

***Regular Minutes of the Board of Trustees of the Butte County Mosquito and Vector Control  
District Meeting held April 10, 2019***

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

**Members Excused:** Vice President Dr. Larry Kirk.

**Members Absent:** None.

**Also Present:** District Manager Matt Ball, Assistant Manager Doug Weseman, Office Managers Maritza Sandoval and Darlene Starkey, and Priscilla Báez of Cal OES Health and Social Services.

1. The Regular Meeting of the Board of Trustees of the Butte County Mosquito and Vector Control District held on April 10, 2019, at 5117 Larkin Road, Oroville, CA 95965-9250.
2. The April 10, 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. Under persons wishing to address the Board on items not on the agenda, Priscilla Báez of Cal OES Health and Social Services introduced herself and the District Manager introduced the District's newest appointed Trustee, Phil LaRocca. 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 Sheppard, and passed unanimously to approve the minutes of the Board of Trustees meeting held March 13, 2019, as written with member LaRocca abstaining due to his excused absence.
5. No closed session matters.
6. Reports (6.1 – 6.3)
- 6.1 Under item 6.1 of reports, District Manager's Report, the District Manager reported that on March 14, 2019, the District completed the monthly staff meeting and all vehicle inspections. The District's Safety Committee also met on this date.

On March 25, 2019, the District Manager met with a new representative of Central Life Sciences to discuss products, availability, and prices. Also on this date, administrative staff attended a WebEx conference call with Leading Edge and Associates to discuss MapVision 2.0.

On March 27, 2019, the District had its annual compliance inspection performed by the California Department of Public Health Services. The District passed the inspection with high marks and compliments regarding the District's programs.

On March 28, 2019, the District Manager attended the Sac Valley Region meeting via conference call and Zoom online meeting. The region discussed the upcoming MVCAC Board meeting action items, reviewed MVCAC committee reports, and heard reports from CDPH, industry, and other districts. Also on this date, the District Manager attended the monthly Comanche Creek meeting. The group discussed current and ongoing projects, provided timelines for future projects, and provided reports regarding the Phase #2 project.

On April 1, 2019, the District was closed in observance of Cesar Chavez day. Also as of this date, the District has received 100% reimbursement for all 2018 outstanding invoices for charges for services the District provided.

On April 2, 2019, the District passed a five-year air compressor inspection conducted by a contractor of the VCJPA.

On April 3, 2019, the District Manager received a call from Tim Bennett of Central Life Sciences. Mr. Bennett stated that the District was being donated 15,000 briquettes to aid the District in controlling mosquitoes within the Camp Fire burn area.

- 6.2 Under item 6.2 of reports, the 2018/2019 Fiscal Budgets Reports, the District Manager reported on the 2018/2019 3<sup>rd</sup> quarter fiscal budgets. The District Manager reported that the District had expended 71.3% of Salaries and Wages, 72.1% of Services and Supplies, 112.8% of Capital Outlay, for an overall expended percentage of 73.6%. The District Manager then reviewed the revenues and the Hamilton City fiscal report and explained some expenditures.

- 6.3 Under item 6.3 of reports, the Assistant Manager reviewed the District's 2019 1<sup>st</sup> quarter newsletter. The Board was pleased with the newsletter. The Board directed staff to inform those working in the Camp Fire area to the dangers of ticks.

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

7. Policy matters (7.1 – 7.4)

- 7.1 Under item 7.1 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 Anderson, seconded by Member Johnson, and passed unanimously to approve the four letters and two MOUs and authorized staff to send when appropriate.
- 7.2 Under item 7.2 of policy matters, the District Manager asked the Board to consider approving amendments and corrections to Policy 1040, Policy 3025, Policy 3030, Policy 3045, Policy 3090, Policy 7090, Policy 7130, Policy 7150, and Policy 7255. It was then moved by Member Schuster, seconded by Member Johnson, and passed unanimously to approve all the suggested amendments and corrections to the District's Policy Manual.
- 7.3 Under item 7.3 of policy matters, the Board was asked to consider adoption of Resolution #19-02. Resolution #19-02 signifies and makes official the change of the start time of regular meeting of the Board of Trustees from 6:30 PM to 4:00 PM. Regular meeting of the Board of Trustees will continue to be held on the second Wednesday of each month. It was then moved by Member Vickery, seconded by Member LaRocca and passed unanimously to adopt Resolution #19-02.
- 7.4 Under item 7.4 of policy matters, the Board was asked to consider adoption of Resolution #19-03, a Resolution of Appreciation for Meritorious Service to the Citizens of Butte County and Hamilton City for Darlene L. Starkey. The Board publically applauded and thanked Darlene for her 32 years of service. It was then moved by Member Sheppard, seconded by Member Johnson, and passed unanimously to adopt Resolution #19-03.
8. Under topic of the month, the District Manager provided a report on Bacillus sphaericus 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 Anderson, seconded by Member Starkey, and passed unanimously to authorize checks numbered 46206 through 46294 be signed and distributed. Expenditures for the month totaled \$168,153.56.
10. No personnel items to report.
11. Under correspondence, the Board reviewed a letter from District Manager Matthew C. Ball to Senator Nielsen.
12. Under other business the District Manager continued to discuss the current challenges locating and treating all the mosquito-breeding sources within the Camp Fire burn area. The District Manager also thanked Central Life Science for their generous donation to assist with the Camp Fire treatments. Member Sheppard requested the Board consider having all Board meetings at the Oroville office. President Beck directed the Manager to have this item on the May agenda.
13. No persons wishing to address the Board on closed session matters.
14. Closed session (14.1 – 14.2)
- 14.1 Under closed session matters 14.1, President Beck 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 5:00 PM and returned on the record / back in session at 5:19 PM. President Beck 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. President Beck stated that a letter would be submitted to the District Manager for inclusion into the District Manager's personnel file.
- 14.2 Under closed session matters 14.2, 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 Sheppard, and passed unanimously to approve a one-year contract extension. President Beck 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 #10.

15. President Beck announced adjournment at 5:20 PM and concluded by stating that the next regular meeting of the BCMVCD Board of Trustees would meet at 4:00 PM on May 8, 2019, at the Chico Substation's Board Room at 444 Otterson Drive, Chico, CA 95928.

Approved as written at the Board of Trustees meeting held May 8, 2019.

Respectfully submitted,

James Bo Sheppard,  
Assistant Secretary