

**MINUTES OF THE DECEMBER 20, 2016
REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
SACRAMENTO-YOLO MOSQUITO & VECTOR CONTROL DISTRICT**

PLACE: 8631 Bond Road, Elk Grove, CA 95624
TIME: 10:00 a.m.

TRUSTEES PRESENT:

Bruce Eldridge	President	Yolo County
Sean Denny	Vice President	Woodland
Susan Maggy	Secretary	Sacramento County
Christopher Barker		Davis
Craig Burnett		Folsom
Raul DeAnda		West Sacramento
Lyndon Hawkins		Elk Grove
Jayna Karpinski-Costa		Citrus Heights
Raymond LaTorre		Sacramento
Robert McGarvey		Rancho Cordova
Rosemarie Moore		Isleton

TRUSTEES ABSENT:

Frederick Goethel	Galt
Gregory Lanzaro	Winters

LEGAL COUNSEL:

Richard Shanahan

STAFF PRESENT:

Gary Goodman	Manager
Samer Elkashef	Assistant Manager
Janna McLeod	Administrative Manager
Marcia Reed	Program Coordinator
Marty Scholl	Ecological Management Supervisor
Luz Robles	Public Information Officer
Deborah Dritz	Vector Ecologist
Sarah Wheeler	Biologist
Kara Kelley	Microbiologist
Dan Fisher	Information Technology Administrator
Ruben Rosas	GIS Coordinator

CALL TO ORDER

The meeting was called to order at 10:00 a.m. by President Bruce Eldridge.

Roll Call

Trustees Frederick Goethel and Gregory Lanzaro are absent; however, a quorum is present.

Pledge of Allegiance

All phones and electronic devices are requested to be silenced during the meeting.

1. ITEMS FOR APPROVAL BY GENERAL CONSENT

Trustee Karpinski-Costa asked if the VCJPA Retroactive Adjustment check is used to pay the annual premiums. Manager Goodman responded that it is deposited into the Member Contingency Fund and can be applied towards premiums or other fees, or, it can be left in the account to gain interest earnings as VCJPA tends to have higher returns than other District accounts. On a motion by Trustee Karpinski-Costa, seconded by Trustee Denny the Board voted to approve General Consent Items a. through f. The motion passed by the following vote: Ayes: 11, Noes: 0, Absent: 2.

- a. Minutes of the November 15, 2016 Board of Trustees Meeting;
- b. Expenditures for November 2016;
- c. Board Authorization to Grant a Leave of Absence for District Employee Pursuant to Section 6.05(b) of the District Personnel Manual;
- d. Deposit VCJPA Retrospective Adjustment of \$57,736 into District Member Contingency Fund;
- e. Board Consideration of Revised Job Description-Microbiologist;
- f. Board Review and Consideration of Legal Services Agreement Effective January 1, 2017.

2. OPPORTUNITY FOR PUBLIC COMMENT

This item is reserved for members of the public who wish to speak on items not on the agenda.

Ralph Moore thanked President Bruce Eldridge for an outstanding job as Board President for 2016.

3. REPORTS TO THE BOARD

a. Manager's Report:

Manager Goodman provided written and verbal reports. Manager Goodman indicated District staff is working on preparations for the 2017 season with planning, training, and maintenance of equipment. The MVCAC planning session was held on December 1st and 2nd and the discussion centered on legislative and regulatory priorities for the upcoming year. The MVCAC Board approved a dues cap increase from \$8,000 to \$9,000 with an MVCAC Ad-Hoc Committee to develop a more permanent structure. Contracts for the MVCAC Administrators were approved for KP and AMG for a new three year cycle with minor cost of living increases. New vehicles are scheduled to be delivered in four waves with the first due after the new year. Work on the 2017 Fight the Bite contest will begin and an update of the District 5-Year Plan will be presented at the January Board Meeting.

b. Reports from Trustees Attending the MVCAC Planning Session:

Trustee Raymond LaTorre attended the Planning Session and was rather impressed by the various committee members, liaisons and legislative advocates and all of the work that they do to promote the goals and objectives of the agencies participating in MVCAC.

Trustee Christopher Barker attended the Planning Session and would like to see the Ad-Hoc committee for membership dues come up with some kind of COLA-like adjustment for future increases to be applied proportionately to each participating District. He also discussed the topic of Open Data related to the sharing and public access of records across the state.

c. Reports from District Departments: Written reports were provided in the Board packet from each department. Department supervisors gave an oral presentation and were available to answer any questions.

Lab/Surveillance: Lab Director, Paula Macedo provided a written report in the Board packet. Microbiologist Kara Kelley gave a report on tick surveillance, Lyme disease, mosquito pool (sample) testing, dead birds, and the sentinel chicken program. She also discussed resistance testing and a workshop on invasive species that she is working on for the MVCAC Conference. Vector Ecologist, Debbie Dritz gave a report on lab activities including supervising the work of the Lab Technicians, Lab Assistant and Seasonal Helper. She shared before and after pictures of the insectary project and discussed the challenges faced rearing District mosquito colonies throughout the remodel construction and installation of the stand-alone chambers. Biologist, Sarah Wheeler, discussed her work on special projects, newer techniques used in the sampling of birds in the dead bird program, and surveillance efforts for *Aedes* mosquito detection within the District. Sarah then demonstrated a trap prototype that she and Mechanic Ben Weisenberg have been developing for field use that will be able to be built and repaired by in-house staff as opposed to being shipped off for repairs each season.

Ecological Management: Ecological Management Supervisor, Marty Scholl provided a written report in the Board packet.

Biological Control: Fisheries Supervisor, Tony Hedley provided a written report in the Board packet.

Larval and Adult Control: Program Coordinator, Marcia Reed provided a written report in the Board packet.

Geographic Information Systems: GIS Coordinator, Ruben Rosas gave a report on his department activities including expanded capabilities in data analysis, mapping of treatments, swimming pools, service requests and other information and records since the implementation of MapVision. Ruben also took part in processing the data obtained by an aerial survey conducted over a 25 square mile area to assist in the location of unmaintained swimming pools that had not be previously identified as potential mosquito breeding sources.

Public Outreach: Public Information Officer, Luz Robles provided a written report in the Board packet.

Information Technology: Information Technology Administrator, Dan Fisher reported on his department activities including the implementation of the MapVision software program. Dan discussed challenges and improvements since deploying the program in the field. Technicians can now access maps and treatment history in once location. District flip phones have been replaced with smart phones and lap tops. Dan has worked with the developers to address software and hardware issues including writing code and adding 224 different features with more in the works for next year including voice driving directions and bar coding for samples.

Administration: Administrative Manager, Janna McLeod gave an oral report on Administration activities including financial and human resources functions of the District. Ms. McLeod highlighted department accomplishments including the implementation of voluntary additional life, voluntary additional AD&D, and voluntary short term disability insurance. The purchase of new accounting and payroll software was approved in November with an anticipated go live date of July 1, 2017. Assistant Manager, Samer Elkashef also provided an oral report on his activities as Assistant Manager since coming on Board in May of this year. His report included getting to know District operations, the research and purchase of new vehicles and facilities related contracts review. He will be giving an update on the 5-Year Plan at the January Board meeting.

The Board thanked the supervisors for their reports and commended staff for their continued efforts in working together to achieve District goals and objectives.

4. BOARD REVIEW AND DISCUSSION TO INCORPORATE A 401(a) PLAN FROM NATIONWIDE

Manager Goodman presented the item reviewing the actuarial valuation performed by Bickmore. No action was taken by the Board as this is an information only item and will be brought back in January.

5. BOARD/STAFF REPORTS AND REQUESTS

Manager Goodman thanked the employees that gave reports this month.

Trustee DeAnda complimented District staff on their professionalism at meetings and conferences throughout the year.

Trustee Karpinski-Costa mentioned that she would like to see an open house or similar event for the newly elected officials within the District

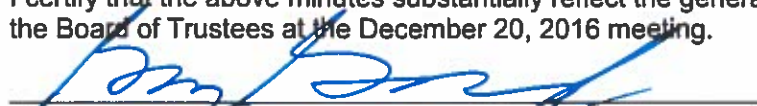
Manager Goodman reviewed the Board Meeting Schedule for 2017

6. ADJOURNMENT

The meeting adjourned at 11:34 a.m.

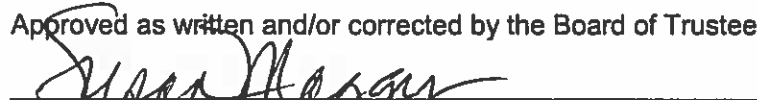
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I certify that the above minutes substantially reflect the general business and actions taken by the Board of Trustees at the December 20, 2016 meeting.



Gary Goodman, Manager

Approved as written and/or corrected by the Board of Trustees at the January 17, 2017 meeting.



Susan Maggy, Board Secretary