

DELTA MOSQUITO & VECTOR CONTROL DISTRICT

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Erick Arriaga
Community Education &
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Paul Harlien
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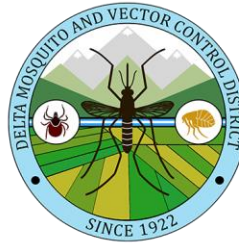
Rick Alvarez
Vector Control Supervisor

Andrea Troupin
Scientific Program Manager

Bryan Ruiz
Supervisor Assistant

Mary Ellen Gomez
Administrative Assistant

Bryan Ferguson
Foreman



Minutes of the Board of Trustees – Wednesday, September 11, 2024, Start: 4:30 p.m.

1. **Roll Call:**

Present: Greg Gomez, President; Linda Gutierrez, Secretary, Larry Roberts , Lori Berger, Mike Burchett.

Absent: Rosemary Hellwig and Kevin Caskey

Staff: Conlin Reis, General Manager; Mary Ellen Gomez, Administrative Assistant; Andrea Troupin, Scientific Program Manager

2. **Public Forum:**

No members of the public were present.

3. **Consent Calendar:**

Following discussion, it was moved, seconded, and passed unanimously by the members of the Board of Trustees to approve the consent calendar as presented.

Motion: Trustee Roberts Second: Trustee Burchett

4. **Manager's Report:**

The District experienced a below-average mosquito abundance and disease activity season, with continued concerns in northwest Visalia due to high mosquito production at the suburban-agricultural interface. Efforts are ongoing to address these challenges, including source documentation and potential alternative management practices. CEOC Erick Arriaga initiated outreach at Visalia Cemetery, and lab evaluations of wide-area larviciding are underway.

Field operations received 83 mosquito service requests and 24 fish requests in August 2024, with 1,273 source treatments completed. Repairs in the auto shop included vehicle and equipment maintenance, while two ULV foggers remain out of service.

Outreach efforts included attendance at three backpack giveaway events and collaboration with the Visalia Public Cemetery for mosquito breeding control. Visalia Unified invited DMVCD for STEM Nights at local schools.

The lab collected 34,054 mosquitoes from 2,056 trap nights, with 59 WNV-positive samples and 1 SLEV-positive sample. Mosquitofish requests totaled 1,195 fish, and routine safety checks were performed. 23 mosquito samples were tested from Tulare MAD, and 83 service requests were logged.

5. Reimbursement Disclosure Report:

The Board will consider the reimbursement disclosure report at the October regular board meeting as the 23-24 fiscal year report was not available at this time.

6. Re-appointments

Trustee Roberts indicated his interest in being reappointed to the Board for another term. The District will send out a letter of support requesting reappointment.

7. AB1234 and AB1825 Training Requirements

The trustees were informed of any remaining training requirements for the year.

8. Bank of the Sierra and Resolution 2025-03

The General Manager presented Resolution 2025-03 authorizing new signers for the District's accounts. A motion was made, seconded, and passed unanimously to approve the resolution as presented.

Motion: Trustee Burchett Second: Trustee Berger

**Resolution 2025-03 Ayes: Gomez, Gutierrez, Roberts, Burchett. Nos: None
Absent/Abstain: Hellwig (Absent), Caskey (Absent)**

9. Policy Revision

a) Policy 2126: Pay Periods

The Board reviewed a potential change to pay periods that would allow all employees to be paid on a semimonthly basis.

b) Policy 1081: Reserves

The Board reviewed changes to the District's reserves policy to increase the amount of the contingency reserve to 10% of the current budget, to add a dedicated reserve for District pension liability and to remove the dedicated reserve for the benefit assessment, which is more properly allocated within the general budget.

A Motion was made, seconded, and passed unanimously to approve Policy 2126 and 1081 as presented.

Motion: Trustee Roberts

Second: Trustee Burchett

- c) Policy 2117: Hours of Work and Overtime (1st Read)
The Board considered revisions to the policy to include Compensatory time in lieu of Overtime and would specify that overtime hours are those worked over 40 hours in a week. Action, if any, will be taken at the October meeting.
- d) Policy 3011: Employee Incentive Award (1st Read)
The Board considered revisions to the increments given for the Award's to allow for \$20 instead of \$25 increments. Action, if any, will be taken at the October meeting.
- e) Policy 3010: Educational Assistance (1st Read)
The Board will consider adding online coursework from accredited programs to the educational assistance policy. Action, if any, will be taken at the October meeting.
- f) Addition of Policy 1084: Procurement and Bidding (1st 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 (1st Read)
The Board will consider adoption of a policy related to the District's revolving account for monthly expenditures.

10. End of Mosquito Season Staff Luncheon

A motion was made, seconded, and passed unanimously to approve the end of season staff luncheon for an amount not to exceed \$650.

Motion: Trustee Burchett Second: Trustee Berger

11. Board of Trustees Member Comments:

There were no Board comments at this time.

12. Future Agenda Items:

None.

13. Adjournment:

A motion was made, seconded and passed unanimously to adjourn the meeting of the DMVCD's Board of Trustees at 5:32 pm.

Conlin Reis, Recording Secretary
