

**MINUTES OF THE JULY 17, 2012
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:

Frederick Goethel	President	Galt
Lyndon Hawkins	Vice President	Elk Grove
David Tamayo	Secretary	City of Sacramento
Craig R Burnett		Folsom
Raul DeAnda		West Sacramento
Jayna Karpinski-Costa		Citrus Heights
John Lewallen		Sacramento County
Rosemarie Moore		Isleton
Bruce Eldridge		Yolo County
Robert McGarvey		Rancho Cordova
Christopher Barker		Davis

TRUSTEES ABSENT:

Neal Peart	Woodland
Gregory Lanzaro	Winters

LEGAL COUNSEL:

Richard Shanahan

STAFF PRESENT:

David Brown	Manager
Gary Goodman	Assistant Manager
Janna McLeod	Administrative Manager
Paula Macedo	Lab Director
Marty Scholl	Ecological Mgmt Supervisor
Demetri Dokos	Fisheries Supervisor
Luz Rodriguez	Public Information Officer

CALL TO ORDER

The meeting was called to order at 10:00 am by President Goethel.

Roll Call

Trustees Neal Peart and Gregory Lanzaro are absent; however, a quorum is present. Trustee Karpinski-Costa arrived to the meeting at 10:03am.

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 Burnett, seconded by Trustee Moore, the Board unanimously approved General Consent items a. through c.:

- a. Minutes of the June 19, 2012 Board of Trustees meeting;
- b. Expenditures for June 2012;
- c. Authorization to send one (1) staff member to North West Mosquito and Vector Control Association Meeting not to exceed \$1,000.00.

2. OPPORTUNITY FOR PUBLIC COMMENT

There were none.

3. REPORTS TO THE BOARD

a. Managers Report:

Manager Brown submitted an oral report including a brief discussion of recent media coverage, the recent request by the MVCAC to suspend the visual monitoring required by the NPDES permit, the resolution to address the District's stance on aquatic sites, the upcoming MVCAC meeting, and the distribution of Redevelopment Successor Agency funds.

Manager Brown discussed his participation, along with Paul Towers (Pesticide Watch), during an interview segment on California Public Radio held on June 27th, in addition to other recent media stories regarding mosquito control efforts and NPDES permit compliance issues.

Manager Brown announced that a letter recently went out indicating the State Water Resources Control Board (SWRCB) has decided to suspend visual monitoring. The Board's decision means that visual monitoring of larvicide and adulticide applications will no longer be required of individual districts. Physical and chemical monitoring of adulticide applications and aquatic site larvicide physical monitoring will still be required by the MVCAC NPDES Coalition.

Manager Brown updated the Board on the status of the proposed resolution addressing mosquito control for aquatic sites. Staff is still gathering information requested from the first reading done at the June Board meeting. In the coming month(s), staff will bring the resolution to the Board for a second reading.

The MVCAC Board of Directors Meeting will be held in Burbank, CA July 19th. Staff attending will be the Manager and Assistant Manager. Trustee Hawkins will also be in attendance. The current agenda for the meeting was provided as part of the Board packet.

Lastly, the Manager updated the Board on the status of Redevelopment monies that are to be received by the District from the Redevelopment Successor Agencies. A copy of the letter that was sent to Sacramento County was provided as part of the packet. Similar letters have been sent out to other agencies. More information will be provided as information is received by the District.

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

Lab/Surveillance: Lab Director, Paula Macedo discussed positive mosquito pools and positive dead bird counts, trap collections and surveillance activities. Wilton and Arden-Arcade/North Sacramento have become areas of concern and additional trapping in those areas is being conducted to determine the extent of West Nile virus (WNV) activity. Dead Bird reports are high, between 20 and 60 or more per day have been reported to the WNV hotline. Due to the number of birds and positives for WNV some zip codes within the District have been closed for dead bird pick ups. The hotline is accepting the reports, but, they are instructing the caller to discard the bird. Zip codes that have been closed are 95831, 95822, 95824, 95820, 95819, 95816, 95823, 95828, 95624, and 95842. Laboratory staff has been calling the residents who reported a dead bird to inform them of positive test results. Wild bird surveillance at Stone Lakes Wildlife Refuge continues on a once a week basis. Of the 4 field days in June, 77 birds were captured. All samples have not been tests, but of those tested 4 samples were positive for WNV. Adult tick collecting and testing has closed for the season.

Ecological Management: Ecological Management Supervisor, Marty Scholl reported on the ongoing planning projects. Staff received an additional six planning documents for review and comments during the month of June. He also discussed Managed Wetlands including Duck Clubs and rice fields. He reported on several Stormwater/Drainages including Delta Meadows/US Bureau of Reclamation, City of Sacramento Solid Waste Division, City of Elk Grove, City of Folsom, and the Draft Stormwater MS4 Phase II NPDES Stormwater Permit. Mr. Scholl also reported on the Agricultural Program, Pool Program, Cemetery Program and a Wildlife training seminar staff attended at Sutter-Yuba MVCD. Mr. Scholl and Manager Brown mentioned BMP activities related to rice fields indicating that department staff discussions with growers may prompt the Rice Commission to attend and comment at an upcoming Board Meeting.

Fisheries: Fisheries Supervisor, Demetri Dokos reported on the fisheries projects and general maintenance such as pond rehab and cleaning. Staff drained pond 5 and trapped about 835 crayfish from the pond. The department stocked rice fields, a month earlier than last year, with about 1700 lbs of fish in 2500 acres of fields. About half of the fields stocked were organic rice. Mr. Dokos also discussed guppies including the types of sources they are planted in and their hardiness (vs. mosquitofish) in pool water that tests high in ammonia.

Control Operations: Assistant Manager, Gary Goodman reported for the Field Supervisors. Staff has treated over 80,000 catch basins, which is about 30,000 more than last year. Rice field treatments using ground trucks or airplanes are ongoing about 2-3 times per week. This year's rice season is a little later than last year with about 50,000 acres planted. Wilton is a newer area of concern for adult mosquitoes. Staff was able to identify and address two larger sources in the area and continues to perform ground treatments to effectively decrease the numbers of adult mosquitoes in the area.

Public Information/Outreach: Public Information Officer, Luz Rodriguez reviewed her department activities promoting the District. Fox 40 followed a Technician on their route collecting traps for a story, a local Spanish station did a story, on a West Nile virus survivor, as well as the Sacramento Bee did a recent story on aerial applications and NPDES permits. Ms. Rodriguez discussed the advertising campaign including billboards, web ads and commercials using the "Mosquito Control Matters" tagline. She also mentioned repellent requests and distribution of repellent at presentations and events District staff has been attending, such as, the upcoming National Night Out event. Ms. Rodriguez updated the Board on social media

including the District Facebook page indicating the number of people who “like” the page has been increasing. Several District messages include a line about using an “effective” repellent, and the Board requested a list of what is considered an “effective” repellent and suggested providing a link to a site, if one exists, that may already contain that information.

c. STATUS OF WEST NILE VIRUS ACTIVITY AND DISTRICT RESPONSE

Manager Brown summarized aerial adulticide treatments done on July 1st and July 2nd over 69,000 acres of portions of Sacramento County in response to infected adult mosquitoes. The public was notified through conventional media outlets (TV, newspaper, and radio) as well as e-mail, web page and social media. Maps of the treatment area were posted to our website as well as posted on media sites. Labels/MSDS sheets were also available.

On July 10th large scale adult control treatments were started in the Wilton area. The Board asked for an information session(s) on risks and resistance related to the newer products being used for the aerial treatments along with information on usage within California by other mosquito control agencies. Staff indicated a presentation(s) is in the works and may be presented at a future meeting.

4. BOARD REVIEW AND CONSIDERATION OF DISTRICT BUDGET FOR FISCAL YEAR 2012-2013.

Manager Brown presented the proposed Budget for FY 2012-2013. Revenue projections are down and no COLA is being proposed. Mid-year adjustments to revenues may be needed later, potentially in September, after Prop 8 appeals are fully realized.

Trustee Hawkins asked about the amount budgeted vs. the amount used for District medical insurance. Staff responded indicating the amount budgeted is for the maximum amount if all employees were to be enrolled. The amount used reflects the actual number of enrollments. Enrollments can fluctuate based on a number of things, such as, dependent coverage including additions and deletions.

Trustee Barker asked whether or not the expenses noted under internet service for FY11-12 in the amount of \$41.50 was correct. Staff will research this and bring an explanation to the next meeting. He also asked for clarification as to whether or not the amount budgeted for the Ecological Management Department and the Geographic Information Systems Department is correct based on the fact that the actual expenses shown for previous years are much lower. Staff indicated the amounts budgeted represent an estimate of the potential maximum amount. Actual expenditures may vary based upon implementation and enforcement costs associate with Best Management Practices, pool program access issues, and potential GIS equipment updates.

Trustee Hawkins asked if an update of District cell phones was planned as part of the budget. Staff responded that an update and change in carrier had recently been done during the 11/12 fiscal year.

Trustee Moore pointed out a discrepancy in the potential expense amount noted for a COLA. Manager Brown acknowledged the discrepancy, but, also noted that a COLA is not recommended for the 2012-2013 fiscal year due to reduced revenues.

Trustee Barker requested clarification as to why there is no budget amount listed under Capital Outlay and Building Improvement despite potential purchases and improvements listed in the

budget narrative. Manager Brown indicated these are more of a wish list of things that may need to purchase or repaired in the future, but, are not included in planned expenses for FY 2012-2013. If these items were needed during the coming fiscal year, they would come out of the Committed Fund Balance that is specifically set aside for Capital Expenditures.

On a motion by Trustee Burnett, seconded by Trustee DeAnda, the Board unanimously approved the FY 2012-2013 budget as proposed.

5. BOARD CONSIDERATION OF UPDATING THE JOB DESCRIPTIONS FOR AND FILLING THE VACANCY IN THE FRONT OFFICE OF THE ADMINISTRATION DEPARTMENT.

The Board packet included a staff report proposing the replacement of the Secretary classification with two separate classifications; an entry-level Administrative Assistant and a journey-level Administrative Technician. Under the proposal, the current vacant position would be filled as an Administrative Assistant, and the current Secretary would be reclassified as an Administrative Technician.

Trustee DeAnda recommended the proposed Administrative Technician be titled Senior Administrative Assistant. He felt this change in title would allow for more flexibility in cross-training administrative staff in the performance of each others' duties when a staff member is absent. He recommended adding this requirement to the job descriptions. In addition, he suggested a more detailed explanation be added to better define what "outdoor physical work" means under the Physical Demands section of the descriptions.

On a motion by Trustee DeAnda, seconded by Trustee Hawkins, the Board unanimously voted to approve the proposal with the recommended changes noted above.

6. BOARD CONSIDERATION TO APPOINT AD-HOC BOARD COMMITTEE TO EVALUATE DISTRICT ORGANIZATIONAL STRUCTURE AND STAFFING NEEDS.

Staff would like to review current and future staffing needs with the District. Staff recommended the Board consider forming an ad-hoc committee to review suggestions and ideas for a full report to be brought back to the board at a later date.

President Goethel appointed the committee. The committee members will be Trustees DeAnda, Tamayo, Barker, Hawkins, and Goethel. The committee's first meeting will be set at a later date.

7. BOARD/STAFF GENERAL DISCUSSION

Trustee Hawkins will be attending the Trustee Council Meeting at which they will be discussing Continuing Education for Trustees among other things. Trustee Hawkins also mentioned the Trustee Manual Update had been completed and the manual is now available.

A letter from the Independent Auditor for the District was distributed to the Trustees informing them of the upcoming audit. It also provided them with direct contact information for the audit firm should they wish to speak directly to the firm during the audit process.

A copy of the draft Minutes for the July Safety Meeting was provided with the Board packet.


A copy of a comment letter sent by MVCAC General Counsel Richard Shanahan, regarding the Mosquito Management Plan for the San Pablo Bay National Wildlife Refuge and Endangered Species Act Consultation was also provided with the Board packet.

8. ADJOURNMENT

President Goethel adjourned the meeting at 11:59 a.m.

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I certify that the above minutes substantially reflect the general business and actions taken by the Board of Trustees at the July 17th, 2012 meeting.



David Brown, Manager

Approved as written and/or corrected by the Board of Trustees at the August 21st, 2012 meeting.



David Tamayo, Secretary