

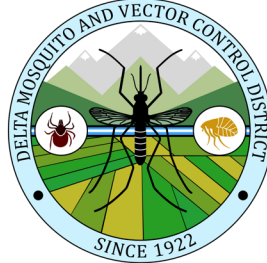
DELTA MOSQUITO & VECTOR CONTROL DISTRICT

Conlin Reis
General Manager

1737 West Houston Avenue * Visalia, California 93291
Phone (559) 732-8606 * (877) 732-8606 * Fax (559)-732-7441

Rick Alvarez
Vector Control Supervisor

Mary Ellen Gomez
Administrative Assistant



Bryan Ferguson
Foreman

Andrea Troupin
Scientific Program Manager

Erick Arriaga
Community Education & Outreach Coordinator

DATE: Friday, December 6, 2024

TO: Board of Trustees, Delta Mosquito and Vector Control District (DMVCD)

FROM: Conlin Reis, General Manager

SUBJECT: Regular Meeting of the District's Board of Trustees

TIME: Thursday, December 11, 2024, at 4:30 p.m.

PLACE: District Boardroom, 1737 West Houston Avenue, Visalia CA, 93291

Virtual Meeting Information: https://teams.microsoft.com/l/meetup-join/19%3ameeting_MzM2NjhY2MtNDQzNS00MzQyLWE5MGUtZDgyYzBiOTE2Njhj%40thread.v2/0?context=%7b%22tid%22%3a%22897d37ac-535b-4d9a-b741-ea0749446b06%22%2c%22oid%22%3a%22f90288d2-d4c6-4895-bb52-b62d408f31be%22%7d

AGENDA:

1. Roll Call
2. Public Forum (Limited to three minutes per speaker)
 - a) Members of the public may comment on any item not on the agenda that is within the jurisdiction of the Board of Trustees (Board). Under state law, matters presented during public comment cannot be discussed or acted upon by the Board in this meeting.
 - b) For items on the agenda, the public is invited to make comments during the public comment period.
 - c) Any person addressing the Board will be limited to a maximum of three (3) minutes. Public comments will be limited to a total of 15 minutes during the public comment period.

- d) If there are more than five (5) people wishing to comment, then time will be divided equally between all people wishing to speak, so that everyone has an opportunity to address the Board.
- e) Public comments may be submitted via email to publiccomments@deltamvcd.gov

ACTION 3. Consent Calendar

- a) November Minutes
- b) November Payroll & Bills (Board Order #18)
- c) December Payroll & Bills (Board Order #19 & 20)
- d) Financial Reports

4. Manager's Report

The General Manager will report on items of Delta Mosquito and Vector Control District (DMVCD) operational and laboratory interest.

ACTION 5. Policy Revision(s),

Second Read

- a) **New Policy #1065: Illness and Injury Prevention Program**
The Board will consider a policy regarding the District's IIPP.
- b) **Revision, Policy # 3003: Sick Leave**
The Board will consider a change in policy to seasonal sick leave providing 5 days of leave off upfront instead of accrual over time.

First Read

- c) **Revision, Policy # 1000: Purpose of Board Policies**
The Board will consider a change in policy to clarify that all policies not designated as advisory are intended to be regulatory in nature.
- d) **New Policy # 2140: Background Checks (Livescan)**
The Board will consider a policy requiring background checks for all employees and outlining offenses that will be disqualifying for employment.

ACTION 6. Holiday Gift

The General Manager will request the Board of Trustees to approve Holiday Grocery gift cards in the amount of \$60.00 to each employee. The amount will be added to the employee's W-2

ACTION 7. January Meeting

Due to the Holidays, the General Manager will request to cancel the regular Board of Trustees Meeting in January 2025.

ACTION 8. Enterprise Fleet Management

The Board will consider complete fleet management services by Enterprise.

ACTION 9. GPS and Dashcam Service: Informal Bid Process

The Board will consider bids for the District's fleet tracking and dashcam services.

10. Update on the Solar Panel Project

The General Manager will provide the Board of Trustees with an update on the Solar Panel Project.

11. Board of Trustees Member Comments

The Board of Trustees members will have a chance to make any additional comments regarding items within the jurisdiction of the District.

12. Future Agenda Items

The Board of Trustees members will have a chance to add to the future Agenda items if they choose to.

ACTION 13. Adjournment

Adjourn Meeting of the Board of Trustees to reconvene on February 12, 2025, at 4:30 p.m. in the Delta Mosquito and Vector Control District Boardroom, 1737 W. Houston Ave., Visalia, CA.

Note: Items designated for information are appropriate for Board action if the Board wishes to act.

Delta Mosquito & Vector Control District

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General Manager

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Minutes of the Board of Trustees – Thursday, November 14, Start: 4:30 p.m.

1. **Roll Call:**

Present: Greg Gomez, President; Linda Gutierrez, Secretary; Rosemary Hellwig and Kevin Caskey.

Absent: Larry Roberts, Lori Berger and Mike Burchett

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 Gutierrez

Second: Trustee Hellwig

4. **Manager's Report (Summary):**

Above-average temperatures sustained mosquito activity late into the season, particularly in agricultural areas, with harvest activities further increasing trap counts. Testing ceased mid-October due to equipment issues but confirmed ongoing disease activity, highlighting the need for adjustments to seasonal hiring and timing. Field operations completed 1,269 treatments, 3,318 inspections, 84 service requests, and 21 ULV treatments. Seasonal employment was extended by 1-2 weeks, with plans for staggered spring hiring to meet

hour limits. A new Supplemental Biologist, Benjamin Sperry, joined the team, bringing expertise in GIS and FieldSeeker.

The laboratory collected 65,490 mosquitoes over 1,937 trap nights, with an average of 33.8 mosquitoes per trap—higher than 2023 but below the 5-year average. WNV was detected in 50 of 854 samples tested before mid-October, while service requests totaled 84 for October, contributing to a year-to-date total of 752. Increased demand for mosquitofish resulted in 264 fish distributed, and routine safety checks continued. Outreach included five community events and ADA website maintenance, with planning underway for next season. Two WNV human cases were reported in the District, with one probable case in Tulare County.

5. CLOSED SESSION: Conference with Legal Counsel – Anticipated Litigation (Gov. Code § 54956.9(d)(2)) – One potential case.

There were no reportable items arising out of the closed session.

6. JWN, Jaribu W. Nelson, CPA Engagement Letter

Following discussion, it was moved, seconded and passed unanimously by the members of the Board of Trustees to approve the Engagement Letter with JWN, Jaribu W. Nelson, CPA.

Motion: Trustee Caskey

Second: Trustee Hellwig

7. Policy Revision(s). First Read

- a) New Policy #1065: Illness and Injury Prevention Program
- b) Revision, Policy #3003: Sick Leave

The General Manager presented two policies, one to establish an IIPP program and another to frontload sick leave for seasonal employees instead of accruing over time. Action, if any, will be taken on these items at the December meeting.

8. Resolution to amend the Job Classification Plan to add two new positions: Laboratory Technician III and the Field Operations Data Analyst (Replacing the Admin Analyst)

The General Manager proposed a resolution adding two new positions to the Job Classification Plan. The Laboratory Technician III, which is intended to serve as year-round support for laboratory operations and the Field Operations Data Analyst, which will provide administrative support and ensure data integrity.

Following discussion, it was moved, seconded, and passed unanimously by the members of the Board of Trustees to approve the amendment to the Job Classification Plan and to add the two new positions.

Motion: Trustee Caskey

Second: Trustee Gutierrez

9. Set Limit for District Revolving Fund

Pursuant to Policy 1085.4, the District discussed setting the maximum amount for the District Revolving Fund.

Following Discussion, it was moved, seconded and passed unanimously by the members of the Board of Trustees to approve the Limit for the District Revolving Fund at \$455,371.

Motion: Trustee Guttierrez Second: Trustee Hellwig

10. Cooperative Agreement

Following Discussion, it was moved, seconded and passed unanimously by the members of the Board of Trustees to approve the Cooperative Agreement prepared by the California Department of Public Health for the year 2024.

Motion: Trustee Hellwig Second: Trustee Guttierrez

11. Board of Trustees Member Comments:

None.

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 5:28 pm.

Conlin Reis, Recording Secretary

Voucher	Payee	Description	Budget Line Item	Amount
39501	CONLIN REIS	GENERAL MANAGER		5,759.48
39502	RICK ALVAREZ	VECTOR CONTROL SUPERVISOR		3,380.59
39503	ERICK ARRIAGA	COMMUNITY EDUCATION & OUTREACH COORDINATOR		2,806.61
39504	BRYAN FERGUSON	FOREMAN		3,347.46
39505	ALEJANDRA GILL	LABORATORY TECHNICIAN III		2,065.67
39506	MARY ELLEN GOMEZ	ADMINISTRATIVE ASSISTANT		2,916.70
39507	LANDON MCGILL	VECTOR CONTROL TECHNICIAN III/MECHANIC		2,218.12
39508	THEODORE MCGILL	VECTOR CONTROL TECHNICIAN III		2,019.76
39509	MARK NAKATA	BIOLOGIST		3,128.57
39510	JUAN PABLO ORTEGA	BIOLOGIST		2,686.16
39511	BRENDA RODRIGUEZ-VIVAR	LABORATORY TECHNICIAN II		1,778.70
39512	CARLOS RODRIGUEZ	VECTOR CONTROL TECHNICIAN III		2,266.95
39513	BRYAN RUIZ	VECTOR CONTROL TECHNICIAN III		2,640.17
39514	MARIO SANCHEZ	VECTOR CONTROL TECHNICIAN III/MECHANIC		2,800.00
39515	BENJAMIN SPERRY	BIOLOGIST- SUPPLEMENTAL		1,812.28
39516	ANDREA TROUPIN	SCIENTIFIC PROGRAM MANAGER		3,241.29
		Sub-Total Full-Time and Trustee Payroll		\$44,868.51
39517	DELTA VECTOR CONTROL DIST - EFTPS			29,634.92
		Social Security/ Medicare/ Federal Income Tax	15,605.70	Employee 71% - District 29%
		State Income Tax	2,672.27	Employee 100%
		CalPERS Retirement	11,356.95	Employee 40% - District 60%
		Total Full Time & Seasonal Payroll Taxes & Benefits		\$44,868.51
39518	AMERICAN INC.	Service Call - Breakroom AC		Building Maintenance 373.75
39519	BRYANT L. JOLLEY, CPA	Work done - Preparation FY23/24 Audit		Professional Services 6,365.00
39520	DELTA MVCD REVOLVING			592.54
		Conlin Reis, Per Diem CDC Meeting	172.50	Travel Expense
		City of Visalia - Late Fee	12.04	Utilities
		Franchise Tax Board - Wage Garnishment	25.00	Liabilities
		CDPH/Vector Borne Disease Acct - Cert. Exam Fee	82.00	Continuing Education

Voucher	Payee	Description	Budget Line Item	Amount
39523	CONLIN REIS	GENERAL MANAGER		5,759.49
39524	RICK ALVAREZ	VECTOR CONTROL SUPERVISOR		3,380.39
39525	ERICK ARRIAGA	COMM. ED. & OUTREACH COORD.		2,806.61
39526	BRYAN FERGUSON	FOREMAN		3,347.45
39527	ALEJANDRA GILL	LABORATORY TECHNICIAN III		2,065.66
39528	MARY ELLEN GOMEZ	ADMINISTRATIVE ASSISTANT		2,916.71
39529	LANDON MCGILL	VECT. CONTROL TECH. III/MECH.		2,218.12
39530	THEODORE MCGILL	VECTOR CONTROL TECHNICIAN III		2,019.77
39531	MARK NAKATA	BIOLOGIST		3,128.57
39532	JUAN PABLO ORTEGA	BIOLOGIST		2,686.15
39533	BRENDA RODRIGUEZ-VIVAR	LABORATORY TECHNICIAN II		1,778.70
39534	CARLOS RODRIGUEZ	VECTOR CONTROL TECHNICIAN III		2,266.94
39535	BRYAN RUIZ	VECTOR CONTROL TECHNICIAN III		2,640.88
39536	MARIO SANCHEZ	VECT. CONTROL TECH. III/MECH.		2,800.00
39537	BENJAMIN SPERRY	BIOLOGIST- SUPPLEMENTAL		1,722.97
39538	ANDREA TROUPIN	SCIENTIFIC PROGRAM MANAGER		3,240.73
		Sub-Total Payroll		\$44,779.14
39539	VSP	Vision Plan Premium		466.05
39540	DELTA DENTAL PLAN	Dental Plan Premium		1,175.36
39541	LINCOLN FINANCIAL GROUP	Life/STD & LTD Insurance		855.23
39542	DELTA VECTOR CONTROL DIST - EFTPS			57,621.94
		CalPERS Health Insurance Premium	28,045.12	
		Social Security/ Medicare/ Federal Income Tax	15,575.20	Employee 71% - District 29%
		State Income Tax	2,664.50	Employee 100%
		CalPERS Retirement	11,337.12	Employee 40% - District 60%
39543	DELTA VECT CONT DIST	Flex Benefit Plan		Employee 100% 749.97
39544	MISSION SQUARE	Deferred Retirement Trust		75.00
		Total Payroll Taxes & Benefits		\$105,722.69

39545	CLINE'S BUSINESS EQUIPMENT	Monthly Service Contract		Maint. Contract	30.00
39546	EMD NETWORKING				4,244.35
		Total Care Monthly Plan	3,836.60	Maint. Contract	
		VOIP Phone System	407.75	Telephone/Cellphones	
39547	ENTERPRISE FLEET MANAGEMENT	Leased Vehicles (2 months)		Capital - Vehicle	3,819.92
39548	FRESNO OXYGEN				152.00
		Dry Ice (11-1 to 11-30)	99.37	Lab Supplies	
		CO2 Containers - Traps	52.63	Lab Supplies	
39549	GIANT CHEVROLET	PCV Tube T-6		Vehicle Supplies	33.75
39550	LINXUP	GPS - December		GPS	86.00
39551	LOZANO SMITH	Personnel Matter - Teleconference with Gen. Manager		Professional Services	225.00
39552	MIDSTATE AUTOMOTIVE EQUIPMENT	Repairs - replacement of hoses on vehicle lift		Vehicle Supplies	2,102.47
39553	PACIFIC WEST	Monthly Service Contract		Maint. Contract	250.00
39554	SO CAL EDISON	Utilities		Utilities	2,164.31
39555	SO CAL GAS	Utilities		Utilities	220.86
39556	US BANK				24,973.72
		Kysan Electronics - 6V motors for gravid traps	258.88	Lab Supplies - Traps	
		Home Depot - Duct tape, carabiners, WD40, bucket and lithium battery	180.03	Lab Supplies	
		Home Depot - contact cleaner	86.69	Lab Supplies	
		Home Depot - Locking car nozzle accesoy for shopvac	9.73	Janitorial	
		Webstaurant Store - 2 qt containers and lids for gravid trap	205.10	Lab Supplies - Traps	
		Home Depot - hot glue sticks	24.94	Lab Supplies	
		Home Depot - silicone	8.88	Lab Supplies	
		Home Depot - (5) containers of bleach	39.02	Janitorial	
		Coleman - 1 gal container for dry ice (surveillance)	65.03	Lab Supplies - Surveillance	
		Home Depot - wet/dry vac filters	195.10	Janitorial	
		Harbor Freight - Ammo box, storage for old Jeep	9.75	Vehicle Supplies	
		Smarsh - Social Media Archiving	1,821.75	Public Relations	
		Dreamhost	3.00	Subscriptions	
		Costco - Birthday cookies and icecream	28.98	Misc. Expense	
		Costco - Battery jumpers for old jeep/shop	130.18	Vehicle Supplies	
		AutoZone - Starter Fluid	24.38	Vehicle Supplies	

	Apple.com - additional phone storage Erick Arriaga	2.99	Subscriptions	
	Garden World - Refundable dep. warranty work Grizzly UL	59.95	Sprayer Supplies/Repairs	
	Garden World - Credit warranty work Grizzly ULV	-59.95	Sprayer Supplies/Repairs	
	Fed Ex - Shipping of mosquito samples to DART	89.46	Lab Supplies	
	AMCA - Annual Meeting Registration C. Reis	535.00	Travel	
	AMCA - Annual Meeting Registration SPM	535.00	Travel	
	CSDA - Annual Dues	9,338.00	Dues	
	Uber - Ride from hotel to Airport, ESA Meeting 2024	31.42	Travel	
	Sheraton, Phoenix - Lodging ESA Meeting 2024	540.33	Travel	
	City of Fresno - Airport Parking ESA Meeting 2024	60.00	Travel	
	Best Buy - RAM for new GIS Computer	97.64	Office Supplies	
	Best Buy - New GIS Computer for enhanced Data Review	1,844.49	Office Supplies	
	CVS - \$50Visa giftcard 5yr anniversary Bryan Ferguson	55.95	Misc. Expense	
	includes activation fee			
	CVS - Birthday Card and Get Well Card (Trustees)	9.96	Misc. Expense	
	SaveMart - Bday treats (Trustee Gutierrez)	10.00	Misc. Expense	
	CalWater - Utilities Auto Pay	174.86	Utilities	
	City of Visalia - Utilities Balance Owed	14.80	Utilities	
	FilterBuy - Lab AC Filters	109.63	Building Maintenance	
	SipTrunk - Efax	116.01	Telephone/Cellphones	
	GoogleSuites	102.51	Subscriptions	
	Amazon - Owl Meeting Camera	1,181.53	Office Supplies	
	Amazon - Linear Replacement Gate Fobs	22.73	Operational	
	Amazon - Packing Tape and Green cardstock	36.02	Office Supplies	
	Amazon - (2) Brother TN2294 4pack toners	558.82	Office Supplies	
	AutoZone - CC Payment for lost check July 2024	236.73	Vehicle Supplies	
	AutoZone - Battery T15	152.80	Vehicle Supplies	
	AutoZone - Misc Stock Supplies for Fleet	162.78	Vehicle Supplies	
	AutoZone - Misc Stock Supplies for Fleet	926.11	Vehicle Supplies	
	AutoZone - Misc Stock Supplies for Fleet	238.77	Vehicle Supplies	
	AutoZone - Misc Stock Supplies for Fleet	122.51	Vehicle Supplies	
	AutoZone - Misc Stock Supplies for Fleet	330.27	Vehicle Supplies	
	AutoZone - Misc Stock Supplies for Fleet	168.72	Vehicle Supplies	

		AutoZone - Fuel/water separator filter for duramax diesel	208.28	Vehicle Supplies	
		AutoZone - Cabin Air Filter retro kit T4	31.45	Vehicle Supplies	
		AutoZone - Cabin air filters for T27	52.05	Vehicle Supplies	
		AutoZone - Battery T17	163.65	Vehicle Supplies	
		Amazon - Metal Screen, 8-32 x 1/2 screws, alligator clips	86.67	Lab Supplies - Surveillance	
		TeamBridge - Time Keeping System	48.00	Subscriptions	
		CA DPR - Drone License Renewal Alysia Davis	200.00	Continuing Education	
		Amazon - (2) Tires Toyota Camry	146.66	Vehicle Supplies	
		AutoZone - Air hose disconnect fittings for shop	242.29	Vehicle Supplies	
		Uline - Sample whirl bags	319.91	Operational	
		Amazon - Vevor Storage Organizer - 24 shelves	97.64	Office Supplies	
		Kimball Midwest - various shop tools and supplies	80.63	Vehicle Supplies	
		Smart and Final - Breakroom supplies	37.50	Misc. Expense	
		Smart and Final - Trash Bags and toilet seat covers	37.50	Janitorial	
		WalMart - Glade Plug Ins	13.39	Janitorial	
		WalMart - Lysol and 2 gal bags	20.11	Safety Supplies	
		Verizon Wireless	968.12	Telephone/Cellphones	
		Costco - Toilet Paper and Paper Towels	65.07	Janitorial	
		SP Bambulab - Gluestick, PEI plate, PETG/TPU, Maint. Kit	311.41	Lab Supplies	
		US Chefstore - Yeast	688.95	Lab Supplies - Surveillance	
		Smart and Final - Handsoap, toilet paper and paper towels	55.29	Janitorial	
		Lowe's - Microfiber cloths	18.97	Fish Supplies	
		Lowe's - Car interior cleaner	17.32	Janitorial	
		Home Depot - Salt	49.63	Fish Supplies	
		Home Depot - Spray Paint	19.46	Lab Supplies - Surveillance	
		Home Depot - Spray Paint	12.98	Lab Supplies - Surveillance	
		Best Buy - RAM, cables, network switch, space heater	83.51	Office Supplies	
39557	VALLEY INDUSTRIAL	Pre-employment Physical		Professional Services	150.00
39558	VALLEY PACIFIC	Fuel		Fuel	274.10
		Total Board Order # 19			\$144,449.17

Voucher	Payee	Description	Budget Line Item	Amount
39559	CONLIN REIS	GENERAL MANAGER (EFT 12-19-2024)		5,759.48
39560	RICK ALVAREZ	VECTOR CONTROL SUPERVISOR (Check 12-20-2024)		3,029.95
39561	ERICK ARRIAGA	COMM. ED. & OUTREACH COORD. (EFT 12-19-2024)		2,806.62
39562	BRYAN FERGUSON	FOREMAN (EFT 12-19-2024)		3,347.46
39563	ALEJANDRA GILL	LABORATORY TECHNICIAN III (EFT 12-19-2024)		2,065.66
39564	MARY ELLEN GOMEZ	ADMINISTRATIVE ASSISTANT (EFT 12-19-2024)		2,916.70
39565	LANDON MCGILL	VECT. CONTROL TECH. III/MECH. (Check 12-20-2024)		2,218.12
39566	THEODORE MCGILL	VECTOR CONTROL TECHNICIAN III (EFT 12-19-2024)		2,019.77
39567	MARK NAKATA	BIOLOGIST (EFT 12-19-2024)		3,128.58
39568	JUAN PABLO ORTEGA	BIOLOGIST (EFT 12-19-2024)		2,686.16
39569	BRENDA RODRIGUEZ-VIVAR	LABORATORY TECHNICIAN II (Check 12-20-2024)		2,090.13
39570	CARLOS RODRIGUEZ	VECTOR CONTROL TECHNICIAN III (EFT 12-19-2024)		2,266.94
39571	BRYAN RUIZ	VECTOR CONTROL TECHNICIAN III (Check 12-20-2024)		2,640.17
39572	MARIO SANCHEZ	VECT. CONTROL TECH. III/MECH. (Check 12-20-2024)		2,800.01
39573	BENJAMIN SPERRY	BIOLOGIST- SUPPLEMENTAL (EFT 12-19-2024)		2,002.45
39574	ANDREA TROUPIN	SCIENTIFIC PROGRAM MANAGER (EFT 12-19-2024)		3,241.30
		Sub-Total Full-Time and Trustee Payroll		\$45,019.50
39575	DELTA VECTOR CONTROL DIST - EFTPS			36,372.52
		Social Security/ Medicare/ Federal Income Tax	15,710.14	Employee 71% - District 29%
		State Income Tax	2,696.69	Employee 100%
		CalPERS Retirement	11,402.24	Employee 40% - District 60%
		CalPERS 457 Plan	6,563.45	
		Total Full Time & Seasonal Payroll Taxes & Benefits		\$81,392.02
39576	ADVANCED AUTO AND SMOG	Smog of (8) Fleet Vehicles	Vehicle Supplies/Repairs	240.00
39577	CONLIN REIS	Per Diem MVCAC Planning Committee Meeting 12-2024	Travel	234.00
39578	EMD NETWORKING	VOIP Phones - October Bill	Telephone/Cellphones	407.75
39579	STAR MILLING	Aquaxcell Fish Food	Fish Supplies	149.36

December 2024(submitted 12-4-2024)

Board Order #20

Paydate 12-31

Exhibit #IV

39580	UNI FIRST				839.67
		Uniforms	481.36	Uniforms	
		Janitorial	358.31	Janitorial	
		Total Board Order # 20			\$83,262.80

Delta Mosquito & Vector Control District

Profit & Loss Budget vs. Actual

July through November 2024

	<u>Jul - Nov 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Expense				
62900 · Tax Admin Fee	0.00	0.00	0.00	0.0%
7400ALL · Other Charges				
803 · Lease Expense	58,914.03	117,828.00	-58,913.97	50.0%
Total 7400ALL · Other Charges	<u>58,914.03</u>	<u>117,828.00</u>	<u>-58,913.97</u>	<u>50.0%</u>
8000ALL · Fixed Assets				
701 · Spray Equipment - Capital Exp	19,133.06			
702 · Vehicles - Capital Expense	7,696.00	80,670.00	-72,974.00	9.54%
703 · Shop Equip. - Capital Expense	0.00	0.00	0.00	0.0%
704 · Office Equip. - Capital Expense	0.00	0.00	0.00	0.0%
706 · Lab Equip. - Capital Expense	0.00	11,000.00	-11,000.00	0.0%
Total 8000ALL · Fixed Assets	<u>26,829.06</u>	<u>91,670.00</u>	<u>-64,840.94</u>	<u>29.27%</u>
Total Expense	<u>85,743.09</u>	<u>209,498.00</u>	<u>-123,754.91</u>	<u>40.93%</u>
Net Ordinary Income	<u>-85,743.09</u>	<u>-209,498.00</u>	<u>123,754.91</u>	<u>40.93%</u>
Net Income	<u><u>-85,743.09</u></u>	<u><u>-209,498.00</u></u>	<u><u>123,754.91</u></u>	<u><u>40.93%</u></u>

Delta Mosquito & Vector Control District
Profit & Loss Budget vs. Actual
July through November 2024

	<u>Jul - Nov 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Expense				
5-ALL · Salaries and Benefits				
50000 · Payroll Expenses	946,780.39	2,242,095.00	-1,295,314.61	42.23%
50001-2 · Social Sec and Medicare Emp				
50001 · Payroll Expenses MEDICARE DIST	13,510.80	0.00	13,510.80	100.0%
50002 · PR Liabilities - SOC SEC - DIST	57,770.31	0.00	57,770.31	100.0%
50001-2 · Social Sec and Medicare Emp - Other	0.00	163,850.00	-163,850.00	0.0%
Total 50001-2 · Social Sec and Medicare Emp	71,281.11	163,850.00	-92,568.89	43.5%
501 · PERS - OPEB	0.00	100,000.00	-100,000.00	0.0%
502 · PERS - CEPPT (Pension Trust)	0.00	100,000.00	-100,000.00	0.0%
511 · Retirement- District				
511.1 · Retirement- District UAL	216,953.00	221,552.00	-4,599.00	97.92%
511 · Retirement- District - Other	75,859.21	418,952.00	-343,092.79	18.11%
Total 511 · Retirement- District	292,812.21	640,504.00	-347,691.79	45.72%
513 · Workers Comp Insurance	89,177.00	89,177.00	0.00	100.0%
514 · Unemployment	2,617.66	16,500.00	-13,882.34	15.87%
516-518 · Life, Dental, Vision				
516 · Life Insurance -Lincoln	6,789.89	0.00	6,789.89	100.0%
517 · Dental Insurance	7,314.72	0.00	7,314.72	100.0%
518 · Vision Insurance	2,720.90	0.00	2,720.90	100.0%
516-518 · Life, Dental, Vision - Other	0.00	44,000.00	-44,000.00	0.0%
Total 516-518 · Life, Dental, Vision	16,825.51	44,000.00	-27,174.49	38.24%
519 · Health Insurance				
519.1 · Employer FSA Contribution	651.25			
519.2 · Retiree Insurance and Admin	1,788.90			
519 · Health Insurance - Other	188,239.60	495,000.00	-306,760.40	38.03%
Total 519 · Health Insurance	190,679.75	495,000.00	-304,320.25	38.52%
Total 5-ALL · Salaries and Benefits	1,610,173.63	3,891,126.00	-2,280,952.37	41.38%
Total Expense	1,610,173.63	3,891,126.00	-2,280,952.37	41.38%
Net Ordinary Income	-1,610,173.63	-3,891,126.00	2,280,952.37	41.38%
Net Income	<u>-1,610,173.63</u>	<u>-3,891,126.00</u>	<u>2,280,952.37</u>	<u>41.38%</u>

Delta Mosquito & Vector Control District
Profit & Loss Budget vs. Actual
July through November 2024

	<u>Jul - Nov 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Expense				
6-All · Services and Supplies				
60100 · Spray Material	234,130.56	270,000.00	-35,869.44	86.72%
60200 · Uniforms	6,607.57	8,800.00	-2,192.43	75.09%
60300 · Lab Supplies	33,328.14	108,000.00	-74,671.86	30.86%
60301 · Fish Supplies	1,842.64	11,000.00	-9,157.36	16.75%
60400 · Sprayer Supplies & Repairs	1,362.46	7,500.00	-6,137.54	18.17%
60401 · Operational	476.69	7,000.00	-6,523.31	6.81%
60500 · Janitorial Supplies & Service	3,658.54	4,500.00	-841.46	81.3%
60600 · Maintenance Contracts	21,706.45	52,050.00	-30,343.55	41.7%
60700 · Building/Yard Supplies & Maint	11,494.14	39,500.00	-28,005.86	29.1%
60800 · Utilities	33,627.50	60,000.00	-26,372.50	56.05%
60900 · Insurance - Liability	115,217.00	115,217.00	0.00	100.0%
61000 · Office Supplies	1,928.10	32,000.00	-30,071.90	6.03%
61100 · Travel Expenses	2,845.56	26,000.00	-23,154.44	10.94%
61200 · Vehicle Supplies & Maint	6,841.89	41,500.00	-34,658.11	16.49%
61300 · Fuel & Oil	43,112.53	70,000.00	-26,887.47	61.59%
61400 · Telephone & Cell Phone	8,597.95	25,000.00	-16,402.05	34.39%
61500 · GPS	4,727.85	22,000.00	-17,272.15	21.49%
61700 · Subscriptions	9,441.61	35,000.00	-25,558.39	26.98%
61800 · Continuing Education	1,391.25	9,000.00	-7,608.75	15.46%
61900 · Professional Services	34,886.65	70,000.00	-35,113.35	49.84%
62100 · Misc. Expense	1,192.25	5,033.00	-3,840.75	23.69%
62200 · Name Logo & Celebration	0.00	0.00	0.00	0.0%
62300 · Safety Supplies	175.63	5,000.00	-4,824.37	3.51%
62600 · Dues	24,218.19	23,540.00	678.19	102.88%
62800 · Public Relations	2,832.83	22,000.00	-19,167.17	12.88%
Total 6-All · Services and Supplies	<u>605,643.98</u>	<u>1,069,640.00</u>	<u>-463,996.02</u>	<u>56.62%</u>
Total Expense	<u>605,643.98</u>	<u>1,069,640.00</u>	<u>-463,996.02</u>	<u>56.62%</u>
Net Ordinary Income	<u>-605,643.98</u>	<u>-1,069,640.00</u>	<u>463,996.02</u>	<u>56.62%</u>
Net Income	<u><u>-605,643.98</u></u>	<u><u>-1,069,640.00</u></u>	<u><u>463,996.02</u></u>	<u><u>56.62%</u></u>

DELTA MOSQUITO & VECTOR CONTROL DISTRICT

Conlin Reis
General Manager

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Phone (559)-732-8606 | (877) 732-8606 | Fax (559)-732-7441
www.DeltaMVCD.gov

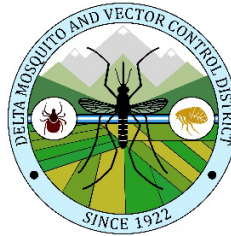
Andrea Troupin
Scientific Program Manager

Mary Ellen Gomez
Administrative Assistant

Rick Alvarez
Vector Control Supervisor

Erick Arriaga
Community Education & Outreach
Coordinator

Bryan Ferguson
Foreman



REPORT OF THE MANAGER NOVEMBER 2024

I. Water and Weather

The Delta Mosquito and Vector Control District (DMVCD) Weather Station reported an average high temperature of 65.1°F with an average low of 43.2°F and 2.04 inches of rainfall as of November 30, 2024. The National Oceanic and Atmospheric Administration 1991-2020 seasonal averages for high and low temperatures in November were 64.4°F and 43.3°F respectively, with average rainfall of 0.99 inches. Water storage at Pine Flat Reservoir increased to 416,597 acre-feet as of November 30, 2024. Pine Flat Reservoir's water inflow rate is 582 cubic feet per second (CFS) while its release is 147.2 CFS. The Lake Kaweah Reservoir storage increased to 24,480 acre-feet. Lake Kaweah's water inflow rate is 0.0 CFS and its release decreased to 4.0 CFS as of November 30, 2024.

II. Narrative

Manager's Summary/Operations (Conlin Reis, General Manager)

The month of November saw a drop off in activity as the primary operations of the District were brought to a close for the season. Periodic larval and adult surveillance was still performed, revealing some continued activity in large larval sources, such as dairy pits. Efforts turned inwards, and operations staff began on a variety of maintenance projects, including vehicle repairs, installation of new lockers and general yard maintenance. Lab staff have been busy repairing traps and maintaining the fishery while the Biologists are reviewing data collected throughout the year in preparation for presentation at the annual meeting and design of next year's studies. As we review this last season and identify areas for improvement, I will be working with all staff to develop standard operating procedures in a variety of areas and improving our training materials to match these procedures.

No service requests were received in November 2024.

There were 25 source treatments in November with 74 total mosquito inspections.

Staffing (Conlin Reis, General Manager)

With vacancies in the two allotted biologist positions, I have decided to keep the Lab Tech II position filled through at least part of the winter season. There is ample work within the lab year-round, and having additional help with some of the core maintenance work will free the biologists to work on new projects for the next mosquito season.

We have had a number of internal and a few external applicants for the new Vector Control Operations Analyst position, which I hope to fill in the month of December, and have start at the beginning the next year.

Outreach (Erick Arriaga, Community Education and Outreach Coordinator)

This month, DMVCD attended 8 events in Visalia which included two elementary school STEM events, a Nutritional Fair at Lynwood Elementary, a resource fair in Cutler/Orosi and two presentations at Dinuba High School to their AP Environmental Science classes and 1 presentation to the Forestry science class at Sequoia High school. Delta also attended Visalia Unified School District wide 8th-grade Career fair showcase at Mt. Whitney High School.

Laboratory (Andrea Troupin, Scientific Program Manager)

Routine mosquito trapping was stopped at the end of October 2024 due to the decrease in overnight temperatures.

A total of 268,334 mosquitoes were collected across 11,807 trap nights. The District-wide average of 22.7 mosquitoes per trap night for 2024 was 10.1% lower than the previous 5-year average of 25.3 and 32.0% lower than the 2023 average of 34.4 mosquitoes per trap night for the same time. The top 3 mosquito species caught in 2024 were *Culex quinquefasciatus* at 64.2%, followed by *Aedes aegypti* at 27.1%, and *Culex stigmatosoma* at 4.4%. Compared to 2023, the top 3 mosquito species caught were *Culex quinquefasciatus* at 61.8%, *Cx. tarsalis* at 19.3%, and *Aedes aegypti* at 15.6%. Arbovirus testing for West Nile virus (WNV), St. Louis Encephalitis virus (SLEV), and Western equine encephalitis virus (WEEV) for 2024 has not been completed as we are waiting for essential equipment to be repaired. As of October 16, 2024, laboratory staff has tested 4,618 mosquito samples for the year and the rest are being stored until testing is possible. For 2024, there were 211 WNV positive samples, 8 SLEV positive samples, and 2 samples that are both positive with WNV and SLEV. Positive mosquito samples were collected from Visalia, Farmersville, Delft Colony, London, Orosi, Sequoia Fields, Yetttem, Dinuba, Exeter, Traver, Kings River, and Goshen. One dead bird sample was collected in November and is waiting to be tested. No other birds in 2024 have tested positive for WNV, SLEV, or WEEV. No kissing bugs have been reported to the district in November.

No mosquito larvae samples were brought to the laboratory for species identification in November 2024. Similarly, no larval samples were collected in November 2023.

There was 1 technician request for mosquitofish in November 2024 to distribute 50 fish. In November 2023, there was 1 technician request for mosquitofish to distribute 200 fish. Approximately 713 mosquitofish fry were produced in November 2024. In November 2023, there were 3,105 mosquitofish fry produced.

Routine laboratory maintenance continued during November 2024. Monthly safety checks for fire extinguishers and emergency lights were performed as well as weekly safety showers and eyewash inspections.

We hosted the California Department of Public Health (CDPH) Vector Control Technician Exam 91 for the South San Joaquin Valley Region (SSJVR) at DMVCD on November 21, 2024. The exam was taken by 40 technicians from 6 Districts.

There were 0 service requests in November 2024.

2024 Service Request Summary

2024	Mosquitofish	Inspection	Mosquito	Source	Other	Total
January	0	2	2	1	0	5
February	3	5	1	12	0	21
March	5	17	6	5	0	33
April	4	25	1	6	0	36
May	15	110	0acr	0	0	125
June	7	15	51	5	1	79
July	11	137	0	0	0	148
August	24	83	0	0	0	107
September	6	108	0	0	0	114
October	0	84	0	0	0	84
November	0	0	0	0	0	0
Total	75	586	61	29	1	752

III. Vector and Disease Surveillance

Delta MVCD Summaries:

Humans: There are 0 human WNV cases that were reported to DMVCD in October 2024 and 1 probable dengue virus travel case in Visalia in November.

Birds: 1 positive dead bird was reported to DMVCD in November, but it was tested in October 2024.

Mosquitoes: 0 samples were collected and tested in November 2024. There are 211 WNV positives, 8, SLEV positives, and 2 samples that are positive for both WNV and SLEV.

State Surveillance:

Humans: As of November 22, 2024, 117 human cases of WNV from 23 counties and 0 cases of SLEV from 0 counties have been reported.

Birds: As of November 22, 2024, 533 dead birds from 22 counties tested positive.

Mosquitoes: As of November 22, 2024, 2,003 mosquito samples from 25 counties have tested positive for WNV. Also, 34 samples from 5 counties have tested positive for SLEV.

V1. Expenditures & Revenues – 2024/25

Total Budget \$4,860,192

EXPENDITURES – July 1, 2024, to November 30, 2024

Salaries and Benefits	\$1,490,896.17
Services & Supplies	\$682,367.83
Tax Admin Fee	\$0.00
Capital	\$28,739.02
Long-Term Debt	\$58,914.03
TOTAL EXPENDITURES	\$2,260,917.05
<i>Percent of Budget Spent</i>	46.52%

REVENUE RECEIVED - July 1, 2024– November 30, 2024

July	\$0.00
August	\$2,958.33
September	\$46,812.33
October	\$559.50
November	\$3,274.33
TOTAL REVENUE TO DATE	\$53,604.49

IV. Timesheet Summary

Month	Available Hours	Sick Hrs Used	Total Hrs Avail. For Work	Pct. Of Hrs Avail for Work
July	6,440	167.25	6,272.75	97.4
August	5,808	316	5492	94.5
September	5,120	145.9	4,974.10	97.1
October	4,600	131.25	4,468.75	97.1
November	2,368	56.5	2,311.5	97.6

The District has a vacation policy that requires 24-hour notice to ensure the operational integrity of the workforce. Sick leave for doctor, dentist and/ or family medical necessity also requires advance notice-in so much as it is possible. Illness is unplanned and therefore unscheduled. Attendance records for the current year are shown in the table.

POLICY TITLE: Injury and Illness Prevention Program (IIPP)

POLICY NUMBER: 1065

1065.1 Purpose

The Board of Trustees of the Delta Mosquito and Vector Control District is committed to ensuring the health and safety of all District employees. The Injury and Illness Prevention Program (IIPP) establishes a framework to proactively identify and address workplace hazards, meeting the requirements of Title 8, Section 3203 of the California Code of Regulations.

1065.2 Policy

1065.2.1 Authority and Responsibility

The District Manager is authorized to update and modify the IIPP and related safety programs to maintain compliance with evolving federal, state, and local safety regulations. In addition, modifications may reflect current recommendations from professional organizations pertinent to public health and vector control.

1065.2.2 Integration by Reference

The IIPP is incorporated by reference into the District's policies, allowing it to be seamlessly integrated into District operations. The Manager may adjust the IIPP at their discretion to address identified safety concerns, changing regulations, and best practices in safety management within the industry. These modifications do not need to undergo approval by the Board of Trustees as set forth in Policy # 1010, except as outlined in this section.

1065.2.3 Annual Presentation and Ratification

The District Manager shall present the IIPP to the Board of Trustees at least annually, including an overview of any updates made to the program over the past year. The Board will review and, if appropriate, ratify these changes to ensure ongoing alignment with the District's safety objectives and operational requirements.

1065.3 Employee Participation and Education

The success of the IIPP depends on active participation from all District employees. All employees are encouraged to follow safe work practices, promptly report hazards, and participate in training sessions designed to enhance their awareness and understanding of workplace safety. Employees shall be presented with an updated IIPP or safety policy within

1065.4 Hazard Identification and Mitigation

The District prioritizes proactive hazard identification and mitigation strategies to reduce the risk of injury or illness in the workplace. Regular inspections and assessments shall be conducted, and identified hazards will be addressed promptly to maintain a safe working environment.

Delta Mosquito and Vector Control District

— MANUAL of POLICIES —

POLICY TITLE
Sick Leave

POLICY NUMBER
3003

3003.1 Purpose

Sick leave is defined as absence because of illness, non-industrial injury, and quarantine due to exposure to a contagious disease; diagnosis, care, or treatment of an existing health condition of or preventative care for, an employee or a family member and, for specified purposes for an employee who is a victim of domestic violence, sexual assault, or stalking. In addition, doctor and dental appointments shall be subject to sick leave when it is not feasible to schedule them on the employee's own time so long as prior notice is provided to the immediate supervisor.

3003.2 Policy

3003.2.1 Employees shall be entitled to use sick leave after completing three months of employment.

3003.2.2 Full-time employees shall earn paid sick leave at the rate of one working day per month or portion thereof equivalent to hours worked in a calendar month.

3003.2.3 Full-time employees sick leave shall be cumulative and shall accumulate without any limitation as to the number of hours or days. Sick leave shall accumulate while the employee is on paid sick leave.

3003.2.4 Full-time employees who resign from their employment with the District in good standing and who have more than 3 years of satisfactory full-time employment, may elect to convert up to 5 days of unused sick leave to salary, upon approval of the General Manager.

3003.2.5 Full-time employees unused accumulated sick leave at time of retirement will be converted to additional service credit at the rate of 0.004 years for each day (250 days of sick leave for one additional year of service credit).

3003.2.6 All employees may elect to take vacation time in case of illness when sick leave has been fully exhausted.

3003.2.7 Part-time regular employees and part-time hourly employees who work 30 or more days in a year shall ~~be earn allotted five~~ paid sick leave ~~days at the start of each annual work period.~~ Subject to 3003.2.1, these days may be utilized during that annual work period. All unused sick days are forfeited at the end of the annual work period. at the rate of one working day per month or portion thereof equivalent to hours worked in a calendar month and shall be cumulative, and accrual shall be capped at 6 days and use shall be limited to no more than 5 days in a calendar year.

3003.2.8 All employee benefits will continue during sick leave under the same terms and conditions as if the employee were at work provided the employee has time in his/her sick leave bank.

Delta Mosquito and Vector Control District

— MANUAL of POLICIES —

POLICY TITLE

POLICY NUMBER

Purpose of Board Policies

1000

1000.1 It is the intent of the Board of Directors of the Delta Mosquito and Vector Control District to maintain a Manual of Policies. Contained therein shall be a comprehensive listing of the Board's current policies, ~~being the rules and regulations enacted by the Board from time to time.~~ Unless explicitly designated as advisory, the policies adopted by the Board are intended to function as the official rules and regulations governing the operations, conduct, and administrative processes of the Delta Mosquito and Vector Control District, representing an exercise of the Board's express and implied powers.

1000.2 The Manual of Policies will serve as a resource for Directors, staff and members of the public in determining the manner in which matters of District business are to be conducted.

1000.3 If any policy or portion of a policy contained within the Manual of Policies is in conflict with rules, regulations or legislation having authority over Delta Mosquito and Vector Control District, said rules, regulations or legislation shall prevail.

POLICY TITLE**POLICY NUMBER****Background Checks (Live Scan)****2140**

2140.1 Purpose

The Delta Mosquito and Vector Control District recognizes the critical importance of trustworthiness and integrity for its employees. As public health professionals who operate independently under the authority of law, employees interact with the public in sensitive settings, including residences, schools, and municipal locations. This policy ensures a consistent, lawful approach to evaluating the suitability of prospective and current employees by establishing the requirements and procedures for conducting background checks, including Live Scan fingerprinting, to determine eligibility for employment and continued service with the District.

2140.2 Policy**2140.2.1 Prospective Employees**

- All persons selected for employment must successfully complete a background check, including Live Scan fingerprinting, as a condition of employment.
- The background check will assess criminal history and other relevant information to ensure the applicant is suitable for the role, particularly for positions requiring independent work or access to residential and municipal locations.
- Offers of employment are conditional and may be rescinded based on the results of the background check.

2140.2.2 Current Employees

- Employees employed at the time of this policy's adoption are required to complete Live Scan fingerprinting within one year of the policy's effective date.

2140.2.3 District Responsibility for Costs

- The District will cover all costs associated with Live Scan fingerprinting and related background checks for both prospective and current employees.

2140.2.4 Disqualifying Convictions

The following convictions may disqualify a prospective or current employee, subject to an individualized assessment:

1. Crimes involving violence or sexual misconduct.
2. Crimes that would impair the ability to perform essential job functions, including:
 - a) Theft, fraud, or other financial crimes for administrative positions.
 - b) Serious property crimes for field staff.
3. Convictions that directly relate to the responsibilities of the position.

The District Manager will evaluate mitigating circumstances, such as time elapsed since the offense and evidence of rehabilitation, before making a final determination.

2140.3 Compliance and Confidentiality

2140.3.1 Legal Compliance

- The District is authorized under Penal Code Sections 11105(b)(11) and 13300(b)(11) to access state and federal criminal history records for employment purposes.
- Background checks will only be conducted after a conditional offer of employment is extended or for current employees.
- Applicants will be provided with written notice of any disqualifying findings and given five (5) calendar days to respond or provide mitigating information before a final employment decision is made.

2140.3.2 Confidentiality

- All background check results will be kept confidential and disclosed only to authorized personnel involved in the employment decision.
-

2140.4 Appeals

2140.4.1 Appeal Process

- Applicants or employees disqualified or terminated based on background check results may submit a written appeal to the District Manager within ten (10) calendar days of receiving notice. This procedure shall conform to the standard grievance process outlined in Policy 2122 (beginning with 2122.2.2).



Agenda Item 8: Enterprise Fleet Management

Background:

Delta MVCD purchased a large number of vehicles in 2006 and 2008 that have been maintained and still comprise the majority of the fleet. A few replacements were added in the decade after, but only recently have we begun to replace these aging trucks. This process has been a piecemeal of leased vehicles and purchased vehicles without a clear plan for total fleet replacement. In factoring in the cost of repairing our trucks, we have not accounted for the cost of technician time, particularly during the summer season when we need our mechanics in the field for vector control operations. A comprehensive fleet plan with a regular replacement cycle is needed to ensure both stable costs and to minimize down time for vehicles and technicians. There are a couple of options for this:

- a. **District-Managed Fleet Replacement:** The District can plan replacement of its own fleet over a five-year period through purchased vehicles. The District can potentially utilize the state contract for fleet, which could result in some savings over standard purchasing. However, competitive purchasing of fleet vehicles is time-consuming and can be inconsistent due to fluctuating supply and frequent cancellations.
- b. **Enterprise Fleet Lease (Full Fleet Replacement):** While we have participated in this program before, it was only partially with just a few trucks leased at a time. For this program to work, it is best to allow Enterprise to fully manage the fleet, selling trucks at their peak value and moving the equity towards our next lease. Enterprise will track the fleet age and our inventory and recommend when to sell leased vehicles to maximize the sales price. The investment over the next five years will exceed the average amount we have spent on vehicles in the past, but ensuring that we vehicles that are less than five years old in the fleet should result in a considerable reduction in maintenance cost as well as being a boost to morale for our employees by providing them with reliable and comfortable transportation.

Whichever option the District chooses, we will likely need to spend considerably more on vehicles than we have in the past 10-15 years. The savings in fuel, maintenance costs, and lost time and efficacy will likely prove sufficient justification for this higher expenditure.

Recommended Motion:

Authorize the General Manager to take all necessary steps to enter into an agreement with Enterprise Fleet Management based on the five-year analysis provided and subject to reasonable modifications at the manager's discretion.



Agenda Item 9: Fleet Tracking/Dashcam Bids

Background:

Delta MVCD has utilized GPS systems for some time for fleet tracking. This evolved from locally-installed and track units to cloud-based tracking with built-in analytics. To aid in safe driving practices and address potential liabilities, Delta MVCD plans to install forward-facing dashcams in all district vehicles. We have a few choices:

Bid Comparison: Linxup vs. Verizon vs. Samsara

Bid 1: Linxup

With 3-Year Contract:

- **GPS Trackers:** \$20.00 per month × 36 vehicles × 12 months = **\$8,640 per year.**
- **Dash Cameras:** \$20.00 per month × 36 vehicles × 12 months = **\$8,640 per year.**
- **AI Features:** \$5.00 per month × 36 vehicles × 12 months = **\$2,160 per year.**
- **Total Annual Cost for 36 Vehicles: \$19,440 per year.**
- **Hardware Cost:** Dash cameras are free with the contract (savings of \$399.99 each, or \$14,399.64 total for 36 cameras).

Without 3-Year Contract:

- **GPS Trackers:** \$21.99 per month × 36 vehicles × 12 months = **\$9,491.28 per year.**
- **Dash Cameras:**
 - **Hardware Cost:** \$399.99 per camera × 36 cameras = **\$14,399.64 upfront.**
 - **Monthly Cost:** \$25.00 per month × 36 vehicles × 12 months = **\$10,800 per year.**
 - **AI Features:** \$15.00 per month × 36 vehicles × 12 months = **\$6,480 per year.**
- **Total Annual Cost for 36 Vehicles: \$26,771.28 per year plus \$14,399.64 upfront.**

Additional Notes:

- Dash cameras are **forward-facing and driver-facing**, with adjustable configurations.
 - AI features include seatbelt monitoring, cell phone use detection, tailgating alerts, and driver coaching tools.
 - Linxup offers a **comprehensive driver coaching program** to enhance safety and fleet performance.
-



Bid 2: Verizon

With 12-Month Subscription:

- **GPS Trackers:** \$15.98 per month × 36 vehicles = **\$6,903.36 per year.**
- **Road-Facing AI Dashcams:** \$21.98 per month × 36 vehicles = **\$9,495.36 per year.**
- **Micro SD Card (256GB):** \$1.60 per month × 36 vehicles = **\$691.20 per year.**
- **ADAS Service:** \$1.10 per month × 36 vehicles = **\$475.20 per year.**
- **Total Annual Cost for 36 Vehicles: \$17,565.12 per year.**

Promotional Discount (50% Off for 6 Months):

- **Discounted First 6 Months: \$4,391.28.**
- **Regular Rate for Last 6 Months: \$8,782.56.**
- **Total Annual Cost with Discount: \$13,173.84.**

Additional Notes:

- Verizon provides **vertical integration**, including the communication network, ensuring seamless connectivity.
 - Dash cameras are **road-facing AI-enabled** with optional ADAS features.
 - **Dashboard visuals are more intuitive**, offering user-friendly interfaces for tracking and monitoring.
 - Verizon offers advanced monitoring and safety features, including real-time data insights and easy reporting tools.
-

Bid 3: Samsara

With 3-Year Contract:

- **GPS Trackers (VG55):** \$40.00 per month, **100% discounted = \$0.00 per year.**
- **Dash Cameras (CM33):** \$50.00 per month, discounted to **\$30.00 per month × 36 vehicles × 12 months = \$12,960 per year.**
- **Total Annual Cost for 36 Vehicles: \$12,960 per year.**
- **Hardware Cost:** Dash cameras, cables, and gateways are free with the contract (savings of \$16,488 upfront).

Additional Notes:

- Dash cameras are **front-facing AI-enabled** with lifetime hardware and cable exchange warranty.



- Features include real-time GPS tracking, safety insights, and 24/7 U.S.-based customer support.
- Samsara offers **no activation fees, no hidden costs, and an annual billing discount of 10%** if pre-paid.
- Comprehensive diagnostic information from the vehicles.

Key Comparison

Feature	Linxup	Verizon	Samsara
Annual Cost (Discounted)	\$19,440 (3-year contract)	\$13,173.84 (1-year subscription)	\$12,960 (3-year contract)
Hardware Cost	Free with contract	No additional cost	Free with contract
AI Features	\$5/month/vehicle	Included in dashcam price	Included in dashcam price
Vertical Integration	Not included	Included	Not included
Dashboard Usability	Standard	More intuitive and user-friendly	Enhanced diagnostic tools.
Camera Configuration	Forward-facing and driver-facing	Road-facing (dual channel optional)	Front-facing

Future Agenda Considerations: Right to Monitor Policy. It is a best practice to have a clear policy in place that informs employees of the extent of monitoring of their activity.