



Butte County Mosquito and Vector Control District

5117 Larkin Road • Oroville, CA 95965-9250
Phone: 530-533-6038 • Fax: 530-534-9916
www.BCMVCD.com

Matthew C. Ball
Manager

AGENDA

Regular Meeting of the Board of Trustees of the Butte County Mosquito and Vector Control District

(BCMVCD) Board Room, 444 Otterson Drive, Chico, CA 95928. The Board of Trustees is committed to making its proceedings accessible to all citizens. Individuals with special needs should call District staff at 530-533-6038 or 530-342-7350, Monday through Thursday, 6:00 a.m. to 4:30 p.m. to request disability-related modifications/accommodations or to request materials in alternate formats. All requests for special accommodation and/or alternative format documents must be made 48 hours prior to the meeting.

1. **Regular Board of Trustees Meeting Time:** 4:00 PM **Date:** May 13, 2026
2. **Call to Order** – 4:00 PM Roll Call
3. **Persons Wishing to Address the Board on Items Not on the Agenda (limit to 5 minutes):**
4. **Approval of Minutes of the Meeting of:** April 8, 2026
5. **Persons Wishing to Address the Board Pertaining to Closed Session Matters:**
6. **Closed Session Announcement (District Legal Counsel Present):** N/A
7. **Introduction of a Newly Appointed Butte County Mosquito and Vector Control Board of Trustee**
8. **Public Hearing:** Pursuant to AB 2561, Government Code 3502.3. (a) (1) A public agency shall present the status of vacancies and recruitment and retention efforts during a public hearing before the governing board at least once per fiscal year. (2) If the governing board will be adopting an annual or multiyear budget during the fiscal year, the presentation shall be made prior to the adoption of the final budget. (3) During the hearing, the public agency shall identify any necessary changes to policies, procedures, and recruitment activities that may lead to obstacles in the hiring process.
 - a. Open the public hearing.
 - b. Close the public hearing.
9. **Reports: (9.1 – 9.2)**
 - 9.1 **District Manager's Report**

The District Manager will provide a brief report on current District business and activities. The District Manager will also report on District employees, meetings attended, and current projects.

9.2 District Departments Report

The District Manager and District staff members present, will provide reports on all the business and activities of all the District's departments. District departments include Entomology, Ground Operations, Aircraft Operations, and Public Information and Outreach.

10. Policy Matters: (10.1 – 10.3)

10.1 Consider Reviewing the Hamilton City Benefit Assessment

The Board will be asked to consider reviewing the Hamilton City Benefit Assessment.

10.2 Consider Approving and Adopting Personnel Policy, Artificial Intelligence (AI), Policy 7228

The Board will be asked to consider approving and the adoption of a new policy, Personnel Policy, Artificial Intelligence (AI), Policy 7228, as recommended by the VCJPA, CSDA, legal, and the District's third party technical support firm.

10.3 Consider Declaring Various Pieces of Equipment Surplus to Need

The Board will be asked to declare various items on the District's asset list surplus to need and authorize the pieces to be disposed of.

11. Topic of the Month:

The Board will watch a presentation on dengue fever.

12. Approve Payment of The Bills:

The Board will be asked to review the demands made upon the District for the past month and consider approving the payment of the bills.

13. Personnel:

On April 9, 2026, MVCS III, Aaron Goff announced that he intended to resign on April 9, 2026. On May 4, 2026, Erin Carmichael commenced employment with the District as a MVCS I.

14. Correspondence:

The Board will review a letter from Glenn County Board of Supervisors.

15. Other Business: N/A

16. Persons Wishing to Address the Board Pertaining to Closed Session Matters:

17. Closed Session Matters (District Legal Counsel Not Present): N/A

18. Adjournment: (Next Regular Meeting of the BCMVCD Board of Trustees is June 10, 2026)

Regular Minutes of the Board of Trustees of the Butte County Mosquito and Vector Control District Meeting held April 8, 2026

Members Present: Darlene Fredericks, Andy Haymond, Assistant Secretary Bruce Johnson, Philip LaRocca, Vice President Dr. Larry Kirk, Steve Ostling, Eric Smith, and Carl Starkey.

Members Excused: President Sheppard and Member Schuster.

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 April 8, 2026, at 444 Otterson Drive, Chico, CA 95928.
2. The April 8, 2026, 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. Seeing and hearing no 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 Johnson, seconded by Member Ostling, and passed unanimously with a vote of 8 ayes and 0 nays to approve the minutes of the Board of Trustees meeting held March 11, 2026, 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 - 7.3)
- 7.1 Under item 7.1 of reports, District Manager's Report, the District Manager reported that on March 11, 2026, District management attended a meeting with Paylocity to plan for the transfer from QuickBooks payroll to Paylocity. District management also attended a webinar presented by California Air Resources Board on the new Zero Emissions Forklift regulations. The District Manager attended via Zoom the MVCAC Spring Quarterly meeting and participated in the Legislative and Regulatory Committee sections. Topics discussed were cannabis, Pollinator Protection Act, storm water recapture, the Monarch butterfly, and the new draft of the NPDES Permit.

On March 12, 2026, the District conducted vehicle inspections. Also on this date, District management attended a webinar with Paylocity to discuss the requirements and technical aspects of transferring the District's payroll from QuickBooks to Paylocity.

On March 13, 2026, the District Manager attended the biweekly Legislative Regulatory Committee call. MVCAC lobbyists and committee members reviewed legislation and current regulatory issues throughout the state. The District Manager provided an update on the CARB Zero Emissions Fleet Program.

On March 17, 2026, the District Manager attended CSDA's Contracting for Public Workers, Services, and Equipment.

On March 18, 2026, District management attended another meeting with Paylocity to continue the process of converting to Paylocity.

On March 19, 2026, District management attended a safety series webinar presented by the VCJPA on Hazard Communications.

On March 24, 2026, a representative of Clarke conducted droplet testing on all District foggers. This service is provided free of charge.

On March 25, 2026, District management attended another meeting with Paylocity to continue the process of converting to Paylocity.

On March 27, 2026, the District Manager attended the biweekly Legislative Regulatory Committee call. MVCAC lobbyists and committee members reviewed legislation and current regulatory issues throughout the state.

The District was closed on March 31, 2026, on observance of Cesar Chavez Day. Also on this date, the District Manager attended a webinar provided by CSDA on AI Use and Risks for Special Districts.

On April 2, 2026, District management attended a webinar presented by CSDA on Real Time Alerts and Public Notices.

On April 7, 2026, District management had a meeting with representatives of the VCJPA and AIMS to discuss open claims with the District.

- 7.2 Under item 7.2 of reports, 2025/2026 3rd Quarter Fiscal Reports, the Administrative Manager reported that current revenues received are at 71.9%, salaries and benefits category is 82.5% expended, services and supplies category is 60.0% expended, capital outlay category is 60.0%. It was then stated that overall expenditures are currently at 75.5% expended and that overall expenses and revenues are on par with previous years.
- 7.3 Under item 7.3 of reports, the Assistant Manager reviewed the District's 2026 1st quarter newsletter. The Board was pleased with the newsletter.

After this final item of reports, Vice President Kirk 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 receiving, reviewing, and ordering posted for 30 days the 2026/2027 preliminary budgets. The District Manager reviewed and explained the proposed budgets. After some discussion it was then moved by Member LaRocca, seconded by Member Starkey, and passed unanimously with a vote of 8 ayes and 0 nays to receive and order posted for 30 days the 2026/20267 preliminary budgets with the District's Prop 218 Benefit Assessment being increased.
- 8.2 Under item 8.2 of policy matters, the Board was asked to review and consider the draft copies of the organic rice letter and Memorandum of Understanding (MOU), the aggressive mosquito control on lands in excess of three acres (new owner/manager) letter and MOU, the aggressive mosquito control on lands in excess of three acres (reminder) letter, and the post-harvest rice re-flooding letter. The Board was also asked to authorize the mailing of the aforementioned letters and MOUs when appropriate. It was then moved by Member Ostling, seconded by Member Johnson, and passed unanimously with a vote of 8 ayes and 0 nays to approve the letters and MOUs and authorized staff to send when appropriate.
- 8.3 Under item 8.3 of policy matters, the Board was asked to consider capital expenditure for a mosquito and vector control data management system. The District Manager explained the reason for the request as well as reviewed the quotes the District received. It was then moved by Member Johnson, seconded by Member Ostling, and passed unanimously with a vote of 8 ayes and 0 nays to approve a capital expenditure for a mosquito and vector control data management system from Chico State Enterprises for \$234,516.00.
9. Under topic of the month, the Entomologist gave a presentation on the biology of *Aedes sierrensis*.
10. After reviewing the demands made upon the District for the past month, it was then moved by Member Johnson, seconded by Member Fredericks, and passed unanimously with a vote of 8 ayes 0 nays to authorize checks numbered 55224 through 55346 be signed and distributed. Expenditures for the month totaled \$457,259.52.
11. No other business to report.
12. Under correspondence, the District Manager reported that he wrote a letter to CARB regarding CARB's Zero Emission Fleet which supports an exemption for mosquito and vector control vehicles. The District Manager also shared a letter from District Pilot II, Del Boyd, announcing his retirement on July 2, 2026.
13. No other business to report.
14. No persons wishing to address the Board pertaining to closed session matters.
15. Closed Session Matters (District Legal Counsel Not Present): (15.1-15.2)
- 15.1 Under closed session matters 15.1, Vice President Kirk announced closed session, Government Code 54957, for a conference with District Manager Ball for an annual public employee performance evaluation and went into closed session and off the record at 5:14 PM and returned

on the record / back in session at 5:31 PM. Vice President Kirk announced that the Board had discussed the District Manager's performance and progress. The consensus of the Board was that the District Manager's performance was deemed to be exceeding expectations in all performance criteria. Vice President Kirk stated that a letter would be submitted to the District Manager for inclusion into the District Manager's personnel file. No action was taken nor needed.

- 15.2 Under closed session matters 15.2, the Board of Trustees and District Manager agreed that there was no need to go into closed session for labor negotiations, Government Code 54957.6, employment agreement extension. Currently both parties are satisfied with the terms of the employment agreement. It was then moved by Member Starkey, seconded by Member Johnson, and passed unanimously with a vote of 8 ayes and 0 nays to approve a one-year contract extension. Vice President Kirk announced that the contract extension revalidates the terms of the five-year contract and this approval will be executed by both parties. The executed amendment will be attached to the agreement and identified as Amendment No. 6.
16. Vice President Kirk announced adjournment at 5:32 PM and concluded by stating that the next regular meeting of the BCMVCD Board of Trustees would meet at 4:00 PM on May 13, 2026, at the Chico Substation's Board Room at 444 Otterson Drive, Chico, CA 95928.

Respectfully submitted,

Melissa Schuster,
Secretary

On April 9, 2026, 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. District management also attended a webinar presented by Civic Plus on the new ways the District can change the homepage of the District's website.

On April 10, 2026, the District Manager attended the biweekly Legislative Regulatory Committee call. MVCAC lobbyists and committee members reviewed legislation and current regulatory issues.

On April 13, 2026, District management met to review and discuss the District's current data collection software and formulate a consensus for what is liked, needed, and desired as to provide the best possible direction to CSU Chico regarding the project between the District and CSU Chico.

On April 14, 2026, the District Manager attended the monthly MVCAC Regulatory Affairs Committee meeting. Topics discussed were cannabis, Pollinator Protection Act, storm water recapture, the Monarch butterfly, and the new draft of the NPDES Permit.

On April 16, 2026, District management attended the Butte County Special Districts Association meeting held at Chico. The association is still trying to regain its strength in numbers and trying to again be a notable and recognized chapter.

During the week of April 20, 2026, District management met with and interviewed prospective applicants for the open Mosquito and Vector Control Specialist I position.

On April 21, 2026, the District Manager attended the MVCAC Budget Reviewing meeting held remotely.

On April 23, 2026, District management attended the Sac Valley Region meeting. The meeting covered the upcoming MVCAC Board meeting including the MVCAC annual budget, heard reports from MVCAC committees, the VCJPA, CDPH, industry, and MVCD regions.

On April 24, 2026, the District Manager attended the biweekly Legislative Regulatory Committee call. MVCAC lobbyists and committee members reviewed legislation and current regulatory issues throughout the state.

On April 28, 2026, the District Manager provide newly appointed Trustee, Hank Irick, a tour of the District.

On April 29, 2026, the District management team had their biannual management meeting. The team discussed and reviewed the off-season projects that were currently being worked on and completed, reviewed staffing for the upcoming mosquito season, reviewed surveillance and control strategies, and discussed the budget.

On April 30, 2026, District management attended CSDA's Disaster Recovery webinar.

On May 5, 2026, the District Manager met with representatives of Valent Biosciences to discuss the future.

On May 6, 2026, District management attended a webinar on incident investigation. The District Manager also met with representatives of VC3 to learn more about information technology options for the District.

On May 8, 2026, the District Manager attended the biweekly Legislative Regulatory Committee call. MVCAC lobbyists and committee members reviewed legislation and current regulatory issues.

On May 11, 2026, District management attended the monthly WNV Task Force meeting.

On May 12, 2026, the District Manager attended the monthly MVCAC Regulatory Affairs Committee meeting. Topics discussed were cannabis, Pollinator Protection Act, storm water recapture, the Monarch butterfly, and the new draft of the NPDES Permit.

LAB / VECTOR SURVEILLANCE: Tick surveillance has concluded for the season. A total of 95 tick pools have been submitted for testing; the District is still waiting results. Areas where pools were collected include Bidwell Park, Lime Saddle, Lake Wyandotte, and Loafer Creek. The District's New Jersey light traps and gravid traps were deployed on April 20, 2026. All traps are operational and have begun collecting mosquitoes (Attachment #1). Mosquito populations are on par with previous years, except for *Culex pipiens* populations which have spiked recently. The increase in populations is likely due to very high March temperatures and inclement weather over the past month. CO2 trapping will commence in the upcoming weeks.

VIRUS SURVEILLANCE: No West Nile virus (WNV) activity has been reported within the District's service area. WNV has been identified in 3 dead birds in California to date (Attachment #2).

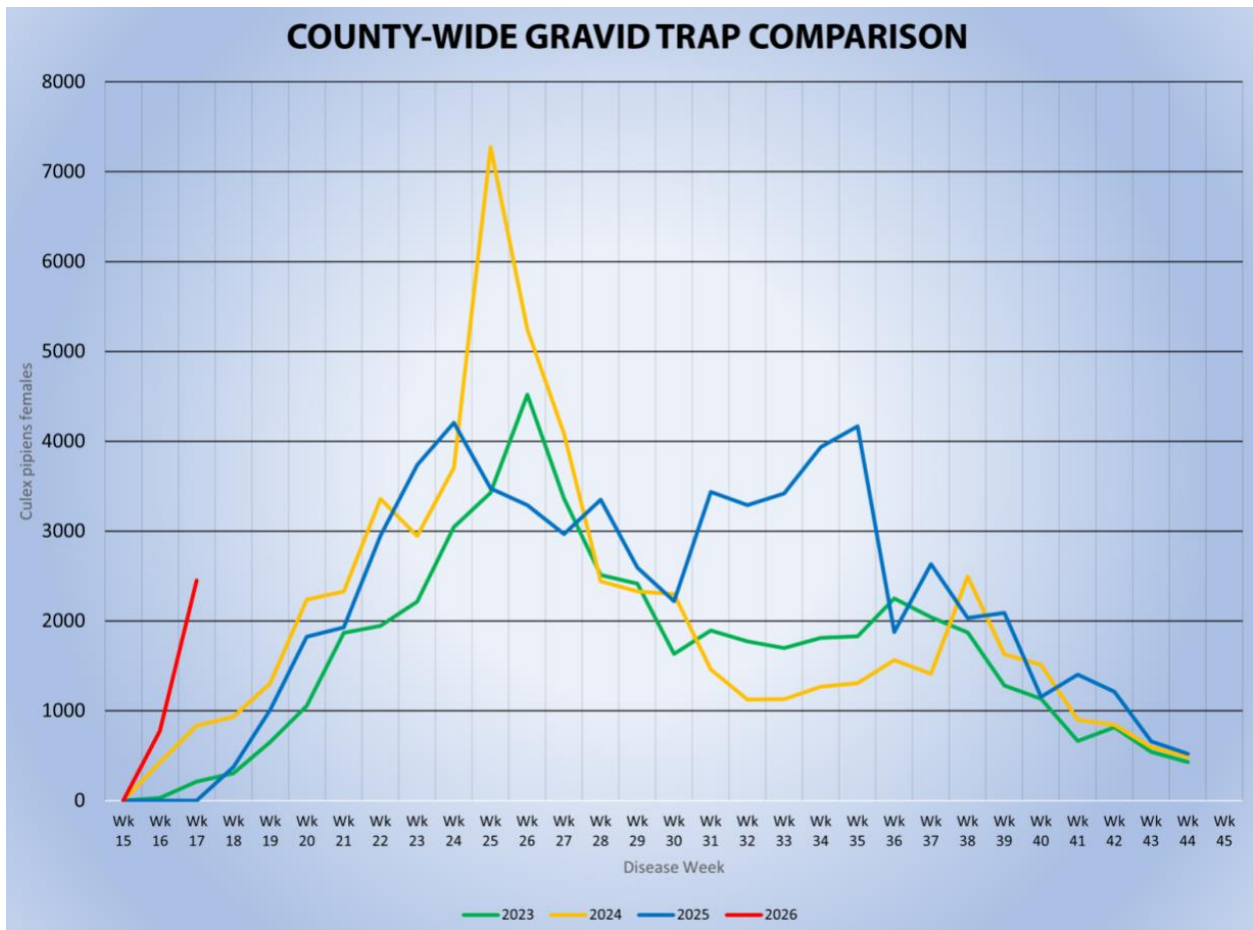
MOSQUITOFISH OPERATIONS: The District's four indoor fish tanks continue to operate normally and produced 16,499 fry for the month of April. The Vector Ecologist / Fish Biologist is maintaining the stock in each rearing tank and is preparing to conduct annual maintenance on the system as soon as our ponds are fully operational for the year. The District is planning to place the public fish tanks in the field towards the end of May and/or beginning of June. The timing will depend on the production of the District's fish ponds and fry activity. Currently, the District ponds look healthy.

CONTROL OPERATIONS: Mosquito and Vector Control Specialists (Specialists) have continued with winter/spring mosquito surveillance and treatments in rock pits, dredger pits, flood water areas, agricultural, ditches, drains and urban sources. Specialists have also continued with annual training, calibration, maintenance, required annual reading, and winter compound projects. Most recently all District buildings were painted in Oroville and Chico. Service requests for inspections, fish, and treatments have increased, with a total of 38 requests taken in the month of April.

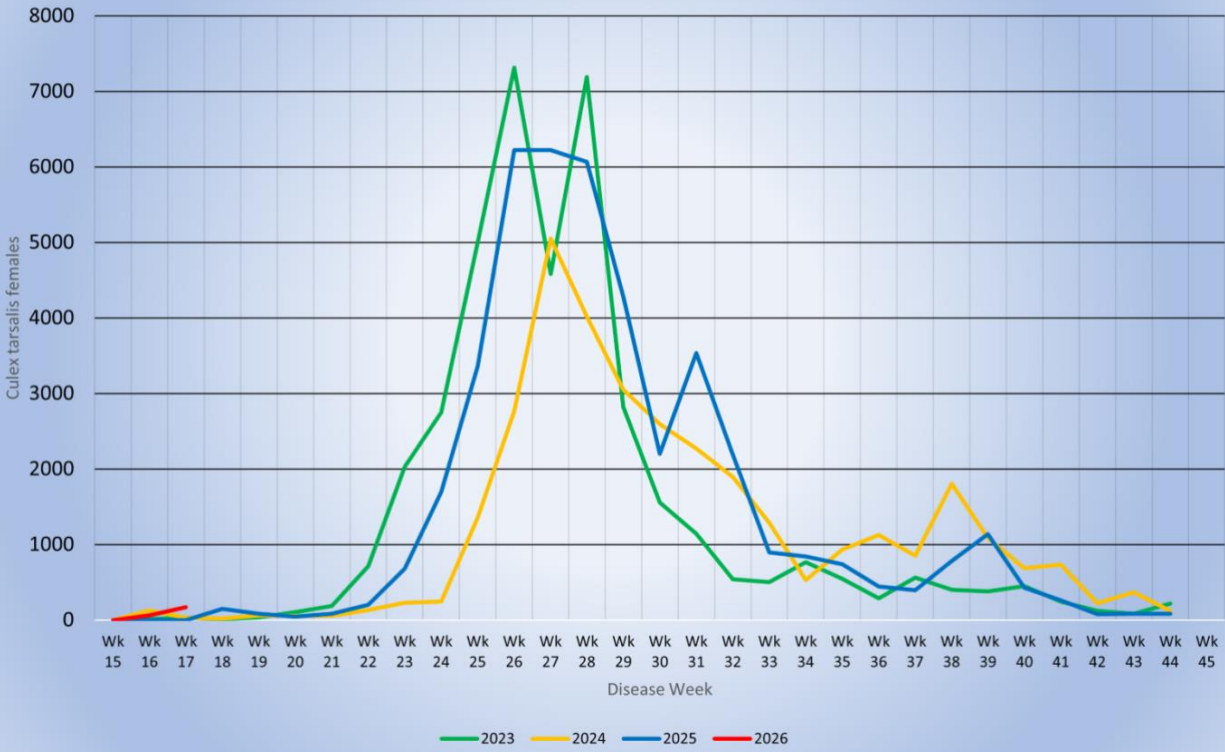
AIRCRAFT OPERATIONS: The District's Air Operations are continuing annual maintenance on District aircrafts and are on track to be ready as needed. The District's Air Operations have also been busy with characterizing the aircraft and training flights to ensure all equipment is operating within the normal limits. No aerial treatments have been made thus far for the year.

PUBLIC INFORMATION & OUTREACH: The District's public service announcements began running in May on newspapers, radio, television, digital advertising, billboards, bus stop shelters, and on buses. The Public Relations Department continues to review and update the District's website, brochures, photo and video files, and other informational documents as needed. The District attended the Chico Home and Garden Show on April 18th and 19th, the Gold Nugget Craft Fair on April 25th and 26th, Annual Kid's Fishing Day on May 9th, and is planning to attend the Red Suspenders Day Parade on May 16th.

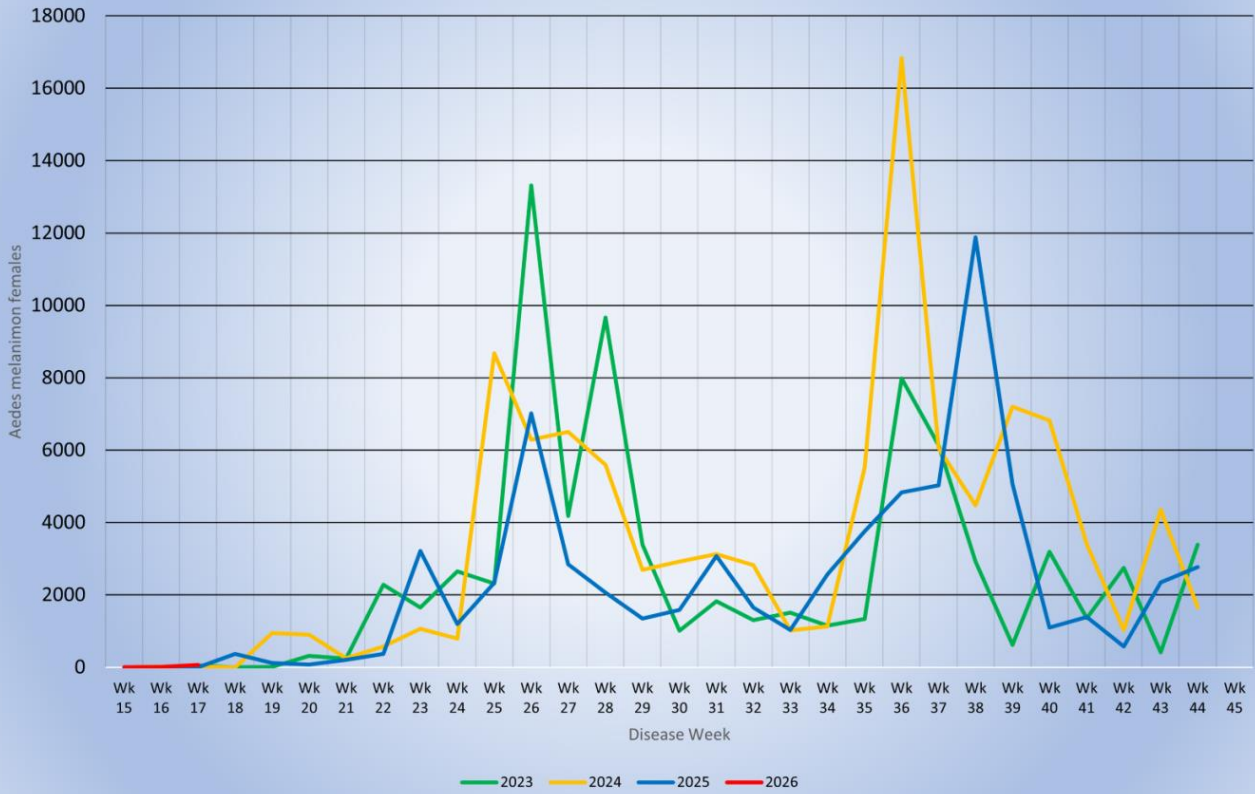
Attachment #1



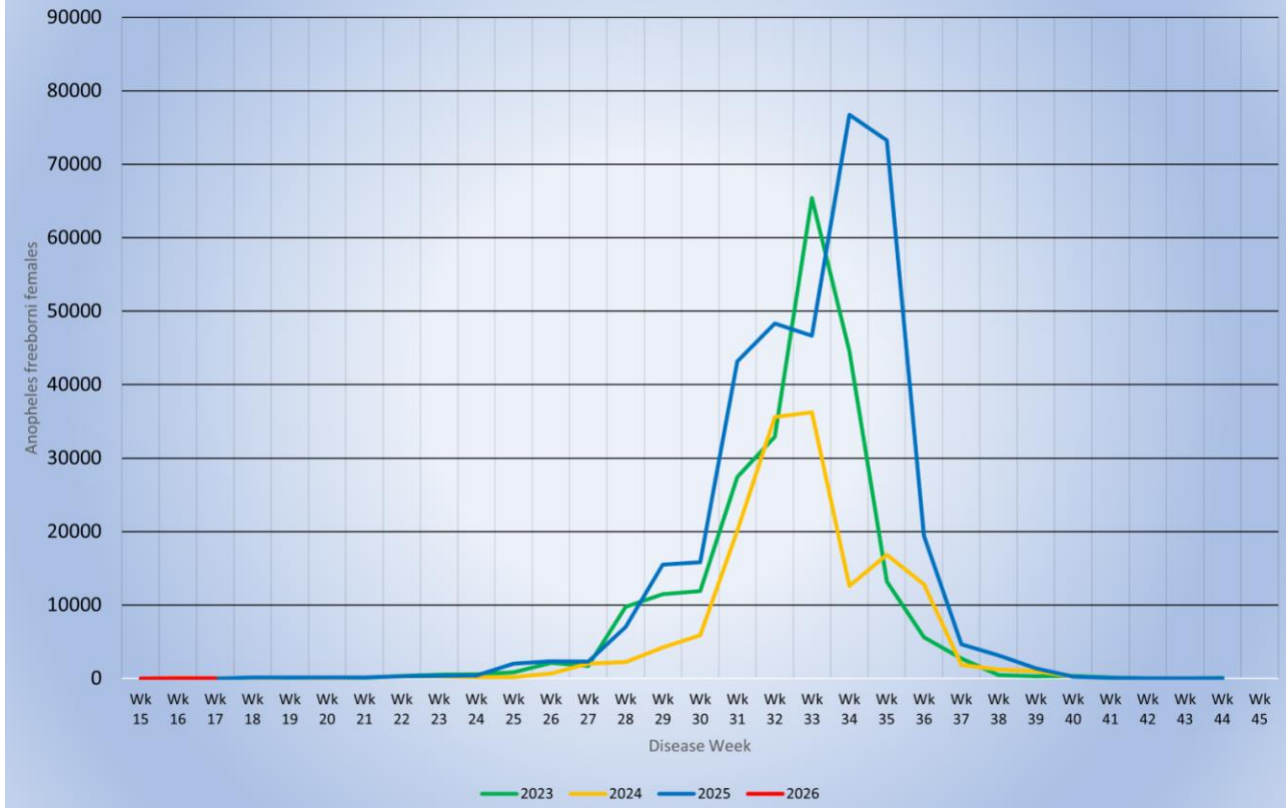
CULEX TARSALIS COMPARISON



Aedes melanimon COMPARISON



ANOPHELES FREEBORNI COMPARISON



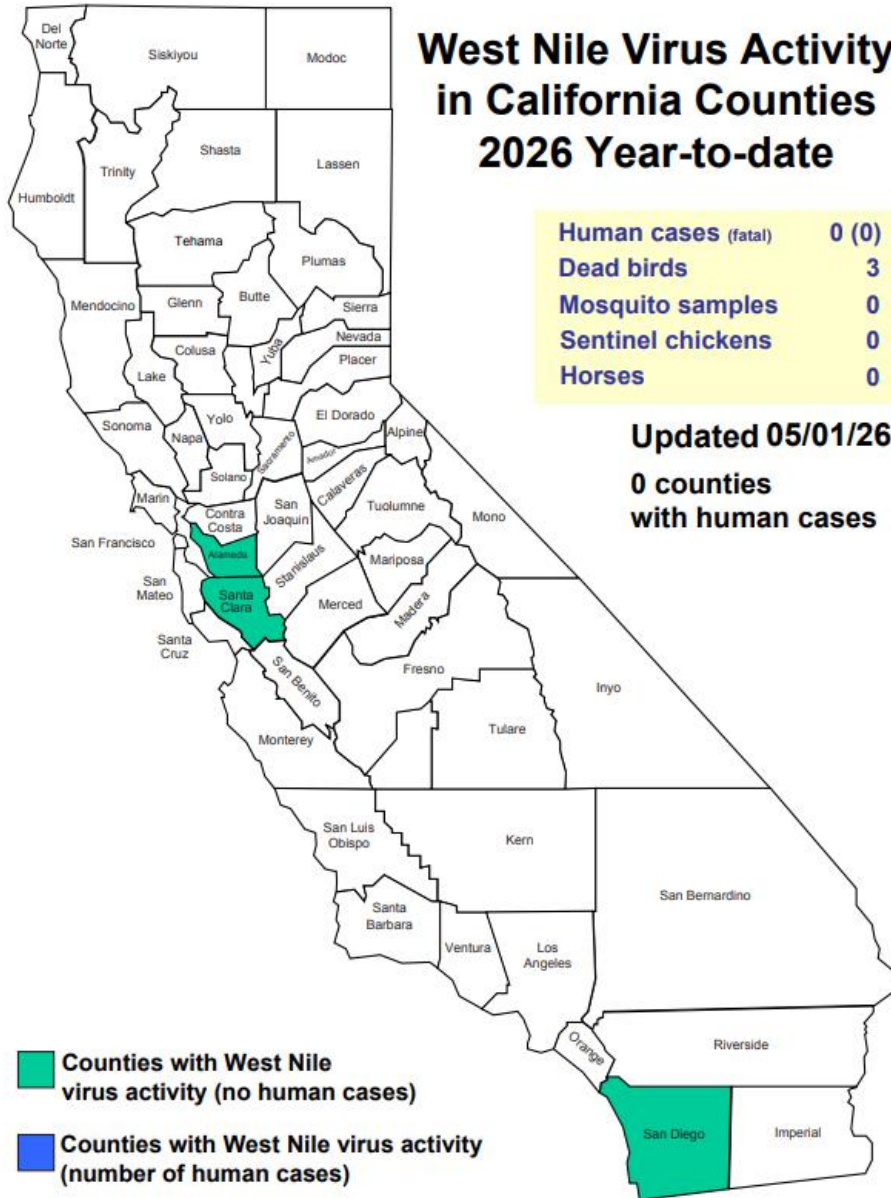
Attachment #2

West Nile Virus Activity in California Counties 2026 Year-to-date

Human cases (fatal)	0 (0)
Dead birds	3
Mosquito samples	0
Sentinel chickens	0
Horses	0

Updated 05/01/26

0 counties
with human cases



	Humans	Horses	Dead Birds	Dead Squirrels	Mosquito Pools	Sentinel Chickens
2004	7	18	118	0	1	50
2005	25	7	79	0	4	15
2006	34	0	40	1	1	49
2007	16	0	27	0	5	32
2008	6	0	38	0	5	31
2009	2	0	13	0	5	36
2010	1	1	6	1	7	7
2011	3	0	0	0	1	20
2012	10	2	53	2	27	43
2013	24	0	42	1	38	57
2014	25	0	22	0	43	37
2015	55	0	38	0	101	37
2016	21	0	22	0	48	38
2017	3	0	5	0	49	31
2018	12	0	4	0	49	37
2019	5	0	1	0	45	34
2020	4	1	4	0	31	23
2021	12	0	2	0	80	26
2022	3	0	2	0	39	26
2023	18	1	2	0	70	31
2024	12	0	4	0	70	28
2025	3	0	0	0	28	14
2026	0	0	0	0	0	0
Totals	302	30	522	5	747	705

Butte County Mosquito and Vector Control District

POLICY MANUAL

POLICY TITLE: Artificial Intelligence (AI)
POLICY NUMBER: 7228

7228.1 Butte County Mosquito and Vector Control District (District) recognizes that Artificial Intelligence (AI) tools can enhance service quality and operational efficiency. This policy establishes guidelines for the responsible, ethical, and secure use of AI as well as defines acceptable and unacceptable use of AI. It aims to enhance operational efficiency and innovation while safeguarding data privacy, public trust, and legal compliance.

7228.2 This policy applies to all District employees, Trustees of the Board, vendors, contractors, and volunteers.

7228.3 Examples of AI tools include, but are not limited to, ChatGPT, Microsoft Copilot, Google Gemini.

7228.4 The following principles must be followed when using AI:

7228.4.1 Accountability: Human oversight is required for all AI assisted decisions. AI generated products (i.e. pictures, reports, statistics, etc..) must be reviewed by an individual to ensure information was not taken from copyrighted materials off the web and products of AI do not infringe copyright or other intellectual property laws such as patent, trademark, or trade secret laws.

7228.4.2 Transparency: AI usage must be documented and explainable to the extent practical. District personnel must understand how AI outputs are generated and the limitations of those outputs.

7228.4.3 Security and Privacy: AI systems must protect District data, infrastructure, and privacy obligations. AI systems must not introduce unacceptable cybersecurity risks.

7228.4.4 Reliability: AI outputs must be validated prior to operational use. Users must verify the accuracy and relevance of AI-generated information.

7228.5 Acceptable Use: District personnel may use AI tools for the following purposes:

- Drafting administrative documentation
- Research and information summarization
- Data analysis or operational insights
- Software development assistance
- Non-sensitive operational support

All AI-generated outputs must be reviewed and validated by District personnel prior to use in official communications or operational decisions. Employees remain responsible for the content and outcomes produced using AI tools.

7228.6 Prohibited Use: District personnel shall not:

- Enter confidential or sensitive District data into public AI platforms.
- Upload internal documents containing restricted information to AI services without management approval.
- Use AI systems to make automated decisions affecting personnel, regulatory enforcement, or public services without human oversight.
- Use AI for deceptive, fraudulent, or unethical purposes.
- Unauthorized access to systems or data using AI.
- Use of AI for surveillance without legal authorization.
- Using AI for unlawful, harmful, or discriminatory purposes.

7228.7 Data Protection Requirements: To prevent unauthorized data disclosure, the following information shall not be entered into AI systems:

- Personally identifiable information: Names combined with Social Security numbers, driver's license numbers, physical address, phone number, and/or medical records.
- Confidential personnel and resident records: Performance evaluations, disciplinary actions, and private information about District employees or residents.
- Sensitive financial records: Credit card details, bank account numbers, and tax information.
- Legally protected information: Attorney-client privileged documents, pending litigation records, investigative records, attorney work product, or information protected under HIPAA or state privacy laws.
- Non-public records: Pre-decisional communications and other information that has not yet been released to the public under public records requests.
- Proprietary information: Trade secrets not available to the public, proprietary software code, and security protocols for infrastructure, such as but not limited to internal cybersecurity configurations, network diagrams, security incidents or vulnerability information.

When uncertainty exists regarding the sensitivity of information, employees must consult with members of management prior to using AI tools.

2025-2026
Items surplus to need/broken/obsolete

	Acquisition Date	Useful Life	Description	Purchase Price	Reason
Shop Equipment					
	4/20/2020	5 years	TriMark Ice Maker	\$ 2,768.90	Ice machine for Oroville staff, replaced.
Aircraft					
	12/26/2007	10 years	Free Flight 3000 Tri 40 System	\$ 4,242.27	Unit malfunctioned, replaced.
Vehicles					
	11/15/2010	7 years	2011 Chevrolet Equinox	\$ 26,264.79	Item surplusd in September 2025.



COUNTY OF GLENN
CLERK OF THE BOARD OF
SUPERVISORS

Willows Memorial Hall, 2nd Floor
525 West Sycamore Street, Suite B1
Willows, CA 95988

SCOTT H. DE MOSS
Clerk of the Board of Supervisors

ANGELA LOPETEGUY, ASA I - Deputy Clerk
LONDRA LOPEZ-RENTERIA, ASA I - Deputy Clerk

April 15, 2026

Hank Irick
8010 Road 19
Hamilton City, CA 95951

RECEIVED
APR 20 2026

BY:

RE: APPOINTMENT CONFIRMATION TO BUTTE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

Dear Mr. Irick,

Please be advised that on April 14, 2026, the Glenn County Board of Supervisors approved your appointment to Butte County Mosquito and Vector Control District to serve a two-year term to expire on April 14, 2028.

Congratulations on your appointment and thank you for your interest in serving our community. Please contact Matthew Ball at 530-533-6038 with any questions.

Sincerely,

Alondra Lopez-Renteria

Alondra Lopez-Renteria, ASA I - Deputy Clerk