



## SHASTA MOSQUITO AND VECTOR CONTROL DISTRICT

July 19, 2016 1:00 P.M.

District Office, 19200 Latona Road, Anderson, CA 96007

### MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

1. Call to Order: District Board President Mr. Stephen Morgan called the meeting to order at 1:02 P.M.

#### Roll Call

Trustees Present: Stephen Morgan, President  
Vickie Marler, Vice President  
Larry Mower, Secretary  
Dale Dondero, Trustee  
Mike McNamara, Trustee

Trustees Absent: None

Others Present: Peter Bonkrude, District Manager  
Darcy Buckalew, Administrative Office Manager  
John Albright, Vector Ecologist

2. Pledge of Allegiance: The meeting opened with the Pledge of Allegiance. **Secretary Mower led the pledge of allegiance.**
3. Approval of Agenda: **A motion was made by Secretary Mower and seconded by Vice President Marler it was agreed to unanimously to approve the agenda.**
4. Public Comment: President Morgan stated that this is the time for any person wishing to address the Board to do so.
5. Consent Calendar –
  - a) Minutes of the Regular Board Meeting held June 21, 2016.
  - b) June Payables in the amount of \$256,804.57. **A motion was made by Vice President Marler and seconded by Trustee McNamara and it was agreed unanimously to approve the consent calendar.**

6. Items Removed from the Consent Calendar –

7. Correspondence/Informational:

- a) Shasta Mosquito and Vector Control District Financial Report at 6/30/2016-  
The District Manager stated that we are now beginning the 2016-2017 fiscal year. We have successfully completed the 2015-16 fiscal year in the new treasury management system we are where we should be with income and expenses. We will be starting the audit process but will have to wait for the county to close their books so we can report income.
- b) California Arbovirus Surveillance Bulletin #18- Week of July 1, 2016 – The District Manager stated that the Bulletin shows as of July 1, 2016. The District Manager stated there are 435 WNV positive birds in 22 counties; we are over for dead bird positives. There have been 607 WNV positive pools in 19 counties as of this date and we are ahead of the 2015 WNV positive pools amount. No WNV positive humans. St. Louis encephalitis virus (SLEV) 25 positive mosquito pools reported from two counties; Riverside and Kern. There are also 12 WNV seroconversions on sentinel chickens in three counties. The District Manager stated that across the state the numbers are up compared to 2015. Trustee Dondero asked if we historically see SLEV up here. The Vector Ecologist stated it used to show up here, however it's been over 20 years since we have seen a positive.
- c) Buzz about Employees- Kendra Angel-Adkinson, Assistant Vector Ecologist. Kendra is a Shasta Lake City native and graduated from the top of her class from Central Valley High School in 2007. She began work for the District in 2009 as a seasonal biologist's assistant after working two seasons she was hired on full time as Assistant Vector Ecologist. Kendra oversees day to day lab operations such as trapping, insectary maintenance as well as sentinel chicken sampling. With the help of the tuition reimbursement program, Kendra is pursuing her Bachelor of Science in Environmental Science with a specialization in Applied Ecology through Oregon State University. Kendra and her husband have two dogs Spike and Indy. Kendra enjoys hiking with her dogs, camping or backpacking, she also enjoys new recipes and reading old books. The Vector Ecologist added that Kendra has been a great employee who keeps the lab running smoothly and organized. The board stated they enjoy reading buzz about Employees.
- d) Strategic Plan Update- The District Manager stated this agenda item has been updated and sections highlighted for the staff and board members to view easily.
- e) MVCAC-NPDES Permit Coalition Monitoring-The District Manager stated that we signed the MVCAC NPDES Permit Coalition Monitoring application and agreement to be able to participate in the Statewide NPDES monitoring program for another 5 years. This is filed with the State Water Resources Control Board. Some of the costs that have been incurred over the years associated with the NPDES permit may be refunded.
- f) Pesticide Award-The District Manager presented the pesticide award for the board. All the materials have been ordered and most delivered already. This is our largest pesticide purchase. The next purchase will take place in the spring.

8. Manager's Report – This District Manager stated it was just a matter of time; with record levels of *Culex tarsalis* mosquitoes being collected in our surveillance traps the last three weeks we

knew a WNV+ was just around the corner. As we move into WNV response, operations become very active prioritizing *Culex* habitats and high trap counts associated with WNV vector species. The District Manager referred to one of the maps on his report showing the current spread of WNV in California. He added that this graph was captured before our positive case. The other map shows mosquito control treatments since January 1<sup>st</sup>, 2016. The map shows the areas that we concentrate on, these are typically the same regions that become our disease hot spots. The Lab Expansion is getting close we currently have draft plans for structural, mechanical, plumbing, electrical, demolition, and building. These plans should be submitted to the County by the end of the week. Additionally, we are beginning the process of selecting our Construction Contractor, currently we are on schedule and hopefully will be breaking ground in September. The Fee for service revision is moving forward as we have received all the taxation data from the county and from our engineering firm and we are just finishing up with data cleanup. Once this is accomplished we will begin to assess our costs associated with control and bring both pictures together in focus. We knew this project would be complicated, but are confident we will have a report and proposal in front of the Board before the close of the year. ACID is hiring a new Manager due to the retirement of the previous manager.

## 9. Department Reports:

- a) Guangye Hu, Ph.D., Assistant Manager - Operations Report – The Assistant Manager stated that during this report period the Operations Department focused on control of disease transmitting mosquitoes - the *Culex*, of which the populations increased considerably. Moreover, staff continued to work on the summer pool project. Service Requests had a total of 61 service requests; these were received from 13 communities, in which the most (45.9%) were from the Redding area, followed by Anderson (14.8%) and Shingletown (11.5). Among the types of service requests, 45.0% was requests for mosquitofish, 38.3% for mosquito complaints, 8.3% for neglected swimming pools, and 8.3 % for both mosquito fish and mosquito complaints. Staff made a total of 2,077 sites of inspections in 15 communities to determine if mosquito breeding was present. Of the inspections, 90.2% were made in the following communities – 31.1% were in Anderson, 29.2% in Redding, 20.8% in Cottonwood, and 9.1% in Enterprise. Staff made 646 applications for treating mosquitoes. Of the applications, 15.6% were for controlling mosquito adults, 85.3% for controlling mosquito larvae, and 1.1% for controlling vegetation to facilitate mosquito control. Mosquitofish were released to 141 permanent and semi- permanent water bodies across the district as biological control agents to control mosquito larvae and pupae. The Assistant Manager added all the categories increased in 2016 compared with 2015: larviciding missions were up by 36%, adulticiding missions up by 45%, mosquitofish releases up by 73%, and the total treatment missions up by 47%. The increase of the treatment can be contributed by different factors: excessive amount of rain during the winter-spring season created more surface water to treat, more than normal warm temperature in the spring made the mosquito season start earlier, we got a consistent help from our seasonal employees and the staff has always been working harder and smarter to improve efficiency. The increase of fish releases in 2016 was also due to the availability of mosquitofish from the Aquaculture during the early season.
- b) John Albright, Vector Ecologist – Vector Ecology Report –The Vector Ecologist stated that mosquito populations are generally somewhat above normal for this time of year and should continue to rise for a few more weeks. The rise in population shows more dramatically in the CO<sub>2</sub>-baited traps, which are placed nearer to mosquito-breeding areas than the New Jersey-style light traps, which have to be placed at residences or other facilities where they can be plugged into standard electrical outlets. By the end of the report period *Aedes sierrensis*, the

western treehole mosquito, which had been causing us the greatest problems in earlier months had all but disappeared from our mosquito counts. Populations of this mosquito should remain scattered and low for the remainder of the season. Major hatches of this mosquito species should not be expected again until March or April of 2017 following the winter rains. *Aedes sierrensis* has been replaced predominantly by *Culex tarsalis* and *Culex pipiens* mosquitoes, which are our more abundant mosquitoes during the summer. These are the mosquitoes that transmit West Nile virus (WNV), which is why mid-summer tends to be our busiest part of the year for mosquito control. Despite higher than normal mosquito populations this year, there have been no detections of WNV or other mosquito-borne diseases submitted by the District so far. On average, the earliest detection of WNV within the District has been around the 28th or 29th of June. A total of 165 samples from 13 to 50 *Culex spp.* mosquitoes (pools) were submitted to be tested for mosquito-borne diseases during the report period. All mosquito samples were found negative for mosquito-borne diseases. No dead bird saliva samples were collected or submitted for West Nile virus testing during the report period. Blood samples were taken from the District's five sentinel chicken flocks (39 total birds) on June 25 and July 7. All samples were negative for any type of mosquito-borne virus antibodies. The Vector Ecologist added that samples of mosquito larvae and pupae continue to be placed in bio-assay apparatuses to test the efficacy of the injection treatment at the SP Mill in Anderson. Pesticide resistance testing has not yet been done within the District this year, but plans are in place to do that this month. Trustee McNamara asked about the new chemigation system at the Sierra Pacific plant. The Vector Ecologist stated that so far the mosquito populations have decreased since the installation. Prior to the installation the traps in that area always had high trap counts. Now they are low trap counts. The Vector Ecologist added that he also set 6 Autocidal Gravid Ovitrap (AGO) traps this week. These traps have been set around mobile home parks, because these mosquitoes tend to be attracted to densely populated areas and mobile home parks are close to one another, have a cool area underneath to hide. We are setting these traps to hopefully verify the non-existence of the *Aedes aegypti* mosquito in our area. The *Aedes aegypti* mosquito transmits the Dengue virus, Chikungunya virus and now the Zika virus.

## 10. Committee Reports

- a) Executive –
- b) Financial –
- c) Personnel – the District Manager stated there is an update under old business, the next agenda item.
- d) Oversight Committee-
- e) Ad Hoc Build Committee-

## 11. Old Business:

- a) Discussion and/or approval of the SMVCD Personnel Policy Manual Revision post meet and confer with UPEC. The District Manager stated the Personnel committee met last week and discussed the policy manual revision. This item was brought to the board in April and approved with the stipulation that the district meet and confer with UPEC regarding the changes and or added items. After a few meet and confer meetings the only item to date that is still being discussed is the catastrophic leave policy. The other additions and or cleanup language there was no contention. The catastrophic leave has been pulled out of the attached policy and will be discussed at another meet and confer date. Staff is asking the board to approve the attached Personnel Policy without the catastrophic leave component, which can be added at a later date. There are some items that we need to get

into the policy and implemented due to State AB1522 sick leave pay bill. The District Manager stated that another meet and confer will be scheduled with UPEC to discuss the language that the personnel committee recommended going forward with. **A motion was made by Secretary Mower and seconded by Trustee Dondero and it was agreed unanimously to approve the SMVCD Personnel Policy Manual Revision.**

**12. New Business:**

- a) Discussion and/or approval authorizing the withdrawal and wire transfer of Shasta Mosquito and Vector Control District monies from the Shasta County Treasury in an amount of \$800,000 to be deposited into the District's Wells Fargo Banking account. The District Manager stated when the District created the new financial accounting system monies were transferred to the District's Wells Fargo banking account to pay for payroll, accounts payable and other District warrants for payment. At least quarterly, the District will replenish the Wells Fargo account from the Shasta County Treasury. This will be the first transfer of the new 2016-2017 fiscal year. **A motion was made by Vice President Marler and Seconded by Secretary Mower and it was agreed unanimously to approve authorizing the withdrawal and wire transfer of Shasta Mosquito and Vector Control District monies from the Shasta County Treasury in an amount of \$800,000 to be deposited into the District's Wells Fargo Banking account.**
  
- b) Discussion and/or Approval for 2 staff to attend the Society for Vector Ecology (SOVE) Annual Conference, September 11-September 15, 2016 Anchorage, Alaska in an amount not to exceed \$2,560 per attendee from the following accounts #35941-Mileage, #35943-Conference, #35949-Meals, #35950-Lodging and #35900- travel (airport parking, rental car and airfare). The District Manager stated the SOVE Conference is an annual meeting of individuals involved in vector biology and control programs locally, nationally, and internationally. SOVE is committed to solving many complex problems encountered in the field of vector biology and control. The meeting will consist of presentations and exhibits that illustrate and highlight the latest in science, technology and products used to conduct research and control vectors. This meeting also provides ample opportunities to network with vector control professionals, researchers, and educators from around the world. **A motion was made by Secretary Mower and Seconded by Trustee McNamara and it was agreed unanimously to approve 2 staff to attend the Society for Vector Ecology (SOVE) Annual Conference, September 11-September 15, 2016 Anchorage, Alaska in an amount not to exceed \$2,560 per attendee from the following accounts #35941-Mileage, #35943-Conference, #35949-Meals, #35950-Lodging and #35900- travel (airport parking, rental car and airfare).**
  
- c) Discussion and/or approval to authorize the District Manager to distribute the Shasta Mosquito and Vector Control District "Notice Inviting Bids for Public Works Project" to qualified contractors and receive bids, to be reviewed by the ad hoc Build Committee and returned to the Board at the August Board meeting for potential selection. The District Manager stated for the last year and a half the District had been engaged in the planning and design phases associated with the expansion and remodel of the District laboratory, insectary, and women's locker room. The next step is selecting the construction firm that will build the new expansion. Staff contacted our District counsel and had them draft a walkthrough process for the notification, acceptance, review and selection of a qualified builder to work on the District public works project. Due to the dynamic nature surrounding the completion of the building plans, staff felt it was imperative to have the latitude to send out bid notification documents as soon as the plans are ready for the bid

process. Additionally, we had our District counsel provide a draft contract for the selected construction firm; however the contract will be brought back to the Board with the selection recommendation possibly at the next available board meeting. We cannot go to bid until the plans are submitted to the county and we have final plans. **A motion was made by Trustee McNamara and seconded by Trustee Dondero and it was agreed unanimously to authorize the District Manager to distribute the Shasta Mosquito and Vector Control District “Notice Inviting Bids for Public Works Project” to qualified contractors and receive bids, to be reviewed by the ad hoc Build Committee and returned to the Board as soon as possible for potential selection.**

13. Trustee Comments, Requests for Future Agendas Items and/ or Staff Actions: *The Board may not legally take action on any item presented at this time other than to direct staff to investigate a complaint or place an item on a future agenda unless (1) by a majority vote, the Board determines that an emergency situation exists, as defined by Government Code Section 54956.5, or (2) by a two-thirds vote, the board determines that the need for action arose subsequent to the agenda being posted as required by Government Code Section 54954.2(a).*

14. ADJOURNMENT –

**Upcoming Events and SMVCD Office Schedule:**

- August 3, 2016 Rancheria Health Fair, Win River Casino
- August 16, 2016 SMVCD Regular Board of Trustees Meeting (SMVCD Boardroom)
- September 5, 2016 Holiday, Labor Day, office closed
- September 20, 2016 SMVCD Regular Board of Trustees Meeting (SMVCD Boardroom)

*Upcoming Training:*

- **Available anytime: web-based, required (every 2 years) Ethics Compliance Training – AB1234** - paste the following link into browser: <http://fppc.gov/index.php?id=477>. Once you have completed this course, be sure to print out your certificate of completion and bring a copy to the office for our files.

**The Board meeting was adjourned at 1:41 p.m.**

MINUTES APPROVED: \_\_\_\_\_

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