

***Regular Minutes of the Board of Trustees of the Butte County Mosquito and Vector Control District Meeting held May 12, 2021***

**Members Present:** President Dr. Albert Beck, Michael Barth, Bruce Johnson, Vice President Dr. Larry Kirk, Philip LaRocca, Steve Ostling, Secretary Bo Sheppard, and Carl Starkey.

**Members Excused:** Assistant Secretary Melissa Schuster

**Members Absent:** None.

**Also Present:** District Manager Matt Ball, Assistant Manager Doug Weseman, Office Manager Maritza Sandoval, Vector Ecologist / Fish Biologist Ryan Rothenwander, and Office Assistant Sara MacKenzie.

1. The Regular Meeting of the Board of Trustees of the Butte County Mosquito and Vector Control District held on May 12, 2021, was live streamed via Zoom at: <https://us02web.zoom.us/j/6414173404>.
2. The May 12, 2021, 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 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 Sheppard, seconded by Member Ostling, and passed unanimously to approve the minutes of the Board of Trustees meeting held April 14, 2021, as written.
5. No persons wishing to address the Board on closed session matters.
6. No closed session matters.
7. Reports (7.1 – 7.2)
- 7.1 Under item 7.1 of reports, District Manager's Report, the District Manager reported on April 15, 2021, 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 and Office Manager continued and completed interviews with applicants for the District's Office Assistant position.

On April 16, 2021, the District Manager attended the biweekly MVCAC Legislative and Regulatory conference call. The meeting discussed pending and drafted legislative bills, the state budget, COVID-19 issues, and reviewed a few regulatory issues.

On April 20, 2021, the District Manager attended via Zoom the MVCAC Executive Board meeting. This monthly meeting is where all member district managers attend to discuss legislation, action items of the MVCAC, plan, and discuss challenges for the upcoming season.

On April 21, 2021, the District Manager and Office Manager attended a CSDA webinar on human resource boot camp. Also on this date, the District Manager met and walked the site with Rod of Franklin Construction Inc. to prepare for the asphalt project.

On April 22, 2021, the District Manager and Office Manager attended the last day of the CSDA webinar on human resource boot camp.

On April 26, 2021, the District's management team attended cyber security training provided by Matsom and Isom.

On April 29, 2021, the District's management team attended Teams by Windows 365 training provided by Matsom and Isom.

On May 4, 2021, the District's management team held a pre-season meeting to discuss treatment thresholds, seasonal employee staffing, and COVID policies and procedures.

On May 6, 2021, the District had its CDPH Cooperative Agreement compliance inspection. During the time of the meeting, the District Manager will report on the inspection.

Currently, the District is still following all the procedures, protocols, and worker protection policies reported to the Board in April 2020. The District offices are still closed to the public, but have 2 locations to pick up mosquitofish, answering any and all service requests, and providing all

services as normal. District continues to be on good supply of personal protective equipment and sanitization products.

The District Manager continues to follow the Butte County Public Health Department's Public Health Officer's guidance and recommendations and is monitoring the Governor's daily press conferences. The District received detailed guidance for employers regarding COVID-19 infections and exposures. The District's current procedures and policies are in place to minimize the loss of the District's workforce.

The District has experienced employees missing work due to isolation/quarantine orders as well as COVID positive case(s). Due to the District's proper practices such as masks, sanitization efforts, and social distancing, no other employees have missed work due to workplace exposures as of today.

The Board discussed COVID-19 moving forward, considerations such as the June's Board meeting, District office closure, and employee worker protection policies. The consensus of the Board was to keep the District offices closed to the public with limited access, to continue to operate under the procedures and policies that have been followed the past thirteen months, and to continue to host the Board meetings remotely. The District will reassess these procedures next month.

The District Manager reported, that the District received payment for the one invoice that remained unpaid for 2020 aerial treatments as reported in the April board meeting, Invoice BU-20-00087 in the amount of \$1,792.43. The invoiced is Jason Markstein, of North Fork Ranch.

- 7.2 Under item 7.2 of reports, the department reports, the District Manager reported, the tick surveillance has now ceased for the season. Tick surveillance will again commence in the fall of 2021. A total of 416 tick pools have been submitted to Placer MVCD for the 2020/2021 tick season. In summary, 19 pools tested positive for the presence of *B. burgdorferi* and 31 pools tested positive for the presence of *B. miyamotoi*. No pools tested positive for both *B. burgdorferi* and *B. miyamotoi*. Areas where pools were collected include, Bidwell Park, Lime Saddle, Lake Wyandotte, and Loafer Creek. The District's New Jersey light traps were placed and operational on April 13, 2021. The District's gravid traps were placed and started operating on April 12, 2021. Trap numbers for species of concern are attached. The sentinel chickens arrived and were placed in their coops on April 22, 2021. CO2 trapping has commenced.

No West Nile virus (WNV) activity has been reported within the District's service area in 2021. WNV has not been identified in California to date.

The District's four indoor fish tanks are operational. Currently, three tanks are working as rearing tanks with another tank holding the fry from the rearing tanks. Fry numbers continue to increase. The Vector Ecologist / Fish Biologist will continue to test the tanks for optimal production. The public mosquitofish tanks will be placed towards mid-May.

Mosquito and Vector Control Specialists (Specialists) have continued with winter/spring flood water mosquito surveillance in rock pits, dredger pits, flood water areas, and urban sources. Camp Fire surveillance and control continues. Specialists have completed the first round of storm drain treatments. Specialists have also continued with annual training, calibration, maintenance, required annual reading, and winter compound projects. Service requests for inspections, fish, and treatments have increased dramatically over the past month.

The District's Air Operations is continuing annual maintenance on the three District aircraft and loader trucks. All three aircraft are nearly ready for mosquito season. The new loader truck is ready. The District's granule ship has already made applications to managed wetlands.

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 mobile friendly website continues to be updated as needed. The District public service announcements began on May 1, 2021, running on radio and television. The District's billboards went up on May 1 as well and will be rotating throughout the county.

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

## 8. Policy matters (8.1 – 8.8)

- 8.1 Under item 8.1 of policy matters, the Board was asked to review the District's Organic Reimbursement Control Program and consider keeping the program as is, amend, or removing the program. After further discussion, it was moved by member Kirk, seconded by member LaRocca,

and passed unanimously to amend the District's Organic Reimbursement Control Program from one larvae per dip on three or more acres to three larvae per dip on three or more acres.

- 8.2 Under item 8.2 of policy matters, the Board was asked to review and consider the enclosed 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 moved by Member LaRocca, seconded by Member Barth, and passed unanimously to authorize District staff to make amendments to letters and MOUs to reflect item 8.1 and mail when appropriate.
- 8.3 Under item 8.3 of policy matters, the Board was asked to consider approving amendments to Personnel Policies; Policy #7030, Military Leave, Policy #7035, Pregnancy Disability Leave, Policy #7040, Sick Leave, and to delete Policy #7055, Disability Leave. Senate Bill 1383, expands California Family Rights Act (CFRA) to any employer with 5 or more employees. These policies have been reviewed by the District's legal counsel and recommended. It was moved by Member Sheppard, seconded by Member Barth, and passed unanimously to make amendments to Personnel Policies, Policy #7030, #7035, #7040, #7045, and to delete #7055.
- 8.4 Under item 8.4 of policy matters, the Board was asked to consider changing the location of the regular meeting of the Board of Trustees to the Chico substation. At the regular meeting of the Board of Trustees on April 14, 2021, the Board of Trustees asked that this item be considered at the May 12, 2021, Board meeting. It was moved by Member Kirk, seconded by Member Barth, and passed unanimously to change the location for all the regular meetings to be at Chico substation.
- 8.5 Under item 8.5 of policy matters, the Board was asked to consider adoption of Resolution No. 21-04. Resolution No. 21-04 signifies and makes official the change of the location of regular meeting of the Board of Trustees to the Chico substation. It was moved by Member LaRocca, seconded by Member Starkey, and passed unanimously to adopt Resolution No. 21-04, a resolution changing the board meeting location.
- 8.6 Under item 8.6 of policy matters, the Board was asked to consider approving changes to Board Policy, Policy #1040, Board of Trustees. The change signifies and makes official the change of the location of regular meeting of the Board of Trustees to the Chico substation. It was moved by Member Sheppard, seconded by Member Johnson, and passed unanimously to make changes to Board Policy, Policy #1040, Board of Trustees.
- 8.7 Under item 8.7 of policy matters, the Board was asked to consider a change order with Franklin Construction Inc. in the amount of \$15,100.00 to upgrade and install new storm drains during construction of the front parking repaving project. The District's Capital budget can accommodate this change order. It was moved by Member Starkey, seconded by Member Ostling, and passed unanimously to approve a change order with Franklin Construction Inc. in the amount of \$15,100.00 to upgrade and install new storm drains during construction of the front parking repaving project.
- 8.8 Under item 8.8 of policy matters, the Board was asked to consider reviewing the Hamilton City Benefit Assessment. It was the recommendation of the District Manager to maintain the current level of service provided to Hamilton City based on previous discussions with a representative from Hamilton City and having no complaints from the residents of Hamilton City. It was then moved by Member LaRocca, seconded by Member Barth, and passed unanimously to maintain the current level of service to Hamilton City.
9. Under topic of the month, the District's Vector Ecologist / Fish Biologist, Ryan Rothenwander, provided a presentation on the biology *Aedes sierrensis*.
10. After reviewing the demands made upon the District for the past month, it was then moved by Member Schuster, seconded by Member Ostling, and passed unanimously to authorize checks numbered 49212 through 49314 be signed and distributed. Expenditures for the month totaled \$304,549.90.
11. Under personnel, the District Manager reported that Sara MacKenzie commenced employment as the District's Office Assistant and introduced her to the Board.
12. No correspondence items to report.
13. No other business to report.
14. No persons wishing to address the Board pertaining to closed session matters.

15. No closed session items.
16. President Beck announced adjournment at 4:58 PM and concluded by stating that the next regular meeting of the BCMVCD Board of Trustees would meet at 4:00 PM on June 9, 2021, via Zoom.

Approved as written by the Board of Trustees meeting held on June 9, 2021.

Respectfully submitted,

James "Bo" Sheppard,  
Secretary