

DELTA VECTOR CONTROL DISTRICT

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Taylor Tushar
Scientific Program Manager

Crystal Grippin
Biologist

Sheri D. Davis
Administrative Assistant

Mark Nakata
Biologist

Minutes of the Board of Trustees – Wednesday, February 21, 2018.

1. Roll Call:

Present: Greg Gomez, President; Belen Gomez, Secretary; Larry Roberts; Rosemary Hellwig.

Absent: Kevin Caskey

Staff: Michael Alburn, Manager.

2. Oath of Office:

Greg Gomez and Rosemary Hellwig took the Oath of Office.

3. Election of Officers:

Following discussion, it was moved by Larry Roberts, seconded by Belen Gomez and unanimously carried to elect Greg Gomez, President for the 2018 term.

Following discussion, it was moved by Rosemary Hellwig, seconded by Larry Roberts and unanimously carried to elect Belen Gomez, Secretary for the 2018 term.

4. Approval of Consent Calendar:

Following discussion, it was moved by Rosemary Hellwig, seconded by Belen Gomez and unanimously carried to approve the Consent Calendar as presented.

5. Public Forum

None.

6. Staff Report:

We are waiting for the signatures from Municipal Finance Corporation and City National Bank to be fixed to documents required for title transfer at the County Clerk's office, putting the Lab in the Districts possession.

The 2018 Inspection Warrant is being drafted for submission to the Court.

Jesse Erandio, Biologist is studying for the FAA Airman Knowledge Test to fly Unmanned Aircraft Systems. He will take the test on March 9 at Reedley College.

Source Reduction work still needs work on west side of Kings River, around the old sewer farm. North of 416, Lindys Landing and east side between Kings View Hospital and 416. St. Johns south side between the locked gate and McKay's Point.

Taylor Tushar, Scientific Program Manager presented a paper at the MVCAC annual conference summarizing the past two seasons of West Nile Virus Surveillance at the District.

Interviews are ongoing for the lab, weed, larval and house mosquito programs.

Updates to maps listing catch basins, yard drains, new roads, etc. ongoing.

Development of an App for mobile data record keeping of all operational work is nearing completion. We will use smart phones (\$.99) rather than Garmin GPS data modules (\$3,500).

7. Audit:

The Manager presented a proposal from Price Paige & Co. for fiscal years 17/18 – 19/20.

6/30/18 = \$13,109 6/30/19 = \$12,427 6/30/20 = \$12,427

Complete audit with GASB 75 work included.

Following discussion, it was moved by Rosemary Hellwig, seconded by Larry Roberts and unanimously carried to approve the contract as presented.

8. Quarterly Revenue/ Expense Report:

The Manager presented the midyear report:

Wages do not reflect the coming expenses for new hires to the lab. We lost a Tech III last fall and our VC Supervisor was off on disability. Savings will be realized in these line items.

Benefits should come close to budget. Depends on savings from two employees mentioned above.

Services & Supplies have a few items to watch.

Spray Materials balance is low and we just received the cost sheet for 2018 so inventory will be judged against making purchases for all season or just until July when we are refunded.

Gasoline is expected to be fine, but world events can change that.

Utilities are likely in the red.

Public relations will be in the red due to the Aedes aegypti discovery and the media campaign.

County admin fee is higher due to software upgrade in the Auditor's Office.

Capital

Office Equip. will be greatly reduced without the Garmin purchases.

Building, Lab, Vehicles will all be expended.

We will limit expenses through the end of the fiscal year to assure we fit within the budget. We expect to see 80K in unanticipated Revenue. Graph shows results through end of 3rd quarter. Shaded 4th quarter is an estimate. Trend line appears to be holding a consistent pattern to draw expectations. (Appendix1)

9. Recruiting:

The District has advertised on Indeed.com for seasonal operational employees.

On the Operational side, we will have 1 returnee and 4 new hires in the House Mosquito program.

Larval & Weed control has 2 returnees and 1 new hire.

In the Lab, we have advertised on Indeed and are reaching out to universities and junior colleges seeking Interns in science programs.

For WNV we have 2 returnees, will hire 1 from Indeed.com

For Aedes aegypti we have no returnees, 2 Indeed hires and are seeking 4 Interns.

We have hired Crystal Grippin, with BS in Biology from UC Davis and MSc in Public Health with emphasis in Parasitology from the School of Public Health and Tropical Medicine at Tulane University. Crystal is from the Redding area of California.

Also in the lab, we have been notified by Taylor that she will be getting married in July and will be departing the District to move to So Cal at that time. After discussion with Greg we decided that in addition to hiring Crystal we should bring in our next candidate to go through training at the same time. Mark Nakata, BS Biology from UC Irvine and two-year intern in the Orange County Vector Control Lab. This will also allow us to further train Mir for Taylor's position, an effort that has been ongoing.

10. Assessment:

The Manager reported that May 9 and July 11 a quorum is required. Engineers Report will be presented May 9 and the Public Hearing will occur on July 11.

11. Closed Session §54957

Following the Closed Session, it was moved by Larry Roberts, seconded by Belen Gomez and unanimously carried to agree to the terms requested by the Manager. (Appendix 2)

It was moved by Rosemary Hellwig, seconded by Belen Gomez and unanimously carried to authorize Greg Gomez, President to execute the document.

12. Adjournment:

The meeting adjourned at 8:18 p.m.

Michael W. Alburn, Recording Secretary