

DELTA MOSQUITO & VECTOR CONTROL DISTRICT

Dr. Mustapha Debboun
General Manager

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Crystal Grippin
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Erick Arriaga
*Community Education &
Outreach Coordinator*

Mary Ellen Gomez
Administrative Assistant

Paul Harlien
Foreman

Rick Alvarez
Vector Control Supervisor



Bryan Ruiz
Supervisor Assistant

Minutes of the Board of Trustees – Wednesday, April 12, 2023, Start: 4:30 p.m.

1. **Roll Call:**

Present: Greg Gomez, President; Belen Gomez, Secretary; Linda Guttierrez, Larry Roberts, Kevin Caskey, Lori Berger, and Rosemary Hellwig

Absent: None

Staff: Dr. Mustapha Debboun, General Manager; Mary Ellen Gomez, Administrative Assistant

2. **Oath:**

New Trustee, Dr. Lori Berger signed her oath of office for appointment to the Delta Mosquito and Vector Control District's (DMVCD) Board of Trustees. She also gave a brief biography of herself, describing her background in Plant Entomology, crop protection, and pollination.

3. **The General Manager and the Board of Trustees will recognize and present the Employee of the Quarter Certificate to Juan Pablo Ortega:**

The General Manager introduced Juan Pablo Ortega to the Board of Trustees and presented the certificate to him on behalf of the Board of Trustees.

4. **Public Forum:**

None

5. **Consent Calendar:**

Following discussion, it was moved by Kevin Caskey, seconded by Larry Roberts and the Board of Trustees unanimously approved to accept the consent calendar as presented.

6. Manager's Report:

Dr. Debboun provided an update on DMVCD current operations and informed the Board of Trustees that March was a very busy month and the Staff worked diligently and efficiently in repairing vehicles, pesticide/laboratory equipment, and building structures. The California Department of Public Health (CDPH) Proficiency Panel for mosquito-borne disease testing was completed by the Biologist Andrea Troupin in March and the results were submitted to CDPH. The DMVCD staff and the Community Education and Outreach Coordinator, Erick Arriaga attended the College of Sequoias Agriculture Job Fair at their Tulare Campus and will attend future events in April such as Visalia Rawhide baseball games, give presentations to Exeter Garden Club, Sequoia High School, Public Cemetery Alliance, and a display booth during Tulare County Museum Jamboree at Mooney Grove Park and at Earth Day Celebration at Summer Park, Visalia. In addition, new graphics were installed on all trucks and vehicles to improve public visibility and raise awareness of our presence within DMVCD.

7. Audit Report FY 2021/22:

The General Manager presented the completed and final Audit Report to the Board of Trustees. Following a brief discussion, it was moved by Rosemary Hellwig, seconded by Belen Gomez to approve the 2022 Audit Report.

8. Quarterly Expense/Revenue Reports:

The Administrative Assistant presented the Quarterly Expense/Revenue Report to the Board of Trustees. Greg Gomez inquired if there were any significant changes, to which he was notified there were no significant changes and everything in the reports was current and good. Dr. Lori Berger asked what the Assessment amount was, and the General Manager provided her with the amount.

9. Board Travel Calendar:

The General Manager discussed the meetings available in the 2023/2024 fiscal year. Rosemary Hellwig stated that she and Belen Gomez attended one which was informative, and a brief discussion was ensued by other Trustees.

10. Board of Trustee Member Comments:

The General Manager presented a list of contact information for each Trustee to review and ensure that all their information was up to date and correct. The General Manager also thanked the Trustees for completing the harassment and ethics training. Larry Roberts stated that training was lengthy and that areas covered are slightly beyond what a Trustee may encounter. Rosemary Hellwig stated that this training was easier than the ones in years past, and Kevin Caskey also provided some feedback regarding his training.

11. Future Agenda Items:

The General Manager reminded the Board of Trustees that the May meeting will take place on Monday May 8th, 2023, at 4:30pm. Rosemary Hellwig reported that she will not be able

to make the May Board of Trustees Meeting.

12. Adjournment:

It was moved by Larry Roberts, seconded by Rosemary Hellwig, and the Board unanimously approved to adjourn the meeting of the DMVCD's Board of Trustees at 5:39 p.m.

Dr. Mustapha Debboun, Recording Secretary
