

***Regular Minutes of the Board of Trustees of the Butte County Mosquito and Vector Control
District Meeting held December 11, 2019***

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

Members Excused: None.

Members Absent: None.

Also Present: District Manager Matt Ball, Assistant Manager Doug Weseman, Office Manager Maritza Sandoval, and Darlene Starkey.

1. The Regular Meeting of the Board of Trustees of the Butte County Mosquito and Vector Control District held on December 11, 2019, at 5117 Larkin Road Oroville, CA 95965.
2. The December 11, 2019, 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. 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 Schuster, seconded by Member LaRocca, and passed unanimously to approve the minutes of the Board of Trustees meeting held November 13, 2019, as written.
5. No closed session matters.
6. Reports (6.1 – 6.2)
 - 6.1 Under item 6.1 of reports, a representative from Fedak & Brown LLP presented a comprehensive summary and evaluation of the District's annual audit for the Board. Mr. Beck summarized the District's audit and answered questions of the Board. It was moved by Member Sheppard, seconded by Member Starkey, and passed unanimously to accept the comprehensive summary and evaluation of the District's annual audit.
 - 6.2 Under item 6.2 of reports, District Manager's Report, the District Manager reported that on November 14, 2019, the District completed the monthly staff meeting and all vehicle inspections. The District's Safety Committee also met on this date. Also on this date, the District hosted its 12th Annual Employee Appreciation Luncheon. This is a free lunch, not paid with District funds, for the District Manager to honor and thank the employees for their service.

The District was closed on November 25 – 28, 2019, for Thanksgiving.

On December 3, 2019, the District annual underground storage tank test and CUPA was inspected. The District passed both inspections. BL Griffin Company, Butte County Environmental Health, and Butte County Air Quality were all present for testing and inspections.

On December 4, 2019, the District Manager and Office Manager were scheduled to attend a conference call with GovInvest to continue the discussion regarding the products and software they offer. GovInvest cancelled with no prior notice.

On December 11, 2019, the District Manager met with the Glenn County Grand Jury.

7. Policy matters (7.1)
 - 7.1 Under item 7.1 of policy matters, the Board was asked to consider amendments to Personnel Policy, Policy #7025, Holidays. It was moved by Member Schuster, seconded by Member Kirk, and passed unanimously to amend Policy #7025, Holidays, as written.
8. Under topic of the month, the Board viewed a District generated video on ticks and Lyme disease.
9. After reviewing the demands made upon the District for the past month it was then moved by Member Starkey, seconded by Member Kirk, and passed unanimously to authorize checks numbered 47140 through 47244 be signed and distributed. Expenditures for the month totaled \$332,488.28.
10. No items of personnel to report.

11. No items of correspondence to report.
12. Under other business, the District Manger reported the District will be closed starting December 23 and will reopen on January 6, 2020. Some staff and management will be in and out to prepare for the Board meeting, payroll, W2's, and other necessary duties.
13. No persons wishing to address the Board on closed session matters.
14. No closed session items.
15. President Beck announced adjournment at 4:40 PM and concluded by stating that the next regular meeting of the BCMVCD Board of Trustees would meet at 4:00 PM on January 8, 2020, at the Chico Substation's Board room at 444 Otterson Drive, Chico, CA 95928.

Approved as written by the Board of Trustees meeting held January 8, 2020.

Respectfully submitted,

James "Bo" Sheppard,
Secretary