

Regular Minutes of the Board of Trustees of the Butte County Mosquito and Vector Control District Meeting held February 8, 2023

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

Members Excused: Dr. Albert Beck.

Members Absent: Chuck Reynolds.

Also Present: District Manager Matt Ball, Assistant Manager Aaron Lumsden, Administrative Manager Maritza Sandoval, Entomologist Amanda Bradford, and Vector Ecologist/ Fish Biologist Ryan Rothenwander.

1. The Regular Meeting of the Board of Trustees of the Butte County Mosquito and Vector Control District held on February 8, 2023, at 444 Otterson Drive, Chico, CA 95928.
2. The February 8, 2023, 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 to approve the minutes of the Board of Trustees meeting held January 11, 2023, 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 January 12, 2023, the District completed the monthly staff meeting and all vehicle inspections. The District's Safety Committee met on this date.

The District was closed on January 16, 2023, in observance of Dr. Martin Luther King Jr. Day.

On January 19, 2023, District management met virtually with representatives of Matsom & Isom to discuss current projects, evaluate the past month, and to plan for upcoming projects. Also on this date, the District discovered a natural gas leak at the Oroville facility. PG&E was on site to determine the leak was on the District's side of the main and shut the gas off. The District Manager reported the leak had been repaired and that the gas lines had been replaced due to their age, the material of the lines, and the possibility of other leaks. There also were plumbing issues, where multiple reoccurring clogs kept backing up the lines. The lines have been cleared, scoped, and all appear to be functioning correctly.

On January 24, 2023, all District staff received defensive driver's training. The training was free of charge and provided by the District's insurer, the VCJPA.

On January 25, 2023, the District Manager met with Butte County Public Health's (BCPH) new Epidemiologist. Linda Lewis left BCPH last summer to work with CDPH. This meeting was set up by BCPH's Director.

On January 26, 2023, District management attended the Sac Valley Region meeting. The meeting covered the upcoming MVCAC Board meeting and action items, received reports from industry, CDPH, MVCAC committees, and other districts.

District management and laboratory staff attended the MVCAC Annual Conference January 30 through February 1, 2023. The conference was educational, informative, and well worth attending. Many training sessions on operations, invasive Aedes, vector-borne disease, public relations, and much more.

The District Manager discussed an upcoming desired building project and presented some of the information gathered to date. After some discussion it was the Boards direction to reach out to an architecture firm to form a scope of work sheet that companies could bid on and to include a project manager to oversee the project.

Per the Board's direction at the January 11, 2023, Board meeting, the District Manager reported to the Board of the findings of the District's legal counsel and VCJPA's opinion on the District owning and possibly operating an automated external defibrillator (AED). It was the Board's direction to purchase two AED's. One to be installed at the Chico Substation and the second to be installed at the Oroville facility.

The District Manager reminded the Board that the District will be closed on February 13, 2023, in observance of Lincoln's Birthday and on February 20, 2023, in observance of President's day.

- 7.2 Under item 7.2 of reports, the Vector Ecologist/Fish Biologist reviewed the 2022 Annual Report. The Board reported it was pleased with the report and the new look.

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

8. Policy matters (8.1 – 8.3)

- 8.1 Under item 8.1 of policy matters, the Board was asked to consider amendments to Personnel Policy, Policy #7085, Health Benefit Plan. District management is continuing its review of the District's Policy Manual in sections in their efforts to correct typos, make updates to match current processes, and make recommended updates as needed. It was then moved by Member Kirk, seconded by Member Schuster, and it was passed unanimously with a vote of 8 ayes 0 nays to approve and adopt Personnel Policy, Policy #7085, Health Benefit Plan.
- 8.2 Under item 8.2 of policy matters, the Board will be asked to consider amendments to Personnel Policy, Policy #7090, Retirement, Unemployment Insurance, Deferred Compensation. It was then moved by Member Johnson, seconded by Member Starkey, and it was passed unanimously with a vote of 8 ayes 0 nays to approve and adopt Personnel Policy, Policy #7090, Retirement, Unemployment Insurance, Deferred Compensation.
- 8.3 Under item 8.3 of policy matters, time was set aside to allow the Board of Trustees to complete the Form 700 Statement of Economic Interest as required by the Fair Political Practices Commission.
9. Under topic of the month, the District's Entomologist gave a presentation on mosquito traps used by the District's laboratory.
10. 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 8 ayes 0 nays to authorize checks numbered 51954 through 52084 be signed and distributed. Expenditures for the month totaled \$346,346.88.
11. No items under personnel to report.
12. No items under correspondence to report.
13. Under other business the District Manager highlighted the District's amazing staff.
14. No persons wishing to address the Board pertaining to closed session matters.
15. No closed session matters not warranting legal counsel.
16. President Sheppard announced adjournment at 5:03 PM and concluded by stating that the next regular meeting of the BCMVCD Board of Trustees would meet at 4:00 PM on March 8, 2023, at the Chico Substation's Board Room at 444 Otterson Drive, Chico, CA 95928.

Respectfully submitted,

Melissa Schuster,
Secretary