

**DELTA MOSQUITO & VECTOR
CONTROL DISTRICT**

Dr. Mustapha Debboun
General Manager

Hector Cardenas
Operations Program Manager

Sheri D. Davis
Administrative Assistant

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www.deltavcd.com

Mir Bear-Johnson
Assistant Manager

Crystal Grippin
Scientific Program Manager

Erick Arriaga
*Community Education &
Outreach Coordinator*



DATE: Friday, November 5, 2021

TO: Board of Trustees, Delta Mosquito and Vector Control District

FROM: Dr. Mustapha Debboun, General Manager

SUBJECT: Regular Meeting of the District's Board of Trustees

TIME: Wednesday, November 10, 2021 at 4:30 p.m.

**PLACE: District Boardroom, 1737 West Houston Avenue, Visalia
Teleconference Dial in Number: 1-978-990-5000 access code 575024**

AGENDA:

1. Roll Call

ACTION

2. Consent Calendar

- a. October Minutes
- b. October Bills (Board Order #12)
- c. November Payroll (Board Order #13)
- d. November Bills (Board Order #14)

3. Public Forum

Members of the public may address the Board.

4. Staff Report

The General Manager will report on items of operational interest.

ACTION

5. Compliance with AB 361 to Facilitate Remote Trustee Attendance at Board Meetings

The Board will consider if Trustees will be allowed to attend remote meetings pursuant to AB 361's special teleconferencing requirements.

- ACTION** **6. Van and Wrap for Community Education and Outreach**
The General Manager will seek approval to purchase a community education and outreach van and wrap it with the Delta Mosquito and Vector Control District's (DMVCD) name and logo.
- ACTION** **7. Resolution 2021-08**
The General Manager will present Resolution 2021-08 to the Board of Trustees of Delta Mosquito and Vector Control District Proclaiming Support of the Sterile Insect Technique for Its Potential Inclusion in the District's Integrated Vector Management Program.
- ACTION** **8. Cooperative Agreement**
The General Manager will review the Cooperative Agreement prepared by the California Department of Public Health for the year 2022.
- ACTION** **9. Policy Update**
The Board will consider the updated Expense Policy #1080 for approval.
- ACTION** **10. Staff Luncheon**
The General Manager will make a request to have lunch catered to the staff in celebration and recognition of a heroic effort during the mosquito season.
- ACTION** **11. Adjournment**
Adjourn meeting of the Board of Trustees to reconvene on Wednesday, December 8, 2021 at 4:30 p.m. in the Delta Mosquito and Vector Control District Boardroom, 1737 W. Houston Ave., Visalia, CA.

Note: Items designated for information are appropriate for Board action if the Board wishes to take action.

1. Roll Call

2. Consent Calendar

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Minutes of the Board of Trustees – Wednesday, October 13, 2021

1. Roll Call:

Present: Greg Gomez, President; Belen Gomez, Secretary, Larry Roberts, Linda Guttierrez, and Michael Cavanagh.

Absent: Rosemary Hellwig and Kevin Caskey.

Staff: Dr. Mustapha Debboun, General Manager; Mir Bear-Johnson, Assistant Manager and Sheri Davis, Administrative Assistant

2. Employee Introduction:

The General Manager introduced Mr. Erick Arriaga, Community Education and Outreach Coordinator for Delta Mosquito and Vector Control District (DMVCD). The Trustees gave a warm welcome to Mr. Arriaga.

3. Certificate in Special District Governance:

California Special Districts Association (CSDA) representative, Mr. Cole Karr presented the Certificate in Special District Governance to the General Manager and the Board of Trustees.

4. Consent Calendar:

The Administrative Assistant provided information on the following item:

Board Oder #8 – Merced Chevrolet \$36,226.16 to replace vehicle T-2

Following discussion, it was moved by Greg Gomez, seconded by Larry Roberts, and the Board members unanimously approved the consent calendar as presented. Vote by roll call; all ayes.

5. Public Forum:

None.

6. Staff Report:

The General Manager reported that routine mosquito surveillance and control continued throughout September by DMVCD personnel and due to cooler temperatures and the winding down of mosquito abundance, some of the surveillance seasonal staff's term was ended. In addition, predatory mosquitofish requests decreased in September. A new business card was designed using the new logo and District name and a District group photo was taken to resemble one that was taken around the 1950s.

7. Surveillance Report:

The Assistant Manager reported on surveillance activities at the district, noting that while most mosquito numbers are down from the cooler temperatures, abundance data is still relatively high from the areas around town where corn is grown. Disease presence in the mosquito population has noticeably decreased.

8. Oxitec's Sterile Male Technique Trial in Visalia:

The General Manager requested approval from the Board of Trustees for Oxitec Ltd. to conduct a sterile male technique trial using Oxitec's Friendly™ Yellow fever male mosquito, *Aedes aegypti* suppression technology during the 2022 mosquito season in Visalia, California.

Following discussion, it was moved by Belen Gomez, seconded by Greg Gomez, and the Board of Trustees members unanimously approved for Oxitec Ltd. to conduct its Sterile Male Technique Trial during the 2022 mosquito season in Visalia, California. Vote by roll call; all ayes.

9. Lozano Smith:

The General Manager presented the Agreement for Legal Services from Lozano Smith. The agreement adjusted the hourly rate to \$225.00 per hour, which will be effective on January 1, 2022.

Following discussion, it was moved by Larry Roberts, seconded by Linda Gutierrez, and the Board members unanimously approved the Agreement for Legal Services from Lozano Smith as presented. Vote by roll call; all ayes.

10. Price Paige & Company:

The General Manager presented the engagement letter for the fiscal audit covering 2020/21. This is year one of a three-year contract. Auditors from Price Paige & Company will be on site next week to start their annual audition work.

11. Quarterly Expense/Revenue Report:

The Administrative Assistant provided a financial report for the first quarter of fiscal year 2021/22. Expenses that will be paid from the *Aedes aegypti* Benefit Assessment will be tracked separately. Most of the revenue in the first quarter was interest income.

12. Policy Update:

The updated Expense Policy #1080 was presented to the Board for approval.

Following discussion, it was moved by Belen Gomez, and seconded by Linda Guttierrez to tentatively approve the updated Expense Policy with the stipulation of verifying the Vector Control Joint Powers Agency (VCJPA) requirements. Upon advice from VCJPA, the General Manager may enact the updated policy. Vote by roll call; all ayes.

13. Adjournment:

It was moved by Larry Roberts, seconded by Linda Guttierrez, and the Board members unanimously approved to adjourn the meeting of the DMVCD's Board of Trustees at 5:05 p.m.

Dr. Mustapha Debboun, Recording Secretary

| CLAIM # | PAYEE | DESCRIPTION | Budget Line Item | AMOUNT |
|---------|-----------------------------------|---|------------------------------|--------------------|
| 35924 | BRYAN FERGUSON | Overtime | | 50.80 |
| 35925 | MARIO SANCHEZ | Overtime | | 165.90 |
| 35926 | JORGE LOPEZ | Vector Control Tech II | | 2,001.37 |
| 35927 | ALEXANDER WARD | Vector Control Tech II | | 1,541.56 |
| 35928 | ADRIAN SIFUENTES | Vector Control Tech II | | 1,582.68 |
| 35929 | PATRICIA BIENIEMY | Lab Tech I | | 686.26 |
| 35930 | MARICELA CISNEROS | Lab Tech I | | 321.44 |
| 35931 | RYAN SPRATT | Lab Tech I | | 471.29 |
| 35932 | LORRAINE GONZALEZ | Vector Control Tech I | | 576.83 |
| 35933 | MARCO MARTINEZ | Vector Control Tech I | | 628.55 |
| 35934 | DELTA VECTOR CONTROL DIST - EFTPS | Social Security/ Medicare/ Federal Income Tax | | 1,864.94 |
| 35935 | DELTA VECTOR CONTROL DIST - EFTPS | State Income Tax | | 79.88 |
| 35936 | DELTA VECTOR CONTROL DIST - EFTPS | CalPERS Retirement | | 998.23 |
| | | TOTAL PAYROLL | | \$10,969.73 |
| | | | | |
| | | | | |
| | | | | |
| 35937 | AMCA | Annual Meeting-- Registration | Travel | 1,940.00 |
| 35938 | AT&T | Long Distance/Toll Free | Telephone/Cell Phones | 24.20 |
| 35939 | CSDA | Membership Dues 2022 | Dues | 7,615.00 |
| 35940 | CAL WATER SERVICE | Utilities | Utilities | 112.06 |
| 35941 | DELTA MVCD - REVOLVING FUND | | | 615.00 |
| | | AT&T Backup Internet | 107.00 Telephone/Cell Phones | |
| | | CHP Accident Report | 10.00 Misc. | |
| | | Postmaster | 165.00 Office Supplies | |
| | | Mary Ellen Gomez - Reimburse for Stamp Increase | 9.00 Office Supplies | |
| | | Vector Borne Disease--Exam | 324.00 Continuing Ed | |
| 35942 | CENTRAL VALLEY BUSINESS FORMS | Business Cards--New Logo and Name 12 names | Office Supplies | 537.69 |
| 35943 | EMD | Printer Hardwire, Cables, Ethernet Box, | Office Supplies | 2,257.86 |
| 35944 | HARBOR FREIGHT | | | 113.13 |
| | | Scale and Glue Stick | 32.53 Lab Supplies | |
| | | Work Gloves & Casters | 80.60 Safety Supplies | |
| 35945 | LINXUP | GPS | GPS | 659.67 |
| 35946 | LOWE'S | | | 497.78 |
| | | Large Mailbox | 205.64 Bldg/Yard Supplies | |
| | | Outlets, Elbows, PVC Coupling, Power Strips | 61.97 Fish Supplies | |
| | | Large Clear Containers, Heavy Duty Totes | 157.46 Aedes Assessment | |
| | | Clorox Wipes, Lysol, Cleaning Spray, etc. | 72.71 | |
| 35947 | LOZANO SMITH | Advise AB361 Compliance | Professional Services | 34.98 |
| 35948 | MITCHELL 1 | ProSpect | Subscriptions | 1,668.00 |
| 35949 | PRICE PAIGE | Audit Work in Progress | Professional Services | 960.00 |
| 35950 | PURE SUN | Solar Panel Cleaning | Building/Yard | 165.00 |
| 35951 | SBC/AT&T | Office Phone/Fax | Telephone/Cell Phones | 185.59 |
| 35952 | SMART & FINAL | Breakroom/Paper Products, Cleaning Supplies | Building/Yard | 337.16 |
| 35953 | SO CALIF GAS | Utilities | Utilities | 50.50 |
| 35954 | US BANK | | | 1,646.94 |
| | | Google Sheets | 180.00 | |
| | | Dreamhost | 6.00 | |
| | | Best Buy | 8.67 | |
| | | PR USA Research | 44.61 | |
| | | Coast Pneumatics | 50.56 | |
| | | Circuit Specialists | 397.87 | |
| | | Amazon | 146.49 | |
| | | Amazon | 7.58 | |
| | | Amazon | 43.39 | |
| | | Panera | 29.98 | |
| | | Walmart | 5.79 | |
| | | Amazon | 45.60 | |
| | | Zira | 100.00 | |

| | | | | |
|-------|---------------------|------------------------------|--------|--------------------------|
| | | Superbright LED CO. | 89.32 | |
| | | Amazon | 7.28 | |
| | | Amazon | 61.27 | |
| | | Smart & Final | 108.55 | |
| | | CVS Pharmacy | 6.50 | |
| | | Powered by Moyer | 80.94 | |
| | | ESA | 177.00 | |
| | | Pita Kabob | 49.54 | |
| 35955 | VALLEY FIRE | Fire Cabinet Installation | | Safety Supplies 95.95 |
| 35956 | VALLEY PACIFIC | Gasoline | | Gasoline 2,961.98 |
| 35957 | WALMART | Cleaning Supplies | | Bldg/Yard Supplies 42.18 |
| 35958 | WEST COAST BIO-TECH | Waste Disposal | | Lab Supplies 135.00 |
| | | <i>TOTAL BILLS</i> | | <i>22,655.67</i> |
| | | <i>TOTAL BOARD ORDER #12</i> | | <i>\$33,625.40</i> |

| VOUCHER | PAYEE | DESCRIPTION | Budget Line Item | AMOUNT |
|---------|-----------------------------------|--|-----------------------------|---------------------|
| 35959 | MUSTAPHA DEBBOUN | MANAGER | | 8,934.59 |
| 35960 | MIR BEAR-JOHNSON | ASSISTANT MANAGER | | 6,112.33 |
| 35961 | CRYSTAL GRIPPIN | SCIENTIFIC PROGRAM MANAGER | | 4,057.37 |
| 35962 | HECTOR CARDENAS | OPERATIONS PROGRAM MANAGER | | 5,270.54 |
| 35963 | MARK NAKATA | BIOLOGIST | | 5,354.15 |
| 35964 | JAVIER VALDIVIAS | BIOLOGIST | | 4,599.01 |
| 35965 | ANDREA TROUPIN | BIOLOGIST | | 4,787.09 |
| 35966 | SHERI DAVIS | ADMINISTRATIVE ASSISTANT | | 5,536.96 |
| 35967 | MARY ELLEN GOMEZ | ADMINISTRATIVE ANALYST | | 4,196.72 |
| 35968 | ERICK ARRIAGA | COMMUNITY EDUCATION & OUTREACH COORDINATOR | | 4,123.76 |
| 35969 | PAUL HARLIEN | FOREMAN | | 5,157.75 |
| 35970 | RICK ALVAREZ | VECTOR CONTROL SUPERVISOR | | 5,349.04 |
| 35971 | BRYAN RUIZ | VECTOR CONTROL TECHNICIAN III | | 4,391.68 |
| 35972 | BRYAN FERGUSON | VECTOR CONTROL TECHNICIAN III/MECHANIC | | 4,530.01 |
| 35973 | MARIO SANCHEZ | VECTOR CONTROL TECHNICIAN III/MECHANIC | | 4,042.96 |
| | | <i>Sub-Total Full-Time Payroll</i> | | \$76,443.96 |
| 35974 | VSP | Vision Plan Premium for November 2021 | | 486.18 |
| 35975 | DELTA DENTAL PLAN | Dental Plan Premium for November 2021 | | 1,419.48 |
| 35976 | LINCOLN FINANCIAL GROUP | Life/STD & LTD Insurance for November 2021 | | 1,252.29 |
| 35977 | DELTA VECTOR CONTROL DIST - EFTPS | CalPERS Health Insurance Premium for December 2021 | | 21,889.59 |
| 35978 | DELTA VECTOR CONTROL DIST - EFTPS | Social Security/ Medicare/ Federal Income Tax | Employee 71% - District 29% | 31,213.02 |
| 35979 | DELTA VECTOR CONTROL DIST - EFTPS | State Income Tax | Employee 100% | 5,208.86 |
| 35980 | DELTA VECTOR CONTROL DIST - EFTPS | CalPERS Retirement | Employee 40% - District 60% | 16,606.36 |
| 35981 | DELTA VECT CONT DIST | Flex Benefit Plan | Employee 100% | 1,022.63 |
| 35982 | ICMA RETIREMENT TRUST | Deferred Retirement Trust | Employee 77% - District 23% | 2,438.08 |
| | | <i>Sub-Total for Payroll Taxes & Benefits</i> | | \$81,536.49 |
| | | <i>Total Regular Payroll & Benefits</i> | | \$157,980.45 |
| 35983 | AUTO ZONE | Blower Motor Plug, Carburetor Cleaner | Auto Supplies | 40.51 |
| 35984 | CITY OF VISALIA | Solid Waste | Utilities | 109.02 |
| 35985 | COMCAST | Internet | Telephone/CellPhones | 210.73 |
| 35986 | ENTERPRISE FM TRUST | Leased Vehicles | Capital - Vehicles | 5,181.50 |
| 35987 | FASTENAL | Nuts, Screws, Bolts (Traps) | Lab Supplies | 210.46 |
| 35988 | FISHER SCIENTIFIC | Gloves | Lab Supplies | 204.03 |
| 35989 | FRESNO OXYGEN | Dry Ice | Lab Supplies | 305.60 |
| 35990 | LIFE TECHNOLOGIES | Annual Service Agreement | Professional Services | 5,976.00 |
| 35991 | MISSION LINEN | | | 1,233.46 |
| | | Uniforms | 1,030.74 Clothing | |
| | | Janitorial | 202.72 Janitorial | |
| 35992 | NAPA AUTO PARTS | Annual Filter Order, Wipers, Hose, etc. | Auto Supplies | 1,794.31 |
| 35993 | NAVIA | Flexible Benefit Plan Admin Fee | Professional Services | 97.50 |
| 35994 | OFFICE DEPOT | Binders, Laminating Sheets, Toner | Office Supplies | 136.00 |
| 35995 | SCI CONSULTING | Client Reimbursable Costs | Professional Services | 368.23 |
| 35996 | SO CALIF EDISON | Utilities | Utilities | 1,894.46 |
| 35997 | VALLEY PACIFIC PETROLEUM | Gasoline | Gasoline | 1,406.29 |
| | | <i>Total Bills</i> | | \$19,168.10 |
| | | TOTAL BOARD ORDER #13 | | \$177,148.55 |

| CLAIM # | PAYEE | DESCRIPTION | Budget Line Item | AMOUNT |
|---------|-----------------------------------|---|------------------|-------------------|
| | JORGE LOPEZ | Vector Control Tech II | | 2,001.37 |
| | ADRIAN SIFUENTES | Vector Control Tech II | | 1,582.68 |
| | DELTA VECTOR CONTROL DIST - EFTPS | Social Security/ Medicare/ Federal Income Tax | | 897.48 |
| | DELTA VECTOR CONTROL DIST - EFTPS | State Income Tax | | 79.88 |
| | DELTA VECTOR CONTROL DIST - EFTPS | CalPERS Retirement | | 623.14 |
| | | <i>TOTAL PAYROLL</i> | | <i>\$5,184.55</i> |
| | | | | |
| | | | | |
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3. Public Forum

Members of the public may address the Board.

4. Staff Report

The General Manager will report on items of operational interest.

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REPORT OF THE MANAGER OCTOBER 2021

I. Water and Weather

The temperature remained low throughout the month of October. The Delta Mosquito and Vector Control District (DMVCD) Weather Station reported an average high temperature of 76.6°F with an average low of 50.4°F and 1.49 inches of rainfall. The National Oceanic and Atmospheric Administration 1981-2010 seasonal averages for high and low temperatures in October were 78.2°F and 52.5°F respectively, with average rainfall of 0.61 inches.

Water storage at Pine Flat Reservoir increased slightly to 207,166 acre-feet by the end of the month. By October 31, 2021, Pine Flat Reservoir's inflow had increased to 726 cubic feet per second (CFS) and its release decreased to 151 CFS. The Lake Kaweah Reservoir ended the month with slightly more water than the previous month, with 22,606 acre-feet on October 31, 2021. Lake Kaweah's inflow fluctuated at the end of the month, with the reading from October 31, 2021, showing 124 CFS and its release was decreased dramatically to 5 CFS.

II. Narrative

Partial treatments of storm drains systems continued during October throughout the District's jurisdiction. Approximately 943 storm drains were treated with a 90-day residual Methoprene product (MetaLarv XRP). Sites included street drains, parking lots, parks, apartment complexes, and schools. During this period, the District focused on treatments of only problematic storm drains.

On October 2, 2021, Southern California Edison performed required maintenance which left the District without electricity for an extended period of time. Our Shop Foreman, Paul Harlien assisted with a private generator to maintain the District's laboratory materials in working conditions. This operation was completed after working hours. The District will be looking into the possibility of acquiring generators to support power outages, both expected and unexpected, moving forward.

Larviciding aerial treatment for the Kaweah River Rock Plant continued for the month of October, with the seventh treatment taking place on October 12, 2021. During the application, eight acres were treated with an insect growth hormone regulator, (Altosid XRG).

Due to high mosquito counts and viral activity, the District moved forward with an adult mosquito treatment in the northwestern section of Visalia. The treatment area covered roughly 929 acres which included rural and urban locations. The high trap count activity was due to the crop harvesting which dispersed mosquitoes into residential neighborhoods.

The full-time staff will continue to complete public service request and inspect potential winter breeding locations. Our District mechanics are currently preparing for winter maintenance to perform vehicle inspections and repairs on our vehicle fleet.

Routine mosquito surveillance ended on October 22, 2021. A total of 13,910 mosquitoes were collected across 370 trap nights. The District-wide average of 37.6 mosquitoes per trap night for October was 41.8% higher than the previous 5-year average of 26.5, but 7.9% lower than the 2020 average of 40.8 mosquitoes per trap night. The top 3 mosquito species collected in October were *Culex quinquefasciatus* at 88.4%, followed by *Aedes aegypti* at 9.5% and *Culex tarsalis* at 0.8%.

Mosquito-borne disease testing for West Nile virus (WNV), St. Louis Encephalitis virus (SLEV), and Western Equine Encephalitis virus (WEEV) also ended in October. Arbovirus activity in mosquitoes decreased dramatically compared to the previous month. The DMVCD tested 274 mosquito samples and 0 bird carcasses in October with three samples positive for WNV. In 2021, a total of 278 mosquito samples out of 3,052 samples tested positive for WNV, while four were positive for SLEV (Table 1). The WNV positive mosquito samples were collected from Dinuba, Exeter, Farmersville, Peral, Traver, Visalia, Woodlake, and along the Kings River (Table 2). The SLEV samples were collected from Dinuba, Peral, and Visalia.

Table 1. Detections of West Nile virus (WNV), St. Louis encephalitis virus (SLEV), and Western equine encephalitis virus (WEEV) within the District in 2021.

| 2021 Year to Date Arbovirus Detections | | | | | |
|---|------------|-------------|---------------------|-----------------------|--------------|
| SAMPLE | WNV | SLEV | WNV SLEV | & WEEV | TOTAL |
| Mosquitoes | 278 | 4 | 0 | 0 | 282 |
| Dead Birds | 5 | 0 | 0 | 0 | 5 |
| TOTAL | 283 | 4 | 0 | 0 | 287 |

Table 2. Detections of West Nile virus (WNV), St. Louis encephalitis virus (SLEV), and Western equine encephalitis virus (WEEV) by city within the District in 2021.

| 2021 Year to Date Arbovirus Detections by City | | | | | |
|---|------------|-------------|---------------------|-----------------------|--------------|
| CITY | WNV | SLEV | WNV SLEV | & WEEV | TOTAL |
| Cutler | 0 | 0 | 0 | 0 | 0 |
| Dinuba | 19 | 1 | 0 | 0 | 20 |
| Exeter | 5 | 0 | 0 | 0 | 5 |
| Farmersville | 3 | 0 | 0 | 0 | 3 |
| Goshen | 0 | 0 | 0 | 0 | 0 |
| Ivanhoe | 0 | 0 | 0 | 0 | 0 |
| Kingsburg* | 0 | 0 | 0 | 0 | 0 |
| London | 0 | 0 | 0 | 0 | 0 |
| N Kings River | 1 | 0 | 0 | 0 | 1 |
| Orosi | 0 | 0 | 0 | 0 | 0 |
| Peral | 33 | 1 | 0 | 0 | 34 |
| Sequoia Fields | 12 | 0 | 0 | 0 | 12 |
| S Kings River | 12 | 0 | 0 | 0 | 12 |
| Traver | 1 | 0 | 0 | 0 | 1 |
| Visalia | 196 | 2 | 0 | 0 | 198 |
| Woodlake | 1 | 0 | 0 | 0 | 1 |
| TOTAL | 283 | 4 | 0 | 0 | 287 |

* DMVCD only serves a small eastern, southeastern area of Kingsburg. Consolidated MAD serves the city of Kingsburg.

In October 2021, 39 larval mosquito samples were collected from the field for species identification and larvicide resistance monitoring. No larvicide resistance was observed. The CDC Bio-Bottle Assay tests are ongoing to identify areas with adulticide resistance and the mechanism of resistance throughout the District.

Mosquitofish requests decreased during October. A total of 232 mosquitofish were distributed through one technician and six homeowner requests. The production of F-fry or mosquitofish young decreased to 322 fry in October. Fish tanks were in the process of transitioning to overwinter settings.

The release of seasonal employees started in October due to the decrease of mosquito, virus activity, and cooler fall temperatures. The Operations Section released most of the urban seasonal employees, and the Laboratory released most of the trap seasonal employees on October 8, 2021. On October 15, 2021, the dairy, oil, and storm drain seasonal inspectors were released for 2021 season. The Laboratory and Operations released the remaining trap and urban seasonal employees, respectively, on October 22, 2021. The remaining rural inspectors were released on October 28, 2021.

The 2021 Budget Act appropriated \$100 million one-time General Fund to provide fiscal relief to independent special districts for revenue loss or unanticipated costs incurred due to the COVID-19 public health emergency. The Delta MVCD applied for \$312,100 and the requested allocated amount will be known in mid-December for January 2022 distribution.

The MVCD staff submitted six abstracts for both the Mosquito and Vector Control Association of California (MVCAC) and the American Mosquito Control Association (AMCA) Annual conferences.

The fall quarterly meeting of MVCAC took place in person in Costa Mesa, and virtually online, on October 26 and 27, 2021. Dr. Mustapha Debboun, Mir Bear-Johnson, Crystal Grippin, and Mark Nakata as committee members attended the meeting in person, with other staff participating virtually.

Dr. Debboun attended the Governing Board, presented, and led two Symposia during the 2021 Annual Entomological Society of America (ESA) Meeting from October 30 to November 4, 2021.

We installed a new time clock software and onboarding which started on November 1, 2021.

The Auditors from Price Paige and Company visited the MVCD on October 21, 2021 to conduct the yearly audited financial statements which ended on June 30, 2021.

In October, efforts were made to begin creating a communication strategy with vendors and other districts to create new educational materials to reach the younger and elder populations within the District.

A new van design for the community and education outreach vehicle (Figure 1) was finalized within the District to be used for 2022 mosquito and vector season.



Figure 1. A new community education and outreach Delta Mosquito and Vector Control District van.

There were 44 service requests in October 2021:

2021 Service Request Summary

| 2021 | Fish | Inspection | Mosquito | Source | Other | Total |
|------------------|-------------|-------------------|-----------------|---------------|--------------|--------------|
| January | 0 | 0 | 1 | 2 | 0 | 3 |
| February | 0 | 0 | 0 | 2 | 0 | 2 |
| March | 0 | 0 | 7 | 17 | 3 | 27 |
| April | 19 | 9 | 11 | 26 | 3 | 68 |
| May | 31 | 51 | 4 | 27 | 2 | 115 |
| June | 23 | 88 | 36 | 34 | 1 | 182 |
| July | 14 | 33 | 64 | 46 | 2 | 159 |
| August | 10 | 14 | 94 | 56 | 0 | 174 |
| September | 14 | 1 | 64 | 31 | 0 | 110 |
| October | 1 | 1 | 27 | 15 | 0 | 44 |
| Total | 112 | 197 | 308 | 256 | 11 | 884 |

III. Vector and Disease Surveillance

Delta MVCD Summaries

Humans: There were no human cases of an arbovirus reported in October. So far in 2021, there were two WNV human cases and one WNV/SLEV human case reported to the District by the local public health department.

Birds: A total of four dead birds were reported to the District in October, however, none of them were testable. In 2021, a total of five dead birds were positive for WNV out of 12 dead birds tested.

Mosquitoes: A total of 274 mosquito samples were tested in October of which three were positive for WNV. In 2021, a total of 278 mosquito samples were positive for WNV and four for SLEV out of 3,052 tested.

State Surveillance:

Humans: A total of 30 new human cases have been reported since the previous report. So far in 2021, 92 human cases of WNV were reported in 23 counties including eight from Tulare County.

Birds: A total of 17 dead birds have tested positive for WNV since the last report. So far in 2021, 209 WNV positive dead birds have been reported from 19 counties.

Mosquitoes: Since the last report, 472 mosquito samples tested positive for WNV and 10 tested positive for SLEV. In 2021, a total of 37,113 mosquito samples were tested for WNV with 2,256 samples positive from 25 counties. A total of 34,224 samples were also tested for SLEV with 44 SLEV positive samples from eight counties.

IV. Expenditures & Revenues – 2021/22

TOTAL BUDGET \$3,974,072.78

EXPENDITURES – July 1, 2021 – October 31, 2021

| | |
|---------------------------|-----------------------|
| Salaries | \$1,094,529.79 |
| Services & Supplies | \$423,865.29 |
| Tax Admin Fee | Fi\$0.00 |
| Capital | \$118,102.16 |
| Long Term Debt | \$58,914.03 |
| TOTAL EXPENDITURES | \$1,695,411.27 |

REVENUE RECEIVED – July 1, 2021 – October 31, 2021

| | |
|------------------------------|--------------------|
| July | \$137.48 |
| August | \$0 |
| September | \$12,309.21 |
| October | \$35,667.25 |
| TOTAL REVENUE TO DATE | \$48,113.94 |

V. Time Sheet Summary

| Month | Available Work Hours | Sick Hours Used | Total Hours Available for Work | Percent of Hours Available for Work |
|-----------|----------------------|-----------------|--------------------------------|-------------------------------------|
| July | 5,376 | 119.25 | 5,256.75 | 97.79 |
| August | 5,808 | 210.00 | 5,598.00 | 96.40 |
| September | 5,712 | 134.50 | 5,577.50 | 97.65 |
| October | 4,200 | 105.50 | 4,094.50 | 97.49 |

The District has a vacation policy that requires 24-hour notice in order to ensure the operational integrity of the workforce. Sick leave for doctor, dentist and/ or family medical necessity also requires advance notice- in so much as it is possible. Illness is unplanned and therefore unscheduled. Attendance records for the current year are shown in the table.

5. Compliance with AB 361 to Facilitate Remote Trustee Attendance at Board Meetings

The Board will consider if Trustees will be allowed to attend remote meetings pursuant to AB 361's special teleconferencing requirements.

6. Van and Wrap for Community Education and Outreach

The General Manager will seek approval to purchase a community education and outreach van and wrap it with the Delta Mosquito and Vector Control District's (DMVCD) name and logo.

7. Resolution 2021-08

The General Manager will present Resolution 2021-08 to the Board of Trustees of the Delta Mosquito and Vector Control District Proclaiming Support of the Sterile Insect Technique for Its Potential Inclusion in the District's Integrated Vector Management Program.

Resolution No. 2021-08

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE DELTA MOSQUITO AND VECTOR CONTROL DISTRICT PROCLAIMING SUPPORT OF EVALUATING STERILE INSECT TECHNIQUE FOR ITS POTENTIAL INCLUSION IN THE DISTRICT'S INTEGRATED VECTOR MANAGEMENT PROGRAM

WHEREAS, the Delta Mosquito and Vector Control District (the "District") is an Independent Special District and a "local agency" of the State of California, created and operating under the authority and provisions of California Health and Safety Code Section 2000 et. seq., and is also a "local agency" within the meaning of Section 53600 of the California Government Code; and

WHEREAS, the Board of Trustees wishes to proclaim their support in exploring the use of Sterile Insect Technique as a way to control mosquito populations. The use of Sterile Insect Technique is a method of releasing sterile, non-biting male mosquitoes.

WHEREAS, the Board of Trustees remains interested in the advances of this technique for many reasons. Sterile mosquitoes can be very specific to the target mosquito species, mate only once, and is an environmentally friendly mosquito control method.

WHEREAS, the Board of Trustees supports the District's development of policies, procedures, and allocation of resources to ensure the judicious and safe assessment and potential implementation of Sterile Insect Technique.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Delta Mosquito and Vector Control District as follows:

Section 1. Recitals.

That the recitals set forth above are true and correct.

Section 2. Adoption of the Resolution in support of the evaluation of the use of sterile insect technique for its potential inclusion in the District's Integrated Vector Management Program

The Board of Trustees hereby adopts the Resolution in support of the evaluation of Sterile Insect Technique for its potential inclusion in the District's Integrated Vector Management Program.

Section 3. Severability

That the Board of Trustees declares that, should any provision, section, paragraph, sentence, or word of this resolution be rendered or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences, or words of this resolution as hereby adopted shall remain in full force and effect.

Section 4. Repeal of Conflicting Provisions

That all the provisions of any existing resolution as heretofore adopted by the Board of Trustees that are in conflict with the provisions of this resolution are hereby repealed.

Section 5. Effective Date.

That this Resolution shall take effect upon its adoption.

Section 6. Certification.

That the Secretary of the Board shall certify as to the adoption of this Resolution and shall cause the same to be processed in the manner required by law.

PASSED, ADOPTED, AND APPROVED, this 10th day of November 2021, by the following vote:

| | Ayes: | Noes: | Absent: | Abstain: |
|------------------|-------|-------|---------|----------|
| Greg Gomez | ☺ | ☺ | ☺ | ☺ |
| Belen Gomez | ☺ | ☺ | ☺ | ☺ |
| Larry Roberts | ☺ | ☺ | ☺ | ☺ |
| Kevin Caskey | ☺ | ☺ | ☺ | ☺ |
| Rosemary Hellwig | ☺ | ☺ | ☺ | ☺ |
| Michael Cavanagh | ☺ | ☺ | ☺ | ☺ |
| Linda Guttierrez | ☺ | ☺ | ☺ | ☺ |

ATTEST:
Greg Gomez, President
Board of Trustees

Belen Gomez, Secretary of the Board

REVIEWED:

Dr. Mustapha Debboun, General Manager

8. Cooperative Agreement

The General Manager will review the Cooperative Agreement prepared by the California Department of Public Health for the year 2022.



TOMÁS J. ARAGÓN, M.D., Dr.P.H.
Director and State Public Health Officer

State of California—Health and Human Services Agency
California Department of Public Health



GAVIN NEWSOM
Governor

October 14, 2021

TO: Agencies Signatory to the Cooperative Agreement with the California Department of Public Health

SUBJECT: COOPERATIVE AGREEMENT WITH THE DEPARTMENT OF PUBLIC HEALTH

Please find enclosed a copy of the Cooperative Agreement between local agencies applying pesticides for public health purposes and the California Department of Public Health. The current Cooperative Agreement between our agencies shall expire on December 31, 2021. If your agency is interested in renewing this Cooperative Agreement for another year (through December 31, 2022), please return the enclosed form by December 31, 2021 to the Vector-Borne Disease Section (VBDS). Include the agency manager's signature in the appropriate space and the operator ID and/or license number to be listed on Monthly Summary Pesticide Use Reports (PR-ENF-060) for 2022. Please send to:

Department of Public Health
Vector-Borne Disease Section
1616 Capitol Avenue, MS-7307
P.O. Box 997377
Sacramento, CA 95899-7377

VBDS will endorse the Cooperative Agreement and return a copy to your agency immediately. If your agency is not interested in continuing the Cooperative Agreement, please notify VBDS as soon as possible.

Thank you for your cooperation in this matter. If you require additional information or clarification, please contact your VBDS regional office or the Sacramento headquarters at (916) 552-9730.

Vicki L. Kramer, Ph.D., Chief
Vector-Borne Disease Section

Enclosure



COOPERATIVE AGREEMENT
(PURSUANT TO SECTION 116180, HEALTH AND SAFETY CODE)

Date _____

This Agreement between the California Department of Public Health and

(name and address of local vector control agency)

is effective on January 1, 2022 or on the subsequent date shown above, and expires December 31, 2022. It is subject to renewal by mutual consent thereafter.

Operator ID and/or license number to be listed on Monthly Summary Pesticide Use Reports (PR-ENF-060) for 2022:

Operator ID # _____ License # _____

This agreement may be canceled for cause by either party by giving 30 days advance notice in writing, setting forth the reasons for the termination.

Part I. Pesticides

The vector control agency named herein agrees:

1. To calibrate all application equipment using acceptable techniques before using, and to maintain calibration records for review by the County Agricultural Commissioner.
2. To seek the assistance of the County Agricultural Commissioner in the interpretation of pesticide labeling.
3. To maintain for at least two years for review by the County Agricultural Commissioner a record of each pesticide application showing the target vector, the specific location treated, the size of the source, the formulations and amount of pesticide used, the method and equipment used, the type of habitat treated, the date of the application, and the name of the applicator(s).
4. To submit to the County Agricultural Commissioner each month a Pesticide Use Report, on Department of Pesticide Regulation form PR-ENF-060. The report shall include the manufacturer and product name, the EPA registration number from the label, the amount of each pesticide used, the number of applications of each pesticide, and the total number of applications, per county, per month.
5. To report to the County Agricultural Commissioner and the California Department of Public Health, in a manner specified, any conspicuous or suspected adverse effects upon humans, domestic animals and other non-target organisms, or property from pesticide applications.
6. To require appropriate certification of its employees by the California Department of Public Health in order to verify their competence in using pesticides to control pest and vector organisms, and to maintain continuing education unit information for those employees participating in continuing education.
7. To be inspected by the County Agricultural Commissioner on a regular basis to ensure that local agency activities are in compliance with state laws and regulations relating to pesticide use.

Part II. Environmental Modification

The vector control agency named herein agrees:

To comply with requirements, as specified, of any general permit issued to the California Department of Public Health as the lead agency, pertaining to physical environmental modification to achieve pest and vector prevention.

For California Department of Public Health

For Local Agency

Vicki Kramer, Ph.D.
Chief, Vector-Borne Disease Section

Print Name and Title

Signature

9. Policy Update

The Board will consider the updated Expense Policy #1080 for approval.

Delta Mosquito and Vector Control District

----- MANUAL of POLICIES -----

POLICY TITLE

Expense Policy

POLICY NUMBER

1080

1080.1 Whereas, Delta Mosquito and Vector Control District (DMVCD) takes its stewardship over the use of its limited public resources seriously.

1080.2 Whereas, public resources should only be used when there is a substantial benefit to the citizens of Tulare County.

1080.3 Whereas, such benefits include: The opportunity to discuss the community's concerns with state and federal officials; Participating in regional, state, and national organizations whose activities affect the District; Attending educational seminars designed to improve officials' skill and information levels; and Promoting public service and morale by recognizing such service.

1080.4 Whereas, 1) legislative and other regional, state, and federal agency business is frequently conducted over meals; 2) sharing a meal with regional, state, and federal officials is frequently the best opportunity for a more extensive, focused, and uninterrupted communication about the District's policy concerns; 3) each meal expenditure must comply with the limits and reporting requirements of local, state, and federal law.

1080.5 DMVCD Expense Policy

1080.5.1 Whereas, this policy provides guidance to Trustees and District employees on the use and expenditure of District resources, as well as the standards against which those expenditures will be measured.

1080.5.2 Whereas, this policy supplements the definition of actual and necessary expenses for purposes of state laws relating to permissible uses of public resources.

1080.5.3 Whereas, this policy also supplements the definition of necessary and reasonable expenses for purposes of federal and state income tax laws.

1080.5.4 Whereas, this policy also applies to any charges made to a District credit card, cash advances or other line of credit.

1080.6 Authorized Expenses

1080.6.1 District funds, equipment, supplies (including letterhead), titles, and staff time must only be used for authorized District business. The following types of expenses generally constitute authorized expenses, as long as the other requirements of this policy are met: Communicating with representatives of regional, state and national government on District adopted policy positions; Attending educational seminars designed to improve officials' skill and information levels; Participating in regional, state and national organizations whose activities affect the District's interests; Recognizing service to the District (for example, thanking a longtime employee with a retirement gift or celebration of nominal value and cost); Attending District events; Meetings such as those listed above for which a meeting stipend is expressly authorized under this policy; Gasoline expense for a personal vehicle to attend a work event which will

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benefit the district, when use of a personal vehicle has been approved by the General Manager (gasoline expenses will never be paid for non-District related activities in a personal vehicle.)

1080.6.1.1 For use of a personal vehicle to be approved by the General Manager the following criteria must be met:

- The employee must make the request prior to the event by at least 48 hours
- The employee's vehicle insurance must be on file with the District
- The vehicle insurance must meet the Minimum California Car Insurance Coverage
 - **Bodily injury liability coverage:** \$15,000 per person / \$30,000 per accident minimum
 - **Property damage liability coverage:** \$5,000 minimum
 - **Uninsured motorist bodily injury coverage:** \$15,000 per person / \$30,000 per accident minimum
 - **Uninsured motorist property damage coverage:** \$3,500 minimum
- A gasoline receipt must be provided for reimbursement

1080.6.2 All other expenditures require approval by the District Board of Trustees. The following expenses also require Board approval: International and out of state travel; Expenses which exceed annual limits established for each Board member; and Expenses exceeding \$100 per trip.

1080.6.3 Examples of personal expenses that the District will not reimburse include, but are not limited to: The personal portion of any trip; Political or charitable contributions or events; Family expenses, including partner's expenses when accompanying official on agency-related business, as well as children- or pet-related expenses; Entertainment expenses, including theater, movies (either in-room or at the theater), sporting events (including gym, massage and/or golf related expenses), or other cultural events; Personal automobile expenses, including repairs, traffic citations, or gasoline; insurance; and Personal losses incurred while on district business.

1080.6.4 The approving authority should resolve any questions regarding the propriety of a particular type of expense before the expense is incurred.

1080.7 Meeting Stipends

1080.7.1 General

1080.7.1.1 Consistent with Health and Safety Code Section 2030, the members of the board of trustees may receive their actual and necessary traveling and incidental expenses incurred while on official business. In lieu of paying for actual expenses, the board of trustees may by resolution provide for the allowance and payment to each trustee a sum not to exceed one hundred dollars (\$100) per month for expenses incurred while on official business. A trustee may waive the payments permitted by this subdivision.

1080.7.1.2 Such compensation is in addition to any reimbursement for meals, lodging, travel, and expenses consistent with this policy. (H&S Code Section 2051)

1080.7.2 Meetings and Service Subject to Monthly In Lieu of Allowance

1080.7.2.1 To be entitled to the monthly In Lieu of Allowance under this policy, the event in question must constitute one of the following:

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- 1080.7.2.2 A meeting of the district board within the meaning of Government Code section 54952.2(a);
- 1080.7.2.3 A meeting of a district committee within the meaning of Government Code section 54952(b);
- 1080.7.2.4 An advisory body meeting within the meaning of Government Code section 54952(b);
- 1080.7.2.5 A conference within the meaning of Government Code section 54952.2(c)(2) of the following organizations:
- California Special Districts Association;
 - Mosquito and Vector Control Association of California;
 - American Mosquito Control Association;
 - Society of Vector Ecologists;
 - Entomological Society of America;
 - Centers for Disease Control.
 - A meeting of any multi-jurisdictional governmental body on which the District Manager serves as the district's designated representative.
 - Any meeting attended or service provided on a given day at the formal request of the district board and for which the district board approves payment of In Lieu of Allowance stipend.

1080.8 Cost Control

1080.8.1 To conserve District resources and keep expenses within community standards for public officials, expenditures should adhere to the following guidelines.

Transportation

1080.8.2 The most economical mode and class of transportation reasonably consistent with scheduling needs and cargo space requirements must be used, using the most direct and time-efficient route. In the event that a more expensive transportation form or route is used, the cost borne by the District will be limited to the cost of the most economical, direct, efficient, and reasonable transportation form. Automobile mileage is reimbursable at Internal Revenue Service rates presently in effect Expense (see www.irs.gov). These rates are designed to compensate the driver for gasoline, insurance, maintenance, and other expenses associated with operating the vehicle.

1080.9 Lodging

Lodging costs will be reimbursed or paid for when travel on official District business reasonably requires an overnight stay. If such lodging is in connection with a conference, lodging costs should not exceed any group rate published by the conference sponsor for the meeting in question.

1080.10 Meals

Meal expenses and associated gratuities should be moderate, considering community standards and the prevailing restaurant costs of the area. A helpful source of guidance is Internal Revenue Service per diem rates for meals and incidental expenses, which include adjustments for higher cost locations (see Publication 1542 at www.irs.gov or www.policyworks.gov/perdiem). Alcohol/personal bar bills are not an appropriate use of district resources.

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1080.11 Telephone/Fax/Cellular

Officials will be reimbursed for actual telephone and fax expenses incurred on District business. Telephone bills should identify which calls were made on District business. For cellular calls when the official has a specific number of minutes included in the official's plan, the official can identify the percentage of calls made on public business.

1080.12 Airport Parking

Long-term parking should be used for travel exceeding 24-hours.

1080.13 Per Diem Policy

1080.13.1 In the event of conferences or work-related events, the attendees may be provided with a cash advance in the form of a 'Per Diem' to cover anticipated expenses while traveling or doing business on the District's behalf. The intention of the Per Diem is to be used primarily for the purchase of necessary food, to tip housekeeping staff, and to cover additional travel expenses occurred over the course of the trip such as parking, the use of taxis, etc. The Per Diem may only be used by and for the individual whom it is given, and cannot be used to pay for the meal for another, etc.

1080.13.2 At the discretion of the District Manager, with the attendee notified prior to the trip, an expense report & documentation may be required.

1080.13.3 In the event the District Manager is uncertain as to whether a request complies with this policy, such individual must seek resolution from the District Board of Trustees.

1080.14 Credit Card Use Policy

Please see Credit Card Policy 1083

1080.15 Expense Report Content and Submission Deadline

If an expense report is required by the District Manager, then it must meet the following criteria. Expense reports must document that the expense in question met the requirements of the policy. For example, if the meeting is with a legislator, the local agency official should explain whose meals were purchased, what issues were discussed and how those relate to the District's adopted legislative positions and priorities. Officials must submit their expense reports within 30 days of an expense being incurred, accompanied by receipts documenting each expense. Restaurant receipts, in addition to any credit card receipts, are also part of the necessary documentation. Receipts for gratuities and tolls under \$5 are not required. Inability to provide such documentation in a timely fashion may result in the expense being borne by the individual.

1080.16 Reports to Governing Board

At the following District Board meeting, each official shall briefly report on meetings attended at District expense. If multiple officials attended, a joint report may be made.

1080.17 Compliance with Laws

District officials should keep in mind that some expenditure may be subject to reporting under the Political Reform Act and other laws. All agency expenditures are public records subject to disclosure under the Public Records Act.

1080.18 Violation of this Policy

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Use of public resources or falsifying expense reports in violation of this policy may result in any or all of the following: 1) loss of reimbursement privileges, 2) a demand for restitution to the District, 3) the agency's reporting the expenses as income to the Trustee or employee to state and federal tax authorities and 4) prosecution for misuse of public resources.

Revised October 13, 2020*

10. Staff Luncheon

The General Manager will make a request to have a lunch catered to the staff in celebration and recognition of a heroic effort during the mosquito season.

11. Adjournment

Adjourn the meeting of the Board of Trustees to reconvene on Wednesday, December 8, 2021 at 4:30 p.m. in the Delta Vector Control District Boardroom, 1737 W. Houston Ave., Visalia, CA.