



Coachella Valley  
Mosquito and Vector  
Control District

43420 Trader Place  
Indio, CA 92201  
Phone (760) 342-8287  
[www.cvmvcd.org](http://www.cvmvcd.org)

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**Board of Trustees Meeting**  
**Tuesday, September 12, 2017**  
**6:00 p.m.**

**AGENDA**

Assistance for those with disabilities: If you have a disability and need accommodation to participate in the meeting, please call the Clerk of the Board at (760) 342-8287 for assistance so the necessary arrangement can be made.
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1. **Call to Order** – Doug Walker, President
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Motion to Excuse Absences**
5. **Confirmation of Agenda**
6. **Public Comment**
  - Those wishing to address the Board should complete a Public Comment Card and provide it to the Clerk of the Board.
  - Non-Agenda Items: Anyone wishing to address the Board on items not on the agenda should do so at this time. Each presentation is limited to no more than 3 minutes.
  - Agenda Items: Comments should be made when the agenda item is called. Each presentation is limited to no more than 3 minutes.
7. **Closed Session**
  - A. **Closed Session:** Conference with Labor Negotiations District Representatives: Mark H. Meyerhoff, Chief Negotiator and Jeremy Wittie, MS, General Manager; Employee Organization: Teamsters, Local 911, and California School Employees Association ("CSEA"), Chapter 2001

8. **Announcements**
  - General Manager's Report
9. **Board Reports**
  - A. President's Report – **President Walker**
    - Executive Committee (**Pg. 5**)
  - B. Finance Committee – **Treasurer Kaplan**
    - Finance Committee Minutes (**Pg. 7**)
10. **Items of General Consent**
  - The following items are routine in nature and may be approved by one blanket motion upon unanimous consent. Any member of the Board or the public may request an item be pulled from Items of General Consent for separate discussion.
  - A. Minutes for July 11, 2017, Board Meeting (**Pg. 10**)
  - B. Correspondence (**Pg. 15**)
  - C. Approval of Expenditures for July 12-31, 2017, August 1-31, 2017, and September 1-12, 2017 (**Pg. 16**)
  - D. Informational Items:
    - Legislative Update (**Pg. 20**)
    - District Travel (**Pg. 25**)
  - E. Department Reports (**Pg. 26**)
  - F. Approval to purchase five (5) Cushman Hauler 800x Gas Powered Carts, in an amount not to exceed \$40,000.00, from Capital Replacement Budget Fund #8415.13.300 – utilizing the National IPA Contract R161101 – **Edward Prendez, Information Technology Manager (Pg. 51)**
  - H. Approval to renew the annual contract with Airgas Carbonic, Inc. for the District's supply of dry ice for mosquito and arbovirus surveillance, in an amount not to exceed \$7,500.00 from 7550.01.400 – Operating Supplies – Lab – **Jennifer Henke, MS, Laboratory Manager (Pg. 52)**
  - I. Approval of Resolution 2017-12 honoring and commending former General Manager, Branka B. Lothrop, PhD – **Jeremy Wittie, MS, General Manager (Pg. 53)**
11. **Old Business**
  - A. Discussion and direction regarding the District's Thermal Property – **ad hoc Thermal Committee (Pg. 58)**
  - B. Discussion and/or approval to vote for Trustee Doug Hassett to serve as the Trustee Council representative for the Southern California region on the Mosquito and

Vector Control Association of California's Trustee Council – **Doug Walker, President (Pg. 59)**

12. **New Business**

- A. Discussion and/or approval of Resolution 2017-13 Approving the ratification of the Tentative Agreement by and between the District and employees in the Clerical, Professional, and Supervisory Bargaining Units represented by Teamsters Local 911 – **Jeremy Wittie, MS, General Manager and Mark Meyerhoff, Legal Counsel (Pg. 67)**
- B. Discussion and/or approval of additional employee release day, in place of the District's Annual End of the Year Appreciation Luncheon – **Crystal Moreno, Executive Assistant (Pg. 70)**
- C. Discussion and/or approval of Resolution 2017-14 Adopting a Policy for the Trustee's Use of Private Email Accounts and Electronic Devices – **Jeremy Wittie, MS, General Manager (Pg. 71)**

13. **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 situation 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 3 minutes.

14. **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.

All public records relating to an agenda item on this agenda are available for public inspection at the time the record is distributed to all, or a majority of all, members of the Board. Such records shall be available at the District office located at 43420 Trader Place, Indio, California

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**Certification of Posting**

I certify that on September 8, 2017, 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, 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, 2017.

\_\_\_\_\_  
Crystal G. Moreno, Clerk of the Board  
Board of Trustees Meeting Agenda, September 12, 2017

**SECTION**  
**4**



# **BOARD REPORTS**

# COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

## Executive Committee Meeting Minutes

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**TIME:** 4:00 P.M. SEPTEMBER 5, 2017

**LOCATION:** 43420 Trader Place, Indio, CA 92201

**TRUSTEES PRESENT:**

Cathedral City	Shelley Kaplan	La Quinta	Doug Hassett
Coachella	Betty Sanchez	Palm Desert	Doug Walker

**TRUSTEES ABSENT:**

None.

**OTHERS PRESENT:**

Jeremy Wittie, General Manager  
Crystal Moreno, Clerk of the Board

**1. Call to Order:** President Walker called the meeting to order at 4:04 P.M.

**2. Roll Call:** Roll call indicated four (4) committee members out of four (4) were present.

**3. Confirmation of Agenda**

**4. Public Comments:** None.

**5. Review of September 12, 2017, Board Agenda:**

The draft Agenda for the September Board Meeting was reviewed by the Committee. A discussion ensued. The Committee requested: to reword the titles of item 10F, to better describe what is being purchased, and item 12B, to clearly state what is being requested.

**6. Review of Trustee Electronic Communication Policy:**

The Committee reviewed the draft Trustee Electronic Communication Policy created by Legal Counsel and recommended moving to the full Board.

**7. General Manager Evaluation Process Discussion:**

The Committee recommended continuing with the traditional schedule of distributing the evaluation forms to the Board in October and having Legal Counsel present a summary to the Board in November.

**8. Closed Session:**

- Conference Regarding Upcoming Union Negotiations Pursuant to Government Code § 54957.6

Returning from Closed Session, President Walker announced that there was no reportable action.

## **9. Trustee/Staff Comments:**

- Secretary Betty Sanchez inquired where we were at in regards to going paperless.
- Executive Assistant Crystal Moreno commented that a draft of the Thermal Study Session Agenda was available for review.
- General Manager Jeremy Wittie commented that there would be a security guard on site during the September Board Meeting.
- President Doug Walker commented regarding the MVCAC's need for access to Trustee email addresses.

**10. Confirmation of Next Meeting Date:** The next Executive Committee Meeting was scheduled for October 2, 2017 at 4:00 P.M.

**11. Adjournment:** The meeting was adjourned by President Walker at 5:16 P.M.

# COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

## Finance Committee Meeting Minutes

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**TIME:** 4:30 P.M. JULY 11, 2017

**LOCATION:** 43420 Trader Place, Indio, CA 92201

**TRUSTEES PRESENT:**

Cathedral City	Shelley Kaplan	Palm Desert	Doug Walker
Indian Wells	Clive Weightman		

**TRUSTEES ABSENT:**

Coachella	Betty Sanchez	Desert Hot Springs	Adam Sanchez
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**OTHERS PRESENT:**

Jeremy Wittie, General Manager  
David l'Anson, Administrative Finance Manager  
Crystal Moreno, Clerk of the Board

**1. Call to Order:** Treasurer Kaplan called the meeting to order at 4:37 p.m.

**2. Roll Call:** Roll call indicated two (2) committee members out of four (4) were present; President Walker attended the meeting, as well.

**3. Confirmation of Agenda**

**4. Public Comments:** None.

**5. Items of General Consent:**

**5A – Approval of Minutes from June 13, 2017, Finance Committee Meeting:** On motion from Trustee Weightman seconded by Treasurer Kaplan and passed by unanimous vote, the Committee approved the minutes as presented.

**Ayes:** Treasurer Kaplan and Trustee Weightman.

**Noes:** None.

**Abstained:** None.

**Absent:** Trustee A. Sanchez and B. Sanchez.

**6. Discussion and/or Approval:**

**6A. Review of Check Report from FundWare for the period June 14, 2017 to July 7, 2017:** Reviewed by Committee.

**6B. CalCard Charges June 2017:** Reviewed by Committee

**6C. Review of June 2017 Financials:** Reviewed by Committee.

**6D. Treasurer's Report and Review of Investments for June 2017:** Reviewed by Committee.

**7. Old Business:** None.

**8. New Business:**

- a) Draft Reserve Replacement Policy & Procedure

**9. Schedule Next Meeting:** The next Finance Committee Meeting will be held on Tuesday, September 12<sup>th</sup>, at 4:30 p.m.

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

- Trustee Weightman asked for an update on the District's new finance software.

**11. Adjournment:** The meeting was adjourned by Treasurer Kaplan at 5:26 p.m.



**SECTION**  
**5**



# **ITEMS OF GENERAL CONSENT**

# COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

## Board of Trustees Meeting Minutes

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CALLED TO ORDER: 6:00 P.M. JULY 11, 2017

LOCATION: 43420 Trader Place, Indio, CA 92201

### TRUSTEES PRESENT:

PRESIDENT:	Doug Walker	Palm Desert
VICE-PRESIDENT:	Doug Hassett	La Quinta
TREASURER:	Shelley Kaplan	Cathedral City
SECRETARY:	Betty Sanchez	Coachella

County at Large	Franz DeKlotz	Indio	John B. Stevens
County at Large	Bito Larson	Palm Springs	Dr. Doug Kunz
Desert Hot Springs	Adam Sanchez	Rancho Mirage	Michael Monroe
Indian Wells	Clive Weightman		

### TRUSTEES ABSENT:

### OTHERS PRESENT:

Jeremy Wittie, General Manager  
Crystal Moreno, Clerk of the Board  
David I'Anson, Administrative Finance Manager  
Anita Jones, Human Resources Manager  
Jill Oviatt, Public Information Manager  
Edward Prendez, IT Manager  
Kim Hung, Vector Ecologist  
Bobbie Dieckmann, Field Supervisor

1. **Call to Order:** President Walker called the meeting to order at 6:00pm.
2. **Pledge of Allegiance:** Trustee Monroe led the Pledge of Allegiance.
3. **Roll Call:** Roll call indicated eleven (11) Trustees out of eleven (11) were present.
4. **Motion to Excuse Absences**
5. **Confirmation of Agenda**

On motion from Secretary B. Sanchez seconded by Vice President Hassett, and passed by unanimous vote, the Board of Trustees confirmed the agenda as presented.

**Ayes:** Trustees DeKlotz, Hassett, Kaplan, Kunz, Larson, Monroe, A. Sanchez, B. Sanchez, Stevens, Walker, and Weightman.

**Noes:** None.

**Abstained:** None.

**Absent:** None.

## **6. Public Hearing for Benefit Assessment**

1. Open Public Hearing – President Doug Walker
2. Resolution 2017-10 approving Engineer's Report, Confirming Diagram and Assessment, and Ordering the Levy of Assessments for fiscal year 2017-18 for the Coachella Valley Mosquito and Vector Control District Mosquito, Fire Ant and Disease Control Assessment – David I'Anson, Administrative Finance Manager

Public comment made by Brad Anderson, stating that he did not see the public notice in the paper. Administrative Finance Manager I'Anson replied that it was in the paper and he would provide Mr. Anderson with a copy.

3. Close Public Hearing – President Doug Walker

On motion from Treasurer Kaplan seconded by Vice President Hassett, and passed by unanimous vote, the Board of Trustees approved Resolution 2017-10.

**Ayes:** Trustees DeKlotz, Hassett, Kaplan, Kunz, Larson, Monroe, A. Sanchez, B. Sanchez, Stevens, Walker, and Weightman.

**Noes:** None.

**Abstained:** None.

**Absent:** None.

## **7. Public Comment:** None.

## **8. Old Business**

- A. Discussion and Presentation by Scot Stormo, of Earth Systems, detailing the findings at the District's Thermal Property – ad hoc Thermal Committee

Presentation given by Scot Storm of Earth Systems. A discussion ensued. Study Session scheduled to answer questions and explore possible options; to be held prior to the September Board Meeting.

## **9. Closed Session:**

- A. Closed Session: Conference with Labor Negotiations District Representatives: Mark H. Meyerhoff, Chief Negotiator and Jeremy Wittie, MS, General Manager; Employee Organization: Teamsters, Local 911, and California School Employees Association (“CSEA”), Chapter 2001
- B. Closed Session: Conference with Legal Counsel – Anticipated Litigation – Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code Section 54956.9 (one matter).

Returning from Closed Session, President Walker announced that there was no reportable action taken.

**10. Announcements:** None.

**11. Board Reports:**

**11A – President’s Report:** President Walker reported on the progress that has been made regarding labor negotiations and the Thermal property.

**11B – Finance Committee: Finance Committee Met Prior to Board Meeting:** Treasurer Kaplan reported that the Committee met prior to the Board Meeting and that the finances are on target. He reported that the District did not receive much revenue and that the committee discussed the District’s investments.

**12. Items of General Consent:**

- A. Minutes for June 13, 2017, Board Meeting
- B. Correspondence
- C. Approval of Expenditures for June 14-30, 2017, and July 1-11, 2017
- D. Informational Items:
  - District Travel
  - Semi-annual research reports from the University of California at Davis, University of California at Riverside, and USDA for 2017 – **Jennifer Henke, MS, Laboratory Manager**
- E. Department Reports
- F. Approval of Resolution 2017-11, Authorizing Attendance of Professional Development Conferences and Meetings by Members of The Board of Trustees and Employees of the District for Fiscal Year 2017-2018 – **Jeremy Wittie, MS, General Manager**
- G. Approval to purchase control products from the lowest responsible bidder or sole-source providers, in the amount not to exceed \$650,000.00, from Fund

#7800.02.500, Field Operations Chemical Control – **Roberta Dieckmann, Lead Supervisor**

- H. Approval to purchase 5X MagMax-96 Viral Isolation Kits and TaqMan Fast Virus MasterMix from ThermoFisher Scientific, in an amount not to exceed \$9,000.00, from account 7575.01.400.04, Internal Mosquito RT-PCR – **Jennifer Henke, MS, Laboratory Manager**
- I. Approval to purchase seventeen (17) vehicles, in an amount not to exceed \$540,000.00, from Capital Replacement Budget Fund #8415.13.300 – utilizing the State of California Contract #1-16-23-20D – **Edward Prendez, Information Technology Manager**
- J. Approval of proposed change in Board of Trustees regular meeting schedule to exclude the month of August – **Jeremy Wittie, MS, General Manager**

Secretary Sanchez requested to pull item 12J.

On motion from Treasurer Kaplan seconded by Vice President Hassett, and passed by unanimous vote, the Board of Trustees approved the Items of General Consent, with exception of item 12J.

**Ayes:** Trustees DeKlotz, Hassett, Kaplan, Kunz, Larson, Monroe, A. Sanchez, B. Sanchez, Stevens, Walker, and Weightman.

**Noes:** None.

**Abstained:** None.

**Absent:** None.

On motion from Secretary Sanchez seconded by Trustee Stevens, and passed by unanimous vote, the Board of Trustees approved excluding the month of August from the regular meeting schedule, indefinitely.

**Ayes:** Trustees DeKlotz, Hassett, Kaplan, Kunz, Larson, Monroe, A. Sanchez, B. Sanchez, Stevens, Walker, and Weightman.

**Noes:** None.

**Abstained:** None.

**Absent:** None.

### **13. New Business:**

**13A. Discussion and/or approval of the nomination of a Trustee for a position on the Mosquito and Vector Control Association of California's Trustee Council – Doug Walker, President:** President Walker gave a brief report on item 13A.

On motion from Trustee Stevens seconded by Trustee Monroe, and passed by unanimous vote, the Board of Trustees approved item 13A.

**Ayes:** Trustees DeKlotz, Hassett, Kaplan, Kunz, Larson, Monroe, A. Sanchez, B. Sanchez, Stevens, Walker, and Weightman.

**Noes:** None.

**Abstained:** None.

**Absent:** None.

**14. Trustee Comments, Requests for Future Agenda Items, Travel and/or Staff Actions:**

- Trustee Larson commented on the recent bee attack and inquired at what point does it become a vector control issue.

**15. Adjournment:** The meeting was adjourned by President Walker at 8:47 p.m.

**From:** Britch, Seth [<mailto:Seth.Britch@ARS.USDA.GOV>]  
**Sent:** Wednesday, August 23, 2017 8:56 AM  
**To:** Jeremy Wittie; Jennifer Henke; Kim Hung; Arturo Gutierrez; Melissa Snelling  
**Cc:** Linthicum, Kenneth; Aldridge, Robert; Golden, Frances  
**Subject:** Coachella '17 field work

Good morning, CVMVCD team,

We just wanted to send you our sincere thanks to Kim Hung, Melissa Snelling, and Arturo Gutierrez for all of their expert help, support, and collaboration for this year's field work at the Desert Plot and NAF El Centro. We collectively generated ~25 sprays of sentinel data in a unique and unprecedented set-up that will provide actionable guidance for our troops in the field as well as the public around the world. As always, we enjoyed working with you all tremendously – I think this marks the 11<sup>th</sup> consecutive year of our collaboration! We hope you have a great rest of the year, and look forward to talking more soon,

Best regards,  
Seth

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Seth C. Britch, Ph.D.  
Research Entomologist / Mosquito & Fly Research Unit  
Center for Medical, Agricultural, & Veterinary Entomology  
USDA-Agricultural Research Service  
1600 SW 23rd Dr.  
Gainesville, FL 32608

# Coachella Valley Mosquito and Vector Control District

Checks Issued for the Period of:  
August 8, 2017 to September 6, 2017

Check No	Payable To	Description	Check Amount	Total Amount
	Payroll Disbursement 8/11/2017		171,532.95	
	Payroll Disbursement 8/25/2017		174,301.47	
<b>Pre-Approved Expenditures:</b>				<b>345,834.42</b>
<b>Cash - First Foundation Bank Checking</b>				
41051	Burrtec Waste & Recycling Svcs.	Waste & Recycling Service Fees: August & September 2017	783.71	
41052	CalPERS-HEALTHCARE ACCT	Health Insurance Premiums: September 2017	69,859.41	
41053	CalPERS-RETIREMENT ACCT	Retirement Expense Pd: 8/11 & 8/25/2017	44,470.67	
41054	Frontier Communications-Toll/POTS	Land Line Service Fees: 7/25 - 8/24/2017	147.11	
41055	Gas Co.	Gas Service Fees: 7/25 - 8/23/2017	133.06	
41056	ICMA Retirement Trust	Deferred Compensation Contributions: 8/11 & 8/25/2017	15,717.72	
41057	Imperial Irrigation District	Utilities 7/7/17-8/3/17	3,311.65	
41058	Imperial Irrigation Dist-Lab Acct	Utilities 7/7/17-8/3/17	5,225.57	
41059	Indio Water Authority	Water Service Fees: 7/5/ - 8/1/2017	747.93	
41060	Principal Life Insurance Co.	Dental & Life Insurance Premiums: September 2017	8,921.51	
41061	Verizon Business	VOIP Phone Service Fees: August 2017	1,174.64	
41062	Verizon Wireless	Mobile Communications: 7/8 - 8/7/2017	1,961.25	
41063	Vision Service Plan	Vision Insurance Premiums: September 2017	818.58	
				<b>153,272.81</b>
<b>Cash - First Foundation Bank Checking</b>				
41064	Airgas Carbonic, Inc	Lab Supplies & Expense	831.60	
41065	AIS	Office Supplies	315.65	
41066	American Engraving Co.	Reproduction & Printing	1,000.26	
41067	Car Quest Auto Parts	Vehicle Parts & Supplies	1,243.81	
41068	CDW Government, Inc	Office Supplies	320.91	
41069	Cisco WebEx, LLC.	Contract Services	99.00	
41070	CleanExcel	Contract Services	3,140.00	
41071	Coachella Valley Water District	CP-Physical Control	500.10	
41072	C&R Wellness Works	Employee Assistance Program	256.00	
41073	Daniel's Tire Service	Vehicle Parts & Supplies	261.17	
41074	Eisenhower Occupational Health Serv	Physician Fees	305.00	
41075	Employee Relations Network	Recruitment/Advertising	196.85	
41076	Equipment Direct, Inc.	Safety Expense	1,481.54	
41077	Fiesta Ford-Lincoln-Mercury	Vehicle Parts & Supplies	431.06	
41078	Fisher Scientific	Internal Mosquito PCR	141.21	
41079	G & K Services	Uniform Expense	2,596.29	
41080	Heightened-Security, Inc.	R&M - Special Projects	140.00	
41081	Inland Power Equipment Co.	Equipment Parts & Supplies	874.21	
41082	Jernigan's Sporting Goods, Inc.	Safety Expense	796.32	
41083	Liebert Cassidy Whitmore	Attorney Fees	4,645.00	
41084	Midway Vacuum & Janitorial	R&M Operations Bldg	19.58	
41085	Moreno, Crystal	Tuition Reimbursement	892.77	
41086	Mosquito & Vector Control Asn of CA	External Mosquito PCR	20.00	
41087	NAPA Auto & Truck Parts	Vehicle Parts & Supplies	772.31	
41088	Praxair Distribution, Inc.	Equipment Parts & Supplies	73.50	
41089	Provision First Aid	Safety Expense	541.56	
41090	Rivco Mechanical Services, Inc.	Contract Expense	4,628.00	
41091	Rutan & Tucker, LLP	Legal Fees - General	2,664.00	
41092	SoCo Group Inc., The	Motor Fuel & Oils	4,747.60	
41093	SWG, Inc. DBA Earth Sys Southwest	Professional Fees	870.00	
41094	TCI	Lab Supplies & Expense	310.95	
41095	UPS	Postage	146.76	
41096	U.S. Foods	Control Products - Chemical Control	672.25	
41097	Verizon Wireless Services LLC	Contract Services	34.94	
41098	Waxie Sanitary Supply	Household Supplies	204.41	
41099	CalPERS Financial Reporting	Professional Fees	700.00	
41100	Salton Sea Air Service	Aerial Applications-CDPH Funds	6,075.00	
41101	US Bank	CalCard Statement: August 2017	128,767.80	
<b>Cash - First Foundation Bank Check Run Total to be Approved</b>				<b>171,717.41</b>
<b>Total Expenditures: August 8 - September 6, 2017</b>				<b>670,824.64</b>

Doug Walker, President

Shelley Kaplan, Treasurer



COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT INVESTMENT FUND BALANCES AS OF AUGUST 31, 2017						
INSTITUTION	IDENTIFICATION	Issue Date	Maturity Date	YIELD	BALANCE	PERCENT OF TOTAL INVESTMENTS
LAIF	Common Investments Funds 51105, 51110 and			1.07%	6,185,768	56.16%
Riverside County	51115			1.18%	3,669,468	33.32%
CalTRUST	Medium Term			1.27%	492,769	4.47%
First Foundation	Market Rate			0.25%	665,649	6.04%
	<b>Total Investments</b>				<b>\$ 11,013,654</b>	<b>100.00%</b>

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT LISTING OF MONTHLY RECEIPTS For August 31, 2017			
DATE	RECEIVED FROM	AMOUNT	DESCRIPTION
8/1/2017	Riverside County	32,766.45	2016-17 Benefit Assessment
8/10/2017	Riverside County	37.94	2016-17 Benefit Assessment
8/14/2017	Coachella Valley Unified School District	16,626.84	Thermal Property Lease
8/18/2017	U.S. Metals	20.10	Recycled batteries
8/18/2017	R & N Pallet	48.00	Recycled wooden pallets
8/24/2017	Riverside County Dept of Environmental Health	912.00	Mosquito Pool Testing
8/28/2017	U.S. Bank	2,050.50	2017 CalCard Rebate
8/31/2017	First Foundation Bank	207.65	Bank Interest
<b>Monthly Total</b>		<b>\$ 52,669.48</b>	

Coachella Valley Mosquito and Vector Control District  
REVENUE AND EXPENDITURE  
For the Month Ended July 31, 2017

		Adopted Budget 2017-18	Y-T-D	Budget Balance	% Y-T-D
<b>REVENUES</b>					
	Current Taxes	8,177,183	-	8,177,183	0%
	Miscellaneous Revenue	63,000	-	63,000	0%
	Prior Taxes	25,500	-	25,500	0%
	Interest Income	100,000	117	99,883	0%
	Benefit Assessment Income	1,620,638	-	1,620,638	0%
<b>TOTAL REVENUES</b>		<b>9,986,321</b>	<b>117</b>	<b>9,986,204</b>	<b>0%</b>
<b>Payroll Expense</b>					
5101	Payroll - Full Time	4,448,097	233,493	4,214,604	5%
5102	Payroll - Seasonal	167,800	16,117	151,683	10%
5103	Temporary Services	6,900	6,900	-	100%
5105	Overtime Expenses	42,000	1,568	40,432	4%
5150	CalPERS Employer Payment of Unfunded Liability	103,215	103,257	(42)	100%
5150	CalPERS State Retirement Expense	387,125	9,792	377,333	3%
5155	Social Security Expense	286,090	17,411	268,679	6%
5165	Medicare Expense	66,908	4,072	62,836	6%
5170	Cafeteria Plan Expense	1,030,961	146,694	884,267	14%
5172	Retiree Healthcare	342,420	5,893	336,527	2%
5180	Deferred Compensation	93,154	963	92,191	1%
5195	Unemployment Insurance	34,669	506	34,163	1%
<b>Total Payroll Expense</b>		<b>7,009,339</b>	<b>546,666</b>	<b>6,462,673</b>	<b>8%</b>
<b>Administrative Expense</b>					
5250	Tuition Reimbursement	15,000	1,665	13,335	11%
5300	Employee Incentive	6,000	-	6,000	0%
5301	Employee Support	4,000	213	3,787	5%
5302	Wellness Program	2,500	-	2,500	0%
5305	Employee Assistance Program	2,800	276	2,524	10%
6000	Property & Liability Insurance	113,647	10,029	103,618	9%
6001	Workers' Compensation Insurance	252,350	21,016	231,334	8%
6050	Dues & Memberships	23,530	10,246	13,285	44%
6060	Public Outreach Materials	22,600	-	22,600	0%
6065	Recruitment/Advertising	4,000	-	4,000	0%
6070	Office Supplies	17,900	1,493	16,407	8%
6075	Postage	8,000	988	7,012	12%
6080	Computer & Network Systems	5,000	-	5,000	0%
6085	Bank Service Charges	200	-	200	0%
6090	Local Agency Formation Commission	1,100	1,184	(84)	108%
6095	Professional Fees				
	Administration	50,000	-	50,000	0%
	Information Systems	2,000	129	1,871	6%
	District Wide	20,000	1,675	18,325	8%
6100	Attorney Fees				
	General Counsel	50,000	-	50,000	0%
	Labor Relations	20,000	-	20,000	
	Personnel	10,000	-	10,000	0%
6105	Legal Services - Abatement	1,000	-	1,000	0%
6106	HR Risk Management	4,500	4,500	-	100%
6110	Conference Expense				
	MVCAC Committee Assignments	9,600	-	9,600	0%
	Annual Conference Expense	13,200	-	13,200	0%
	Trustee Travel	16,800	580	16,220	3%
6115	Trustee In-Lieu Expense	13,200	1,100	12,100	8%
6120	Trustee Support Expense	4,000	346	3,654	9%
6200	Meetings Expense	2,000	58	1,942	3%
6210	Promotion & Education	20,000	-	20,000	0%
6220	Public Outreach Advertising	40,000	-	40,000	0%
6500	Benefit Assessment Expense	88,440	-	88,440	0%
<b>Total Administrative Expense</b>		<b>843,367</b>	<b>55,499</b>	<b>787,868</b>	<b>7%</b>

Coachella Valley Mosquito and Vector Control District  
REVENUE AND EXPENDITURE  
For the Month Ended July 31, 2017

		Adopted Budget 2017-18	Y-T-D	Budget Balance	% Y-T-D
<b>Utility Expense</b>					
6400	Utilities	105,000	512	104,488	0%
6410	Telecommunications	11,300	175	11,125	2%
<b>Total Utility Expense</b>		<b>116,300</b>	<b>687</b>	<b>115,613</b>	<b>1%</b>
<b>Operating Expense</b>					
7000	Uniform Expense	24,550	2,444	22,106	10%
7050	Safety Expense	20,050	1,346	18,704	7%
7100	Physician Fees	5,000	-	5,000	0%
7150	IT Communications	36,200	1,840	34,360	5%
7200	Maintenance Supplies	4,000	157	3,843	4%
7300	Building & Grounds Maintenance	42,000	1,632	40,368	4%
7310	Calibration & Certification of Equipment	8,000	-	8,000	0%
7350	Permits, Licenses & Fees	12,500	2,412	10,088	19%
7400	Vehicle Maintenance & Repair	29,000	1,860	27,140	6%
7420	Offsite Vehicle Maintenance & Repair	6,000	-	6,000	0%
7450	Equipment Parts & Supplies	19,500	1,290	18,210	7%
7500	Small Tools Expense	1,700	-	1,700	0%
7550	Lab Operating Supplies	30,500	995	29,505	3%
7570	Green Pool Surveillance	22,000	-	22,000	0%
7575	Surveillance	38,500	8,929	29,571	23%
7600	Staff Training				
	State Certified Technician Fees	6,000	6,030	(30)	101%
	State Required CEU	6,550	-	6,550	0%
	Professional Development	47,650	1,245	46,405	3%
7650	Equipment Rentals	1,000	-	1,000	0%
7675	Contract Services				
	Administration	7,000	117	6,883	2%
	Information Systems	51,000	5,952	45,048	12%
	Fleet	17,700	-	17,700	0%
	Facilities	69,400	2,638	66,762	4%
	Operations	6,000	57	5,943	1%
	Abatement	2,000	-	2,000	0%
7700	Motor Fuel & Oils	68,200	4,228	63,972	6%
7750	Ops Operating Supplies	9,400	798	8,602	8%
7800	Control				
	Chemical Control	770,500	1,212	769,288	0%
	Physical Control	2,000	-	2,000	0%
7850	Aerial Applications				
	Rural	82,500	8,075	74,425	10%
	Urban	63,000	-	63,000	0%
8415	Operating Equipment	35,000	-	35,000	0%
8487	Furniture & Equipment	5,000	1,245	3,755	25%
8510	Research Projects	120,000	-	120,000	0%
8510	USDA - COOP expenses to be refunded	-	-	-	
9000	Contingency Expense	154,980	-	154,980	
<b>Total Operating Expense</b>		<b>1,824,380</b>	<b>54,504</b>	<b>1,769,876</b>	<b>3%</b>
<b>TOTAL EXPENSES</b>		<b>9,793,386</b>	<b>657,356</b>	<b>9,136,030</b>	<b>7%</b>
<b>Total Operations Revenue Less Expenses</b>		<b>192,935</b>	<b>(657,238)</b>		
<b>CAPITAL EXPENSES</b>					
6095	Professional Fees	25,000	-	25,000	0%
8463	Interior Equipment Upgrade	25,000	-	25,000	0%
8487	Facility Improvements	150,000	-	150,000	0%
<b>TOTAL CAPITAL EXPENSES</b>		<b>200,000</b>	<b>-</b>	<b>200,000</b>	<b>0%</b>
<b>Total Operations Revenue Less Expenses</b>		<b>(7,065)</b>	<b>(657,238)</b>		

# Mosquito and Vector Control Association of California

## Bill Status Report as of 9/1/2017

### Climate Change

#### [SB 262](#) ([Wieckowski D](#)) Climate change: climate adaptation: advisory council.

**Current Text:** Introduced: 2/8/2017 [Text](#)

**Introduced:** 2/8/2017

**Status:** 7/14/2017-Failed Deadline pursuant to Rule 61(a)(10). (Last location was NAT. RES. on 5/18/2017)(May be acted upon Jan 2018)

**Summary:** Current law requires the Office of Planning and Research to establish an advisory council, comprised of members for a range of disciplines, to support the office's goals to facilitate coordination among state, regional, and local agency efforts to adapt to the impacts of climate change. This bill would specify that the members on the advisory council serve staggered terms of 4 years. The bill would require the members of the advisory council to select a chairperson from their members.

Position	Rank	K/P Point	Subject	Group
Watch	Moderate	BW, EPM, VC	Climate Change	

### Drones

#### [AB 527](#) ([Caballero D](#)) Pest control aircraft pilot's certificate: unmanned aircraft.

**Current Text:** Amended: 8/21/2017 [Text](#)

**Introduced:** 2/13/2017

**Last Amend:** 8/21/2017

**Status:** 8/29/2017-Read second time. Ordered to third reading.

**Calendar:** 9/1/2017 #219 SENATE SEN THIRD READING FILE - ASM BILLS

**Summary:** Would make it unlawful for a person to operate an unmanned aircraft in pest control unless the pilot operating the unmanned aircraft holds a valid pest control aircraft pilot's certificate issued by the Director of Pesticide Regulation and is certified or otherwise authorized by the Federal Aviation Administration to operate an unmanned aircraft system approved by the Federal Aviation Administration to conduct pest control operations. The bill would require a pilot to be certified by the State Department of Public Health as a vector control technician, as specified, to be eligible for a pest control aircraft pilot's certificate under the status of unmanned aircraft operator.

Position	Rank	K/P Point	Subject	Group
Support	High	BW, EPM, VC	Drones	

#### [SB 347](#) ([Jackson D](#)) State Remote Piloted Aircraft Act.

**Current Text:** Amended: 6/21/2017 [Text](#)

**Introduced:** 2/14/2017

**Last Amend:** 6/21/2017

**Status:** 7/14/2017-Failed Deadline pursuant to Rule 61(a)(10). (Last location was P. & C.P. on 6/12/2017)(May be acted upon Jan 2018)

**Summary:** Would enact the State Remote Piloted Aircraft Act. The bill would prohibit a person from operating a remote piloted aircraft in any number of specified manners and would require any person using, operating, or renting a remote piloted aircraft and every commercial operator of a remote piloted aircraft to maintain adequate liability insurance or proof of financial responsibility, as specified.

Position	Rank	K/P Point	Subject	Group
Watch	Moderate	BW, EPM, VC	Drones	

### Governance

#### [AB 1725](#) ([Committee on Local Government](#)) Local agency formation.

**Current Text:** Amended: 7/20/2017 [Text](#)

**Introduced:** 3/20/2017

**Last Amend:** 7/20/2017

**Status:** 8/31/2017-Read third time. Passed. Ordered to the Assembly. In Assembly. Concurrence in Senate amendments pending. May be considered on or after September 2 pursuant to Assembly Rule 77.

**Calendar:** 9/1/2017 #83 ASSEMBLY CONCURRENCE IN SENATE AMENDMENTS

**Summary:** The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 provides the exclusive authority and procedure for the initiation, conduct, and completion of changes of organization and reorganization for cities and districts, as specified. The act defines various terms for these purposes, including the term "contiguous," which the act defines as territory adjacent to territory within the local agency. This bill would instead define "contiguous" as territory that abuts or shares a common boundary with territory within a local agency.

Position	Rank	K/P Point	Subject	Group
Watch	Low	EPM, VC	Governance	

## Land Use

**[AB 718](#) (Frazier D) Mosquito abatement and vector control districts: managed wetland habitat: memoranda of understanding.**

**Current Text:** Amended: 7/18/2017 [Text](#)

**Introduced:** 2/15/2017

**Last Amend:** 7/18/2017

**Status:** 8/28/2017-Action From APPR.: Do pass as amended.

**Summary:** Current law provides for the formation of mosquito abatement and vector control districts, and prescribes the powers, functions, and duties of those districts, as specified. This bill would authorize a private landowner whose property includes managed wetland habitat, as defined, located within the boundaries of a district and meets other criteria to initiate the opportunity to enter into a memorandum of understanding with the district to establish a process to implement best management practices with regard to the managed wetland habitat.

Position	Rank	K/P Point	Subject	Group
Neutral	High	BW, EPM, VC	Land Use	

**[AB 947](#) (Gallagher R) Department of Fish and Wildlife: lake or streambed alteration agreements: definitions.**

**Current Text:** Amended: 4/17/2017 [Text](#)

**Introduced:** 2/16/2017

**Last Amend:** 4/17/2017

**Status:** 5/26/2017-Failed Deadline pursuant to Rule 61(a)(5). (Last location was APPR. SUSPENSE FILE on 5/3/2017)(May be acted upon Jan 2018)

**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 from depositing certain material where it may pass into any river, stream, or lake, without first notifying the Department of Fish and Wildlife of that activity, and entering into a lake or streambed alteration agreement if required by the department to protect fish and wildlife resources. This bill would define "river" and "stream" for purposes of these provisions.

Position	Rank	K/P Point	Subject	Group
Watch	Low	BW, EPM, VC	Land Use	

**[AB 1097](#) (Levine D) Department of Fish and Wildlife: Significant Natural Areas Program.**

**Current Text:** Introduced: 2/17/2017 [Text](#)

**Introduced:** 2/17/2017

**Status:** 4/28/2017-Failed Deadline pursuant to Rule 61(a)(2). (Last location was W.,P. & W. on 3/6/2017)(May be acted upon Jan 2018)

**Summary:** Current law requires the Department of Fish and Wildlife to administer the Significant Natural Areas Program, and requires the department, as part of its administration of the program, to maintain, expand, and keep current a data management system, designated the California Natural Diversity Database. Current law requires that data to be made available to interested parties on request. This bill would instead require that data to be made available on the department's Internet Web site.

Position	Rank	K/P Point	Subject	Group
Watch	Moderate	BW, EPM, VC	Land Use	

## Local Government

**[AB 645](#) (Quirk D) Local government: organization: dissolution.**

**Current Text:** Introduced: 2/14/2017 [Text](#)

**Introduced:** 2/14/2017

**Status:** 5/12/2017-Failed Deadline pursuant to Rule 61(a)(3). (Last location was L. GOV. on 3/2/2017) (May be acted upon Jan 2018)

**Summary:** Under current law, if a change of organization consists of a dissolution, the commission is required to order the dissolution subject to confirmation of voters if, among other things, the proposal was not initiated by the commission and if a subject agency has not objected to the proposal, the commission has found that, for an inhabited territory protests have been signed by either 25% of the number of landowners within the affected territory who own at least 25% of the assessed value of land within the territory or 25% of the voters entitled to vote as a result of residing or owning land within the affected territory. This bill would decrease that threshold to 10% of the number of landowners within the affected territory who own at least 25% of the assessed value of land within the territory or 10% of the voters entitled to vote as a result of residing or owning land within the affected territory.

Position	Rank	K/P Point	Subject	Group
Watch	Low	BW, EPM, VC	Local Government	

## Pesticides

### [AB 1126](#) (Committee on Agriculture) Pesticides: carbon monoxide.

**Current Text:** Chaptered: 7/25/2017 [Text](#)

**Introduced:** 2/17/2017

**Last Amend:** 6/28/2017

**Status:** 7/24/2017-Approved by the Governor. Chaptered by Secretary of State - Chapter 112, Statutes of 2017.

**Summary:** Current law authorizes the use of carbon monoxide for the control of burrowing rodent pests subject to specified conditions, including that the carbon monoxide delivery device is permanently affixed with a special warning label. Current law repeals those provisions on January 1, 2018. This bill would instead repeal those provisions on January 1, 2023.

Position	Rank	K/P Point	Subject	Group
Watch	Moderate	BW, EPM, VC	Pesticides	

### [AB 1617](#) (Bloom D) Department of Fish and Wildlife: Fish and Game Commission: funding: strategic vision.

**Current Text:** Amended: 5/15/2017 [Text](#)

**Introduced:** 2/17/2017

**Last Amend:** 5/15/2017

**Status:** 7/14/2017-Failed Deadline pursuant to Rule 61(a)(10). (Last location was N.R. & W. on 6/14/2017)(May be acted upon Jan 2018)

**Summary:** Current law requires the Secretary of the Natural Resources Agency to convene a committee to develop and submit to the Governor and Legislature, before July 1, 2012, a strategic vision for the Department of Fish and Wildlife and the Fish and Game Commission that addresses specified matters relating to state fish and wildlife resource management. This bill would require the Department of Fish and Wildlife, in cooperation with the above-mentioned parties and additional specified parties, to identify and propose new sources of revenue to fund the department's necessary wildlife, land, and marine conservation, restoration, and resources management and protection responsibilities.

Position	Rank	K/P Point	Subject	Group
Watch	High	BW, EPM, VC	Pesticides	

### [AB 1687](#) (Bloom D) Pesticides: use of anticoagulants.

**Current Text:** Amended: 3/21/2017 [Text](#)

**Introduced:** 2/17/2017

**Last Amend:** 3/21/2017

**Status:** 4/28/2017-Failed Deadline pursuant to Rule 61(a)(2). (Last location was E.S. & T.M. on 3/21/2017)(May be acted upon Jan 2018)

**Summary:** Current law prohibits the use of any pesticide that contains one or more of specified anticoagulants in wildlife habitat areas, as defined. Current law exempts from this prohibition the use of these pesticides for agricultural activities, as defined. Current law requires the Director of Pesticide Regulation, and each county agricultural commissioner under the direction and supervision of the director, to enforce the provisions regulating the use of pesticides. This bill would expand this prohibition to include a pesticide containing additional specified anticoagulants and would also prohibit the use of a pesticide containing one of those anticoagulants in the entire state.

Position	Rank	K/P Point	Subject	Group
Oppose unless	High	EPM, VC	Pesticides	

**SB 602 (Allen D) Pesticides: neonicotinoids: labeling.****Current Text:** Amended: 4/6/2017 [Text](#)**Introduced:** 2/17/2017**Last Amend:** 4/6/2017**Status:** 6/2/2017-Failed Deadline pursuant to Rule 61(a)(8). (Last location was INACTIVE FILE on 6/1/2017)(May be acted upon Jan 2018)**Summary:** Would, on and after July 1, 2018, require labeling, as specified, of commercially available seeds and plants sold at retail establishments, excluding noxious weed seeds and plants, that have been treated with a neonicotinoid pesticide. The bill would specify that a violation of this requirement is not a crime but would constitute an unfair and unlawful business act or practice.

Position	Rank	K/P Point	Subject	Group
Watch	Moderate	BW, EPM, VC	Pesticides	

**Public Health****AB 1032 (Calderon D) State Department of Public Health.****Current Text:** Introduced: 2/16/2017 [Text](#)**Introduced:** 2/16/2017**Status:** 5/12/2017-Failed Deadline pursuant to Rule 61(a)(3). (Last location was PRINT on 2/16/2017) (May be acted upon Jan 2018)**Summary:** Current law imposes various functions and duties on the State Department of Public Health with respect to the administration and oversight of various health programs and facilities relating to the prevention of disease and the promotion of health. Current law authorizes the department to adopt and enforce regulations for the execution of its duties. This bill would make technical, nonsubstantive changes to that provision.

Position	Rank	K/P Point	Subject	Group
Watch	Low	BW, EPM, VC	Public Health	

**AB 1225 (Patterson R) State Department of Public Health: regulations and program flexibility.****Current Text:** Amended: 4/20/2017 [Text](#)**Introduced:** 2/17/2017**Last Amend:** 4/20/2017**Status:** 7/14/2017-Failed Deadline pursuant to Rule 61(a)(10). (Last location was HEALTH on 7/5/2017) (May be acted upon Jan 2018)**Summary:** Would require the State Department of Public Health to report to the Legislature annually on its efforts to update or modernize its regulations, as specified, including with regard to its use of program flex waivers. The bill would also require the department to focus on adopting amendments to regulations that tend to receive the highest number of program flex waivers, as specified. The bill would require a health facility that received program flexibility from the department to post a notice stating that it has been approved for program flexibility and where documents are available for inspection, as specified.

Position	Rank	K/P Point	Subject	Group
Watch	Low	BW, EPM, VC	Public Health	

**ACR 51 (Gipson D) Mosquito Awareness Week.****Current Text:** Chaptered: 5/19/2017 [Text](#)**Introduced:** 4/5/2017**Status:** 5/16/2017-Chaptered by Secretary of State- Chapter 53, Statutes of 2017**Summary:** This measure would designate April 16, 2017, to April 22, 2017, inclusive, as Mosquito Awareness Week.

Position	Rank	K/P Point	Subject	Group
Sponsor, Support	High	EPM, VC	Public Health	

**SB 382 (Pan D) Pest control: mosquito abatement.****Current Text:** Amended: 3/20/2017 [Text](#)**Introduced:** 2/14/2017**Last Amend:** 3/20/2017**Status:** 5/25/2017-May 25 hearing: Held in committee and under submission.**Summary:** Would create the California Mosquito Surveillance and Research Program Account, to be administered by the State Department of Public Health, to fund California-based surveillance and research on mosquitoes. The bill would appropriate \$2,000,000 from the General Fund to the account,



thereby making an appropriation. The bill would require that \$1,500,000 of that money be used to fund the California Vectorborne Disease Surveillance System, known as CalSurv, to perform specified functions.

Position	Rank	K/P Point	Subject	Group
Sponsor	High	BW, EPM, VC	Public Health	

**SB 645 (Roth D) State Department of Public Health.**

**Current Text:** Introduced: 2/17/2017 [Text](#)

**Introduced:** 2/17/2017

**Status:** 5/12/2017-Failed Deadline pursuant to Rule 61(a)(3). (Last location was RLS. on 2/17/2017) (May be acted upon Jan 2018)

**Summary:** Current law imposes various functions and duties on the State Department of Public Health with respect to the administration and oversight of various health programs and facilities relating to the prevention of disease and the promotion of health. Current law authorizes the department to adopt and enforce regulations for the execution of its duties. This bill would make technical, nonsubstantive changes to that provision.

Position	Rank	K/P Point	Subject	Group
Watch	Low	EPM, VC	Public Health	

## Water Supply / Use

**AB 1343 (Chen R) Water conservation: school districts: Go Low Flow Water Conservation Partnerships.**

**Current Text:** Chaptered: 7/21/2017 [Text](#)

**Introduced:** 2/17/2017

**Last Amend:** 4/24/2017

**Status:** 7/21/2017-Approved by the Governor. Chaptered by Secretary of State - Chapter 90, Statutes of 2017.

**Summary:** Would authorize the governing board of a school district to enter into a Go Low Flow Water Conservation Partnership with a public water system for purposes of reducing water use at schools, reducing stormwater and dry weather runoff at schools, reducing schoolsite water pollution, and establishing the basis for educational opportunities in water conservation. The bill would authorize a public water system to offer, as part of a partnership, a water rebate for a school that implements water-saving measures.

Position	Rank	K/P Point	Subject	Group
Watch	Low	BW, EPM, VC	Water Supply / Use	

**SB 633 (Portantino D) Water quality objectives: stormwater.**

**Current Text:** Amended: 4/26/2017 [Text](#)

**Introduced:** 2/17/2017

**Last Amend:** 4/26/2017

**Status:** 5/26/2017-Failed Deadline pursuant to Rule 61(a)(5). (Last location was APPR. SUSPENSE FILE on 5/25/2017)(May be acted upon Jan 2018)

**Summary:** Would require a regional board preparing a water quality control plan for a region having a population in excess of 10 million residents to additionally consider opportunities to convey stormwater to a regional site within the watershed in which the stormwater originated for capture and infiltration and to consider the opportunity for stormwater capture when determining past and probable future beneficial uses of water, as specified. This bill contains other related provisions.

Position	Rank	K/P Point	Subject	Group
Watch	Moderate	BW, EPM, VC	Water Supply / Use	

**Total Measures: 19**

**Total Tracking Forms: 19**





## Coachella Valley Mosquito and Vector Control District

### Staff Report

**September 12,  
2017**

**Agenda Item:** Informational Item

District Travel – **Crystal G. Moreno, Executive Assistant/Clerk of the Board**

#### **Background:**

**The following are conferences and meetings that are currently scheduled to be attended:**

#### **CSDA Annual Conference — September 25-28, 2017:**

- Bito Larson, Trustee

#### **CSDA Clerk of the Board Conference – October 22-24, 2017:**

- Crystal Moreno, Executive Assistant/Clerk of the Board

#### **MVCAC Fall Meeting – November 1-2, 2017:**

- Doug Walker, President of the Board
- Jeremy Wittie, General Manager
- Jill Oviatt, Public Information Manager
- Jennifer Henke, Laboratory Manager
- Wakoli Wekesa, Operations Manager
- Kim Hung, Vector Ecologist

## FINANCE

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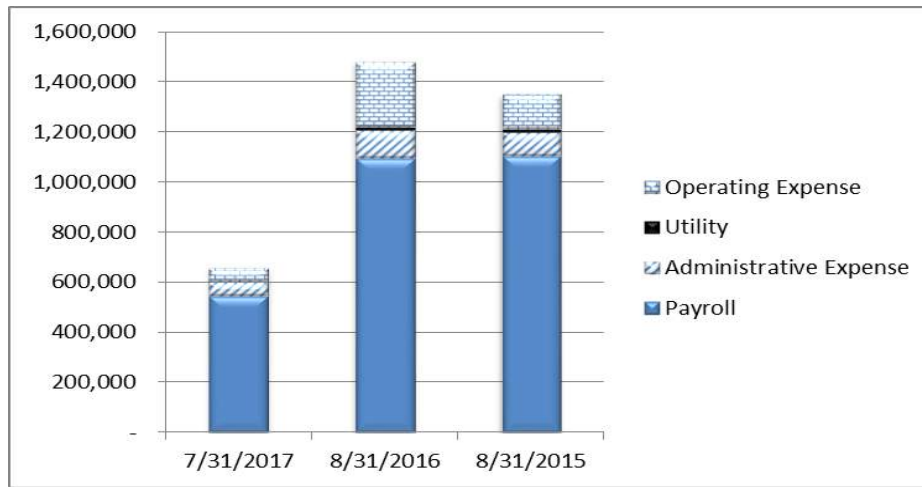
### Software Update:

Abila MIP was installed in August; implementation is in stages. The chart of accounts and funds are now set up, the vendors from accounts payable and accounts receivable were imported from FundWare. In August the first check run was issued from the new software. In September the July 31 trial balance will be exported from FundWare, this will allow us to run financial reports such as revenue and expense and balance sheet. Also in September the purchasing module will be installed, this will be initially tested by IT and finance staff. In November the purchasing module is expected to be rolled out Districtwide which will see the reduction in use of paper for purchase orders etc. For this Board packet, August receipts, banks balances are included, July revenue & expense reports and balance sheets are also included. August reports will be included with September reports in October.

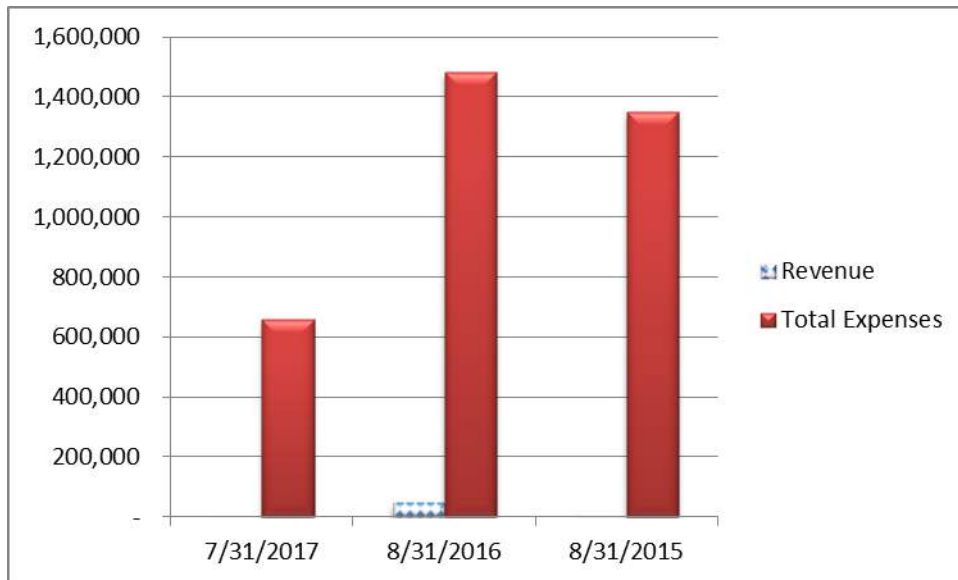
The financial reports show the balance sheet, receipts, and the revenue and expenditure reports for the month ending July 31, 2017. The revenue and expenditure report shows that the operating budget expenditure for July 1, 2017 to July 31, 2017 is \$657,201; total revenue is \$117 resulting in excess revenue over (under) expenditure for the year to July 31, 2017 of (\$657,084).

### THREE YEAR FINANCIALS

	7/31/2017	8/31/2016	8/31/2015
<b>Total Revenue</b>	<b>117</b>	<b>43,867</b>	<b>5,440</b>
Expenses			
Payroll	546,666	1,096,331	1,103,542
Administrative Expense	55,344	111,583	97,138
Utility	687	10,662	10,626
Operating Expense	54,504	263,450	139,168
<b>Total Expenses</b>	<b>657,201</b>	<b>1,482,026</b>	<b>1,350,474</b>
<b>Profit (Loss)</b>	<b>(657,084)</b>	<b>(1,438,159)</b>	<b>(1,345,034)</b>
Capital Expenses			



**Figure 1 Three Year Expenditure**



**Figure 2 Three Year Revenue & Expenditure**

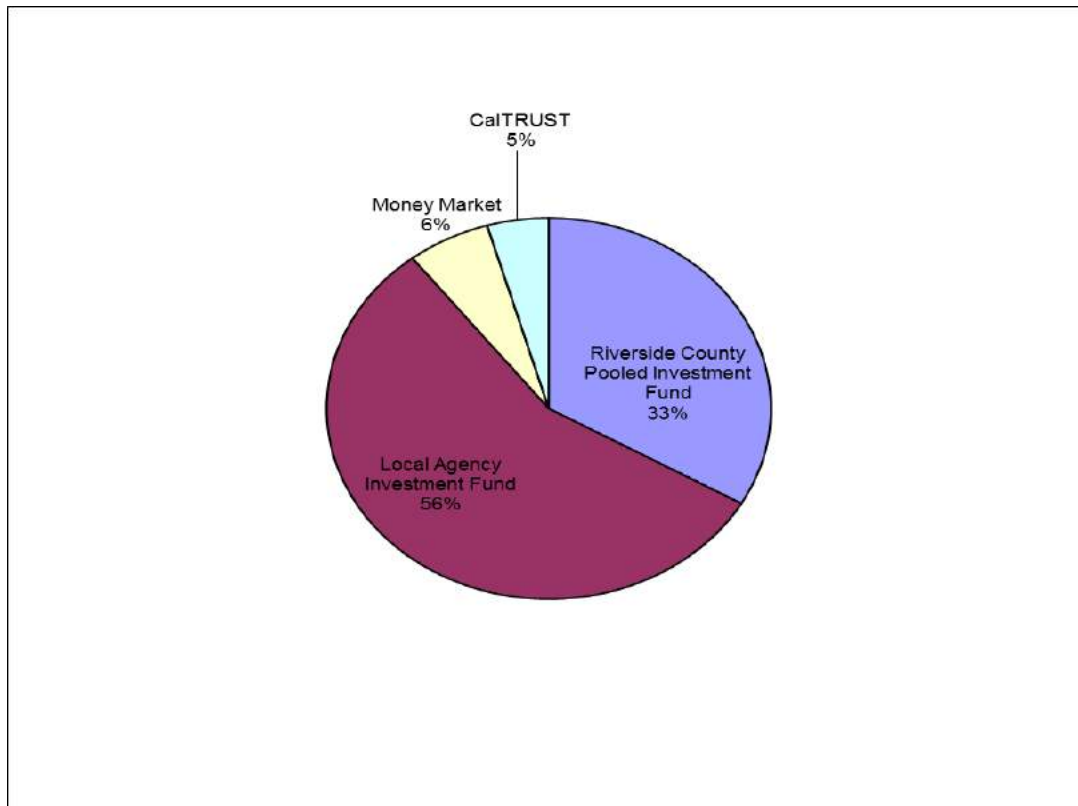
### THREE YEAR CASH BALANCE

CASH BALANCES	7/31/2017	8/31/2016	8/31/2015
Investment Balance	11,586,149	11,079,529	11,580,439
Checking Accounting	11,967	6,217	8,137
Payroll Account	116,435	63,777	107,762
Building Account			
Petty Cash	2,000	2,000	2,000
<b>TOTAL CASH BALANCES</b>	<b>11,716,551</b>	<b>11,151,523</b>	<b>11,698,338</b>

## DISTRICT INVESTMENT PORTFOLIO 8/31/2017

The District's investment fund balance for the period ending August 31, 2017 is \$11,013,654 the portfolio composition is shown in the pie chart. Local Agency Investment Fund (LAIF) accounts for 56% of the District's investments; the Riverside County Pooled Investment Fund is 33% of the total.

The LAIF yield for the end of July was 1.07% and the Riverside County Pooled Investment Fund was 1.18%; this gives an overall weighted yield for District investments of 1.07%.



**Figure 3 Investment Portfolio 8-31-17**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2011	0.66	0.67	0.66	0.64	0.65	0.61	0.60	0.56	0.56	0.54	0.53	0.52
2012	0.53	0.51	0.50	0.50	0.47	0.46	0.47	0.43	0.43	0.41	0.39	0.34
2013	0.33	0.34	0.33	0.32	0.32	0.32	0.32	0.32	0.31	0.30	0.32	0.29
2014	0.27	0.30	0.33	0.31	0.30	0.30	0.34	0.37	0.35	0.37	0.35	0.39
2015	0.37	0.40	0.36	0.35	0.37	0.39	0.41	0.41	0.43	0.43	0.44	0.46
2016	0.50	0.55	0.57	0.56	0.54	0.61	0.57	0.63	0.64	0.63	0.69	0.73
2017	0.74	0.75	0.81	0.91	0.92	0.99	1.04	1.00	1.07			

**Figure 4 District Investments Weighted Yield**

## HUMAN RESOURCES

### NEW EMPLOYEES

The following Seasonal employees began work in July and August:

<i>Elias Casarrubias</i>	<i>Ryan Gonzalez</i>	<i>Martin Rodriguez</i>
<i>Guillermo Delgado</i>	<i>Marco Medel</i>	<i>Nicolas Tremblay</i>
<i>Manuel De La Torre</i>	<i>Mario Munoz</i>	<i>Jesus Vasquez</i>

*Rosendo Ruiz* began work on August 21<sup>st</sup> in the position of Vector Control Technician Trainee. Rosendo has worked as a Seasonal for the District for two seasons.

*Jazmin Valop* began work on August 2<sup>nd</sup> in the position of Vector Control Technician Trainee. Jazmin received a Bachelor's Degree in Environmental Health from California State University San Bernardino and has worked as a Seasonal for the District for two seasons.

*Joseph "Wakoli" Wekesa* began work on August 16<sup>th</sup> in the position of Operations Manager. Wakoli received a Ph.D. in Medical Parasitology and Entomology from University of California, Davis. Prior to accepting this position, Wakoli was the Scientific Programs Manager at San Gabriel Valley Mosquito and Vector Control District.

### OPEN ENROLLMENT

Open Enrollment for the District's health plans will begin September 11 and end October 6, 2017. Open enrollment is an opportunity to add or make changes to current benefit plans. Changes become effective January 1, 2018.

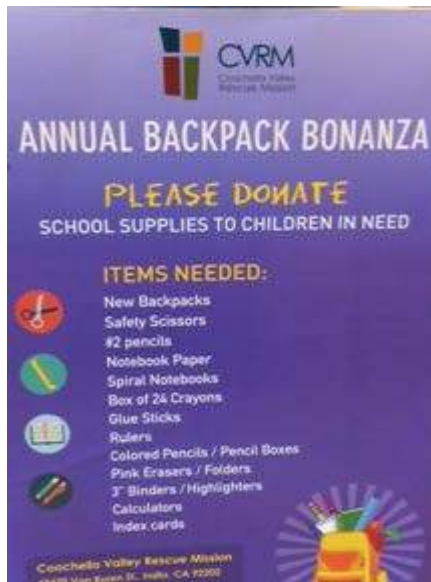
### EMPLOYEE RECOGNITION

Congratulations to the following employees who received the following award:

**Out of the Box**	
<i>Chris Cavanaugh</i> <i>Arturo Gutierrez</i>	For dedication to the District by putting in extra effort by coming in early: Chris to assist with completing the ULV evaluation in Mecca and aerial application evaluation in Palm Springs. Arturo to set up the weather station as part of our evaluations, allowing us to better know how the weather impacts the treatments.
<i>Gregorio Alvarado</i> <i>Antonio Molina</i> <i>John Munoz</i> <i>Richard Ortiz</i> <i>Edward Prendez</i>	After product switch, flushed the equipment to prepare it for the new product, and reprogrammed and recalibrated the three ULV units in one day allowing the Operations Department to move forward with the new product.
<i>Gabriela Harvey</i> <i>Antonio Molina</i> <i>Abelina Torres</i>	For showing incredible flexibility, patience, creativity, and great teamwork with the Department of State practicum staff member who coordinated a door-to-door surveys and inspections project. It was obvious that each of them used their prior, professional experiences in doing Tech work--and combined it with their current responsibilities in the IT Office, Lab, and Call Center to make this project a success.

## EMPLOYEE DONATIONS

District employees filled up a large donation box with contributions of school supplies for the Coachella Valley Rescue Mission's annual Backpack Bonanza giveaway drive. The voluntary donations of backpacks, paper, pencils, notebooks, binders, erasers, glue, rulers, etc., were handed out at the Rescue Mission on August 12<sup>th</sup>. This is the third year that the District has participated in collecting school supplies for the approximately 2,500 children attending the event. Children who attended with their parents were able to receive a backpack containing school supplies for the new school year.

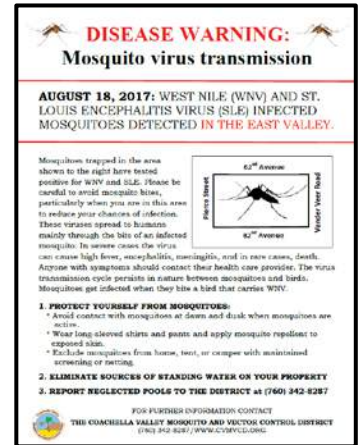


## PUBLIC OUTREACH DEPARTMENT

**OUTREACH MATERIALS:** West Nile and Saint Louis encephalitis virus transmission continued in the East Valley throughout August and the Public Outreach team found new ways to alert communities of the mosquito-borne threat. The Coachella Valley Unified School District helped us get Disease Warning notifications in the backpacks of all students in schools located in areas where virus-positive mosquitoes were collected. The notice informed thousands of students, their families, and school staff of how to avoid mosquito bites and reduce mosquito friendly habitats. The school District used their telephone notification system to alert residents that notifications were coming home with their children. To address the many renters in Palm Springs who do not receive mail at their home address, the Public Outreach Department created an electronic notification about aerial applications in Palm Springs and sent it to more than 50 residential property managers to better inform residents about aerial applications in the area. The notice included route maps, application dates and times, and links to more information.

**COMMUNITY PRESENTATIONS:** Public Outreach Coordinator *Edgar Castro* presented at a Coachella Valley Farmers Meeting to alert the farming community about West Nile and Saint Louis encephalitis virus activity in the East Valley and offer best practices to prevent mosquito breeding and fly production in agricultural operations. Farmers were given information bags with a best practices manual on mosquito reduction, repellent wipes, and protection information for farm workers. *Edgar* presented to a Palm Desert Jewish Family Service's meeting to raise awareness about virus activity and invasive mosquito species in the Coachella Valley. General Manager *Jeremy Wittie* gave an overview of district services, invasive mosquito detections, and aerial larval control applications to the Palm Springs Sunrise Rotary Club. Public Information Manager *Jill Oviatt* and Laboratory Manager *Jennifer Henke* organized a tour for 20 college students in the Health Career Connection program, with which District Intern *Jazmin Carbajal* is connected. *Edgar* and Administrative Clerk *Diana Reyes* presented to a summer camp in Indio, which included three interactive stations on the mosquito life cycle and trapping; mosquitofish; and a standing water coloring activity. *Jill* gave an overview of our Public Outreach strategy to an Environmental Justice Task Force meeting held at the District.

**MEDIA:** We published a news release regarding the detection of *Aedes aegypti* in La Quinta. While no interviews were requested, the story was reported online and on radio and TV news programs. The City of La Quinta posted the information on its website homepage. We also created an information sheet for residents on seed bugs after receiving dozens of calls about the harmless but ubiquitous insect. *Jill* did several interviews with media outlets about the bug.





## 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. Information generated by this department is used by District Operations staff to ensure control measures are efficiently implemented in the field.

### DISEASE SURVEILLANCE (As of 8/25/2017) ARBOVIRUS SURVEILLANCE TESTING – CALIFORNIA

	WNV – Positive 2017 YTD	WNV - Positive 2016 YTD	WNV – 5 year Average	WEE 2017 YTD	SLE 2017 YTD
Positive Counties	33	36	37	0	0
Human Cases	59	77	80	0	0
Positive Dead Birds / # Tested	239/1,381	1,081/2,225	987	0	0
Positive Mosquito Pools / # Tested	2,284/30,187	2,780/31,460	2,070	0	48

2017	Chikungunya	Dengue	Zika
Mosquito Pools YTD (positive/total tested)	0/966	0/966	0/966

### ARBOVIRUS SURVEILLANCE TESTING – COACHELLA VALLEY

		JULY/AUGUST	2017 YTD	2016 YTD	5 YEAR AVERAGE YTD
HUMANS		0	0	0	0
DEAD BIRDS		0	0	0	0
MOSQUITO POOLS	WNV	56	104	19	58
	SLE	1	1	45	16
	# TESTED	544	3,294	3,022	2,127

## ENDEMIC MOSQUITO SURVEILLANCE

### CO<sub>2</sub> TRAPS

During the normal mosquito season (March through mid-November) the District Laboratory staff maintains 102 CO<sub>2</sub> (carbon dioxide) traps throughout the District to monitor the mosquito populations. Extra emphasis is placed on mosquito species that are known to be vectors of virus that cause human disease. These vector species in the Coachella Valley are *Culex tarsalis* and *Cx. quinquefasciatus*. In the rural areas *Cx. tarsalis* is the most abundant vector species. CO<sub>2</sub> traps release carbon dioxide to attract mosquitoes looking to obtain a blood meal and are very effective at collecting *Culex* mosquitoes. The average number of vectors captured per trap per night is monitored and used to guide operational activities of the District. The number of mosquitoes collected in half-month periods is compared to the previous 5-year average. The surveillance program mosquito abundance is broadly reported in two areas – Urban and Rural. These Urban and Rural areas are also broken down into smaller zones to look at more specific regions of the District when planning mosquito control activities.



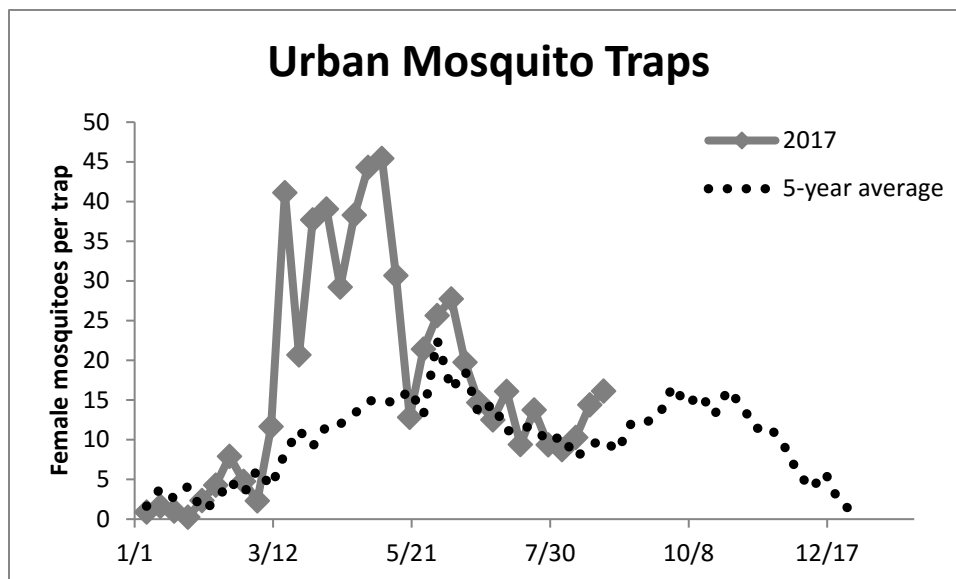


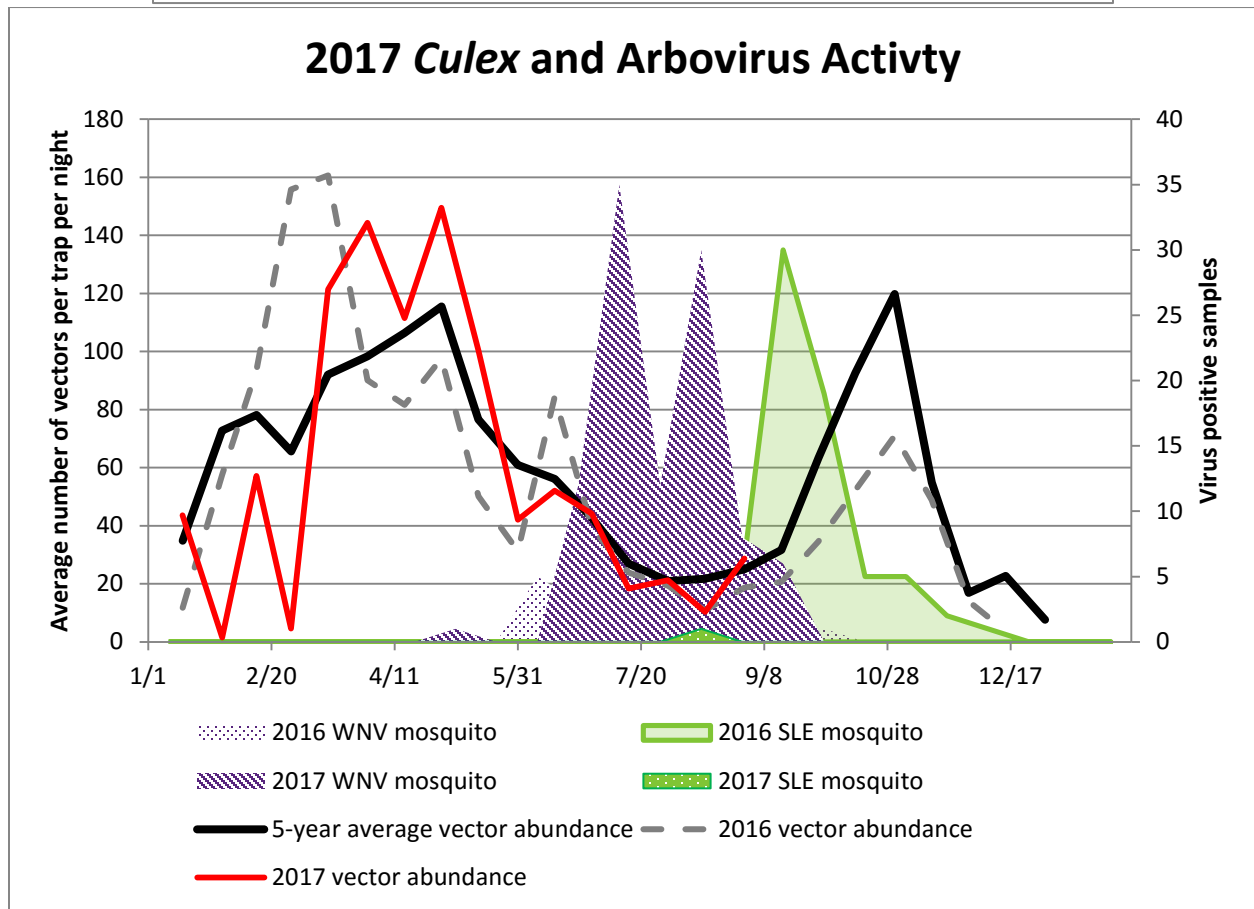
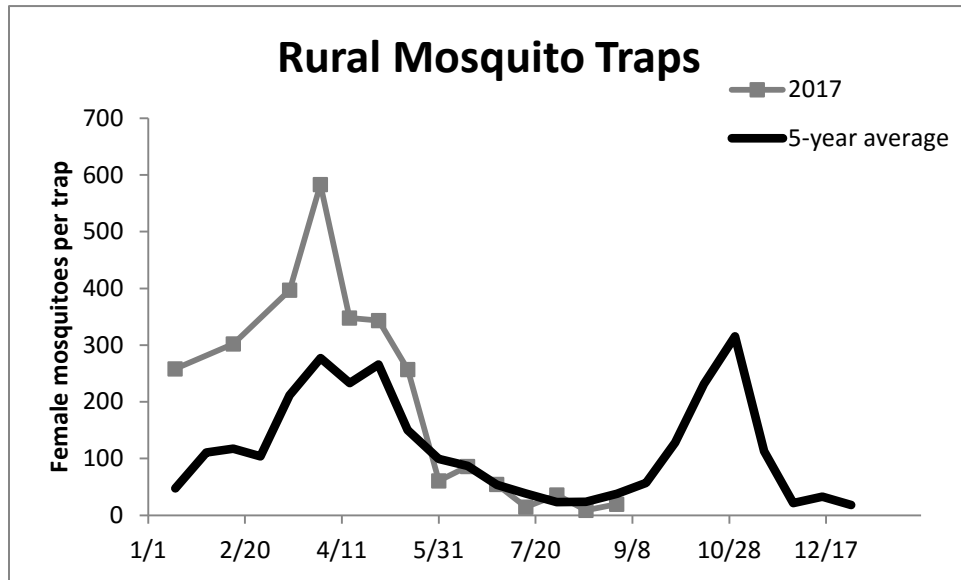
## Gravid Traps

Gravid traps use water infused with organic matter such as alfalfa to attract mosquitoes looking to lay eggs. These traps are especially effective at collecting *Cx. quinquefasciatus* mosquitoes, which are the primary disease vector in the urban areas of the District. However, other mosquito species, including *Cx. tarsalis* are not attracted to these traps. Because of their use in targeting *Cx. quinquefasciatus* mosquitoes, these traps are placed in urban areas of Coachella Valley. The District currently uses gravid traps at 47 locations during the normal mosquito season.



## MOSQUITO SURVEILLANCE ZONES





## INVASIVE MOSQUITO SURVEILLANCE

*Aedes aegypti* has been detected in 5 cities: Coachella (2 separate regions), Cathedral City, Indio, Palm Springs, and on August 23, 2017, La Quinta was added to the list. BG-Sentinel traps are deployed weekly at each region to detect adult mosquitoes. Coachella, Cathedral City, and Indio each have 8 permanent trap sites set weekly. Four traps are set in North Coachella at rotating locations. In Palm Springs 9 locations are used for permanent trap sites. Ovicups are placed throughout the Coachella Valley region with higher cup density in areas with prior *Aedes* activity. These ovicups collect eggs and are examined weekly.

To date this year, eggs have been detected at 1 location in Indio, 7 locations in Palm Springs and at 6 locations in Cathedral City. In 2016, eggs were most abundant in November.



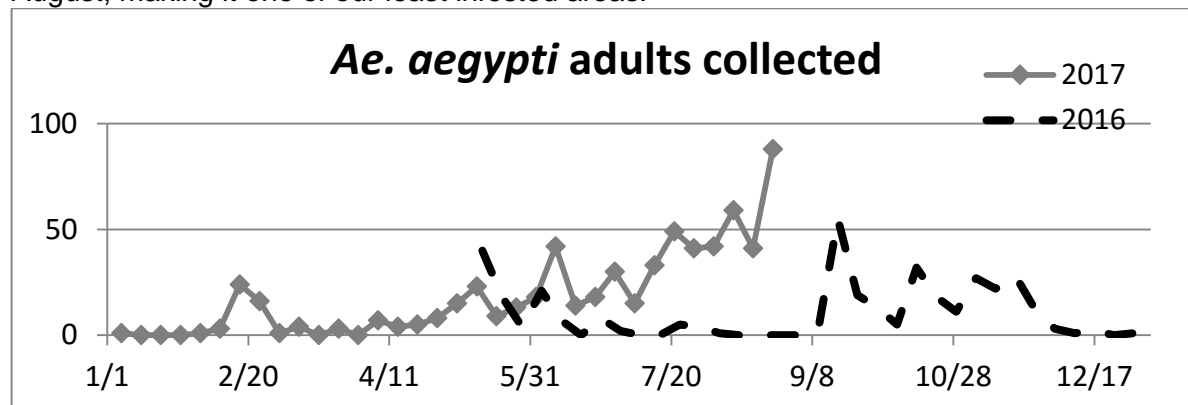
Left: BG Sentinel trap. Right: Autocidal Gravid Trap (AGO).



Area of interest with trap sites mapped.

In addition to routine *Aedes aegypti* surveillance, BG traps have been placed in areas throughout the valley where the mosquito has yet to be detected. This is a proactive effort to find *Aedes aegypti* activity early before the population becomes established. Areas of suspected *Aedes* activity are selected and divided into cells, and a BG trap is set within every cell. Approximately 35 BG traps are set in new locations each week. Since April, traps have been set in Coachella, Indio, La Quinta, Palm Desert, Cathedral City, and Palm Springs, with *Aedes* collected in Palm Springs, Cathedral City, and Indio. Extra trapping efforts are currently being used in La Quinta. This project has enabled us to better understand the degree of infestation in those cities and has been a valuable tool in guiding the District's *Aedes* response efforts.

As of August 29, 716 *Aedes aegypti* adults have been collected throughout the District. The Coachella neighborhood where aerial larvicide applications were made in 2016 does continue to have *Aedes* mosquitoes – twelve mosquitoes were caught in July and August, making it one of our least infested areas.





**MODIFIED TRAPS.** Jazmin Carbajal, a rising junior majoring in biochemistry at University of California, Santa Cruz, has interned with the Laboratory Department this summer through the Health Career Connections program. While working in the lab, she has examined modifications to BG and AGO traps to attempt to collect more *Aedes aegypti*. With the BG traps, Jazmin added a white strip circling the trap to increase the contrast (previous research has shown that this mosquito favors contrast). With the AGO traps, the staff have been making a separate container of water that is said to attract *Aedes* mosquitoes but it is a different recipe from what is used in the *Culex* gravid traps. The results indicate that the placement of the trap within a yard may be more important than the modifications made, which is an important item to consider as we continue to examine how to best catch these mosquitoes.



Jazmin (center) explaining her traps to the HCC interns – unmodified BG (left) and modified BG (right).

#### EXTERNAL RESEARCHERS

USDA-CMAVE. Researchers from the USDA Center for Medical, Agricultural and Veterinary Entomology in Gainesville, FL visited the district and collaborated with Laboratory staff – Arturo



Simulated military camp at Naval Air Field, El Centro.

Gutierrez, Melissa Snelling, and Kim Hung. For two weeks, the lab staff and USDA employees worked in the field at a test plot in Mecca and at the Naval Air Field in El Centro to examine the effectiveness of adulticide and larvicide products in military camps at hot arid climates. The study implemented different application methods, including 2 different hand-held sprayers, misters, and a C-130 military airplane. About 25 sprays were conducted, assaying 28,000 adult mosquitoes and 700 larval cups. This is the eleventh consecutive year of collaboration with this group. The data from this study can provide

actionable guidance for our troops in the field and the public.

#### PRODUCT EFFICACY

**ADULTICIDE EFFICACY.** In response to West Nile virus positive mosquito samples in Mecca, truck-mounted application of adulticide products using ultra-low volume (ULV) methods were made. The laboratory staff evaluated the efficacy of four of these applications by placing susceptible mosquitoes in sentinel cages at various locations throughout the application area to examine product reach and effectiveness. Glass slides on impingers were used to measure droplet size and density. The applications were effective at causing mortality in the susceptible mosquitoes, with an average mortality rate of 88%. Droplet density positively correlated with mosquito mortality, and droplet sizes were well within label ranges. During one of the four trials, wild mosquitoes were used along with those from the susceptible colony. An average mortality of 21.5% was observed



Cages and impinger

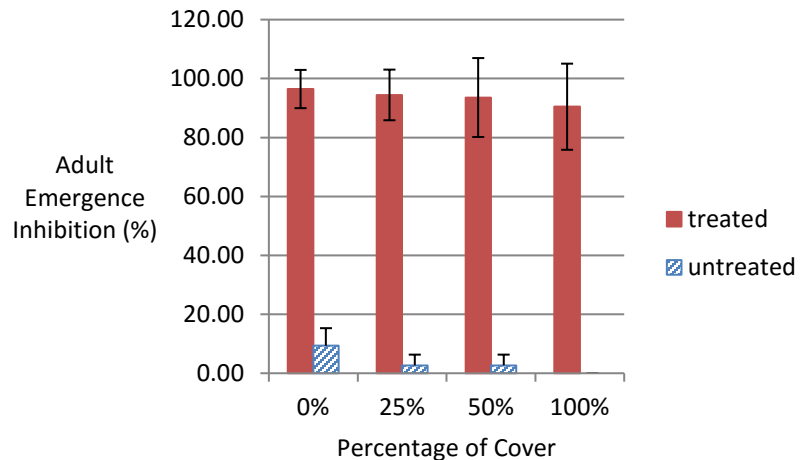
in the wild mosquitoes. This is considerably lower compared to the susceptible mosquito mortality and suggests that our wild mosquito populations are developing resistance to our products.

**AERIAL LARVICIDE APPLICATIONS.** District staff evaluated aerial applications of Altosid Liquid (active ingredient: methoprene) for the control of *Aedes aegypti* mosquitoes in Palm Springs. On July 29<sup>th</sup> and August 5<sup>th</sup>, initial treatments were made at a residential block covering approximately 115 acres. To confirm that the product would deposit in intended sites, containers were placed at 10 locations within the treatment zone. At each house, 4 containers were set: 1 in the open (0% cover), 1 with 25% cover, 1 with 50% cover, and 1 with 100% cover from the open sky. Containers were placed

the day before the aerial application and collected the next day, one hour after the application. Containers were returned to the lab where approximately 100 milliliters of water were added along with 15 *Culex quinquefasciatus* larvae. *Culex quinquefasciatus* are larger than the target *Aedes aegypti* mosquitoes. Larvae were allowed to complete development and examined at 24, 48, 72, and 96 hours. Mortality was measured by examining the ability of the mosquitoes to develop into adults.

The initial treatments showed up to 95% control of the mosquitoes placed into the cups. The entire known area of *Aedes* infestation in Palm Springs was treated August 19<sup>th</sup>, covering 1,100 acres. To evaluate the expanded treatment area, containers were placed at 30 locations as described above. The results show that product deposited in the containers, even those obstructed from the open (see graph above). Pupae were unable to emerge into adult mosquitoes and dead pupae were observed in the containers. Aerial larvicide applications on August 26, September 2, September 16, and September 30 will continue to be evaluated.

**Efficacy of Methoprene in Containers**



**NUVAN PROSTRIPS+ EFFICACY.** Nuvan Prostrips+ is a solid formulation with an active ingredient of dichlorvos (organophosphate) that uses controlled release technology to slowly diffuse a deep penetrating vapor in enclosed spaces. The clean odorless vapor is evenly distributed throughout an enclosed treatment area, killing visible and hidden insects on contact. We tested the efficacy in 5 urban catch basins where water accumulates and mosquitoes developed. The product was placed into a plastic hanger (right) and suspended about 10 inches above the water surface. Between May 3 and August 3, an average of 6 adult mosquitoes per basin were trapped in basins with the strips compared to 19 mosquitoes in untreated basins. Because the water in the basins was treated to prevent adults from emerging, we believe that the Nuvan Prostrips+ deterred mosquitoes from entering the basin or killed mosquitoes that did enter before they reached the trap.



**AEDES TREATMENT FOLLOW-UP INSPECTIONS.** Conducting follow-up inspections at properties where *Aedes* mosquitoes were initially detected allows the District to know if a treatment effectively controlled the mosquitoes and also if the information shared with the resident encouraged them to reduce or eliminate the breeding source. So far, 22 of 39 homes were able to be re-inspected and 3 of the 22 were breeding mosquitoes at home. Educating residents about maintaining a mosquito-free property plays a key role in preventing the spread of the mosquitoes.

**RED IMPORTED FIRE ANT (RIFA) FOLLOW-UP INSPECTIONS.** Conducting follow-up inspections at golf courses where red imported fire ants were treated allows the District to know if the treatment effectively controlled the fire ants. When the initial infestation rate at the golf course is found to be at or above 30%, the Operations Department makes a treatment with Extinguish Plus (active ingredient: hydramethlynon and methoprene). Follow-up inspections on 12 Golf Courses were conducted approximately 4 weeks after the treatment. The infestation rates of the 12 courses were averaged as 56% before treatment and 33% infestation one month after treatment. This is a 40% decrease from the first inspection. More follow-up inspections will continue to be evaluated for Extinguish Plus treatments on Golf Courses.

### **BIOLOGICAL CONTROL**

#### **MOSQUITOFISH (*Gambusia affinis*)**

As of August 28, 2017, the District produced approximately 110,000 mosquitofish, which is higher than what was produced at this point in 2016. About 3,800 fish were stocked in neglected swimming pools, private ponds, detention basins, and animal water troughs.

### **ENVIRONMENTAL COMPLIANCE**

**CALIFORNIA DEPARTMENT OF PESTICIDE REGULATION.** The District has been working with Valent BioSciences and with the California Department of Public Health to determine what permits are needed for conducting aerial applications over residences. CDPR has approved a revised label of VectoBac WDG.

## **Update from the Operations Department**

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### **Control Overview**

The Operations Department activities completed in the month of July:

- 4440 mosquito inspections (July 2016 = 3846 inspections)
- 2001 control applications on 178 acres (July 2016 = 1,480 applications)

Operations Department activities completed in the month of August:

- 5055 mosquito inspections ( August 2016 = 5242 inspections)
- 1638 control treatments on 205 acres (August 2016 = 2234 applications)

Operations Department conducted 4440 mosquito inspections in July compared to 5055 in August. Over the same months in 2016, 3,846 inspections were conducted in July compared to 5,242 in August. The slight increase of inspections is typical for this month when increased activity of West Nile virus warrants these efforts. Furthermore, 2001 control applications were applied over 178 acres in July compared to 1,638 control applications over 205 acres in the month of August. Similar period of time in 2016 so 1,480 control applications in July compared to 2,234 control applications in August. The full impact of the shift of field technicians conducting invasive Aedes inspections and treatments and similarly conducting surveillance and control in WNV-positive areas including aerial applications has put a downward pressure on general operational activities as reported.

The RIFA program in the month of July had 222 RIFA control applications on 3474 acres and had 237 RIFA control applications on 1404 acres in the month of August.

The increase in acreage under RIFA control for the month July was primarily due to the increase in the number of the large properties treated such as Country Clubs and Golf Courses.

In the month of July Operations Department completed 251 total resident Service Requests and in August 229 total resident Service Requests.

The decrease in Service Request by 22 in August compared to those in July was due to a reduction of Standing Water and Neglected Pool residential complaints. Overall, the July and August 2017 Service Requests were slightly lower in all categories compared to those in the same of 2016.

Duck hunting season has arrived and in preparation for mosquito production of duck club properties the Operation Department held a calibration day at the District. All field technicians overseen by lead technicians - Geneva Ginn and Gregory Alvarado calibrated their assigned Murayama and Solo backpack spray equipment. The field supervisors Oldembour Avalos and Michael Martinez were on hand to assist in the calibration. Calibration Day of August 31, 2017 was an “all hands on deck” for the Operations Department where training and educational goals were achieved.

### Arbovirus Response

A total of 43 WNV-positive mosquito pools were detected in July at 19 locations in the District, and one St. Louis Encephalitis (SLE)-positive mosquito pool was detected at one location in the District.

The majority of positive mosquitoes were found in the Duck Club/Salton Sea shoreline area, and around the town of Mecca. Field Technicians were dispatched to inspect all breeding sites in these areas, and these inspections informed our decision to conduct barrier treatments, and six aerial adulticide applications. The ultra-low volume (ULV) aerial applications were conducted over the Duck Club/Salton Sea shoreline area using Scourge and Aqua-Reslin, and an additional seven nights of ground based ULV applications were conducted in the City of Mecca with the goal of suppressing increasing prevalence of WNV activity.

A total of 17 WNV-positive mosquito pools were detected in August at 10 locations in the District, and one SLE-positive mosquito pool was detected at one location. Field Technicians inspected the locations with positive mosquito pools, and findings informed the decision to conduct three aerial adulticide applications in the Duck Club/Salton Sea shoreline and Mecca areas to reduce the high WNV activity.

### Detections and Control of Invasive *Aedes aegypti*

During the month of July, 930 invasive *Aedes* inspections were performed in the cities of Coachella, Indio, Cathedral City, and Palm Spring, and 856 inspections were done in the month of August in these cities including the City of La Quinta. Field Technicians performed 318 barrier treatments, and 370 residential fogging applications during the month of July, and 107 barrier and 106 fogging treatments in the month of August, respectively. The number of invasive *Aedes* inspections and treatments conducted by city, for the month of July and August is shown in the table below:

CITY	# of Inspections- July	# of Inspections- August	# of Treatments- July	# of Treatments- August
Coachella	41	0	26	0
Cathedral City	189	8	164	14
Indio	165	1	157	0
Palm Springs	535	743	655	212
La Quinta	0	104	0	92

One aerial application was conducted over Palm Springs in July covering 115 acres. Three aerial applications were conducted over Palm Springs in August covering 2,362 acres.



# Mosquito Habitats Treated

# Operations

8/1/2017 to 8/31/2017 Report



## 129 Agriculture APPLICATIONS

Applications	FORMULATION: DRY	Acreage
4	Bs/Bti	1.45
26	Bti	8.52
6	Methoprene	0.39
47	Spinosad	68.00
Applications	FORMULATION: LIQUID	Acreage
2	(AE) surfactant	1.50
6	Bti	1.69
9	Methoprene	0.31
28	Spinosad	10.41

(AE) surfactant - reduces surface tension of water making it difficult for mosquito larvae and pupae to attach and causes them to drown

BS (*Bacillus sphaericus*) - soil-dwelling bacterium, used as a biological pesticide that during sporulation produce crystals that have insecticidal action when ingested by mosquito larvae

BTI (*Bacillus thuringienis israelensis*) - soil-dwelling bacterium, commonly used as a biological pesticide that during sporulation produce crystal proteins that have insecticidal action when ingested by mosquito larvae

Methoprene - used as a biological pesticide that mimics natural juvenile hormone of insects and acts as a growth regulator. Juvenile hormone must be absent from mosquito pupa to molt to an adult. Mosquito pupae treated with Methoprene will be unable to successfully mature from pupae to the adult mosquito

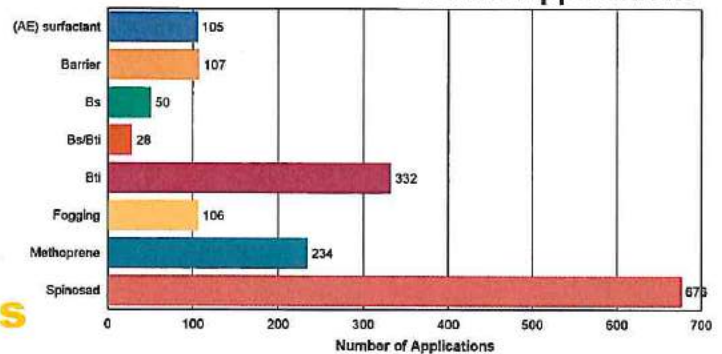
Spinosad - a naturally-occurring soil-dwelling bacterium, *Saccharopolyspora spinosa*



## 18 Duck Club APPLICATIONS

Applications	FORMULATION: DRY	Acreage
3	Bti	1.90
2	Methoprene	0.42
7	Spinosad	1.64
Applications	FORMULATION: LIQUID	Acreage
2	Bti	0.35
2	Methoprene	0.38
2	Spinosad	0.81

Product Applications



## 322 Invasive Aedes APPLICATIONS

Applications	FORMULATION: DRY	Acreage
107	Bti	2.50
2	Spinosad	0.01
Applications	FORMULATION: LIQUID	Acreage
107	Barrier	2.50
106	Fogging	65.80

Product Breakdown

Total			
	Count	Acreage	Cost
Total	1,010	110.33	\$11,582.15
Bs	50	0.12	\$165.17
Bs/Bti	28	2.66	\$226.29
Bti	234	31.61	\$999.18
Methoprene	193	1.73	\$591.98
Spinosad	505	74.20	\$9,599.54
Total	628	94.89	\$21,345.49
(AE) surfactant	105	2.28	\$90.62
Barrier	107	2.50	\$20,679.72
Bti	98	4.31	\$41.17
Fogging	106	65.80	\$64.34
Methoprene	41	0.83	\$6.67
Spinosad	171	19.17	\$462.97



## 1,149 Residential APPLICATIONS

Applications	FORMULATION: DRY	Acreage
50	Bs	0.12
22	Bs/Bti	0.11
93	Bti	0.28
182	Methoprene	0.51
443	Spinosad	1.61
Applications	FORMULATION: LIQUID	Acreage
103	(AE) surfactant	0.77
88	Bti	1.76
30	Methoprene	0.14
138	Spinosad	7.94



## 20 Salton Sea Marshes APPLICATIONS

Applications	FORMULATION: DRY	Acreage
2	Bs/Bti	1.10
5	Bti	18.40
3	Methoprene	0.42
6	Spinosad	2.95
Applications	FORMULATION: LIQUID	Acreage
2	Bti	0.52
2	Spinosad	0.01



# Mosquito Habitats Treated

# Operations

7/1/2017 to 7/31/2017 Report



## 82 Agriculture APPLICATIONS

Applications	FORMULATION: DRY	Acreage
6	Bs/Bti	4.92
17	Bti	6.25
6	Methoprene	0.75
22	Spinosad	8.38
Applications	FORMULATION: LIQUID	Acreage
1	(AE) surfactant	0.01
9	Bti	2.63
2	Methoprene	0.45
19	Spinosad	3.73



## 10 Duck Club APPLICATIONS

Applications	FORMULATION: DRY	Acreage
4	Bs/Bti	1.95
1	Methoprene	0.50
2	Spinosad	0.45
Applications	FORMULATION: LIQUID	Acreage
1	Methoprene	0.25
2	Spinosad	1.30



## 1,006 Invasive Aedes APPLICATIONS

Applications	FORMULATION: DRY	Acreage
317	Bti	2.68
Applications	FORMULATION: LIQUID	Acreage
318	Barrier	2.63
370	Fogging	116.58



## 898 Residential APPLICATIONS

Applications	FORMULATION: DRY	Acreage
19	Bs	0.04
32	Bs/Bti	0.42
61	Bti	0.50
113	Methoprene	0.81
307	Spinosad	0.83
Applications	FORMULATION: LIQUID	Acreage
74	(AE) surfactant	0.47
1	Barrier	0.05
131	Bti	5.69
4	Fogging	2.07
24	Methoprene	0.12
132	Spinosad	6.41



## 5 Salton Sea Marshes APPLICATIONS

Applications	FORMULATION: DRY	Acreage
2	Bti	6.22
Applications	FORMULATION: LIQUID	Acreage
3	Bti	0.53

**(AE) surfactant** - reduces surface tension of water making it difficult for mosquito larvae and pupae to attach and causes them to drown

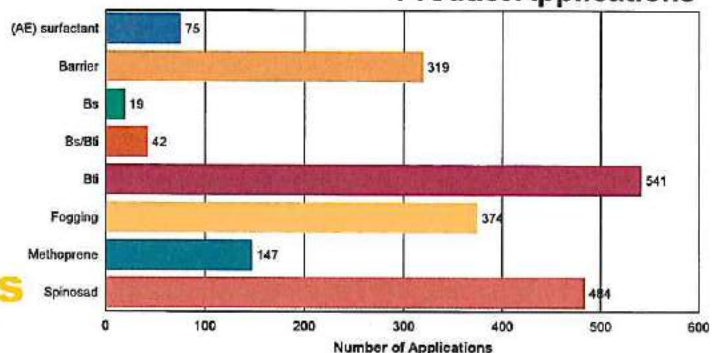
**BS (*Bacillus sphaericus*)** - soil-dwelling bacterium, used as a biological pesticide that during sporulation produce crystals that have insecticidal action when ingested by mosquito larvae

**BTi (*Bacillus thuringiensis israelensis*)** - soil-dwelling bacterium, commonly used as a biological pesticide that during sporulation produce crystal proteins that have insecticidal action when ingested by mosquito larvae

**Methoprene** - used as a biological pesticide that mimics natural juvenile hormone of insects and acts as a growth regulator. Juvenile hormone must be absent from mosquito pupa to molt to an adult. Mosquito pupae treated with Methoprene will be unable to successfully mature from pupae to the adult mosquito

**Spinosad** - a naturally-occurring soil-dwelling bacterium, *Saccharopolyspora spinosa*

Product Applications



Product Breakdown

		Total		
		Count	Acreage	Cost
FORMULATION: DRY	Total	910	34.70	\$3,028.39
	Bs	19	0.04	\$39.12
	Bs/Bti	42	7.30	\$717.66
	Bti	398	15.64	\$441.18
	Methoprene	120	2.06	\$690.56
	Spinosad	331	9.65	\$1,139.87
	Total	1,091	142.91	\$22,066.52
FORMULATION: LIQUID	(AE) surfactant	75	0.47	\$18.80
	Barrier	319	2.67	\$21,568.56
	Bti	143	8.85	\$70.14
	Fogging	374	118.65	\$112.57
	Methoprene	27	0.82	\$6.73
	Spinosad	153	11.44	\$289.72
	Total	1,091	142.91	\$22,066.52



# Red Imported Fire Ants Habitats Treated

# Operations

8/1/2017 to 8/31/2017 Report



## 71 Country Club

### APPLICATIONS

697.73 ACRES TREATED  
65 BROADCAST TREATMENTS  
6 SPOT TREATMENTS



## 8 Golf Course

### APPLICATIONS

588.13 ACRES TREATED  
8 BROADCAST TREATMENTS



## 146 Homeowner

### APPLICATIONS

52.21 ACRES TREATED  
144 BROADCAST TREATMENTS  
2 SPOT TREATMENTS



## 4 Park

### APPLICATIONS

5.35 ACRES TREATED  
4 BROADCAST TREATMENTS



## 8 School

### APPLICATIONS

60.50 ACRES TREATED  
8 BROADCAST TREATMENTS

## Red Imported Fire Ant



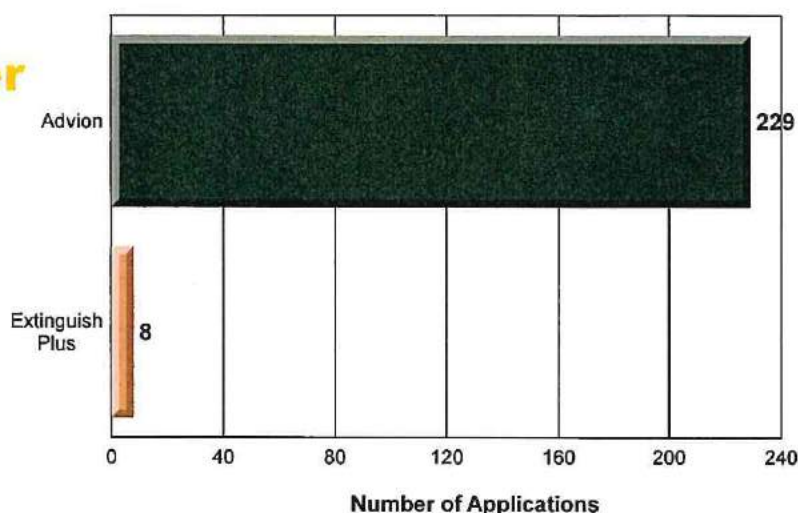
### Scientific classification

Kingdom: Animalia  
Phylum: Arthropoda  
Class: Insecta  
Order: Hymenoptera  
Family: Formicidae  
Genus: *Solenopsis*  
Species: *invicta*

### Binomial name

*Solenopsis invicta*  
(Buren, 1972)

## Product Applications



## Product Breakdown

		Advion	Extinguish Plus
Total	Acreage	815.79	588.13
	Amount (lbs.)	1,218.41	882.28
	Cost	\$ 11,526.15	\$ 5,681.85

ADVION® fire ant bait may be used to control imported fire ants, bigheaded ants\* and pavement ants\* in noncrop/nongrazed areas such as residential lawns, golf courses, recreational areas, industrial sites and other similar areas where imported fire ants, bigheaded ants and pavement ants are found. Rainfall or irrigation within 2 to 3 hours after application may reduce the effectiveness of ADVION® fire ant bait and a repeat application within 7 days may be necessary to achieve the desired level of control.

EXTINGUISH® PLUS is highly attractive to imported and native fire ants and other ants. Worker ants carry the bait into the mound as food for the colony. The ants will then begin feeding the bait to the rest of the colony. They eat it and feed it to the queen. EXTINGUISH® PLUS is a unique product containing a slow acting insecticide and an Insect Growth Regulator (IGR). This two-way action ensures complete control of fire ants. The IGR prevents rebound of the colony, while the insecticide insures rapid demise of the colony. EXTINGUISH® PLUS will start to kill ants after they feed on the bait. The colony will begin to decline in about a week, after the bait has been brought back to the mound. The mound is destroyed when the queen dies.



# Operations

7/1/2017 to 7/31/2017 Report



## 49 Country Club

### APPLICATIONS

333.65 ACRES TREATED  
49 BROADCAST TREATMENTS



## 28 Golf Course

### APPLICATIONS

3,093.35 ACRES TREATED  
28 BROADCAST TREATMENTS



## 141 Homeowner

### APPLICATIONS

43.95 ACRES TREATED  
141 BROADCAST TREATMENTS



## 2 Park

### APPLICATIONS

2.28 ACRES TREATED  
1 BROADCAST TREATMENTS  
1 SPOT TREATMENTS



## 2 School

### APPLICATIONS

40,946.40 SQFT TREATED  
2 BROADCAST TREATMENTS

## Red Imported Fire Ant



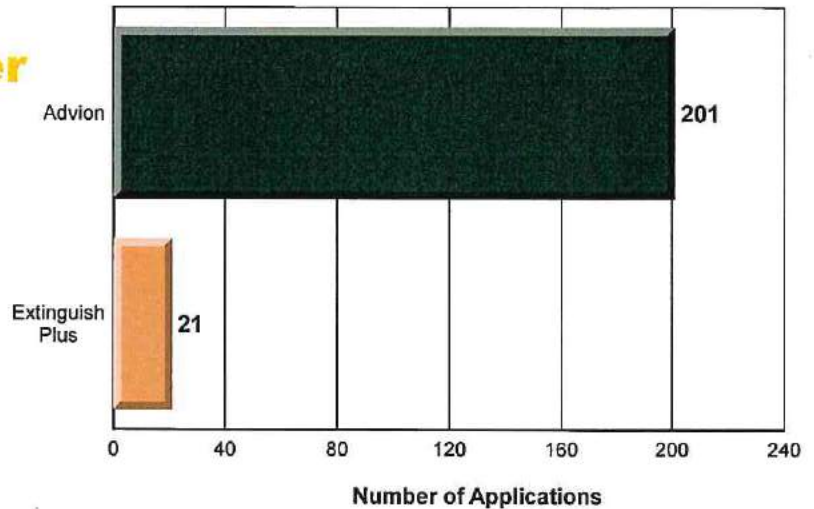
### Scientific classification

Kingdom: Animalia  
Phylum: Arthropoda  
Class: Insecta  
Order: Hymenoptera  
Family: Formicidae  
Genus: *Solenopsis*  
Species: *invicta*

### Binomial name

*Solenopsis invicta*  
(Buren, 1972)

## Product Applications



## Product Breakdown

		Advion	Extinguish Plus
Total	Acreage	1223.31	2250.86
	Amount (lbs.)	1,835.12	3,376.61
	Cost	\$ 17,360.25	\$ 21,745.37

ADVION® fire ant bait may be used to control imported fire ants, bigheaded ants\* and pavement ants\* in noncrop/nongrazed areas such as residential lawns, golf courses, recreational areas, industrial sites and other similar areas where imported fire ants, bigheaded ants and pavement ants are found. Rainfall or irrigation within 2 to 3 hours after application may reduce the effectiveness of ADVION® fire ant bait and a repeat application within 7 days may be necessary to achieve the desired level of control.

EXTINGUISH® PLUS is highly attractive to imported and native fire ants and other ants. Worker ants carry the bait into the mound as food for the colony. The ants will then begin feeding the bait to the rest of the colony. They eat it and feed it to the queen. EXTINGUISH® PLUS is a unique product containing a slow acting insecticide and an Insect Growth Regulator (IGR). This two-way action ensures complete control of fire ants. The IGR prevents rebound of the colony, while the insecticide insures rapid demise of the colony. EXTINGUISH® PLUS will start to kill ants after they feed on the bait. The colony will begin to decline in about a week, after the bait has been brought back to the mound. The mound is destroyed when the queen dies.

# Operations

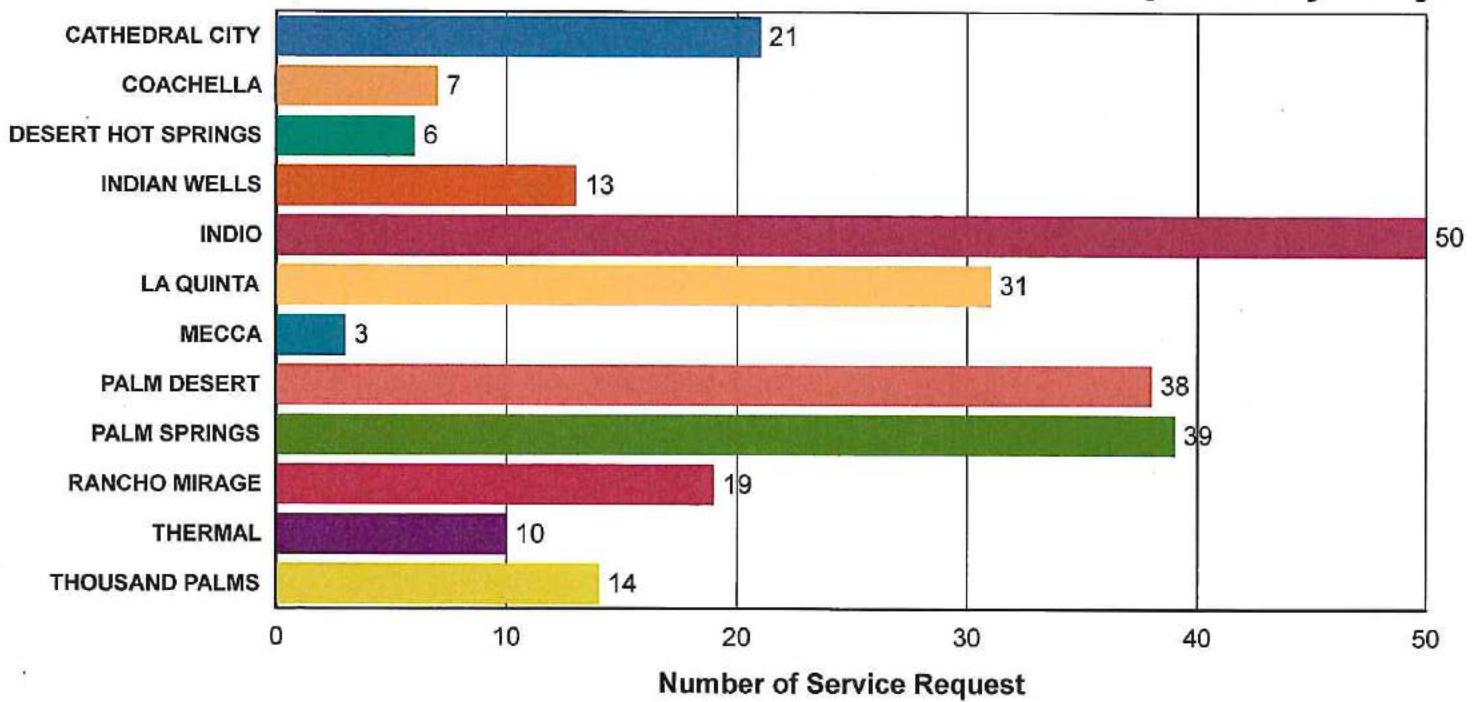
Service Request

7/1/2017 to 7/31/2017 Report

## Service Request Types

	TOTAL	STANDING WATER	NEGLECTED POOL	FLY/EYE GNATS	MOSQUITO	RODENTS	BEEES	RIFA	OTHER
TOTAL	251	19	11	10	30	1	13	166	1
CATHEDRAL CITY	21	0	1	0	4	0	1	15	0
COACHELLA	7	0	0	0	1	0	2	4	0
DESERT HOT SPRINGS	6	0	0	1	0	0	1	4	0
INDIAN WELLS	13	1	0	0	1	0	0	11	0
INDIO	50	5	2	0	3	0	6	34	0
LA QUINTA	31	1	3	1	4	0	1	21	0
MECCA	3	0	0	3	0	0	0	0	0
PALM DESERT	38	4	2	0	3	0	0	29	0
PALM SPRINGS	39	4	2	1	11	1	1	18	1
RANCHO MIRAGE	19	1	1	1	1	0	1	14	0
THERMAL	10	2	0	3	2	0	0	3	0
THOUSAND PALMS	14	1	0	0	0	0	0	13	0

## Service Request by City





# Operations

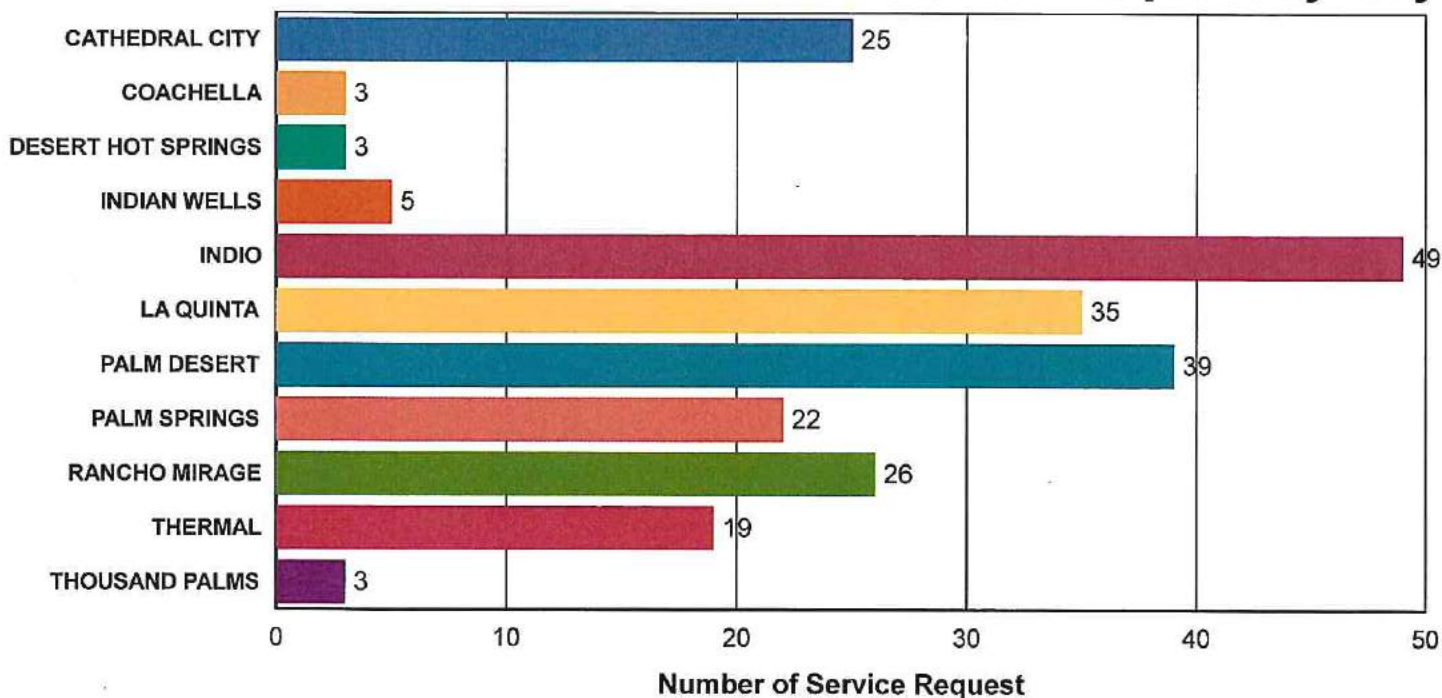
Service Request

8/1/2017 to 8/31/2017 Report

## Service Request Types

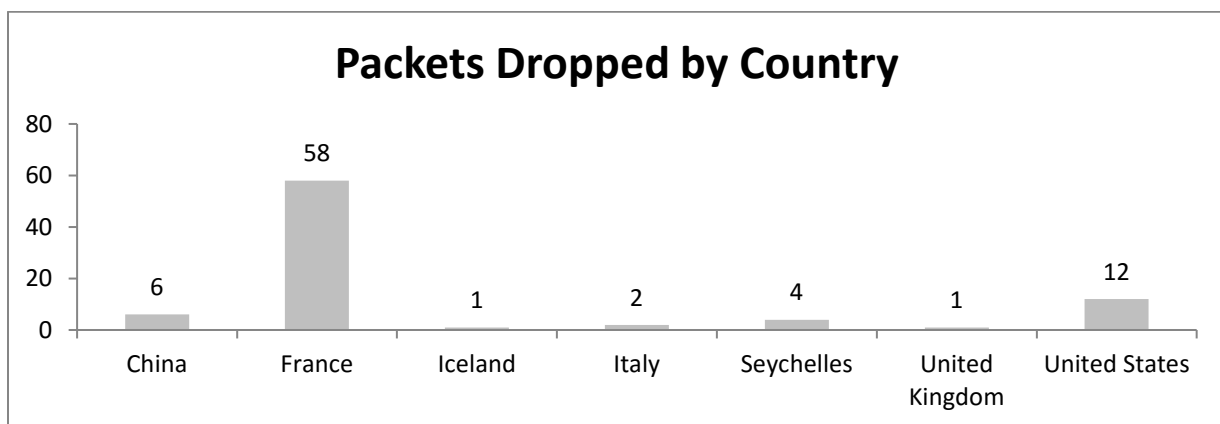
	TOTAL	STANDING WATER	NEGLECTED POOL	FLY/EYE GNATS	MOSQUITO	RODENTS	BEEES	RIFA	OTHER
TOTAL	229	8	20	8	24	1	4	163	1
CATHEDRAL CITY	25	0	4	0	2	0	0	19	0
COACHELLA	3	0	0	0	1	0	0	2	0
DESERT HOT SPRINGS	3	0	2	0	0	0	0	1	0
INDIAN WELLS	5	0	1	0	1	0	0	3	0
INDIO	49	4	1	1	1	0	3	39	0
LA QUINTA	35	0	2	1	6	0	0	26	0
PALM DESERT	39	0	4	1	2	1	0	31	0
PALM SPRINGS	22	1	4	0	0	0	0	16	1
RANCHO MIRAGE	26	2	2	2	0	0	1	19	0
THERMAL	19	0	0	3	11	0	0	5	0
THOUSAND PALMS	3	1	0	0	0	0	0	2	0

## Service Request by City

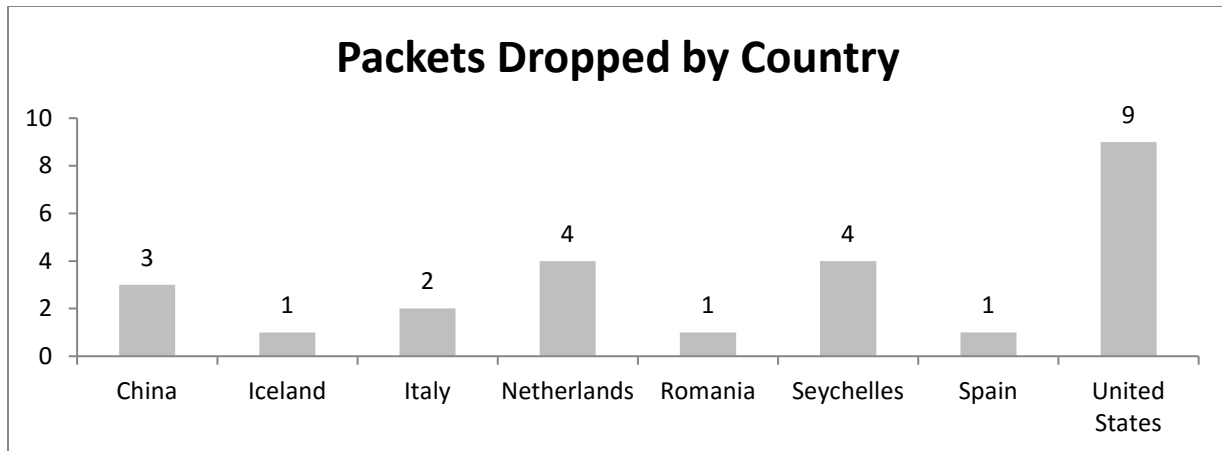


**PORT SCANS by Month:** A port scan is a series of messages (packets) sent by someone attempting to break into a computer or network using network services. Port scanning, is a favorite approach of computer hackers, because it gives the assailant an idea where to probe for weaknesses. Our Firewall reports these attempts along with, IP Address of the assailant and country code. Below is the activity for the Months of July and August. Messages (packets) are evaluated against signatures defined in the 'Attack Patterns' section of the Intrusion Prevention System (IPS) and will either be 'Drop silently' or 'Terminated' based on policy configurations.

### JULY



## AUGUST



## FLEET SERVICES

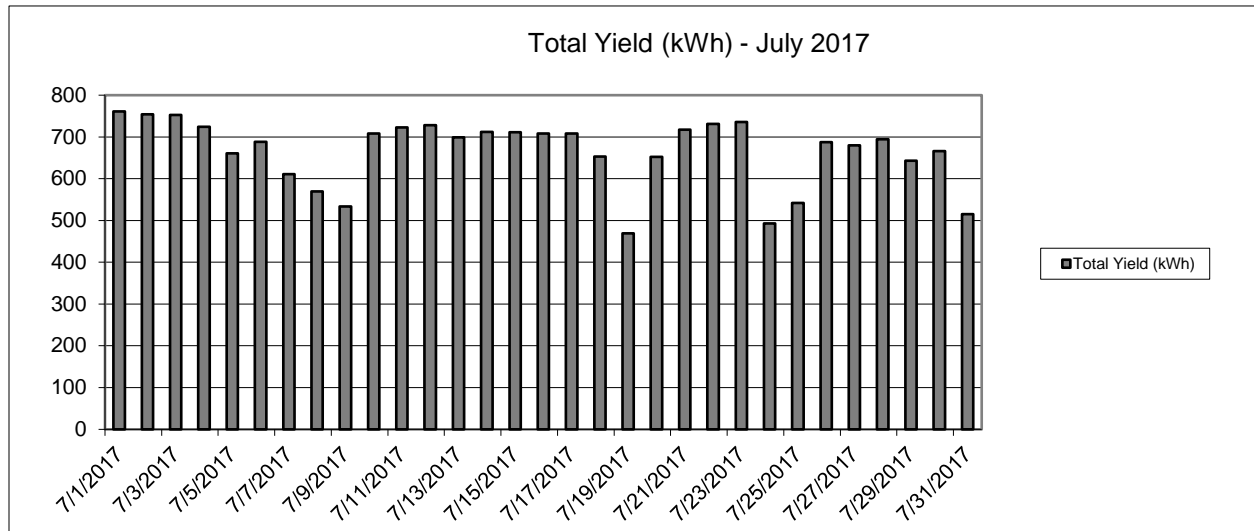
**PUBLIC SURPLUS:** This year District selected Public Surplus, a third party marketplace, to attract a wider audience, increase revenue and eliminate any appearance of conflict of interest. As a result, the District generated \$26,794.83 from the sale of fourteen items. The site was easy to use and handled the entire auction process. Fleet Services will be posting additional vehicles to the Public Surplus Website in the future. The District did not incur a cost to use Public Surplus.

**VEHICLE ACCIDENT:** UNIT# 136 was involved in an accident at the intersection of Avenida Florabunda and Calle Cantara in Coachella. No one was hurt. Coachella Police Department was dispatched and a Police Report will be available in 2 to 10 days. UNIT# 36 will be out of service for approximately 1 week until all paperwork is complete. Shop will be looking into adding additional 'LED' flashing lights and eliminating the 'amber' lights to provide additional driver awareness.

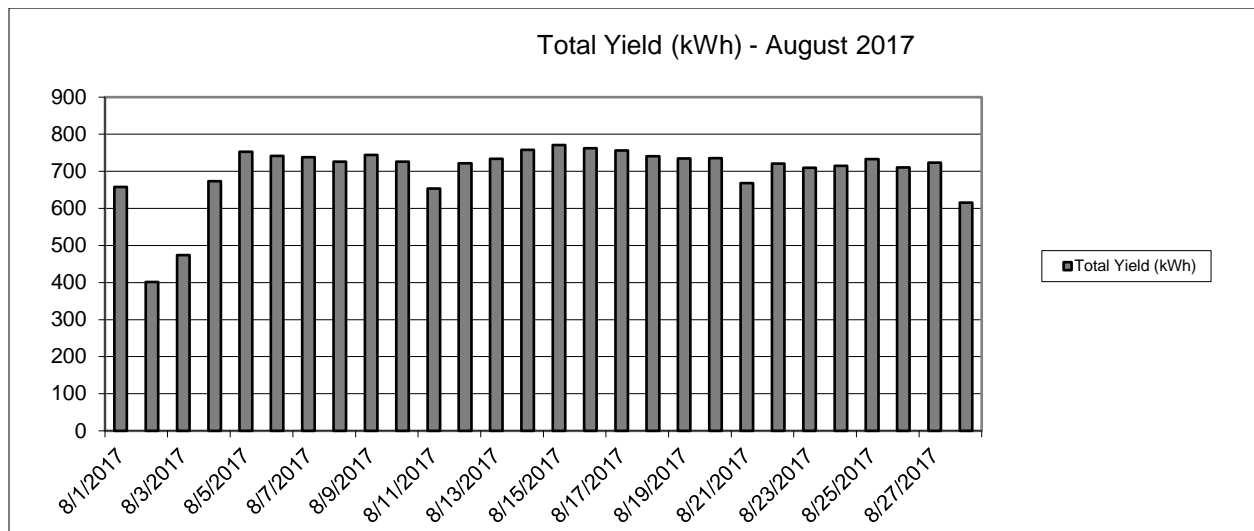


## FACILITIES

**SOLAR PANELS** – The following charts show the total yield from the solar panels during July and August, and a comparison between the power output per hour for July 31, 2017 and August 30, 2017.



**Figure 1 July 2017 Daily Solar Yield**



**Figure 2 August 2017 Daily Solar Yield**

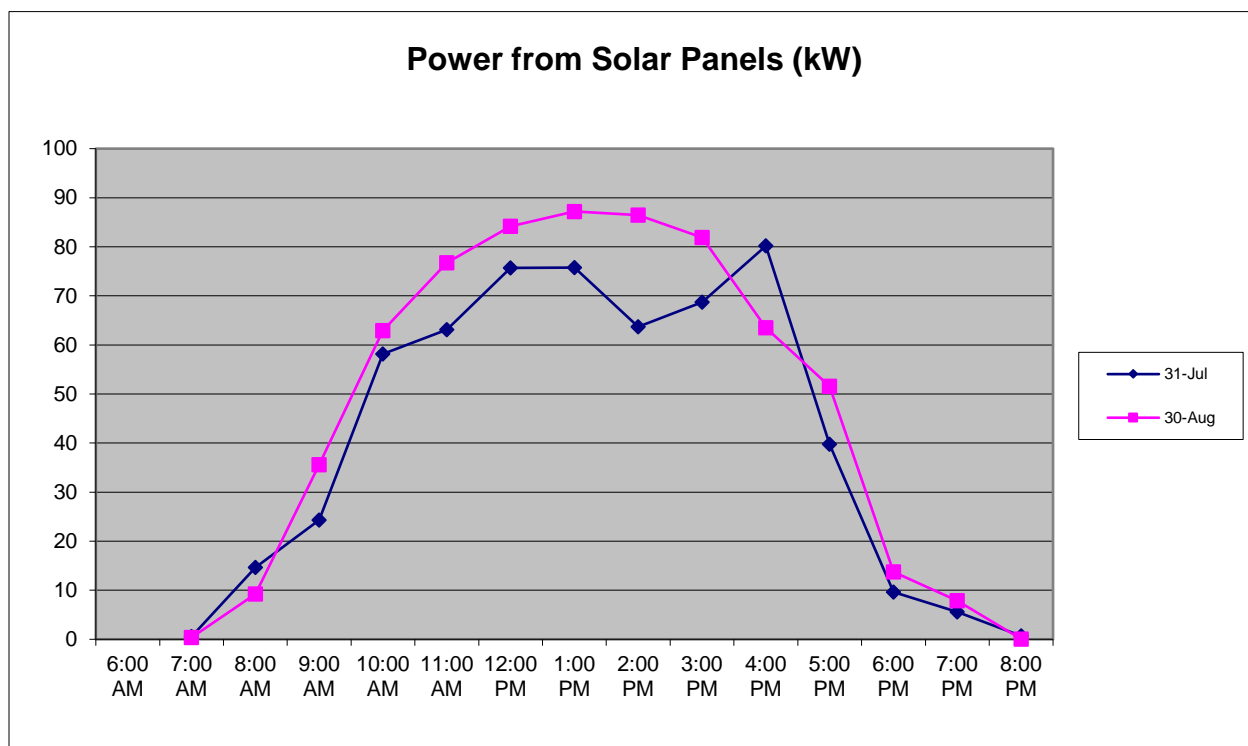
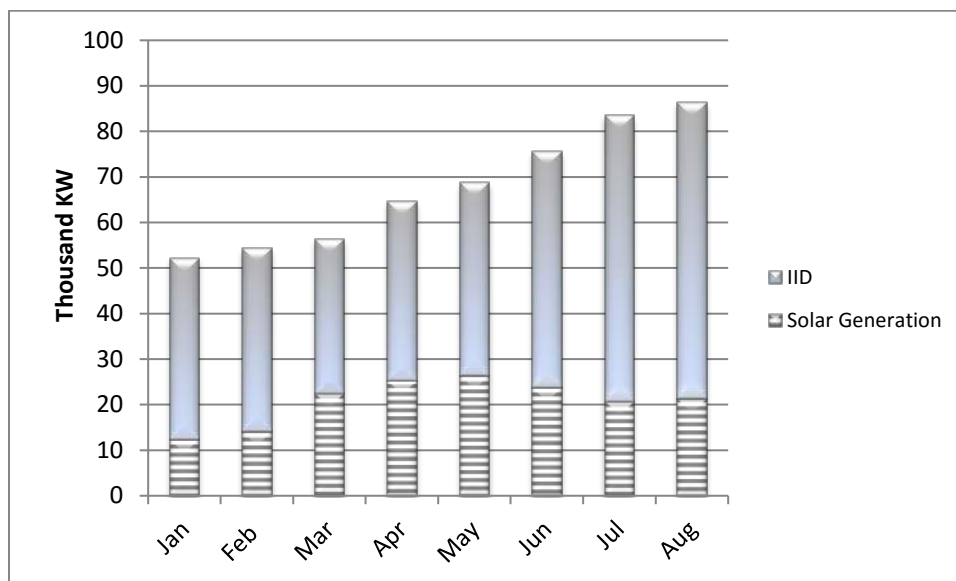




Figure 3 Hourly Solar Yield for July 31, 2017 and August 30, 2017


### Energy Consumption



For 2017, 31% of the Districts energy consumption percentage is provided by solar the rest is provided by IID.

	<div>Coachella Valley Mosquito and Vector Control District</div> <div>Staff Report</div>	September 12, 2017								
Agenda Item: Items of General Consent										
Approval to purchase five (5) Cushman Hauler 800x Gas Powered Carts, in an amount not to exceed \$40,000.00, from Capital Replacement Budget Fund #8415.13.300 – utilizing the National IPA Contract R161101 – Edward Prendez, Information Technology Manager										
<div>Background:</div> <p>This purchase request is for five (5) replacement utility vehicles, Cushman Hauler 800x Gas Powered Carts estimated to cost \$7,134.81 each for the Operations Red Imported Fire Ant (RIFA) Program. They will be equipped with Tail/Brake Lights, Unique key Start, USB Outlets, Black Canopy, Fold-Down Windshields, 2-Point Lap Seat Belts.</p> <p>The District’s Purchasing Policy allows exceptions to competitive bidding when the purchase or contract is directly related to another government agency’s purchase order or contract authorized or approved through the respective government agency’s competitive bidding procedures. This provision allows the District to piggyback on other government agency contracts including the National IPA Contract #R161101.</p> <p>The current utility vehicles will be reassigned to the Laboratory and Facilities Departments. Remaining carts will be used during preventive maintenance routines to maximize cart availability. The Capital Outlay budget item for Fleet Maintenance – vehicle purchases is \$35,674.07.</p>										
<div>Staff Recommendation:</div> <p>Approval to purchase five (5) vehicles utilizing the National IPA Contract #R161101.</p>										
<div>Fiscal Impact:</div> <table><tr><td>FY2017-18 Adopted Budget 8513.13.300</td><td>Current Available Funds</td><td>Proposed Expense</td><td>Remaining Available Funds</td></tr><tr><td>\$540,000</td><td>52,053</td><td>40,000</td><td>12,053</td></tr></table>			FY2017-18 Adopted Budget 8513.13.300	Current Available Funds	Proposed Expense	Remaining Available Funds	\$540,000	52,053	40,000	12,053
FY2017-18 Adopted Budget 8513.13.300	Current Available Funds	Proposed Expense	Remaining Available Funds							
\$540,000	52,053	40,000	12,053							

	<b>Coachella Valley Mosquito and Vector Control District</b>  <b>Staff Report</b>		<b>September 12, 2017</b>
<b>Agenda Item:</b> Items of General Consent			
Approval to renew the annual contract with Airgas Carbonic, Inc. for the District’s supply of dry ice for mosquito and arbovirus surveillance, in an amount not to exceed \$7,500.00 from 7550.01.400 – Operating Supplies – Lab – <b>Jennifer Henke, MS, Laboratory Manager</b>			
<b>Background:</b> This will be the fifth year that the District has contracted with Airgas Carbonic, Inc. for the supply of dry ice for the District’s mosquito and arbovirus surveillance programs. There have been no problems with the service and the District pays less than half of the previous amount per pound of dry ice. The dry ice gets delivered directly to the District, saving staff time from having to pick it up from previous distributors. We would like to extend the contract for an additional year. The contracted price per pound is scheduled to increase by 3-5%; the current price is \$0.335 per pound.  The contract period runs from September to September, the financial calendar is July to June.			
<b>Staff Recommendation:</b>  Approval to extend contract with Airgas Carbonic, for the District’s supply of dry ice, in an amount not to exceed \$7,500.00 annually.			
<b>Fiscal Impact:</b>			
FY2017-18 Adopted Budget <b>7550.01.400</b>	Current Available Funds	Proposed Expense	Remaining Available Funds
<b>\$16,000</b>	<b>13,321</b>	<b>7,500</b>	<b>5,821</b>

	<p style="text-align: center;"><b>Coachella Valley Mosquito and Vector Control District</b></p> <p style="text-align: center;"><b>Staff Report</b></p>	<p style="text-align: center;"><b>September 12, 2017</b></p>
<p><b>Agenda Item:</b> Items of General Consent</p> <p>Approval of Resolution 2017-12 honoring and commending former General Manager, Branka B. Lothrop, PhD – <b>Jeremy Wittie, MS, General Manager</b></p>		
<p><b>Background:</b></p> <p>Branka B. Lothrop, Ph.D. served as General Manager of the Coachella Valley Mosquito and Vector Control District from 2009 until 2015. Prior to her appointment, she held roles at the District including Vector Control Specialist, Field Supervisor, Vector Ecologist, and Scientific Operations Manager. Throughout her time at the District, Branka continually demonstrated a commitment to controlling vectors and vector-borne diseases to protect the residents of the Coachella Valley.</p> <p>In honor of her exemplary service, I present the Board with this resolution commending her work, her commitment to the residents, and her contributions to mosquito and vector control within California.</p>		
<p><b>Staff Recommendation:</b></p> <ul style="list-style-type: none"> <li>• Approve the resolution</li> </ul>		
<p><b>Fiscal Impact:</b></p> <ul style="list-style-type: none"> <li>• N/A</li> </ul>		
<p><b>Exhibits:</b></p> <ul style="list-style-type: none"> <li>• Resolution 2017-12</li> </ul>		

## **RESOLUTION NO. 2017-12**

### **A RESOLUTION OF THE BOARD OF TRUSTEES OF THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT HONORING AND COMMENDING**

**Branka B. Lothrop, Ph.D.**

**WHEREAS**, Branka B. Lothrop, PhD, former District Manager for the Coachella Valley Mosquito and Vector Control District, retired on January 31, 2016 after more than 20 years of excellent, enthusiastic, and dedicated service to the residents of the Coachella Valley and the State of California; and

**WHEREAS**, Branka B. Lothrop consistently demonstrated commitment, ability, enthusiasm, and dedication to the District; and

**WHEREAS**, Branka B. Lothrop's work and dedication to eye gnat control, mosquito surveillance and control, rodent control, and Red Imported Fire Ant control contributed to protecting the public health of the Coachella Valley; and

**WHEREAS**, Dr. Lothrop had a distinguished career working in laboratories at University of California at Davis and University of California at Riverside; and

**WHEREAS**, Dr. Lothrop initially joined the Coachella Valley Mosquito and Vector Control District in 1995 as a Vector Control Specialist and was promoted after seven months to Field Supervisor; and

**WHEREAS**, Dr. Lothrop was promoted to Vector Ecologist in 2000 where she instituted the surveillance program that is still the basis of the current trapping system for adult mosquitoes in the Coachella Valley; and

**WHEREAS**, Dr. Lothrop was promoted to the Scientific Operations Manager position in 2005 where she examined the role of conducting adulticide applications to break transmission cycles for West Nile virus in the eastern Coachella Valley; and

**WHEREAS**, Dr. Lothrop was selected as Management Employee of the Year in 1999 and in 2008; and

**WHEREAS**, Dr. Lothrop was promoted to the General Manager position in 2009 where she expanded the Laboratory Facility to provide on-site testing of mosquito samples, leading to a reduction in the risk that residents of the Coachella Valley experienced of this debilitating disease; and

**WHEREAS**, as General Manager, Dr. Lothrop oversaw changes to the Operations Department which included the addition of using Geographic Information Systems, allowing for more accurate reporting of chemical use and tracking of perpetual mosquito sources; and

**WHEREAS**, Dr. Lothrop ensured that the District maintained compliance with appropriate laws and regulations, leading the District's recognition for the California Department of Pesticide Regulation's IPM Innovator of the Year Award in 2014; and

**WHEREAS**, Dr. Lothrop worked with the Finance Department to ensure compliance with standard financial practices, leading to the District's being awarded the GFOA award for seven straight years (2010 to 2016); and

**WHEREAS**, Dr. Lothrop served as the Southern Regional Representative to the Mosquito and Vector Control Association of California, organizing other Districts to discuss regional and state issues in mosquito surveillance and control; and

**WHEREAS**, Dr. Lothrop mentored staff members at this District and at others to ensure that science is the basis of all that we do to provide excellent control of vectors and vector-borne diseases;

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

**Section 1. Recitals.**

The recitals set forth above are true and correct.

**Section 2. Recognition of Service.**

That Branka B. Lothrop, PhD, is hereby recognized for her outstanding contributions and dedication to the District and the citizens of the Coachella Valley and the State of California. That the Board of Trustees of the Coachella Valley Mosquito and Vector Control District do offer their sincere gratitude and appreciation of the service performed by Dr. Lothrop during her tenure at the District.

**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, this 12th day of September, 2017.**

---

**Doug Walker, President  
Board of Trustees**

**ATTEST:**

---

**Crystal G. Moreno, Clerk of the Board**

**APPROVED AS TO FORM:**

---

**M. Kathy Jenson, General Counsel**

**REVIEWED:**

---

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



**SECTION**  
**6**



# **OLD BUSINESS**



## Coachella Valley Mosquito and Vector Control District

### Staff Report

**September 12,  
2017**

#### **Agenda Item:** Old Business

Discussion and/or approval regarding the Board's recommendation regarding the District's Thermal Property – **ad hoc Thermal Committee**

#### **Background:**

At the July 12, 2017, Board Meeting the Board of Trustees chose to hold a Study Session to discuss any questions that the Board has regarding the District's Thermal Property. The Study Session was scheduled for Tuesday, September 12<sup>th</sup>, prior to the Board Meeting.

Items scheduled to be discussed at the Study Session include: possible board recommendations, a review of questions that had been submitted by Trustees, and recommendations from the ad hoc Thermal Committee.

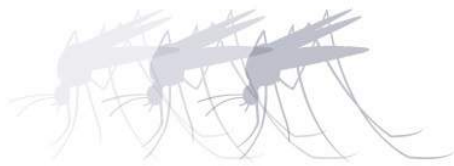
#### **Staff Recommendation:**

- That the Board take whatever action deemed necessary.

#### **Fiscal Impact:**

- N/A

	<p style="text-align: center;"><b>Coachella Valley Mosquito and Vector Control District</b></p> <p style="text-align: center;"><b>Staff Report</b></p>	<p style="text-align: center;"><b>September 12, 2017</b></p>
<p><b>Agenda Item:</b> Old Business</p> <p>Discussion and/or approval to vote for Trustee Doug Hassett to serve as the Trustee Council representative for the Southern California region on the Mosquito and Vector Control Association of California's Trustee Council – <b>Doug Walker, President</b></p>		
<p><b>Background:</b></p> <p>At the July 11, 2017 Board Meeting, the Board of Trustees voted to nominate Vice-President Doug Hassett to serve on the Mosquito and Vector Control Association of California (MVCAC) Trustee Council.</p> <p>Trustee Hassett is on the ballot, along with one other candidate, and the ballot must be returned by no later than, October 23, 2017.</p>		
<p><b>Staff Recommendation:</b></p> <ul style="list-style-type: none"> <li>• That the Board take whatever action deemed necessary.</li> </ul>		
<p><b>Attachments:</b></p> <ul style="list-style-type: none"> <li>• MVCAC Trustee Council Ballot</li> </ul>		



**MVCAC**  
Mosquito and Vector Control Association of California

One Capitol Mall, Suite 800 • Sacramento, CA 95814 • p: (916) 440-0826 • f: (916) 444-7462 • e: [mvcac@mvcac.org](mailto:mvcac@mvcac.org)

Date: August 21, 2017

Memo to: President, Board of Trustees

From: Doug Walker, Coachella Valley MVCD  
Chairman, MVCAC Trustee Council

Re: Trustee Council Elections

The Trustees of the Mosquito and Vector Control Districts of the MVCAC Southern California Region election for their trustee representative on the MVCAC Trustee Council starts today.

The election is for a trustee to represent the region for two years starting in January 2018.

The nominations for Trustee Council representative for the Southern California region are:

Cheryl Brothers, Orange County MVCD

☐ Doug Hassett, Coachella Valley MVCD

District Name: \_\_\_\_\_

Information regarding each of the candidates is attached.

Each district Board of Trustees has one vote in this election. Please submit the results of your district's vote by marking the box next to the selected candidate above, and return this memo to Rachel Hickerson, at the MVCAC office by **October 23, 2017**.

To return by email: [rhickerson@amgroup.us](mailto:rhickerson@amgroup.us)

To return by fax: 916-444-7462

To return by mail: MVCAC, One Capitol Mall, Suite 800, Sacramento, CA 95814



CHERYL BROTHERS

Retired / Community Volunteer / City Council Member, City of Fountain Valley

**ELECTED OR APPOINTED POSITIONS:**

1992/93	Orange County Grand Jury
1994 – 2014	Grand Jurors Association of Orange County Board of Directors 1996
1996 – 2002	Fountain Valley Planning Commission, Chair 3 times
2002 – 2010 2012 – Present	Fountain Valley City Council, Mayor 2006 & 2016 City Council Member
<b>2005 – Present</b>	<b>Orange County Vector Control Board of Directors, Chair 2011</b>
2006 – 2010	League of California Cities, Orange County Division Board of Directors Several elected positions leading to 2010/11 President
2006 – 2010	League of California Cities State Policy Committees: Administrative Services / & Employee Relations
2003 – 2010 2012 – Present	Public Cable Television Authority, Chair 2009 & 2017
2006 – 2014	Orange County Council of Governments, 2008 & 2009 Chair
2008 – 2010 2012 – Present	OC Local Agency Formation Commission (LAFCo), Commissioner
2014 – Present	CALAFCo – Southern Region, City Member Conference Committee
2012 – Present	Appointed by County Supervisor Janet Nguyen to the Oversight Board to the Redevelopment Successor Agency for the City of Fountain Valley
2012 – Present	City of Fountain Valley Legislative Committee
2012 – Present	Fountain Valley Chamber of Commerce Government Affairs Committee

**PAST EMPLOYMENT:**

1996 – 2012	County of Orange, Exec. Assistant to First District Supervisor Stanton and Smith
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BOARD OFFICERS FOR 2017  
PRESIDENT  
BARBARA KOGERMAN  
VICE-PRESIDENT  
LUCILLE KRING  
SECRETARY  
CHERYL BROTHERS

DISTRICT MANAGER  
RICHARD HOWARD  
CLERK OF THE BOARD  
TAWNIA E. PETT



13001 GARDEN GROVE BOULEVARD  
GARDEN GROVE, CA 92843-2102  
PHONES: (714) 971-2421  
(949) 654-2421  
FAX: (714) 971-3940  
ocvcd@ocvcd.org  
ocvector.org  
facebook.com/ocvectorcontrol  
twitter.com/ocvector

BOARD OF TRUSTEES - 2017  
ALISO VIEJO  
PHILLIP B. TSUNODA  
ANAHEIM  
LUCILLE KRING  
BREA  
CECILIA HUPP  
BUENA PARK  
MICHAEL DAVIS  
COSTA MESA  
SANDRA GENIS  
CYPRESS  
STACY BERRY  
DANA POINT  
RICHARD VICZOREK  
FOUNTAIN VALLEY  
CHERYL BROTHERS  
FULLERTON  
JENNIFER FITZGERALD  
GARDEN GROVE  
STEPHANIE KLOPFENSTEIN  
HUNTINGTON BEACH  
MIKE POSEY  
IRVINE  
LYNN SCHOTT  
LA HABRA  
JAMES GOMEZ  
LA PALMA  
MARSHALL GOODMAN  
LAGUNA BEACH  
TONI ISEMAN  
LAGUNA HILLS  
BARBARA KOGERMAN  
LAGUNA NIGUEL  
JOHN MARK JENNINGS  
LAGUNA WOODS  
SHARI L. HORNE  
LAKE FOREST  
SCOTT VOIGTS  
LOS ALAMITOS  
WARREN KUSUMOTO  
MISSION VIEJO  
DAVE LECKNESS  
NEWPORT BEACH  
SCOTT PEOTTER  
ORANGE  
MICHAEL ALVAREZ  
PLACENTIA  
CRAIG GREEN  
RANCHO SANTA MARGARITA  
APRIL JOSEPHSON  
SAN CLEMENTE  
JIM DAHL  
SAN JUAN CAPISTRANO  
PAM PATTERSON  
SANTA ANA  
CECILIA AGUINAGA  
SEAL BEACH  
SANDRA MASSA-LAVITT  
STANTON  
AL ETHANS  
TUSTIN  
LETITIA CLARK  
VILLA PARK  
BILL NELSON  
WESTMINSTER  
SERGIO CONTRERAS  
YORBA LINDA  
PEGGY HUANG  
COUNTY OF ORANGE  
LILLY SIMMERING

July 20, 2017

Trustee Cheryl Brothers has faithfully served the Orange County Mosquito and Vector Control District since 2005 and chaired the 35 member board in 2011. Her dedication and attendance at the district is exemplary. Since 2005 she has attended numerous MVCAC and AMCA conferences including Legislative Days in Washington D.C.

The Little Hoover Commission has been focusing on special districts and will issue its report in early 2018. It seems there will be recommendations involving LAFCOs and all special districts regarding district formations, financial filings and reorganizations. Her dual role on local and state LAFCOs and special districts will allow a broad understanding in the recommended actions since it appears that county LAFCOs will assume a new role.

Trustee Brothers has extensive involvement with several government agencies and the legislative process. The impact on Vector Control agencies is becoming a focus of many legislators as West Nile Virus and other mosquito borne diseases are becoming more prevalent. Working for the County of Orange in a Supervisor's office enabled her to establish working relationships with many of the current State Legislators in both houses. Trustee Brothers is in a position to meet with legislators and work to enlighten them on the role of vector control efforts and the relationship to public health.

On behalf of the Orange County Mosquito and Vector Control District, I strongly endorse Trustee Cheryl Brothers for the position of the Southern Region representative on the Mosquito and Vector Control Commission of California.

Barbara D. Kogerman  
Board President  
Orange County Mosquito and Vector Control District

*"An Independent Special District Serving Orange County Since 1947"*

The mission of the Orange County Mosquito and Vector Control District is to provide the citizens of Orange County with the highest level of protection from vectors and vector-borne diseases.



## Coachella Valley Mosquito and Vector Control District

43-420 Trader Place • Indio, CA 92201 • (760) 342-8287 • Fax (760) 342-8110

• Toll Free 1-888-343-9399

E-mail: [CVmosquito@cvmvcd.org](mailto:CVmosquito@cvmvcd.org) • Website: [www.cvmvcd.org](http://www.cvmvcd.org)

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July 20, 2017

### Board of Trustees

President  
DOUG WALKER  
Palm Desert

Vice President  
DOUG HASSETT  
La Quinta

Secretary  
BETTY SANCHEZ  
Coachella

Treasurer  
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BITO LARSON  
County at Large

ADAM SANCHEZ  
Desert Hot Springs

CLIVE WEIGHTMAN  
Indian Wells

JOHN B. STEVENS  
Indio

DR. DOUG KUNZ  
Palm Springs

MICHAEL MONROE  
Rancho Mirage

JEREMY WITTIE, MS  
General Manager

Rachel Hickerson  
Mosquito & Vector Control Association  
One Capitol Mall; Suite 800  
Sacramento, CA 95814

Re: Trustee Council Nomination

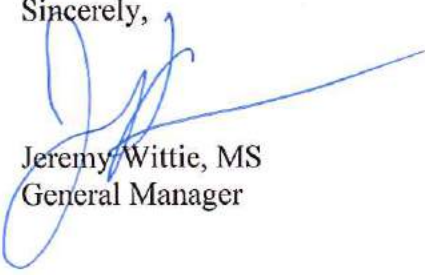
Dear Ms. Hickerson:

I am writing to inform you that at the Board Meeting, on July 11, 2017, the Board of Trustees voted to nominate Trustee Doug Hassett to serve on the Mosquito and Vector Control Association's Trustee Council.

The Board of Trustees feel that Trustee Hassett's experience make him the perfect candidate for the position and hope he is given the opportunity to bring his knowledge and ideas to the Trustee Council.

Please do not hesitate to contact me at (760) 342-8287 if you have any questions or comments regarding this matter.

Sincerely,

  
Jeremy Wittie, MS  
General Manager



# Doug Hassett

54-800 Avenida Rubio - La Quinta, CA 92253 - email: imdhassett@gmail.com

Mobile: 760.501.5368 - LinkedIn: <https://www.linkedin.com/in/doug-hassett-9879386>

## **OBJECTIVE: ELECTION TO MVCAC TRUSTEE COUNCIL**

Seeking a position on the MVCAC Trustee Council where I can utilize my life and management experiences as a leader and represent the Southern California region.. As mosquitos are responsible for tremendous illness and over 2.5 million annual deaths globally, it is my desire to make a contribution in the area of public health at the highest level. I consider it a privilege to serve my community and it would be my honor to serve the Southern California Region on the MVCAC Trustee Council.

***I'm a consensus builder, I like to fix the broken, and I understand that if better is possible, then that is the goal.***

## **CURRENT BOARD EXPERIENCE**

### **Vice President – Trustee Coachella Valley Mosquito and Vector Control District – 2015 to Present**

- First appointed July of 2015 as representative for the City of La Quinta.
- Elected to Vice Presidents position 2017.
- Serving as Ad Hoc Committee Chairman seeking determination whether to hold former District HQ property or to sell. 2016 to present.
- Oversight concerning the hiring of current General Manager.
- Currently negotiating union contracts for two separate unions representing District employees.
- Oversight concerning expenditures and management of the District's current budget and reserves.
- Attended MVCAC Conference and Trustee Council meetings.
- Know well and have met with local State Legislators concerning Vector Control interests.
- Received certificate for Sexual Harassment Prevention training – Current.
- Received certificate from City of La Quinta, Public Official Ethics training – Current

## **PROFESSIONAL EXPERIENCE**

### **Current – Sales Consultant/Project Manager – Alliance Integration – Indio, CA**

- Security and Audio/Video sales for commercial and residential use.
- Cultivate relationships with the local business community and build a referral based sales network.
- Review architectural plans to determine best threat protection methods and Audio/Video component placement.
- Value Engineer all proposals to meet client budget and system expectations.
- Collaborate with internal partners to build consensus as to best system and design.

### **Previous – Owner/CEO – Calif. C7 Contractor - D/A Pacific, Inc. Palm Desert, CA**

- Physical Security Specialist for 20 years serving government and commercial market segments.
- Designed multi-layer security systems to deter theft and threat.
- More than 50,000 sales calls resulting in thousands of national and worldwide customers.
- Completed 18 month application process to acquire GSA contract.
- Converted company from analog equipment sales to 90% digital equipment sales.
- Passed all government background checks and achieved top clearances to protected areas.

## **EDUCATION, POSITIONS & ASSOCIATIONS**

- BS – College of Business, Hospitality Mgt. - Northern Arizona University, Flagstaff, Arizona, 1982.
- General George S. Patton Memorial Museum – Board Member & Co-Treasurer.
- Volunteer Fundraiser for the Leukemia and Lymphoma Society.
- State Delegate for district Senate Representative.



CAPITOL OFFICE  
STATE CAPITOL  
ROOM 4062  
SACRAMENTO, CA 95814  
TEL (916) 651-4028  
FAX (916) 651-4928

DISTRICT OFFICES  
45-125 SMURR STREET  
SUITE B  
INDIO, CA 92201  
TEL (760) 398-6442  
FAX (760) 398-6470

25186 HANCOCK AVENUE  
SUITE 320  
MURRIETA, CA 92562  
TEL (951) 894-3530  
FAX (951) 894-3536

# California State Senate

SENATOR  
**JEFF STONE, PHARM.D.**  
TWENTY-EIGHTH SENATE DISTRICT



VICE CHAIR  
ENVIRONMENTAL  
QUALITY  
VICE CHAIR  
LABOR & INDUSTRIAL  
RELATIONS  
VICE CHAIR  
NATURAL RESOURCES  
& WATER

MEMBER  
BUDGET & FISCAL REVIEW  
PUBLIC SAFETY

July 19, 2017

Mr. Jeremy Wittie, General Manager  
Coachella Valley Mosquito and Vector Control  
43-420 Trader Place  
Indio, CA 92201

Dear Mr. Wittie:

I want to take this opportunity to provide my strong recommendation of Mr. Doug Hassett to serve as the Southern California Regional Representative on the Mosquito and Vector Control Association of California Council.

Mr. Hassett is a long-time resident of Southern California and currently serves on the Coachella Valley Mosquito and Vector Control District.

I have had the privilege to have known Mr. Hassett for many years, and his honesty, fairness and thoughtfulness are just some of his finer qualities. He has proven his leadership skills, and his dedication to his community is, to say the least, impressive.

I am confident that Mr. Hassett will bring all of his experiences and positive personal qualities to the Mosquito and Vector Control Association of California Council and offer a balanced approach to the business at hand.

Thank you for your consideration, and if you have any questions about my strong endorsement of Mr. Hassett, please feel free to call me at (916) 651-4028 or in my Indio office at (760) 398-6442.

Sincerely,

A handwritten signature in blue ink that reads "Jeff Stone".

Jeff Stone  
State Senator, 28<sup>th</sup> District

**SECTION**  
**7**



# **NEW BUSINESS**

	<p style="text-align: center;"><b>Coachella Valley Mosquito and Vector Control District</b></p> <p style="text-align: center;"><b>Staff Report</b></p>	<p style="text-align: center;"><b>September 12, 2017</b></p>
<p><b>Agenda Item:</b> New Business</p> <p>Discussion and/or approval of Resolution 2017-13 Approving the ratification of the Tentative Agreement by and between the District and employees in the Clerical, Professional, and Supervisory Bargaining Units represented by Teamsters Local 911 – <b>Jeremy Wittie, MS, General Manager and Mark Meyerhoff, Legal Counsel</b></p>		
<p><b>Background:</b></p> <p>District representatives and Teamsters representatives have reached a Tentative Agreement on matters related to wages, hours, terms and conditions of employment for the employees in the Clerical, Professional, and Supervisory Bargaining Units. The proposed term of the next Memorandum of Understanding is three years, commencing July 1, 2017, and terminating on June 30, 2020.</p> <p>The specifics of the Tentative Agreement have been discussed previously in Closed Session and it has been placed on the Open Session agenda for public discussion purposes and final action, if the Board deems it appropriate at this time. (An oral report will be made during open session, after closed session, describing the main highlights of the Tentative Agreement.)</p>		
<p><b>Staff Recommendation:</b></p> <ul style="list-style-type: none"> <li>• Staff recommends that the Board ratify the Tentative Agreement by adopting the attached resolution which also directs staff to prepare the final Memorandum of Understanding consistent with the terms and conditions of the Tentative Agreement and process the final Memorandum of Understanding for immediate execution by the parties.</li> </ul>		
<p><b>Fiscal Impact:</b></p> <ul style="list-style-type: none"> <li>• N/A</li> </ul>		
<p><b>Exhibits:</b></p> <ul style="list-style-type: none"> <li>• Resolution 2017-13</li> </ul>		

## **Resolution No. 2017-13**

### **A RESOLUTION OF THE BOARD OF TRUSTEES OF THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT RATIFYING THE TENTATIVE AGREEMENT BY AND BETWEEN THE DISTRICT AND TEAMSTERS LOCAL 911**

**WHEREAS**, the Coachella Valley Mosquito and Vector Control District ("District") and the International Brotherhood of Teamsters Local 911 ("Teamsters") entered into a Memorandum of Understanding ("MOU") pursuant to the Meyers-Millias-Brown Act (Government Code Section 3500 et seq.) covering wages, hours and other terms and conditions of employment for employees in the Clerical, Professional, and Supervisory Bargaining Units represented by the Teamsters, which is scheduled to expire June 30, 2017; and

**WHEREAS**, District representatives and Teamsters representatives have reached a Tentative Agreement on matters related to a successor MOU, with a proposed term of three years, commencing July 1, 2017, and terminating on June 30, 2020.

**NOW, THEREFORE, BE IT RESOLVED THE BOARD OF TRUSTEES OF THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT HEREBY RESOLVE AS FOLLOWS:**

#### **Section 1. Recitals.**

The recitals set forth above are true and correct.

#### **Section 2. Ratification of Tentative Agreement.**

The Tentative Agreement attached hereto as Exhibit "A" and incorporated herein by this reference is hereby approved.

#### **Section 3. Preparation of Memorandum of Understanding.**

The District's General Manager and General Counsel are hereby directed to prepare the final Memorandum of Understanding by and between the District and the Teamsters consistent with the terms and conditions of the Tentative Agreement and cause the same to be fully executed by the parties.

#### **Section 4. Effective Date.**

This Resolution shall take effect immediately upon its adoption.

#### **Section 5. 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, this 12th day of September, 2017.**

---

**Doug Walker, President  
Board of Trustees**

**ATTEST:**

---

**Crystal G. Moreno, Clerk of the Board**

**APPROVED AS TO FORM:**


---


**M. Kathy Jenson, General Counsel**

**REVIEWED:**

---

**Jeremy Wittie, MS, General Manager**

	<p style="text-align: center;"><b>Coachella Valley Mosquito and Vector Control District</b></p> <p style="text-align: center;"><b>Staff Report</b></p>	<p style="text-align: center;"><b>September 12, 2017</b></p>
<p><b>Agenda Item:</b> New Business</p> <p>Discussion and/or approval of additional employee release day, in place of the District's Annual End of the Year Appreciation Luncheon – <b>Crystal Moreno, Executive Assistant</b></p>		
<p><b>Background:</b></p> <p>In past years, to thank the staff for their service and to honor outstanding employees, the District has held a President's Appreciation Luncheon at the end of the year. The luncheon has traditionally been offsite and included a brief awards presentation</p> <p>In 2013, 2014, and 2016, the Board opted to give employees an additional day off in place of having an offsite luncheon. This year, Executive Assistant, Crystal Moreno, conducted a survey to see what staff preferred – having an offsite luncheon or receiving an additional paid release day. Fifty (50) employees responded to the survey, forty three (43) voted for a district release day and seven (7) voted for an offsite luncheon.</p> <p><i>The employee release day would be on Tuesday, December 26<sup>th</sup>, and would allow staff to have a four day holiday weekend.</i></p>		
<p><b>Staff Recommendation:</b></p> <p><i>That the Board choose what they deem appropriate.</i></p>		
<p><b>Fiscal Impact:</b></p> <ul style="list-style-type: none"> <li>• N/A</li> </ul>		

	<p style="text-align: center;"><b>Coachella Valley Mosquito and Vector Control District</b></p> <p style="text-align: center;"><b>Staff Report</b></p>	<p style="text-align: center;"><b>September 12, 2017</b></p>
<p><b>Agenda Item:</b> New Business</p>		
<p>Discussion and/or approval of Resolution 2017-14 Adopting a Policy for the Trustee's Use of Private Email Accounts and Electronic Devices – <b>Jeremy Wittie, MS, General Manager</b></p>		
<p><b>Background:</b></p> <p>Pursuant to the California Supreme Court holding in <i>City of San Jose v. Superior Court</i> (2017) 2 Cal.5th 608, text messages, emails, and other electronic communications that deal in some substantive manner to the conduct of public business created on, stored on, and/or transmitted by personal accounts or personal electronic devices may be subject to disclosure under the PRA.</p> <p>This policy shall help ensure that all Trustees are aware that they must follow District guidelines when working on District-related matters on private or using personal email accounts or electronic devices. This policy will also help ensure that electronic communications created on, transmitted by, or stored on personal accounts and devices are also transmitted through District servers, permitting the District access to such communications whenever necessary to comply with the law. Moreover, this policy aims to reduce the amount of time and resources spent preparing responses to requests submitted under the California Public Records Act (the "PRA"). Further, the policy is designed to protect Trustees' constitutionally protected privacy rights while balancing the public's constitutional rights for access to information pertaining to the public's business.</p>		
<p><b>Staff Recommendation:</b></p> <p><i>That the Board choose what they deem appropriate.</i></p>		
<p><b>Fiscal Impact:</b> N/A</p>		

## RESOLUTION NO. 2017-14

### A RESOLUTION OF THE BOARD OF TRUSTEES OF THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT ADOPTING A POLICY FOR THE TRUSTEE'S USE OF PRIVATE EMAIL ACCOUNTS AND ELECTRONIC DEVICES

**WHEREAS**, the Coachella Valley Mosquito and Vector Control 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**, Pursuant to the California Supreme Court holding in *City of San Jose v. Superior Court* (2017) 2 Cal.5th 608, text messages, emails, and other electronic communications that deal in some substantive manner to the conduct of public business created on, stored on, and/or transmitted by personal accounts or personal electronic devices may be subject to disclosure under the PRA;

**WHEREAS**, the District wishes to establish a policy regulating the use of private or personal email or other messaging accounts and/or personal electronic devices for communications related to the District and the public's business; and

**WHEREAS**, this policy shall help ensure that all Trustees are aware that they must follow District guidelines when working on District-related matters on private or using personal email accounts or electronic devices; and

**WHEREAS**, this policy will also help ensure that electronic communications created on, transmitted by, or stored on personal accounts and devices are also transmitted through District servers, permitting the District access to such communications whenever necessary to comply with the law; and

**WHEREAS**, this policy aims to reduce the amount of time and resources spent preparing responses to requests submitted under the California Public Records Act (the "PRA"); and

**WHEREAS**, the policy is designed to protect Trustees' constitutionally protected privacy rights while balancing the public's constitutional rights for access to information pertaining to the public's business;

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

#### **Section 1. Recitals.**

The recitals set forth above are true and correct.



**Section 2. Effective Date.**

This Resolution shall take effect upon its adoption.

**Section 3. Adoption of Fraud Policy.**

The Board of Trustees hereby adopts the policy for Trustee's Use of Private Accounts and Devices for District Business, a copy of which is attached hereto as Exhibit "A" and incorporated herein by this reference ("Trustee Private Email Policy"). The Board of Trustees further directs the General Manager to take all steps necessary in order to implement and administer the Trustee Private Email Policy.

**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, this 12th day of September, 2017.**

---

Doug Walker, President  
Board of Trustees

**ATTEST:**

---

Crystal G. Moreno, Clerk of the Board

**APPROVED AS TO FORM:**

---

M. Katherine Jenson, General Counsel

**REVIEWED:**

---

Jeremy Wittie, MS, General Manager

**EXHIBIT A**

Trustee's Private Email Policy

**(ATTACHED)**

COACHELLA VALLEY MOSQUITO & VECTOR CONTROL DISTRICT BOARD OF TRUSTEES POLICY			
Subject	Policy Number	Date Adopted	Date Revised
Trustee's Use of Private Accounts and Devices for District Business	6.03		

## I. PURPOSE

To establish a policy regulating the use of private or personal email or other messaging accounts and/or personal electronic devices for communications related to the District and the public's business. This policy shall help ensure that all Trustees are aware that they must follow District guidelines when working on District-related matters on private or using personal email accounts or electronic devices.

This policy will also help ensure that electronic communications created on, transmitted by, or stored on personal accounts and devices are also transmitted through District servers, permitting the District access to such communications whenever necessary to comply with the law. Moreover, this policy aims to reduce the amount of time and resources spent preparing responses to requests submitted under the California Public Records Act (the "PRA"). Further, the policy is designed to protect Trustees' constitutionally protected privacy rights while balancing the public's constitutional rights for access to information pertaining to the public's business.

## II. BACKGROUND

Pursuant to the California Supreme Court holding in *City of San Jose v. Superior Court* (2017) 2 Cal.5th 608, text messages, emails, and other electronic communications that deal in some substantive manner to the conduct of public business created on, stored on, and/or transmitted by personal accounts or personal electronic devices are subject to disclosure under the PRA.

## III. POLICY

All Trustees, when creating, transmitting, or storing communications substantially related to any business concerning the District on their personal accounts and/or devices are **REQUIRED**:

1. To either utilize their District e-mail, or carbon copy ("cc") either their District email or the Clerk of the Board at the time the communication is transmitted; or
2. Forward the emails and text messages to their District email or the Clerk of the Board as soon as possible after transmission.

When personal accounts and/or devices are used to conduct District business, such communications shall be disclosed and produced to the District in a form substantially the same as how the communications were created, stored, and/or transmitted (*e.g.*, a Microsoft Word document created on a personal device shall be produced to the District as a Microsoft

Word document). If the disclosure or production to the District in the same form is impractical, a similar format which captures the exact information shared shall be used (e.g., employee may screenshot a text message and email the screenshot to the Clerk of the Board).

If a Trustee utilizes personal accounts and/or devices for communications related to the public's business, in response to a PRA request, that official or employee may be requested to certify, via affidavit, that he or she has followed the above-referenced policy.

If a Trustee does not utilize personal accounts and/or devices for communications related to the public's business, in response to a PRA request, that official or employee may be requested to certify, via affidavit, that he or she does not use personal accounts and/or devices for such communications.

This policy is effective from the date of adoption until repealed by the District.