

SACRAMENTO-YOLO
MOSQUITO & VECTOR
CONTROL DISTRICT

JANUARY 21, 2020

BOARD OF TRUSTEES
REGULAR MEETING

BOARD PACKET

10:00 A.M.

8631 Bond Road
Elk Grove, CA 95624

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**SACRAMENTO/YOLO MOSQUITO
& VECTOR CONTROL DISTRICT
BOARD OF TRUSTEES REGULAR MEETING**

8631 Bond Road
Elk Grove, CA 95624

**AGENDA
January 21, 2020
10:00 AM**

In compliance with the Americans with Disability Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the District office at (916) 685-1022 or (916) 685-5464 (fax). Requests must be made as early as possible, and at least one-full business day before the start of the meeting. Documents and materials relating to an open session agenda item that are provided to the SYMVCD Board less than 72 hours prior to a regular meeting will be available for public inspection and copying at 8631 Bond Road, Elk Grove, Ca 95624. The documents will also be available on the agency's website at www.fightthebite.net.

CALL TO ORDER:

- **Roll Call**
- **Pledge of Allegiance**

1. Items for Approval by General Consent:

- a. **Minutes of the December 17, 2019 Board of Trustees Meeting**
- b. **Expenditures for December 2019**
- c. **Board Review and Consideration of District Annual Safety Committee Report**
- d. **Board Authorization to Grant a Leave of Absence for District Employee Pursuant to Section 6.05 (b) of the District Personnel Manual**
- e. **Board Consideration of Resolution Honoring Rosemarie Moore for Her Years of Service**

2. Opportunity for Public Comment

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

3. Reports to the Board

- a. **Manager's Report**
- b. **Reports from District Departments**
 - **Information Technology**
 - **Lab/Surveillance**
 - **Ecological Management**
 - **Biological Control**

- Larval and Adult Control
 - Field Supervisor
 - Public Outreach
4. **Board Consideration and Approval of District Officers for President, Vice President, and Secretary and Delegating the Manager to Perform the Responsibilities of the Secretary**
 5. **Board Review of District 5 Year Plan**
 6. **Board Discussion and Consideration of Extension to Vector Disease Control International Contract**
 7. **Closed Session-Public Employee Performance Evaluation (Gov. Code § 54957): Manager**
 8. **Closed Session Conference with District Labor Negotiators (Ad Hoc Committee: (Trustees Burnett, Denny and LaTorre)) - Unrepresented Employee (Gov. Code § 54957.6): Manager**
 9. **Board Review and Consideration for Approval of Amendment to General Manager Employment Agreement**
 10. **Board/Staff General Discussion**
 11. **Adjournment**

Sacramento-Yolo Mosquito and Vector Control District

January 21, 2020 Board Meeting

1. Items for Approval by General Consent:

- a. Minutes of the December 17, 2019 Board of Trustees Meeting;
- b. Expenditures for December 2019;
- c. Board Review and Consideration of District Annual Safety Committee Report;
- d. Board Authorization to Grant an Extension of a Medical Leave of Absence for District employee Pursuant to Section 6.05 (b) of the District Personnel Manual;
- f. Board Consideration of Resolution Honoring Rosemarie Moore for Her Years of Service.

Recommendation:

Approve the Items by General Consent

**MINUTES OF THE DECEMBER 17, 2019
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:

Raymond LaTorre	President	Sacramento
Jayna Karpinski-Costa	Vice President	Citrus Heights
Christopher Barker		Davis
Raul DeAnda		West Sacramento
Sean Denny		Woodland
Bruce Eldridge		Yolo County
Lyndon Hawkins		Elk Grove
Gar House		Winters
Susan Maggy		Sacramento County
Robert McGarvey		Rancho Cordova
Marcia Mooney		Galt

TRUSTEES ABSENT:

Craig Burnett	Folsom
Rosemarie Moore	Isleton

LEGAL COUNSEL:

Jennifer Buckman

STAFF PRESENT:

Gary Goodman	Manager
Samer Elkashef	Assistant Manager
Janna McLeod	Administrative Manager
Marcia Reed	Laboratory Director
Marty Scholl	Ecological Management Supervisor
Luz Robles	Public Information Officer
Kara Kelley	Microbiologist
Sarah Wheeler	Biologist
Garth Ehrke	Field Supervisor
Demetri Dokos	Field Supervisor
Kevin Combo	Field Supervisor
Ryan Wagner	Field Supervisor
Ruben Rosas	GIS Coordinator
Tom Price	Shop Supervisor

CALL TO ORDER

The meeting was called to order at 10:02 a.m. by President Raymond LaTorre.

Roll Call

Trustees Craig Burnett and Rosemarie Moore were absent; however, a quorum was present.

Pledge of Allegiance

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

At this time General Manager Gary Goodman welcomed the Board and all of the Supervisors and staff in attendance. In addition, he announced the appointment of our new Trustee from the city of Galt, Marcia Mooney. Manager Goodman thanked her for her interest in serving on the Board and asked her to introduce herself. Ms. Mooney is a long time resident of Galt having worked in Labor Relations representing both employees and employers. In the past she represented the employees at the San Joaquin Mosquito District. She retired from the State working on the management side. She is interested in Mosquito Control and looks forward to working with the Board.

1. ITEMS FOR APPROVAL BY GENERAL CONSENT

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: 10, Noes: 0, Absent: 2; new Trustee Marcia Mooney abstained from voting on this item.

- a. Minutes of the November 19, 2019 Board of Trustees Meeting;
- b. Expenditures for November 2019;
- c. Deposit VCJPA Retrospective Adjustment of \$58,935 into LAIF;
- d. District Investment Report for Period Ending September 30, 2019;
- e. Board Review and Consideration of Legal Services Agreement Effective January 1, 2020;
- f. Board Authorization to Grant an Extension of a Medical Leave of Absence for District Employee Pursuant to Section 6.05(b) of the District Personnel Manual.

2. OPPORTUNITY FOR PUBLIC COMMENT

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

There were none.

3. BOARD REVIEW AND CONSIDERATION OF CABINETRY FOR LABORATORY RENOVATION

Manager Goodman presented the item and was available to answer questions from the Board. Trustee Barker asked if biosecurity had been considered when selecting the cabinetry and Manager Goodman indicated the cabinetry meets biosecurity standards. On a motion by Trustee Karpinski-Costa seconded by Trustee Denny, the Board voted to authorize staff to work with Steel Sentry to install cabinetry for the laboratory renovation not to exceed \$30,000. The motion passed by the following vote: Ayes: 11, Noes: 0, Absent: 2

4. REPORTS TO THE BOARD

a. Manager's Report:

The year is at an end and staff is preparing for the upcoming 2020 season with planning, training, and maintenance of the equipment. The District posted a recruitment announcement for Field Technician to fill the vacant positions created by recent retirements. The District is continuing to move forward with the relocation of the library and the conversion of the lab PCR room. The project is moving quickly due to the diligent work of staff that has been involved in the project. The MVCAC planning session was held on December 3rd and 4th. The discussion centered on legislative and regulatory priorities for the upcoming year. The MVCAC Board approved the association joining the Vector-Borne Disease Network, a stakeholder group of non-profit organizations focused on supporting vector management as a means to reduce the public health issues caused by arthropod disease vectors. District staff is continuing to work on the five year plan for future activities and direction of the District. Staff will provide an update to the Board in January on the items highlighted in the five year plan.

b. 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: Laboratory Director, Marcia Reed provided a written report. Microbiologist Kara Kelley reviewed her testing data of mosquitoes, dead birds, chickens, and ticks for the season. With West Nile virus activity down this season, there were fewer positive dead birds and mosquito sample pools; however, the amount of samples tested was approximately 5,500 with just over 2 percent of those coming back positive. A total of 5 sentinel chickens tested positive for WNV with 4 of those from the Gibson Ranch flock and 1 from the Knights Landing flock. Tick abundance was up in the areas that we do tick flagging and that may be attributed that to the weather and humidity this past season. Vector Ecologist Deborah Dritz supervises the majority of the Laboratory Technicians in the lab. She reviewed Resistance testing and the colonies of mosquitoes in the Lab used for this testing. Three new colonies were added this season which enables us to test both different species resistance and product efficacy. She also discussed the traps and mapping for the surveillance of *Aedes aegypti* after the first detection, throughout the season and over the winter. Biologist Sarah Wheeler reported on District research and collaborations and played a video illustrating the various studies and activities involved throughout the season.

Ecological Management: Ecological Management Supervisor, Marty Scholl provided a written report.

Biological Control: Fisheries Supervisor, Tony Hedley provided a written report.

Larval and Adult Control: Program Coordinator, Steve Ramos provided a written report. Field Supervisor Garth Ehrke provided an oral report on the South Yolo County crew activities. Service requests for the area were down about 10% with 272 requests. South Yolo County is mostly agriculture with Rice fields being a top concern. Total acreage was down for the year with 9,700 acres including 1900 acres that are organic. The crew responded to 69 positive mosquito pool samples and had 6 positive dead birds this season. Field Supervisor Demetri Dokos reported on his crew assigned to South Sacramento. South Sac technicians performed 21,000 inspections of mosquito development sites, treated over 2,800 of those for over 5,600 acres. South Sacramento had a total of 32 positive mosquito pool samples and 20 dead birds that tested positive for WNV. North Sacramento Field Supervisor Kevin Combo presented a video of his crew in action and included statistics from the year. There were 1861 unmaintained pools in Sacramento County. Technicians conducted 2200 Swimming Pool inspections this season treating 1545 of them. There was 5,796 acres of Rice in the Naomasa area. North crew conducted 17 ULV responses based on 41 West Nile positive mosquito sample pools. *Aedes aegypti* were found in Citrus Heights on

August 29th with 121 treatments performed in response to 65 detections. Ryan Wagner, Field Supervisor of the Catch Basin crew reported on their activities. This year marks 15 years of the Catch Basin program. The crew inspected and/or treated 354,000 catch basins, the highest amount on record. This total is 42,000 more than last year averaging about 3,500 catch basins visited each work day. The technicians assisted in the detection and treatments within the areas of concern for *Aedes aegypti* bringing in over 50 samples to be tested and treating 2000 catch basins.

Geographic Information Systems: Geographic Information Systems Coordinator Ruben Rosas reported on his department activities for the year. He reviewed analysis of data collected for historical abundance numbers that helped to identify areas where WALS applications would be a more effective proactive approach for mosquito control. He also discussed maps, both paper and digital maps that he created to view trap results for invasive mosquitoes. He showed some examples of the inRoute software that was implemented to help techs more easily navigate their runs in the field.

Public Outreach: Public Information Officer, Luz Robles provided a written report.

Shop: Shop Supervisor Tom Price reported on fleet maintenance and other shop activities for the year. Tom shared a video that demonstrated the work that was put in to creating and fabricating various spray equipment and racks for the vehicles and ATVs. The video included a section on a quad that didn't seem like it was repairable; however, Mechanic Don Henson was able to repair it and put it back into use in the field saving the District from having to replace it.

Administration: Administrative Manager Janna McLeod reported on Administrative activities including the Annual District Audit, implementation of the District Financial Accounting and Human Resources software. Training of Supervisors and technicians on the time and attendance component of the software will take place in the first part of the New Year. Assistant Manager Samer Elkashef reported on other Administrative activities including facility maintenance projects that were completed this year, are ongoing and those that are planned for next year.

At this time, Manager Gary Goodman thanked the Supervisors for introducing their staff as a part of their reports and commended everyone for all of their hard work this year including the response to the first detection of *Aedes aegypti* mosquitoes within the District.

5. BOARD/STAFF REPORTS AND REQUESTS

Trustees wanting to attend MVCAC and AMCA should contact staff to arrange conference travel and registration.

The 5-Year Plan and Safety Committee report will be presented at the next Board meeting

Staff and Trustees are completing their updated Anti-Harassment Training

6. ADJOURNMENT

The meeting adjourned at 11:50 am.

* * * * *

I certify that the above minutes substantially reflect the general business and actions taken by the Board of Trustees at the December 17, 2019 meeting.

Gary Goodman, Manager

Approved as written and/or corrected by the Board of Trustees at the January 21, 2020 meeting.

Craig Burnett, Board Secretary

December 2019 Check Register
Activity From: 12/1/2019 to 12/31/2019
Sacramento Yolo MVCD (SYC)

Check Number	Check Date	Vendor Number	Name	Check
Bank Code: U US Bank				
053390	12/12/2019	0000504	US Bank	36,889.26
053391	12/13/2019	0000014	Alhambra & Sierra Springs	315.98
053392	12/13/2019	0000018	ANDKO Building Maintenance Inc.	2,777.94
053393	12/13/2019	0001477	Auto Start of Elk Grove	1,200.00
053394	12/13/2019	0000034	AutoZone Inc	192.95
053395	12/13/2019	0000036	Awards by Kay	3,149.51
053396	12/13/2019	0000039	Batteries Plus	134.58
053397	12/13/2019	0000048	Bio Quip Products	591.01
053398	12/13/2019	0001011	Buckmaster Office Solutions	114.08
053399	12/13/2019	0001019	Cintas Corporation	1,448.78
053400	12/13/2019	0000117	City of Woodland	467.83
053401	12/13/2019	0000126	Complete Welders Supply Inc	1,270.03
053402	12/13/2019	0000128	Consolidated Communications	2,556.87
053403	12/13/2019	0000154	DBA Yolo Smog	250.00
053404	12/13/2019	0001479	Elk Grove Screen Printing	1,131.38
053405	12/13/2019	0000186	Elk Grove Water District	706.78
053406	12/13/2019	0000200	Fastenal Company	323.37
053407	12/13/2019	0000958	GreatAmerica Financial Services	372.82
053408	12/13/2019	0000240	Hunt & Sons Inc	314.04
053409	12/13/2019	0000298	Lotus Sacramento Corp	1,800.00
053410	12/13/2019	0000497	Magnegas Welding Supply - West	84.75
053411	12/13/2019	0000306	Maita Chevrolet	125.00
053412	12/13/2019	0000308	Mann Urrutia Nelson CPAs & Assoc LLP	1,200.00
053413	12/13/2019	0000370	Pitney Bowes	301.66
053414	12/13/2019	0000388	Republic Services #922	91.95
053415	12/13/2019	0000424	Safe Side Security	209.95
053416	12/13/2019	0000429	Sage Software	5,725.00
053417	12/13/2019	0000579	Salem Media Group	1,792.00
053418	12/13/2019	0000451	SMUD	3,206.09
053419	12/13/2019	0000937	Staples Business Advantage	331.08
053420	12/13/2019	0001234	T-Mobile	577.28
053421	12/13/2019	0000492	Top Rank Heating Air Conditioning Inc	523.82
053422	12/13/2019	0000505	US Bank Equipment Finance	102.36
053423	12/13/2019	0000522	Verizon Wireless	2,522.80
053424	12/13/2019	0000529	Waste Management	162.24
053425	12/13/2019	0000538	Woodland Heating & Air Conditioning Inc	281.00
053426	12/13/2019	0000543	Yolo County Environmental Health	1,305.00
053427	12/13/2019	0000267	Kaiser Foundation Health Plan	22,299.62
053428	12/13/2019	0000267	Kaiser Foundation Health Plan	1,537.91
053429	12/13/2019	0000267	Kaiser Foundation Health Plan	4,613.71
053430	12/13/2019	0000267	Kaiser Foundation Health Plan	19,794.77
053431	12/13/2019	0000373	Preferred Benefit Ins Administrators	8,510.60
053432	12/13/2019	0000957	Sutter Health Plus	8,459.87
053433	12/13/2019	0000531	Western Health Advantage	5,184.47
053434	12/13/2019	0000531	Western Health Advantage	3,985.81
053435	12/16/2019	0000038	Bartkiewicz Kronick & Shanahan	797.50
053436	12/16/2019	0000286	Leading Edge Associates Inc.	2,063.00
053437	12/16/2019	0001480	Mobile Modular	27,178.21
053438	12/16/2019	0000534	Wiley Price & Radulovich	638.00

053439	12/19/2019	0001482	Nick Ascarrunz	56.41
053440	12/20/2019	0001011	Buckmaster Office Solutions	15.00
053441	12/20/2019	0000219	Gary Goodman	404.00
053442	12/20/2019	0000240	Hunt & Sons Inc	96.56
053443	12/20/2019	0000277	Kimball Midwest	39.98
053444	12/20/2019	0001480	Mobile Modular	180.00
053445	12/20/2019	0000367	PG & E	1,418.71
053446	12/20/2019	0001270	Rubicon Global, LLC	192.56
053447	12/20/2019	0000413	Sacramento County Utilities	960.54
053448	12/20/2019	0000454	Spark Creative Design	4,269.32
053449	12/20/2019	0000461	Stericycle Inc	80.71
053450	12/23/2019	0000286	Leading Edge Associates Inc.	VOID
053451	12/23/2019	0000286	Leading Edge Associates Inc.	12,500.00
053452	12/23/2019	0000286	Leading Edge Associates Inc.	12,500.00
053453	12/26/2019	0000492	Top Rank Heating Air Conditioning Inc	14,060.50
053454	12/31/2019	0000043	Benefit Coordinators Corporation	3,180.21
053455	12/31/2019	0000084	CA State Disbursement Unit	350.00
053456	12/31/2019	0000339	Nationwide Retirement Solutions	1,300.00
053457	12/31/2019	0000339	Nationwide Retirement Solutions	3,225.00
053458	12/31/2019	0001035	Operating Engineers Local Union No. 3	1,134.00
053459	12/30/2019	0000219	Gary Goodman	549.60
053460	12/31/2019	0000309	Marcia Reed	339.50
053461	12/31/2019	0000492	Top Rank Heating Air Conditioning Inc	4,452.30
W00117	12/31/2019	0000561	United States Treasury	53,710.81
W00118	12/31/2019	0000086	CalPERS 457 Plan	20,463.23
W00119	12/31/2019	0000087	CalPERS Financial Reporting & Accounting	75,602.44
W00120	12/31/2019	0000176	EDD	14,830.31
Bank U Total:				<u>405,524.35</u>
Report Total:				<u><u>405,524.35</u></u>

I hereby authorize the use of my signature plate on
the above-listed warrants, 053390-053461, and EFTs W00117-W00120

Signature

Date

Raymond LaTorre, President of the Board

S.Y.M.V.C.D
FY 2019-2020 Budget Update
December 2019

	Account #	Account Description	6 Months Ended December 31, 2019	FY 19-20 Annual Budget	Unused
T	4000	REVENUE	\$ -	\$ -	\$ -
T	5000	SALARIES/BENEFITS/WC	\$ 5,077,397.34	\$ 8,579,233.79	\$ 3,501,836.45
T	5200	OPERATIONAL	\$ 3,753,649.03	\$ 6,190,059.00	\$ 2,436,409.97
T	5210	LIABILITY INSURANCE	\$ 140,854.00	\$ 150,854.00	\$ 10,000.00
T	5250	AUDITING/FISCAL	\$ 15,700.00	\$ 17,750.00	\$ 2,050.00
T	5270	COMMUNICATIONS	\$ 36,620.16	\$ 79,500.00	\$ 42,879.84
T	5310	PUBLIC INFORMATION	\$ 135,823.71	\$ 465,500.00	\$ 329,676.29
T	5340	STRUCTURE & GROUNDS	\$ 59,740.58	\$ 65,000.00	\$ 5,259.42
T	5370	MEMBER/TRAINING	\$ 64,927.36	\$ 113,000.00	\$ 48,072.64
T	5390	DISTRICT OFFICE EXPENSES	\$ 10,905.84	\$ 15,000.00	\$ 4,094.16
T	5430	PROFESSIONAL SERVICES	\$ 62,481.85	\$ 198,250.00	\$ 135,768.15
T	5440	MATERIALS & SUPPLIES	\$ 5,567.68	\$ 10,000.00	\$ 4,432.32
T	5450	RENTS & LEASES	\$ 5,191.36	\$ 11,550.00	\$ 6,358.64
T	5470	SAFETY PROGRAM	\$ 740.00	\$ 5,000.00	\$ 4,260.00
T	5480	UTILITIES	\$ 46,393.09	\$ 110,000.00	\$ 63,606.91
T	6120	AIRCRAFT SERVICES	\$ 423,058.65	\$ 945,500.00	\$ 522,441.35
T	6140	ECOLOGICAL MANAGEMENT	\$ 3,817.33	\$ 15,200.00	\$ 11,382.67
T	6160	MICROBIAL	\$ 924,493.95	\$ 1,500,000.00	\$ 575,506.05
T	6170	BIORATIONALS	\$ 826,111.64	\$ 950,000.00	\$ 123,888.36
T	6180	INSECTICIDES	\$ 728,047.35	\$ 1,000,000.00	\$ 271,952.65
T	6220	FISHERIES	\$ 7,332.83	\$ 27,000.00	\$ 19,667.17
T	6280	GEOGRAPHIC INFO SYSTEMS	\$ 3,293.49	\$ 7,125.00	\$ 3,831.51
T	6320	INFORMATION TECHNOLOGY	\$ 18,466.27	\$ 48,200.00	\$ 29,733.73
T	6350	CONTROL OPERATIONS	\$ 7,809.11	\$ 32,430.00	\$ 24,620.89
T	6370	SHOP	\$ 42,059.19	\$ 88,000.00	\$ 45,940.81
T	6420	LAB SERVICES	\$ 105,920.89	\$ 163,200.00	\$ 57,279.11
T	6450	GAS & PETROLEUM	\$ 78,292.70	\$ 172,000.00	\$ 93,707.30
T	7000	CAPITAL ACCOUNTS	\$ 68,975.41	\$ 573,049.00	\$ 504,073.59
T	7011/1510	Capital Outlay/Construction In Progress	\$ 68,975.41	\$ 136,049.00	\$ 67,073.59
T	7030	Research Fund	\$ -	\$ 50,000.00	\$ 50,000.00
T	7035	Building Improvement	\$ -	\$ 387,000.00	\$ 387,000.00
T		TOTALS			
T		Salaries/Benefits	\$ 5,077,397.34	\$ 8,579,233.79	\$ 3,501,836.45
T		Operational	\$ 3,753,649.03	\$ 6,190,059.00	\$ 2,436,409.97
T		Capital Accounts	\$ 68,975.41	\$ 573,049.00	\$ 504,073.59
T		Total Budget	\$ 8,900,021.78	\$ 15,342,341.79	\$ 6,442,320.01

SYC Balance Sheet
As of 12/31/2019

Sacramento Yolo MVCD (SYC)

Assets

Current Assets

Cash in Bank-FSA	20,628.25	
Cash with LAIF	1,985,265.30	
Petty Cash	600.00	
US Bank	5,308,039.68	
Accounts Receivable	19,409.53	
Assigned - Cash With VCJPA	1,520,371.00	
Employee Advance	339.50	
Inventory	933,041.51	
Total Current Assets:		9,787,694.77

Fixed Assets

LAND, BLDG., IMPROVEMENT	1,175,092.88	
EQUIPMENT	4,280,678.04	
BOND ROAD	5,061,395.00	
WOODLAND FACILITY	708,574.00	
ACCUMULATED DEPRECIATION	(6,650,388.20)	
Total Fixed Assets:		4,575,351.72

Other Assets

Deferred Outflows of Resources	7,419,528.00	
Deferred Outflows of Resources-GASB 75	427,109.00	
Total Other Assets:		7,846,637.00
Total Assets:		22,209,683.49

Liabilities

Current Liabilities

Accounts Payable	64,975.32	
Voluntary TL & AD&D	(643.93)	
Voluntary STD	(459.92)	
FSA Deductions	91,952.50	
P.E.R.S. Deductions	(1.04)	
Safety Program	(1,530.00)	
Accumulated Vacation	417,766.45	
Total Current Liabilities:		572,059.38

Long-Term Liabilities

Net Pension Liability	13,470,191.00	
Net OPEB Liability	1,151,973.00	
Deferred Inflow of Resources	1,197,703.00	
Deferred Inflow of Resources-GASB 75	101,685.00	
Total Long-Term Liabilities:		15,921,552.00
Total Liabilities:		16,493,611.38

Equity

INVESTMENT IN FIX ASSETS	4,575,351.96	
RESERVED CASH (INS.)	1,520,371.00	
Committed-Capital Outlay	700,000.00	
Unassigned - Dry Financing	6,000,000.00	
GENERAL FUND	(5,718,204.08)	
Retained Earnings-Current Year	(3,361,446.77)	
Committed - Vector/Disease Response	2,000,000.00	
Total Equity:		5,716,072.11
Total Liabilities & Equity:		22,209,683.49

Sacramento-Yolo Mosquito & Vector Control District Annual Safety Report 2019

Committee Members for the year 2019

**Joy Drake
Kellee Prasad
Nick Ascarrunz
Phillip Merritt
Jake Vigna
Jay Geigle
Vincent Luu
Ben Weisenberg
Samer Elkashef**

**Laboratory
Administration
North Sacramento
South Sacramento
Yolo County
Catch Basin Crew
Fisheries
Shop
Safety Officer**

EXECUTIVE SUMMARY

The mission of the District Safety Program is to provide a forum for employees to voice their concerns regarding safety issues. This goal is accomplished through the monthly meetings of the Safety Committee and subsequent discussions among District employees regarding the issues brought up in the meetings. The Committee is comprised of various representatives of the different departments. The meetings are usually held the second Tuesday of each month. The agendas include a review of safety suggestions, accidents, and analysis of facility or job inspections. The Safety Manual is reviewed in its entirety by District personnel once every three years. The District sent the Safety Manual to Sedgwick (Risk Services) for recommendations that have been integrated. The District feels that these reviews are critical in the process of keeping our employees current with any changes to safety regulations. Safety is a primary concern of the District and the Committee helps enhance the program.

The Safety Program experienced a 24% increase in reported accidents in 2019 compared to 2018 (21 vs 16). The number of accidents for 2019 (21) is just above the 5 year running average of 21 accidents per year. The District experienced an increase in the number of safety suggestions in 2019 compared to 2018 (11 vs 6). The District and Safety Committee will make a continued effort to educate the employees on the importance of safety in the workplace for 2020. The table below summarizes the general statistics of the Safety Committee Program.

	2019	2018	2017	2016	2015	2014	5 YR AVG
Safety Suggestions	11	6	5	8	7	10	7
Accidents	21	16	21	18	25	21	20

The goals of the Safety Committee for the 2020 calendar year include:

- Continue to review and update the Safety Manual.
- A reduction in the number of workplace accidents compared to 2019.

- District wide promotion of the safety program through the safety suggestion component and incorporation of suggestions that augment safety at the District.

SAFETY PROGRAM OVERVIEW

The following is a review of the District's Safety Program that occurs annually for all employees. The complete program can be reviewed in one of the District Safety Manuals.

Hazard Evaluation and Code of Safe Practices

The District has identified work functions and equipment that could pose a safety hazard to employees. These items are listed in the Safety Manual along with mitigating measures to prevent accidents. The functions are updated regularly as new equipment or tasks are added. All new employees are trained on these items at the time of hire as well as reviewed on a regular basis.

Task Training

District employees are required to be task trained on all work activities to which they will be assigned. Review training is provided on an as needed basis. Training is provided by a District supervisor or another employee competent with the task and assigned to do the training by the supervisor. Examples of these tasks include: source inspection, pesticide application, sprayer functionality, chainsaw use and vehicle use.

Equipment/Tool Review

Each supervisor is responsible for a particular building within the facility. Supervisors provide an annual safety review of all the equipment and power tools that are used by employees as refresher training. They are also required to inspect buildings for safety hazards.

Hearing Conservation

Supervisors take annual decibel readings of equipment located in their assigned areas and list all equipment that exceeds 80 decibels. Employees are required to use ear protection when

using equipment on the list. Employees are trained annually on the effects of long term hearing damage.

Fire Safety

New employees are trained on the use of fire extinguishers and evacuation routes at the time of hire. Evacuation routes are posted and reviewed by employees on a yearly basis.

Heat Illness

District uses OSHA training materials yearly to inform employees of the signs and symptoms of heat illness as well as the personal/environmental factors that contribute to heat illness. Training and reminders are provided three times per year and/or as needed during the season.

Bi-Weekly Tailgates

Supervisors review pertinent safety topics with employees in informal training sessions every two weeks. Safety topics include driving, personal safety, heat illness, dog bite avoidance and PPE use.

Driver Training

Driver's training is provided to employees on an annual basis. Formal training fluctuates between computer one year and classroom and behind the wheel instruction the next year.

Pesticide Safety

Pesticide training is required on a yearly basis each spring. Employees are trained on the safe use and toxicological profile of every product used by the District. Along with the annual training, pesticide safety training is reinforced during tailgate sessions, equipment reviews and initial task training to emphasize its importance.

SAFETY TRAINING TOOLS UTILIZED BY THE DISTRICT

The District utilizes an assortment of training platforms for employees, including; outsourced professionals, webinars, DVDs/videos and online classes. The following is a summary of the formats used in recent years.

Professional Safety Trainers

Sedgwick are safety consultants that have provided the District with classroom and behind the wheel driver training over the past several years. We are scheduled for classroom and behind the wheel training in 2020.

Pesticide Industry

Representatives of Sacramento County Agricultural Commissioners Office, Valent BioSciences, Central Life Sciences, Adapco, Clarke Mosquito Control and Univar have provided pesticide use and safety training to staff.

Public Safety

Members of the local Fire and Police Departments have provided staff with personal safety and awareness training. In 2019 Cosumnes Community Services District Fire Department staff provided the District with a Fire Safety Session and Elk Grove Police Department provided the District with an Active Threat(Shooter) training.

Webinar

District supervisors and employees have participated in various webinar training sessions over the years.

DVDs / Videos and Online Courses

The District maintains an in-house library of training media and access to an online library of streaming videos to be used to satisfy safety training requirements. Supervisors have staff watch an assortment of films yearly to supplement verbal trainings.

ACCIDENTS / INJURIES 2019

There were 21 reported accidents/incidents throughout the District in 2019. This represents an overall decrease from last year. The table below summarizes the breakdown of reported accidents/incidents over the years:

	2019	2018	2017	2016	2015	2014
District Vehicles	11	11	11	11	15	11
Cuts and Abrasions	3	0	3	2	4	2
Strains and Irritations	2	3	5	4	5	7
Pesticide Spills	3	1	0	0	1	0
Other	2	1	2	1	0	1
Total	21	16	21	18	25	21

In 2019 the level of vehicle accidents remained steady compared to the previous three years. As always, the Safety Committee will continue to remind everybody to pay more attention and be more careful while driving vehicles to bring down this number. The Safety Committee also reviewed all accidents and noticed an increase in personal injuries (cuts, abrasions, strains, and irritations) in 2019 as compared to 2018 (5 vs 3). The Safety Committee will continue to stress the importance of workplace safety and will look for ways to promote the safety program for 2020.

HAZARD EVALUATIONS & AUTHORIZATION LISTS

The specific areas of the Safety Manual that were reviewed by the employees in 2019 were:

- Job Safety Class Hazard Evaluation & Code of Safe Practices
- Vehicle Safety Program/Vehicle Hazard Evaluation & Code of Safe Practices
- Training Program
- Safety & Protective Equipment

Each department reviews a section of the Safety Manual each quarter and submits suggestions for changes to the Safety Committee. This program allows each of the sections of the safety manual to be reviewed by all staff once every three years. This is a great training tool for staff to be reminded of the purpose of the Safety Manual and to get clarification of any issues.

JOB SAFETY CLASS INSPECTIONS 2019

The job safety class inspections are opportunities for the individual departments to discuss the hazards of their particular job classifications with their employees. The supervisor will identify the different components of the job as outlined in the inspection form and solicit input from their employees for changes/modifications to the job safety class. This exercise is an opportunity to formalize reminders to all employees about the potential safety hazards that they face during the execution of their work.

Job Safety Class Inspection completion schedule for 2019

<u>Department</u>	<u>COMPLETED</u>
Administration	June & December
Control Operations - North Sacramento	April & December
Control Operations - South Sacramento	March & November
Control Operations - Catch Basin	June & December
Control Operations - Woodland	April & November
Ecological Management	May & December
Laboratory	March & December
Vehicle	March & December
Fisheries	June & December

FACILITY INSPECTIONS 2019

Facility inspections are scheduled twice a year and include two members of the safety committee doing a walk through of each building within the District facility. The two members will identify compliance or areas of improvement. The supervisor in charge of that particular building will then rectify anything identified by the inspection and report back to the safety committee.

The following table summarizes the inspections completed in 2019.

<u>FACILITY</u>	<u>Completed</u>	<u>2018 SAFETY RATING</u>
Administration	March	100%
	December	100%
Fisheries	March	100%
	December	100%
Laboratory	March	100%
	December	100%
Mechanic Shop	June	100%
	December	100%
Old Shop	June	100%
	December	100%
Pesticide Storage	May	100%
	December	100%
Pole Barn	March	100%
	December	100%
Woodland	March	100%
	December	100%

SAFETY SUGGESTIONS FOR 2019

In 2019, the District received a total of 11 suggestions, compared to 6 suggestions in 2018. The Safety Committee and Management continue to encourage employees to make suggestions and the increase in suggestions was a welcome change. District wide promotion of the safety program and its incentives will continue to be a goal for 2020.

SAFETY INCENTIVE AWARDS PROGRAM

The District's goal is to maintain a safe work environment with the expectation that all District employees are to be safety conscious and to encourage employee contribution to a safe working environment.

Each calendar year the District will draw safety teams at random using all regular full time employees. One point will be awarded to each team member at the end of each quarter assuming that the team has qualified. A qualifying team has all members that have followed safety policies for the quarter. A point may not be awarded to the team members for the quarter if one or more of the team members have violated a safety policy resulting in an accident or near miss. The District safety committee reviews all accident reports to make the determination whether points shall or shall not be awarded to the team. Individual employees may also acquire points by submitting qualifying safety suggestions or by serving on the District safety committee to be awarded at the completion of term served. Each employee may accrue a maximum of 10 points. When 10 points are accumulated by any employee no additional points may be added to that employee's total. Points may be redeemed for gift cards from an assortment of retail outlets after the end of each quarter.

WORKERS COMPENSATION COSTS

The District will be reporting the annual loss run and financial activity for 2019 as well as comparing to previous years numbers as soon as the data is available from our Workers Compensation provider.

1. Items for Approval by General Consent:

- d. Board Authorization to Grant an Extension of a Medical Leave of Absence for District Employee Pursuant to Section 6.05 (b) of the District Personnel Manual

Staff Report

The District has had an employee out on medical leave due to an injury that occurred on March 21, 2019. The employee is requesting an extension of this leave through March 17, 2020. Pursuant to section 6.05 (b) of the District Personnel Manual, “A leave of absence over thirty (30) days requires the prior approval of the Board.”

Recommendation: Approve an Extension of the Medical Leave of Absence for Henry Estrada through March 17, 2020.



Janna McLeod <jmcleod@fightthebite.net>

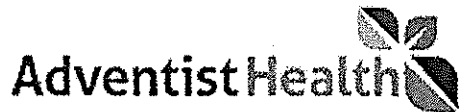
Letter From Dr. Lampa 12-20-19

Henry Estrada <h...@...com>
To: Janna McLeod <jmcleod@fightthebite.net>
Cc: Jordan Dixon <jordan@meisnerlawfirm.com>

Fri, Dec 20, 2019 at 2:11 PM

Good afternoon Janna,
Attached is a letter from Dr. Lampa as you requested. I hope you have a Merry Christmas and a Happy New Year!

Henry



December 20 2019

HENRY ESTRADA
2542 LEGACY WAY
LODI, CA 952424822

To Whom It May Concern,

The above named patient is currently being treated at Lampa Medical INC. At this time patient is unable to work and is being taken off work for another 6 months. Patient will be re-evaluated in 6 months to determine if he is able to return to work.

If you have any questions regarding this matter, please contact our office.

A handwritten signature in black ink, appearing to be "W. Lampa", written over a horizontal line.

Sincerely,

Walter Lampa, MD
1930 Tienda Drive Suite 204 Lodi, CA 95242
209.333.9617

Lampa Medical Inc.
1930 Tienda Drive, Suite 204
Lodi, CA 95242
(209) 333-9617

Resolution No. 01-21-20

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
SACRAMENTO-YOLO MOSQUITO AND VECTOR CONTROL DISTRICT
HONORING *ROSEMARIE MOORE*
FOR HER 24 YEARS OF SERVICE**

WHEREAS, ROSEMARIE MOORE is relinquishing the position of Trustee of the Sacramento-Yolo Mosquito and Vector Control District as of January 21, 2020 after 24 years of dedicated service; and

WHEREAS, the Sacramento-Yolo Mosquito and Vector Control District (“District”), responsible for controlling mosquitoes and other vectors to prevent mosquito-borne disease and promote quality of life for the residents of Sacramento and Yolo County(s), desire to acknowledge and recognize her leadership in public health; and

WHEREAS, ROSEMARIE MOORE was appointed by the Isleton City Council to the Board of the Sacramento County- Yolo County Mosquito Abatement District in 1996; and

WHEREAS, ROSEMARIE MOORE was elected as President of the Board of Trustees of the Sacramento-Yolo Mosquito and Vector Control District in 2000 and 2009. She was elected and served as Vice President of the Board in 1999 and 2008, and Secretary of the Board in 2007; and

NOW, THEREFORE, BE IT RESOLVED by the Sacramento–Yolo Mosquito and Vector Control District Board of Trustees the desire to honor **ROSEMARIE MOORE** for his exemplary public service and dedication to public health.

PASSED AND ADOPTED by the Board of Trustees of the Sacramento-Yolo Mosquito and Vector Control District on the 21st day of January 2020 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

By: _____
Raymond LaTorre, Board President

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Sacramento-Yolo Mosquito and Vector Control District

January 21, 2020 Board Meeting

3. Reports to the Board

- a. Manager's Report**
- b. Reports from District Departments**
 - **Lab/Surveillance (Marcia Reed)**
 - **Ecological Management (Marty Scholl)**
 - **Biological Control (Tony Hedley)**
 - **Larval and Adult Control (Steve Ramos)**
 - **Field Supervisor (Mike Fike)**
 - **Public Outreach (Luz Maria Robles)**

a. Manager's Report

District staff is taking earned vacation time and completing annual training during this time of year. Staff is working on the annual NPDES report that will be due to the SWRCB in March.

The MVCAC Annual Conference in San Diego will be held January 27-29.

Please be advised that you will need to submit your Conflict of Interest Form 700 prior to April 2020. The District will provide you with the Form 700 and we need to date stamp the Form when you return it. Please submit the Form as soon as possible.

b. Reports from District Departments

- **Information Technology (Dan Fisher)**
- **Lab/Surveillance (Marcia Reed)**
- **Ecological Management (Marty Scholl)**
- **Biological Control (Tony Hedley)**
- **Larval and Adult Control (Steve Ramos)**
- **Field Supervisor (Mike Fike)**
- **Public Outreach (Luz Maria Robles)**

Christmas Bird Count 2020

Sacramento-Yolo Mosquito and Vector Control District

Elk Grove, CA

January 2, 2020; 7:30am – 9:30am

Weather 40-46°F, Misty

Observers: Mary Scheidt and Sarah Wheeler

Total Species: 40

Total Birds Counted: 496

Species	#	Species	#
Mallard	22	Sora	3
Canada Goose	18	Double-crested Cormorant	1
Black Phoebe	7	Marsh Wren	2
Cedar Waxwing	5	American Coot	9
Great Egret	4	Pied-billed Grebe	1
Yellow Warbler	174	Virginia Rail	2
Common Goldeneye	27	Red-shouldered Hawk	1
Greater Yellowlegs	4	White-crowned Sparrow	6
Mourning Dove	4	Golden-crowned Sparrow	1
Snowy Egret	22	Lincoln Sparrow	1
Hooded Merganser	1	Nuttall's Woodpecker	1
Northern Flicker	5	American Robin	10
Ruby-crowned Kinglet	16	Common Merganser	3
Brewer's Blackbird	1	Common Gallinule	1
Anna's Hummingbird	120	Fox Sparrow	1
American Crow	3	Barrow's Goldeneye	3
Townsend's Warbler	1	White-tailed Kite	1
California Scrub-Jay	4	European Starling	4
Myrtle's Warbler	1	Western Bluebird	3
Orange-crowned Warbler	2	Ring-billed Gull	1

LABORATORY

Monthly Report for January 2020 Board Meeting

Insectary:

Colonies maintained: *Culex tarsalis* Kern National Wildlife (susceptible)
Culex tarsalis Conaway Ranch – wild (resistant)
Culex quinquefasciatus Cq1 (susceptible)
Culex pipiens Woodland (resistant)
Culex pipiens f. *molestus* - wild - Sacramento County
Aedes sierrensis wild - Marin - Sonoma County (in egg form)

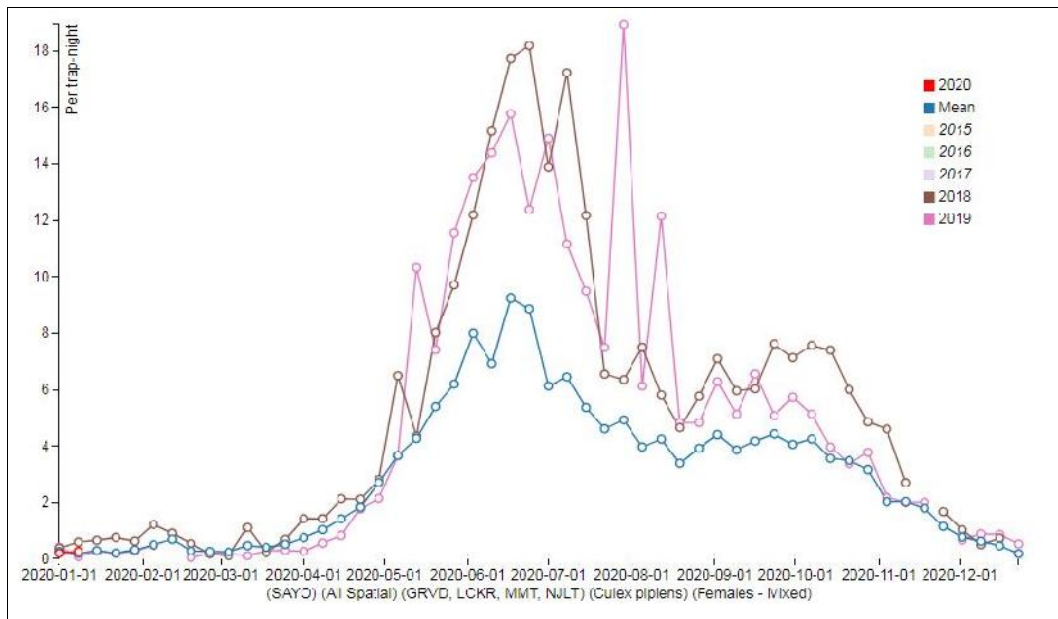
Lab Modification Update:

We have begun construction on the new molecular lab and look forward to performing our mosquito pool testing onsite next season.

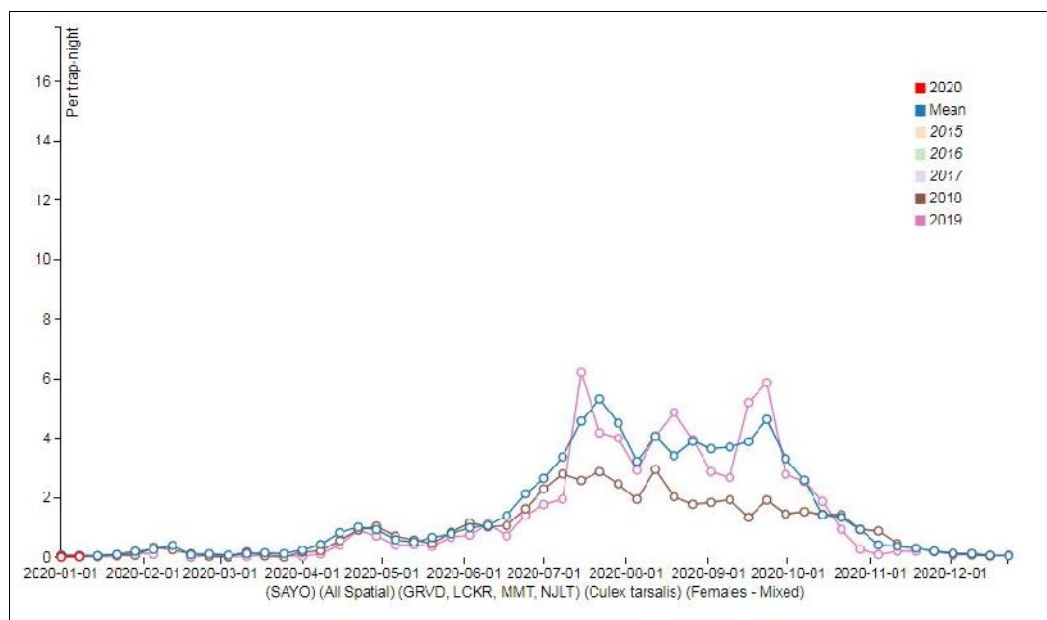
Surveillance:

- **Weekly collections** – New Jersey Light traps (NJLTs), Locker CO₂ Traps (LCKRs) and Gravid traps (GTs) results are presented in the graphs below. Abundance is low as is usual for the winter months. A graph is included for our main winter species *Culiseta inornata* to show the current abundance for this mosquito.

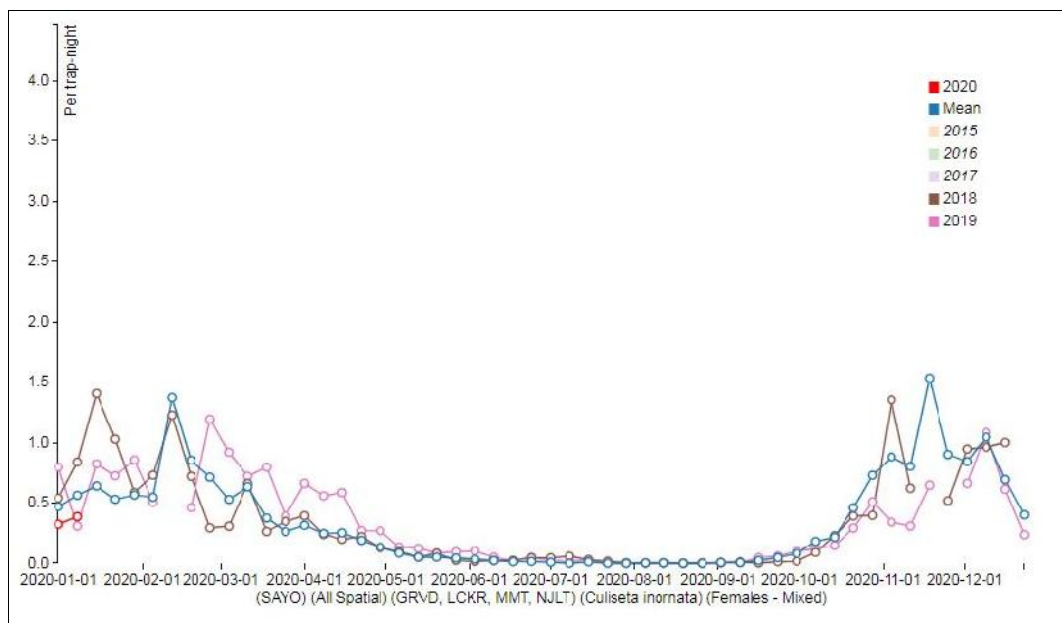
Culex pipiens in abundance traps (NJLT, LCKR, GT):



Culex tarsalis in abundance traps (NJLT, LCKR, GT):



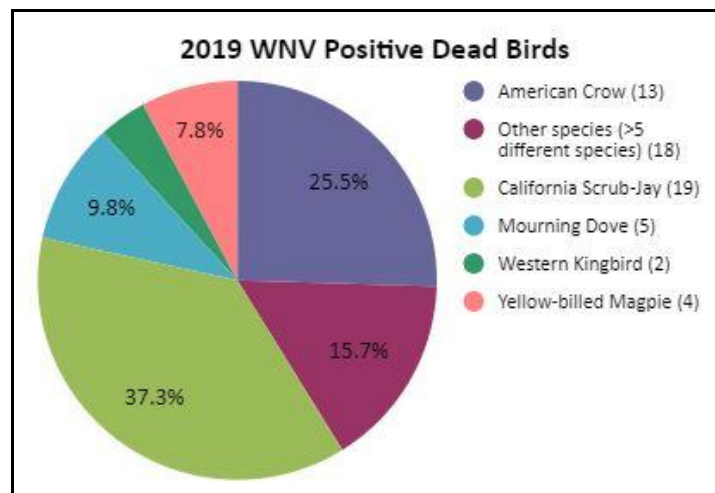
Culiseta inornata in abundance traps (NJLT, LCKR, GT):



Encephalitis virus surveillance (EVS) – Mosquitoes – We have finished converting our routine EVS CO2 traps from “D” cell batteries to USB style rechargeable battery packs. We have inventoried, cleaned and relabeled all EVS equipment in preparation for the upcoming season.

Encephalitis virus surveillance (EVS) – Sentinel Chickens – We have added stall mats to the chicken coops for this season to aid in taking care of the chicken coops. We are planning on having chicken coops in the same locations for the upcoming season as last season: Knights Landing, Dunnigan, Isleton, Rancho Murieta and Gibson Ranch.

Encephalitis virus surveillance (EVS) – Dead Birds – We have summarized last year’s dead bird data. The total number of positive dead birds found was 51, the species are shown below.



Invasive *Aedes* spp. Surveillance – We are continuing our monitoring our *Aedes aegypti* populations in Citrus Heights with BG Sentinel traps. The last detection of one of these mosquitoes was on November 16th. We check these traps weekly.

Tick and Lyme disease surveillance – We have begun our tick surveillance program for this winter. There are 20 locations which are monitored for the presence of *Ixodes pacificus* ticks. Pools (samples) of these ticks will be tested for *Borrelia burgdorferi*.

BG Counter Traps – We have cleaned and stored these traps to be ready for next season’s deployment.

Mosquito Resistance Testing – We are conducting bottle bioassay tests during the winter utilizing our colony mosquitoes. We have tested our wild “resistant” *Culex pipiens* and *Culex tarsalis* colonies and they continue to show resistance characteristics to pyrethrin/pyrethroids.

Non-WNV Disease Response Surveillance – In the month of December, we were notified of two imported non-locally acquired dengue human disease cases. They were both located in Elk Grove. We responded with BG sentinel traps and did not find any invasive *Aedes* mosquitoes in these traps. We have also already responded in January to one travel related Zika case in the city of Sacramento. We did not find any invasive *Aedes* mosquitoes near this location either.

District Studies –

LVL (Low Volume Larvicide) studies – We are working with control staff on how to best utilize this application method for our invasive *Aedes* response and control efforts.

Adulticide Product Trials – We are working on writing up the results of our numerous trials this season and look forward to sharing the results when the analysis is completed.

Collaborations –

Catch Basin Residue and Resistance study – Dr Gan’s lab will be presenting this season’s data from our sampling as well as data from one District in the Central Valley, as well as one from Southern California this winter. We expect a second phase of this study to be performed next season. We will be meeting with Dr. Gan in February and will discuss this year’s study in more detail.

Biogents Pro trap – We are working on summarizing our data from this comparison study this season. The data will be presented at the MVCAC annual meeting.

Sugar Bait Project – The results of this seasons work on this new surveillance tool will be presented at the AMCA annual meeting. We are also determining how we will utilize these sugar baits next season as an integral part of our early spring surveillance program.

Additional Projects – We will be attending the Center of Excellence meeting in February at UC Riverside, and will be discussing other opportunities for collaborations.

Final 2019 California Arbovirus Surveillance Bulletin #35 Week 49: Friday, Dec. 6, 2019

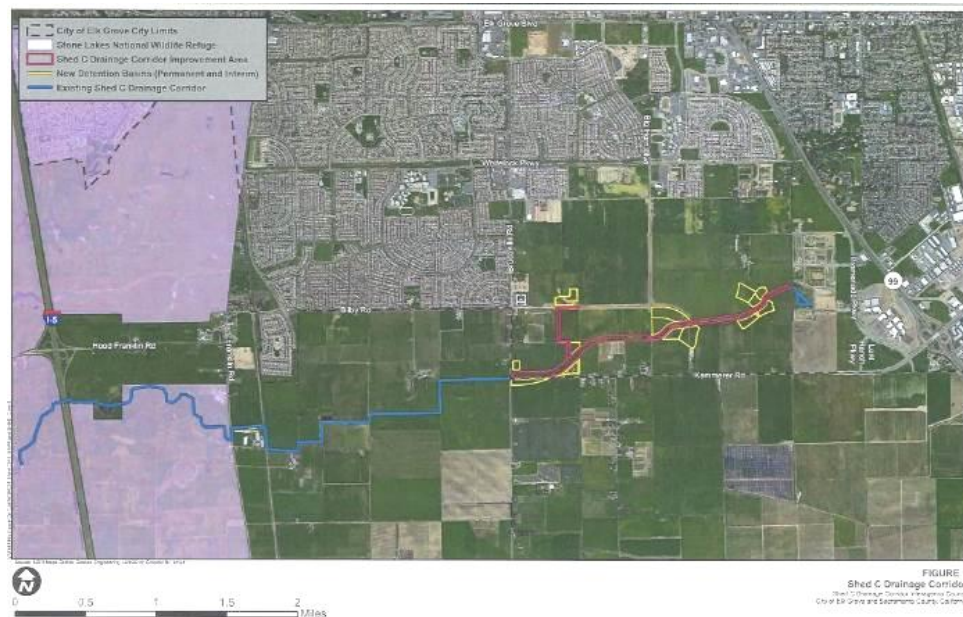
2018 & 2019 YTD West Nile Virus Comparisons		
	2018	2019
Total # Dead Bird Reports	8,090	5,564
# Positive Counties	41	33
# Human Cases	203	205
# Positive Dead Birds / # Tested	499 / 2,189	225 / 1,799
# Positive Mosquito Pools / # Tested	1,963 / 42,110	3,288 / 42,610
# Seroconversions / # Tested	163 / 10,162	139 / 9,135

YTD WNV Activity by Element and County, 2019					
County	Humans	Horses	Dead Birds	Mosquito Pools	Sentinel Chickens
Amador	1				
Butte	5		1	44	34
Colusa	1				6
Contra Costa			1	1	2
Fresno	50	2	10	495	
Glenn				1	1
Imperial	3			2	
Kern	27	2	2	128	
Kings	2			63	
Lake				6	
Los Angeles	30		52	94	28
Madera	3	2		85	
Merced	10	1	3	48	16
Orange	5		50	208	
Placer	1		3	53	8
Riverside	10	1	5	524	
Sacramento	2	1	44	74	4
San Benito					1
San Bernardino	7	1	4	52	
San Diego	2		2		
San Joaquin	7	1	5	288	
San Luis Obispo	2				
Santa Clara	1		8		
Shasta			1	3	1
Solano	1			5	4
Stanislaus	16	2	4	203	
Sutter				15	11
Tehama					4
Tulare	17		17	814	10
Tuolumne		1	1		
Ventura	2	1	2	1	3
Yolo			7	59	1
Yuba			3	22	5
Totals	205	15	225	3,288	139

ECOLOGICAL MANAGEMENT DEPARTMENT Monthly Report for the January 2020 Board Meeting

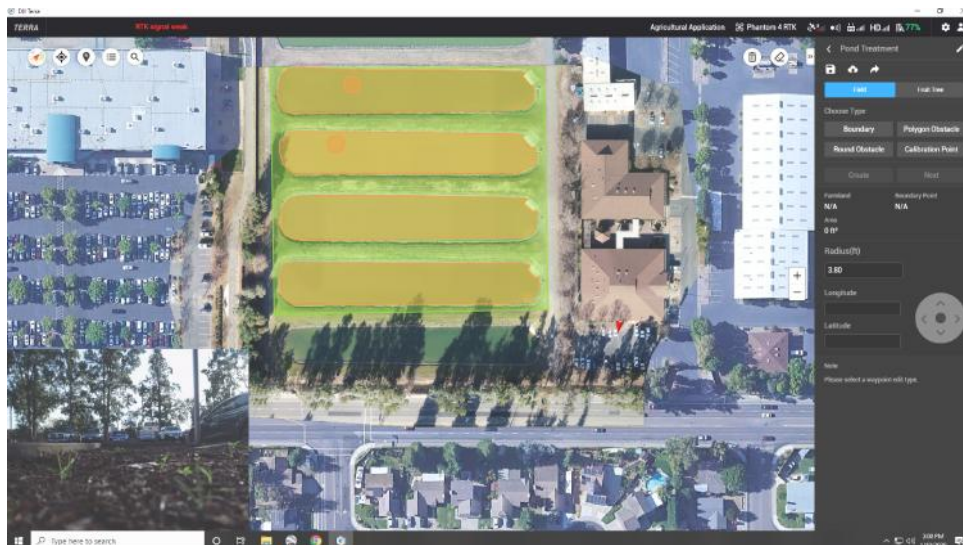
Storm Water / Drainages / Planning Programs

City of Elk Grove: The City organized the first Interagency Council on Water Quality into Stone Lakes National Wildlife Refuge as mandated by environmental permitting for the improvements on the Shed C channel locations between Bruceville Rd and Hwy 99 within City boundaries. The Council will meet on an as needed basis to discuss channel improvements within the Urban/Agricultural interface of the Channel.



UAS Program

Staff has been working with DJI and one of their dealers to test a new comprehensive UAS planning flight software aimed at streamlining Department workflows. This new software will help staff map areas for treatment and plan application blocks while still in the field.



Staff has been assisting other districts with designing simple to complex UAS programs, including mosquito control application equipment and procedures.

Wetland Program

Fall Flooding: Five of the eight private property owners have paid their fall flooding invoices for the 2019 hunting season to date.

BIOLOGICAL CONTROL

Monthly Report for January 2020 Board Meeting

In the month of December the Fisheries Department has made numerous improvements to our facility including repairing predatory exclusion nets, minor repairs on transportation tanks and repairing aerators on the inside tanks. December has been relatively dry requiring the use of the deep well system to keep water levels at desired depths and to add clean water to ponds. As things slowed down we began our annual training. The Fisheries department also continued to gather weekly data for all of our ongoing projects including traditional fertilization techniques, crayfish control and the use of solar aerators to maintain dissolved oxygen levels. Daily activities such as tank cleaning were also performed to maintain the high quality of our fish population.

Log of Treatment Applied for December

<u>Material</u>	<u>AMT</u>	<u>Area Treated</u>	<u>Treatments</u>
Mosquitofish	.7	.06 Acres	6

Log of Treatment Applied for the year 2019

<u>Material</u>	<u>AMT</u>	<u>Area Treated</u>	<u>Rate</u>	<u>Treatments</u>
Mosquitofish	3936.55 lbs.	16,304.16 Acres	.24lb/acre	3,670

Fish checked out by Crew

Fisheries-3398.55 lbs., North Sac-284.6 lbs., South Sac-96.35lbs, Yolo-157 lbs.

Fisheries Budget

<u>Total</u>	<u>Spent</u>	<u>Remaining</u>	<u>% Spent</u>
27,000.00	10,080.11	16,919.89	37%

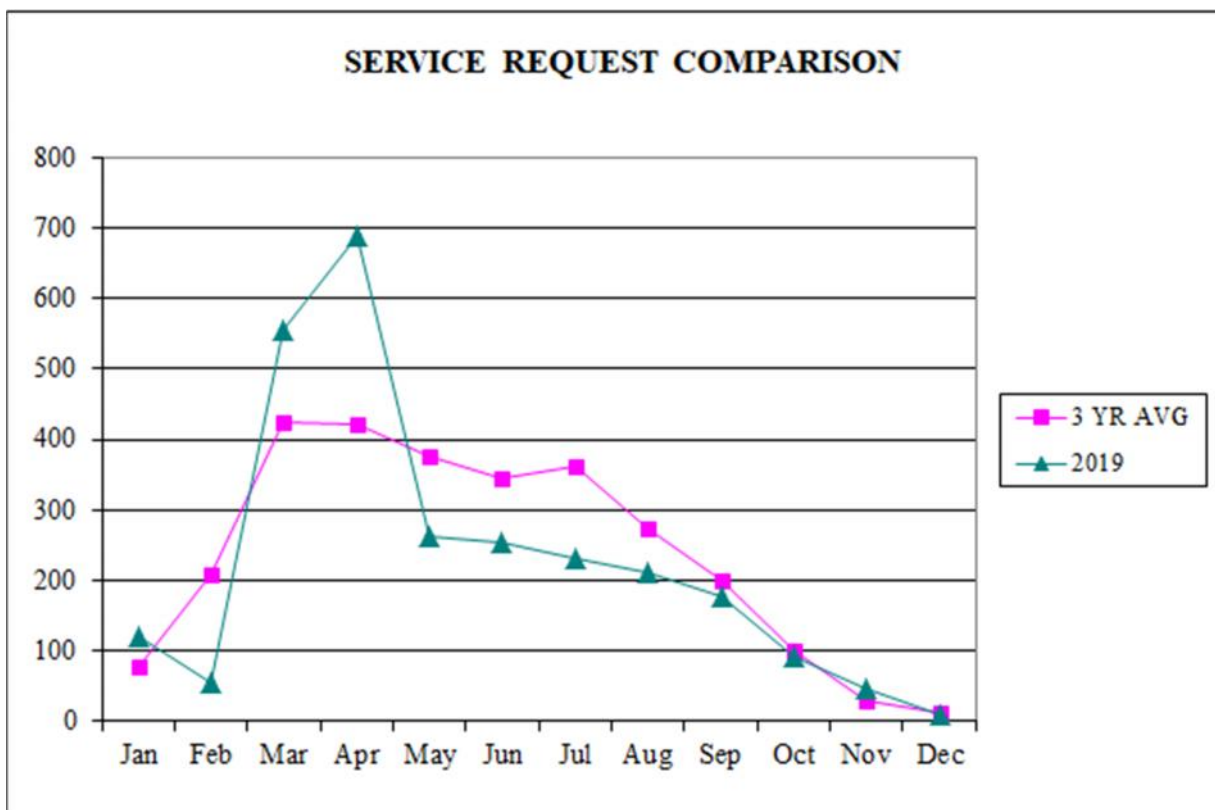


Photo above is inside our Fisheries building showing our inside tank and filter setup.

CONTROL OPERATIONS

Monthly Report for January 2020 Board Meeting

Winter time projects have continued through the month of December. Crews have completed some of the bigger on site enhancement projects and now continue to work on the many smaller projects left to complete. Crews are making water soluble packets to be used for both catch basins as well as the pool program. Off-site brush cutting projects are still ongoing in the Isleton area. During rainy weather, operations have been working on vehicles and equipment as well as updating pesticide/sds manuals to get ready for the annual training the District will be performing in March. Service requests were down for the month of December when compared to years past, most were fish restocking requests.



* based on MapVision and Tableau data

Larvicide Applications thru December 31st				
	<u>2019</u>		<u>2018</u>	
<u>Locations/Roles</u>	<u>Treatments</u>	<u>Acres</u>	<u>Treatments</u>	<u>Acres</u>
Sacramento County	6,342	16,387	7,431	7,694
Sac County Aerial	24 Orders, 487 Sources-	21,533	24 orders, 377sources	25,510
Yolo County	2,420	9,695	2,474	15,260
Yolo County Aerial	64 Orders, 936 Sources	92,819	91 orders, 1246sources	146,502
CB Treated	186,221	--	180,822	--
CB Inspected -not treated	168,214	--	179,689	--

Aerial Adulticide Summary thru December 31st				
	<u>2019</u>		<u>2018</u>	
<u>County</u>	<u># Applications</u>	<u>Acres</u>	<u># Applications</u>	<u>Acres</u>
Sacramento Ag	14	94,941	20	88,917
Sacramento Urban	0	0	6	83,286
Yolo Ag	69	470,826	73	459,636
Yolo Urban	0	0	0	0
Totals		565,767		631,839

VDCI Summary through December 31st, 2019 **compared to: 2018**

Contract Acres (our portion) =	530,000	530,000
Acres used =	565,767	631,839
Acres remaining =	0	(101,839)
% Acres used =	107%	119.2%
% Acres remaining =	0%	0%

San Joaquin MVCD has used 188,860 acres of their 190,000 acre commitment.

Placer MVCD has used 63,102 acres of their 100,000 acre commitment.

Turlock MAD has used 164,386 acres of their 180,000 acre commitment.

PUBLIC INFORMATION AND EDUCATION
Monthly Report for January 2020 Board Meeting

School Program

Our school assembly project that we are putting together in conjunction with Red Shoe Productions is nearly ready to be rolled out. In mid-December we had a video production shoot to produce four short videos that will be included at each assembly. All the artwork for stage banners and props has been finalized and materials that will be given to each student have also been ordered. We are currently reaching out to the schools to get assemblies scheduled.

2020 Fight the Bite Contest

In preparation for the annual contest we have updated the contest flier and disseminated it to the various school districts for approval. Once the flier is approved, copies will be made and mailed out to individual schools for dissemination amongst the students.

The contest will be promoted at all upcoming school assemblies, presentations and via social media. We will also reach out to previous contest participants and school or teachers that have previously participated.

Advertising:

The season will be here in no time and in preparation for this we are coordinating and collaborating with Gary Benjamin, our media consultant to put together the 2020 advertising plan. We have ongoing meetings with account executives and media representatives to begin looking at various options for the advertising campaign.

Events:

We have started getting information and will soon begin the registration process for the 2020 event season. The first two events that we will attend this season will be Galt Bird Festival scheduled for February 1st and Duck Days in the Vic Fazio wetlands on February 22nd. Both of these are great events because they attract many outdoor and bird enthusiasts that are interested in our laboratory and surveillance program, specifically effects of West Nile virus in the bird population.

MVCAC

I am currently working on a presentation titled “Public Outreach Response to Detection of Invasive Mosquitoes in Sacramento County” that will be given at the upcoming 2020 MVCAC Conference.

Sacramento-Yolo Mosquito and Vector Control District

January 21, 2020 Board Meeting

4. Board Consideration and Approval of District Officers for President, Vice President, and Secretary and Delegating the Manager to Perform Responsibilities of the Secretary

Staff Report:

The following is an excerpt from existing law:

2027. (a) At the first meeting of the initial board of trustees of a newly formed district, **and in the case of an existing district at the first meeting in January every year** or every other year, the board of trustees shall elect its officers.

(b) The officers of a board of trustees are a president and a secretary. The president shall be a trustee. The secretary may be either a trustee or a district employee. A board of trustees may create additional officers and elect members to those positions. No trustee shall hold more than one office.

In addition, the Board passed Resolution 1-19-10B (enclosed) that defines the Rules and Proceedings for District Board meetings.

Pursuant to Resolution 1-19-10B the current officers of the Board are President, Vice President, and Secretary. The Board may delegate the authority to perform responsibilities of the Secretary to the Manager.

2019 Officers

President – Ray LaTorre

Vice President – Jayna Karpinski-Costa

Secretary – Craig Burnett

Recommendation:

Pleasure of the Board

RESOLUTION NO. 01-19-10B

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE SACRAMENTO-YOLO MOSQUITO AND VECTOR CONTROL DISTRICT ESTABLISHING RULES FOR PROCEEDINGS FOR BOARD MEETINGS

BE IT RESOLVED by the Board of Trustees of the Sacramento-Yolo Mosquito and Vector Control District that the following rules for proceedings of Board meetings are hereby established:

SACRAMENTO-YOLO MOSQUITO AND VECTOR CONTROL DISTRICT RULES FOR PROCEEDINGS OF BOARD OF TRUSTEES MEETINGS

1. Introduction. These are the rules for proceedings of meetings of the Board of Trustees of the Sacramento-Yolo Mosquito and Vector Control District. They are adopted pursuant to Health and Safety Code section 2029(e). The Board governs the District and determines all questions of District policy. The purpose of these rules is to facilitate the conduct of Board meetings, and public participation in Board meetings, in an orderly and efficient manner. The Mosquito Abatement and Vector Control District Law (Health and Safety Code § 2000 and following), Ralph M. Brown Act (Government Code § 54950 and following) and any other applicable law shall control over any inconsistent provision contained in these rules.

2. Board Composition. The Board of Trustees shall be appointed pursuant to Health and Safety Code section 2021(d). The Board consists of thirteen trustees with one trustee appointed by each City Council of the Cities of Citrus Heights, Davis, Elk Grove, Folsom, Galt, Isleton, Rancho Cordova, Sacramento, West Sacramento, Winters and Woodland, one trustee appointed by the Sacramento County Board of Supervisors, and one trustee appointed by the Yolo County Board of Supervisors. Trustees serve for a term of office of two or four years as determined by the appointing city or county. Terms of office commence on the first Monday in January. A vacancy on the Board of Trustees shall be filled by the appointing city or county pursuant to Health and Safety Code section 2024(b) and Government Code section 1779.

3. Method of Transacting Business. A majority of the Board shall constitute a quorum for the transaction of business (i.e., at least seven trustees). The Board shall act only by ordinance, resolution or motion. Board action requires a majority vote of those trustees present and voting (i.e., a majority of a quorum), except when a different voting requirement to approve a particular action is specified under state law. Unless a trustee expressly abstains from voting, a trustee's silence will be recorded as an affirmative vote. An express abstention will not be counted as an affirmative vote.

4. Minutes. The District Secretary shall prepare and maintain written minutes of each Board meeting. The District Board minutes shall include at least the following information: names of the trustees and staff present at the meeting; brief summary of the discussion of the Board on each matter considered; names of the trustees who make and second ordinances, resolutions and motions; and,

the ayes and noes taken upon all action items. Any trustee may request that a brief abstract of his or her statement either in support or opposition of any matter be entered in the minutes.

5. Board Officers. The officers of the Board shall consist of a President, Vice President and Secretary. At its regular meeting in the month of January, the Board shall elect one of its members as President, one as Vice President and one as Secretary. The term of office for President, Vice President and Secretary shall be for one year from February 1 to January 31; provided, however, that the President, Vice President and Secretary serve at the pleasure of the Board and may be changed at any time with or without cause. In the event of a vacancy, the office may be filled immediately by the Board.

The President shall have the following duties:

- (a) To preside over Board meetings and preserve order and decorum.
- (b) To determine questions of order and enforce rules of the Board, subject to appeal to the entire Board.
- (c) To call special meetings.
- (d) To execute all ordinances, resolutions and contracts of the District, except as otherwise authorized by the Board.
- (e) To appoint Board committees.

In the absence of the President or vacancy in the office of President, the Vice President shall perform the duties of the President.

The Secretary shall have the following duties:

- (a) To keep and maintain the Board agendas, notices and minutes.
- (b) To attest to the signature of the President on ordinances, resolutions and other documents requiring attestation or verification.
- (c) To certify District documents as true and correct copies.
- (d) To give notice of meetings and hearings as required by law and these rules.
- (e) To perform such other duties as directed by the President or the Board.

In the absence and/or vacancy of the President and Vice President, the Secretary shall perform the duties of the President. The Secretary may delegate duties to the District Manager.

6. Order of Business. The order of business taken up for consideration by the Board at a regular Board meeting will ordinarily be in the following order:

- (a) Call to order

- (b) Roll call and determination of quorum.
- (c) Pledge of Allegiance.
- (d) Consent agenda, including approval of minutes.
- (e) Opportunity for public comment.
- (f) Public hearing(s), if any.
- (g) District Manager and other administrative and staff reports.
- (h) Board business, including, but not limited to, new and unfinished business action items, committee reports, meeting announcements.
- (i) Board/staff general discussion.
- (j) Closed sessions, if any.
- (k) Adjournment.

The Board by motion or President may take any item of business out of order.

7. Meeting Agenda.

(a) Regular meetings. The Board of Trustees shall hold a regular meeting each month. The time and location of the regular Board meeting shall be determined by Board resolution.

(b) Agenda preparation. The District Manager, in consultation with the President, shall be responsible for preparing the regular Board meeting agenda and special meeting notice/agenda. The District Manager shall post meeting agendas and notices on the District website and at the District main office (8631 Bond Road, Elk Grove, CA) and Yolo County office (1234 Fortna Avenue, Woodland, CA) at least 72 hours before each regular meeting and at least 24 hours before each special meeting. The agenda must specify the time and location of the meeting and contain a brief general description (generally no more than 20 words) of each item of business to be transacted or discussed at the meeting. Any trustee may request the District Manager to place an item for discussion or action on the agenda. In order to allow sufficient time to prepare the agenda and back-up materials, the deadline for adding items to the agenda for a regular meeting generally shall be five business days preceding the Board meeting date.

(c) Board/staff general reports. Under this agenda item, trustees and staff may ask questions for clarification and make brief announcements and reports, and trustees may provide information to staff, request staff to report back on a matter, or direct staff to place a matter on a subsequent agenda. Unless the Board makes one of the determinations required under Government Code section 54954.2, there shall be no substantive discussion or action on matters covered in these reports.

(d) Public comments on non-agenda items. Every agenda for a regular meeting shall provide an opportunity for members of the public to directly address the Board on items of interest that are within the subject matter jurisdiction of the Board and that do not appear on the agenda. In response to these public comments, the Board may briefly respond, request staff to report back on the matter, or direct staff to place the matter on a subsequent agenda. In order to facilitate the meeting and public participation during the public forum session of the meeting, the President may limit the total amount of time allocated for public comment on a particular issue or matter (15 minutes or less shall normally be standard), and may limit the time allocated for public comment by an individual speaker (three minutes or less shall normally be standard).

8. Adjournment. A meeting of the Board shall be adjourned by (a) loss of a quorum, (b) motion made, seconded and approved to adjourn the meeting, or (c) declaration of the President that the meeting is adjourned when the agenda has been completed and there is no further business to come before the Board. A meeting of the Board may be adjourned to a specific day and time by (a) motion made, seconded and approved by the Board, (b) approval of less than a quorum of the Board if a quorum is not present, or (c) the Secretary if all trustees are absent from any regular or adjourned regular meeting. A copy of the order or notice of adjournment shall be conspicuously posted on or near the door of the District office where the meeting was held within 24 hours after the time of adjournment.

9. Special Meeting. A special meeting may be called at any time by the President or by a majority of the Board by delivering personally or by mail written notice to each trustee and to each newspaper, radio or television station requesting notice in writing. The special meeting notice shall specify the time and place of the special meeting and the business to be transacted. No other business shall be considered at a special meeting. The special meeting notice must be received at least 24 hours before the time of the meeting specified in the notice. The special meeting notice also must be posted at least 24 hours before the meeting in the usual agenda posting location. The written notice may be dispensed with as to any trustee who at or prior to the time the meeting convenes files with the Secretary a written waiver of notice. The written notice may also be dispensed with as to any trustee who is present at the meeting at the time it convenes.

10. Closed Session.

(a) General. A closed session may be held on any subject authorized under the Ralph M. Brown Act. Closed sessions must be properly disclosed and described in the agenda as required by the Brown Act. (Government Code § 54954.5.) The Board shall not keep minutes of its closed sessions. Prior to holding a closed session on any matter, the President shall refer to the closed session item or items by reference to the appropriate agenda item number(s). In the closed session, the Board shall consider only those matters covered in the agenda.

(b) Report Back. After any closed session, the Board shall reconvene into open session and publicly report any action taken (including the roll call vote) during the closed session to finally approve a real property acquisition; to appoint, employ, dismiss, accept the resignation of, or otherwise affect the employment status of a District employee; or to finally approve a labor contract. For the report back obligations relating to pending litigation, the Board should consult the District's attorney. (Government Code § 54957.1.)

(c) Closed Session Confidentiality. A trustee shall not disclose confidential information that has been received for, or during, a closed session meeting of the Board to a person not authorized to receive the information, unless the Board of Trustees authorizes such disclosure. This section does not prohibit any of the following: (1) making a confidential inquiry or complaint to a district attorney or grand jury concerning a perceived violation of law; (2) expressing an opinion concerning the propriety or legality of actions taken by the District in closed session, including disclosure of the nature and extent of the allegedly illegal action; or (3) disclosing information acquired by being present in a closed session that is not confidential information.

11. Rules of Order.

(a) General; point of order. Action items shall be brought before and considered by the Board by motion in accordance with the following rules of order. These rules of order are intended to be informal and applied flexibly. The Board prefers a flexible form of meeting and therefore does not conduct its meetings under formalized rules (e.g., Robert's Rules of Order). If a trustee believes order is not being maintained or procedures are not adequate, then he or she may raise a point of order to the President. A point of order does not require a second. If the ruling of the President on the point of order is not satisfactory, then it may be appealed by motion (which does require a second) to the full Board. A majority vote of the Board will govern and determine the point of order.

(b) Obtaining the floor. Any trustee desiring to speak should address the President and upon recognition by the President may address the subject under discussion.

(c) Motions. Any trustee, including the President, may make or second a motion. A motion shall be brought and considered as follows: (1) a trustee makes a motion; (2) another trustee seconds the motion; and (3) the President states the motion. Once the President has stated the motion, it is open to discussion and debate. Before voting on any motion, the President should ask for any comments from the public audience. After the matter has been fully debated (subject to a motion to close debate and vote immediately, discussed below), the President will call for the vote.

(d) Secondary motions. Ordinarily, only one motion may be considered at a time, and a pending motion must be voted on before the Board considers any other motion or business. However, there are a few exceptions to this general rule where a secondary motion concerning the main motion may be made and considered before voting on the main motion. The secondary motion exceptions are the following:

(1) Motion to amend. A main motion may be amended before it is voted on, either by the consent of the trustees who moved and seconded, or by a motion to amend, which is then seconded and approved by the Board. After approving an amendment by consent or by a motion to amend, the Board then proceeds to consider the main motion as amended.

(2) Motion to table. A main motion may be indefinitely tabled before it is voted on by a motion to table, which is then seconded and approved by the Board. After approving a motion to table, the main motion is not furthered considered at that meeting and remains tabled until placed on a subsequent meeting agenda.

(3) Motion to postpone. A main motion may be postponed to a specified date and time by a motion to postpone, which is then seconded and approved by the Board. After approving a motion to postpone, the main motion is not further considered at that meeting and is then reconsidered at the date and time specified in the motion to postpone.

(4) Motion to refer to committee. A main motion may be referred to a Board committee for further study, recommendation, and report back to the Board by a motion to refer to a specified committee, which is then seconded and approved by the Board.

(5) Motion to close debate and vote immediately. Debate on a main motion may be closed by a motion to close debate and vote immediately, which is then seconded and approved by the Board.

(6) Motion to adjourn. A meeting may be adjourned before voting on a main motion by a motion to adjourn, which is then seconded and approved by the Board. After approving a motion to adjourn, the meeting then immediately adjourns without further consideration of the main motion.

(e) Public comments. Any person shall have the right to address the Board as provided in these rules upon attaining recognition of the President. No person shall address the Board without first being recognized by the President. A member of the public may address the Board on any matter within the jurisdiction of the Board either at the time of the agenda item or, if the matter relates to a non-agenda item, during the public comment portion of the agenda. Except for public hearings, comments from the public on agenda items shall not be received until after completion of the Board discussion and deliberation, and just before final action or completion of the agenda item. The President may limit or restrict public comment that is irrelevant to the particular agenda item, outside the jurisdiction of the District, or unduly repetitive or cumulative of comments already received.

(f) Decorum. Each trustee, staff person, and member of the public who addresses the Board shall do so in an orderly manner. No person shall yell or make profane or threatening remarks to any member of the Board, staff or general public. No person shall engage in disorderly or boisterous conduct, including the utterance of loud, threatening or abusive language, whistling, stamping of feet, clapping, or other acts that unreasonably disturb, disrupt, delay or otherwise impede the orderly conduct of any Board meeting. Except as allowed by these rules of order, a trustee or staff person shall not by conversation or other means delay the Board proceedings or disturb any other trustee or staff person while speaking.

12. Public Hearing. Matters that are required to be heard at a public hearing shall be conducted in accordance with the procedures in this section. Public hearings generally will be held at the beginning of the meeting as a convenience to the public. The usual order of procedure is as follows:

(a) No sooner than the time set for the public hearing, the President declares the public hearing open.

(b) The Secretary or other appropriate staff person verifies that notice of the public hearing has been given in the manner required by law.

(c) The District Manager or other appropriate staff person presents a staff report concerning the subject of the hearing.

(d) The President asks whether any trustee has any questions of the staff.

(e) The President asks the District Manager or other appropriate staff person whether any written comments on the subject matter of the public hearing have been received.

(f) The President asks whether any members of the public wish to present written or oral comments on the subject of the public hearing.

(g) The President closes the public hearing.

(h) The Board deliberates and acts on the item.

No person shall be permitted to speak during the hearing about matters not germane or relevant to the subject of the hearing. Individuals testifying at a public hearing do not have a right of unlimited time. In his or her discretion, the President may set time limits on the amount of time an individual speaker is allowed to speak during the public hearing. When many individuals intend to present oral comments, a three minute per speaker time limit may be imposed by the President. Any time limits so established shall be uniformly applied and strictly adhered to. A public hearing may be continued from time to time by motion of the Board.

13. Meeting By Teleconference. The Board may conduct meetings by which one or more trustees attends and participates in the meeting by telephone, video conferencing or any other electronic means using live audio or video, or both. (See Government Code § 54953(b).) For any meeting by teleconference conducted by the Board, the following requirements will apply:

(a) Each teleconference location (i.e., the location from which one or more trustees attends and participates via teleconference) will be accessible to the public.

(b) When meetings by teleconference are held by telephone, speaker phones will be used at the main meeting location and, when feasible, at any teleconference location where there are members of the public in attendance.

(c) All votes taken at a meeting by teleconference will be by roll call.

(d) Each teleconference location will be identified in the regular meeting agenda or special meeting notice/agenda, and the agenda or notice will state that members of the public will have the opportunity to address the Board from any teleconference location.

(e) Notice of any meeting by teleconference will be included in the meeting agenda or special meeting notice/agenda in substantially the following form: "All or portions of this meeting will be conducted by teleconference in accordance with Government Code section 54953(b). The teleconference location(s) for the meeting are as follows: *insert teleconference location(s)*. Each teleconference location is accessible to the public, and members of the public may address the Board of trustees from any teleconference location."

(f) In addition to the usual notice and agenda requirements, the regular meeting agenda or special meeting notice must be posted at all teleconference locations at least 72 hours before regular meetings or 24 hours before special meetings.

14. Rule Enforcement. The President shall maintain order and decorum of meetings and enforce these rules for proceedings. If a person (including a trustee, staff person or member of the public) breaches these rules, then the President may order that the person be orderly and silent or otherwise control his or her comments or behavior in accordance with these rules. If, after receiving such an order, a person persists in disturbing the meeting, the President may order the person to leave the Board meeting. If the person does not leave, the President may adjourn or continue the meeting, or direct a law enforcement officer to remove the person from the Board room. If necessary, the President may suspend a meeting until the disturbance has ceased or appropriate law enforcement personnel may be summoned.

15. Rule Suspension. By motion, the Board in its discretion may at any meeting temporarily suspend these rules in whole or in part, so long as the suspension does not violate any state law.

PASSED AND ADOPTED by the Board of Trustees of the Sacramento-Yolo Mosquito and Vector Control District on the 19 day of JANUARY, 2009 by the following vote:

AYES: 9
NOES: 0
ABSTAIN: 0
ABSENT: 4

Attest:

Fredrick S. Tschal
Secretary

Rosemarie Moore
President

Robert J. McGarvey
Robert J. McGarvey, President Elect

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Sacramento-Yolo Mosquito and Vector Control District

January 21, 2020 Board Meeting

5. Board Review of the District's 5-Year Plan

Staff Report:

In January of 2015, the Board was presented and adopted a 5-year plan to examine the District's workflows, highlighting areas where improvements can be made. Work on this plan began in the winter of 2014 when all District departments were asked to and began collecting data on their current needs as well as areas for future growth. This brainstorming process was then broken down to core concepts that became the initial draft of the plan. This drafting process was augmented by the formation of an Ad Hoc committee that was created at the February 2014 Board meeting as a means to help guide the departments to develop their ideas even further.

The initial timeline of the 5-year plan has concluded with many projects completed and more being added. Included in the following document is an update on the trajectory of the District's departments over the next five years. This includes the Administration, Information Technology (IT), Ecological Management, Facilities, Control Operations, Public Information, Shop, Geographic Information System (GIS), Fisheries and Laboratory departments.

In the accompanying chart, you will find a timeline for each of the projects proposed in the 5-year plan as well as projected costs for these activities. Some items do not have a cost associated with them because the District anticipates that these items will only require staff time and no other expenditures.

The 5-year plan is intended to be a living document that can be changed as the needs of the District change. Updates are given to the Board during the January meeting of each year to highlight what projects have been completed, are in progress and have been added or removed.

Summary from 2019 activities

- The new District website has been launched with the addition of the children's education page.
- Numerous larval and adult mosquito control products and application methodologies were tested with some being integrated into District operations.
- The District became certified to apply pesticides via Unmanned Aerial Systems.
- The Shop designed and built interchangeable mounts to rapidly switch ATVs between larvicide and adulticide applications.

- With the *Aedes aegypti* detection in Citrus Heights, the Lab has implementing an expanding surveillance program as well as started looking at product efficacy against this species of mosquito.
- The Fisheries department is investigating increasing the yield and quality of fish through the incorporation of aeration technologies.

Information Technology

Supervisor: Dan Fisher

Number of employees: 1 full-time

The invasive *Aedes* detection highlighted the need for a more portable version of Mapvision. The IT department is working on procuring new iPads that have sufficient processing power to run a data heavy software platform (IT-2). This upgrade will increase the efficiency of door to door inspections and also allow field personnel to present informational materials to residents in a high caliber format. Also on the Mapvision front, the IT department is looking to host the Mapvision program from an in-house server as opposed to the cloud to improve speed and accessibility (IT-4)

Many government agencies have recently been the target of hacks and ransomware attacks. The IT department will continue security training for staff and system upgrades for all hardware (IT-3). Training will include security audits and password security tailgates that will safeguard against the social engineering components of cybersecurity attacks. Part of these improvements will include moving all computers to Windows 10 as the older version of the operating system will no longer be serviced by Microsoft (IT-8).

The IT department is also looking at some workflow improvements. These include expanding the suite of phone tools that the District has access to by incorporating features such as integrated voice response, voicemail transcription and mobile apps (IT-5). This will allow supervisors to be in the field more often without worrying about missing important calls. Other workflow improvements include streamlining our spray notification systems for quicker turnaround times (IT-9).

Administration

Supervisor: Janna McLeod

Number of employees: 5 full-time

Over the next couple of years the Administration department will be enhancing the services they provide to the rest of staff by bringing new features online to the Administration software (A-1). In early 2020, all staff will be trained on and start using the time and attendance component in lieu of time sheets. Beyond 2020, the Administration department is looking at using the software for delivering information on benefits as well as incorporating a portal for employees to receive their W-2 forms and paystubs. The last component of the software expansion is to make a wider suite of budget reports available to the department heads.

The Administration department is also tasked with cutting costs associated with regular District expenses. To this end, the department will be looking at travel programs available through the State and the California Special Districts Association (A-3). The

Department will also be looking at our contracts and agreements to determine if there are other opportunities to cut recurring costs including everything from printer services to pesticides (A-7).

The department has started looking at the District Personnel Manual with the District's legal counsel to make sure it is up to date with any shifts in State and Federal Law (A-8). Once this process is complete it will be brought to the Board for review.

Facilities

Supervisor: Samer Elkashef

The District is converting the existing library space into a PCR lab that will allow us to move virus testing in house (F-1). This conversion from the Sacramento County Public Health lab to the District provides a level of flexibility that will enhance our surveillance program and control responses. As part of this move, the District has purchased a trailer that will be used to house the library. In line with the theme of optimizing the District's facilities, the Old Shop has been restructured and organized to address the needs of both the Control Operations and the Public Information departments (F-2).

Parking space has become an issue as the District expands its services through more staff and equipment. To address company vehicle parking, the District is looking to add a vehicle barn behind the Fisheries building to house some of the department's vehicles (F-4). This will open up space in the Old Shop and main parking garage to help accommodate an expanding fleet. A longer term solution to the parking problem will be to convert one of the historically under producing ponds into additional parking for staff (F-5).

Lastly, the District is also looking to make security upgrades to the facility. This will come in the form of fences and gates that would limit access to District grounds (F-8). The District is also looking at a keyless FOBs entry system and performing upgrades to the fire alarms (F-9).

Ecological Management

Supervisor: Marty Scholl

Number of employees: 3 full-time

This past summer, the Ecological Management department was successful in getting a blanket warrant in response to the *Aedes aegypti* detection in Citrus Heights to access yards that did not have homeowner cooperation. In light of this achievement, the department will be looking to do the same for the swimming pool program as Culex mosquitoes and West Nile virus is still the District's primary concern (E-2). The Department is also investigating how to streamline the warrant process by working more closely with law enforcement from the local municipalities

Unmanned aerial systems, or drones, continue to be a large part of the department (E-3). Ecological Management staff is looking to use real-time kinematic technology to help with the mapping of BMP projects as well as treatment areas. One avenue that is showing

promise is to map an area requiring treatment with a small drone and then transferring that data in the field to a treatment drone for seamless treatment of a source. Currently, to treat an area via a drone requires a lot of planning at the office, but as technology improves treatment preparation and planning can be significantly reduced.

The District currently has three pieces of equipment (2 tractors and 1 backhoe) that will need to meet the new air quality requirement (E-4). The department is looking at purchasing a new tractor and selling existing ones out of state as there is no retrofit that would make our existing tractors compliant in California. For the backhoe, the options are to retrofit it or sell it and buy a new one.

Control Operations

Field Supervisors: Kevin Combo, Demetri Dokos, Ryan Wagner, Garth Ehrke and Michael Fike

Program Coordinator: Steven Ramos

Number of employees: 38 full-time

The emergence of invasive *Aedes* has put to test the District's invasive species response plan. One of the large projects moving forward will be to review and amend the plan as the District gains more experience dealing with these mosquitoes (CO-2). In addition to inspection and treatment strategies, the Control Operations will also be looking at BMPs for controlling these mosquitoes and how to incorporate educational messages during home inspections. The presence of *Aedes aegypti* has also led to new product and application methodology trials that the District has become accustomed to performing (CO-6 and CO-7).

The rice program is one that is constantly being examined and modified with the goal of improving control in this heavy producing habitat (CO-9). The District is looking at using liquid larvicides for more of the rice growing season to cut down on both airplane and material costs. A reduction in treatment cost may potentially lead to an increase in the amount of rice acres that are treated in a given year. Lastly, a cost analysis of using long term residual products is planned for the future. The District is interested in seeing how the use of residual products would affect personnel time during a busy West Nile virus year.

Public Information

Supervisor: Luz Maria Robles

Number of employees: 1 full-time

This year the Public Information department is testing out the usage of assemblies to reach more students within our District boundaries (PI-3). The department is using Red Shoe Production to put on the assemblies, a company who performs assemblies for water districts, air quality districts and has also done them for Placer mosquito control. The "Fight the Bite" assemblies will roll out during the first quarter of 2020 followed by an evaluation with how the program went. If successful the District will be looking to expand the program.

Another project that the Public Information department is taking on is a re-design of the District's service request form (PI-5). The goal of the re-design is to make the form easier to fill out and formatted in a way to work seamlessly with mobile devices. The department is also looking at expanding the District's social media presence by creating District feeds on a variety of media outlets and platforms such as Neighborhood Next Door (PI-2). The goal of this project is to reach people who are more engaged in their community happenings than a casual Facebook or Instagram user. The last component of the outreach restructuring, will be to update the media page on the District's website with information videos about mosquitoes, the diseases they vector and the District's approach to controlling them (PI-6).

Shop

Supervisor: Thomas Price

Number of employees: 3 full-time

The Shop is looking to convert the diesel portion of the gas tank to increase the amount of fuel that can be stored at the Bond Road facility by the end of 2021 (S-2). The Shop is also looking at expanding the fleet to meet the demands of the services we provide, specifically the purchase of two ¾ ton trucks to facilitate WALs applications (S-1).

Many of the District's fogging units are getting old and the Shop in conjunction with Control Operations will determine when certain machines should be retired (S-4). The Shop is also looking at building custom spray equipment for technicians and supervisors (S-5). Currently, a truck mounted ditch sprayer is in development to speed up how these treatments are performed. Lastly, the Shop will continue to support the other departments with custom fabrications as the need arises (S-7).

GIS

Supervisor: Ruben Rosas

Number of employees: 1 full-time

This past season, the District created a new zone due to the shifting landscape of the service area. The GIS department will continue to analyze the zone structure to determine if zone boundaries need to be modified or new zones need to be created all together (GIS-1). Three areas the District is keeping an eye on are Folsom, Rancho Cordova and Rancho Murieta due to the amount of development. The department is also looking to enhance field operations by generating new mapping tools to increase efficiency of field personnel (GIS-2). The department is looking at routing apps to augment truck based mosquito control applications as well as the generation of custom plot maps to help with trapping in residential areas. Staff is working with the County Agricultural Commissioners to create a notification system that would alert the District when an area gets certified to be farmed organic or falls out of organic production (GIS-6).

Lastly, the department will be working closely with the Ecological Management department using remote sensing technology via drone to determine where standing water is located (GIS-4). If proven successful this can dramatically cut down on the time it takes for staff to identify where water is on the ground.

Fisheries

Supervisor: Tony Hedley

Number of employees: 3 full-time

Improvements to the fish cultivation ponds are underway to increase the Districts culturing capacity (FH-1). The District currently has two solar aerators installed that have increased the holding capacity of the ponds they are connected to. The Fisheries department is looking at having an aerator installed for each of the ponds to increase yields. The department is also looking at fencing more ponds to keep predatory birds away from our mosquitofish. Another pond improvement will be to identify control strategies for the weeds that grow around the ponds (FH-5).

The Fisheries department is looking to increase the genetic diversity in the mosquitofish population reared in house (FH-4). Although the department has swapped fish with neighboring districts in the past, the concern is that the fish reared on site have undergone a genetic bottleneck that could eventually lead to a collapse under the right circumstances. The department is looking to trade fish with several districts situated across the state to get as much genetic diversity in the District's fish population as possible.

Laboratory

Supervisor: Marcia Reed, Debbie Dritz, Sarah Wheeler

Number of employees: 12 full-time

Over the next two years the lab will become integrated into the Mapvision data management software (LAB-1). Using this program the lab will be able to track when and where traps are set, input test results that will subsequently be pushed onto the Gateway and have better integration/communication with Control Operations, who are already using Mapvision. The lab will be working with the IT department on the integration and training of lab staff.

The lab is looking to make some facility improvements to create a better workflow for routine tasks. These changes include installing new counter tops into the Biosafety Level 2 space (LAB-2). Another change will be to modify space in the Old Shop to support the rearing of insects in the summer months (LAB-6). During this time of year, the District performs many trials and additional space for rearing the mosquitoes is needed.

A bigger and ongoing project will be routine evaluations and amendments of the invasive species response plan (LAB-3). A few of the early tasks assigned to the lab will be to look at staffing needs to support invasive surveillance and the procurement of additional traps to meet the trapping densities required for effective control. Additionally, the department will develop a record management system to not only house invasive data but to also be able to effectively mine and analyze it.

Recommendation:
Information Only

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Sacramento-Yolo Mosquito and Vector Control District

January 21, 2020 Board Meeting

6. Board Discussion and Consideration of Extension to Vector Disease Control International Contract

Staff Report:

Adult mosquito control is an important part of the District's integrated vector management system. This component of our program is accomplished through a variety of ways including truck ULV (Ultra Low Volume), backpack ULV, and aerial ULV applications. The District currently utilizes Vector Disease Control International for the aerial adult mosquito control work. The current contract began in 2017 and ran through the calendar year 2019. The agreement may be renewed by the mutual written consent of the parties for a period of two one-year renewals.

The District has explored other options to provide this service, but is unable to find another vendor willing to commit to basing their operations in California.

The District shares the contract with San Joaquin MVCD, Placer MVCD and Turlock MAD with the acreage breakdown for each District as follows: Sac-Yolo-530,000 acres, San Joaquin-190,000, Turlock-180,000 and Placer-100,000.

The current specifics of the contract with VDCI would continue to include the following:

- price : \$0.60/ acre
- dedicated twin engine plane stationed in Sacramento year round and a second twin engine plane dedicated in Sacramento for a minimum of 10 weeks
- minimum of 1,000,000 acres for an annual contract amount of \$600,000
- third plane available at \$0.70 per acre

A copy of the contract is included for your review.

Recommendation:

Approve the extension to the VDCI contract.

AMENDMENT NO. 2

**TO SACRAMENTO-YOLO MOSQUITO AND VECTOR CONTROL DISTRICT
AERIAL APPLICATION SERVICES AGREEMENT**

THIS AMENDMENT TO AGREEMENT is made effective this January 1, 2017 by and between Sacramento-Yolo Mosquito and Vector Control District, a public agency ("District" or "Customer"), and Vector Disease Control International, LLC, a Delaware limited liability company ("Contractor" or "VDCI"), who agree as follows:

1. Recitals. This Amendment is made with reference to the following background recitals:

1.1. On January 1, 2014, the parties entered into the Sacramento-Yolo Mosquito and Vector Control District Aerial Application Services Agreement. The parties amended the agreement on July 21, 2015 by Amendment No. 1 in order to expand the geographic scope of operations under the agreement and enable District to coordinate aerial services with other mosquito and vector control agencies in the region. The agreement, as amended (the "Agreement"), is on file in the District office.

1.2. The parties now desire to further amend the Agreement by extending the term, adjusting the pricing, and expanding the scope of services.

2. Amendments to Agreement

2.1. Scope

2.1.1. The parties amend part A (Minimum Specifications, General Contract Scope) of Exhibit A (Scope of Services and Supplemental Conditions) of the Agreement to read as follows:

A. General Contract Scope:

VDCI shall furnish one multi-engine fixed wing aircraft (Plane One) to treat a maximum of 650,000 acres per year. Plane One will be available for use in the Sacramento-Yolo area each year from June 1 to October 31. VDCI shall furnish a second multi-engine fixed wing aircraft (Plane Two) to treat a maximum of 350,000 additional acres. Plane Two will be available for use in the Sacramento-Yolo area for 10 weeks during the late-spring to early-fall period with the exact 10-week period of use to be determined on a year-to-year basis by Customer in consultation with VDCI.

Each aircraft will be capable of carrying a minimum of 90 gallons of material to be used for ultra-low volume (ULV) application of insecticides to control adult mosquitoes within the geographical confines to be determined by Customer, provided that such confines are limited to the Counties of Sacramento, Yolo, San Joaquin, Stanislaus and Placer and those other counties that border Sacramento, Yolo or San Joaquin County. VDCI will provide the aircraft and all necessary personnel (including pilots, observer and loader), equipment, fuel, oil, maintenance, pesticide storage, hanger, landing and tie down fees and all other items required to successfully complete each aerial spray mission.

The aircraft will be dedicated for use by Customer (and such other nearby mosquito and vector control agencies as designated by Customer). The aircraft will not leave the Sacramento-Yolo area without express permission from the District General Manager or his or her designee. In the event of required maintenance, VDCI will alert Customer of any potential downtime as a result of required maintenance. If maintenance requires the aircraft be unavailable for more than 96 hours, then VDCI will be required to furnish another aircraft of VDCI's choice to replace the dedicated aircraft until the maintenance is completed.

Acreage treated in Sacramento, Yolo, San Joaquin, Stanislaus and Placer Counties will be applied against the combined 1,000,000 acres/year limit in the pricing and payment provision below.

2.1.2. The parties amend part E of Exhibit A (Minimum Specifications, Aircraft) of the Agreement by changing the first paragraph to read: Each aircraft provided by VDCI shall be a multi-engine fixed wing aircraft with a payload of 90-150 gallons depending on the material to be used.

2.2. Price. The parties amend the Pricing & Payment part of Exhibit A of the Agreement to read as follows:

PRICING & PAYMENT:

The price for the use of both aircraft will be \$600,000 per year (with \$390,000 of this sum applied to Plane One and \$210,000 applied to Plane Two), which District will pay in 12 equal monthly installments payable on or before the 15th day of each month, beginning January 15, 2017.

This pricing is based upon VDCI supplying two dedicated aircraft to Customer and is based on a maximum of 650,000 acres per year to be treated by Plane One and a maximum of 350,000 acres per year to be treated by Plane Two. Any acreage treated by VDCI in a calendar year above the combined maximum of 1,000,000 acres will be billed to the Customer at \$0.60 per acre. The dedicated aircraft will be used as directed by Customer. The Customer may require additional aircraft to complete operations. This arrangement of additional aircraft is subject to availability of VDCI's fleet located in other areas and mutually agreed upon by both Customer and VDCI. The price per acre for an additional aircraft will be at \$0.70 per treated acre with a minimum of 20,000 acre mission per visit.

Customer and VDCI may mutually agree in writing to annual price increases not to exceed the Consumer Price Index.

2.3. Term. The parties amend the Contract Term part of Exhibit A of the Agreement to read as follows:

CONTRACT TERM:

The Agreement became effective on January 1, 2014, Amendment No. 2 will take effect on January 1, 2017, and the Agreement, as amended, will remain in full force and effect until December 31, 2019; provided, however, that District may terminate the Agreement by giving written notice to VDCI in the event that mandatory statutory or regulatory changes prevent the aerial application of insecticides for the purposes contemplated by the parties under this

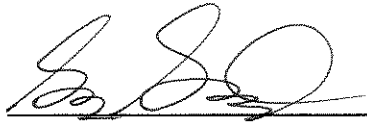
Agreement. This Agreement may be renewed by the mutual written consent of the parties for a period of two one-year renewals, subject to mutual written agreement by both parties to any changes in the pricing or other Agreement terms.

3. No Effect on Other Provisions. Except for the amendments in section 2, the remaining provisions of the Agreement shall be unaffected and remain in full force and effect.

SACRAMENTO-YOLO MOSQUITO AND
VECTOR CONTROL DISTRICT

VECTOR DISEASE CONTROL
INTERNATIONAL, LLC

By:



Gary Goodman
General Manager

By:

_____ [name]

_____ [title]

Sacramento-Yolo Mosquito and Vector Control District

January 21, 2020 Board Meeting

7. **Closed Session- Public Employee Performance Evaluation:
Manager**

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Sacramento-Yolo Mosquito and Vector Control District

January 21, 2020 Board Meeting

8. **Closed Session Conference with District Labor Negotiation Ad Hoc Committee (Trustees Burnett, Denny, and LaTorre) Regarding the General Manager Contract**

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Sacramento-Yolo Mosquito and Vector Control District

January 21, 2020 Board Meeting

9. **Board Review and Consideration for Approval of Amendment to General Manager Employment Agreement with Gary Goodman**

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