



Serving Public Health Since 1928

Coachella Valley Mosquito and Vector Control District

43420 Trader Place, Indio, CA 92201 | (760) 342-8287 | cvmosquito.org

Board of Trustees Meeting

Tuesday, September 12, 2023

6:00 p.m.

AGENDA

The Board of Trustees will take action on all items on the agenda.

Materials related to an agenda item that are submitted to the Board of Trustees after distribution of the agenda packets are available for public inspection in the Clerk of the Board's office during normal business hours and on the District's website.

This meeting will be conducted by video and/or teleconference as well as in person at the District office located at the address listed above. To view/listen/participate in the meeting live, please join by calling 1-888-475-4499 (toll-free), meeting ID: **868 6087 3729**, or click this link to join: <https://us02web.zoom.us/j/86860873729>.

Assistance for those with disabilities: If you have a disability and need an accommodation to participate in the meeting, please contact the Clerk of the Board at (760) 342-8287 at least 48 hours prior to the meeting to inform us of your needs and to determine if accommodation is feasible. The District will attempt to accommodate you in every reasonable manner.

Before entering the District's facilities, we request that you self-screen for COVID-19 symptoms. We want to work together to help limit the spread of COVID-19.

1. **Call to Order** – John Peña, President
 - A. **Roll Call**

2. Pledge of Allegiance

3. Confirmation of Agenda

4. Public Comments

Members of the public may provide comments in person or remotely at the time of the meeting as set forth in the agenda. Public comments may also be sent by E-mail to the Clerk of the Board by 2:00 p.m. on September 12, 2023, at mtallion@cvmosquito.org. E-mails received prior to 2:00 p.m. on the day of the Board meeting will be made part of the record and distributed to the Board. This method is encouraged as it gives the Board of Trustees the opportunity to reflect upon your input. E-mails will not be read at the meeting.

A. **PUBLIC Comments — NON-AGENDA ITEMS:** This time is for members of the public to address the Board of Trustees on items of general interest (a non-agenda item) within the subject matter jurisdiction of the District. The District values your comments; however, pursuant to the Brown Act, the Board cannot take action on items not listed on the posted Agenda. **Comments are limited to a total of three (3) minutes per speaker for non-agenda items.**

B. **PUBLIC Comments — AGENDA ITEMS:** This time is for members of the public to address the Board of Trustees on agenda items (Open and Closed Sessions). **Comments are limited to three (3) minutes per speaker per agenda item.**

All comments are to be directed to the Board of Trustees and shall be devoid of any personal attacks. Members of the public are expected to maintain a professional, courteous decorum during public comments.

5. Announcements, Presentation, and Written Communications

6. Items of General Consent

The following items are routine in nature and may be approved by one blanket motion upon unanimous consent. The President or any member of the Board of Trustees may request an item be pulled from Items of General Consent for a separate discussion.

A. Minutes for July 11, 2023, Board Meeting **(Pg. 7)**

B. Approval of expenditures for July 7, 2023, to September 1, 2023 **(Pg. 13)**

C. Approval of Resolution 2023-12 Adopting Employee Pay Schedule, in conformance with California Code of Regulations, Title 2, Sections 570.5 and 571 — **Crystal G. Moreno, M.S., Human Resources Manager (Pg. 15)**

D. Informational Items:

- Financials — **David l'Anson, Administrative Finance Manager (Pg. 21)**
- Quarterly Department Reports: Human Resources; Operations; Information Technology; Fleet Services; Laboratory & Surveillance Control; and Public Outreach **(Pg. 26)**
- Correspondence **(Pg. 46)**
- Mosquito and Vector Control Association of California (MVCAC) Bill Status Report as of September 8, 2023 **(Pg. 47)**
- Transfer of pesticide to Coachella Valley Mosquito and Vector Control District **(Pg. 57)**
- District Travel for the Board of Trustees **(Pg. 58)**
- California Special Districts Association (CSDA) Annual Conference, August 28-31, 2023, Monterey, CA **(Pg. 59)**
- CalPERS Golden Handshake Status Update **(Pg. 60)**
- Environmental Systems Research Institute (ESRI) User Conference (UC) 2023, San Diego, CA, July 10-14, 2023 — **Edward Prendez, Information Technology Manager (Pg. 61)**
- Government Finance Officers Association-Certificate of Achievement for Excellence in Financial Reporting **(Pg. 62)**
- National Emergency Management Training, Emmitsburg, MD., July 12-18, 2023 — **Tammy Gordon, MA, APR, MPIO, Public Information Manager (Pg. 64)**
- National Information Officers Association (NIOA), Nashville, TN, August 26-31, 2023 — **Tammy Gordon, MA, APR, MPIO, Public Information Manager (Pg. 65)**

7. Business Session

A. Old Business

- I. Discussion and/or approval of Resolution 2023-13 adopting the amendment to the Trustee Bylaws — **Executive Committee (Pg. 67)**

B. New Business

- I. Approval to enter into an agreement with Health Assessment and Research for Communities (HARC) for a community research project in an amount not to exceed \$95,000 from Professional Fees fund. **Budgeted; Funds Available** — **Tammy Gordon, MA, APR, MPIO, Public Information Manager (Pg. 81)**

- II. Adopting Resolution 2023-14 approving a new Commercial Credit Card Agreement with UMPQUA BANK (UMPQUA) and participation in the California Special Districts Association (CSDA) Purchasing Card Rebate Program — **David I'Anson, Administrative Finance Manager (Pg. 83)**
- III. Discussion and/or adoption of Resolution 2023-15 Adopting the Trustee Manual for the Board of Trustees — **Melissa Tallion, Executive Assistant/Clerk of the Board (Pg. 91)**

8. Committee and Trustee Reports

A. Executive Committee — John Peña, Board President

Executive Committee oral report and minutes from August 25, 2023 **(Pg. 119)**

B. Finance Committee — Clive Weightman, Board Treasurer

Finance Committee oral report and Finance Committee minutes from July 11, 2023 **(Pg. 121)**

C. Trustee Comments, Requests for Future Agendas Items, Travel, and/ or Staff Actions

The Board may not legally take action on any item presented at this time other than to direct staff to investigate a complaint or place an item on a future agenda unless (1) by a majority vote, the Board determines that an emergency exists, as defined by Government Code Section 54956.5, or (2) by a two-thirds vote, the board determines that the need for action arose subsequent to the agenda being posted as required by Government Code Section 54954.2(a). Each presentation is limited to no more than three minutes.

9. Reports

A. General Manager

- i. General Manager's Report — **Jeremy Wittie, M.S., CSDM, General Manager**
- ii. Arbovirus Risk and Response update (as necessary) — **Jennifer A. Henke, MS, Laboratory Manager, Greg Alvarado, Operations Manager, Tammy Gordon, MA, APR, MPIO, Public Information Manager**

Questions and/or comments from Trustees regarding the reports

B. General Counsel

10. Closed Session

Closed Session (s):

- A. Public Employee Performance Evaluation pursuant to Government Code Section 54957 (b)(1)**

Title: General Manager

11. Adjournment

At the discretion of the Board, all items appearing on this agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board.

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Certification of Posting

I certify that on September 8, 2023, I posted a copy of the foregoing agenda near the regular meeting place of the Board of Trustees of the Coachella Valley Mosquito & Vector Control District and on the District’s website, said time being at least 72 hours in advance of the meeting of the Board of Trustees (Government Code Section 54954.2)

Executed at Indio, California, on September 8, 2023

Melissa Tallion, Clerk of the Board



Serving Public Health Since 1928

ITEMS OF GENERAL CONSENT

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Board of Trustees Meeting Summary of Action Items and Future Tasks July 11, 2023

Board Actions

- ❖ The Board of Trustees approved Resolution 2023-10 Approving Engineer's Report, Confirming Diagram, and Assessment, and Ordering the Levy of Assessments for the Fiscal Year 2023-24 for the Coachella Valley Mosquito and Vector Control District Mosquito, Fire Ant, and Disease Control Assessment.

Tasks and Ownership

- ❖ Register and provide information of interested Trustees for the annual CSDA Conference and Exhibitor Showcase 2023 to be held August 28-31, 2023 in Monterey, CA – **Melissa Tallion, Clerk of the Board.**

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Board of Trustees Meeting
DRAFT-Minutes

MEETING TIME: 6:00 p.m., Tuesday, July 11, 2023

LOCATION: 43420 Trader Place, Indio, CA 92201

TRUSTEES PRESENT

PRESIDENT: John Peña	La Quinta
VICE PRESIDENT: Benjamin Guitron	Indio
TREASURER: Clive Weightman	Indian Wells
Steve Downs	Rancho Mirage
Frank Figueroa	Coachella
Doug Walker	Palm Desert

TRUSTEES ABSENT

SECRETARY: Dr. Doug Kunz	Palm Springs
Gary Gardner	Desert Hot Springs
Bito Larson	County at Large
Nancy Ross	Cathedral City

STAFF AND GENERAL COUNSEL PRESENT

Jeremy Wittie, General Manager
Bruce Bauer, Legal Counsel, SBEMP
David l'Anson, Administrative Finance Manager
Jennifer Henke, Laboratory Manager
Kim Hung, Vector Ecologist
Melissa Tallion, Executive Assistant/Clerk of the Board
Stacey Reynolds, Willdan Financial Services
Sabina Haug, Willdan Financial Services

Other staff members joined the meeting as well

MEMBERS OF THE PUBLIC PRESENT

No

1. Call to Order

President Peña called the meeting to order at 6:00 p.m.

A. Roll Call

At roll call six (6) out of eleven (11) Trustees were present.

2. Pledge of Allegiance

President Peña let the Pledge of Allegiance

3. Confirmation of Agenda

President Peña inquired if there were any agenda items to be shifted. Upon no objections by the Board of Trustees, the agenda was confirmed.

4. Public Comments

Mr. Anderson submitted written comments for agenda item 5 (public hearing). Mr. Anderson's comments are attached for the record.

5. Public Hearing for Benefit Assessment

A. Open Public Hearing

President Peña announced the public hearing was now commencing.

B. Public Comments-Benefit Assessment

Mr. Anderson submitted written comments for agenda item 5 (public hearing). Mr. Anderson's comments are attached for the record.

C. Approval of Resolution 2023-10 Approving Engineer's Report, Confirming Diagram and Assessment, and Ordering the Levy of Assessments for the Fiscal Year 2023-24 for the Coachella Valley Mosquito and Vector Control District Mosquito, Fire Ant and Disease Control Assessment — **David l'Anson, Administrative Finance Manager**

David l'Anson introduced this agenda item and provided an overview and background information. President Peña welcomed questions from the Trustees.

On a motion from Trustee Downs, seconded by Trustee Guitron, and passed by the following votes, the Board of Trustees approved Resolution 2023-10, Approving Engineer's Report, Confirming Diagram and Assessment, and Ordering the Levy of Assessments for the Fiscal Year 2023-24 for the Coachella Valley Mosquito and Vector Control District Mosquito, Fire Ant and Disease Control Assessment.

Ayes: President Peña, Trustees Downs, Figueroa, Guitron, Walker, Weightman

Abstained: None

Noes: None

Absent: Trustees Gardner, Larson, Ross, Kunz

D. Close Public Hearing

President Peña closed the public hearing.

6. Announcements, Presentation, and Written Communications

A. Board of Trustees Service Recognition Awards

President Peña along with General Manager Jeremy Wittie presented Trustee Walker with a plaque thanking him for his service as the Board of Trustees Treasurer for calendar year 2022.

7. Items of General Consent

The following items are routine in nature and may be approved by one blanket motion upon unanimous consent. The President or any member of the Board of Trustees may request an item be pulled from Items of General Consent for a separate discussion.

- A. Minutes for June 13, 2023, Board Meeting
- B. Approval of expenditures for June 9, 2023, to July 7, 2023
- C. Approval of Resolution 2023-11 Adopting Employee Pay Schedule, in conformance with California Code of Regulations, Title 2, Sections 570.5 and 571 — **Jeremy Wittie, M.S., CSDM, General Manager**
- D. Informational Items:
 - Financials — **David l'Anson, Administrative Finance Manager**
 - Mosquito and Vector Control Association of California (MVCAC) Bill Status Report as of July 7, 2023
 - National Emergency Management Training — **Tammy Gordon, MA, APR, MPIO, Public Information Manager**
 - Trustee Travel
 - Semi-annual research reports from the University of California, Davis, University of California, Riverside, Mount Sinai School of Medicine, and the USDA for 2023 — **Jennifer A. Henke, M.S., Laboratory Manager**

On a motion from Trustee Guitron, seconded by Trustee Figueroa, and passed by the following votes, the Board of Trustees approved all items of General Consent.

Ayes: President Peña, Trustees Downs, Figueroa, Guitron, Walker, Weightman

Abstained: None

Noes: None

Absent: Trustees Gardner, Larson, Ross, Kunz

8. Business Session

- A. Old Business — None
- B. New Business
 - I. Accept the resignation of Trustee Janell Percy — **Jeremy Wittie, M.S., CSDM, General Manager**
President Peña and the Board of Trustees thanked former Trustee Janell Percy for her service.

9. Committee and Trustee Reports

A. Executive Committee — **John Peña, Board President**

Executive Committee oral report

President Peña stated that the Executive Committee meeting was canceled due to a lack of quorum.

B. Finance Committee — **Clive Weightman, Board Treasurer**

Finance Committee oral report and Finance Committee minutes from June 5, 2023

Treasurer Weightman presented the cash flow chart and provided an overview. Treasurer Weightman stated the Finance Committee met just before the Board meeting and reviewed the June 2023 financials. On behalf of the Finance Committee Treasurer Weightman thanked staff for their work on the FY23-24 budget. The District is showing a favorable variance of about \$1.5 Million.

C. Trustee Comments, Requests for Future Agendas Items, Travel, and/ or Staff Actions

None

10. Reports

A. General Manager

i. General Manager's Report — **Jeremy Wittie, M.S., CSDM, General Manager**

Jeremy Wittie, General Manager covered the following areas in his presentation:

Staff promotions (Operations Manager and Field Supervisor) and thanked Crystal Moreno and Edward Prenendez for their support during the transition. Jennifer Henke is working with CSU San Bernadino as they secured a grant to train future public health professionals in vector biology. David l'Anson and Edward Prendez have been working on the details of electrifying the District fleet as required by CARB, and mentioned that Tammy Gordon is working to increase her awareness in Emergency Management.

ii. Arbovirus Risk and Response update (as necessary) — **Jennifer A. Henke, MS, Laboratory Manager, Greg Alvarado, Operations Manager, Tammy Gordon, MA, APR, MPIO, Public Information Manager**

Jennifer Henke and Greg Alvarado introduced this agenda item, gave an overview of the District's Arbovirus Risk and Response, and thanked the staff for all of their hard work during this virus season.

B. General Counsel

Nothing to report

11. Closed Session

Closed Session (s): None

12. Adjournment

President Peña adjourned the meeting at 6:49 p.m.

John Peña
President

Dr. Doug Kunz
Secretary

Melissa Tallion

From: [REDACTED]
Sent: Tuesday, July 11, 2023 3:52 PM
To: Melissa Tallion; Edward Prendez
Subject: Public Comment - CVMVCD Board of Trustees meeting (Public Hearing Item: 5) for the CVMVCD July 11, 2023 (6:PM) meeting

July 11, 2023

Coachella Valley Mosquito and Vector Control District (CVMVCD)
43420 Trader Pl.
Indio, CA. 92201
760.342.8287 - www.cvmvcd.org
Attn: Clerk of the Board/Board of Trustees

Re: Written Public Comment for agenda Item: 5 - A,B,C,D (Public Hearing)

Dear CVMVCD appointed members,

Please consider allowing citizens the opportunity to address this panel of appointees in regards to the proposed continuous implementation of the Benefit assessment. Please submit this written potest in opposition to the proposed levy of assessments for the fiscal year 2023-24 for the Coachella Valley Mosquito and Vector Control District (CVMVCD).

The limitations set upon the Resident's of Riverside County from the CVMVCD administration in regards to limiting "Free speech" and the right to monitor and or participate in the Peoples business (Open Public meetings of the CVMVCD) have been compromised.

Strive to be accountable to residents of our community

Brad Anderson | [REDACTED]
[REDACTED]

Cc:

Coachella Valley Mosquito and Vector Control District

Checks Issued for the Period of:

July 7 - August 9, 2023

Check No	Payable To	Description	Check Amount	Total Amount
	Payroll Disbursement	July 7, 2023	228,864.29	
	Payroll Disbursement	July 21, 2023	233,054.39	
	Payroll Disbursement	August 4, 2023	232,679.50	
				694,598.18
Pre-Approved Expenditures Utilities/Benefits:				
44740	CalPERS - Retirement Acct	Retirement Contributions: 07/07/2023PP	36,904.54	
44741	MissionSquare (Plan# 302318)	Deferred Compensation Contributions 07/07/2023PP	12,237.24	
44743	Burrtec Waste & Recycling Svcs.	Utilities District Waste Service	481.81	
44744	CalPERS Healthcare Acct	August Healthcare	90,000.03	
44745	CalPERS - Retirement Acct	CalPERS Contributions: 07/21/2023PP	36,676.30	
44746	MissionSquare (Plan# 302318)	Deferred Compensation Contributions: 07/21/2023PP	12,645.82	
44747	Imperial Irrigation District	Utilities District Electricity	3,978.54	
44748	Imperial Irrigation Dist-Lab Acct	Utilities District Electricity	5,827.13	
44749	Indio Water Authority	Utilities District Water Service	989.13	
44750	Principal Life Insurance Co.	Dental/Life Insurance August 2023	13,588.25	
44751	SoCalGas	Utilities District Natural Gas	114.65	
				213,443.44
Pre-Approved Expenditures less than \$10,000.00:				
44739	Abila	Cloud Computing Services	1,887.54	
44742	Marlin Leasing Corporation	Contract Services	705.79	
44753	Advance Imaging Systems	Contract Services	524.99	
44754	Airgas USA, LLC	Lab Supplies	3,409.35	
44755	American Engraving Co.	Field Supplies	2,208.68	
44756	Coachella Valley Compost Facility	Repair & Maintenance	49.81	
44757	CarQuest Auto Parts	Vehicle Parts & Supplies	1,131.48	
44758	City of Indio Alarm Program	Permits, Licenses and Fees	93.00	
44759	CleanExcel	Janitorial Services	8,384.00	
44760	C&R Wellness Works LLC dba Wellness Works	Employee Assistance Services	643.50	
44761	CSI Ceja Security International	Security Patrol Services	3,094.00	
44762	Daniel's Tire Service	Tire Services	1,695.30	
44763	Desert Alarm, Inc.	Burglar & Fire Alarm Monitoring Services	3,266.76	
44764	Desert Electric Supply	Repair & Maintenance	16.55	
44765	Desert Fire Extinguisher Co., Inc.	Repair & Maintenance	377.88	
44766	Employee Relations Inc.	Recruitment/Advertising	35.02	
44767	Fiesta Ford-Lincoln-Mercury	Vehicle Parts & Supplies	45.25	
44768	Frontier Communications-Internet	Contract Services	451.11	
44769	Frontier Communications-Toll/POTS	IT Communications	214.29	
44770	Hypertec USA Inc	Cloud Computing Service	110.49	
44771	Indio Emergency Medical Group	Physician Fees	40.00	
44772	Inova Holding III, LLC dba Inova Payroll of Southern CA LLC	HRIS Services for: June 2023	515.42	
44773	Jernigan's Sporting Goods, Inc.	Safety Expense	571.97	
44774	Izzy Motors Inc. dba La Quinta Chevrolet	Vehicle Parts & Supplies	1,656.41	
44775	Liebert Cassidy Whitmore	HR Risk Management	5,615.00	
44776	Linde Gas & Equipment Inc.	Cylinder Rental	63.54	
44777	Marlin Leasing Corporation	Contract Services	803.14	
44779	nfpAccounting Technologies, Inc.	Cloud Computing Services	3,795.70	
44781	Pitney Bowes Purchase Power	Contract Services	501.07	
44782	Quench USA Inc.	Employee Support	213.20	
44784	Slovak Baron Empey Murphey & Pinkney LLP	Attorney Fees	5,375.00	
44786	Veolia ES Technical Solutions, LLC	Lab Supplies & Expense	462.55	
44788	Verizon Wireless	IT Communications	3,618.72	
44789	Waxie Sanitary Supply	Field Supplies	405.10	
44790	Willdan Financial Services	Benefit Assessment	8,891.57	
				60,873.18
Cash - California Bank & Trust Checking				
Cash - California Bank & Trust Checking				
44752	U.S. Bank	Calcard July 2023 Statement	65,292.87	
44778	Mosquito & Vector Control Asn of CA	MVCAC Annual Membership 2023	11,500.00	
44780	Ocean Air Helicopters Inc.	Aerial Applications	43,390.00	
44783	Salton Sea Air Service	Aerial Applications	46,298.94	
44785	SC Commercial LLC dba SC Fuels	Motor, Fuel, & Oil	14,491.55	
44787	ES Opco USA LLC dba Vesperis	Control Products	44,383.05	
				225,356.41
Cash - California Bank & Trust Check Run Total to be Approved				
Total Expenditures: July 7 - August 9, 2023				1,194,271.21

John Pena, President

Clive Weightman, Treasurer

Coachella Valley Mosquito and Vector Control District

Checks Issued for the Period of:

August 10 - September 1, 2023

Check No	Payable To	Description	Check Amount	Total Amount
	Payroll Disbursement	August 18, 2023	240,008.58	
	Payroll Disbursement	September 1, 2023	228,813.70	
				468,822.28
Pre-Approved Expenditures Utilities/Benefits:				
44793	CalPERS Healthcare Acct	CalPERS Healthcare: 9/2023	95,068.07	
44794	CalPERS - Retirement Acct	CalPERS Contributions: 08/04/2023PP, 08/18/2023PP	75,240.68	
44795	MissionSquare (Plan# 302318)	Deferred Compensation Contributions: 08/04/2023PP, 08/18/2023PP	25,125.82	
44796	Imperial Irrigation District	District Electricity	6,204.28	
44797	Imperial Irrigation Dist-Lab Acct	District Electricity Lab Bldg	6,806.11	
44798	Indio Water Authority	District Water Use	1,000.26	
44799	Principal Life Insurance Co.	Dental & Life Insurance 9/2023	13,694.79	
44800	SoCalGas	District Natural Gas Use	118.66	
				223,258.67
Pre-Approved Expenditures less than \$10,000.00:				
44791	Total Compensation Systems, Inc.	GASB 74/75 Valuation	1,845.00	
44801	Abila	Cloud Computing Services	943.77	
44802	Advance Imaging Systems	Contract Services	334.61	
44803	Airgas USA, LLC	Lab Supplies	1,375.75	
44804	CarQuest Auto Parts	Equipment Parts & Supplies	1,015.50	
44808	Cintas Corporation #3	Uniform Expense	9,132.80	
44809	CleanExcel	Janitorial Services	4,192.00	
44810	Cove Electric, Inc.	Repair & Maintenance	651.50	
44811	Daniel's Tire Service	Permits, License & Fees	270.00	
44812	Del Valle Informador Inc.	Advertising	990.00	
44813	Desert Air Conditioning	Repair & Maintenance	108.00	
44814	Desert Electric Supply	Repair Maintenance	684.60	
44815	Dudek & Associates	Civil Engineering - Parcel Project	890.00	
44816	Equipment Direct, Inc.	Safety Expense	2,978.63	
44817	High Tech Irrigation, Inc.	Repair & Maintenance	165.80	
44818	Hypertec USA Inc	Cloud Computing Service	116.83	
44819	Inova Holding III, LLC dba Inova Payroll of Southern CA LLC	HRIS Services: July 2023	515.42	
44820	Jernigan's Sporting Goods, Inc.	Safety Expense	636.14	
44821	Izzy Motors Inc. dba La Quinta Chevrolet	Vehicle Parts & Supplies	341.14	
44822	Linde Gas & Equipment Inc.	Cylinder Rental	65.03	
44823	Marlin Leasing Corporation	Contract Services	705.79	
44824	NAPA Auto & Truck Parts	Vehicle Parts & Supplies	273.63	
44826	Optimal Wellness Living	Wellness	3,750.00	
44827	Edward Prendez	Travel Reimbursement	583.11	
44828	Puretec Industrial Water	Equipment Parts & Supplies	350.98	
44829	Quench USA Inc.	Employee Support	106.60	
44830	Refrigeration Supplies Distributor	Repair & Maintenance	262.48	
44831	RM Broadcasting LLC	Advertising	8,750.00	
44832	Slovak Baron Empey Murphey & Pinkney LLP	Attorney Fees	9,335.00	
44834	Veolia ES Technical Solutions, LLC	Lab Supplies & Expenses	231.12	
44835	Technical Safety Services, LLC.	Maintenance & Calibration	365.00	
	Cash - California Bank & Trust Checking			51,966.23
	Cash - California Bank & Trust Checking			
44792	U.S. Bank	August CalCard Statement	65,099.34	
44825	Ocean Air Helicopters Inc.	Aerial Application	29,170.15	
44833	SC Commercial LLC dba SC Fuels	Motor, Fuel & Oil	10,509.83	
	Cash - California Bank & Trust Check Run Total to be Approved			104,779.32
Total Expenditures: August 10 - September 1, 2023				848,826.50

John Pena, President

Clive Weightman, Treasurer



**Coachella Valley Mosquito and
Vector Control District**

September 12, 2023

Staff Report

Agenda Item: Informational Item

Approval of Resolution 2023-12 Adopting Employee Pay Schedule, in conformance with California Code of Regulations, Title 2, Sections 570.5 and 571 — **Crystal G. Moreno, M.S., Human Resources Manager**

Background:

On August 10, 2011, CalPERS adopted *California Code of Regulations (CCR) Title 2, Sections 570.5 and 571(b)*, which set specific requirements for making pay schedules publicly available. The stated purpose was to ensure consistency and enhance disclosure and transparency of public employee compensation.

In order to fully meet the requirements of these regulations, the pay schedule must list a position title for every employee position, show a pay rate for each position, and indicate the time base for the pay rate (hourly, monthly, annually, etc.). The pay schedule shown in *Exhibit A* reflects the following changes that were both budgeted for FY 23/24:

- *Addition of the Unmanned Aerial Services Operator position*
- *Addition of the Unmanned Aerial Services Coordinator position*

Strategic Business Plan Alignment

Goal 6: FINANCE-Sustained and Transparent Finances that meet District revenue needs

Staff Recommendation:

Staff recommends that the Board of Trustees approve Resolution 2023-12.

Exhibit:

- Resolution 2023-12
- Pay Schedule (Exhibit A)

RESOLUTION NO. 2023-12

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT APPROVING THE DISTRICT'S PAY SCHEDULE TO CONFORM WITH THE CALIFORNIA CODE OF REGULATIONS (CCR) TITLE 2, SECTION 570.5 AND AMENDMENTS TO CCR SECTION 571, SUBDIVISION (b)

WHEREAS, the Coachella Valley Mosquito and Vector Control District ("District") is a political subdivision and a "local agency" of the State of California, created and operating under the authority and provisions of California Health and Safety Code Section 2000 et seq., and is also a "local agency" within the meaning of Section 53600 of the California Government Code; and

WHEREAS, California Code of Regulations, Title 2, Section 570.5 requires governing bodies of local agencies contracting with CalPERS to approve and adopt a publicly available pay schedule in accordance with public meeting laws; and

WHEREAS, the Board of Trustees wishes to meet the requirements of these regulations by adopting a Pay Schedule that sets forth the pay ranges for all District employee classifications, including seasonal employees, in one single document;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Coachella Valley Mosquito and Vector Control District that:

Section 1. Recitals.

The true and correct recitals above are incorporated by this reference herein as the basis and foundation for the District's adoption of this Resolution.

Section 2. Approval of Pay Schedule

The Board of Trustees hereby approves the pay schedule shown on Exhibit "A," which is incorporated herein by this reference, for classifications as designated on said schedule, a copy of which is attached hereto and incorporated herein by this reference.

Section 3. Effective Date.

This Resolution shall take effect upon its adoption.

Section 4. Certification.

The Clerk of the Board shall certify as to the adoption of this Resolution and shall cause the same to be processed in the manner required by law.

PASSED, ADOPTED, AND APPROVED by the Board of Trustees of the Coachella Valley Mosquito and Vector Control District this 12th day of September 2023.

John Peña, President
Board of Trustees

ATTEST:

Melissa Tallion, Clerk of the Board

APPROVED AS TO FORM:

Lena D. Wade, General Counsel

REVIEWED:

Jeremy Wittie, M.S., General Manager

RESOLUTION NO. 2023-12

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT APPROVING THE DISTRICT'S PAY SCHEDULE TO CONFORM WITH THE CALIFORNIA CODE OF REGULATIONS (CCR) TITLE 2, SECTION 570.5 AND AMENDMENTS TO CCR SECTION 571, SUBDIVISION (b)

Exhibit "A"

**Coachella Valley Mosquito and Vector Control District
Pay Schedule**

Coachella Valley Mosquito and Vector Control District

Pay Schedule FY2023-24 Annual

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
VCT I, Laboratory Technician	52,632.36	55,264.08	58,027.20	60,928.56	63,975.00	67,173.72
VCT II, Laboratory Assistant I	63,975.20	67,173.96	70,532.65	74,059.29	77,762.25	81,650.36
Mechanic I, Facilities Maintenance Technician I	67,173.96	70,532.65	74,059.29	77,762.25	81,650.36	85,732.88
Lead VCT, Laboratory Assistant II, Mechanic II, Facilities Maintenance Technician II, Unmanned Aircraft Systems (UAS) Operator	70,532.68	74,059.32	77,762.28	81,650.40	85,732.92	90,019.56
Administrative Clerk	59,371.53	62,340.11	65,457.11	68,729.97	72,166.47	75,774.79
Accounting Technician I	62,340.12	65,457.13	68,729.98	72,166.48	75,774.81	79,563.55
Purchasing Clerk	65,457.13	68,729.98	72,166.48	75,774.81	79,563.55	83,541.72
Accounting Technician II	68,011.77	71,412.35	74,982.97	78,732.12	82,668.73	86,802.16
Community Liaison	70,052.12	73,554.72	77,232.46	81,094.08	85,148.79	89,406.23
Public Outreach Coord, IT/GIS Assist	79,006.00	82,956.30	87,104.11	91,459.32	96,032.28	100,833.90
Biologist	83,058.62	87,211.55	91,572.12	96,150.73	100,958.27	106,006.18
Field Supervisor, Public Info. Officer, Unmanned Aircraft Systems (UAS) Coordinator	96,313.22	101,128.88	106,185.33	111,494.59	117,069.32	122,922.79
Environmental Biologist, Vector Ecologist, IT/GIS Analyst, Lead Supervisor, Operations Program Coordinator	101,128.21	106,184.62	111,493.85	117,068.55	122,921.97	129,068.07
Seasonal Vector Control Operator (890-hours max.)	16,020.00	16,910.00				
Exec. Assist./Clerk of Board, HR Specialist, Payroll Coordinator	81,040.04	85,092.05	89,346.65	93,813.98	98,504.68	103,429.91
Admin/Finance Manager, Human Resources Manager, IT Manager, Public Information Manager, Operations Manager, Lab Manager	112,540.51	118,167.54	124,075.91	130,279.71	136,793.69	143,633.38
General Manager	175,891.04					

Educational Incentive Pay

Certificate	1%	Master's Degree	4%
Associates Degree	2%	Doctorate Degree	5%
Bachelor's Degree	3%		

Temporary: Out-of-Class

5%

Additional Duties

5%



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FINANCE REPORTS

FINANCE

The financial reports show the balance sheet, receipts, and revenue and expenditure reports for the month ending August 31, 2023. The revenue and expenditure report shows that the operating budget expenditure for July 1, 2023, to August 31, 2023, is \$2,310,928 total revenue is \$3,485 resulting in excess revenue over (under) expenditure for the year to August 31, 2023, of (\$2,307,443).

THREE YEAR FINANCIALS

	Actual 8/31/2023	Budget	Actual 8/31/2022	Actual 8/31/2021
Revenue	3,485	10,500	165	1,369
Expenses				
Payroll	1,383,974	1,793,165	1,295,671	2,442,585
Administrative Expense	183,888	234,868	134,619	154,767
Utility	15,139	23,268	13,483	-
Operating Expense	325,567	543,742	238,595	142,169
Contribution to Capital Reserves	402,360	402,360	1,202,669	80,217
Total Expenses	2,310,928	2,997,403	2,885,037	2,819,738
Profit (Loss)	(2,307,443)	(2,986,903)	(2,884,872)	(2,818,369)

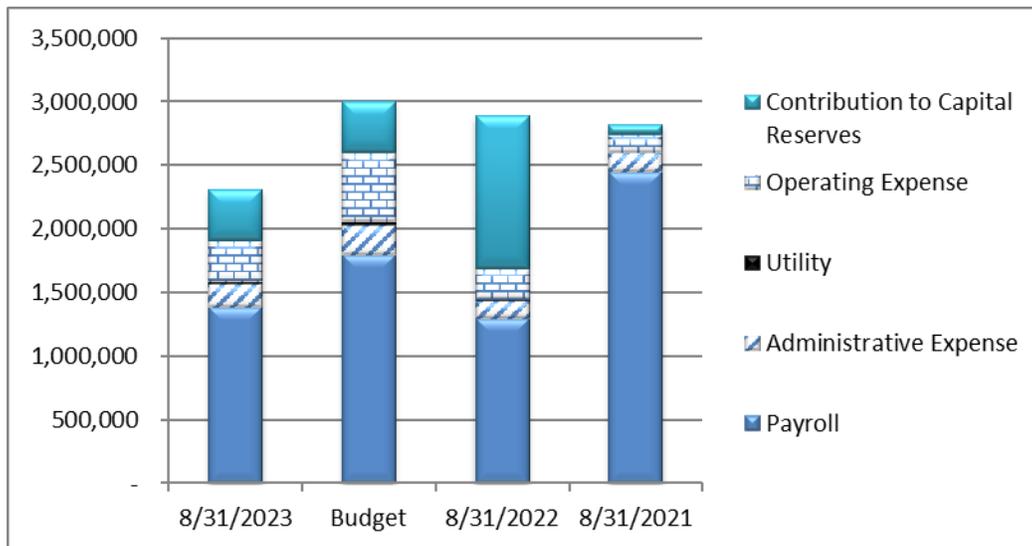


Figure 1 - Three Year Expenditure

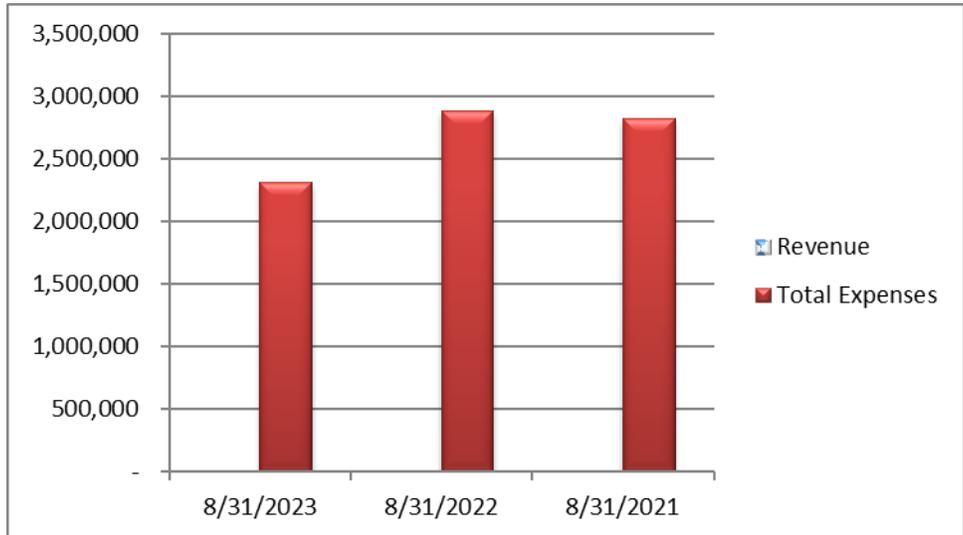


Figure 2 - Three-Year Revenue & Expenditure

THREE-YEAR CASH BALANCE

Cash Balances	8/31/2023	8/31/2022	8/31/2021
Investment Balance	14,689,279	12,582,953	12,208,865
Checking Accounting	32,899	71,152	1,685
Payroll Account	418,425	429,174	195,493
Petty Cash	2,000	2,000	2,000
Total Cash Balances	15,142,603	13,085,278	12,408,043

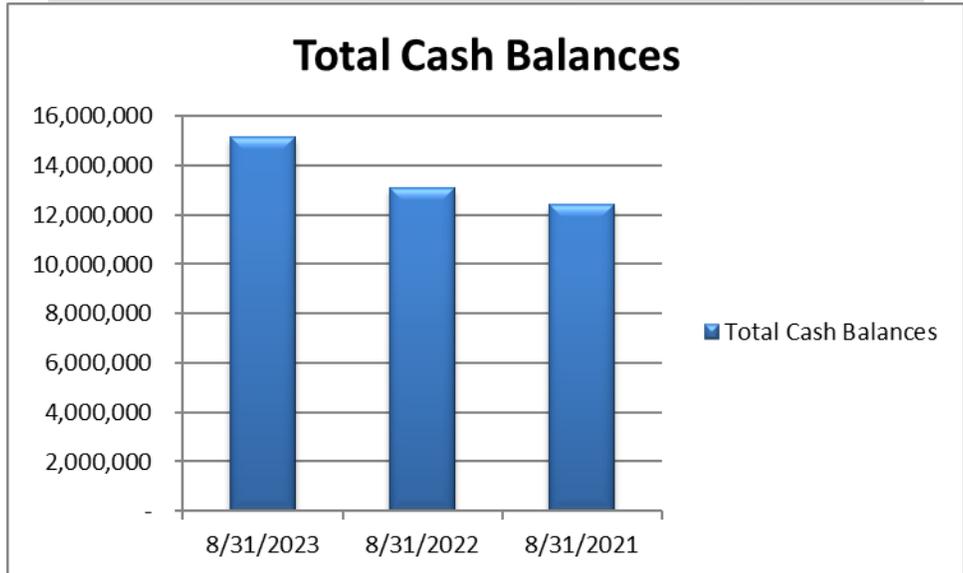


Figure 3 - Cash Balances

DISTRICT INVESTMENT PORTFOLIO 8/31/2023

The District’s investment fund balance for the period ending August 31, 2023, is \$14,689,279. The portfolio composition is shown in the pie chart. Local Agency Investment Fund (LAIF) accounts for 19% of the District’s investments; the Riverside County Pooled Investment Fund is 54% of the total. The LAIF yield for the end of June was 3.43% and the Riverside County Pooled Investment Fund was 3.86% this gives an overall weighted yield for District investments of 3.3%.

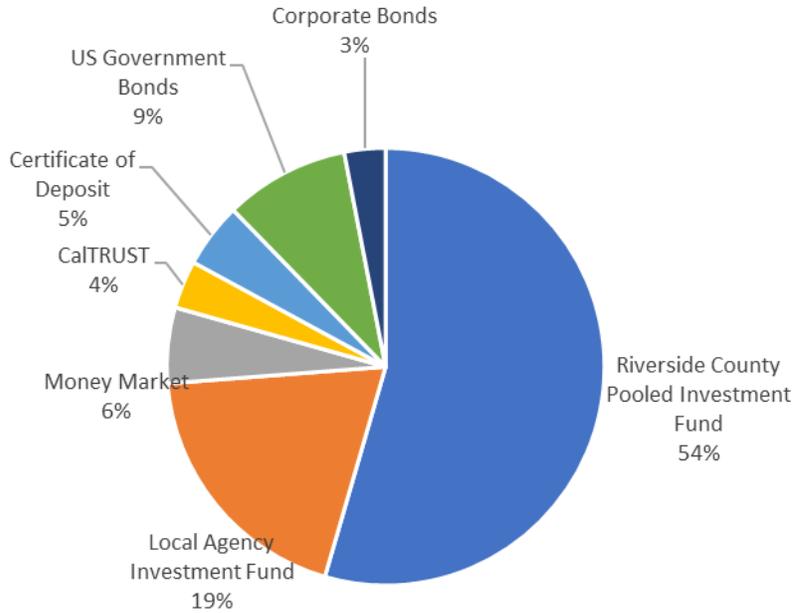


Figure 4 - Investment Portfolio 8/31/23

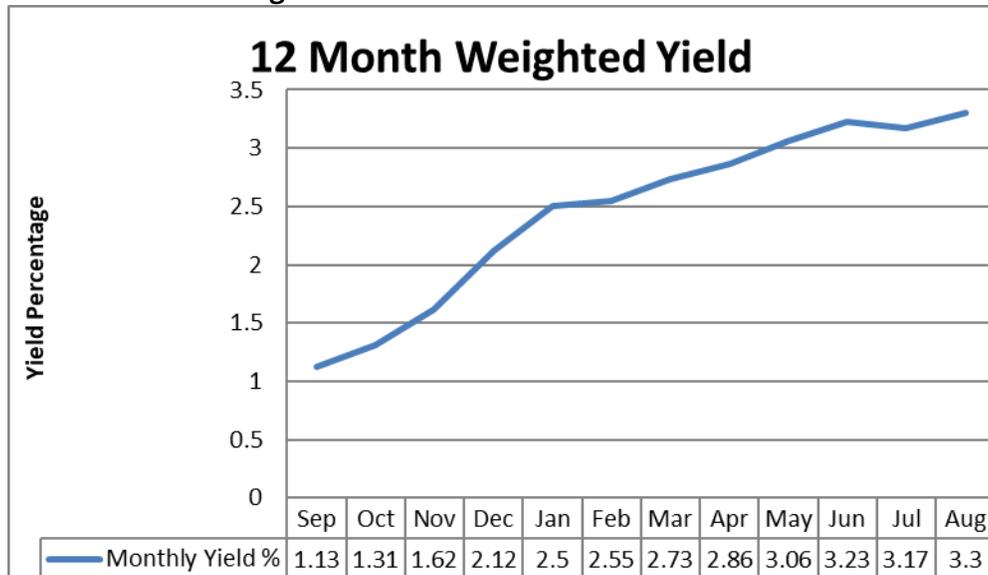
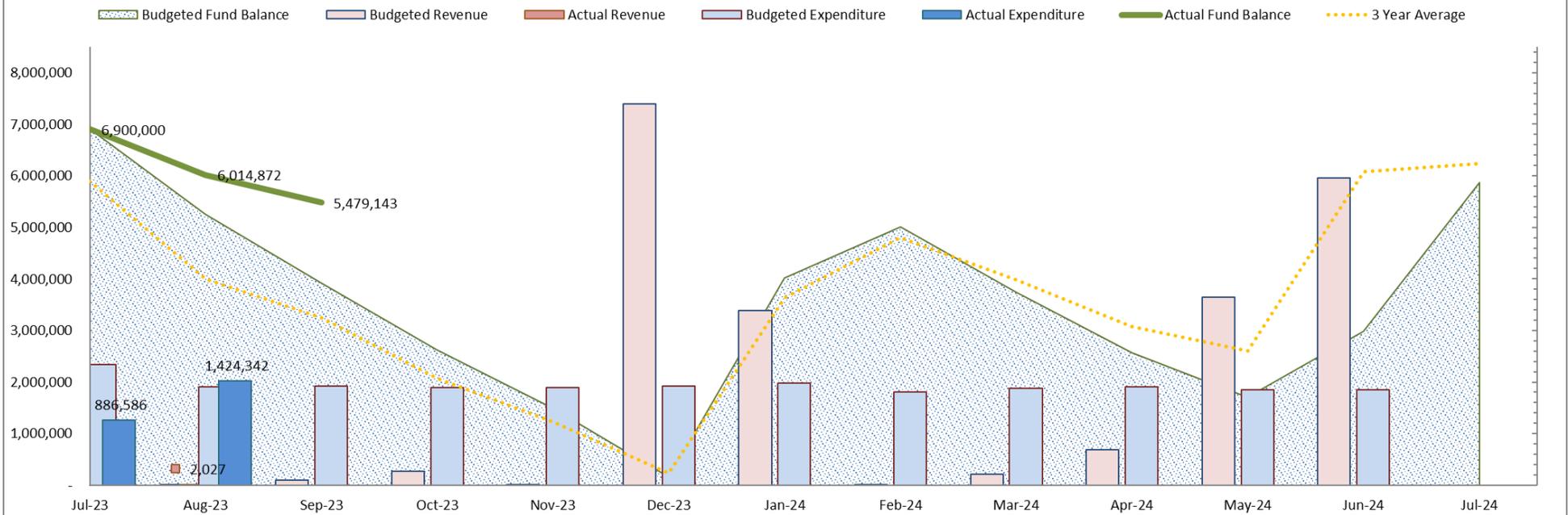


Figure 5 - District Investments Weighted Yield

General Fund Operational Cash Flow

Fiscal Year 2023- 2024



The **General Fund Operational Cash Flow** graph outlines the District’s working capital for the fiscal year July 1, 2023, to June 30, 2024. The beginning fund balance is \$6.9 million and the ending fund balance is \$5.9 million. Expenditure is approximately divided by 12 equal months, with some differences accounting for the seasonality of the program for example control products and seasonal employment which are greater in the mosquito breeding season. July expenditure is higher than average because of the prefunding lump sum of \$0.2 million for CalPERS unfunded liability. The budget also accounts for prepayments. The revenue follows a different pattern, Riverside County distributes the property tax revenue in January and May with advancements in December and April. The *shaded area* represents the **Budgeted Fund Balance** which has a formula of (beginning) **Fund Balance** plus **Revenue** minus **Expenditure**. The *green line* represents the **Actual Fund Balance** and is graphed against the *shaded area Budgeted Fund Balance*. The *Three Year Average* Fund Balance is the orange dash line.

The graph shows a \$6.9 million **Fund Balance** plus total Revenue for July 1 to August 31, 2023, of \$3,485 minus total Expenses of \$2,310,928 is \$5,479,143. Payroll expenses show a favorable variance of \$409,191, this is due to timing, \$200,000 is earmarked for prefunding in Section 115 trust for pension liabilities, Administrative Expenses show favorable variance of \$50,979, Operations has a favorable variance of \$218,175. For planning purposes, the District is under budget. As long as the green line stays out of the shaded area the District is within budget, as of August 31, 2023, the line is outside the shaded area.



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DEPARTMENT REPORTS

Human Resources

Recruitment & Future Openings

- The District is currently in the recruitment process for the following positions:
 - Mechanic I

- The District will be recruiting for the following positions in the near future:
 - Purchasing Clerk
 - IT/GIS Assistant
 - UAS Operator

New Employees & Interns

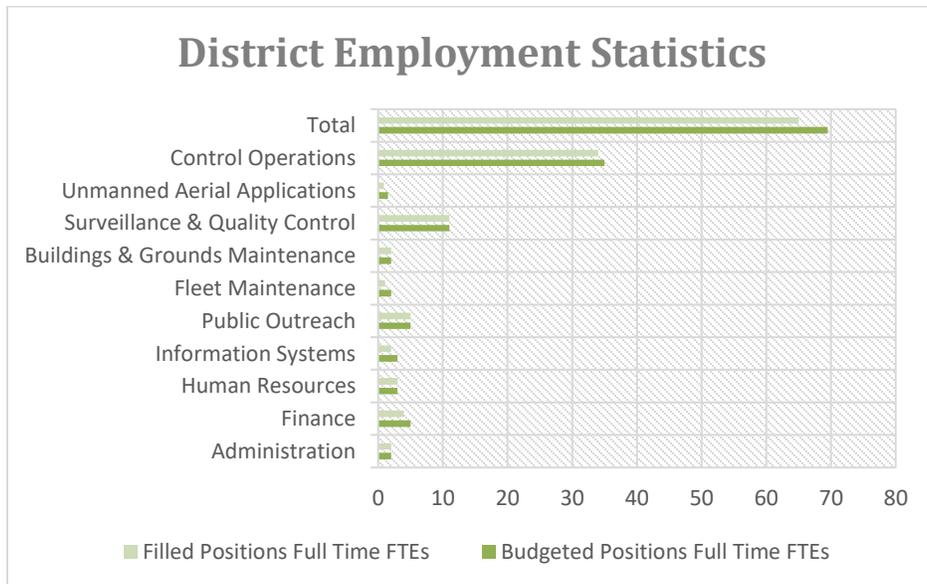
- *Antonio Molina* was promoted to Field Supervisor on July 31, 2023.

- *Juan Carlos Herrera* was reclassified to the Mechanic II on August 14, 2023.

- *Richard Ortiz* was promoted to UAS Coordinator on August 14, 2023.

- *Osiel Salinas*, returning Seasonal Vector Control Operator, began his second season with the District on August 28, 2023.

- *Roberto Gaona* was hired for the previously vacant Community Liaison position on September 5, 2023. Robert obtained a BA degree in Chicano Studies with a focus in Education, Community, and Social Development from California State University Dominguez Hills, and has several years of experience in the education field.



OPERATIONS

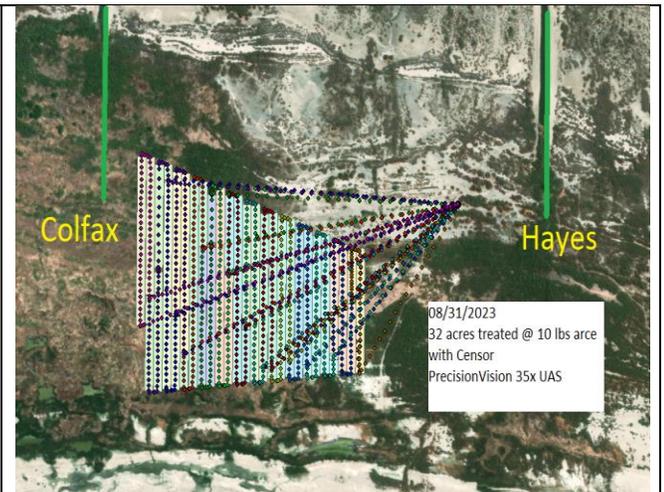
Drone Applications: Six (6) UAS Applications were made by Pilot in Command (PIC) Richard Ortiz, UAS Coordinator, and Visual Observer (VO) Vincent Venezuela Lead Vector Control Technician. The two (2) person team made up of a PIC and VO is outlined in the District's Certificate of Authorization (COA) and must always be used when operating the UAS.

- 6/22/2023 East of 81st and Johnson St
 - **15 Acres Treated | 150 lbs. of control product applied.**
- 6/22/2023 Abandoned Fish Hatchery – Ave 81 & Johnson
 - **15 Acres Treated | 150 lbs. of control product applied.**
- 6/29/2023 West of Grant & Highway 111
 - **17 Acres Treated | 170 lbs. of control product applied.**
- 6/29/2023 Southeast of Garfield & Highway 111
 - **15 Acres Treated | 150 lbs. of control product applied.**
- 7/26/2023 Southeast of Garfield & Highway 111
 - **30 Acres Treated | 300 lbs. of control product applied.**
- 8/31/2023 Southeast of Garfield & Highway 111
 - **32 Acres Treated | 320 lbs. of control product applied.**

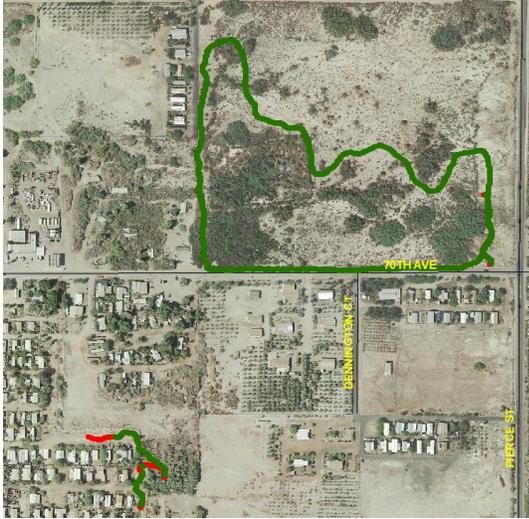
Six (6) Applications were performed from June through August totaling 124 acres. Point Features represent the flight path of the UAS, and each colored polygon represents an application distribution.



Leading Edge PV35X UAS set with granular hopper.



Dataset from the 8/31/2023 drone application.



Map of a barrier application performed on Aug 4th in response to positive Saint Louis Encephalitis detection. The green outline depicts the application route.

Aerial ULV Applications: 12 aerial ULV applications totaling 27,946 acres were performed in the Northshore area surrounding the virus-detected trap locations. The map below illustrates the aerial flight coverage and the virus-detected trap locations. Enhanced surveillance and/or barrier applications were performed to traps outside the flight path.



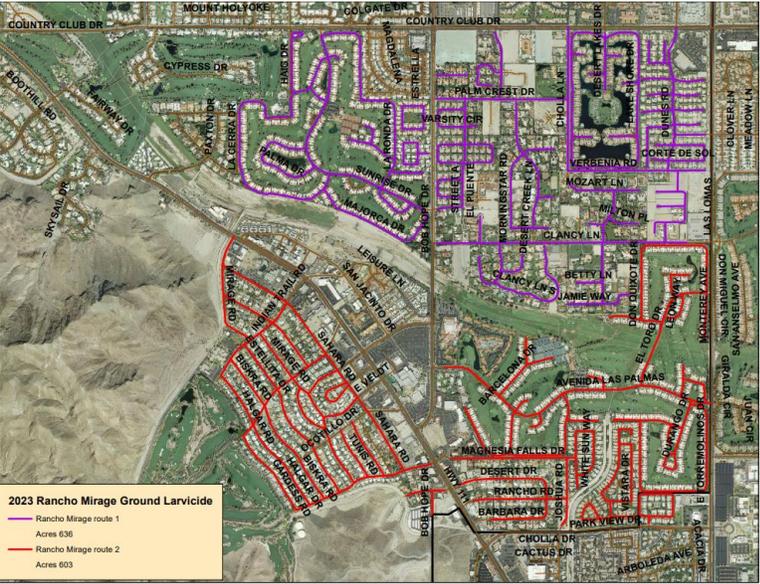
Ground ULV Applications: 3 ground ULV applications totaling 543.9 acres were performed in the vicinity of 70th and Pierce in response to Saint Louis Encephalitis detection. Due to the proximity to organic production fields two different products were used. An OMRI-approved control product was used near the organic fields.

Ground and Aerial Larvicide Applications- On July 22nd The District commenced the first of eight planned ground and aerial larvicide applications in the City of Palm Springs and Rancho Mirage. Aerial applications in the City of Palm Springs and ground applications in the City of Rancho Mirage. These efforts are done targeting *Aedes aegypti* mosquitoes. Extensive research is done during the planning of the applications, and mosquito trap collection data from the previous year is used to assist us in determining locations within the Coachella Valley where

aegypti trap collection was the highest. From July through August, 5 ground and aerial applications were performed. These applications are done on Saturdays starting around 1:00 a.m. The planned dates are as follows, 7/22, 7/29, 8/5, 8/12, 8/19, 8/26, 9/9, and 9/23. Due to inclement weather, the 8/19 application was canceled.



Map illustrating aerial flight boundaries in Palm Springs totaling 1,700 acres. A total of 5 applications have been done with a total of 8,500 acres.



Map illustrating ground larvicide routes in Rancho Mirage totaling 1,239 acres. A total of 5 applications have been done with a total of 6,195 acres.

Best Management Practices (BMP): On July 19th, the Operations Department held a meeting with Tony Ulloa, City of La Quinta, Deputy Director Public Work and Maintenance on the City's Street Cleaning Schedule and how our agencies can work together to improve the quality of life for the La Quinta residents. During the meeting, Vincent Valenzuela, Lead Vector Control Technician presented several water features needing attention, which Vincent shared with the City of La Quinta. The District looks forward to working with the City of La Quinta, to address high-treatment locations.

Tropical Storm Operations Response- On August 13th a tropical storm passed through the Coachella Valley. This event brought a high volume of rain which resulted in known and unknown mosquito sources to be flooded. Field staff in coordination with Field Supervisors are closely monitoring sources containing high volumes of water. In addition, coordinating with city public works on a potential resolution to the standing water. Below are examples of some of the standing water sources in the City of Coachella.



Avenue 53 and Shady Lane



Avenue 50 and Rabbit Ln



Huxley Ct



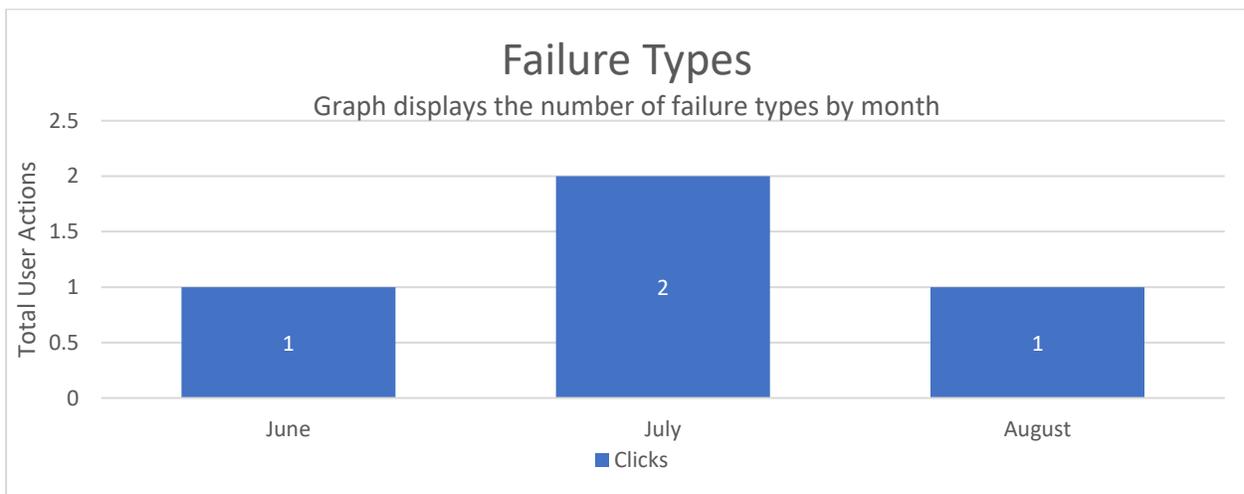
Park by Calle Olivo

INFORMATION TECHNOLOGY

KnowBe4 Phishing Campaign: All District Employees are part of bi-weekly phishing campaigns. Phishing campaigns are comprised of social engineering messages where an attacker sends a fraudulent message designed to trick a person into revealing sensitive information to the attacker or to deploy malicious software on the victim's infrastructure like ransomware.

Reports indicate that from June through August (3) click phishing failures were recorded. The KnowBe4 Platform delivered four hundred and fifty-six (456) phishing messages to District Employees indicating the District has maintained a low cumulative failure rate of 2.7%.

When a user fails to identify a phishing attempt, the user is automatically placed into a training group and receives a variety of training phishing sessions to increase users' ability to identify phishing attempts.



Security Awareness Training: District Employees have been enrolled in several 'Security Snapshots' covering topics ranging from phishing, unsecured Wi-Fi, waste disposal, email attachments, and oversharing on social media. Security Snapshots are small but impactful allowing District Employees to continue their workday without security awareness training slowing them down. Below is the Security Snapshot Video

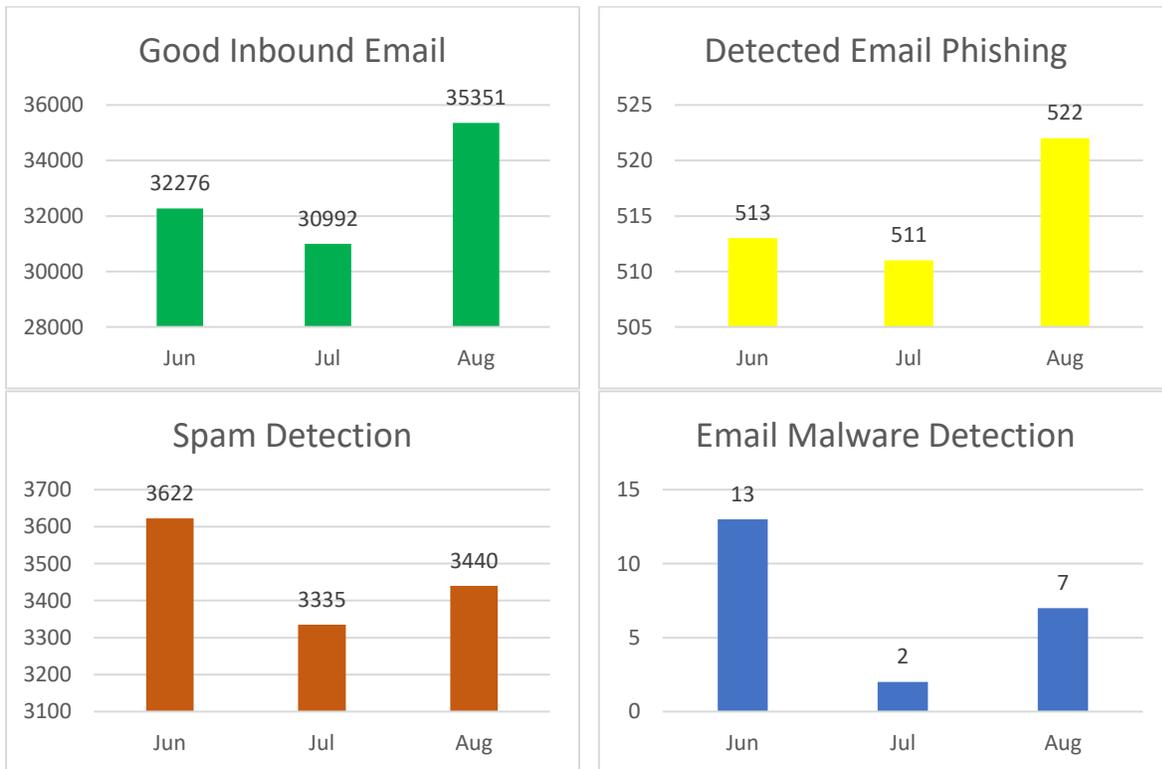
Security Snapshots Online Videos	
Physical Access	Passwords
Oversharing/Safe Media	Public Wi-Fi
Phishing	Ransomware
Document Disposal	Mobile Devices
Clean Desk Policy	Portable Storage Devices
Cloud Sharing	Insider Threat

Phishing ER: Between June and August users reported one hundred thirty-three (133) potential phishing messages. Phish ER removed 31% of these messages based on signatures

and email reputation. The IT/GIS Department needed to review eighty-six (86) submitted messages from District Employees. Users submit unusual, unfamiliar, or questionable emails using the Phish ER Button, an Outlook Add-in, from their desktop computer or mobile device.



Microsoft 365 Threat Protection Status: Threat protection status graphs provide information about threats found prior to email delivery, covering relevant detection technologies, policy types, and delivery actions.



Ransom Scam - Virtual Kidnapping: On the week of August 28th the District received two (2) phone calls describing a family member being held captive. In each of the phone calls, the caller demanded a transfer of money to release the family member. Each phone call was reported to the Indio Police Department.

Fleet

Electric Vehicles: Management has been investigating the potential opportunities, benefits, and barriers of electrifying the District Fleet. Next year in 2024, the District will need to adhere to the Advanced Clean Fleets Regulations when purchasing new vehicles. The Advanced Clean Fleets mandate:

- Jan 1, 2024, 50% of the total number of vehicle additions to the fleet must be Zero-Emission Vehicles (ZEVs);
- Jan 1, 2027, 100% of the total number of vehicle additions to the fleet must be Zero-Emission Vehicle (ZEVs)

Currently, access and supply to electric vehicles are low with only Ford F-150 Lightning, Rivian R1T, and Ford E-Transit on the market with the Chevrolet Silverado EV due in 2024 to support the needs of our fleets.

Management arranged for Enterprise Fleet Management, who has direct access to the large auto-manufacturers and purchasing power from their rental division to develop an Open-End Equity Lease Model for the District's Fleet of Vehicles. The District would use the sale of the current fleet to reduce the upfront investment in electrifying the District Fleet.

While the Open-End Equity Lease Model is attractive and allows the District to introduce electric vehicles, the sales price of the electric vehicle is a barrier to entry. The cost per month for a sixty (60) month lease term is higher than expected. When the market for electric pickup trucks expands and sale prices stabilize, the District will re-explore and welcome the electric vehicle options and opportunities.

Vehicle Availability

Vehicle/Class		GVWR	Range (^)	Est. MSRP	Delivery
Ford F-150 Lightning Class 2		8,250-8550 lbs	230-320 miles	\$77k+ \$55/65k	
Chevrolet Silverado EV Class 2		- 8,000-8550 lbs* -	400 miles	\$41k+	
GMC Sierra EV (Denali) Class 2		- 9,500 lbs* -	400 miles	\$107k+	
Tesla Cybertruck Class 2		- 8,500-10,000 lbs* -	500 miles	\$60k+	
Lordstown Endurance Class 2		- 7,500* -	250 miles	\$65k+	
Rivian R1T Class 2		8,532 lbs	300+ miles	\$73k+	
Ford E-Transit Class 2B		9,500 lbs	126 miles	\$51k+	

? Production and delivery dates are not yet known
 (^) May be substantially lower depending on payload and environmental conditions
 *Estimated GVWR

↓ Denotes expected delivery start date
 B Denotes backlog or expected delays

SURVEILLANCE AND QUALITY CONTROL MANAGEMENT PROGRAM

The vector-borne statewide surveillance program was established in 1969. The District began encephalitis surveillance in the early 1980s and the surveillance program has been in place since 1990. The District program includes the monitoring of vector and vector-borne diseases and the implementation, evaluation, and analysis of integrated vector management strategies in the Coachella Valley. The information generated by this department is used by District Operations and Public Outreach staff to ensure control measures are efficiently implemented in the field.

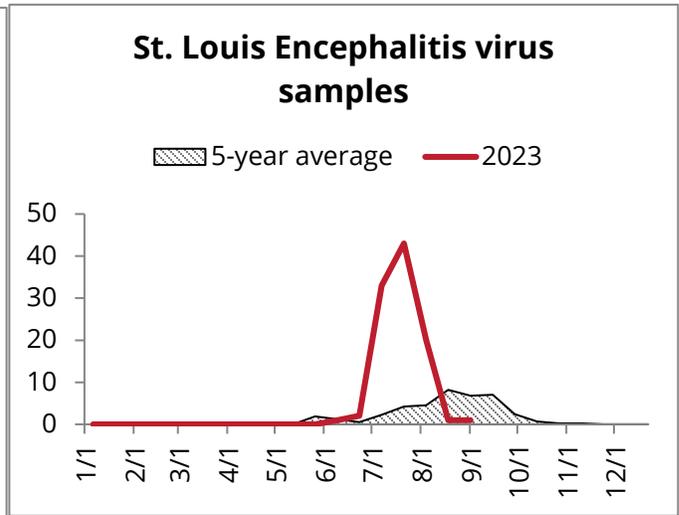
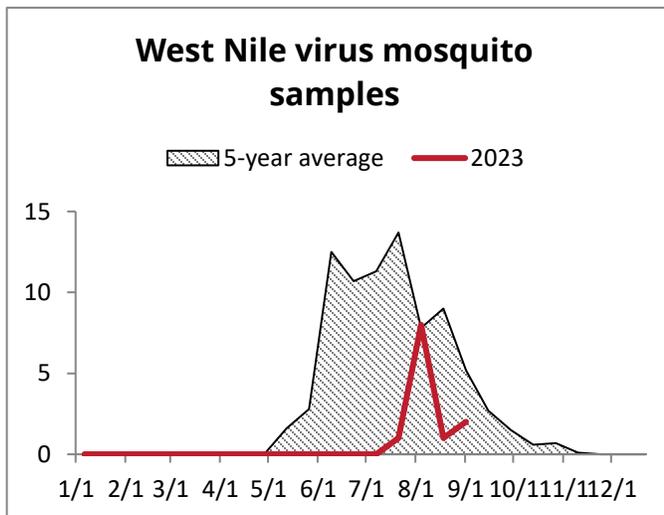
DISEASE SURVEILLANCE (As of 9/1/2023)

California

	WNV - Positive 2023 YTD	WNV - Positive 2022 YTD	WNV - 5-year Average	WEE 2022 YTD	SLEV 2022 YTD
Positive Counties	37	29	30	0	8
Human Cases	75	32	46	0	4
Positive Dead Birds / # Tested	443/1,358	113/1,984	194	0	0
Positive Mosquito Pools / # Tested	3,161/36,583	2,136/27,682	1984	0	23

ARBOVIRUS SURVEILLANCE TESTING - COACHELLA VALLEY

		June	July	August	2023 YTD	2022 YTD	5-year Average YTD
Humans		0	0	0	0	0	1.6
Dead Birds		0	0	0	0	0	0
Mosquito Pooled Samples	WNV	0	4	8	12	93	74.7
	SLEV	14	76	11	101	41	29.6
	# Tested	866	482	409	3,973	4,344	3,755



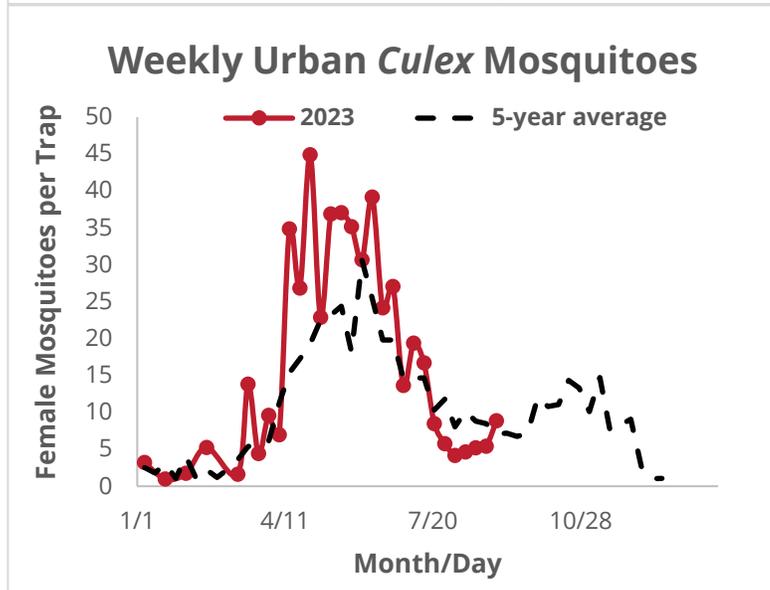
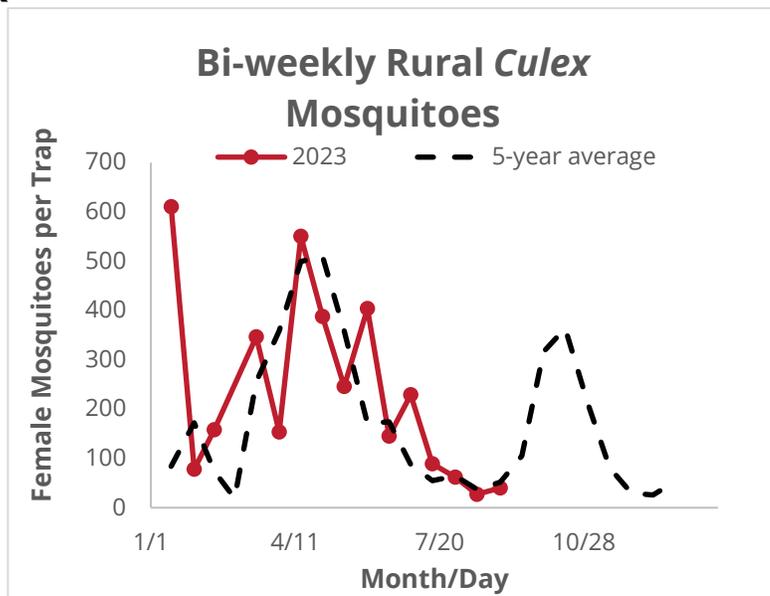
MOSQUITO SURVEILLANCE

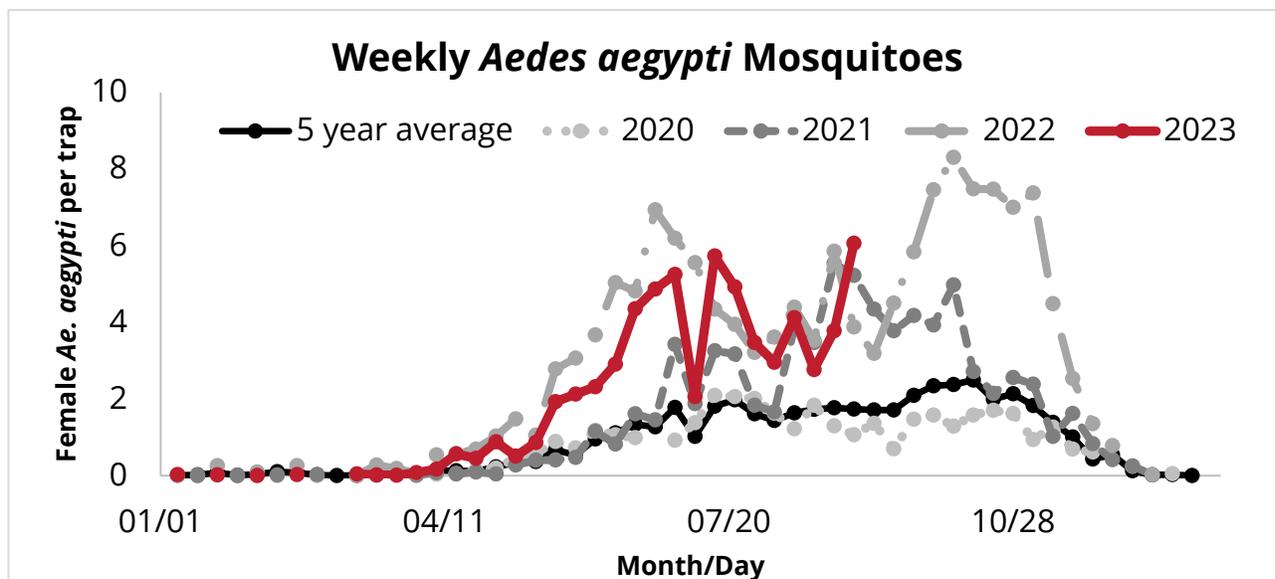
During the normal mosquito season (March through November) the District Laboratory staff set traps at routine locations throughout the District to monitor the mosquito populations. Extra

emphasis is placed on mosquito species that are known to be vectors of viruses that cause disease in people. These vector species in the Coachella Valley are *Culex tarsalis*, *Cx. quinquefasciatus* and *Aedes aegypti*. Mosquito collections are compared to the average of the previous five years to determine if the population is abnormally high or low for the year. More information on how the traps attract mosquitoes can be found on the District webpage: <https://www.cvmosquito.org/public-health-threats/vectors-concern/pages/mosquito-traps>.

Culex mosquitoes are tested at the District laboratory for West Nile virus (WNV), St. Louis encephalitis virus (SLEV), and western equine encephalomyelitis virus (WEEV). WNV and SLEV are routinely detected in the Coachella Valley each year. The current year and the average activity for both areas of the valley are depicted below. *Aedes* mosquitoes are sent to UC Davis to be tested for dengue, chikungunya, and Zika viruses.

MOSQUITO COLLECTIONS





BIOLOGICAL CONTROL

Mosquitofish. As of August 31, 2023, approximately 3,600 mosquitofish were stocked in neglected swimming pools, private ponds, detention basins, and animal watering troughs. About half of these fish were stocked in August, following the tropical storm.

Sterilizing male mosquitoes. The District purchased an irradiator which arrived on March 30. Kim Hung and Jacob Tarango exposed male mosquitoes to different doses of irradiation to determine whether the machine was working and which doses were appropriate for killing the sperm of the male mosquitoes while limiting other potential impacts on the male mosquitoes. Male mosquitoes were exposed to different doses of irradiation from 40 to 60 Gy. These irradiated male mosquitoes were placed in a cage of female mosquitoes and allowed to mate. After the mating period, the female mosquitoes were fed a blood meal and eggs were collected. The eggs that were produced by the treated males had a lower average hatch rate (14%) while the control with untreated males had a higher average hatch rate (50%). From here, Kim and Jacob plan to optimize the irradiation dose and exposure methods.



PRODUCT EFFICACY

Resistance in adult mosquitoes. We conducted bottle assays to examine resistance to active ingredients in control products for adult mosquitoes. Here, resistance can mean the active ingredient is no longer effective against field populations. Populations are collected from the field and compared to a colony population known to be susceptible to the active ingredient. The mosquitoes are exposed to a small amount of product that coats the inside of bottles. We examined mosquito resistance in local *Aedes* mosquitoes against Aqua-Reslin (permethrin with synergist), DeltaGard (deltamethrin with synergist), and Fyfanon ULV (malathion).



Fyfanon ULV. We know that several areas of our valley have populations of *Cx. quinquefasciatus* mosquitoes which are resistant to pyrethroids. We repeated work from 2022 to ensure that Fyfanon ULV (a.i. malathion, an organophosphate) is effective against these mosquitoes in a field application. Laboratory and Operations employees worked together to make two applications at a mid-label rate. Colony (known to be susceptible) and field-caught (those resistant to pyrethroids) were killed by the applications (99-100% mortality in all cages). Knowing this allows us to be confident that this product will work should we need to use it. The District plans to rotate application missions of pyrethroids with this organophosphate when conditions are appropriate.



ReMoa Trivalent. In 2022, we worked with Valent BioSciences on a series of applications of a new adulticide that they were registering. One step in our evaluation of adulticides is using a backpack application as a semi-field assay. This assessment allows us to test multiple populations at the same time with a reduced amount of time and work needed in the field. We were not seeing the mortality in our mosquitoes that we expected based on the results Valent had had with other agencies. To determine whether it was due to the formulation, we conducted a truck ULV application with the Operations Department. We used field-collected *Cx. quinquefasciatus* adult mosquitoes in cages next to our colony mosquitoes (known to be susceptible). We also set out slides to allow us to determine if droplets were reaching the cages. We found that when the product reached the cages, we did get mortality in the adult mosquitoes. This indicates that this new product does have a lower limit as to how much we can dilute the product before we do not have enough active ingredient in the mix.

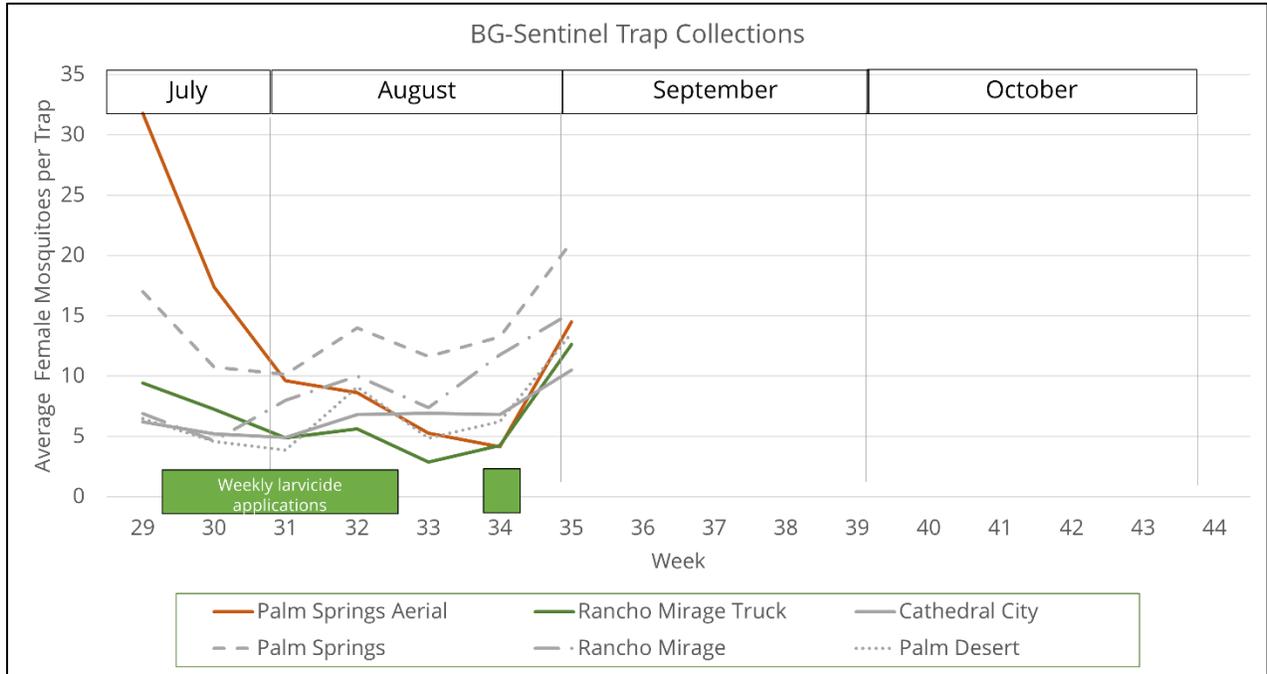


Large area applications for *Aedes* control. Between July and September (weeks 29 – 38), the District conducted area-wide larvicide applications to reduce the *Aedes* mosquito population in two cities, using VectoBac WDG (a.i.: Bti; at 0.25 lbs. per acre). In Palm Springs, aerial applications were made by helicopter, while in Rancho Mirage, ground applications were made using an A1 Super Duty mounted on a truck.

We examine the efficacy using plastic cups. These cups are placed throughout the treatment area as well as in nearby locations. By adding water and mosquito larvae to the cups after the treatment, we can determine if our application is reaching all of the treatment areas that we intend. We can use the information in these assays to assess the impacts of wind or application direction.

We also assess the efficacy of the applications by comparing adult mosquito collections in the application area and comparing them with areas where mosquito control efforts continue but no area-wide application was conducted in 2023. Here, the green boxes are the approximate times of applications, at the end of the week (weeks 29, 30, 31, 32, and 34). As the application is a larvicide, we expect the changes in the adult mosquito population to start 2-3 weeks after the

application. We are collecting fewer *Aedes* female mosquitoes in the traps in the application area compared with similar areas where we are not conducting these applications this year (about half of the mosquitoes collected from the same city where the treatments are not taking place).



Natular SC. As mentioned in the June board packet, Clarke intends for agencies to replace their Natular 2EC and Natular 20EC use with their new product, Natular SC (a.i.: spinosad). Our lab assay using three rates of products found it to have very similar activity at similar rates against our colony *Cx. quinquefasciatus* larval mosquitoes.



We also worked with Clarke to evaluate the effective swath width of Natular SC when applied by helicopter at two different rates. Both rates worked well, and both had approximately a 100-foot swath width. This work, as discussed elsewhere in this board packet, was funded by Clarke through a transfer of pesticides to the District.



Gravid bait study. Mike Esparza has led a test of whether we can reduce the amount of water we use in our gravid traps and get the same results. He worked with colleagues to pre-measure and mark the traps so that he could determine if using 1 gallon would collect the same number of mosquitoes as 2 gallons. We found a strong effect of location at the end of the work that made it difficult to determine if there was a difference. For most of the study in the spring, there was no difference between the two volumes.

EXTERNAL RESEARCHERS

Fire Ant and Irrigated Baits. Dr. David Oi, Research Entomologist, and Rachel Atchison, Biological Science Technician, from the USDA Center for Medical, Agricultural, and Veterinary Entomology (USDA-CMAVE) visited in June for their ongoing research for controlling red imported fire ants in the Coachella Valley. The projects examined the native ants of the Coachella Valley to determine what baits would be least palatable to them. Ideally, we would use a bait that is most attractive to the non-native red imported fire ants that is also uniquely attractive for them (meaning that only they find it something they want to carry to their nests and that other ants do not want to pick it up).

USDA-CMAVE (mosquitoes and flies). Dr. Ken Linthicum and Dr. Bob Aldridge visited in August to apply spatial repellents. A spatial repellent is a chemical that can be placed in an area to repel mosquitoes and flies (compared with personal repellent that a person applies to their skin or clothes). We also discussed some additional projects that we plan to complete this fall.

ADDITIONAL DEPARTMENT ACTIVITIES

STAFF CHANGES. Osiel Salinas joined the department on August 28 as a seasonal employee. He will be setting mosquito traps, and assisting us with the expected increase in *Aedes* mosquitoes.

CONFERENCES. Jennifer attended the ESA Summer Meeting in National Harbor, Maryland in June. This annual meeting allows for the governing board to conduct their work. This year, a strategic planning session on the future of publications was held, where Jennifer worked with her colleagues to discuss the needs for journals and for the revenue from ESA's publications.

CSUSB COURSE. Jennifer instructed 10 students as part of the California State University San Bernardino vector control course. Collaborating with Dr. Nik Nikbakhtzadeh, Jennifer instructed the participants in the principles of integrated vector management, looking for mosquito habitats, setting mosquito traps, identifying mosquitoes, and talking with their community about mosquitoes. Following



the course, the students toured the District, spending time learning about the equipment used for our pesticide applications, and techniques used to reach our community.



BUILDING CAGE STANDS. After working with Valent on the ReMoa Trivalent trial and looking at how other districts put out their cages, we decided to build new cage stands for our adult mosquito trials. These cage holders include a weather vane, which ensures that the cages will be facing the product as it drifts through. We also purchased tripods for these stands and new impingers for our slides, which increases our efficiency in setting up and taking down the equipment for these evaluations.

Public Outreach and Educational Programs

Department Background

The goals of the Public Outreach Department include supporting the District Mission by providing educational opportunities for the public at large. The department divides such opportunities in a variety of ways to influence our residents strategically.

Community events are an excellent way to spread awareness, provide information, and answer questions by interacting with families, residents, and visitors alike. Event booths also show that the District is a part of the community. We live here and play here too. Summertime means fewer community events but the outreach department continues to engage residents through as many avenues as we can.

CVMVCD Recognition with CVUSD

In June, the Coachella Valley Unified School District (CVUSD) held a recognition ceremony thanking CVMVCD staff and other partners working with their students in the afterschool ASES program. Community Liaison Fernando Gutierrez accepted the award on behalf of the District at this event.



CVUSD representatives included Indio Mayor Oscar Ortiz, School Board Trustees, and ASES Program Coordinators. We value this partnership and will continue to foster the relationship with the School District.

3rd Annual Kids Art Contest

Thanks in large part to Administrative Clerk Diana Reyes, we brought back the Kids Art Contest to engage kids over their summer break. This year's art theme was "Where can you find mosquitoes around your home?" You can view winning entries on a poster in the Outreach Department offices.



Summer Camp Program

Spending time with Coachella Valley youth and educating them on the important role they can play in vector control is a focal point of our program. With the staff shortage of one Liaison, Fernando and the Interns did a spectacular job of filling in this significant position

with our summer camp partners, Desert Recreation District and the YMCA. They attended eight summer camps across the valley with student attendance ranging from 15-75 per camp.



Fernando and Intern Alex get goofy with the kids of Northshore at summer camp.

Adult Education Programs are also an important aspect of our department. This summer, we attended Farmer's Markets, Senior Centers, and City Council Meetings. We also presented to the Morongo Family Tribal Program and the Turtle and Tortoise Club at Living Desert.



Fernando at the Thousand Palms Senior Center

Virus Response

With the eastern Coachella Valley endemic to mosquito-borne virus detection, in addition to traditional notifications and outreach activities, mid-season the Public Outreach Team carried out an organic outreach campaign in which staff visited multiple locations and passed out repellent, brochures, and 95th-anniversary swag while engaging residents with current virus activity information. Key locations for this campaign included: Oasis Mobile Home Park, Torres Martinez Indian Reservation, Sunbird Mobile Home Park, Mecca Senior Center, Mecca Public Library, and Farmworkers Resource Center, among others.



Wide-Area Larvicide Treatment Campaign

Custom webpages were created for both of the areas being treated this summer for the wide-area larviciding treatments. The notification campaign included presentations at City Council Meetings in the cities of Palm Springs and Rancho Mirage. We also delivered postcards to areas in and directly around the treatment area as well as posting weekly on social media platforms like Nextdoor and Meta.

- Rancho Mirage postcards - 5,742 delivered
- Palm Spring postcards - 6,011 delivered



Serving Public Health Since 1928

CORRESPONDENCE

Melissa Tallion

From: Diane Greeman
Sent: Thursday, August 17, 2023 12:10 PM
To: District Wide Group
Subject: Compliment

Cheryl from Desert Hot Springs called to compliment Gary Black on his mosquito treatment and attention to the stagnant water situation [REDACTED]
Thank you Gary for your great service!



Diane Greeman
Administrative Clerk
Office (760) 342 8287
www.cvmosquito.org
Coachella Valley MVCD

Serving Public Health Since 1928

Mosquito and Vector Control Association of California Bill Status Report as of 9/8/2023

[AB 98](#)

(Aguiar-Curry D) Agriculture: cotton pests abatement districts: organization and establishment: authorized counties.

Current Text: Introduced: 1/9/2023 [html](#) [pdf](#)

Introduced: 1/9/2023

Status: 6/27/2023-From Consent Calendar. Ordered to inactive file at the request of Senator McGuire.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered	
1st House				2nd House								

Summary: Current law provides procedures for the formation of pest abatement districts for the purpose of pest control or abatement. The Cotton Pests Abatement District Act authorizes the organization and establishment of cotton pests abatement districts by the boards of supervisors of the Counties of Imperial, Los Angeles, Orange, Riverside, San Bernardino, San Diego, and Ventura. This bill would remove the authority to establish these districts in the Counties of Orange, San Diego, and Ventura.

Position	Rank	Group
Watch	03 - Low Priority	

[AB 99](#)

(Connolly D) Department of Transportation: state roads and highways: integrated pest management.

Current Text: Amended: 7/13/2023 [html](#) [pdf](#)

Introduced: 1/9/2023

Last Amend: 7/13/2023

Status: 9/1/2023-Failed Deadline pursuant to Rule 61(a)(11). (Last location was APPR. SUSPENSE FILE on 8/14/2023)(May be acted upon Jan 2024)

Desk	Policy	Fiscal	Floor	Desk	Policy	2 year	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered	
1st House				2nd House								

Summary: Would require the Department of Transportation to adopt, on or before January 1, 2025, a statewide policy to use integrated pest management, as defined, on state roads and highways, as specified, and to implement the statewide policy in cities or counties that have adopted integrated pest management approaches to roadside vegetation management. The bill would require the Department of Transportation, in developing the statewide policy, to consult with the Department of Pesticide Regulation and the University of California Statewide Integrated Pest Management Program. The bill would require the Department of Transportation, when operating in a city or a county that has adopted an integrated pest management policy that is more restrictive than the statewide policy, to the extent feasible, to operate in a manner consistent with the city's or county's integrated pest management policy, as specified. The bill would require the Department of Transportation, on or before December 31, 2025, and annually thereafter, to make publicly available on its internet website the amount, location, and type of pesticides, and the pesticide formulation, by city and county, it uses, and, at least 24 hours before applying a pesticide, would require the Department of Transportation to provide on its internet website and mobile application, and through any other means of communication deemed appropriate by the applicable state transportation district, information on when and where it plans to apply the pesticide.

Position	Rank	Group
Watch	01 - High Priority	

[AB 332](#)

(Lee D) Rabies control data.

Current Text: Amended: 6/15/2023 [html](#) [pdf](#)

Introduced: 1/30/2023

Last Amend: 6/15/2023

Status: 9/1/2023-Failed Deadline pursuant to Rule 61(a)(11). (Last location was APPR. SUSPENSE FILE on 6/26/2023)(May be acted upon Jan 2024)

Desk	Policy	Fiscal	Floor	Desk	Policy	2 year	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered	
1st House				2nd House								

Summary: Current law requires the governing body of each city, city and county, or county to maintain or provide for the maintenance of an animal shelter system and a rabies control program. This bill would require the State Department of Public Health to collect certain rabies control program data from each city, city and county, or county, as outlined. By increasing the data collected from each city, city and county, and county, this bill would create a state-mandated local program.

Position	Rank	Group
Watch	03 - Low Priority	

[AB 333](#)

(Nguyen, Stephanie D) Vehicles: abatement of abandoned vehicles.

Current Text: Introduced: 1/30/2023 [html](#) [pdf](#)

Introduced: 1/30/2023

Status: 5/5/2023-Failed Deadline pursuant to Rule 61(a)(3). (Last location was TRANS. on 2/9/2023) (May be acted upon Jan 2024)

Desk	2 year	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Current law authorizes a county satisfying specified conditions to establish a service authority for the abatement of abandoned vehicles and to impose a \$1 vehicle registration fee. Current law authorizes a service authority to adopt an ordinance establishing procedures for the abatement, removal, and disposal, as a public nuisance, of an abandoned, wrecked, dismantled, or inoperative vehicle or part of the vehicle from private or public property and for the recovery of costs associated with the enforcement of the ordinance. This bill would allow the ordinance to provide for the issuance of permits or licenses, consistent with local nuisance codes and in cooperation with local code enforcement authorities, regarding the temporary parking allowance of abandoned, wrecked, dismantled, or inoperative vehicles and to authorize any necessary investigations and inspections related to the determination of a public nuisance.

Position	Rank	Group
Watch	03 - Low Priority	

AB 340 (Fong, Vince R) California Environmental Quality Act: grounds for noncompliance.

Current Text: Introduced: 1/30/2023 [html](#) [pdf](#)

Introduced: 1/30/2023

Status: 4/28/2023-Failed Deadline pursuant to Rule 61(a)(2). (Last location was NAT. RES. on 2/9/2023)(May be acted upon Jan 2024)

Desk	2 year	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: The California Environmental Quality Act (CEQA) prohibits an action or proceeding from being brought in a court to challenge the approval of a project by a public agency unless the alleged grounds for noncompliance are presented to the public agency orally or in writing by a person during the public comment period provided by CEQA or before the close of the public hearing on the project before the issuance of the notice of determination. This bill would require the alleged grounds for noncompliance with CEQA presented to the public agency in writing be presented at least 10 days before the public hearing on the project before the issuance of the notice of determination. The bill would prohibit the inclusion of written comments presented to the public agency after that time period in the record of proceedings and would prohibit those documents from serving as basis on which an action or proceeding may be brought.

Position	Rank	Group

AB 345 (Wilson D) Habitat restoration: flood control: advance payments.

Current Text: Amended: 6/26/2023 [html](#) [pdf](#)

Introduced: 1/31/2023

Last Amend: 6/26/2023

Status: 9/5/2023-Read second time. Ordered to third reading.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Current law establishes the Central Valley Flood Protection Board and authorizes the board to engage in various flood control activities along the Sacramento River, the San Joaquin River, their tributaries, and related areas. This bill would authorize the Department of Water Resources or the board to provide advance payments, as defined, to local agencies for projects that restore habitat for threatened and endangered species under state or federal law or improve flood protection, as provided. The bill would prohibit the amount of funds advanced by the department or the board to the local agency at any one time from exceeding 25% of the entire amount authorized to be provided under the funding agreement. The bill would require the project proponent to demonstrate a need for an advance payment and that the project proponent is sufficiently qualified to manage the project and the project's finances. The bill would require the funds to be spent within 6 months and would require the recipient to provide an accountability report to the department or the board on a quarterly basis, as specified.

Position	Rank	Group

AB 363 (Bauer-Kahan D) Pesticides: neonicotinoids for nonagricultural use: reevaluation: control measures.

Current Text: Amended: 9/6/2023 [html](#) [pdf](#)

Introduced: 2/1/2023

Last Amend: 9/6/2023

Status: 9/7/2023-Read second time. Ordered to third reading.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Would, beginning January 1, 2025, prohibit a person from selling, possessing, or using a pesticide containing one or more neonicotinoid pesticides, as defined, for any nonagricultural use on nonproduction outdoor or ornamental plants, trees, or turf, except as provided. The bill would require the department to evaluate, taking into account relevant routes of exposure, the potential impacts of those neonicotinoid pesticide uses on pollinating insects, aquatic ecosystems, and human health. The bill would require the department, among other things, to issue a determination on those impacts on or before July 1, 2027, and adopt necessary control measures for the use of neonicotinoid pesticides on or before July 1, 2029.

Position	Rank	Group
Watch	02 - Medium Priority	

AB 557 (Hart D) Open meetings: local agencies: teleconferences.

Current Text: Amended: 9/1/2023 [html](#) [pdf](#)

Introduced: 2/8/2023

Last Amend: 9/1/2023

Status: 9/7/2023-Read third time. Passed. Ordered to the Assembly. (Ayes 39. Noes 0.). In Assembly. Concurrence in Senate amendments pending. May be considered on or after September 9 pursuant to Assembly Rule 77.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Calendar: 9/8/2023 #40 ASSEMBLY CONCURRENCE IN SENATE AMENDMENTS

Summary: The Ralph M. Brown Act allows for meetings to occur via teleconferencing subject to certain requirements, particularly that the legislative body notice each teleconference location of each member that will be participating in the public meeting, that each teleconference location be accessible to the public, that members of the public be allowed to address the legislative body at each teleconference location, that the legislative body post an agenda at each teleconference location, and that at least a quorum of the legislative body participate from locations within the boundaries of the local agency's jurisdiction. The act provides an exemption to the jurisdictional requirement for health authorities, as defined. Current law, until January 1, 2024, authorizes the legislative body of a local agency to use teleconferencing without complying with those specified teleconferencing requirements in specified circumstances when a declared state of emergency is in effect. Those circumstances are that (1) state or local officials have imposed or recommended measures to promote social distancing, (2) the legislative body is meeting for the purpose of determining whether, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees, or (3) the legislative body has previously made that determination. If there is a continuing state of emergency, or if state or local officials have imposed or recommended measures to promote social distancing, existing law requires a legislative body to make specified findings not later than 30 days after the first teleconferenced meeting, and to make those findings every 30 days thereafter, in order to continue to meet under these abbreviated teleconferencing procedures. This bill would revise the authority of a legislative body to hold a teleconference meeting under those abbreviated teleconferencing procedures when a declared state of emergency is in effect.

Position	Rank	Group

AB 563 (Waldron R) State Department of Public Health.

Current Text: Introduced: 2/8/2023 [html](#) [pdf](#)

Introduced: 2/8/2023

Status: 5/5/2023-Failed Deadline pursuant to Rule 61(a)(3). (Last location was PRINT on 2/8/2023) (May be acted upon Jan 2024)

2 year	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Current law establishes the State Department of Public Health in the California Health and Human Services Agency. This bill would make a technical, nonsubstantive change to that provision.

Position	Rank	Group
Watch	03 - Low Priority	

AB 652 (Lee D) Department of Pesticide Regulation Environmental Justice Advisory Committee.

Current Text: Amended: 8/17/2023 [html](#) [pdf](#)

Introduced: 2/9/2023

Last Amend: 8/17/2023

Status: 9/5/2023-Read second time. Ordered to third reading.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Current law requires the Director of Pesticide Regulation, on or after January 1, 2025, to adopt regulations for the issuance and renewal of licenses and certificates for pest control operations for a 3-year period. This bill would require the Department of Pesticide Regulation, by July 1, 2025, to establish and convene a Department of Pesticide Regulation Environmental Justice Advisory Committee, as provided, that would provide recommendations to the department on ways to integrate environmental justice considerations into department programs, policies, decisionmaking, and activities, and on how the department can improve its engagement with communities with the most significant exposure to pesticides. The bill would require the advisory committee to hold, at a minimum, quarterly meetings and to periodically post on the department’s internet website its recommendations. The bill would also require the department to periodically post on its internet website an update on its efforts to incorporate the advisory committee’s recommendations.

Position **Rank** **Group**
 Watch 03 - Low Priority

AB 740 (Gabriel D) Department of General Services: drone cybersecurity.

Current Text: Amended: 3/9/2023 [html](#) [pdf](#)

Introduced: 2/13/2023

Last Amend: 3/9/2023

Status: 4/28/2023-Failed Deadline pursuant to Rule 61(a)(2). (Last location was A. & A.R. on 3/21/2023)(May be acted upon Jan 2024)

Desk	2 year	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Would require the Department of General Services, in consultation with the Chief of the Office of Information Security, to adopt rules and regulations, by January 1, 2025, to ensure that each unmanned aircraft and unmanned aircraft system used by a government entity, as defined, in part, to include local governmental entities, for any purpose meets appropriate safeguards to ensure the confidentiality, integrity, and availability of any data collected, transmitted, or stored by that unmanned aircraft or unmanned aircraft system, as specified; and to specify requirements for a comprehensive plan to be adopted by a government entity to discontinue the use of noncompliant aircraft and systems, as specified. This bill would, beginning on the date the department adopts the rules and regulations, authorize a government entity to use unmanned aircraft or unmanned aircraft systems it did not previously use only if that aircraft or system complies with those rules and regulations. The bill would, by July 1, 2025, require a government entity that uses a noncompliant aircraft or system to submit to the department a comprehensive plan for discontinuing its use, as specified.

Position **Rank** **Group**
 Watch 01 - High Priority

AB 774 (Mathis R) Invasive pests: list.

Current Text: Introduced: 2/13/2023 [html](#) [pdf](#)

Introduced: 2/13/2023

Status: 5/19/2023-Failed Deadline pursuant to Rule 61(a)(5). (Last location was APPR. on 4/19/2023) (May be acted upon Jan 2024)

Desk	Policy	2 year	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Current law requires the Department of Food and Agriculture to develop and maintain a list of invasive pests, defined to mean animals, plants, insects, and plant and animal diseases or groups of those animals, plants, insects, and plant and animal diseases where introduction into California would or would likely cause economic or environmental harm, that have a reasonable likelihood of entering California for which a detection, exclusion, eradication, control, or management action by the state might be appropriate. This bill would require the department to post the list on its internet website.

Position **Rank** **Group**

AB 828 (Connolly D) Sustainable groundwater management: managed wetlands.

Current Text: Amended: 4/17/2023 [html](#) [pdf](#)

Introduced: 2/13/2023

Last Amend: 4/17/2023

Status: 4/28/2023-Failed Deadline pursuant to Rule 61(a)(2). (Last location was W.,P. & W. on 3/2/2023)(May be acted upon Jan 2024)

Desk	2 year	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: The Sustainable Groundwater Management Act requires all groundwater basins designated as high- or medium-priority basins by the Department of Water Resources that are designated as basins subject to critical conditions of overdraft to be managed under a groundwater sustainability plan or coordinated groundwater sustainability plans by January 31, 2020, and requires all other groundwater basins designated as high- or medium-priority basins to be managed under a groundwater sustainability plan or coordinated groundwater sustainability plans by January 31, 2022, except as specified. Current law defines various terms for purposes of the act. This bill would add various defined terms for purposes of the act, including the term "managed wetland."

Position **Rank** **Group**

AB 1016 (Jones-Sawyer D) Pest control operations: aircraft operations: private applicator.

Current Text: Amended: 6/22/2023 [html](#) [pdf](#)

Introduced: 2/15/2023

Last Amend: 6/22/2023

Status: 9/7/2023-Assembly Rule 77 suspended. (Ayes 62. Noes 15.)

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Calendar: 9/8/2023 #24 ASSEMBLY CONCURRENCE IN SENATE AMENDMENTS

Summary: Current law makes it unlawful for any person to operate an aircraft in pest control unless, among other things, the pilot operating the aircraft holds a valid manned or unmanned pest control aircraft pilot's certificate issued by the Director of Pesticide Regulation. Current law requires each unmanned pest control aircraft pilot's certificate to designate the pilot's status as a journeyman, apprentice, or vector control technician, and requires an applicant for a manned or unmanned pest control aircraft pilot's certificate to pass an examination as a condition of licensure. This bill would additionally include the status of private applicator as a designation under the unmanned pest control aircraft pilot's certificate. The bill would prohibit an individual with a private applicator unmanned pest control aircraft pilot's certificate from applying pesticides except for the purpose of producing an agricultural commodity on property owned, leased, or rented by the pilot or their employer.

Position **Rank** **Group**
 Watch 01 - High Priority

AB 1042 (Bauer-Kahan D) Pesticides: seeds.

Current Text: Amended: 6/15/2023 [html](#) [pdf](#)

Introduced: 2/15/2023

Last Amend: 6/15/2023

Status: 7/14/2023-Failed Deadline pursuant to Rule 61(a)(10). (Last location was AGRI. on 6/28/2023) (May be acted upon Jan 2024)

Desk	Policy	Fiscal	Floor	Desk	2 year	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Would require the Director of Pesticide Regulation to adopt regulations to govern the use and disposal of seeds treated with a pesticide and to prohibit the use of seeds treated with a pesticide that meets specified conditions. Because a violation of these regulations would be a crime, the bill would impose a state-mandated local program. The bill would prohibit, on and after January 1, 2026, a person from selling, delivering, or using seeds treated with a pesticide if that pesticide is not registered for use. The bill would require, on and after January 1, 2025, a use report to be submitted by, or on behalf of, a grower to the director or a county agricultural commissioner when seeds treated with a pesticide are used by the grower in the state and would require the director or commissioner, on and after January 1, 2026, to annually report to the public the pounds of pesticides applied as seed treatment in California and the cumulative acres planted with seeds treated with a pesticide in California, as specified. By imposing this reporting requirement on county agricultural commissioners, this bill would create a state-mandated local program.

Position **Rank** **Group**
 Watch 02 - Medium Priority

AB 1063 (Gabriel D) Nurse-to-patient staffing ratios: annual report.

Current Text: Amended: 9/1/2023 [html](#) [pdf](#)

Introduced: 2/15/2023

Last Amend: 9/1/2023

Status: 9/5/2023-Read second time. Ordered to third reading.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Current law requires the State Department of Public Health to adopt regulations establishing minimum, specific, and numerical licensed nurse-to-patient ratios by licensed nurse

classification and by hospital unit for all specified health facilities. Current law requires that the ratios establish the minimum number of registered and licensed nurses to be allocated, and requires additional staff to be assigned in accordance with documented patient classification systems. This bill would require the department to conduct an annual review of its enforcement of the regulations and submit a report to the Legislature on an annual basis. The bill would require the review and report to include data regarding the number of reports received by the department of alleged violations of the applicable regulations, investigative steps taken in response to the reports, and the outcome of investigations, as well as a complete list of complaints specific to nurse ratio and staffing violations and whether they were found to be substantiated or unsubstantiated.

Position **Rank** **Group**
 Watch 03 - Low Priority

[AB 1322](#) (Friedman D) Pesticides: second-generation anticoagulant rodenticide: diphacinone.

Current Text: Amended: 9/1/2023 [html](#) [pdf](#)

Introduced: 2/16/2023

Last Amend: 9/1/2023

Status: 9/7/2023-Read third time. Passed. Ordered to the Assembly. (Ayes 28. Noes 11.). In Assembly. Concurrence in Senate amendments pending. May be considered on or after September 9 pursuant to Assembly Rule 77.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Calendar: 9/8/2023 #47 ASSEMBLY CONCURRENCE IN SENATE AMENDMENTS

Summary: Current law regulates the use of pesticides and authorizes the Director of Pesticide Regulation to adopt regulations to govern the possession, sale, or use of any pesticide, as prescribed. Existing law prohibits the use of second-generation anticoagulant rodenticides in wildlife habitat areas. Current law additionally prohibits the use of second-generation anticoagulant rodenticides, as defined, in the state until the director certifies to the Secretary of State that, among other things, the Department of Pesticide Regulation, in consultation with the Department of Fish and Wildlife, has adopted any additional restrictions necessary to ensure that continued use of second-generation anticoagulant rodenticides is not reasonably expected to result in significant adverse effects to nontarget wildlife, as provided. Current law exempts the use of second-generation anticoagulant rodenticides from these prohibitions under certain circumstances. Current law requires the director, and each county agricultural commissioner under the direction and supervision of the director, to enforce the provisions regulating the use of pesticides. A violation of these provisions is a misdemeanor. This bill would also prohibit the use of diphacinone in a wildlife habitat area and in the state and would generally apply the above provisions and other related requirements to diphacinone. The bill would change the above-described condition required for the director to make the certification to the Secretary of State to instead provide that the Department of Pesticide Regulation, in consultation with, and with the concurrence of, the Department of Fish and Wildlife, has adopted any additional restrictions that are necessary to ensure a trend of statistically significant reductions in the mean concentration values of detectable levels of second-generation anticoagulant rodenticides or any of their metabolites in tested tissues of a scientifically representative sample of wildlife.

Position **Rank** **Group**

[AB 1484](#) (Zbur D) Temporary public employees.

Current Text: Amended: 9/1/2023 [html](#) [pdf](#)

Introduced: 2/17/2023

Last Amend: 9/1/2023

Status: 9/5/2023-Read second time. Ordered to third reading.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: The Meyers-Milias-Brown Act (act), authorizes local public employees, as defined, to form, join, and participate in the activities of employee organizations of their own choosing for the purpose of representation on matters of labor relations. Current law generally requires that the scope of representation under the act include all matters relating to employment conditions and employer-employee relations, while excepting the consideration of the merits, necessity, or organization of any service or activity provided by law or executive order. Current law states that the Legislature finds and declares that the duties and responsibilities of local agency employer representatives under the act are substantially similar to the duties and responsibilities required under existing collective bargaining enforcement procedures and therefore the costs incurred by the local agency employer representatives in performing those duties and responsibilities under that act are not reimbursable as state-mandated costs. This bill would impose specified requirements with respect to the temporary employees, as defined, of a public employer who have been hired to perform the same or similar type of work that is performed by permanent employees represented by a recognized employee organization, subject to limited exceptions.

Position **Rank** **Group**
 Watch 01 - High Priority

[AB 1662](#) (Quirk-Silva D) State Department of Public Health.

Current Text: Introduced: 2/17/2023 [html](#) [pdf](#)

Introduced: 2/17/2023

Status: 5/5/2023-Failed Deadline pursuant to Rule 61(a)(3). (Last location was PRINT on 2/17/2023) (May be acted upon Jan 2024)

2 year	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Existing law establishes the State Department of Public Health, and transferred the responsibility for specified health programs from the former State Department of Health Services to the State Department of Public Health, as prescribed. This bill would make technical, nonsubstantive changes to that provision.

Position **Rank** **Group**
 Watch 03 - Low Priority

[AB 1712](#) (Irwin D) Personal information: data breaches.

Current Text: Amended: 4/27/2023 [html](#) [pdf](#)

Introduced: 2/17/2023

Last Amend: 4/27/2023

Status: 7/14/2023-Failed Deadline pursuant to Rule 61(a)(10). (Last location was JUD. on 6/14/2023) (May be acted upon Jan 2024)

Desk	Policy	Fiscal	Floor	Desk	2 year	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: The Information Practices Act of 1977 requires any agency that owns or licenses computerized data that includes personal information to disclose any breach of the security of the system following discovery or notification of the breach, as specified. The act also requires any agency that maintains computerized data that includes personal information that the agency does not own to notify the owner or licensee of the information of any breach of the security of the data, in accordance with certain procedures. Current law requires the security breach notification to include specified information, including, among other things, the names and addresses of the major credit reporting agencies. Current law authorizes the security breach notification to include, at the discretion of the agency, among other things, advice on steps that people whose information has been breached may take to protect themselves. This bill would additionally require the security breach notification to include the internet websites of the major credit reporting agencies and the Uniform Resource Locator for the main internet website operated by the Federal Trade Commission to provide information for victims of identity theft.

Position **Rank** **Group**
 Watch 03 - Low Priority

[AB 1752](#) (Committee on Agriculture) Bees: pesticides: civil penalties.

Current Text: Enrollment: 9/7/2023 [html](#) [pdf](#)

Introduced: 2/21/2023

Last Amend: 8/14/2023

Status: 9/7/2023-Senate amendments concurred in. To Engrossing and Enrolling.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Current law requires the Director of Pesticide Regulation to adopt regulations necessary to minimize the hazard to bees, while still providing for the reasonable and necessary application of pesticides toxic to bees to blossoming plants, as specified. Under current law, a failure to comply with those regulations is subject to a civil penalty of not more than \$500 for each day that the violation continues and, after a warning notice of 7 days is given, is an infraction. In addition to the civil penalty and infraction described above, this bill would authorize a county agricultural commissioner, in lieu of a civil prosecution by the director, to levy a civil penalty of not more than \$3,000 per violation against a person violating those regulations, as specified.

Position **Rank** **Group**
 Watch 01 - High Priority

[SB 23](#) (Caballero D) Water supply and flood risk reduction projects: expedited permitting.

Current Text: Amended: 5/1/2023 [html](#) [pdf](#)

Introduced: 12/5/2022

Last Amend: 5/1/2023

Status: 5/19/2023-Failed Deadline pursuant to Rule 61(a)(5). (Last location was APPR. SUSPENSE FILE

on 5/15/2023)(May be acted upon Jan 2024)

Desk	Policy	2 year	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Current law prohibits an entity from substantially diverting or obstructing the natural flow of, or substantially changing or using any material from the bed, channel, or bank of, any river, stream, or lake, or deposit or dispose of debris, waste, or other material containing crumbled, flaked, or ground pavement where it may pass into any river, stream, or lake, except under specified conditions, including requiring the entity to send written notification to the Department of Fish and Wildlife regarding the activity in the manner prescribed by the department. This bill would require a project proponent, if already required to submit a notification to the department, to submit to the department the certified or adopted environmental review document, as applicable, for the activity in the notification. The bill would require the department, under prescribed circumstances, to take certain actions within specified timelines, or within a mutually agreed-to extension of time.

Position **Rank** **Group**

SB 411 **(Portantino D) Open meetings: teleconferences: neighborhood councils.**

Current Text: Enrollment: 9/6/2023 [html](#) [pdf](#)

Introduced: 2/9/2023

Last Amend: 8/14/2023

Status: 9/6/2023-Assembly amendments concurred in. (Ayes 32. Noes 6.) Ordered to engrossing and enrolling.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Would, until January 1, 2026, authorize an eligible legislative body to use alternate teleconferencing provisions related to notice, agenda, and public participation, as prescribed, if the city council has adopted an authorizing resolution and 2/3 of an eligible legislative body votes to use the alternate teleconferencing provisions. The bill would define "eligible legislative body" for this purpose to mean a neighborhood council that is an advisory body with the purpose to promote more citizen participation in government and make government more responsive to local needs that is established pursuant to the charter of a city with a population of more than 3,000,000 people that is subject to the act. The bill would require an eligible legislative body authorized under the bill to provide publicly accessible physical locations for public participation, as prescribed. The bill would also require that at least a quorum of the members of the neighborhood council participate from locations within the boundaries of the city in which the neighborhood council is established. The bill would require that, at least once per year, at least a quorum of the members of the eligible legislative body participate in person from a singular physical location that is open to the public and within the boundaries of the eligible legislative body.

Position **Rank** **Group**
 Watch 03 - Low Priority

SB 511 **(Blakespear D) Greenhouse gas emissions inventories.**

Current Text: Amended: 4/24/2023 [html](#) [pdf](#)

Introduced: 2/14/2023

Last Amend: 4/24/2023

Status: 9/1/2023-Failed Deadline pursuant to Rule 61(a)(11). (Last location was APPR. SUSPENSE FILE on 8/23/2023)(May be acted upon Jan 2024)

Desk	Policy	Fiscal	Floor	Desk	Policy	2 year	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: The California Global Warming Solutions Act of 2006 requires the State Air Resources Board to prepare and approve a scoping plan for achieving the maximum technologically feasible and cost-effective reductions in greenhouse gas emissions and to update the scoping plan at least once every 5 years. This bill would require the state board, before January 1, 2028, to develop, and publish on its internet website, a report on greenhouse gas emissions inventories for the calendar year 2025 for each city, county, or city and county that requests inclusion in the report, as provided. The bill would require the state board, consistent with the preparation of the updates to the scoping plan and before January 1, 2033, and every 5 years thereafter, to update the inventories, for each city, county, or city and county that requests inclusion in the respective update, for the calendar year 2030 and every 5th year thereafter. The bill would authorize the state board to solicit bids and enter into contracts for the development of the inventories. The bill would require the state board, before January 1, 2026, to establish a local government advisory committee to inform its development of the greenhouse gas emissions inventories.

Position **Rank** **Group**

SB 597 **(Glazer D) Building standards: rainwater catchment systems.**

Current Text: Amended: 6/22/2023 [html](#) [pdf](#)

Introduced: 2/15/2023

Last Amend: 6/22/2023

Status: 9/1/2023-Failed Deadline pursuant to Rule 61(a)(11). (Last location was APPR. SUSPENSE FILE on 7/12/2023)(May be acted upon Jan 2024)

Desk	Policy	Fiscal	Floor	Desk	Policy	2 year	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Current law makes the California Building Standards Commission responsible for the publication of an updated edition of the California Building Standards Code every 3 years. This bill would require the department to conduct research and develop recommendations regarding building standards for the installation of rainwater catchment systems in newly constructed residential dwellings and would authorize the department to propose related building standards to the commission for consideration, as specified. The bill would authorize the department to expend moneys from the Building Standards Administration Special Revolving Fund for the above-described purposes, upon appropriation by the Legislature, as specified. The bill would require the department, on or before January 1, 2025, to provide a report to specified committees of the Legislature regarding the outcomes of its research and the recommendations developed.

Position **Rank** **Group**

SB 732

(Menjivar D) Bats.

Current Text: Enrollment: 9/6/2023 [html](#) [pdf](#)

Introduced: 2/17/2023

Last Amend: 6/27/2023

Status: 9/6/2023-Assembly amendments concurred in. (Ayes 40. Noes 0.) Ordered to engrossing and enrolling.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Current law establishes the state flag and the state’s emblems, including, among other things, the California redwood as the official state tree and the California gray whale as the official state marine mammal. This bill would establish the pallid bat (*Antrozous pallidus*) as the official state bat.

Position **Rank** **Group**
Watch 03 - Low Priority

SB 862

(Laird D) Santa Cruz Metropolitan Transit District: transaction and use tax rates.

Current Text: Enrollment: 9/6/2023 [html](#) [pdf](#)

Introduced: 2/17/2023

Last Amend: 6/29/2023

Status: 9/6/2023-Assembly amendments concurred in. (Ayes 30. Noes 8.) Ordered to engrossing and enrolling.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: The Santa Cruz Metropolitan Transit District Act of 1967, authorizes the County of Santa Cruz to organize and incorporate the Santa Cruz Metropolitan Transit District, as provided. Current law, among other things, authorizes the board of directors of the district to impose transactions and use taxes in accordance with the Transactions and Use Tax Law by an ordinance approved by 2/3 of the electors voting on the measure at a special election called for that purpose. Current law provides that, notwithstanding the 2% combined rate limit under the Transactions and Use Tax Law, a transactions and use tax rate imposed by the board pursuant to these provisions on or before January 1, 2020, are not considered for purposes of that combined rate limit. This bill would authorize the board to impose a retail transactions and use tax after January 1, 2024, that is excluded from the 2% combined rate limit, if the board adopts an ordinance approving the tax before January 1, 2035, and if the total tax rate excluded under the authority added by the bill does not exceed 1/2 %.

Position **Rank** **Group**

SB 878

(Committee on Governance and Finance) Validations.

Current Text: Chaptered: 6/29/2023 [html](#) [pdf](#)

Introduced: 2/17/2023

Status: 6/29/2023-Approved by the Governor. Chaptered by Secretary of State. Chapter 30, Statutes of 2023.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Would enact the First Validating Act of 2023, which would validate the organization, boundaries, acts, proceedings, and bonds of the state and counties, cities, and specified districts, agencies, and entities. This bill contains other related provisions.

Position

Rank

Group

[SB 879](#)

(Committee on Governance and Finance) Validations.

Current Text: Chaptered: 6/29/2023 [html](#) [pdf](#)

Introduced: 2/17/2023

Status: 6/29/2023-Approved by the Governor. Chaptered by Secretary of State. Chapter 31, Statutes of 2023.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Would enact the Second Validating Act of 2023, which would validate the organization, boundaries, acts, proceedings, and bonds of the state and counties, cities, and specified districts, agencies, and entities. This bill contains other related provisions.

Position

Rank

Group

[SB 880](#)

(Committee on Governance and Finance) Validations.

Current Text: Chaptered: 6/29/2023 [html](#) [pdf](#)

Introduced: 2/17/2023

Status: 6/29/2023-Approved by the Governor. Chaptered by Secretary of State. Chapter 32, Statutes of 2023.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Would enact the Third Validating Act of 2023, which would validate the organization, boundaries, acts, proceedings, and bonds of the state and counties, cities, and specified districts, agencies, and entities.

Position

Rank

Group

Total Measures: 30

Total Tracking Forms: 30



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Coachella Valley Mosquito and Vector Control District

Staff Report

September 12, 2023

Agenda Item:

Transfer of pesticide to Coachella Valley Mosquito and Vector Control District

Background:

The Coachella Valley Mosquito and Vector Control District has partnered with Clarke Mosquito Control to examine the effectiveness of a new formulation of a product against larval mosquitoes. The product, Natular SC (active ingredient: spinosad), has been approved for use in California and is being used in Florida and Illinois for large-area applications to control mosquito larvae using truck-mounted equipment. Work has not yet been completed when applied by helicopter.

The District is interested in the effectiveness of the product as a potential rotational product with VectoBac WDG (a.i.: Bti). The product is being registered as an organic product. Some agencies have reported using Natular SC as it has a decreased mixing time.

The District plans to pay Salton Sea Aerial Services for the work being completed. As this project was not budgeted, Clarke Mosquito sent the District 10 gallons of Natular SC. The value of the product is \$14,346.80. The expected cost of the applications is \$9,400 (for 4 hours of work).

Working with Clarke scientists, District employees were able to complete four applications – 2 at a low rate and 2 at a rate used by others. At both rates, we saw an effective swath width of about 100 feet, similar to what we see with other application products. We were pleased to get good control at the lower rate.



**Coachella Valley Mosquito and
Vector Control District**

September 12, 2023

Staff Report

Agenda Item: Informational Item

District Travel for the Board of Trustees

Background:

**MVCAC Fall Meeting, Hilton Palm Springs
(October 2-4, 2023)**

**Requests to attend must be made by September 15, 2023, VIA EMAIL:
MTALLION@CVMOSQUITO.ORG**

**MVCAC 92nd Annual Conference, Monterey, CA
(January 19-24, 2024)**

**Requests to attend must be made by November 30, 2023, VIA EMAIL:
MTALLION@CVMOSQUITO.ORG**

Strategic Business Plan Alignment:

Goal 2 – Governance and HR – A strong culture supports the Board and staff team that grows in skill, teamwork, and experience.

Objective 2.4 – Establish conditions that ensure the Board of Trustees are engaged and productive and possess a deep understanding of the District.



**Coachella Valley Mosquito and
Vector Control District**

September 12, 2023

Staff Report

Agenda Item: Informational Item

California Special Districts Association (CSDA) Annual Conference, August 28-31, 2023, Monterey, CA

Background:

The annual California Special Districts Association Conference was four days of education on all major areas related to aspects that affect Special Districts.

The conference offered sessions for attendees that provided new information, as well as an update on the basics. Breakout sessions offered included:

- **Practicing Emotional Intelligence;** This session focused on learning about the four quadrants of emotional intelligence and what you can do to boost your EQ.
- **Leadership of Management;** This session helped attendees understand the critical differences between leadership and management. Management is a form of control, while leadership is a form of influence.
- **What's All the Buzz About? How Partnerships Fuel Drone Innovation;** In this session presenters shared their ideas for creative partnerships, guidance for transformative collaboration, and also provided a glimpse into how drones and robotics will change the workforce.
- **Privacy and the Need to Share Information in the Workplace;** This session provided a breakdown of the laws protecting employee privacy, summarized recent updates to privacy laws, demonstrated safe practices to help avoid risk, and provided tips on how to respond when unfortunate errors in this area occur. *This session was presented by the District's legal firm Slovak Baron Empey Murphy & Pinkney.*

ATTENDEES:

Jeremy Wittie, M.S., CSDM, General Manager
Crystal Moreno, M.S., Human Resources Manager
Greg Alvarado, Operations Manager

 <p><i>Serving Public Health Since 1928</i></p>	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>September 12, 2023</p>
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Agenda Item: Informational Item

CalPERS Golden Handshake Status Update

Background:

The District is still in the process of establishing cost savings and eligibility to be able to offer the CalPERS Golden Handshake.

California Government Code (GC) section 20903 allows an employer to provide its employees, who retire during a designated period, with two years of additional service credit. The provision permits employers to offer this retirement incentive for eligible employees in order to reduce staff and provide immediate payroll savings if the best interest of the employer would be served by doing so. The minimum requirements for the Golden Handshake are that a member must be employed during the designated window period established by the employer with a minimum of five years of service credit, and eligible for service retirement.

The District is currently awaiting an updated, required, actuarial valuation – estimated to be completed on October 8, 2023 – that will reflect the addition of an employee who became eligible for the Golden Handshake after the original actuarial valuation was completed.

The District is hoping to provide updated information and present a resolution for Board approval at the November 14th Board Meeting.



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Coachella Valley Mosquito and Vector Control District

Staff Report

September 12, 2023

Agenda Item: Informational Item

Environmental Systems Research Institute (ESRI) User Conference (UC) 2023, San Diego, July 10-14, 2023 — **Edward Prendez, Information Technology Manager**

Background:

Produced by the Environmental Systems Research Institute (ESRI), the ESRI International User Conference (Esri UC) is the world's largest event dedicated to geographic information system (GIS) technology.

ESRI UC Conference consists of preconference seminars, a Plenary Session, a Map Gallery and GIS technical and industry sessions, panel sessions, lightning talks, and an Esri Vendor Showcase. The conference is filled with live demonstrations using the software in a real-world environment. ESRI Software is used to display and analyze the District Integrated Vector Management Activities.

On Saturday, July 8th and Sunday, July 9th from 8 AM – 5 PM attended a hands-on pre-conference course entitled 'ArcGIS Pro Essential Workflows', which demonstrated how to use ArcGIS Pro to create maps, symbolize layers, visualize in 3D, and edit features.



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Coachella Valley Mosquito and Vector Control District

Staff Report

September 12, 2023

Agenda Item: Informational Item

Government Finance Officers Association-Certificate of Achievement for Excellence in Financial Reporting

Background:

The highest award in government finance has been awarded to the District. The award is presented by the Government Finance Officers Association (GFOA) for Excellence in Financial Reporting through the creation of the District's Comprehensive Annual Financial Report for the year ending June 30, 2021.

GFOA was founded in 1906. The association represents public finance officials throughout the United States and Canada. The Association's more than 20,000 members are federal, state/provincial, and local finance officials deeply involved in planning, financing, and implementing thousands of governmental operations in each of their jurisdictions. GFOA's mission is to advance excellence in public finance.

GFOA established the Certificate of Achievement for Excellence in Financial Reporting Program (COA) in 1945 to encourage and assist state and local governments to go beyond the minimum requirements of generally accepted accounting principles to prepare comprehensive annual financial reports that evidence the spirit of transparency and full disclosure and then to recognize individual governments that succeed in achieving that goal. The goal of the program is not to assess the financial health of participating governments, but rather to ensure that users of their financial statements have the information they need to do so themselves.

Exhibit:

- GFOA Certificate



Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**Coachella Valley
Mosquito and Vector Control District
California**

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

June 30, 2021

Christopher P. Morill

Executive Director/CEO



Coachella Valley Mosquito and Vector Control District

September 12, 2023

Staff Report

Serving Public Health Since 1928

Agenda Item: Informational Item

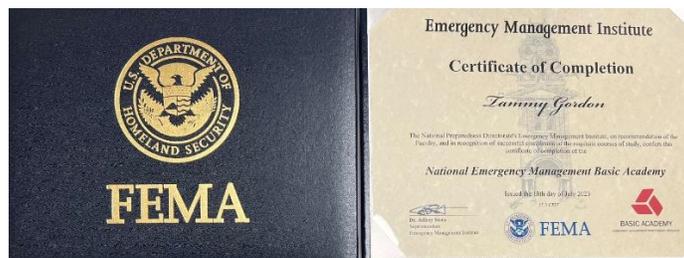
National Emergency Management Training, Emmitsburg, Maryland, July 12-18, 2023 — **Tammy Gordon, MA, APR, MPIO, Public Information Manager**

Background:

The National Emergency Management Basic Academy will provide a foundational education in emergency management. The goal of the Basic Academy is to support the careers of emergency managers through a training experience combining knowledge of all fundamental systems, concepts, and practices of cutting-edge emergency management. The Academy provides shared classrooms of adult learners and skillful instructors resulting in a solid foundation upon which to build further studies and sound decisions.

The Basic Academy consists of the following 6 classroom courses - comprising 15 days, 120 hours - of learning. Attendance at each course is mandatory.

Tammy Gordon completed the final required course in the summer of 2023. This is a grant-funded training through FEMA in which the District did not fund travel or lodging for participating.





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Coachella Valley Mosquito and Vector Control District

Staff Report

September 12, 2023

Agenda Item: Informational Item

National Information Officers Association Annual Training Conference (NIOA), Nashville, TN., August 26-31, 2023 — **Tammy Gordon, MA, APR, MPIO, Public Information Manager**

Background:

The National Information Officers Association (NIOA) Annual Training Conference is a meeting of public information officers from multiple disciplines discussing case studies from around the country by analyzing best practices and lessons learned.

Some of the topics at the 2023 conference include multi-incident response, video media releases, countering misinformation, and working with media.

As a Region 9 representative, Tammy Gordon was able to meet with others in the region and make those connections.



The National Information Officers Association

Certifies that

Tammy Gordon

has successfully completed 29 training hours at the



2023 Training Conference

Omni Hotel, Nashville TN

August 27 - August 30, 2023

A handwritten signature in cursive script that reads 'Jason Pack'.

Jason Pack
NIOA President



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OLD BUSINESS

 <p><i>Serving Public Health Since 1928</i></p>	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>September 12, 2023</p>
<p>Agenda Item: Old Business</p> <p>Discussion and/or approval of Resolution 2023-13 adopting the amendment to the Trustee Bylaws — Executive Committee</p>		
<p>Background:</p> <p>The Executive Committee and Board of Trustees reviewed the Trustee Bylaws during their meeting on August 25, 2023, and identified items for further amendment.</p> <p>They wish to change the number of Trustees on the Finance committee from “3 to 4” to just three (3). Having a committee of only three members makes reaching a quorum easier and ensures committee business is efficiently conducted.</p>		
<p>Staff Recommendation:</p> <p>The Board of Trustees shall take whatever action it deems necessary.</p>		
<p>Attachment:</p> <ul style="list-style-type: none"> • Resolution 2023-13 • Board of Trustees Bylaws 		

Resolution No. 2022-13

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT APPROVING AMENDED BYLAWS

WHEREAS, the Coachella Valley Mosquito and Vector Control District (the “District”) is a political subdivision and a “local agency” of the State of California, created and operating under the authority and provisions of California Health and Safety Code Section 2000 et. seq., and is also a “local agency” within the meaning of Section 53600 of the California Government Code; and

WHEREAS, the Board of Trustees wishes to amend its current Bylaws to revise the Oath or Affirmation section to read it must be re-taken if the Trustee is re-appointed at the end of his/her term; under regular meetings, add if required, due to extenuating circumstances, regular meetings can be held remotely using appropriate electronic tools; revise Budget to Committee meetings to cover all meetings outside of Board meetings; update the location of meetings to include virtual meetings as allowed per the Brown Act;

WHEREAS, the Board of Trustees wishes to amend its current Bylaws to define absences; and to include certain other minuscule items that expand on the role of the Finance Committee.

WHEREAS, the Board of Trustees wishes to further amend its current Bylaws to add the required State training, the government-required forms, and a biennial review of Trustee Bylaws.

WHEREAS, the Board of Trustees wishes to further amend its current Bylaws to further define the Finance Committee which shall consist of three members.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Coachella Valley Mosquito and Vector Control District as follows:

Section 1. Recitals.

That the recitals set forth above are true and correct.

Section 2. Adoption Amended and Fully Restated Bylaws.

That the Bylaws are hereby amended as presented and as referenced hereto as Appendix A.

Section 3. Severability

That the Board of Trustees declares that, should any provision, section, paragraph, sentence, or word of this resolution be rendered or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining

provisions, sections, paragraphs, sentences or words of this resolution as hereby adopted shall remain in full force and effect.

Section 4. Repeal of Conflicting Provisions

That all the provisions of any existing resolution as heretofore adopted by the Board of Trustees that are in conflict with the provisions of this resolution are hereby repealed.

Section 5. Effective Date.

That this Resolution shall take effect upon its adoption.

Section 6. Certification.

That the Clerk of the Board shall certify as to the adoption of this Resolution and shall cause the same to be processed in the manner required by law.

[THE REMAINDER OF THIS PAGE LEFT INTENTIONALLY BLANK]

PASSED, ADOPTED, AND APPROVED, this 12th day of September 2023.

John Peña, President
Board of Trustees

ATTEST:

Melissa Tallion, Clerk of the Board

APPROVED AS TO FORM:

Lena Wade, General Counsel

REVIEWED:

Jeremy Wittie, M.S., CSDM, General Manager

EXHIBIT "A"

Resolution No. 2022-13

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE COACHELLA
VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT APPROVING
AMENDED BYLAWS**



Coachella Valley Mosquito and Vector Control District
Board of Trustees Bylaws

Approved by Resolution No. 2013 - 22 on
October 8, 2013

Revised May 11, 2021, and Approved by
Resolution 2021-05

Revised August 25, 2023(Supersedes all prior
Bylaws)

I. Background and Purpose

The Coachella Valley Mosquito and Vector Control District (“District”) is an “independent special district” formed, operated, and managed pursuant to the Mosquito Abatement and Vector Control District Law (Health and Safety Code § 2000 *et seq.*). The primary purpose of the District and the Board of Trustees (“Board) is to ensure that the public is protected against the threat of vector-borne diseases. The Board is composed of at least five members. (Health and Safety Code § 2020).

II. Board of Trustees

The Board of Trustees is the governing body of the District.

A. Membership

The Board shall consist of a single representative of each incorporated city within the District’s boundaries and two representatives of the County of Riverside.

B. Eligibility

Trustees appointed to the Board should have “experience, training, and education in fields that will assist them in the governance” of the District.

C. Appointment

Each Trustee shall reside in and be a registered voter in the jurisdiction of their appointing legislative body.

D. Term of Office

Each Trustee shall be appointed for a term of two or four years, as decided by his or her appointing legislative body.

E. Oath or Affirmation

Any person appointed to serve as a Trustee must take the oath or affirmation of office prior to formally and officially assuming his or her position as a Trustee. The oath or affirmation shall be taken each time a Trustee is appointed for a subsequent term.

F. Commencement of Term

Terms shall commence at noon on the first Monday in January.

G. Removal

Once assuming the position of a Trustee, the Trustee's appointing body is not permitted to remove its Trustee at its discretion unless otherwise provided by law. The provision for removal of a Trustee is set forth in Government Code section 1770.

H. Replacement of Trustee

A person appointed to fill the unexpired term of a Trustee shall serve the remaining term of the replaced Trustee.

I. Duty of Loyalty and Commitment

All Trustees shall exercise their independent judgment on behalf of the interests of the residents, property owners, and the public as a whole in furthering the purposes and intent of the District and represent the interests of the public as a whole and not solely the interests of the Board of Supervisors or the city council that appointed them.

III. Officers

A. Designated Elected Officers

The elected officers of the Board of Trustees ("Board") shall consist of:

1. President
2. Vice President
3. Secretary
4. Treasurer

B. Duties of Officers

1. President

- a. The President shall serve as the presiding officer of all Board and all Executive Committee meetings.
- b. The President shall sign all acts, orders, resolutions, and proceedings of the Board.
- c. When necessary, the President shall be the official representative of the District. The President shall have the power, at the direction or consensus of the Executive Committee, to establish committees and subcommittees and appoint their members. The President shall also have any other powers as may be delegated by the Board from time to time.
- d. The President shall serve as the alternate on all committees and attend any committee meeting as an official participant in the event the respective committee will not or does not have a quorum present to conduct an official meeting pursuant to the Brown Act.

2. Vice President

In the temporary absence of the President, the Vice President shall assume the duties of the President.

3. Secretary

- a. The Secretary shall assist the President as necessary. In the temporary absence of the President and Vice President, the Secretary shall assume the duties of the President.
- b. It shall be the duty of the Secretary to authenticate, by his/her signature when necessary, all the acts, orders, and proceedings of the Board.

4. Treasurer

- a. In the temporary absence of the President, the Vice-President, and the Secretary, the Treasurer shall assume the duties of the President.

- b. It shall be the duty of the Treasurer to serve as the Chair of the Finance Committee and to perform any other such duties assigned by the Board.
- c. The Treasurer shall exercise those duties as assigned to the Treasurer by the applicable provisions of the California Health and Safety Code.

C. Terms of Office

The term of each office shall be one year. No officer shall serve more than four consecutive terms in the office to which elected. Partial terms shall not be considered in the determination of consecutive terms.

D. Eligibility to Hold Office

Any Trustee may be elected to any office, provided that he or she has served as a Trustee for one calendar year.

E. Election of Officers

Officers shall be elected annually, with the election held at the first regular meeting in the month of January, and the commencement of officers' terms shall take effect immediately upon election to office.

Prior to the election of officers, the Executive Committee shall appoint a Nominating Committee, which shall recommend one candidate for each office. Recommendations of the Nominating Committee shall be submitted to the Board for consideration at the January Board meeting. Nominations may be made from the floor when the election of an officer is held. Each Board member shall have one vote.

F. Removal

Officers serve at will and may be removed by a majority vote of the Board at any time with or without cause in the context of a noticed public meeting.

G. Succession

There shall be no automatic succession of officers upon the vacation of a superior officer position prior to the expiration term of the superior officer's position. A vacated officer position shall be filled by a majority vote of the Board at the earliest time possible in the context of a noticed public meeting.

IV. Board Meetings

A. Applicable Laws and Regulations

All Board meetings shall be conducted in accordance with Sections 2000 et seq. of the California Health and Safety Code and Government Code sections 54950, et seq. (the "Brown Act") and any and all laws governing public meetings.

B. Types of Meetings

1. Regular Meetings

Regular Meetings will be held the second Tuesday of each month, commencing at 6:00 p.m. at the District's Headquarters located at 43-420 Trader Place, Indio, California. If required, due to extenuating circumstances, Regular Meetings may be held remotely using appropriate electronic tools as authorized by the Brown Act.

2. Special Meetings, Committee Meetings, and Emergency Meetings

Special Meetings, Committee Meetings, and Emergency Meetings may be called and held from time to time pursuant to the procedures set forth in the Brown Act.

3. Adjourned Meetings

The Board may adjourn any Board Meeting to a time and place specified in the order of adjournment pursuant to the procedures set forth in the Brown Act.

C. Cancellation of Meetings

Any meeting of the Board may be canceled in advance by a majority vote of the Board.

D. Location of Meetings

All Board Meetings shall be held in the Board Room located at the District Headquarters at 43-420 Trader Place, Indio, California unless otherwise designated by the President or the Board. However, the Board may, from time to time, elect to meet at other locations within the District or hold remote electronic meetings and, upon such, election shall give public notice of the change of location under the Brown Act.

E. Quorum

A majority of the Board will constitute a quorum, but a lesser number may adjourn a meeting.

F. Presiding Officer

The President will preside over all Board meetings. The President will have the authority to preserve order at all Board meetings, to remove any person from any meeting of the Board for disorderly conduct, to enforce the rules of the Board, and to determine the order of business under the rules of the Board.

G. Closed Sessions

Trustees shall not reveal the nature of discussion or decision from a closed session unless required by law or unless a majority of the Board agrees in closed session to disclose confidential closed session information.

H. Minutes

The Clerk of the Board will have exclusive responsibility for the preparation of the minutes which shall be recorded with the District's Minute Book. In the absence of the Clerk, the presiding officer shall appoint an acting Clerk to record the meeting minutes.

I. Order of Business

The business of the Board at its meeting will generally be conducted in accordance with the order of business as listed on the agenda. The President may, with the concurrence of a majority of the Trustees present, reorder items on the agenda to accommodate the public or to address other concerns.

J. Rosenberg's Rules of Order

Except as provided herein, other rules adopted by the Board and applicable provisions of state law, the procedures of the Board will be governed by the latest revised edition of Rosenberg's Rules of Order, without the provision requiring a super-majority vote for certain motions, as attached hereto.

K. Parliamentarian

The President may appoint a Parliamentarian. If the Parliamentarian is absent at a Board meeting, the presiding officer may make a temporary appointment

L. Disqualification for Conflict of Interest

Any Trustee who is disqualified from voting on a particular matter by reason of a conflict of interest will publicly state or have the presiding officer state the nature of the disqualification in an open meeting. Where no clear disqualifying conflict of interest appears, the matter of disqualification may, at the request of the Trustee affected, be decided by the other Trustees. A Trustee who is disqualified by reason of a conflict of interest in any matter may not remain in his/her seat during the debate and vote on the matter but will request and be given the permission of the presiding officer to step down from the dais and leave the Board Room during discussion and action on the matter. A Trustee stating disqualification will not be counted as a part of a quorum and will be considered absent to determine the outcome of a vote on the matter.

M. Absences

The Board reserves the right to determine whether a Trustee's absence under the circumstances at a particular Board Meeting is excused. More than two consecutive unexcused absences shall be reported to the absent Trustee's appointing body. Trustees shall notify the Clerk of the Board no later than one hour prior to the meeting, or as soon as reasonably practicable thereafter, of their absence. A Trustee who is absent four (4) or more times from consecutive meetings may be removed.

V. Committees

A. Standing Committees

1. Executive Committee

There shall be an Executive Committee which shall consist of each officer. The Executive Committee shall assist with the preparation of the Board agendas and assume all duties and assignments as may be assigned by the Board. The Executive Committee shall conduct its meetings in accordance with the Brown Act and it shall meet monthly, on an as-needed basis, or as may be requested by any member of the Executive Committee.

2. Finance Committee

There shall be a Finance Committee which shall consist of three Trustees, which shall include the Treasurer who shall serve as the Chair of the Finance Committee. The Finance Committee shall meet monthly to review all aspects of the District's financial transactions. The Finance Committee shall review and approve the District's draft annual and long-range Budget prior to formal submittal to the Board. The Finance Committee shall provide oversight of the District's finances as may be requested by the Chair or the Board.

B. Ad hoc Committees

An "Ad Hoc Subcommittee," is one that consists solely of less than a majority of the Board of Trustees and has temporary subject matter jurisdiction over a particular issue, matter, or task until it is terminated, completed, or otherwise resolved.

VI. Waiver of Rules

Any of the foregoing rules may be waived by a majority vote of the Board present when it is deemed that there is good cause to do so based upon the particular facts and circumstances involved.

VII. Ethics Training, Required State Training, and any Government Required Forms

Each Trustee shall comply with Ethics, Sexual Harassment Prevention Training, the Fair Political Practices Commission's requirement to timely complete the Statement of Economic Interests Form, and any other trainings or submissions to comply with applicable State and Federal Law.

VIII. Amendment of Bylaws

The Bylaws shall be reviewed at least every two (2) years by the Executive Committee. Any proposed changes to the Bylaws shall be presented to the full Board for approval. The Bylaws may also be amended from time to time as may be required by changes in applicable law or upon the recommendation of staff or legal counsel. The Bylaws may be amended by a simple majority vote of the entire Board.



Serving Public Health Since 1928

NEW BUSINESS

 <p><i>Serving Public Health Since 1928</i></p>	<p align="center">Coachella Valley Mosquito and Vector Control District</p> <p align="center">Staff Report</p>	<p align="right">September 12, 2023</p>
<p>Agenda Item: New Business</p> <p>Approval to enter into an agreement with Health Assessment and Research for Communities (HARC) for a community research project in an amount not to exceed \$95,000 from Professional Fees fund. Budgeted; Funds Available — Tammy Gordon, MA, APR, MPIO, Public Information Manager</p>		
<p>Background:</p> <p>In 2021, the District awarded a community research project to a contractor to carry out a valley-wide survey and focus group project. The project goals included determining resident awareness of District services, identifying behavior change motivation, and assessment of resident level of accepting program changes. From the findings of this project, we were able to identify some areas of needed improvement and developed an awareness of how community perception of the District varied across the Coachella Valley.</p> <p>Additionally in 2021, the Board of Trustees passed a resolution supporting the District’s development of policies, procedures, and allocation of resources to ensure the judicious and safe assessment and potential implementation of sterile insect technique (SIT).</p> <p>Further, the 2022 Strategic Business Plan includes objectives directing staff to explore long-term solutions to the health and nuisance impacts of mosquitoes.</p> <p>While District staff develop and evaluate the use of SIT internally, it is imperative that the public is appropriately educated and notified of the method. Staff is recommending a new community research project, building on previous survey, focused on East Valley residents. These residents and communities are some of the most vulnerable to mosquito-borne disease.</p> <p>The 2021 community research project identified East Valley residents to have:</p> <ul style="list-style-type: none"> • less trust in the District as compared with western Coachella Valley residents • the least knowledge (awareness) of SIT and its effectiveness • a lack of awareness regarding effectiveness of biological mosquito control techniques • less likely to take actions to limit mosquito breeding on their owned or rented properties <p>To more effectively serve East Valley residents and to successfully implement District programs in the area, we need to understand why these perceptions or knowledge gaps</p>		

exist. Further surveys and research should dive into these questions and drive development of the best approaches to influence public opinions and behaviors.

Based on the suggestion of the Finance Committee during budget planning in early 2023, District staff sought out a proposal from Health Assessment and Research for Communities (HARC). HARC is a local nonprofit that advances quality of life by helping community leaders use objective research and analysis to turn data into action. Based on the previous RFP submissions for community research projects, we can estimate what a project such as this could cost. The HARC submission fits within the range from the last RFP between \$60,000 and \$129,000.

The HARC proposal will include surveys and analysis of 56,000 residents across 21,500 households in the eastern valley. The project will target these households and yield a minimum of 756 responses within a bilingual mailer survey. HARC will also plan, lead, and execute two in-person community information gathering events.

Staff Recommendation:

Award the contract for the community research project to HARC in an amount not to exceed \$91,000 from Professional Fees Fund for FY23-24.

Fiscal Impact:

FY2021-22 Budget Capital Facility Replacement Fund	Current Available Funds	Proposed Expense Fiscal Year 2023/24	Remaining Available Funds
Amount budgeted \$200,000	\$200,000	\$91,000	\$109,000



Serving Public Health Since 1928

Coachella Valley Mosquito and Vector Control District

Staff Report

September 12, 2023

Agenda Item: New Business

Discussion and/or approval Adopting Resolution 2023-14 approving a new Commercial Credit Card Agreement with UMPQUA BANK (UMPQUA) and participation in the California Special Districts Association (CSDA) Purchasing Card Rebate Program — **David l'Anson, Administrative Finance Manager**

Background:

The District uses credit cards for purchases relating to travel, equipment, office, and laboratory supplies, some utilities, and capital items. The credit card usage is limited to purchases specifically related to District business and purchases that are pre-approved for a specific “not to exceed” amount agreed to for the purchase or authorized travel and meeting purposes. Use of the District credit card for personal purchases is not permitted. Purchases must be pre-approved and are restricted by the Purchasing Policy Award Levels. All District Credit Cards are secured in the District’s safe until needed.

The District has been using the US Bank CalCard for nearly 20 years. After attending the CSDA Conference staff looked into the CSDA Commercial Card from UMPQUA Bank, and the rebate program available to the District as an existing member of the CSDA. Under the terms of the CSDA program, the District is eligible for a rebate of 1% on all annual commercial card purchases exceeding \$1.00. The web-based administration of the commercial card is user-friendly, Options include being able to send a temporary electronic card to a District cell phones for one-off purchases or travel, and can also send notifications to cardholders when a purchase is made. The new card will follow the existing purchasing policy and cards will be issued to staff once the purchase (or travel) is approved. Future changes to the administrative procedure will take place once the Purchasing Clerk is hired.

Staff Recommendation:

Staff recommends adoption of the attached Resolution No. 2023-14 approving a new Commercial Credit Card Agreement with UMPQUA BANK (UMPQUA) and participation in the California Special Districts Association (CSDA) Purchasing Card Rebate Program. Once the new commercial account has been fully activated with new cards issued, the old account will be closed.

Exhibit:

- Resolution 2023-14
- Credit Procedure
- Internal Control Document – Credit Usage

COACHELLA VALLEY MOSQUITO & VECTOR CONTROL DISTRICT			
FINANCE POLICY			
Subject	Policy Number	Date Adopted	Date Revised
Credit Card Procedure	2.01	06/24/08	9/12/23

For certain purchases, the use of a credit card is expedient and frequently necessary. The General Manager has the authority to assign CSDA Commercial Cards to individual staff members and to establish the purchase limits for those cards. In general, the card limits are set by job position, and the award levels are set in the Purchasing Policy below Board Approval. The minimum level is for employees or Trustees who need a purchasing card for travel. Employees who use the card for District departmental purchasing have higher levels. The District maximum card is held in the Finance Department and has a 30-day limit of \$150,000 and a single purchase maximum of \$50,000.

Position Title	30 Day Limit	Single Purchase Limit
General Manager	*50,000	*25,000
Manager Level	*10,000	*5,000
Supervisor Level	*10,000	*5,000
Non-Supervisory Level	*2,500	*1,250
Trustee	*2,500	*1,250

*The General Manager may change individual cardholder limits

At the discretion of the General Manager, purchase limits may change depending on job requirements and circumstances. The Administrative Finance Manager is the CSDA Commercial Card Program Administrator. Use of the CSDA Commercial Card is limited to purchases specifically related to District business and are pre-approved for a specific “not to exceed” amount agreed to for the purchase or for authorized travel and meeting purposes. Use of the CSDA Commercial Card for personal purchases is not permitted.

CSDA Commercial Card purchases must be pre-approved and are restricted by the Purchasing Policy Award Levels. All District CSDA Commercial Card will be secured in the District’s safe until needed.

Cardholder Responsibilities:

Amended 9/12/23

The cardholder is responsible for using the credit card in accordance with the District's policies and procedures and any procurement regulations that may be applicable. It is the responsibility of the Cardholder to:

- Sign the card in the signature panel.
- Maintain card security to prevent unauthorized charges against the account.
- Obtain a receipt at the point of purchase and verify it for accuracy.
- Call UMPQUA Bank Customer Service (or Finance Department) immediately to report lost or stolen cards.
- Notify UMPQUA Bank Customer Service (or Finance Department) of any billing discrepancies posted on the Cardholder statement that cannot be resolved with the merchant.
- Forward and sign the reconciled statement, purchase documentation, and all associated receipts/charge slips to a manager or designated office.
- Notify the Program Administrator of name, telephone, address, or other account changes.
- Only the Cardholder is authorized to use the card. It has been specially designed to prevent the Cardholder from confusing it with personal credit cards.

Before any purchase is made on a District credit card, the Purchasing Policy is followed. The purchase request must be entered into Microix Workflow (the District's purchasing software):

Pre - Approval

- **Requester** – Completes Workflow entry.
- **Supervisor** – Approve purchase request in Workflow.
- **CFO** – If over \$500 Administrative Finance Manager or designee approves that the item is budgeted.
- **General Manager or Designee** – Has final approval.

After Final Approval:

- **Finance Department** – Upon receipt of the purchase approval, the card will be signed out to the Requester by a member of the Finance Department or designee.
 - Verifies that the approval process has been followed, initials the documentation, and then returns the paperwork to the safe.

Purchase:

- **Requestor**– makes purchase as authorized.

Amended 9/12/23

- Obtains a receipt at the point of purchase and verifies it for accuracy.
 - Returns the CSDA Commercial Card and receipt to the Finance Department
 - The receipt is scanned by the requestor and attached to the Workflow entry.
- **Finance Department:**
 - Returns card to safe
 - Daily logs onto the CSDA Commercial Card web portal to review credit card activity.
 - Any purchases that are not authorized are flagged.

Statements:

- **Finance Department**
 - Distribute statements to the Cardholders with backup documents.
 - Verifies that all purchases and receipts are entered into Workflow.
- **Cardholders**
 - Signs the statement
- **Finance Department**
 - Collects the signed statements
 - Transfers the Workflow entries into Abila (Accounting Software)
- **Approving Officer**
 - The General Manager/Designee approves statements except their own.
 - The Administrative Finance Manager approves the General Manager's statement.

Payment:

- Run a report from Abila and match it with the Statement.
- Print check from Abila
- Run CSDA Credit Card by Name report for Finance Committee packet.

COACHELLA VALLEY MOSQUITO & VECTOR CONTROL DISTRICT			
AMINISTRATIVE PROCEDURE			
Subject	Policy Number	Date Adopted	Date Revised
INTERNAL PROCEDURE CONTROLS			
CSDA Commercial Card	2.##		9/12/2023

District Mission

We are dedicated to enhancing the quality of life for our community by providing effective and environmentally sound vector control and vector-borne disease prevention programs.

Vision

To progress towards a future free of vector-borne disease using proven scientific, technical, and educational strategies, which are financially and environmentally sound.

Values

In our actions and decisions, we prioritize:

Public Health – protect the public from vectors and vector-borne diseases.

Financial Sustainability – Provide stability through the responsible use of public resources.

Ethics – maintain high ethical standards.

Innovation – develop programs and services based on research and supporting data.

Professionalism – Ensure work and services are performed professionally, safely, and to a high standard.

Education – an educated workforce and the public are essential to achieve our mission and vision.

Environmental Stewardship – carry out work in an environmentally conscientious manner.

Communication – Inspire public trust and action through proactive and transparent communication.

Collaboration – work with individuals, communities, and institutions to further our mission.

Finance Department Goal:

To be ethical, fiscally responsible, and law-abiding in the stewardship of public funds to achieve the District’s Mission.

Internal Controls Policy Statement

The goal of the District's Internal Controls environment is to provide reasonable assurance about the achievement of the District's objectives with regard to the reliability of financial reporting, effectiveness and efficiency of operations, and compliance with applicable laws and regulations. Internal control over safeguarding of assets against unauthorized acquisition, use, or disposition may include controls relating to financial reporting and operations objectives. The District Board and Management set the tone by employing high ethical values, proper oversight, authority and responsibility, recruiting and training competent employees, and being accountable.

Framework

Internal control is comprised of five components that work together in an integrated framework:

- Control Environment;
- Risk Assessment;
- Control Activities;
- Information and Communication;
- Monitoring Activities

Internal Control for CSDA Commercial Card

Control Environment;

Cardholders are handed a CSDA Commercial Card Cardholder Guide and are informed of the purchasing procedure as well Cardholder procedure. Training is given on entering transactions into Workflow. Trustees who are cardholders receive Trustee orientation training as well as ethics training every two years.

Risk Assessment;

Possible risks include fraudulent activity and personal usage. Personal usage is not allowed, however, this sometimes happens when the wrong card is used. Cardholders are expected to repay the District immediately upon discovering the personal usage. The fraudulent activity could happen through scammers, people who obtain card numbers and use them for purchasing items. The CSDA Commercial Card is insured through VISA and all fraud is credited back to the account. In the unlikely event an employee stole from the District, the District has Fidelity insurance covering up to \$ 2 million in damages.

Control Activities;

The District has preventative and detective controls. The preventative controls include releasing CSDA Commercial Cards to cardholders following **authorization** through the purchasing policy that includes **approval** from a supervisor if over \$500, the Administrative Finance Manager, and ultimately the General Manager or designee. There is one designated Accounting Technician who ensures all transactions are entered correctly in Workflow. All

transactions need a dollar amount as well as a vendor. Cardholders are restricted to vendors that are already in the database. Segregation of duties includes adding and changing vendor information restricted to the Administrative Finance Manager and Payroll Coordinator. The CSDA Commercial Card authorization limits are restricted according to the CSDA Commercial Card procedure, The General Manager may allow exceptions for District business needs for example pesticide purchases need a large single purchase authorization. CSDA Commercial Cards are to be returned following the transaction. The General Manager may allow exceptions based on business needs. The detective controls include Statement reconciliation, verification of all transactions, and approval by the cardholder and General Manager. All transactions are entered into the District's Workflow purchasing module and then transferred into the Abila accounting software. A CSDA Commercial Card by Name report is run using the statement date and the transactions are verified. Any irregular transaction would show up as not entered and not approved. A check is issued by the Administrative Finance Manager after the statement and the CSDA Commercial Card by Name report are verified. The CSDA Commercial Card by Name report is presented to the Finance Committee each month for review. The check is released to UMPQUA Bank after Board approval. Other detective controls include the Accounting Technician regularly monitoring transaction activity in UMPQUA Bank

Information and Communication;

All transactions are reported monthly to the Finance Committee via the CSDA Commercial Card by Name report. Finance reports presented monthly include the budget to actual and check report. The District's management regularly reviews the budget balance of each department.

Monitoring Activities

Each transaction entered into Workflow has an audit trail, showing all levels of authorization and changes to the purchase request details including price changes.

CSDA COMMERCIAL CARD



Umpqua Bank is proud to be selected as the CSDA's Commercial Card Program provider. CSDA's specialized card program offers one powerful business tool to manage purchasing, travel, fleet and expense management – all in one card. It's also backed by Visa® and designed for your business, so you can securely manage your expenses and payables while giving your employees flexibility without sacrificing control.

Key features

Advanced online reporting tools

- Analyze company spend trends
- Manage payables and vendors
- Create spend reports to negotiate preferred pricing with suppliers
- Integrated online expense approval system
- Competitive rebate

Expense controls

- Greater security and control over employee spending through use of customized limits
- Controlled spend guidelines by card type, employee, purchase type or department level
- Fleet management, providing clear oversight of fuel and vehicle maintenance expenses
- Customized billing and payment options
- Select the statement cycle and due date that's right for your organization
- Choose central or individual billing preferences to suit your company's needs

Complimentary benefits

- Travel accident insurance
- Lost luggage reimbursement
- Auto rental collision damage waiver
- Worldwide emergency card replacement and emergency cash
- Visa® liability waiver program
- 24/7 customer support

Products and services are subject to program qualifications and, in some cases, credit approval. Fees may apply.

Key benefits

Streamline processes

- Streamline accounts payable and reduce administrative costs
- Manage card portfolio with online company administrator tool
- Integrate with third-party accounting and expense management software

Realize efficiencies

- Improve expense reporting with detailed reports, downloads and automated extracts
- Support accounting and reconciliation with enhanced data for cost allocation, regulatory reporting, budget reporting and reconciliation of cardholder activity

Gain cost savings

- Save on expenses by converting checks to card payments
- Control unauthorized spending by leveraging security features
- Negotiate discounts with preferred vendors

Become more productive and streamline your business processes with the CSDA Commercial Card from Umpqua Bank. For more information contact:

Anastasia Efstathiou

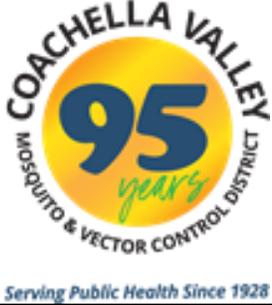
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**UMPQUA
BANK**



**Coachella Valley Mosquito and
Vector Control District**

September 12, 2023

Staff Report

Agenda Item: New Business

Discussion and/or adoption of Resolution 2023-15 Adopting the Trustee Manual for the Board of Trustees — **Melissa Tallion, Executive Assistant/Clerk of the Board**

Background:

On August 25, 2023, staff presented a revised Trustee Manual to the Executive Committee for their review. The Executive Committee reviewed the manual. They did not have any changes to the manual.

The Trustee manual serves as a crucial resource for the Board of Trustees. Providing essential information and guidelines to fulfill their roles and responsibilities effectively. The Trustee manual covers a wide range of topics including:

- Board Organization
- California Government Codes
- District Policies
- District Programs and Services

Staff believes that this manual will serve as a valuable resource for both current and future Trustees, promoting consistency and continuity in governance practices.

Staff Recommendation:

Staff recommends that the Board of Trustees approve Resolution 2023-15.

Exhibit:

- Resolution 2023-15
- Trustee Manual

RESOLUTION NO. 2023-15

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
ADOPTING THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL
DISTRICT TRUSTEE MANUAL FOR THE BOARD OF TRUSTEES**

WHEREAS, the Coachella Valley Mosquito and Vector Control District ("District") is a political subdivision and a "local agency" of the State of California, created and operating under the authority and provisions of California Health and Safety Code Section 2000 et seq., and is also a "local agency" within the meaning of Section 53600 of the California Government Code; and

WHEREAS, the Board of Trustees desires to adopt a Policy Manual to guide the Board in conducting the District's business in an orderly, efficient, effective, and respectful manner, compliant with the rules and regulations governing California local agencies.

NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals.

The recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Adoption of the Trustee Manual.

The Coachella Valley Mosquito and Vector Control District Trustee Manual, a copy of which is attached hereto and incorporated herein as Exhibit "A," is hereby adopted.

Section 3. Certification.

The Clerk of the Board of Trustees shall certify as to the adoption of this Resolution and shall cause the same to be processed in the manner required by law.

PASSED, ADOPTED, AND APPROVED, this 12th day of September, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

**John Pena, Jr., President
Board of Trustees**

ATTEST:

Melissa Tallion, Clerk of the Board

APPROVED AS TO FORM:

Lena D. Wade, General Counsel

REVIEWED:

Jeremy Wittie, M.S., General Manager

EXHIBIT "A"

RESOLUTION NO. 2023-15

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
ADOPTING THE TRUSTEE MANUAL FOR THE BOARD OF TRUSTEES**

Coachella Valley Mosquito and Vector Control District



Trustee Manual



Trustee Manual Overview

INTENT:

The purpose of this manual is to define the responsibilities of the appointed Board of Trustees ("Trustee") so they can effectively administer and represent the business and affairs of the Coachella Valley Mosquito and Vector Control District.

PRIMARY ROLES AND RESPONSIBILITIES:

One of the most important responsibilities of a Trustee is to understand that the Board of Trustees is a team that needs to work together to support the District's mission. The united approach will help strengthen the District and provide the grounds for maintaining a clear vision of the future, a unity of purpose, and a cohesive board. The Board of Trustees is the governing body of the District. Trustees govern knowledgeably and effectively, by actively participating in Board meetings, Committee meetings, and other Special District meetings and events.

The primary function of the Board is to establish policies and define guidelines for the District. The General Manager and the District's Counsel report directly to the Board of Trustees. The Board delegates the authority to the General Manager to administer all such policies and guidelines daily. The General Manager communicates directly with the Board and provides the Board with the information necessary to make well-informed decisions regarding all matters before the Board. Trustees need to recognize and respect the separation of the functions of the administrator (the General Manager) and the policymakers (the Board of Trustees).

HEALTH & SAFETY CODE:

Vector Control Districts are governed by the California Health and Safety Code, Division 3, sections 2000-2910.

https://leginfo.legislature.ca.gov/faces/codes_displayexpandedbranch.xhtml?tocCode=HSC&division=3.&title=&part=&chapter=&article=

- **Section 2022 of the Health & Safety Code:** *"All trustees shall exercise their independent judgment on behalf of the interests of the residents, property owners, and the public as a whole in furthering the purposes and intent of this chapter. **The***

trustees shall represent the interests of the public as a whole and not solely the interest of the board of supervisors or the city council that appointed them.

This means trustees are prohibited from putting the priorities of the jurisdictions they live in above those of the District as a whole.

BOARD ORGANIZATION:

The Board of Trustees shall consist of a single representative of each incorporated nine (9) cities within the District's boundaries and two (2) representatives of the County of Riverside.

For more information on the organization of the Board of Trustees refer to the Trustee By-Laws. <https://www.cvmosquito.org/sites/g/files/vyhlf4551/f/pages/res.21-05.pdf>

MEETINGS:

- Board of Trustees meetings are governed by the Ralph M. Brown Act.

BROWN ACT

Time and Place: The regular meetings of the Board of Trustees shall be held on the second Tuesday of each month. The regular meetings shall commence at 6:00 p.m. at the Coachella Valley Mosquito and Vector Control District's office. The Board is typically dark in April, August, and December.

- **Admittance:** All regular meetings of the Board of Trustees, including the Executive Committee and Finance Committee, are open to the public. Closed Sessions are not open to the public,
- **Special Meetings:** Special Meetings of the Board of Trustees may be called and are open to the public.

Rules of Decorum:

- **Trustees** - While the Board is in session, Trustees must preserve order and decorum. A Trustee will neither by conversation nor action delay or interrupt the proceedings or the peace of the Board and will obey orders of the presiding officer.
- **Use of Electronic Devices** - While the Board is in session, Trustees, shall give their sole attention to the proceedings and will refrain from using electronic devices such as computers, cell phones, and other electronic devices to send or receive external communication. Trustees are permitted to use laptop computers or other devices to access electronic agenda packets while in session.

Rules of Debate

- **Getting the Floor** - Every Trustee desiring to speak will first address the presiding officer, gain recognition by the presiding officer, and confine themselves to the question under debate, avoiding personalities and inappropriate language.

- **Questions to Staff** - Every Trustee desiring to question the staff will, after recognizing them the presiding officer, address their questions to the General Manager, who will either answer the inquiry or designate a member of their staff for that purpose. If a Trustee has a legal question, that question should be directed to the General Counsel.
- **Interruptions** - A Trustee, once recognized, will not be interrupted when speaking unless called to order by the presiding officer, unless a point of order or personal privilege is raised by another Trustee, or unless the speaker chooses to yield to a question by another Trustee. If a Trustee, while speaking, is called to order, they will cease speaking until the question of order is determined and, if determined to be in order, they may proceed. Staff after recognition by the presiding officer will hold the floor until completion of their remarks or until recognition is withdrawn by the presiding officer.
- **Point of Order** - The presiding officer will determine all points of order subject to the right of any Trustee to appeal to the Board.
- **Point of Personal Privilege** - The right of a Trustee to address the Board on a question of personal privilege is limited to cases in which their integrity, character, or motives are questioned or where the welfare of the Board is concerned. A Trustee raising a point of personal privilege may interrupt another Trustee who has the floor only if the presiding officer recognizes the privilege.
- **Limitation to Debate** - No Trustee will be allowed to speak more than once upon a particular subject until every other Trustee desiring to do so has spoken.
- **Motions** – Second Required - A motion by a Trustee, including the presiding officer, may not be discussed or acted on without receiving a second.
- **Disqualification for Conflict of Interest** - Any Trustee who is disqualified from voting on a particular matter because of a conflict of interest must publicly state or have the presiding officer state the nature of the disqualification in an open meeting. Unless the matter is a consent item, a Trustee who is disqualified because of a conflict of interest in any matter may not remain in their seat during the debate and vote on the matter but shall request and be given the permission of the presiding officer to step down from the dais and leave the Board Room during discussion and action on the matter. A Trustee stating disqualification will not be counted as a part of a quorum and will be considered absent to determine the outcome of a vote on the matter.

Voting

- **Failure to Vote** - Every Trustee should vote unless disqualified because of a conflict of interest. A Trustee who abstains from voting in effect consents that a majority of the quorum may decide the question voted upon.
- **Tie Vote** - Tie votes will be lost motions and may be reconsidered at a subsequent meeting upon a motion passed by the Board to reconsider the item at a subsequent meeting.
- **Changing Vote** - A Trustee may change their vote only if they make a timely request to do so immediately following the announcement of the vote by the presiding officer and before the time that the next item is in the order of business is taken up.
- **Recording of Votes** - Where a split vote appears imminent, any Trustee may request a vote by roll call, and the vote of each Trustee shall be recorded by the Clerk. The presiding officer or the Clerk shall announce the tally of the votes on each item, indicating which Trustee voted for and against the item. Items that pass unanimously can be referenced.
- **Rule of Necessity** - The Board may allow a Trustee or Trustees with a potential conflict of interest to participate in the decision (including discussion, debate, deliberation, and voting) which is the basis of the subject Trustee's or Trustees' conflict if there is a lack of a quorum caused solely by a majority of the Board having a potential conflict of interest concerning the subject decision. Under such circumstances, the Board may select by random lot which Trustee or Trustees may participate in the subject decision or the alternative, however, the Board may select the Trustee or Trustees with the lowest level of conflict to participate in the decision, to establish a quorum.

BROWN ACT:

The Brown Act ("Open Meetings Law") was enacted to create transparency regarding the business activities of public agencies. Under the Brown Act certain matters, however, may be discussed in closed sessions; those include land negotiations, pending and potential litigation, security, certain employee matters, etc.

- **Emails and other informal communications:** Trustees should refrain from asking or directing staff to solicit input from other Trustees regarding matters within the subject matter jurisdiction of the Board to avoid potential violations of the Brown Act. Trustees are prohibited from engaging in email conversations or

other communications outside of Board meetings with a majority of Trustees regarding any matter within the Board's subject matter jurisdiction.

- **Closed Session:** The Board may hold closed sessions only to discuss the following items: potential and pending litigation, real property negotiations, labor negotiations, liability claims, security of public buildings and services, threats to public services or facilities, etc. The Brown Act prohibits Trustees from disclosing or discussing anything disclosed, discussed, or produced in Closed Session with anyone other than the General Manager or General Counsel unless otherwise directed by the Board. Violation of this could result in criminal penalties.

CALIFORNIA GOVERNMENT CODES:

- **Ethics** - All Trustees are required to attend AB1234 Ethics Training every two years. The training is available at various conferences, training sessions, and online. The Clerk of the Board can assist you with finding available training and will remind you when you need to renew your certification.
- **Sexual Harassment** - All Trustees must receive at least two hours of sexual harassment prevention training and education within the first six months of taking office. Moreover, local agency officials must receive this training at least once every two years. "Local agency officials" includes any member of a legislative body and any elected officials of cities, counties, and special districts.
- **Form 700 Statement of Economic Interests:** To avoid any financial Conflicts of Interest, all Trustees must file the Form 700 Statement of Economic Interests annually by March. The Clerk of the Board facilitates this process with all Trustees
- **Public Records Act:** All Trustees should be aware that their written communications relating to District business are generally subject to disclosure under the Public Records Act. This would include correspondence, e-mail communications, and text messages, even if those communications are maintained on a Trustee's privately owned devices.

DISTRICT POLICIES:

- **Press:** Any inquiries presented to a Trustee from any media outlet should be referred to the District's General Manager or Legal Counsel, depending on the issue.
- **Requests for Information and/or Special Assignments:** If a Trustee requires information that cannot be easily obtained by the General Manager or department manager, the Trustee must bring the request to the full Board of

Trustees. The request can be made during the “Trustee Comments” portion of the Board Meeting. The General Manager should be made aware of any requests made to a subordinate. If the inquiry relates to a legal matter, a Trustee may request information from the General Counsel.

- **Trustee Health Benefits:** Trustees may purchase, at their sole expense, health benefits through the District during open enrollment (September-October), or Trustees may enroll outside of the window above provided they have a qualifying event. The District is enrolled for medical benefits through the CalPERS health benefits, which sometimes offers better rates than what is offered by other providers. ***Interested Trustees are invited to speak with the District’s Human Resources Manager for more information.***
- **Trustee Travel and Expense Policy:** All Trustees are encouraged to attend training and conferences, consistent with this policy, which can broaden their knowledge and assist them in governing the District. The Policy discusses what expenses can be reimbursed and other guidelines that should be adhered to when doing District travel. ***Interested Trustees are invited to speak with the District’s Clerk of the Board for more information.*** [TRUSTEE TRAVEL POLICY](#)
- **Credit Card Policy:** The District provides District-issued credit cards to trustees who attend conferences or training that require an overnight stay. The travel must have been previously approved by the Board and proper paperwork must be filed with the Finance Department before a credit card can be signed out for use. Once travel has been completed, the Trustee must return the credit card along with a Travel Expense voucher form and receipts from all purchases made with the credit card. ***Travel Expenses must be returned to the District’s Clerk of the Board within 30 days of returning from travel.***
- **Travel:** As required by Section III of the Policy, upon returning from seminars, workshops, conferences, etc., where expenses are reimbursed by the District, Trustees must either prepare a written report for distribution to the Board or make a verbal report during the next regular meeting of the Board. Said report shall detail what was learned at the session(s) that will be of benefit to the District.



GENERAL DESCRIPTION OF DISTRICT PROGRAMS AND SERVICES

MISSION

We are dedicated to enhancing the quality of life for our community by providing effective and environmentally sound vector control and disease prevention programs through research, development, and awareness.

VISION

To progress towards a future free of vector-borne disease using proven scientific, technical, and educational strategies, which are financially and environmentally sound.

VALUES

In our actions and decisions, we prioritize:

- *Public Health* – protect the public from vectors and vector-borne diseases.
- *Financial Sustainability* – provide stability through the responsible use of public resources.
- *Ethics* – maintain high ethical standards.
- *Innovation* – develop programs and services based on research and supporting data.
- *Professionalism* – Ensure work and services are performed professionally, safely, and to a high standard.
- *Environmental Stewardship* – Carry out work in an environmentally conscientious manner.
- *Communication* – Inspire public trust and action through proactive and transparent communication.
- *Collaboration* – Work with individuals, communities, and institutions to further our mission.

ABOUT THE DISTRICT

The Coachella Valley Mosquito and Vector Control District is a non-enterprise special district accountable to the residents of the Coachella Valley and charged with protecting the public health within its boundaries through the control of vectors (such as mosquitoes) and vector-borne diseases.

The District boundary encompasses 2400 square miles, including Cathedral City, Coachella, Desert Hot Springs, Indian Wells, Indio, La Quinta, Palm Desert, Palm Springs, Rancho Mirage, and unincorporated sections of Riverside County.

<https://www.arcgis.com/home/webmap/viewer.html?webmap=58c9e4ad6d3b48278eb14dcaee50f39f&extent=-116.8568%2C33.2386%2C-115.4368%2C34.1913>

The District operates under the California Health and Safety Code, Division 3, Sections 2000-2910, and is governed by an 11-member Board of Trustees. There are 58 full-time employees and 3-10 seasonal staff from April to November.

HISTORY

During the mid-1920s, eye gnats (*Hippelates*) had become a significant public health problem in the Coachella Valley. Mass meetings were held resulting in petitions sent to the University of California, the State and County Boards of Health, and the Federal Government asking for immediate assistance. The concern was, not just the nuisance that eye gnats were causing, but that eye gnats are potential mechanical vectors of conjunctivitis (“pink eye”).

In 1927, “pink eye” had become so prevalent that schools in the Coachella Valley were closed for two months during the eye gnat season. To address the problem, Dr. William B. Herms of the University of California, Berkley sent researchers to the Valley and the Federal Government appropriated \$12,000 for the study of eye gnats. The Bureau of Entomology established a Gnat Research Laboratory with four entomologists, D.C. Parman as head, David G. Hall, Gaylon W. Robertson, and Robert W. Burgess. The Coachella Valley Mosquito Abatement District (District), was formed under the California Mosquito Abatement Act by the Riverside County Board of Supervisors on March 12, 1928, to control eye gnats. At the time, seven trustees were appointed by the Riverside County Board of Supervisors to create and oversee the District’s policies.

In October of 1948, the first District entomologist, Dr. Ernest R. Tinkham, began his intensive research into eye gnat control. Dr. Tinkham confirmed that eye gnats could be controlled by the application of insecticide to the soil where eye gnat larvae breed. The District employed this practice for many years until insect resistance, environmental concerns, and budgetary constraints made it no longer feasible. In 1956, Dr. Mir Mulla from the University of California, Riverside collaborated with the District in extensive research on eye gnats, including their habitats and control techniques, introducing a method termed “trapping out” using non-pesticide attractant to draw the flies in the traps and deplete them locally.

In 1949 the Coachella Valley Canal was completed bringing an abundance of water to the valley, which resulted in the formation of mosquito breeding sites from irrigation runoff.

The abundance of mosquitoes created a nuisance as well as a health threat in the form of mosquito-borne virus transmission.

In January 1951, the Board of Trustees of the District formed a Mosquito Control Department in addition to the eye gnat control. Forty-four years later, in 1995, the Board of Trustees expanded the District to a full vector control agency and changed the name to the CV Mosquito and Vector Control District. With this expansion in programs came the need for a larger, modern headquarters to meet work and safety requirements. The District moved from its Thermal headquarters, where it had been located for 73 years, to the new headquarters in Indio in April 2001.

In 2005, the District added the Red Imported Fire Ant (RIFA) Program. Valley residents suffering from RIFA infestations could now call the District for property inspections and treatment of this pest.

The District's Laboratory was expanded and upgraded in 2014 to include a Biological Safety Laboratory-3; this upgraded facility allows the District to conduct testing of arbovirus samples on-site. By conducting those tests at the District, positive virus samples trigger responses within 1 day instead of waiting for results from mailing samples to Davis, California, allowing for treatments to occur quickly and providing better protection for the residents of the Coachella Valley.

The District has a well-established Integrated Vector Management (IVM) program. The three parts of the IVM program include Surveillance, Control, Public Outreach, and Education. The District's goal is to keep this program stable through the efforts of dedicated and professional staff, fiscal security, and administrative guidance from the Board of Trustees.

SUMMARY OF SERVICES

The main services provided by the District include:

1. *Mosquito Surveillance and Control* - The district maintains a comprehensive, year-round, mosquito-borne disease surveillance and control program to suppress mosquito populations. The program consists of:
 - Surveillance of immature (larval) stages of mosquitoes in different breeding sources including urban, suburban, and rural areas.
 - Surveillance of adult populations of mosquitoes in urban, suburban, and rural areas using different types of traps.
 - Mosquito PCR testing of mosquito-borne viruses that can infect people, such as West Nile virus, St. Louis encephalitis virus, and western equine encephalomyelitis virus.

- Operational control program that uses different methods, control products, and tools to suppress mosquito population.
- Use of biological control agents, such as stocking mosquitofish in mosquito breeding habitats, where applicable.

2. *Red Imported Fire Ant Surveillance Ant Control* – year-round service that provides surveillance and control efforts of Red Imported Fire Ants of irrigated turf and landscape of the Valley.

3. *Eye Gnat and Fly Surveillance and Suppression* – To control eye gnats, plastic traps containing egg bait (a mixture of water and liquid egg) are used to attract and kill the eye gnats. By this unique “trap-out method” the eye gnat population is suppressed. To suppress flies, the District primarily uses public education and advises farmers and homeowners on the removal of fly breeding habitats, since good sanitation is the answer to fly suppression. In addition, the District uses disposable traps and a “trap-out” method to lower fly populations, in areas requiring control.

4. *Public Education* - The District informs, educates, and promotes public awareness of the District and its programs, services, and activities by using media contact and community interactions that involve presentations at local venues, such as senior centers, health fairs, homeowner’s associations, other cities, and government and community-based associations. District Outreach staff also facilitate educational programs in the Valley’s three school districts and other after-school programs.

VECTORS AND VECTOR-BORNE DISEASES IN THE COACHELLA VALLEY

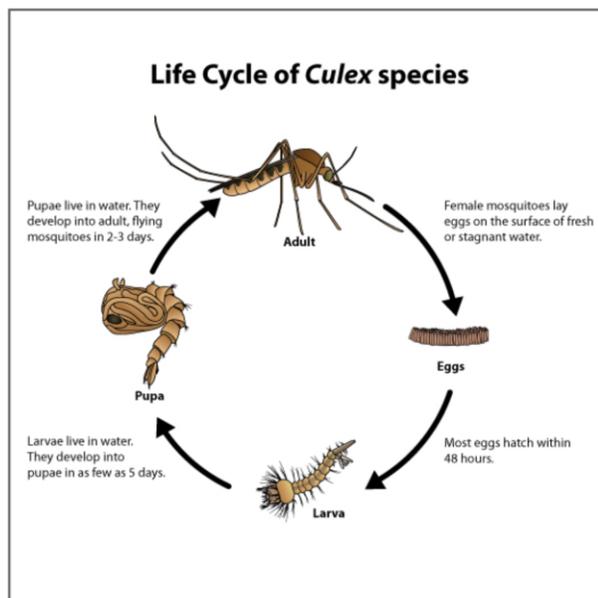
MOSQUITOES

Mosquitoes and their habitats have long been associated with human disease. In 1878, the mosquito became the first arthropod to be definitively identified as a host of a human pathogen. Research since then has gone on to show that mosquitoes are the most important arthropods affecting human health. Mosquitoes are vectors of many important diseases including malaria, dengue, yellow fever, encephalitis, and filariasis. Most of these diseases are still major problems in many parts of the world and used to be important to public health in the US. In California, the encephalitis viruses are the only major pathogens of concern currently transmitted by mosquitoes. However, there is growing concern that viruses transmitted by invasive *Aedes* mosquitoes will be transmitted as movement of people and goods increases and the population of *Aedes* mosquitoes becomes established in California.

Mosquitoes generally are most abundant where there is adequate vegetation for harborage and where water is standing or stagnant; however, they occur in nearly every region of every continent except Antarctica. Worldwide there are approximately 3,500 described mosquitoes, of which about 57 species reside in California. There are about a dozen species that live in the Coachella Valley. Although mosquitoes have seasonal cycles with periods of dormancy throughout most of the state, the Coachella Valley's warm climate allows mosquitoes and other vectors to be active year-round.

Mosquitoes begin their life in an aquatic environment when they hatch out of their eggs. They go through two life stages, called larvae and pupae, in the water before emerging as adults. Mosquitoes breed in almost every known aquatic environment except very swift currents and open bodies of water. The mosquito breeding habitats in the Coachella Valley range from the marshes around the Salton Sea to irrigated lands, stormwater basins, neglected pools, ponds, bird baths, or any artificial containers found in backyards.

BASIC MOSQUITO LIFE CYCLE



Pathogens are spread by mosquitoes when a female mosquito bites an infected host to obtain a blood meal. A pathogen that is present in the blood of the host can then be picked up by the mosquito. After the female has digested the blood and laid eggs she will seek out another host to feed upon. If the pathogen can survive and migrate to the salivary glands of the mosquito, then when the second host is bitten the microbe can be transmitted to the organism through the saliva of the feeding mosquito. Most mosquitoes are not able to transmit harmful pathogens as each mosquito-borne disease-causing organism can only survive in a few specific mosquito species. These same pathogens are also only capable of surviving and multiplying in select hosts,

making the transmission of arboviruses dependent on the right vectors with the right pathogens feeding on the right hosts.

The following mosquito species are of concern in the Coachella Valley:

SPECIES	HABITAT	ABUNDANCE	SEASON	DISEASE ASSOCIATIONS
<i>Culex tarsalis</i> 	Many	Great	Year Round; Peaks in spring and fall	West Nile virus, St. Louis encephalitis, Western equine encephalitis
<i>Culex quinquefasciatus</i> 	Many	Great	Year Round; Peaks in spring and fall	West Nile virus, St. Louis encephalitis
<i>Aedes aegypti</i> 	Container breeder: plant saucers, birdbaths, toys	Low but increasing	Year Round; peak late summer and early fall	Yellow fever virus, dengue virus, chikungunya virus, Zika virus, Mayaro virus
<i>Aedes vexans</i> 	Many	Great	Summer	None; nuisance
<i>Psorophora columbiae</i> 	Irrigated fields	Great	Summer	None; nuisance

Culex tarsalis (Western Encephalitis Mosquito) is the primary vector of West Nile virus (WNV), Saint Louis encephalitis (SLE), and the Western equine encephalomyelitis (WEE) viruses. *Cx. tarsalis* is also the most abundant mosquito species found in the Coachella Valley. This mosquito lives in a variety of aquatic sources ranging from clean to polluted waters and is also able to tolerate high salinity levels such as some of the water bodies around the Salton Sea. While found in urban and suburban habitats, *Cx. tarsalis* is most commonly associated with agricultural sources. Although host-seeking shows a preference for feeding on birds, they will also target cattle, horses, and humans. Another important consideration of *Cx. tarsalis* is that they will fly long distances to find a blood meal (up to 16 miles), which is important in the distribution and transmission of arboviruses.

Culex quinquefasciatus (Southern House Mosquito) is the primary vector of WNV and SLE in urban and suburban areas. The larvae live in foul or highly polluted waters, artificial containers, septic tanks, catch basins, waste treatment ponds, and neglected swimming pools. Birds are the principal blood meal source; however, they will attack humans and invade homes.

Aedes vexans (Inland Floodwater Mosquito) while not a main vector of disease; this species tend to be quite pestiferous and are aggressive day and night biters. Large mammals including humans are the usual blood sources, but birds are also targeted occasionally.

Psorophora columbiae is a highly pestiferous floodwater mosquito that breeds in irrigated fields and pastures and can develop from egg to adult in just 4 days. Adult *Ps. columbiae* are found from April to November with peak abundance occurring in July and August. The females are fierce day or night biters. In California, this species has little vector potential for the transmission of human diseases, but it is a major pest species in the agricultural areas of the southern desert.

Aedes aegypti (Yellow Fever Mosquito) is an invasive species that was originally located in Africa but is now found throughout the tropical and subtropical regions of the world. The females are day biters, and the mosquito can vector yellow fever, dengue, chikungunya, Zika, and Mayaro viruses, as well as other diseases. It differs from other mosquitoes in that eggs are laid singly above the water line and then hatching when wetted. Eggs can remain dormant for extended periods. This, along with the mosquitoes' proclivity for biting mammals and laying eggs near very small amounts of water, makes them an especially difficult species to control.

RED IMPORTED FIRE ANTS – RIFA



In the late 1930s, the Red Imported Fire Ant (RIFA), *Solenopsis invicta* Buren was introduced to the United States from South America, at the port of Mobile, Alabama. Natural dispersal of RIFA (approximately five miles a year) is by means of nuptial flights. However, the long-distance spread of the RIFA has largely been due to the movement of RIFA-infested grass sod, ornamental plants, farm machinery, hay bales, and even beehives.

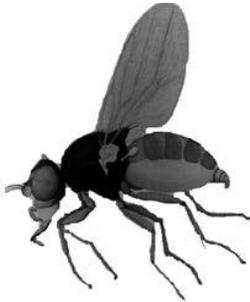
RIFA, within its natural habitat in South America, and in its recently adopted home range in the southern and southeastern North America in the past 50 years, exhibits a preference for moist soil environments and mild winters. RIFA Colonies were discovered in California, in October 1998, in the Trabuco Canyon area in Orange County. A further survey has also found infestations of RIFA in many locations in Orange, Los Angeles, Riverside, San Diego, and San Bernardino counties.

The Coachella Valley is an arid desert that is not naturally suitable for RIFA survival. Due to the long and extremely hot summers and dry conditions, highly irrigated turf of golf courses, manicured lawns, flower beds, and other horticultural landscapes, the Valley provides conditions and habitat conducive to RIFA survival. RIFA colonies were first identified in Palm Springs in 1998. Their exact origin and time of introduction into the Valley remain obscure.

RIFA responds rapidly and in great numbers to any disturbance of their nest or food resource and begins stinging long before you or your pet even realize you have stepped on them. RIFA stings by grasping its victim with its mandibles (jaws) and repeatedly jabs the stinger into the skin while pivoting around in a tiny circle. The result is a small, acutely painful, itchy welt on the skin that develops into a pustule (small, firm blister-like sore) in 24 to 48 hours. RIFA colonies are often found near edges of properties (against sidewalks and driveways), in trees, and in electric boxes and sprinkler systems.

The RIFA program objective is to reduce the abundance and distribution of ants within the Coachella Valley and to maintain and suppress the RIFA infestation to a level where they no longer represent a serious nuisance to the residents of the Valley. The funding for the program is provided by the benefit assessment, established in 2005, which resulted in expanded services to monitor and control RIFA within the jurisdiction of the District.

Eye Gnats



Since agriculture was first introduced in the Coachella Valley, eye gnats have been a problem. The magnitude of the eye gnat problem prompted the authorities to form the Coachella Valley Mosquito Abatement District in 1928.

Eye gnats (*Hippelates collusor*) are prevalent in the warm dry regions of the southern United States, primarily in parts of California and Arizona. They are small, non-biting flies, measuring approximately 1.5 to 2.5 millimeters in length, and are attracted to sebaceous secretions, pus, and blood becoming mechanical vectors of the bacterial eye disease conjunctivitis, commonly known as “pink eye”.

The majority of eye gnats develop in light, well-drained, sandy soils that are freshly plowed and contain abundant humus or vegetable matter and sufficient moisture. The ideal temperature for eye gnat activity is 90°F to 100°F. Temperatures below 70°F result in a decrease in eye gnat activity, however, they can survive freezing temperatures.

The control methods in the past included different types of attractant baits mixed with pesticides that were placed mostly in agricultural fields. Currently, the District provides traps, supplied with non-toxic liquid egg bait to attract and remove eye gnats from agricultural areas and country clubs (“trap-out method”). Changes to agricultural practices, specifically the introduction of drip irrigation instead of flood irrigation, have been a great help in eye gnat prevention.

In addition to the spread of disease, their annoying and persistent buzzing around human eyes, mouth, nose, or wounds classify them as nuisance insects that can cause

economic losses by lowering the productivity of exposed workers and reducing outdoor recreational activities.

FILTH FLIES



Filth flies consist of several families of non-biting flies that live in close association with humans and that thrive by taking advantage of domestic and agricultural wastes. The flies are attracted to foul odors and filth such as garbage, sewage, piles of grass clippings, rotting fruits and vegetables, animal droppings, and other moist, decaying, organic matter in which they live, feed, and lay their eggs.

The life cycle of a fly consists of four life stages - egg, larvae (maggot), pupae, and adult. Adults can live up to twenty-five days and reproduce quickly and frequently. Each female can lay approximately one thousand eggs during her lifetime. Eggs develop into adults in as few as four days and these adults can reproduce again at three days old. The rapid turnover of reproduction means that flies can produce thirty to thirty-five generations per year, more in warmer climates like in the Coachella Valley.

The flies most commonly found in the Coachella Valley can be divided into three groups: *house flies*, *flesh flies*, and *blow flies*. *House flies* (of the *Muscidae* family) are found throughout the Coachella Valley and are true opportunists. *Flesh flies* (of the *Sarcophagidae* family), prefer food sources that are of animal origin. They feed and breed on pet droppings, food waste in the garbage, and dead animals. *Blow flies* (of the *Calliphoridae* family) are large metallic-colored flies that utilize animal-based materials to feed on and reproduce in. In the urban sections of the valley, they are the fly most commonly found in connection with pet droppings and trash cans. In the rural sections of the valley, blow flies are found with culled fish and dead animals.

Filth flies are mostly considered nuisances, but also are capable of transferring pathogens as mechanical vectors. Flies have been found to be effective vectors of hundreds of pathogens including *E. coli* and *Salmonella*.

The District takes action when necessary against filth flies by placing fly bottle traps throughout the agricultural locations of the Valley to remove flies from the environment

("trap-out method"). Traps are baited with non-toxic, environmentally safe liquid egg bait. The District also actively encourages the prevention of flies through community education which emphasizes the importance of proper *sanitation* to eliminate filth fly feeding and breeding sources.

RODENTS



The rodents of the Coachella Valley are categorized into two divisions;

- commensal (Latin – *cum mensa* - “sharing table”)
- native rodents

Commensal rodents live in close association with humans and are very adaptable to their environment. They are not indigenous to North America but accompanied humans as stowaways on immigration and trade ships. The native rodent species of the valley are indigenous to the natural desert environment and tend to live in areas of sparse human habitation. The roof rat (*Rattus rattus*) is a common commensal rodent in the Coachella Valley neighborhoods, originated in India and Southeast Asia, and is largely confined in warmer areas in distribution. Roof rats are moderate-sized rodents that are generally dark in color. They are *nocturnal* and *omnivores*, with preferences for grains, fruits, and vegetables. The close association of commensal rodents with humans can be the source of a variety of pathogens, including *Salmonella*.

Sanitation is the backbone of a successful rodent control program. The elimination of rodent *shelters*, *food*, and *water* can mean the difference between success and failure in controlling rodents. Rodent proofing is also an essential step to having a successful control program.

On request, the District conducts home surveys to evaluate possible rodent habitation, sources of food, water, harborage, and entry points to the home. The purpose of the outreach program is to provide guidance to the public on cost-effective rodent *prevention*, *exclusion*, and *control*. The District staff generates educational material, to educate the public about the rodent problem and guide them to prevent, suppress, and

control rodents on their properties.

The Coachella Valley is home to several *native rodent species*. For the most part, these species do not have regular human interactions and consequently are not a concern to Valley residents. There are a few that pose possible public health risks and are therefore monitored by the District staff. The Deer Mouse (*Peromyscus maniculatus*) is one of them. It is a small rodent that is a host for *Sin Nombre* virus, a pathogen that causes Hantavirus pulmonary syndrome. The virus is shed in the rodent's urine, feces, and possibly saliva. It is generally not found in elevations of less than 1500 feet. Humans are most susceptible to infection when they disturb enclosed, poorly ventilated areas contaminated with rodent excreta.

INTEGRATED VECTOR MANAGEMENT

As noted, the District's services address several types of vectors and share general principles and policies. These include the identification of vector problems, responsive actions to control existing populations of vectors, prevention of new sources of vectors from developing, and the management of habitats in order to minimize vector production. It also includes the education of landowners and residents in general on measures to minimize vector production or interaction with vectors and the provision and administration of funding and institutional support necessary to accomplish these goals.

In order to accomplish effective and environmentally sound vector management, the manipulation and control of vectors must be based on careful surveillance of their abundance, habitat (potential abundance), pathogen load, and/or potential contact with people; the establishment of treatment criteria (thresholds); and appropriate selection from a wide range of control methods. This dynamic combination of surveillance, treatment criteria, and use of multiple control activities in a coordinated program is generally known as Integrated Pest Management or IPM. When applied to specific control of disease vectors the same principles of IPM are used but the process is referred to as Integrated Vector Management or IVM which differentiates the District, whose primary purpose is vector control, from organizations whose sole purpose is control of nuisance or pest organisms.

The CVMVCD Vector Management Program, like any other IVM program, by definition, involves procedures for minimizing potential environmental impacts. The District employs IVM principles by first determining the species and abundance of vectors through evaluation of public service requests and field surveys of immature and adult vector populations, and then, if the populations exceed predetermined criteria, using the most efficient, effective, and environmentally friendly means of control. For all vector species, public education is a vital part of the control strategy, and for some vectors

(such as rodents and ticks), it is the District's primary control method. In some situations, water management or other physical control activities (historically known as "source reduction" or "permanent control") are instituted to reduce vector-breeding sites. The District also uses biological control such as the planting of mosquitofish in ornamental ponds, unused swimming pools, and other standing water bodies. In conjunction with these methods of control, environmentally safe control products are used to treat specific pest-producing or pest-harboring areas.

The District is organized into three principal sections to accomplish IVM. First, Surveillance determines where the risk of vector and vector-borne diseases is greatest in the Valley and conducts applied research to ensure District surveillance and control practices are effective.

Second, the operations program of the District includes technicians who perform IVM operations in the field. Each technician is assigned an area of operation, with the technician responsible for control activities in their area. The technician has considerable autonomy in performing duties and, therefore, benefits from information on risk assessment through continuing education and direct communication from the District's professional staff. Technicians also perform surveillance by responding to resident complaints and by extensive examination of aquatic sites for mosquito larvae. Technicians also monitor their areas to be sure that their control efforts have been successful.

Finally, Public Outreach staff attend public functions, engage other local agencies and organizations, and educate students on how to protect themselves from mosquito and vector-borne diseases and how to eliminate vector sources on their properties and within their communities. While our surveillance and control efforts provide immediate control and reduce risk to our public, educating our public and empowering them to take action is part of the District's long-term solution to the management of vectors in the Coachella Valley,

The following is a summary of the District's efforts to apply IVM to the vectors and issues outlined above.

SURVEILLANCE

Surveillance is one of the key components of an effective Integrated Vector Management (IVM) program. Surveillance includes monitoring and analyzing environmental data, mosquito abundance, mosquito infections, and avian infections to interrupt mosquito virus transmission before human disease occurs. In addition, surveillance is also used to determine the effectiveness of operational control efforts at reducing mosquito numbers, prioritizing District resources in control, and monitoring resistance in local

mosquito populations. The District's surveillance plan is available on the District's website: <https://www.cvmosquito.org/vector-control-publications/pages/response-plans> () and is based on a document titled "California Mosquito-borne Virus Surveillance and Response Plan" that is written and published as a collaboration between the California Department of Public Health (CDPH), the University of California (UC), and the Mosquito and Vector Control Association of California (MVCAC). This document is available as a PDF on the website: <http://westnile.ca.gov>.

EFFICACY AND QUALITY CONTROL

Vector control has been seriously challenged by the threat of new vector-borne diseases, limited availability of control tools, resistance concerns, public perceptions, and environmental and regulatory concerns. The District's *Integrated Vector Management* (IVM) program is designed to address listed issues and is charged with the responsibility of developing, evaluating, and encouraging compliance with the *Best Management Practices* (BMP), both employed by the District as well as by the community organizations.

The *Best Management Practices* (BMPs) are recommended land and water management practices that can provide a reduction in mosquito populations through prevention, reduction, or elimination of breeding habitats, increasing the efficacy of biological controls and chemical controls, and improving access for control operations. The program also includes methodologies of developing, evaluating, and encouraging compliance with best management practices employed by the District, as well as by community organizations such as, but not limited to, Cities, Homeowners' Associations, and golf courses.

The full *Best Management Practices* (BMPs) document can be found on the District website at: <https://www.cvmosquito.org/vector-control-publications>.

In support of the development of the District's IVM program, the District developed the *Efficacy and Quality Control Program* (EQCP) which evaluates the efficacy of control methods and strategies that are utilized by the Operations Department.

The District objective of the EQCP is to ensure that the *level* of quality of *products* used, *activities*, and *services* provided will meet specific requirements and that they are dependable, acceptable, environmentally friendly, and fiscally sound.

The EQCP includes efficacy trials for the evaluation of chemical, physical, and biological methodologies that are used by the Operations Department for mosquito control in specific habitats. Efficacy trials can be performed in the field, in the laboratory, or in microcosm test ponds at the District. The trials are designed to:

- Detect potential control product *resistance*,
- Determine the correct *application rate* of each product for the specific habitats for the desert climate,
- Establish *standards* of application for products used for the control of vector and nuisance species

The purpose of the trials and assessments is to *enhance* District control operations and provide the best and financially sound solution without compromising the final outcome of control measures.

BIOLOGICAL CONTROL

Important components of the District's integrated vector control measures are the use of cost-effective and environmentally favorable long-term measures and commitment to applying the latest integrated methods, to manage vectors and suppress disease distribution in the area. In an effort to control mosquitoes, with less reliance on the use of pesticides, the District promotes the research and application of potential biological control agents that are suitable for the desert habitat.

Biological control is defined as the reduction of vectors or nuisance populations by natural enemies and typically involves an active human role. Biological control agents include *predators*, *parasites*, and *pathogens*.

MOSQUITOFISH



- The most successful biological agent for mosquito control is the mosquitofish, *Gambusia affinis*, (Baird and Girard). The widespread use of mosquitofish in control programs resulted in its worldwide distribution. Initially introduced into California in 1922, the fish has become one of the most efficient natural methods for controlling mosquito populations. Mosquitofish are an ideal predatory control organism in habitats such as backyard sources, neglected pools, reservoirs, retention/detention basins, and other bodies of water that do not drain into natural waterways.

RESEARCH

The District performs applied research projects in collaboration with universities, government agencies, and private companies. Historically, the District has worked extensively with UC Riverside and UC Davis in mosquito research. Examples of this research include measurement of the flight range of *Culex tarsalis*, optimizing adult mosquito control using ULV ground and aerial control, distribution of tadpole shrimp, a biocontrol agent, use of mosquitofish in mosquito control, location of *Culex* egg rafts in a West Nile virus focus, the influence of water quality and wetland management on mosquito production in treatment wetlands. Research in recent years has maintained collaborations with UC Davis and UC Riverside and expanded to include the University of Texas A&M, University of Miami, and USDA to meet the changing needs of the District. Research through Texas A&M consists of optimizing Red Imported Fire Ants (RIFA) surveillance techniques, developing ant bait treatment, and determining the population structure of RIFA in Coachella Valley.

The USDA and the US Navy have jointly conducted research within the Valley, with the assistance of District staff, to study effective methods of applying adulticides, testing the longevity of product efficacy in a hot dry environment and testing products for mosquito and filth fly control in the desert.

Private companies have also performed research with the District on new mosquito control products. These research opportunities allow the District to learn from some of the best scientists in vector control as well as to be at the forefront of Integrated Vector Management (IVM) practices.

IT/GIS PROGRAM

The District's Mobile Inspection Application is a Geographical Information System (GIS), which integrates the use of hardware, software, and data for capturing, managing, analyzing, and displaying geographic features. GIS uses the Global Positioning System (GPS), a satellite-based navigation system developed by the U.S. Department of Defense, which allows mobile devices equipped with GPS receivers, to associate location (latitude, longitude, altitude, etc...) information to data. These systems allow the District to model features on the earth's surface as points, lines, or polygons. For example, in vector control, a green pool may be modeled as a point and a duck club or golf course may be modeled as a polygon.

Incorporating GIS into the District's inspections, chemical applications, and larvae samples assists the District in generating more accurate records, increases efficiency, and enables the complete automation of many data entry tasks.

GIS data is provided to vector control technicians in the field utilizing a web service published on the Internet. A locally installed GIS application synchronizes data directly with the District's internal database server. This allows both office staff and vector control technicians to instantly send/receive service requests and view updates made in the field regardless of their location. The application has the ability to operate in a disconnected mode, allowing the information to be cached locally and updating the database server when an Internet connection is re-established.

PUBLIC OUTREACH

Public Outreach is a key component of an effective Integrated Vector Management program. It is critical that our stakeholders, including the public, understand the District's mission, its importance to community health, and the role each person or entity plays in controlling and reducing mosquito and vector populations in the Coachella Valley.

The District's Public Outreach program has three main goals:

1. Raise awareness about the services the District provides, local vectors that pose a health threat to the public, and protection and prevention measures to reduce the risk of vector-borne disease transmission.
2. Encourage behavior change to reduce the creation of vector habitats or exposure to vector dangers.
3. Enhance the reputation of and public trust in the District.

In an effort to achieve these goals, the Public Outreach department uses a variety of channels to disseminate vector control and disease prevention information to Valley residents and partner agencies including:

- Clear and simple awareness materials
- Community events
- Student Education programs
- Media outreach
- Training
- Advertising
- Social media
- Website
- Call Center communication

**Coachella Valley Mosquito and Vector Control District
Executive Committee Meeting**

DRAFT - Minutes

TIME AND DATE: 2:00 p.m. Friday, August 25, 2023

LOCATION: 43420 Trader Place, Indio, CA 92201

TRUSTEES PRESENT:

PRESIDENT: John Peña	La Quinta
VICE PRESIDENT: Benjamin Guitron	Indio (joined after roll call)
SECRETARY: Dr. Doug Kunz	Palm Springs
TREASURER: Clive Weightman	Indian Wells

ABSENT:

None

Members of the Public present:

No

OTHERS PRESENT:

Jeremy Wittie, M.S., CSDM, General Manager
Melissa Tallion, Clerk of the Board

TASKS AND OWNERSHIP

Task	Owner(s)	Report Back (Executive Committee)
Update and amend Trustee By-Laws	Melissa	Board meeting September 12th

1. Call to Order

President Peña called the meeting to order at 2:00 p.m.

2. Roll Call

Roll call indicated three (3) of the four (4) Committee members were present.

3. Confirmation of Agenda

President Peña inquired if there were any agenda items to be shifted. Upon no objections by the Committee, the agenda was confirmed.

4. Public Comments

None

5. Review of September 12, 2023, draft Board meeting agenda

The draft September Board meeting agenda was reviewed. The Committee did not have any questions, comments, or revisions.

6. Old Business

A. Review of the Trustee By-Laws

The Committee and staff reviewed the Trustee By-laws. The committee had only one change to the document. The Committee would like to update the Finance Committee section to say, "shall consist of three (3) Trustees". The amended by-laws will be presented to the Board for review, discussion, and/or approval at the September 12th meeting.

7. New Business

A. Review of the Trustee Manual

The Committee and staff reviewed the updated Trustee Manual. The Committee thought the manual was a great tool and had good information. The Committee did not have any changes to the document and would like to present it to the Board for review, discussion, and/or approval at the September 12th meeting.

B. Discussion and Review of the updated General Manager Evaluation Process

The Committee and staff reviewed the evaluation process document and evaluation form. The Committee would like to include in the GM summary an item to include delivering the annual budget/operating plan to show how the District's bottom line was met. The redlined documents will be presented to the Board for review, discussion, and/or approval at the September 12th meeting.

8. Trustee/staff comments

Jeremy Wittie said that mosquito numbers are looking good and that the staff is doing a great job keeping the vectors at or below average for this time of year.

9. Confirmation of next meeting

The next Executive Committee meeting was scheduled for Wednesday, October 4, 2023, at 4:00 p.m.

10. Adjournment

President Peña adjourned the meeting at 2:29 p.m.

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Finance Committee Meeting
DRAFT - Minutes

TIME 4:30 p.m. **DATE:** July 11, 2023

LOCATION: 43420 Trader Place Indio, CA 92201

COMMITTEE MEMBERS PRESENT:

Indian Wells Clive Weightman, Board Treasurer
Palm Desert Doug Walker, Trustee
County at Large Bito Larson, Trustee

COMMITTEE MEMBERS ABSENT:

None

OTHER TRUSTEES PRESENT:

None

STAFF PRESENT:

Jeremy Wittie, General Manager
David l'Anson, Administrative Finance Manager
Melissa Tallion, Executive Assistant/Clerk of the Board

MEMBERS OF THE PUBLIC PRESENT:

No

Tasks and Ownership

Task	Owner(s)	Report Back (Finance Committee)
Map out the next 10 years of EV needs (Infrastructure and vehicles)	David/Edward	September
Pilot period for Meals Only Per Diem Policy	David	November

1. Call to Order

Treasurer Weightman called the meeting to order at 4:30 p.m.

2. Roll Call

Roll call indicated that all three (3) Committee members were present.

3. Confirmation of Agenda

Treasurer Weightman inquired if any agenda items needed to be shifted. Upon no objections from the Committee, the agenda was confirmed as presented.

4. Public Comments

None

5. Items of General Consent

- A. Approval of Minutes from June 5, 2023, Finance Committee Meeting

On a motion from Trustee Walker, seconded by Trustee Larson and passed by the following roll call votes, the Committee approved the minutes from the June 5, 2023 Finance Committee Meeting.

Ayes: Treasurer Weightman, Trustees Larson, and Walker

Noes: None

Abstained: None

Absent: None

6. Discussion, Review, and/or Update

- A. Review of Check Report from Abila MIP for the period of June 14, 2023, to July 7, 2023
The check report was reviewed by the Committee members and staff. A discussion ensued regarding checks that needed further explanation. Staff answered the questions to satisfy the Committee.
- B. CalCard Charges (Abila report & Microix Workflow Report) – Statement dated June 24, 2023
The CalCard monthly statement was reviewed by the Committee. Staff provided more information regarding specific charges to satisfy the Committee.
- C. Review of June 2023 Financials and Treasurers Report
The Committee and staff reviewed the Financials and Treasures report. The District is showing a favorable net income after adjustments.

7. Old Business

- A. 2023 Finance Committee Items
David reviewed the staff report. The Committee mentioned that this report is helpful. David mentioned that the staff has been looking at options for electric vehicles and EV infrastructure. Staff are currently meeting with companies to get an idea of future costs. The Committee had questions about EVs and the desert climate as well as the possibility of leasing vehicles for a year to see if it works for the District. The Committee would like to see a ten-year overview of the costs for EV charging and vehicles at the next meeting.

8. New Business

- A. Review of finance-related items on the June Board agenda
The Committee reviewed the Board agenda.

B. Discussion and review of the draft Meals Only per diem Policy

David introduced this agenda item. This policy is a supplement to the staff and trustee policy and is an option to receive a stipend paid through payroll in lieu of actual meal expenses. This policy is an option to cover meals only per diem option. Staff will use their personal card or cash and not the district-issued CalCard. The Committee discussed this optional policy and encouraged staff to enter a pilot period and test this option out to make sure that it isn't increasing staff's work.

9. Schedule Next Meeting

The next Finance Committee meeting was scheduled for September 12, 2023, at 4:30 p.m.

10. Trustee and/or Staff Comments/Future Agenda Items

None

11. Adjournment

Treasurer Weightman adjourned the meeting at 5:20 p.m.