. Expenditures for the month totaled \$228,311.98.
11. No personnel items to report.
12. No items of correspondence to report.
13. Under other business, the District Manager stated the District will be closed on November 10, 2022, for Veteran's Day.
14. No persons wishing to address the Board pertaining to closed session matters.
15. No closed session matters not warranting legal counsel.
16. Vice President Kirk announced adjournment at 5:18 PM and concluded by stating that the next regular meeting of the BCMVCD Board of Trustees would meet at 4:00 PM on December 14, 2022, at the Chico Substation's Board Room at 444 Otterson Drive, Chico, CA 95928.

Respectfully submitted,

James "Bo" Sheppard,
Secretary