

Regular Minutes of the Board of Trustees of the Butte County Mosquito and Vector Control District Meeting held March 13, 2019

Members Present: Secretary A. Thomas Anderson, Gordon Andoe, President Dr. Albert Beck, Bruce Johnson, Vice President Dr. Larry Kirk, Steve Ostling, Melissa Schuster, Assistant Secretary Bo Sheppard, Carl Starkey, and Dr. Tom Vickery.

Members Excused: Phil LaRocca.

Members Absent: None.

Also Present: District Manager Matt Ball, Assistant Manager Doug Weseman, and Office Managers 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 March 13, 2019, at 444 Otterson Drive, Chico, CA 95928.
2. The March 13, 2019, 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 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 Vickery, seconded by Member Kirk, and passed unanimously to approve the minutes of the Board of Trustees meeting held February 13, 2019, as written with members Andoe and Starkey abstaining due to their excused absences.
5. No closed session matters.
6. Reports (6.1)
- 6.1 Under item 6.1 of reports, District Manager's Report, the District Manager reported that the District was closed on February 18, 2019, in observance of President's Day.

On February 26, 2019, the District Manager met with Dane Wadle of the California Special District's Association (CSDA) to discuss legislation, regulations, and to receive an update on CSDA projects and actions.

On February 28, 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 Manager submitted the District's NPDES Annual Report. Deadline for the report is March 1 of each year.

On March 4, 2019, the District Manager met with newly appointed Trustee Phil LaRocca and provided a tour of the Oroville facility.

On March 5, 2019, the District Manager met with a representative from Aflac to discuss open enrollment and gap coverage insurance. Also on this date, District staff attended a webEx conference call and meeting with Leading Edge and Associates to discuss MapVision and recommend several changes.

On March 6, 2019, the District Manager attended the MVCAC Legislative Committee meeting. The committee reviewed all legislative bills that can be related to mosquito surveillance and control operations and took a position on each bill.

On March 7, 2019, the District Manager and Office Manager attended the VCJPA Annual Conference. The conference was informative and educational. The District Manager provided a brief verbal report.

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

7. Policy matters (7.1 – 7.6)
- 7.1 Under item 7.1 of policy matters, the Board was asked to consider changing the start time for the regular meeting of the Board of Trustees. At the regular meeting of the Board of Trustees on February 13, 2019, President Beck asked that this item be considered at the March 13, 2019, Board meeting. The Board considered if it wished to start the meetings at 4:00 PM instead of 6:30 PM and to confirm the day of the week. After some discussion, it was moved by Member Andoe, seconded by Member Kirk, and passed unanimously to change the start time of the regular

meeting of the Board of Trustees from 6:30 PM to 4:00 PM and to keep the meetings on the second Wednesday of each month.

- 7.2 Under item 7.2 of policy matters, the District Manager reported that per the conditions of the Employment Agreement between the District and District Manager, the manager must remind and request an annual performance evaluation. The employment agreement states, "3. *The Board shall, in April of each year of the Agreement term, meet and confer with the Manager on the issue of his job performance. The Board shall prepare a written evaluation of the Manager's performance, which shall be delivered to, and discussed with, the Manager.*" The Board and District Manager will meet in closed session at April's Board Meeting to discuss the evaluation. At the June 14, 2017, regular meeting of the Board of Trustees, the Board unanimously approved to discontinue the use of the District Manager evaluation form and to again verbally discuss the District Manager's performance during closed session at which point, a Trustee will be appointed to draft a letter summarizing the verbal evaluation for the District Manager. No action taken, nor needed.
- 7.3 Under item 7.3 of policy matters, the Board was asked if it would like to extend the current employment agreement with the District Manager. Should the Board want to proceed, the consideration for a one-year contract extension will be held during the April Board meeting. Per the conditions of the Employment Agreement between the District and District Manager, the manager must request a one-year contract extension. No action taken, nor needed at this time.
- 7.4 Under item 7.4 of policy matters, the Board was asked to consider a purchase agreement between Adapco and the District. The District's previous purchase agreement expired January 1, 2019. It was then moved by Member Anderson, seconded by Member Schuster, and passed unanimously to approve the purchase agreement between Adapco and the District.
- 7.5 Under item 7.5 of policy matters, the Board was asked to consider a special service agreement between Ron O'Hanlon and Associates and the District. It was then moved by Member Vickery, seconded by Member Sheppard, and passed unanimously to approve the special service agreement between Ron O'Hanlon and Associates and the District.
- 7.6 Under item 7.6 of policy matters, the Board was provided time to complete the Form 700 Statement of Economic Interest as required by the Fair Political Practices Commission.
8. Under topic of the month, the District Manager provided a report on *Bacillus thuringiensis israelensis* (BTI) and discussed the various formulations, residual length, and application sites.
9. After reviewing the demands made upon the District for the past month it was then moved by Member Sheppard, seconded by Member Anderson, and passed unanimously to authorize checks numbered 46108 through 46205 be signed and distributed. Expenditures for the month totaled \$217,695.65.
10. No personnel items to report.
11. Under correspondence, the Board reviewed letters from District Manager Matthew C. Ball to the Board of Trustees as well as letters from the Butte County Board of Supervisors, city of Biggs, and the town of Paradise.
12. Under other business Member Sheppard commented on the quality of the BCSD general meeting and encouraged more members of the Board to attend future meetings.
13. No closed session matters.
14. President Beck announced adjournment at 7:14 PM and concluded by stating that the next regular meeting of the BCMVCD Board of Trustees would meet at 4:00 PM on April 10, 2019, at the Oroville Headquarters Board Room at 5117 Larkin Road, Oroville, CA 95965-9250.

Approved as written at the Board of Trustees meeting held April 10, 2019.

Respectfully submitted,

A. Thomas Anderson,
Secretary