

Regular Minutes of the Board of Trustees of the Butte County Mosquito and Vector Control District Meeting held April 13, 2022

Members Present: Michael Barth, Darlene Fredericks, Vice President Dr. Larry Kirk, Bruce Johnson, Assistant Secretary Melissa Schuster, and Secretary Bo Sheppard.

Members Excused: President Dr. Albert Beck, Philip LaRocca, Chuck Reynolds, and Carl Starkey.

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 13, 2022, at 444 Otterson Drive, Chico, CA 95928.
2. The April 13, 2022, Butte County Mosquito and Vector Control District regular meeting of the Board of Trustees was called to order at 4:04 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 Sheppard, seconded by Member Barth, and passed unanimously with Member Johnson abstaining due to his excused absence to approve the minutes of the Board of Trustees meeting held March 9, 2022, 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 10, 2022, the District completed the monthly staff meeting and all vehicle inspections. The District's Safety Committee also met on this date.

On March 15, 2022, District management met with representatives of M&I to discuss the completion of the server migration project, evaluated projects and timeframes, and discussed future projects.

On March 18, 2022, the District Manager attended the MVCAC Legislative Committee biweekly call. The meeting consisted of legislative bill reviews, legislative projects, and regulatory issues.

On March 22, 2022, District management met with representatives of M&I to discuss the completion of the server migration project, evaluated projects and timeframes, and discussed future projects. Also on this date, representatives of Clarke Mosquito Control were at the District to perform annual droplet testing on the District's foggers.

On March 23, 2022, District management met with representatives of Leading Edge and Associates to discuss MapVision, new projects and products, UAS services (drones), and other services provided by Leading Edge.

On March 29, 2022, the District Manager attended MVCAC's Legislative Day and met with Joe Zanze, Legislative Director of Assemblyman James Gallagher cabinet.

The District was closed on March 31, 2022, in observance of Cesar Chavez Day.

On April 5, 2022, District management met with representatives of M&I to conduct the monthly executive business review. Also on this date, the District Manager attended the MVCAC's monthly business meeting. The association recapped Leg Day, reviewed the upcoming spring meeting, and discussed other topics related to the industry.

Over the past month, all licensed staff have continued to attend virtual continuing education courses.

- 7.2 Under item 7.2 of reports, 2021/2022 Fiscal Budgets Reports, the Administrative Manager reported that salaries and benefits category is 69.1% expended, services and supplies category is 90.4% expended, capital outlay category is 19.4% expended. It was then stated that overall expenditures are currently at 74.3% expended and current revenues are at 63.7% received. The Administrative

Manager informed the Board that the District's 2021/2022 3rd quarter expended percentages follow prior year trends, for this time of year.

- 7.3 Under item 7.3 of reports, the Assistant Manager reviewed the District's 2022 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 – 8.4)

- 8.1 Under item 8.1 of policy matters, the Board was asked to consider receiving, reviewing, and ordering posted for 30 days the 2022/2023 preliminary budgets. The District Manager and Administrative Manager reviewed and explained the proposed budgets. It was then moved by Member Sheppard, seconded by Member Fredericks, and passed unanimously with a vote of 6 ayes 0 nays to receive, review, and order posted for 30 days the 2022/2023 fiscal budgets.
- 8.2 Under item 8.2 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 Schuster, seconded by Member Johnson and approved unanimously with a vote of 6 ayes 0 nays to sign the special service agreement between Ron O'Hanlon and Associates and the District.
- 8.3 Under item 8.3 of policy matters, the Board was asked to consider amendments to multiple Board policies; Policy 2140, Employee Files and Policy 2150, Board of Trustees Implementation of Employer-Employee Rules and Regulations. It was moved by Member Johnson, seconded by Member Sheppard, and passed unanimously with a vote of 6 ayes 0 nays to adopt amendments to Board Policies 2140 and 2150 as proposed.
- 8.4 Under item 8.4 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 Johnson, seconded by Member Fredericks, and passed unanimously with a vote of 6 ayes 0 nays to approve the letters and MOUs and authorized staff to send when appropriate.
9. Under topic of the month, the District's 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 Sheppard, seconded by Member Schuster, and passed unanimously to authorize checks numbered 50634 through 50749 be signed and distributed. Expenditures for the month totaled \$288,789.96.
11. No items under personnel to report.
12. No items of correspondence to report.
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 5:33 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 Sheppard, seconded by Member Johnson, and passed unanimously 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. 2.

15. Vice President Kirk announced adjournment at 5:37 PM and concluded by stating that the next regular meeting of the BCMVCD Board of Trustees would meet at 4:00 PM on May 11, 2022, at the Chico Substation's Board Room at 444 Otterson Drive, Chico, CA 95928.

Respectfully submitted,

James "Bo" Sheppard,
Secretary