



Delta Mosquito & Vector Control District

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Minutes of the Regular Board Meeting

Date: Wednesday November 12th, 2025, at 4:30 PM
Location: 1737 West Houston Ave, Visalia CA, 93291

1. Roll Call

Trustees Present:

Trustee Greg Gomez, President
Trustee Linda Gutierrez, Secretary
Trustee Mike Burchett
Trustee Larry Roberts
Trustee Kevin Caskey

Trustees Absent:

Trustee Lori Berger
Trustee Rosemary Hellwig

Staff Present:

Conlin Reis, General Manager
Andrea Troupin, Scientific Program Manager
Valeria Ortega, Administrative & Fiscal Coordinator

Members of the Public:

Kerri Salazar

2. Public Forum

Per agenda procedures, the public was invited to comment on non-agenda matters.

Kerri Salazar, member of the public, provided public comment reiterating opposition to wide-area adulticiding, consistent with comments made at the prior month's meeting.

No action was taken.

No other public comments were received.

3. Consent Calendar

- a. November Minutes
- b. Checks for Ratification
- c. Checks for Approval
- d. Financial Reports/Quarterly Investment Report

Motion: Trustee Mike Burchett

Second: Trustee Kevin Caskey

Vote: Passed by unanimous vote

Consent Calendar approved as presented

4. Manager's Report

The General Manager reported that November reflected a seasonal transition as cooler weather reduced mosquito activity across the District. November marked the first full month operating under the new Operations Lead structure, with staff focusing on transition support and development of comprehensive Standard Operating Procedures intended to strengthen continuity across administrative, operational, and laboratory functions.

Fleet and facilities efforts emphasized end-of-season maintenance, vehicle inspections, workspace reconfiguration, and preparation for surplus disposition of outdated equipment. Field activity declined substantially, allowing staff to redirect effort toward internal planning and preparation for the 2026 season. Surveillance data reflected low virus activity, with one West Nile virus-positive mosquito sample detected and no local human cases reported. Outreach and laboratory operations continued at a reduced seasonal pace, with increased mosquitofish production and distribution.

5. Closeout of NIDUS App, Version 1 – ACTION

The General Manager provided a brief presentation on the functionality and performance of the NIDUS Version 1 application, noting that it expanded the District's capacity to collect geo-aware notes and photographs and exceeded the initial expectations established at the time the contract was approved. The General Manager recommended approval of the closeout.

Following brief discussion, the Board approved the closeout of NIDUS Version 1.

*Motion: Trustee Linda Guttierrez
Second: Trustee Larry Roberts
Vote: Passed by unanimous vote*

6. Section 125 Plan and Medical Plan Updates for 2026 – ACTION

The General Manager presented updated medical premium rates for 2026 and recommended continuing the District's practice of aligning elective Section 125 contributions based on the selected health plan (PPO or HMO) and dependent tier (Single, Plus One, or Family). Rising healthcare costs and the potential need to evaluate opt-out incentives or alternative cost-containment strategies were discussed. It was noted that open enrollment for the upcoming year had concluded and that any substantive changes would be considered in a future cycle.

Following discussion, the Board approved continuation of the Section 125 contribution structure as presented.

*Motion: Trustee Larry Roberts
Second: Trustee Mike Burchett
Vote: Passed by unanimous vote*

7. Unmainted Swimming Pool Application Proposals – ACTION

The Board considered responses to an informal bid and RFP process conducted in accordance with District policy for development of a supplemental software solution to support the unmaintained swimming pool program. The General Manager explained that the complexity of compliance tracking, treatment history, geospatial documentation, and field inputs exceeds the practical capabilities of the District's core FieldSeeker system, necessitating a dedicated application.

Three responses were received. Staff reported that Frontier, the District's FieldSeeker vendor, was unable to meet the District's requirement for an open-source or perpetual license model. One low-cost proposal lacked mosquito control and GIS experience and was determined to be non-responsive. A second proposal from a larger GIS firm also lacked vector control experience and relied on a minimum viable product approach that implied significantly higher downstream costs, and was likewise deemed non-responsive.

The remaining proposal, in the amount of \$25,000, was submitted by Gleipnir LLC, which previously developed the NIDUS application. It was disclosed that Gleipnir LLC is partially owned by Benjamin Sperry, the District's Operations Program Manager. The General Manager reported that a conflict-of-interest analysis was conducted, including specific review of consultation notes with external legal counsel. That review concluded that Mr. Sperry's official duties and role with the District do not include, and are outside the scope of, initiation, formation, evaluation, negotiation, or execution of contracts, and that no disqualifying conflict existed.

The General Manager further noted that while the arrangement may initially appear unusual, it reflects the highly specialized nature of mosquito control and geospatial software development and the limited pool of qualified professionals, as evidenced by the minimal number of responsive bids.

After discussion, the Board approved selection of Gleipnir LLC as the successful bidder and authorized execution of the contract as presented.

*Motion: Trustee Larry Roberts
Second: Trustee Linda Gutierrez
Vote: Passed by unanimous vote*

8. Cancellation of January Regular Board Meeting – ACTION

The Board considered cancellation of the January Regular Board Meeting due to holiday timing and an anticipated lack of agenda items. It was noted that a special meeting could be called if necessary.

*Motion: Trustee Mike Burchett
Second: Trustee Larry Roberts
Vote: Passed by unanimous vote*

9. Trustee Contact Information / Trustee Email Accounts – DISCUSSION

The Board discussed options for protecting Trustee personal email addresses from automated attacks and unsolicited communications. By consensus, the Board directed the General Manager to use his discretion to pursue either District-managed Trustee email accounts or a form-based or masked contact method to facilitate public communication while protecting personal email addresses. No action was taken.

10. Withdrawal of Tulare County Funds / Tri Counties Savings Option – ACTION

The General Manager presented information regarding the upcoming transfer of District funds currently held with Tulare County and discussed investment diversification options. The Board authorized the General Manager to open a high-interest savings account with Tri Counties Bank, provided the rate is competitive with California CLASS, to support diversification of District investments.

Motion: Trustee Mike Burchett
Second: Trustee Kevin Caskey
Vote: Passed by unanimous vote

11. Holiday Gift – ACTION

The Board approved issuance of a \$60 holiday gift card for District employees and directed the District to gross up the amount to ensure employees receive the full intended value after applicable payroll taxes.

Motion: Trustee Larry Roberts
Second: Trustee Greg Gomez
Vote: Passed by unanimous vote

12. Board of Trustees Member Comments

No comments were offered.

Conlin Reis

General Manager / Recording Secretary

Certification and Approval

These minutes were approved by the Board of Trustees of the **Delta Mosquito and Vector Control District** at a duly noticed meeting held on _____, 2026.

Greg Gomez, President
Board of Trustees

Date: _____

Linda Gutierrez, Secretary
Board of Trustees

Date: _____