

Regular Minutes of the Board of Trustees of the Butte County Mosquito and Vector Control District Meeting held February 8, 2017

Members Present: Secretary A. Thomas Anderson, Gordon Andoe, President Dr. Albert Beck, Jack Bequette, Bruce Johnson, Vice President Dr. Larry Kirk, Assistant Secretary Bo Sheppard, and Dr. Tom Vickery.

Members Excused: Dr. Suzanne Hanson, Melissa Schuster, and Carl Starkey.

Members Absent: None.

Also Present: District Manager Matt Ball and Assistant Manager Doug Weseman.

1. The Regular Meeting of the Board of Trustees of the Butte County Mosquito and Vector Control District held on February 8, 2017, at 5117 Larkin Road, Oroville, CA 95965-9250.
2. The February 8, 2017, Butte County Mosquito and Vector Control District regular meeting of the Board of Trustees was called to order at 6:30 PM by President Beck.
3. Seeing and hearing no persons wishing to address the Board on items not on the agenda, President Beck proceeded to request approval of the minutes.
4. After review it was then moved by Member Bequette, seconded by Member Sheppard, and passed unanimously to approve the minutes of the Board of Trustees meeting held January 11, 2017, as written.
5. No closed session matters.
6. Reports (6.1 – 6.2)
- 6.1 Under item 6.1 of reports, District Manager's Report, the District Manager reported the on January 12, 2017, the District completed the monthly staff meeting and all vehicle inspections. The District's Safety Committee also met on this date.

The District was closed on January 16, 2017, in observation of Martin Luther King, Jr. Day.

On January 17, 2017, District staff attended a WebEx conference call and presentation with Leading Edge and Associates to discuss, plan, and review the District's MapVision 2.0 project.

On January 24, 2017, all District permanent full-time employees except for one, attended the VCJPA's defensive drivers training class. This class is over an hour of classroom training as well as a live ride along. The one employee that missed the training will take the training when VCJPA provides this service to the Seasonal employees. This service is free of charge to District.

On January 25, 2017, the District Manager met with Shannon Thomson Longmire of Aflac to discuss the District's account and various supplemental insurance coverages. Shannon is the District's new Aflac representative.

On January 31, 2017, the District's Safety Committee completed a revised and updated version of the District's Injury Illness Prevention Program and Safety Supplement Programs. The committee has worked on this for the past several years. The draft is being finalized and will be before the Board at the March meeting.

On February 2, 2017, the District Manager and Assistant Manager attended the Sac Valley Regional meeting in Colusa. The region discussed the upcoming MVCAC Board action items, MVCAC dues increase, CE training, organic crop issues, and heard reports from MVCAC committees.

On February 7, 2017, the District Manager and Member Sheppard attended the MVCAC Legislative Day in Sacramento.

The District Manager provided an update on the new administration building project and asked if the Board would mind delaying the commencement of the project until after the 2017 mosquito season. The Board agreed to delay the project until after mosquito season.

All Butte County MVCD Board of Trustees will need to attend and complete AB 1825 / AB 1661 Sexual Harassment Prevention Training. The District has purchased a DVD and is in the process of reviewing the material and making copies. For Trustees that wish to attend a training at the District, please contact the District Manager to schedule a time for the presentation.

- 6.2 Under item 6.2 of reports, Department's Report, the District Manager reported that tick surveillance has continued and tick flagging has yielded *Ixodes pacificus* and *Dermacentor occidentalis* in areas of the District (Upper Bidwell and Lake Oroville areas). *Ixodes pacificus* and *Dermacentor occidentalis* populations have increased over the past month. 108 Tick pools have been submitted to Placer MVCD thus far with 16 pools testing positive for either *Borellia burgdorferi* or *Borellia miyamotoi*. 13 positive pools were collected from Bidwell Park, 2 from Lime Saddle, and 1 from Loafer Creek. The District's New Jersey light traps and gravid traps have been serviced and scheduled to be set up for operation around the first week of April. The sentinel chickens are scheduled to arrive sometime in mid April. Yellow jacket surveillance and CO2 trapping will commence when populations and climate conditions warrant.

No additional 2016 West Nile virus (WNV) activity has been reported within the District's service area over the past month. No WNV activity has been reported within the District's service area or within the state for 2017.

The District's four indoor fish tanks have continued to produce a high volume of fry. The tanks are producing over 1800 fry per month. The Vector Ecologist / Fish Biologist will continue to test the tanks for optimal production. The public mosquitofish tanks will be placed in the field the later part of April or early May.

Mosquito and Vector Control Specialists (Specialists) have commenced with winter/spring flood water mosquito surveillance in rock pits, dredger pits, flood water areas and urban sources. Specialists have also continued with annual training, calibration, maintenance, required annual reading, and winter compound projects. Specialists are progressing towards completing "Mosquito Readiness." Several winter projects have been completed and many more are currently in progress.

The District's Air Operations is continuing annual maintenance on the three District aircraft and loader truck. All three aircraft are having SatLoc G4 GPS units installed and the pilot is having to retrofit and/or create new dash boards to accommodate the new equipment.

The Public Relations (PR) Department is currently preparing for the upcoming public relations season. The PR Department is reviewing and updating (if needed) the District's website, brochures, photo and video files, and other informational documents. The District now has a mobile friendly website. Several public events are slated for the near future. The District has already conducted several interviews on local news channels and newspapers.

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

7. Policy Matters (7.1 - 7.3)

- 7.1 Under item 7.1 of policy matters, the Board was asked to consider an amendment to Operations Policy, Policy #3090, Records Retention. The Fair Political Practices Commission requires the original Form 700 that are not forwarded to the FPPC be retained for seven years (Sec. 81009). The District's current policy requires permanent retention. It was then moved by Member Sheppard, seconded by Member Anderson, and passed unanimously to approve the amendment to Operations Policy, Policy #3090, Records Retention.
- 7.2 Under item 7.2 of policy matters, the Board was asked to consider amendments and additions to Board Policy, Policy #1080, or adopting Rosenberg's Rules of Order. After a brief discussion it was then moved by Member Vickery, seconded by Member Sheppard, and passed unanimously to approve the amendments and additions to Board Policy, Policy #1080 and not to adopt Rosenberg's Rules of Order.
- 7.3 Under item 7.3 of policy matters, the Board was asked to consider amendments to Personnel Policy, Policy #7016, Meal and Rest Periods. A new Supreme Court ruling has changed the landscape of meal and rest periods. The Board reviewed a memo from the District's legal counsel and recommendation. It was then moved by Member Kirk, seconded by Member Bequette, and

passed unanimously to approve the amendments to Personnel Policy, Policy #7016, Meal and Rest Periods.

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

8. Under topic of the month, the District Manager discussed overwintering *Anopheles freeborni*.
9. After reviewing the demands made upon the District for the past month it was then moved by Member Anderson, seconded by Member Sheppard, and passed unanimously to authorize checks numbered 41353 and 41503 be signed and distributed. Expenditures for the month totaled \$207,409.47
10. Under personnel, the District Manager reported that Regional Supervisor Jim Richards has announced and the District has accepted his retirement notice. Jim will retire and separate from employment with the District effective December 30, 2017. The District will be posting a job opening on Thursday, February 9, 2017.
11. No items of correspondence.
12. Under other business, the District Manager explained that one of the two Toyota trucks that were ordered in July of 2016 has arrived. The cost of the two trucks is \$295.28 over the quoted amount that the Board approved in July of 2016 due to the fact that the dealership could no longer get 2016 trucks. The Board directed staff to purchase the 2017 Toyota trucks with the increased costs.
13. No persons wishing to address the Board pertaining to closed session matters.
14. No closed session items.
15. President Beck announced adjournment at 7:19 PM and concluded by stating that the next regular meeting of the BCMVCD Board of Trustees would meet at 6:30 PM on March 8, 2017, at the Chico Substation's Board Room at 444 Otterson Drive, Chico, CA 95928.

Approved as written at the Board of Trustees meeting held March 8, 2017.

Respectfully submitted,

A. Thomas Anderson,
Secretary