

# Delta Mosquito & Vector Control District

Conlin Reis  
General Manager

1737 W Houston Avenue | Visalia, California 93291  
Phone (559)-732-8606 | (877) 732-8606 | Fax (559)-732-7441  
[www.DeltaMVCD.gov](http://www.DeltaMVCD.gov)

Andrea Troupin  
Scientific Program Manager

Mary Ellen Gomez  
Administrative Assistant

Rick Alvarez  
Vector Control Supervisor

Erick Arriaga  
Community Education & Outreach  
Coordinator

Bryan Ferguson  
Foreman



Minutes of the Board of Trustees – Wednesday, April 9, 2025, Start: 4:35 p.m.

## 1. **Roll Call:**

Present: Linda Guttierrez, Secretary; Larry Roberts, Kevin Caskey, Mike Burchett and Rosemary Hellwig.

Absent: Greg Gomez, President; Lori Berger

Staff: Conlin Reis, General Manager and Mary Ellen Gomez, Administrative Assistant.

Others Present: Jason Deniz, Tri Counties Bank

## 2. **Employee of the Quarter:**

The General Manager and the Board of Trustees presented the Employee of the Quarter award to Mario Sanchez.

## 3. **Public Forum:**

No members of the public were present.

## 4. **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 Hellwig

Second: Trustee Caskey

## 5. **Closed Session: CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION, Government Code section 54956.9(d)(2): Two (2) potential cases (This**

**item was taken out of order, immediately after Item 10: Field Software Development: NIDUS App)**

There were no reports out of closed session.

**6. Manager's Report (Summary)/Preliminary Budget Discussion:**

The District updated training protocols and launched a proactive green pool response program. Lab staff began an early intervention study with Central Life Sciences targeting *Aedes aegypti*. Finance staff continued transitioning accounts to Tri Counties Bank. The Manager and Scientific Program Manager attended the AMCA and MVCAC conferences, contributing to emergency response planning and legislative outreach. Seasonal hiring and training preparations are underway. Operations completed equipment repairs and site checks. Outreach staff attended local events and improved mobile device management. The lab reported lower mosquito counts. No bird positives or kissing bugs were reported.

**7. Board Travel Calendar:**

The General Manager notified the Board of Trustees of the meetings that will take place in the 2025/2026 Fiscal Year, asked them to notify him if they would like to attend any of the meetings.

**8. New Policy Implementation**

**Approval of new Policies at a single meeting:**

Following discussion, it was moved, seconded, and passed unanimously by the members of the Board of Trustees to approve the new Policies at a single meeting.

Motion: Trustee Burchett

Second: Trustee Hellwig

**8 a. New Policy # 2139 Compensation**

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

Motion: Trustee Caskey

Second: Trustee Burchett

**8 b. New Policy # 3013 Catastrophic Leave Policy**

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

Motion: Trustee Burchett

Second: Trustee Hellwig

**9. Resolution 25-09: A Resolution to amend the Job Classification Plan to add two new positions, Seasonal Clerical Assistant and Urban Operations Supervisor**

Following discussion, it was moved, seconded, and passed unanimously by the members of the Board of Trustees to approve the amended Job Classification Plan to add two new positions, Seasonal Clerical Assistant and Urban Operations Supervisor.

Motion: Trustee Hellwig

Second: Trustee Berger

Ayes: Trustee Guttierrez, Trustee Hellwig, Trustee Roberts, Trustee Caskey, Trustee Burchett

Noes: None

Absent/Abstain: Greg Gomez, President (Absent) and Lori Berger (Absent)

**10. Field Software Development: NIDUS App:**

10 a. Nidus App Presentation, Authorization for Development

Following discussion, it was moved, seconded, and passed by the members of the Board of Trustees to approve the development of the NIDUS App

Motion: Trustee Hellwig

Second: Trustee Burchett

10 b. Budget Adjustment

Following discussion, it was moved, seconded, and passed by the members of the Board of Trustees to approve moving \$15,000 from the Contingency Reserve to Budget Category 704: Cap Office Outlay

Motion: Trustee Burchett

Second: Trustee Guttierrez

**11. Board of Trustees Member Comments:**

Trustee Burchett commented on someone he spoke with having inquired on where they might be able to get Mosquito Fish, notified him that they can call our office and let him know that fish can either be delivered or they may come in and pick them up.

**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 6:25 pm.

Motion: Trustee Caskey

Second: Trustee Guttierrez

Conlin Reis, Recording Secretary