

**MINUTES OF THE DECEMBER 15, 2015  
REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE  
SACRAMENTO-YOLO MOSQUITO & VECTOR CONTROL DISTRICT**

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

**TRUSTEES PRESENT:**

Craig Burnett	President	Folsom
Bruce Eldridge	Vice President	Yolo County
Sean Denny	Secretary	Woodland
Christopher Barker		Davis
Raul DeAnda		West Sacramento
Frederick Goethel		Galt
Lyndon Hawkins		Elk Grove
Jayna Karpinski-Costa		Citrus Heights
Gregory Lanzaro		Winters
Raymond LaTorre		Sacramento
Susan Maggy		Sacramento County
Rosemarie Moore		Isleton

**TRUSTEES ABSENT:**

Robert McGarvey	Rancho Cordova
-----------------	----------------

**LEGAL COUNSEL:**

Richard Shanahan

**STAFF PRESENT:**

Gary Goodman	Manager
Janna McLeod	Administrative Manager
Marcia Reed	Program Coordinator
Marty Scholl	Ecological Management Supervisor
Luz Maria Robles	Public Information Officer
Tony Hedley	Fisheries Supervisor
Deborah Dritz	Vector Ecologist
Kara Kelley	Microbiologist
Sarah Wheeler	Biologist
Tom Price	Shop Supervisor
Michael Fike	Field Supervisor-North Yolo County
Ruben Rosas	GIS Coordinator
Randy Burkhalter	Field Supervisor-Catch Basin
Dan Fisher	Information Technology Administrator

**CALL TO ORDER**

The meeting was called to order at 10:04 a.m. by President Craig Burnett.

**Roll Call**

Trustee Robert McGarvey is absent; however, a quorum is present.

**Pledge of Allegiance**

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

**1. ITEMS FOR APPROVAL BY GENERAL CONSENT**

On a motion by Trustee Goethel, seconded by Trustee Denny the Board voted to approve General Consent items a. through d. The motion passed by the following vote: Ayes: 12, Noes: 0, Absent: 1.

- a. Minutes of the November 17, 2015 Board of Trustees Meeting;
- b. Expenditures for November 2015;
- c. District Investment Report for Period Ending September 30, 2015;
- d. Deposit VCJPA Retrospective Adjustment of \$57,299 into District Member Contingency Fund.

**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. REPORTS TO THE BOARD**

**a. Manager's Report:**

Manager Goodman provided written and verbal reports. Now that the season is at an end District staff will begin working on planning, training, and performing equipment maintenance for the 2016 mosquito season as well as the 2016 Fight the Bite Contest which will include celebrating 2016 as the 70<sup>th</sup> anniversary of the District. The City of Elk Grove has agreed to work with the District on the items requested for the Camden Spur Trail with the exception of abandoning the remainder of the easement. Bidding for the project is anticipated to begin in the spring with construction beginning in late summer. Staff met with Conaway Ranch regarding the fall flooding program and their organic rice planting in the future. Staff met with the UCSF Malaria Elimination Initiative to discuss challenges facing mosquito control. UCSF is also putting on a workshop that will be attended by District staff. Staff continues to work with our benefits broker on compliance and possible medical benefit package changes in 2017 due to requirements of the Affordable Care Act. Staff continues to work on the District five year plan and will provide the Board with a status update at the January 2016 Board meeting. The EPA recently released their biological evaluations of three control products which are available for review with the public comment period to be held sometime in the spring.

**b. Reports from Trustees Attending MVCAC Planning Session:**

Trustee Lyndon Hawkins reported on his attendance at the MVCAC Planning Meeting. Topics discussed at the meeting included the formation of an ad hoc committee on *Aedes* mosquitoes, tire recycling programs, and the harassment prevention session that will be available at the conference in February. Trustee Chris Barker mentioned that a rain water retention initiative was also discussed as rain barrels are a potential habitat for *Aedes* mosquitoes.

**c. Reports from District Departments:**

Written reports were provided in the Board packet from each department. The department supervisors each gave an oral presentation and were available to answer any questions.

**Lab/Surveillance:** Lab Director, Paula Macedo provided a written report. Microbiologist Kara Kelley gave a report on tick surveillance and Lyme disease, mosquito pool testing, dead birds, and the sentinel chicken program. She also discussed the upcoming workshop the District is hosting on bottle assays and microplate assays. She will also be the chair for the MVCAC committee on Laboratory Technologies for 2016. Vector Ecologist, Debbie Dritz gave a report on lab activities including supervising seven Lab Technicians, one Lab Assistant and one Seasonal Helper this season. She discussed the rearing of mosquito colonies and proposed plans for improvements to the lab's insectary. She highlighted the number of mosquitoes collected, counted and identified this season; which was a total of 594,576 or approximately 85,000 per technician. Biologist, Sarah Wheeler, who is new to the District this year discussed her work on insect identification, the dead bird program, and efficacy trials as well as the invasive species program and surveillance efforts for *Aedes* mosquito detection within the District.

**Ecological Management:** Ecological Management Supervisor, Marty Scholl provided a written report. He gave brief report on a meeting he attended with the Yolo Wildlife Bypass area working group where they reviewed a map with all of the various projects within the bypass planned to take place during the next year. He also mentioned a request he received from the Department of Water Resources to assist them in a rewrite of their landowner lease agreements to include vector control considerations.

**Biological Control:** Fisheries Supervisor, Tony Hedley provided a written report and briefly discussed his participation in the aquaculture workshop that will be held at the District during the MVCAC conference.

**Larval and Adult Control:** Program Coordinator, Marcia Reed provided a written report. Field Supervisor, Randy Burkhalter reported on the Catch Basin crew activities. Randy thanked the other Field Supervisors, their crews and seasonal helpers for all of their work assisting with the catch basins throughout the season. Randy gave a brief history of the program and reviewed the different types of maps and information that is used to locate and treat approximately 280,000 basins within the District. Field Supervisor, Michael Fike reported for the Yolo county crews. He and Garth Ehrke supervise twelve technicians assigned to the Woodland satellite office. Challenges this past season included catch basins and areas of concern in Woodland and Davis that had high mosquito counts and increased West Nile virus activity. Organic rice and catch basins will continue to be challenges in the coming year and next mosquito season.

**Geographic Information Systems:** GIS Coordinator Ruben Rosas gave a report on his department activities including analysis of costs associated with the rice program, source radius work, and aerial treatments among others. Ruben serves as back up for IT including web site

and e-mail notification updates, as well as MapVision implementation and training for end users. Ruben indicated he will be presenting at the upcoming MVCAC conference in 2016.

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

**Information Technology:** Information Technology Administrator, Dan Fisher reported on his department activities including the purchase, configuration, and implementation of the MapVision software program. The new software will allow staff to access detailed pins and information with historical data using laptops and a custom iPad application while in the field. Dan thanked the shop crew for all of their hard work with installing the hardware for MapVision in seventeen ULV trucks.

**Maintenance Shop:** Shop Supervisor Tom Price gave an oral report on maintenance activities. He supervises two full-time mechanics that keep the District's aging fleet up and running. Tom shared a video presentation of the District's new Argo amphibious vehicle and a hardware installation issue that they were able to fix and save the District approximately \$17,000 on replacement parts. After the video he demonstrated a calibration machine that Mechanic Ben Weisenberg designed to reduce the length of time and number of staff needed to perform the calibration process.

**Administration:** Administrative Manager, Janna McLeod gave an oral report on Administration activities including the supervision of one Administrative Assistant and one Senior Administrative Assistant in the financial and human resources operations and functions of the District. Ms. McLeod highlighted department accomplishments including working with the new benefits brokers on Affordable Care Act compliance, implementation of the Flexible Spending Account program, the 457 Deferred Compensation Loan program, and the 2014-2015 independent financial audit. Plans for next year include implementing voluntary supplemental insurance benefits, upgrade or replacement of District accounting and payroll software, review/update of the Personnel Manual, and completion of the update to the District job descriptions.

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

#### **4. BOARD REVIEW AND CONSIDERATION FOR PURCHASE OF NEW INSECTARY MODULES**

Manager Goodman presented the item. Staff contacted five different companies to provide a quote for the remodeling of the insectary. Darwin Chambers Company's proposal represents the lowest bid inclusive of comparable items with the other companies. Darwin has experience building walk-in chambers for mosquitoes and has built the insectaries at UC Davis and Coachella Valley Mosquito Control District. A brief question and answer period followed.

On a motion by Trustee Barker, seconded by Trustee Goethel the Board voted to authorize the Manager to sign and engage in a contract with Darwin Chambers Company for building the new insectary modules in the amount not to exceed \$260,000. The motion passed by the following vote: Ayes: 12, Noes: 0, Absent: 1.

**5. BOARD/STAFF REPORTS AND REQUESTS**

Manager Goodman thanked and commended Debbie Dritz, Paula Macedo and Mario Boisvert for their work on the changes to Insectary, which will include relocating the lab freezer for better operation.

G&K Services will be delivering the District's new uniforms next week.

Manager Goodman commended Marcia Reed and control operations staff for a job well done on obtaining \$86,000 in discounts on contracted pesticide purchases throughout the season.

MVCAC has received the Board's e-mail addresses and weekly e-mails will be delivered on Fridays.

Trustee Training will be available online and at the MVCAC conference at the end of February.


Lastly, Manager Goodman thanked and commended District staff on a job well done throughout the year and mosquito season.

**6. ADJOURNMENT**

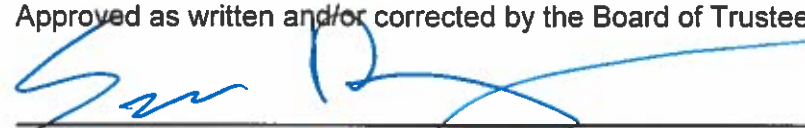
President Craig Burnett adjourned the meeting at 11:57 a.m.

\* \* \* \* \*

I certify that the above minutes substantially reflect the general business and actions taken by the Board of Trustees at the December 15, 2015 meeting.

  
\_\_\_\_\_  
Gary Goodman, Manager

Approved as written and/or corrected by the Board of Trustees at the January 17, 2016 meeting.

  
\_\_\_\_\_  
Sean Denny, Board Secretary