

# **DELTA VECTOR CONTROL DISTRICT**

Dr. Mustapha Debboun  
*General Manager*

Sheri D. Davis  
*Administrative Assistant*

Mark D. Dynge  
*Systems Administrator*

Jesse Erandio  
*Biologist*

Post Office Box 310 \* Visalia, California 93279-0310  
1737 West Houston Avenue \* Visalia, California 93291  
Phone (559) 732-8606 \* (877) 732-8606 \* Fax (559)-732-7441  
www.deltavcd.com

Mir Bear-Johnson  
*Assistant Manager*

Crystal Grippin  
*Scientific Program Manager*

Mark Nakata  
*Biologist*

Javier Valdivias  
*Biologist*

Minutes of the Board of Trustees – Wednesday, February 10, 2021

## **1. Roll Call:**

Present: Greg Gomez, President; Belen Gomez, Secretary, Michael Cavanagh, Linda Gutierrez, Rosemary Hellwig, Larry Roberts, and Kevin Caskey.

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

## **2. Oath of Office:**

Administrative Assistant, Sheri Davis, swore in the re-appointed Trustees, Belen Gomez and Kevin Caskey.

## **3. Election:**

Following discussion, it was moved by Larry Roberts, seconded by Kevin Caskey and the Board members unanimously voted to keep the Officers Greg Gomez as President and Belen Gomez as Secretary for the 2021 calendar year.

## **4. Consent Calendar:**

The Administrative Assistant provided information on the following items:

Board Order #20 – Biologist Jesse Erandio final pay; incoming Biologist Andrea Troupin pro-rated February payroll.

Board Order #21 – New Operations Program Manager Cardenas pro-rated February payroll.

## **5. Public Forum:**

None.

## **6. Staff Report:**

The General Manager reported on winter work, COVID-19 procedures and new hires, and answered questions from the Board.

**7. Quarterly Expense/Revenue Report:**

The Administrative Assistant presented the financial information through December 31, 2020. The District incurred additional expenses due to the mosquitofish hatchery building project, but our contingencies and capital reserve should cover any overage. Tulare County provided updated revenue estimates, and the current secured property tax is projected to have approximately \$95,000.00 in unanticipated revenue. We will have a clearer picture of this projection after April distributions.

**8. Financial Audit 2019/20:**

The Administrative Assistant reported that Price Paige & Company completed a very thorough audit with no reported material weaknesses or misstatements.

Following discussion, it was moved by Michael Cavanagh, seconded by Rosemary Hellwig, and the Board members unanimously approved the June 30, 2020 Financial Audit.

**9. Enterprise Fleet Management & Assessment Benefit Analysis for Invasive *Aedes aegypti*:**

The General Manager informed the Board of Trustees that the status of the vehicles on order from Enterprise have been shipped on Wednesday, February 10, 2021.. The District anticipates possession of the trucks by mid to late March. Discussion followed regarding the sale of the 5 trucks being replaced. Following past procedures the vehicles will be sold at public auction.

The second revision has been completed on the official Initial *Aedes aegypti* Assessment Survey documents. They are scheduled to be finalized by February 23, 2021, and mailed to constituents by the end of the month.

**10. Inspection Warrant:**

The General Manager has been in communication with legal counsel, Dale Bacigalupi, regarding the Inspection Warrant for 2021. The General Manager and Mr. Bacigalupi will meet with Judge Hillman to secure the warrant, scheduled for Thursday, February 18, 2021.

**11. COVID-19 Prevention Program (CPP):**

Due to Cal/OSHA requirements employers must implement a written COVID-19 Prevention Program (CPP). The General Manager presented the written CPP for adoption.

Following discussion, it was moved by Michael Cavanagh, seconded by Larry Roberts, and the Board members unanimously approved the CPP as presented.

**12. Virus Testing for Tulare and Kings Mosquito Abatement Districts:**

The General Manager requested approval to test birds and mosquito samples for Tulare and Kings Mosquito Abatement Districts. Delta Vector Control District will charge the same rate as that of the California Department of Public Health. A deposit of 50% of estimated tests from each District will be required to cover the upfront costs. The deposit will be applied to actual amount due, and billed monthly once deposit is exhausted.

Following discussion, it was moved by Rosemary Hellwig, seconded by Larry Roberts, and the Board members approved the virus testing for Tulare and Kings Mosquito Abatement Districts. Trustee Michael Cavanagh abstained from the vote.

**13. Adjournment:**

The meeting of the Board of Trustees was adjourned at 5:13 p.m.

---

Dr. Mustapha Debboun, Recording Secretary