

# DELTA MOSQUITO & VECTOR CONTROL DISTRICT

Conlin Reis  
*General Manager*

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Rick Alvarez  
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Mary Ellen Gomez  
*Administrative Assistant*

Bryan Ferguson  
*Foreman*



Andrea Troupin  
*Scientific Program Manager*

Erick Arriaga  
*Community Education & Outreach Coordinator*

**DATE:** Friday, September 6, 2024

**TO:** Board of Trustees, Delta Mosquito and Vector Control District (DMVCD)

**FROM:** Conlin Reis, General Manager

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

**TIME:** Wednesday, September 11, 2024, at 4:30 p.m.

**PLACE:** District Boardroom, 1737 West Houston Avenue, Visalia CA, 93291

## AGENDA:

1. Roll Call
2. Public Forum (Limited to three minutes per speaker)
  - a) Members of the public may comment on any item not on the agenda that is within the jurisdiction of the Board of Trustees (Board). Under state law, matters presented during public comment cannot be discussed or acted upon by the Board in this meeting.
  - b) For items on the agenda, the public is invited to make comments during the public comment period.
  - c) Any person addressing the Board will be limited to a maximum of three (3) minutes. Public comments will be limited to a total of 15 minutes during the public comment period.
  - d) If there are more than five (5) people wishing to comment, then time will be divided equally between all people wishing to speak, so that everyone has an opportunity to address the Board.
  - e) Public comments may be submitted via email to [publiccomments@deltamvcd.gov](mailto:publiccomments@deltamvcd.gov)

**ACTION 3. Consent Calendar**

- f) August Minutes
- g) August Payroll & Bills (Board Order #'s 7-9)
- h) September Payroll & Bills (Board Order #10)

**4. Manager's Report**

The General Manager will report on items of Delta Mosquito and Vector Control District (DMVCD) operational and laboratory interest.

**5. Reimbursement Disclosure Report**

The General Manager will report on reimbursements that have been made during the 24/25 Fiscal Year.

**6. Re-appointments**

The General Manager will poll Trustees up for reappointment as to whether they want a letter sent on their behalf to the appointing authority.

**7. AB1234 and AB1825 Training Requirements**

The General Manager will remind Trustees of their requirements for ethics and harassment training.

**ACTION 8. Bank of the Sierra and Resolution 2025-03**

The General Manager will request Board approval for authorized signers on all Bank of the Sierra accounts. A Resolution has been drafted to update the District name on all Bank Accounts in addition to the approved signers'.

**ACTION 9. Policy Revision,**

**a) Change to Policy 2126, Pay Periods**

The Board will consider a change to the pay periods that would allow for all employees to be paid on a semimonthly basis.

**b) Change to Policy 1081, Reserves**

The Board will consider changes to the District's reserves.

**c) Change to Policy 2117, Hours of Work and Overtime (1<sup>st</sup> Read)**

The Board will consider revisions to the policy to include Compensatory time in lieu of Overtime.

**d) Change to Policy 3011, Employee Incentive Award (1<sup>st</sup> Read)**

The Board will consider revisions to the increments given for the Award's.

**e) Change to Policy 3010, Educational Assistance (1<sup>st</sup> Read)**

The Board will consider adding online coursework from accredited programs to the educational assistance policy.

**f) Addition of Policy 1084: Procurement and Bidding (1<sup>st</sup> Read)**

The Board will consider adoption of a Procurement and Bidding policy to direct District purchases and ensure transparency in contracting.

**g) Addition of Policy 1085: Revolving Account (1<sup>st</sup> Read)**

The Board will consider adoption of a policy related to the District's revolving account for monthly expenditures.

**ACTION 10. End of Mosquito Season Staff Luncheon**

The General Manager will request to have lunch provided to DMVCD staff in celebration and recognition of an outstanding effort during this Mosquito Season.

**11. Board of Trustees Member Comments**

The Board of Trustees members will have a chance to make any additional comments regarding items within the jurisdiction of the District.

**12. Future Agenda Items**

The Board of Trustees members will have a chance to add to the future Agenda items if they choose to.

**ACTION 13. Adjournment**

Adjourn Meeting of the Board of Trustees to reconvene on Wednesday, October 9, 2024, 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 act.