

DELTA VECTOR CONTROL DISTRICT

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Minutes of the Board of Trustees – Wednesday, July 8, 2020

1. Roll Call:

Present: Greg Gomez, President; Belen Gomez, Secretary; Kevin Caskey, Michael Cavanagh, Linda Gutierrez, Larry Roberts and Rosemary Hellwig.

Staff: Dr. Mustapha Debboun, General Manager; Sheri Davis, Administrative Assistant; Mir Bear-Johnson, Assistant Manager;

2. Building Project:

The General Manager reported that all of the construction work is currently on schedule. The plumbing, electrical, sprinklers, and concrete work have been completed. The roofing and interior work will continue to be worked on. The only delay may be attributed to the custom metal siding that will take 10 weeks instead of eight weeks, but the project is still on schedule to be completed by September 15, 2020. Giotto Security is working with Carvalho Construction to begin work on the video and security system simultaneously while they have easy access for installation, which resulted in a savings of over \$4,000.00. CM Construction Project Manager, Mark Atkins, was unable to attend the Board meeting, but provided photographs of the building construction progress. Belen Gomez commented that the pictures and presentation were very nicely done.

3. Consent Calendar:

Sheri Davis, Administrative Assistant provided information on the following items:

Board Order #39 – Claim #34289 Archive Social. The Public Records Retention Act requires that we retain public records, which include social media. This is an annual fee and we will check with other vendors to price check prior to next year.

Board Order #01 – Claims #34331, 34332 CalPERS - UAL Annual Payments; Claim #34366 ESRI - ArcGIS annual maintenance and user license; Claim #34382 US Bank - NACCHO dues for Dr. Debboun, and Zoho Social - allows the ability to schedule posts in advance.

Following discussion, it was moved by Larry Roberts, seconded by Rosemary Hellwig and the Board members unanimously approved the Consent Calendar.

4. Public Forum:

None

5. Staff Report:

General Manager, Dr. Mustapha Debboun thanked Mir Bear-Johnson and Sheri Davis for all their hard work. Rick Alvarez was recognized on July 1st for 30 years of exceptional service to the District. He was presented a plaque, gift card, lunch, and Dr. Debboun acknowledged his wife with a card as well.

Five employees were out on leave for an average of five days each to quarantine for COVID-19 as they waited for their test results. Test results for all five employees were negative.

Mr. John Avila, General Manager of Tulare Mosquito Abatement District visited Dr. Debboun and discussed exploring the possibility of annexing Porterville, Lindsay, and Strathmore into the two Districts. Dr. Debboun expressed that now is the time to begin the process as we are already receiving calls from this area, and with the recent introduction of *Aedes aegypti*, the Yellow Fever mosquito to the area, there is a need for mosquito service in these communities to protect their residents from mosquito bites and mosquito-borne diseases. The Board agreed that the General Manager of DVCD should pursue the conversation with the City Managers and County Supervisor of Tulare County.

The Trustees were asked about the use of computers verses binders at the Board meetings. It was agreed to prepare 3 binders as a backup but use of the computers will be customary going forward.

6. Surveillance Report:

The Assistant Manager gave the Surveillance Report covering West Nile virus (WNV) in the District and in California, and mosquito abundance of both native and invasive species. To date, there has been one human case of WNV in California, 23 positive dead birds, and 135 positive mosquito samples. At the District, there have only been four WNV positive mosquito samples. The average number of mosquitoes in gravid traps has been down this year, and infection rate of samples within the District has been low as well. Unfortunately, counts for the invasive *Aedes aegypti* mosquito have not been low, and it is anticipated that it will be a bad year with this species.

7. Parking Garage:

The General Manager reported that our fleet is getting old, and multiple truck replacements will soon be necessary. The smaller Chevrolet Colorado trucks that we currently have will no longer be available, and the replacement trucks will be the current standard full-size. The parking garage is already a tight fit and will not support the larger trucks. The solution was to extend the parking garage by 10 feet to accommodate the necessary space, but the cost was more than anticipated. An alternate plan is to pursue getting a security gate and fencing with LED lighting and place all the valuable items in the parking garage from some of the trucks that will be parked outside the garage. The General Manager will obtain quotes for a security gate and fencing, and provide them to the Board in the August meeting

8. Enterprise Fleet Management:

The General Manager reported that Enterprise Fleet Management is an alternative to purchasing new vehicles. We currently have 29 vehicles, and the General Manager provided pricing for replacing 10 vehicles. The estimated cost to purchase 10 new vehicles is about \$300,000.00 vs. \$50,520.00 to lease them annually with Enterprise. Michael Cavanagh said the fuel costs may go up the first year, but the GPS feature and backup cameras help with safety, and moral is good among the crew. Larry Roberts said it could be a problem if there were a variety of makes and

models in the fleet. The General Manager previously discussed this with Enterprise, and was told that all vehicles would be Chevrolet. Greg Gomez asked about the option of swapping out two vehicles now, but we currently have limited space and security if they must be parked outside of the garage.

9. Policies:

The Assistant Manager gave highlights on each policy:

- 2131 – Disability and Reasonable Accommodation
- 2132 – Employee Information and Emergency Data
- 2133 – Dress Code and Personal Standard
- 3012 – Work Anniversary

After much discussion, the Work Anniversary Policy will be amended per direction from the Board. No other recommendations were suggested on the remaining policies. All four policies will be brought back to the Board in August for a second reading.

10. AB1234 and AB1825 Training Requirement:

The Manager reminded the Trustees of the requirements to be trained biennially in Harassment and Ethics. Two Trustees will be scheduled to take training at the Delta VCD office. The Administrative Assistant will schedule a date and contact the Trustees. All others will be assigned online training when assignments are due.

11. Closed Session §54957:

The Board had a closed session with the General Manager.

12. Adjournment:

The meeting of the Board of Trustees was adjourned at 8:20 p.m.