

Sacramento-Yolo
MOSQUITO & VECTOR
CONTROL DISTRICT

JANUARY 16, 2024

BOARD OF TRUSTEES
REGULAR MEETING

BOARD PACKET

10:00 A.M.

8631 BOND ROAD
ELK GROVE, CA 95624

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

8631 Bond Road
Elk Grove, CA 95624

**AGENDA
January 16, 2024
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 19, 2023 Board of Trustees Meeting**
- b. Expenditures for December 2023**
- c. Board Review and Consideration of District Annual Safety Committee Report**

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. Oral Reports from District Departments**
 - **Field Supervisors**
 - **North Sacramento**
 - **South Sacramento**
 - **North Yolo**
 - **Catch Basin**
 - **Aedes**
 - **Information Technology**
 - **Laboratory**
 - **Vector Ecologist**
 - **Biologist**

4. **Closed Session-Public Employee Performance Evaluation (Gov. Code § 54957): Manager**
5. **Board Consideration and Approval of District Officers for President, Vice President, and Secretary, and Delegating the Manager to Perform the Responsibilities of the Secretary**
6. **Board/Staff General Discussion**
7. **Adjournment**

Sacramento-Yolo Mosquito and Vector Control District

January 16, 2024 Board Meeting

1. Items for Approval by General Consent:

- a. Minutes of the December 19, 2023 Board of Trustees Meeting;
- b. Expenditures for December 2023
- c. Board Review and Consideration of District Annual Safety Committee Report

Recommendation:

Approve the Items by General Consent

**MINUTES OF THE DECEMBER 19, 2023
MEETING OF THE BOARD OF TRUSTEES OF THE SACRAMENTO-
YOLO MOSQUITO & VECTOR CONTROL DISTRICT**

Location: Virtual Meeting via Zoom / In Person @ 8631 Bond Rd, Elk Grove, California

Time: 10:00 a.m.

Call to Order: The meeting was called to order by Board President Marcia Mooney at 10:02 a.m.

Trustees Present:

Marcia Mooney	President	Galt
Sean Denny	Vice President	Woodland
Charles Duty	Secretary	Sacramento County
Craig Burnett		Folsom
Janell Darroch		West Sacramento
Lyn Hawkins		Elk Grove
Jayna Karpinski-Costa		Citrus Heights
Raymond LaTorre		Sacramento
Robert McGarvey		Rancho Cordova
Staci Gardiner		Isleton
William Reisen		Yolo County
Absent		
Gar House		Winters
Chris Barker		Davis

Staff Present:

Gary Goodman	Manager
Jeni Buckman	Legal Counsel
Steve Ramos	Assistant Manager
Tony Hedley	Assistant Manager
Marty Scholl	Program Coordinator
Sarah Wheeler	Lab Director
Ken Harris	Fisheries Supervisor
Luz Robles	Public Information Officer
Lisa Pelletier	Administrative Manager
Ruben Rosas	GIS Coordinator
Brett Day	North Yolo County Supervisor
Kara Kelley	Microbiologist
Robert Fowler	Shop Supervisor

Roll Call

This meeting was both in person and by video teleconference. Attendance was taken by Roll Call.

Pledge of Allegiance

All phones and electronic devices are requested to be silenced during the Pledge of Allegiance and for the duration of the meeting.

1. Items for Approval by General Consent

On a motion by Trustee Burnett and seconded by Trustee Denny, the Board voted to approve the General Consent Items. The vote was taken by roll call and the motion passed by the following vote: Ayes: 10, Noes: 0, Absent: 3

- a. Minutes of the October 17, 2023 Board of Trustees Meeting
- b. Expenditures for October 2023
- c. Expenditures for November 2023
- d. Quarterly Investment Report for Period Ending September 30, 2023
- e. 2024 District Annual Operating Plan Pursuant to Section 8 of the MOU between the USFWS and SYMVCD
- f. Authorize and Direct District Counsel to Provide Notice of Rejection of Claim

2. Opportunity for Public Comment

This item is reserved for members of the public who wish to speak on items not on the agenda. None

3. Reports to the Board

Manager's Report:

The Manager discussed the end of the year activities and the preparation for the 2024 season. He identified that the District audit has begun and is going more smoothly than last year. He highlighted the MVCAC planning meeting that was held earlier in December and that a draft of the strategic planning session to identify goals and direction of the Association should be compiled by early next year.

Reports from District Departments: Written reports were provided in the Board packet from each department.

- Lab/Surveillance
- Ecological Management
- Biological Control
- Larval and Adult Control
- Public Outreach

Oral Reports were given by the following:

Administrative Manager, Lisa Pelletier

Geographic Information Systems Coordinator, Ruben Rosas

Microbiologist, Kara Kelley

Shop Supervisor, Robert Fowler

Field Supervisor-North Yolo County, Brett Day

4. Board Review and Consideration for Tree Trimming Contractor at the Bond Road Facility

Staff introduced the item highlighting the District's need to trim the trees along the property bordering the busy Bond Road. The Board discussed the item and a motion was made by Trustee Denny and seconded by Trustee Burnett to accept the staff's recommendation. The vote was taken by roll call and the motion passed by the following vote: Ayes: 11, Noes: 0, Absent: 2.

5. Board Review and Consideration for Renovation of Front Office

Staff discussed the item and the District's need to create more office space to address staff growth and to be more efficient with the existing space. The Board discussed the item and a motion was made by Trustee Denny and seconded by Trustee LaTorre to accept the staff's recommendation. The vote was taken by roll call and the motion passed by the following vote: Ayes: 11, Noes: 0, Absent: 2.

6. Board Review and Consideration of Contract with Farm Air for Aerial Larviciding Services

Staff discussed the item to address the expiring contract with Farm Air who conducts our aerial larviciding work. The Board discussed the item and a motion was made by Trustee Burnett and seconded by Trustee Denny to accept the staff's recommendation. The vote was taken by roll call and the motion passed by the following vote: Ayes: 11, Noes: 0, Absent: 2.

7. Board/Staff Reports and Requests / General Discussion

The Manager discussed the upcoming MVCAC annual meeting in Monterey on January 22-24. The January meeting will have the annual safety report. The Manager will also be scheduling his annual review.

8. ADJOURNMENT

The meeting adjourned at 11:33 a.m.

I certify that the above minutes substantially reflect the general business and actions taken by the Board of Trustees at the December 19, 2023, meeting.

Gary Goodman, Manager

Approved as written and/or corrected by the Board of Trustees at the January 16th, 2024, meeting.

Charles Duty, Board Secretary

Sacramento-YOLO Mosquito and Vector Control District

01/05/24

Check History Report

Accrual Basis

December 2023

Num	Date	Name	Credit	Type
Dec 23				
58020	12/05/2023	CA State Disbursement Unit	350.00	Check
58021	12/05/2023	Operating Engineers Local Union No. 3	884.00	Check
58022	12/05/2023	Benefit Coordinators Corp.	9,640.90	Bill Pmt -Che...
58023	12/05/2023	Benefit Coordinators Corporation	3,638.57	Bill Pmt -Che...
58024	12/05/2023	EDD	118.67	Bill Pmt -Che...
58025	12/06/2023	U.S. Bank	22,281.62	Bill Pmt -Che...
58026	12/06/2023	Airgas USA LLC	164.10	Bill Pmt -Che...
58027	12/06/2023	Alhambra & Sierra Springs	111.98	Bill Pmt -Che...
58028	12/06/2023	ArcSource	1,139.05	Bill Pmt -Che...
58029	12/06/2023	Barnes Welding	1,098.05	Bill Pmt -Che...
58030	12/06/2023	Buckmaster Office Solutions	91.14	Bill Pmt -Che...
58031	12/06/2023	Cintas Corporation	4,312.95	Bill Pmt -Che...
58032	12/06/2023	Cleanit Maintenance Systems LLC	5,990.00	Bill Pmt -Che...
58033	12/06/2023	Consolidated Communications	2,279.37	Bill Pmt -Che...
58034	12/06/2023	Elk Grove Water District	355.77	Bill Pmt -Che...
58035	12/06/2023	Factory Motor Parts Co	484.90	Bill Pmt -Che...
58036	12/06/2023	GreatAmerica Financial Services	376.28	Bill Pmt -Che...
58037	12/06/2023	Hippensteel Group	3,450.00	Bill Pmt -Che...
58038	12/06/2023	Hunt & Sons Inc	3,216.41	Bill Pmt -Che...
58039	12/06/2023	Kimball Midwest	368.10	Bill Pmt -Che...
58040	12/06/2023	Maita Chevrolet	2,315.48	Bill Pmt -Che...
58041	12/06/2023	PG & E	2,148.97	Bill Pmt -Che...
58042	12/06/2023	Pitney Bowes Global Financial Services LL	293.92	Bill Pmt -Che...
58043	12/06/2023	Placer MVCD-	1,425.00	Bill Pmt -Che...
58044	12/06/2023	Radial Tire of Elk Grove	239.90	Bill Pmt -Che...
58045	12/06/2023	Republic Services #922	656.16	Bill Pmt -Che...
58046	12/06/2023	SMUD	3,221.60	Bill Pmt -Che...
58047	12/06/2023	T-Mobile	2,444.84	Bill Pmt -Che...
58048	12/06/2023	Top Rank Heating Air Conditioning Inc	1,065.12	Bill Pmt -Che...
58049	12/06/2023	United Textile Inc	69.60	Bill Pmt -Che...
58050	12/06/2023	Valley Fire & Security	69.50	Bill Pmt -Che...
58051	12/06/2023	Vector Disease Control International	53,125.00	Bill Pmt -Che...
58052	12/06/2023	Verizon Wireless	2,786.97	Bill Pmt -Che...
58053	12/06/2023	Walker's Office Supply	135.92	Bill Pmt -Che...
58054	12/15/2023	Airgas USA LLC	77.86	Bill Pmt -Che...
58055	12/15/2023	AutoZone Inc	288.63	Bill Pmt -Che...
58056	12/15/2023	Barnes Welding	173.87	Bill Pmt -Che...
58057	12/15/2023	Buckmaster Office Solutions	176.43	Bill Pmt -Che...
58058	12/15/2023	Castle Tire	76.07	Bill Pmt -Che...
58059	12/15/2023	City of Woodland	163.89	Bill Pmt -Che...
58060	12/15/2023	Elk Grove Lock and Safe Company	81.55	Bill Pmt -Che...
58061	12/15/2023	Grow West	18.34	Bill Pmt -Che...
58062	12/15/2023	Hunt & Sons Inc	2,216.18	Bill Pmt -Che...
58063	12/15/2023	Kingsley Bogard, LLP	228.00	Bill Pmt -Che...
58064	12/15/2023	NorCal Roofing	4,400.00	Bill Pmt -Che...
58065	12/15/2023	O'Reilly Automotive, Inc.	641.38	Bill Pmt -Che...
58066	12/15/2023	PG & E	150.05	Bill Pmt -Che...
58067	12/15/2023	Radial Tire of Elk Grove	109.95	Bill Pmt -Che...
58068	12/15/2023	RKL eSolutions, LLC	3,589.54	Bill Pmt -Che...
58069	12/15/2023	Stericycle Inc	93.44	Bill Pmt -Che...
58070	12/15/2023	Waste Management-	247.93	Bill Pmt -Che...
58071	12/15/2023	Yolo County Environmental Health	1,416.00	Bill Pmt -Che...
58084	12/15/2023	ArcSource	866.00	Bill Pmt -Che...
58085	12/15/2023	Hunt & Sons Inc	226.47	Bill Pmt -Che...
58086	12/15/2023	Luken Benjamin Associates	3,750.00	Bill Pmt -Che...
58087	12/15/2023	Pitney Bowes Bank, Inc. Reserve Account	1,000.00	Bill Pmt -Che...
58088	12/15/2023	Radial Tire of Elk Grove	109.95	Bill Pmt -Che...
58089	12/15/2023	Sacramento County Utilities	960.54	Bill Pmt -Che...
58072	12/18/2023	Kaiser Foundation Health Plan	63,559.19	Bill Pmt -Che...
58073	12/18/2023	Sutter Health Plus	10,020.14	Bill Pmt -Che...
58074	12/18/2023	Western Health Advantage	7,180.10	Bill Pmt -Che...
58075	12/18/2023	Western Health Advantage	1,302.42	Bill Pmt -Che...
58076	12/18/2023	Alhambra & Sierra Springs	185.97	Bill Pmt -Che...
58077	12/18/2023	Barnes Welding	329.71	Bill Pmt -Che...
58078	12/18/2023	Delia Guizado Catering	1,361.25	Bill Pmt -Che...
58079	12/18/2023	Elk Grove Lock and Safe Company	260.94	Bill Pmt -Che...
58080	12/18/2023	Gary W. Goodman	532.38	Bill Pmt -Che...

7:55 AM

Sacramento-YOLO Mosquito and Vector Control District
Check History Report
December 2023

01/05/24

Accrual Basis

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Credit</u>	<u>Type</u>
58081	12/18/2023	Kimball Midwest	78.85	Bill Pmt -Che...
58090	12/18/2023	PG & E	1,874.68	Bill Pmt -Che...
58082	12/21/2023	Operating Engineers Local Union No. 3	884.00	Check
58083	12/21/2023	CA State Disbursement Unit	350.00	Check
W00397	12/29/2023	CalPERS Financial Reporting & Accounting	98,891.91	Check
W00398	12/29/2023	CalPERS 457 Plan	17,194.06	Check
W00399	12/29/2023	Nationwide Retirement Solutions	2,300.00	Check
W00400	12/29/2023	Nationwide Retirement Solutions	3,925.00	Check
W00401	12/29/2023	EDD	19,009.81	Check
W00402	12/29/2023	US Treasury Internal Revenue Service	68,946.50	Check
Dec 23			<u>449,598.82</u>	

Sacramento-YOLO Mosquito and Vector Control District
STATEMENT OF OPERATION
July through December 2023

	Jul - Dec 23	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4000 · REVENUE	1,031,312.71	19,292,432.00	-18,261,119.29
Total Income	1,031,312.71	19,292,432.00	-18,261,119.29
Gross Profit	1,031,312.71	19,292,432.00	-18,261,119.29
Expense			
12500 · Prepaid Expense*	-100,000.00		
5000 · SALARIES/BENEFITS/WC	4,433,503.39	10,240,688.00	-5,807,184.61
5200 · OPERATIONAL			
5210 · LIABILITY INSURANCE	289,430.18	288,499.00	931.18
5250 · AUDITING/FISCAL	9,000.00	25,000.00	-16,000.00
5270 · COMMUNICATIONS	39,309.36	110,000.00	-70,690.64
5310 · PUBLIC INFORMATION	188,993.92	611,000.00	-422,006.08
5340 · STRUCTURE & GROUNDS	60,905.42	71,000.00	-10,094.58
5370 · MEMBER/TRAINING	81,306.16	160,000.00	-78,693.84
5390 · DISTRICT OFFICE EXPENSES	8,793.28	25,000.00	-16,206.72
5430 · PROFESSIONAL SERVICES	203,354.29	341,000.00	-137,645.71
5440 · MATERIALS & SUPPLIES	7,092.72	14,500.00	-7,407.28
5450 · RENTS & LEASES	4,638.15	12,000.00	-7,361.85
5470 · SAFETY PROGRAM	760.00	5,000.00	-4,240.00
5480 · UTILITIES	50,057.04	140,000.00	-89,942.96
6120 · AIRCRAFT SERVICES	849,824.77	1,129,000.00	-279,175.23
6140 · ECOLOGICAL MANAGEMENT	4,595.64	20,500.00	-15,904.36
6160 · MICROBIAL	869,289.94	1,150,000.00	-280,710.06
6170 · BIORATIONALS	768,830.89	1,200,000.00	-431,169.11
6180 · INSECTICIDES	803,170.29	750,000.00	53,170.29
6220 · FISHERIES	11,717.46	41,000.00	-29,282.54
6280 · GEOGRAPHIC INFO SYSTE...	3,636.00	9,000.00	-5,364.00
6320 · INFORMATION TECHNOLOGY	36,721.96	120,000.00	-83,278.04
6350 · CONTROL OPERATIONS	12,127.36	70,000.00	-57,872.64
6370 · SHOP DEPT	122,618.04	145,000.00	-22,381.96
6420 · LAB SERVICES	72,502.71	230,000.00	-157,497.29
6450 · GAS & PETROLEUM	119,225.68	250,000.00	-130,774.32
Total 5200 · OPERATIONAL	4,617,901.26	6,917,499.00	-2,299,597.74
62600 · Ask Accountant	-125,883.81		
Total Expense	8,825,520.84	17,158,187.00	-8,332,666.16
Net Ordinary Income	-7,794,208.13	2,134,245.00	-9,928,453.13

	Jul - Dec 23	Budget	\$ Over Budget
Other Income/Expense			
Other Expense			
7000 · CAPITAL ACCOUNTS			
70010 · CAPITAL OUTLAY	0.00	193,000.00	-193,000.00
70050 · CONTINGENCY	0.00	0.00	0.00
70070 · RESEARCH FUND	0.00	75,000.00	-75,000.00
70080 · BUILDING IMPROVEMENT	40,650.00	735,000.00	-694,350.00
70085 · CalPERS Add Discretionary ...	0.00	1,500,000.00	-1,500,000.00
Total 7000 · CAPITAL ACCOUNTS	40,650.00	2,503,000.00	-2,462,350.00
70030 · CAPITAL OUTLAY 2	72,272.10		
70040 · EQUIPMENT REPLACEMENT	0.00	600,000.00	-600,000.00
90999 · Suspense Expense	5,017.90		
Total Other Expense	117,940.00	3,103,000.00	-2,985,060.00
Net Other Income	-117,940.00	-3,103,000.00	2,985,060.00
Net Income	-7,912,148.13	-968,755.00	-6,943,393.13

Sacramento-Yolo Mosquito & Vector Control District Annual Safety Report 2023

Committee Members for the Year 2023

Whitney Clack	Laboratory
Catalina Garcia	Administration
Dania Smith	Administration
Tim Guimont	North Sacramento
Jeff Anderson	South Sacramento
Zeb Middleton	Yolo County
Garrett Koch	Catch Basin Crew
Kiara Day	Fisheries
Callahan Weiland	Fisheries
Ben Weisenberg	Shop
Steve Ramos	Safety Officer
Tony Hedley	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 is accomplished through monthly meetings of the Safety Committee and subsequent discussions among District employees regarding topics and issues brought up in the meetings. The Committee is made up of representatives from each of the District's departments. The meetings are usually held the second Tuesday of each month. The agenda includes a review of safety suggestions, accidents, and analyses of facility or job inspections. The District's Safety Manual is reviewed, in its entirety, by District management once every three years. The Safety Manual is also sent to Sedgwick Risk Services for review and recommendations pursuant to this three-year interval, as these reviews are critical in the process of keeping our employees current with updates and changes to safety regulations. Safety is a primary concern of the District and the Committee helps to facilitate and enhance the Safety Program, and employees are trained annually on the Safety Program elements.

The District experienced 21 accidents in 2023, which is at the 5-year running average of 21 accidents per year. The District experienced an increase in the number of safety suggestions in 2023 compared to 2022 (five suggestions in 2023 versus two suggestions in 2022). As we move into 2024, the District and Safety Committee will make continued efforts to educate its employees on the importance of safety in the workplace, with a goal of increasing employment engagement.

The table below summarizes the general statistics of the Safety Committee Program.

	2023	2022	2021	2020	2019	2018	5 YR AVG
Safety Suggestions	5	2	4	14	11	6	10
Accidents	21	17	21	26	21	16	21

The goals of the Safety Committee for the 2024 calendar year include:

- Continue to review and update the Safety Manual.
- A reduction in the number of workplace accidents compared to 2023.
- District-wide promotion of the Safety Program.
- Increasing Safety Suggestions through employee engagement and input during Safety Committee updates by Safety Committee members.

SAFETY PROGRAM OVERVIEW

The following is a review of District Safety Program elements. The complete Safety Program element can be reviewed in 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, as-needed and/or annually. .

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 equipment and tools within a particular building at each facility (Sacramento and Woodland). Supervisors provide an annual safety review of all the equipment and power tools that are used by employees as refresher training, and continually assess their assigned building for safety hazards.

Hearing Conservation

Supervisors take annual decibel readings of equipment located in their assigned buildings and document all equipment that exceeds 80 decibels. Employees are trained annually on the effects of long term hearing damage, and are required to use ear protection when using this equipment, pursuant to the training.

Fire Safety

Employees are trained on (1) identifying ways to reduce conditions that could result in a workplace fire and (2) how to respond in the event of a workplace fire. 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 an annual basis.

Heat Illness

The District uses OSHA training materials 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 virtual and in-person (classroom and behind the wheel) instruction on alternate years.

Pesticide Safety

Pesticide training is required on an annual 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 staff are safety consultants that have provided the District with classroom and behind the wheel driver training over the past several years. In May of 2023, the District invited a Sedgwick representative to perform online video training via Zoom to the District for drivers training. The training included videos on driver safety and a Q and A session for all employees. Following the zoom presentation staff members were able to perform behind the wheel drivers training with a Sedgwick representative.

2024 will be the time most of the District will need to recertify for First Aid procedures. This will be performed by our representative from Valent Biosciences who is a certified American Red Cross trainer. The Red Cross moved its classroom training to an on-line module which was followed up with a hands-on component conducted in small groups to maintain social distance guidelines.

Pesticide Industry

Representatives of Sacramento County Agricultural Commissioner’s Office, Valent Biosciences, Central Life Sciences, Adapco, Clarke Mosquito Control, Univar and Target Specialty Products have provided pesticide use and safety training to staff.

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 annually to supplement verbal training.

ACCIDENTS / INJURIES 2023

As noted above, there were 21 reported accidents/incidents throughout the District in 2023. This represents an overall decrease from last year. The table below summarizes the breakdown of reported accidents/incidents over the years:

	2023	2022	2021	2020	2019	2018
District Vehicles	6	14	13	16	11	11
Cuts and Abrasions	5	0	0	2	3	0
Strains and Irritations	4	1	7	3	2	3
Pesticide Spills	2	0	0	1	3	1
Other	4	2	1	4	2	1
Total	21	17	21	26	21	16

In 2023, the level of vehicle accidents saw a decrease compared to 2022. The Safety Committee will continue to promote paying attention and being a cautious defensive driver in District vehicles. Personal injuries in 2023 (cuts, abrasions, strains, and irritations) increased to 9 occurrences from 1 the previous year. The Safety Committee will continue to remind staff to ask for training on unfamiliar equipment and to ask for help when needed. The Safety Committee will continue to stress the importance of workplace safety and will look for ways to promote the Safety Program for 2024.

HAZARD EVALUATIONS & AUTHORIZATION LISTS

There are multiple sections in the Safety Manual. Of these sections, four are reviewed annually, on a rotating basis. The specific areas of the Safety Manual that were reviewed by employees in 2023 were:

- Hazard Communication Program
- Hand and Portable Power Tool Safety Program
- First Aid Program
- Fire Prevention Program

Each department reviews a section of the Safety Manual each quarter and submits suggestions for changes to the Safety Committee. This 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 2023

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 2023

<u>DEPARTMENT</u>	<u>COMPLETED</u>
Administration	Feb & December
Control Operations - North Sacramento	Feb & Sept.
Control Operations - South Sacramento	Feb & December
Control Operations - Catch Basin	Feb & December
Control Operations – Woodland	Feb & December
Control Operations - Aedes	Feb & November
Ecological Management	May & August
Laboratory	May & December
Vehicle	May & December
Fisheries	May & October

FACILITY INSPECTIONS 2023

Facility inspections are scheduled twice a year and include two members of the Safety Committee performing a walkthrough of each building within the District facilities. 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 2023.

<u>FACILITY</u>	<u>COMPLETED</u>	<u>2023 SAFETY RATING</u>
Administration	February	100%
	December	98%
Fisheries	May	100%
	December	93%
Laboratory	May	100%
	December	100%
Mechanic Shop	February	100%
	December	100%
Old Shop	May	100%
	December	100%
Pesticide Storage	February	100%
	October	92%
Pole Barn	May	100%
	December	100%
Woodland	February	100%
	November	100%

SAFETY SUGGESTIONS FOR 2023

In 2023, the District received a total of two (5) suggestions, compared to two (2) suggestions in 2022. The Safety Committee and Management continue to encourage employees to make suggestions, either written or verbally, to Safety Committee members. District wide promotion of the Safety Program and its incentives will continue to be a goal for 2023.

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' employees are, therefore, encouraged to contribute 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 consists of all members having 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 (points will be awarded at the completion of the 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 2023 as well as comparing to previous year's numbers as soon as the data is available from our Workers Compensation provider.

Sacramento-Yolo Mosquito and Vector Control District

January 16, 2024 Board Meeting

3. Reports to the Board

a. Manager's Report

b. Oral Reports from District Departments

a. Manager's Report

The upcoming MVCAC annual conference is scheduled for next week and staff are preparing their presentations.

Staff is preparing for onboarding seasonal staff in the coming months.

We are finalizing the audit and hope to have the final report presentation to the Board soon.

b. Oral Reports from District Departments

- Control Supervisors – Richard Speakman, Demetri Dokos, Will Hayes, Ryan Wagner, and David Smith
- Information Technology – Dan Fisher
- Laboratory-Debbie Dritz and Mario Novelo Canto

January 2023 Board Meeting

Sarah Wheeler – Laboratory

Surveillance continues for mosquito abundance, but trap counts remain low. Tick surveillance began in November along trails in Sacramento and Yolo Counties. In December *Borrelia burgdorferi* was detected in *Ixodes pacificus* samples collected at Mississippi Bar and Willow Creek in Sacramento County. Laboratory technicians are busy building and repairing traps for the upcoming season.

Kevin Combo - Ecological Management

Ecological Management staff are prepping for the upcoming season by performing annual maintenance on excavation and vegetation control equipment. Staff continue to oversee ongoing brush cutting projects that are in process located at Delta Meadows and Teal Bend Golf Course. Ecological Management technicians are conducting their annual training modules. Staff have been heavily involved in new construction projects in the District. New Ecological Management team member Tim Guimont is in the process of obtaining his commercial driver's license (Class A) that is required to transport excavation equipment to water and vegetation management projects.

Ken Harris - Fisheries

In December, the Fisheries Department focused on facility and pond maintenance, with projects ranging from fence repair to replacing the water heater, fixing shop doors, and adding a new entrance to our fisheries barn. Additionally, our technicians repaired bird exclusion netting and carried out weed control. Two ponds now feature new fencing installed by S&S Fence Co. As we transition into January, the department is set to install the required hardware for netting around the newly fenced-in ponds. Daily activities such as water quality testing and tank cleaning are continued to maintain high-quality fish.

Marty Scholl – Program Coordinator

Staff have been assigned to rotate in with the lab technicians assisting in trap repair and production of sentinel cages for use next season. Invasive *Aedes* trapping will begin again next spring. Public relation bags that contain information on invasive species and source reduction around the home have been made to hand out to residents during home inspections. Continued education training videos are being assigned. Projects around the District property such as tree trimming, fence repair, vehicle maintenance and water soluble packet production are being performed. Crews continue to work on off-site properties performing brush clearing work around known mosquito breeding sources.

Luz Maria Robles – Public Information and Education

In an effort to launch the school program for 2024, the “What Bugs You?” school assemblies hosted by Red Shoe Productions continue to be coordinated. There are currently 6 2nd -5th grade assemblies that are scheduled for different schools in both Sacramento and Yolo counties. The District has started working on the 2023 Annual Report and each supervisor is currently

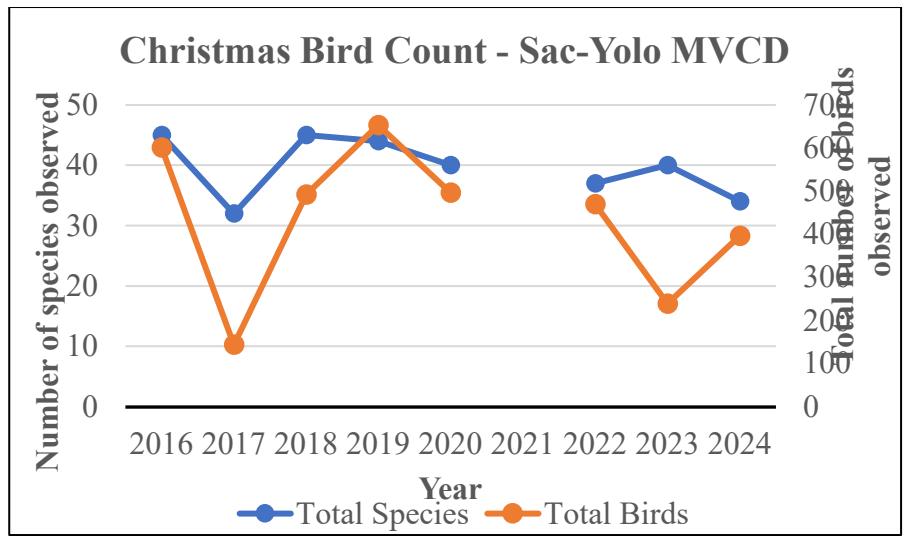
updating their department summary. In preparation for the upcoming season, we are currently assessing needs and re-ordering brochures and other materials, as needed. I am currently coordinating and collaborating with Gary Benjamin, our media consultant, to begin putting together the 2023 advertising plan. We have ongoing meetings with account executives and media representatives to begin looking at various options for the advertising campaign.

The Rio Consumnes Christmas Bird Count took place January 2, 2024. Below is a summary of the birds observed at the Bond Rd facility.

Total birds counted at Sac-Yolo MVCD during the 2024 Christmas Bird Count

Species	#	Species	#	Species	#
American Crow	15	Great Blue Heron	1	Pied-billed Grebe	2
American Robin	3	Great Egret	3	Red-tailed Hawk	1
Anna's Hummingbird	70	Greater Yellowlegs	3	Ring-billed Gull	8
Barrow's Goldeneye	1	Green Heron	1	Rock Pigeon	1
Black Phoebe	6	House Finch	2	Ruby-crowned Kinglet	6
Bushtit	14	Killdeer	2	Snowy Egret	8
California Scrub-Jay	1	Mallard	21	Song Sparrow	2
Canada Goose	44	Marsh Wren	2	Sora	1
Common Goldeneye	12	Mourning Dove	5	White-crowned Sparrow	3
Double-crested Cormorant	2	Northern Flicker	5	Yellow-rumped Warbler	140
European Starling	1	Nuttall's Woodpecker	3	Total species	34
Golden-crowned Sparrow	6	Orange-crowned Warbler	1	Total birds	396

Comparison of total species and total birds observed annually since 2016. There was no count in 2021 due to COVID19.



January 2023 Board Meeting

Richard Speakman, North Sacramento Field Supervisor:

North Sacramento saw a significant increase of nearly 130% in Natomas rice this year. In 2023 there was a total of 7024 acres of rice in comparison to just 3073 acres in 2022. Over 26000 acres of rice were treated for mosquitoes compared to over 18000 acres the year before.

Field technicians responded to 1752 Service requests in 2023. 1117 for mosquito populations, 458 for mosquitofish plants and 177 service requests for yellowjacket and wasp control.

Staff responded to 427 positive West Nile Virus detections. 227 positive mosquito pools, 171 positive WNV birds and 29 positive WNV human cases. Technicians conducted 300 Ultra Low Volume (ULV) treatments in response to the positive mosquito pools. Staff also conducted 3 radiuses for Malaria and 1 radius for Dengue fever.

This year there were 1518 swimming pool sites in North Sacramento. 901 of these were in the pool program where homeowners and residents were mailed their notice of annual inspection. At season's end, nearly 97% of the sites in the pool program successfully had a response or had been inspected/treated.

Technicians saw an increase in Yellow jacket activity over last year. We trapped 325 queens in the spring months and approximately 12568 workers in the summer and fall. Staff located and treated 683 yellow jackets nests in total in 2023, an increase of 265%.

Demetri Dokos, South Sacramento Field Supervisor:

The South Sacramento Crew consists of eight (8) full time technicians and two (2) seasonal technicians in 2023. Swimming pool mailers were sent out in March to 94 residents of Elk Grove that had unmaintained swimming pools. South Sacramento zones experienced an increase in West Nile Virus (WNV) activity in 2023 when compared to the 2022 season. South Sacramento Technicians responded to 115 WNV positive mosquito pools, 19 WNV positive dead birds, 3 WNV positive humans, 1 SLE positive human and 5 WNV positive chickens from the Isleton flock with radius work and Ultra Low Volume adulticide treatments. South Sacramento also received three (3) travel related Malaria cases and were responded to with a 1 mile radius inspection of all known mosquito breeding sites. Also, one (1) travel related Dengue case which was responded to by our Urban Operations crew. Technicians inspected 23,262 possible mosquito breeding sites and performed 2,114 treatments of those sites. Technicians responded to 547 service requests; 338 were mosquito related service requests, 144 for mosquitofish plants and 65 service requests for yellowjacket or paper wasp control. The South Sacramento rice numbers were 848 acres for the 2023 season (379 acres of organic rice and 469 acres of conventional rice). The South Sacramento yellow jacket program set and monitored traps in the eucalyptus grove near Herald, East of Locke and in the farm area of Bufferlands off of Dwight Rd in Elk Grove to monitor yellow jacket populations in those areas.

Will Hayes, South Yolo Field Supervisor:

The South Yolo team consists of 6 full time technicians and 1 seasonal employee. Intense rain throughout the winter and spring created a late start for a traditional mosquito season. Springtime work in the YBWA proved difficult due to the continued flooding that lasted until late May. Field techs inspected over 14,000 sources, treated roughly 1100. Once rice was planted, South Yolo saw an increase in both field numbers and acreage from 81 fields to 118. Almost 13,000 acres of rice were farmed in So.Yolo in 2023. WNV+ activity created 40 days of ULV treatments/responses covering nearly 31,000 acres throughout the season. Traditional Fall Flooding timelines were also affected, all of which will be discussed during my presentation.

Ryan Wagner, Catch Basin Supervisor

In 2023, the District's Catch Basin Program continued to carry out its charge of locating, treating, and monitoring the over 250,000 storm drain elements in Sacramento and Yolo counties. The six full-time staff in the department treated and inspected 256,881 catch basins, surpassing totals from 2022, and collected 832 samples to determine abundance, catalog species distribution, and conduct larvicide efficacy examinations. In addition to ad hoc efficacy inspections throughout the season, the department also performed analysis on seven groups of catch basin test sites from June through the beginning of November. This concept, intended to run concurrently with routine catch basin treatments, is part of the program's broader goal of determining the field efficacy of the products on which we rely, and 2023 constitutes the second year of what will be an ongoing operational project. Technicians in the department continued to employ the use of RHD Jeep Wranglers, modified hybrid bicycles, and electric scooters to access an average of 2,000 catch basins each day. 2023 was also the second year in which the program's mobile application was its sole data management platform. Technicians were able to leverage the growing historical database of this system to prioritize treatments of known viable catch basins and make informed product rotation decisions, among other advances.

David Smith, Urban Operations Control

In just its second season, the Urban Operations Program (formerly Aedes Control Program) focused on expanding outreach in known infestation areas. As Control Supervisor, my first season brought valuable experience, managing challenges with a team of 3 full-time and 2 seasonal field technicians. With invaluable assistance from the Catch Basin Supervisor, Ryan W. Wagner, we successfully implemented a new, significantly more efficient data utilization application for our mapping and data entry processes. Early in the season, "Invasive Mailers" were sent to Rosemont, Carmichael, and South Natomas, guiding residents on preventative measures and prompting inspections. All technicians operated out of the Bond Road facility this season.

Kat Kellogg and Dave Zepf, our 2nd-year technicians, were joined by new hire Cason Reyes, along with two seasonal hires. Detections in "known" areas began as early as April, with pre-season inspections in Rosemont and South Natomas. Our routine surveillance identified

Aedes aegypti larvae in late April and adult detections in May, in essence initiating the season. Additionally, new detections occurred during Lab scouting surveillance in West Sacramento, Upper Land Park, and Rancho Murieta, with singular finds at Fox 40 in South Sacramento and Capitol Park Sacramento.

While *Aedes albopictus* was found in known areas, *Aedes aegypti* detections remained higher in count and density. The crew visited over 5,300 residences, conducting nearly 1,900 inspections and performing over 1,300 localized backyard adulticide treatments. Over 1,225 trap nights with BG Sentinel traps resulted in 381 confirmed invasive Aedes adult detections. In response we conducted 19 AM Wide Area Larvicide treatments (WALS) followed by ULV adulticide treatments throughout the season.

Dan Fisher – IT Administrator

The IT Department exists to support each department's role in the larger mission of the District with the use of technology. The IT department serves this function by investigating, purchasing, deploying and maintaining, and in some cases building from scratch, the best hardware, software, and services, at the right cost and scale to increase our security, productivity and efficiency. We also look back to monitor our progress and how to plan better for the future. It is not only in the area of mosquito control that technology has an impact. The District is dependent on technology to communicate, to pay our employees, to keep our data secure, and to be visible and accountable to the public with our website, email notifications, and online board meetings.

The IT Department was fortunate to hire one seasonal employee over the summer for three months to help with hardware and software inventory and deployment, helpdesk functions, and data entry.

In 2023, we continued work on internal mobile application development with the expert abilities of catchbasin supervisor Ryan Wagner, and launched the Aedes Control department mobile application to better track the larger amount of data generated by the door to door canvassing style of field work. Ryan continued to build out other mobile applications to take over from forms and spreadsheets used previously for vehicle maintenance tracking, item inventory and asset management, and employee in/out tracking. We have plans to deploy additional mobile applications in 2024 to improve and simplify operational data functions such as dead bird and mosquito traps assignment, deployment and collection for laboratory staff.

The IT Department is also working to improve the operations of our truck mounted ULV systems by moving from laptops to iPads with custom software made specifically to be safer and easier to use by the operator. This will allow pre-planned routes to sync wirelessly to any truck and show spray route tracks in real time to the managing supervisor back in the office.

The IT Department also worked closely with the administrative front office staff this year, transitioning new staff onboard and working to manage what seemed like a never ending cascade of payroll software issues and upgrades. In the transition to a new payroll software vendor last fall, the IT Department has deployed a new windows server and remote access software and is helping to manage the technical aspects of the transition to the new system, while maintaining and fixing the existing software.

Our District infrastructure also had several upgrades this past year, continuing this winter to bring faster and stronger wifi across both Elk Grove and Woodland offices, replacing aging windows servers and networking equipment to improve speed, reliability and security.

Debbie Dritz, Vector Ecologist:

In my capacity as the District's Vector Ecologist, I supervise the Laboratory Technicians and the non-research seasonal employees, coordinate our disease surveillance and response trapping activities plus our tick surveillance, oversee our susceptible mosquito colonies and conduct our adult resistance testing. 2023 was one of the most challenging WNV surveillance years the district has experienced. The Lab collected a total of 409,984 mosquitoes in our traps this past season. This total excludes BG traps and any invasive mosquito species. That translates into the 6 Lab Technicians that were performing sorting, counting, identification and pooling of mosquitoes processed approximately 68,331 mosquitoes each. Our Microbiologist reported on the 7,989 pools tested with 636 total positive pools at the December Board meeting which resulted in a positivity rate of 7.96% compared to 2.0% the previous year. The Lab held a contest for the Technicians to see who pooled the most and the result was Haley, James and Katrina were the top performers with over 100 pools each processed from EVS surveillance traps during the 2023 season. We continued to provide support to our Aedes department by monitoring the spread of invasive mosquito species in Sacramento and Yolo counties. The Lab also participated in responding to the 47 reported human cases by setting appropriate mosquito traps. The focus of the 2023 adult mosquito resistance testing was to compare the traditional approach to the bottle bioassay utilizing chemical standards against formulated commercial product to determine if the latter would be a better predictor of operational application results in the field and provide more useful data for product selections. The Vector Ecologist will continue to serve on the MVCAC Integrated Vector Management Committee for 2024 developing an online guide to resistance testing techniques and information.

Mario Novelo Canto, Lab Biologist:

In 2023, the laboratory, in conjunction with control operations, the University of the Pacific, and UC Berkeley, conducted more than 10 different field trials to test the efficacy of various products and application methods. One of the district trials was part of our West Nile aerial response in the cities of Woodland and Davis, assessing the efficacy of Dibrom in urban settings. For the work done with UC Berkeley, we aimed to assess the efficacy of mosquitofish in reducing larvicide applications between areas with and without fish stocking. This project is ongoing. The work done with the University of the Pacific aimed to assess the efficacy of Pyronyl 525 in a field setting, in conjunction with laboratory work where mosquitoes were age-graded in the hopes of establishing a direct effect of product application in eliminating older mosquito populations. This project's results are currently being analyzed.

Sacramento-Yolo Mosquito and Vector Control District

January 16, 2024 Board Meeting

4. **Closed Session - Public Employee Performance Evaluation (Gov. Code § 54957): Manager**

Sacramento-Yolo Mosquito and Vector Control District

January 16, 2024 Board Meeting

5. 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.

2023 Officers

President – Marcia Mooney

Vice President – Sean Denny

Secretary – Charles Duty

Recommendation:

Pleasure of the Board