



## Coachella Valley Mosquito and Vector Control District

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

### Board of Trustees Meeting

**Tuesday, December 9, 2025**

**6:00 p.m.**

### **AGENDA**

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

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This meeting will be conducted by video and/or teleconference as well as in person at the District office located at the address listed above. To view/listen/participate in the meeting live, please join by calling 1-888-475-4499 (toll-free), Webinar ID: [847 1941 0493](https://us02web.zoom.us/j/84719410493), or click this link to join: <https://us02web.zoom.us/j/84719410493>.

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

### **Our Mission and Vision**

**Mission Statement** We protect public health with our communities through proven scientific, educational, and sustainable vector control programs.

**Vision** We envision our communities free of mosquito and vector-borne disease.

**1. Call to Order** – John Peña, Board President

A. **Roll Call**

**2. Pledge of Allegiance**

**3. Confirmation of Agenda**

**4. Public Comments**

Members of the public may provide comments in person or remotely at the time of the meeting as set forth in the agenda. Public comments may also be sent by E-mail to the Clerk of the Board by 2:00 p.m. on December 9, 2025, at [mscarborougheckel@cvmosquito.org](mailto:mscarborougheckel@cvmosquito.org). E-mails received prior to 2:00 p.m. on the day of the Board meeting will be made part of the record and distributed to the Board. This method is encouraged as it gives the Board of Trustees the opportunity to reflect upon your input. E-mails will not be read at the meeting.

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

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

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

**5. Announcements, Presentation, and Written Communications**

A. Audit Presentation of Fiscal Year ending June 30, 2025 — **Jonathan Abadesco, CPA, C.J. Brown & Company CPAs**

B. CalPERS Actuarial Report — **David l'Anson, Administrative Finance Manager**

C. SB 707- Brown Act – Durazo — **Lena D Wade, General Counsel, Slovak Baron Empey Murphy & Pinkney LLP**

## 6. Items of General Consent

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

A. Minutes for October 14, 2025, Board Meeting

B. Approval of expenditures from November 7, 2025, to December 4, 2025

C. Informational Items:

- Financials — **David l'Anson, Administrative Finance Manager**
- CalPERS Actuarial Report — **David l'Anson, Administrative Finance Manager**
- Quarterly Department Reports: Human Resources; Operations; Information Technology; Fleet Services; Laboratory & Surveillance Control; Public Outreach; and Facilities
- CalPERS Educations Forum, October 13-15, 2025, Palm Desert, CA — **David l'Anson, Administrative Finance Manager, Graciela Morales, Human Resources Specialist, Veronica Montoya, Payroll Administrator, and Jessica Duenow, Human Resources Assistant**
- California Science Education Conference, October 17-19, 2025, Palm Springs, CA — **Hugo Arcos, Education Specialist**
- Municipal Information Systems Association of California (MISAC), October 19-22, 2025, San Diego, CA — **Edward Prendez, Information Technology Manager**
- CSDA Board Secretary/Clerk Conference, October 27-29, 2025, Santa Rosa, CA — **Megan Scarborough-Eckel, Clerk of the Board**
- Entomological Society Association (ESA) Annual Conference, November 7-13, 2025, Portland, OR — **Jennifer A Henke, MS, BCE, Laboratory Manager, Kim Hung, PhD, BCE, Vector Ecologist, and Gabriela Perezchica-Harvey, MS, Vector Ecologist**
- isolved PeopleSolved Certification, November 13-14, Scottsdale, AZ — **Crystal Moreno, MSIOP, Human Resources Risk Manager and Veronica Montoya, Payroll Administrator**
- California Public Employers Labor Relations Association (CalPELRA) Annual Conference, November 18-21, 2025, Monterey, California — **Graciela Morales, Human Resources Specialist**

- Mosquito and Vector Control Association of California (MVCAC) Planning and Committee Meeting, December 1-3, 2025, Oakland, CA — **Jeremy Wittie, MS, CSDM, General Manager, Jennifer A Henke, MS, BCE, Laboratory Manager, Robert C Gaona, MPA, Public Information Manager, and Kim Hung, PhD, BCE, Vector Ecologist**
- 2026 Board of Trustees Meeting Calendar — **Megan Scarborough-Eckel, Clerk of the Board**
- District Travel for the Board of Trustees — **Megan Scarborough-Eckel, Clerk of the Board**

- D. Approval to grant a day off in December to all full-time employees in appreciation of their work and dedication to protecting public health during the mosquito virus season — **Jeremy Wittie, MS, CSDM, General Manager**

*Staff recommends approving the day off in December to all full-time employees as it is past practice as a show of appreciation from the Board for staff's work during mosquito virus season.*

- E. Deletion of employee data in accordance with District's Record Retention Schedule — **Edward Prendez, Information Technology Manager**

*Staff recommends the Board approve the deletion of employee data as it complies with established policy and legal standards, as well as ensuring transparency and accountability.*

## **7. Action Items**

- A. Board of Trustees Retreat in Spring 2026 — **Jeremy Wittie, MS, CSDM, General Manager**

*Staff recommends the Board accept the proposal to hold the half-day retreat at the Desert Willow Golf Resort from 4:00-8:00 pm and confirm the date that will work best for all Trustees.*

- B. Revision of Trustee Bylaws — **Jeremy Wittie, MS, CSDM, General Manager**

*Staff recommends the Board approve reverting to pre-November 2024 CVMVCD Bylaws, with changes to extend Executive Officer Terms to two years and add financial background as a preferred qualification for Treasurer.*

- C. Guidance on Participation in Paid Events Hosted by Other Local Government Agencies — **Jeremy Wittie, MS, CSDM, General Manager**

*Staff recommends the Board receive and file this report and provide direction regarding the District's participation in events hosted by other public agencies or organizations that require purchases of seats, tables, or sponsorships.*

D. Appointment of ad hoc Nominations Committee — **John Peña, Board President**

*Staff recommends the Board form an ad hoc Nominations Committee to appoint officers for the 2026-2028 term with respect to the eligibility list provided.*

E. Discussion and/or approval for General Manger to negotiate agreement with California Professional Management as Project Manager in the amount not to exceed \$100,000 for Fiscal Year 2025-2026 — **David I'Anson, Administrative Finance Manager**

*Staff recommends the Board approve the General Manager negotiating and executing an agreement with California Professional Management as Project Manager of capital projects in an amount not to exceed \$100,000.*

## **8. Committee and Trustee Reports**

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

Executive Committee oral report and minutes from November 24, 2025

B. Finance Committee — **Frank Figueroa, EdD, Board Treasurer**

Finance Committee oral report and Finance Committee minutes from October 14, 2025

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

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

## **9. Reports**

A. General Manager

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

B. General Counsel

*Questions and/or comments from Trustees regarding the reports*

**10. Closed Session**

**Closed Session (s):**

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

Title: General Manager

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

Title: Legal Counsel

**11. Adjournment**

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

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**Certification of Posting**

I certify that on December 5, 2025, I posted a copy of the foregoing agenda near the regular meeting place of the Board of Trustees of the Coachella Valley Mosquito & Vector Control District and on the District's website, said time being at least 72 hours in advance of the meeting of the Board of Trustees (Government Code Section 54954.2)

Executed at Indio, California, on December 5, 2025

*Megan Scarborough-Eckel*

Megan Scarborough-Eckel, Clerk of the Board