

Regular Minutes of the Board of Trustees of the Butte County Mosquito and Vector Control District Meeting held February 10, 2021

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

Members Excused: None.

Members Absent: None.

Also Present: District Manager Matt Ball, Office Manager Maritza Sandoval, Vector Ecologist/ Fish Biologist Ryan Rothenwander, and Chris Norden a CSDA representative.

1. The Regular Meeting of the Board of Trustees of the Butte County Mosquito and Vector Control District held on February 10, 2021, was live streamed via Zoom at: <https://us02web.zoom.us/j/6414173404>.
2. The February 10, 2021, Butte County Mosquito and Vector Control District regular meeting of the Board of Trustees was called to order at 4:00 PM by President Beck.
3. Chris Norden provided a brief CSDA update highlighting CSDA's federal call to action. Seeing and hearing no other persons wishing to address the Board, President Beck proceeded to request approval of the minutes.
4. After review it was then moved by Member LaRocca, seconded by Member Kirk, and passed unanimously to approve the minutes of the Board of Trustees meeting held January 13, 2021, as written.
5. No persons wishing to address the Board on closed session matters.
6. No closed session matters.
7. Reports (7.1 – 7.2)
 - 7.1 Under item 7.1 of reports, District Manager's Report, the District Manager reported on January 11, 2021, the District completed the monthly staff meeting and all vehicle inspections. The District's Safety Committee also met on this date. Additionally, all staff attended virtual CPR, first aid, and AED training, annual pesticide safety and awareness training, forklift training, and respirator training.

The District was closed on January 18, 2021, in observance of Dr. Martin Luther King Jr. Day.

On January 19, 2021, the District Manager met with David Roberts of NMR Architects to walk the proposed building project, outline the project, and solicit interest to submit a proposal. The District Manager has successfully met with two architect / engineering firms. Due to COVID-19, finding a third firm has been difficult to date. It was the hope of the District Manager to have the Board review proposals at this month's Board meeting. Also, on this date the Office Manager posted, published, and uploaded the annual public mosquito spraying notice which satisfies the requirements of the District's NPDES permit.

On January 20, 2021, the District Manager and Office Manager attended CalPERS informational webinar that reviewed CalPERS unfunded accrued liabilities, payoff strategies, and 115 trust. The webinar and information provided was extremely valuable. The District Manager and Office Manager provided a summary, discussed available options, and asked if the Board was interested in seeing a presentation from CalPERS representatives during next month's meeting. It was the consensus of the board to view a presentation during the March Board Meeting.

On January 22, 2021, the District Manager attended the biweekly MVCAC Legislative and Regulatory conference call. The meeting discussed pending and drafted legislative bills, the state budget, COVID-19 issues, and reviewed a few regulatory issues.

On January 26, 2021, all District personnel present attended a free defensive driver training class virtually. Those employees that missed the training will attend in June when the training is repeated for new hires and seasonal employees.

On January 28, 2021, the District's management team commenced with interviews for the open positions of Mosquito and Vector Control Specialist.

All staff and several Members of the Board attended the MVCAC Annual Conference virtually on February 1, 2, and 3, 2021.

On February 4, 2021, the District's management team continued interviewing applicants for the open Mosquito and Vector Control Specialist positions.

Currently, the District is still following all the procedures, protocols, and worker protection policies reported to the Board in April. The District offices are still closed to the public, but have 2 locations to pick up mosquitofish, answering any and all service requests, and providing all services as normal. District continues to be on good supply of personal protective equipment and sanitization products.

The District Manager continues to follow the Butte County Public Health Department's Public Health Officer's guidance and recommendations and is monitoring the Governor's press conferences. The District received updated Cal/OSHA requirements for employers regarding COVID-19. The District's current COVID-19 Prevention Program (CPP) has been updated to comply with Cal/OSHA's new requirements.

The District has experienced employees missing work due to isolation/quarantine orders, experiencing COVID-19 like symptoms, as well as COVID-19 positive case(s). Due to the District's proper practices such as masks, sanitization efforts, and social distancing, no other employees have missed work due to workplace exposures.

The Board discussed COVID-19 moving forward, considerations such as the March's Board meeting, District office closure, and employee worker protection policies. The consensus of the Board was to keep the District offices closed to the public, to continue to operate under the procedures and policies that have been followed the past ten months, and to continue to host the Board meetings remotely. The District will reassess these procedures next month.

- 7.2 Under item 7.2 of reports, the Office Manager reviewed the 2020 Annual Report. Member Schuster requested that the partnership of the District and Explore Butte County be highlighted in next year's report. The Board reported it was pleased with the report.

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

8. Policy matters (8.1 – 8.2)

- 8.1 Under item 8.1 of policy matters, the Board was asked to declare four vehicles (Trucks 151, 159, 164, and 168) surplus to need, establish the minimum bid amount for each truck, authorize to sell, and to approve the notice of publication. After some discussion, the minimum bid amount for three of the trucks (Trucks 151, 159, and 168) was established to be \$1,500 and the non-running truck (Truck 164) at \$500. It was then moved by Member LaRocca, seconded by Member Sheppard and approved unanimously to declare four vehicles surplus to need, established the minimum bid amounts as listed above, and authorize to sell.
- 8.2 Under item 8.2 of policy matters, the Board had time set aside for Board Trustees to complete the Fair Political Practice Commission Form 700 Statement of Economic Interest, Form 700 required annually.
11. Under topic of the month, the District Manager provided a report on overwintering *Anopheles freeborni*.
12. After reviewing the demands made upon the District for the past month, it was then moved by Member Sheppard, seconded by Member Barth, and passed unanimously to authorize checks numbered 48865 through 48962 be signed and distributed. Expenditures for the month totaled \$335,747.15.
13. Under personnel, the District Manager reported the District received retirement notices from Mosquito and Vector Control Specialist Phillip Henry and Don Lasik. Also that the District extended conditional offers of employment to three applicants.
14. Under correspondence, the Board reviewed letters from Phillip Henry, Don Lasik, and Matthew Ball. The District Manager's letter requested a one-year contract extension.
15. Under other business, the Board was given instructions on how to complete the state mandated sexual harassment prevention training.
16. No persons wishing to address the Board pertaining to closed session matters.

17. No closed session items.
18. President Beck announced adjournment at 4:56 PM and concluded by stating that the next regular meeting of the BCMVCD Board of Trustees would meet at 4:00 PM on March 10, 2021, via Zoom.

Respectfully submitted,

James "Bo" Sheppard,
Secretary