

Marin/Sonoma
Mosquito & Vector Control District
595 Helman Lane
Cotati, California 94931
1-800-231-3236 (toll free) 707-285-2210 (fax)

**BOARD OF TRUSTEES
SPECIAL & REGULAR BOARD MEETING**

DATE: March 9, 2022
TIME: 6:00 p.m. (Special Board Meeting will continue into Regular Board Meeting at 7:00 p.m.)
LOCATION: **Teleconference – See Below**

Please note that due to the Shelter in Place Orders issued by Sonoma and Marin Counties Health Officers, and the State of California, options for observing the Board Meeting and for submitting communication regarding the meetings have changed. The Board of Trustees will meet remotely via teleconferencing, as authorized by Assembly Bill 361. A declared state of emergency exists as defined under the California Emergency Services Act. (Gov. Code §§ 52953(e)(1), (e)(4).). State and local officials have imposed or recommended measures to promote social distancing. All members of the public seeking to observe and/or to address the local legislative body may participate in the meeting telephonically or otherwise electronically in the manner described below.

The Board Meeting Teleconference:

Click the link on the District’s website, <https://www.msosquito.org/board-meetings>, to watch live-streamed meetings. The unique link for each meeting is found on the first page of the applicable agenda (see Zoom Meeting Link below for this meeting).

Public Communication:

The public is welcome to address the Board of Trustees on items listed on the Consent Calendar or on other items not listed on the agenda but within the Board’s jurisdiction during the general Public Comment period. There will also be an opportunity for the public to comment on other agenda items at the time they are discussed. Please raise your hand using the electronic “raise hand” button or provide typed comments via the Q & A button. Both features are available at the bottom of the Zoom screen.

The public may submit comments by:

- 1) Emailing comments to dawnw@msosquito.org or
- 2) Delivering written comments via mail to the District; or
- 3) Participating in the teleconference by calling (669) 900-9128 or joining the videoconference at the link provided below:

[Zoom Meeting Link](#)

The Webinar ID is 820 6716 8094

Materials related to an item on this agenda submitted to the Board after distribution of the agenda packet are available for public inspection by contacting the Board Clerk at dawnw@msosquito.org or calling the District’s offices at (707) 285-2200. If, due to a disability, a reasonable accommodation is needed to participate in this meeting, please contact the ADA Coordinator 24 hours in advance of the meeting at (707) 285-2204.

Agendas and supporting documents are also available for review on the District's official noticing bulletin board (595 Helman Lane, Cotati, CA 94931) and at the District's website at: <https://www.msamosquito.org/board-meetings>

In accordance with the Americans with Disabilities Act, if you require special assistance to participate in this meeting, please contact the Marin/Sonoma Mosquito & Vector Control District (MSMVCD) at 1-800-231-3236.

Translators, American Sign Language interpreters, and/or assistive listening devices for individuals with hearing disabilities will be available upon request. A minimum of 48 hours is needed to ensure the availability of translation service.

MSMVCD hereby certifies that this agenda has been posted in accordance with the requirements of the Government Code.

*Items marked * are enclosed attachments.*

Items marked # will be handed out at the meeting.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL (13 members must be present for a quorum)

Bruce Ackerman, Fairfax
Cathy Benediktsson, Tiburon
Gail Bloom, Larkspur
Tamara Davis, Sonoma Co. at Large
Art Deicke, Santa Rosa
Pamela Harlem, San Rafael
Susan Hootkins, Petaluma
Ranjiv Khush, San Anselmo (*Secretary*)
Evan Kubota, Windsor
Shaun McCaffery, Healdsburg

Morgan Patton, Marin Co. at Large
Carol Pigoni, Cloverdale (*Second V.P.*)
Diana Rich, Sebastopol
Herb Rowland, Jr., Novato
Ed Schulze, Marin Co. at Large
Veronica Siwy, Rohnert Park
Richard Snyder, Belvedere (*First V.P.*)
David Witt, Mill Valley
Laurie Gallian, Sonoma (*President*)

Open Seats:

Corte Madera, Cotati, Ross, Sausalito and one Sonoma County at Large

4. APPOINTMENT OF NEW TRUSTEE

Please welcome Evan Kubota, the new Trustee recently appointed by the Town of Windsor.

5. PUBLIC TIME

*Public Time is time provided by the board so the public may make comment on any item **not on the agenda**.*

The public will be given an opportunity to speak on each agenda item at the time the item is presented. Once the public comment portion of any item on this agenda has been closed by the Board, no further comment from the public will be permitted unless authorized by the Board President and if so authorized, said additional public comment shall be limited to the provision of information not previously provided to the Board or as otherwise limited by order of the Board.

We respectfully request that you state your name and address and provide the Board President with a Speaker Card so that you can be properly included in the consideration of the item.

Please limit your comments to three (3) minutes per person or twenty (20) minutes per subject in total so that all who wish to speak can be heard.

6. CONSENT CALENDAR

A. APPROVAL OF AGENDA

B.* **Resolution 2021/22-05: Authorizing Remote Teleconference/Virtual Meetings of the District Pursuant to AB 361**

Staff Report: The attached proposed resolution would authorize the Board of Trustees to continue to hold virtual/teleconference meetings in compliance with AB 361, considering the continued declared state of emergency and recommended social distancing measures.

C.* **MINUTES** – Minutes of Board Meeting held on January 12, 2022.

D.* **FINANCIAL REPORTS** – Review Financial Reports for January and February 2022.

ACTION NEEDED

INFORMATION ENCLOSED

7. NEW BUSINESS

A.* **Committee Assignments**

President Gallian will provide a list of recommended committee assignments for 2022.

ACTION NEEDED

STAFF RECOMMENDATION: Review and discuss the President's nominations. Consider a motion to approve the list of Trustee committee assignments.

INFORMATION ENCLOSED

B.* Employee Recognition: Length of Service Awards

ACTION NEEDED

STAFF RECOMMENDATION: Consider a motion commending the staff members listed in the attached memo for their years of service to the District and its mission.

INFORMATION ENCLOSED

C. Presentation by Jeff Wickman, Marin County Employees Retirement Association (MCERA) Administrator.

**D.* Report on the VCJPA 2022 Annual Workshop and Conference
Report by Manager Smith**

INFORMATION ENCLOSED

E.* Written Report by Public Information Officer Nizza Sequeira

INFORMATION ENCLOSED

8. COMMITTEE & STAFF REPORTS

**A. Executive Committee
Report by President Laurie Gallian**

9.* MANAGER'S REPORTS

INFORMATION ENCLOSED

10. WRITTEN COMMUNICATIONS

CORRESPONDENCE RECEIVED BY THE DISTRICT FROM RESIDENTS OR ANY OTHER PARTY SHALL BE READ ALOUD OR HANDED OUT TO THE BOARD

11. OPEN TIME FOR BOARD OR STAFF COMMENTS

12. ADJOURNMENT

RESOLUTION NO. 2021/22-05

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
MARIN/SONOMA MOSQUITO & VECTOR CONTROL DISTRICT
AUTHORIZING REMOTE TELECONFERENCE/VIRTUAL MEETINGS
OF THE DISTRICT PURSUANT TO AB 361**

WHEREAS, the Board of Trustees of the Marin/Sonoma Mosquito & Vector Control District (“District”) is committed to preserving and nurturing public access and participation in meetings of the Board; and

WHEREAS, meetings of the Board are open and public, as required by the Ralph M. Brown Act (Government Code Sections 54950 – 54963); and

WHEREAS, the Brown Act makes provisions for remote teleconferencing participation subject to the existence of certain conditions. A required condition is that a state of emergency is declared by the Governor. It is further required that state and/or local officials have imposed or recommended measures to promote social distancing, or, meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, the Board finds that the requisite conditions exist for the District to conduct remote teleconference/virtual meetings without compliance with Government Code Section 54953(b)(3); and

WHEREAS, as a condition of extending the use of the provisions found in Government Code Section 54953(e), the Board must reconsider the circumstances of the State of Emergency that exist, and the Board has done so; and

WHEREAS, the state of emergency and recommended measures to promote social distancing persist currently; specifically, on March 4, 2020, the Governor proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19. In addition, state officials have issued orders imposing or recommending social distancing measures, specifically, the California Department of Public Health has stated that one of the steps that can be taken to slow the spread of COVID-19 is to: “Stay at least 6 feet away from others, whenever possible. This is called social distancing and is very important in preventing the spread of COVID-19;” and

WHEREAS, as a consequence of the State of Emergency and the social distancing recommendations mentioned above, the District desires to have AB 361 procedures in place for the option to provide virtual access to Board meetings, with or without a public meeting location (“AB 361 Option”). Adoption of this Resolution will permit virtual meetings without the need to comply with Government Code Section 54953(b)(3), as authorized by Government Code Section 54953(e), and in such cases, the Board shall comply with the requirements to provide the public with access to the meetings as prescribed in Government Code Section 54953(e)(2); and

WHEREAS, as permitted under AB 361, and when the AB 361 Option is utilized, the District will provide the public with the ability to attend Board meetings virtually. When the AB 361 Option is utilized, members of the public who wish to provide comment may make comments virtually.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Marin/Sonoma Mosquito & Vector Control District as follows:

SECTION 1. Recitals. The above recitals are incorporated as though set forth in this section.

SECTION 2. Authorization. The Board, and the District Manager or his designee, is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution, including conducting open and public meetings in accordance with Government Code Section 54953(e) and other applicable provisions of the Brown Act.

SECTION 3. Effective Date. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of: (a) 30 days; or (b) such time as the Board adopts a subsequent resolution in accordance with Government Code Section 54953(e)(3) to extend the time during which the Board may continue to hold teleconference meetings without compliance with Government Code Section 54953(b)(3).

SECTION 4. Severability. Should any provision of this Resolution, or its application to any person or circumstance, be determined by a court of competent jurisdiction to be unlawful, unenforceable or otherwise void, that determination shall have no effect on any other provision of this Resolution or the application of this Resolution to any other person or circumstance and, to that end, the provisions hereof are severable.

Passed and adopted at a special meeting of the Board of Trustees held March 9, 2022, by the following roll call vote:

	<i>Yes</i>	<i>No</i>	<i>Abstain</i>	<i>Absent</i>
Bruce Ackerman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cathy Benediktsson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gail Bloom	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tamara Davis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Art Deicke	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pamela Harlem	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Susan Hootkins	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ranjiv Khush	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Evan Kubota	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shaun McCaffery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Morgan Patton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carol Pigoni	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Diana Rich	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Herb Rowland	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ed Schulze	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Veronica Siwy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Richard Snyder	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
David Witt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Laurie Gallian	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vote Totals:				

ATTEST:

APPROVED:

 Ranjiv Khush
 Secretary, Board of Trustees

 Laurie Gallian
 President, Board of Trustees

Marin/Sonoma Mosquito & Vector Control District

Board of Trustees
595 Helman Lane
Cotati, CA 94931

Meeting Held via Videoconference

January 12, 2022

SPECIAL & REGULAR BOARD MEETING MINUTES

1. **CALL TO ORDER**

President Harlem called the meeting to order at 6:00 pm.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

Members present:

Ackerman, Bruce
Benediktsson, Cathy
Bloom, Gail
Davis, Tamara
Deicke, Art
Ettlin, Julia
Gallian, Laurie
Hootkins, Susan
Khush, Ranjiv
McCaffery, Shaun

Patton, Morgan
Pigoni, Carol
Rich, Diana
Rowland Jr., Herb
Schulze, Ed
Siwy, Veronica
Snyder, Richard
Witt, David
Harlem, Pamela

Members absent:

Predovich, Monique

Open seats: Corte Madera, Cotati, Sausalito and one Sonoma County at Large

Others present:

Philip Smith, District Manager
Erik Hawk, Assistant Manager
Dawn Williams, Confidential Administrative Assistant
Jennifer Crayne, Financial Manager
Janet Coleson, General Counsel

A quorum was present and a due notice had been published.

4. **PUBLIC TIME**

No Public Comment.

5. **CONSENT CALENDAR**

A. **CHANGES TO AGENDA/APPROVAL OF AGENDA**

B. **Resolution 2021/22-04: Authorizing Remote Teleconference/Virtual Meetings of the District Pursuant to AB 361**

C. **MINUTES** – Minutes for Special Board Meeting held on November 10, 2021.

It was M/S Trustee Davis/Trustee Pigoni to accept the Consent Calendar which also passes and adopts Resolution 2021/22-04 authorizing Remote Teleconferencing/Virtual Meetings of the District Pursuant to AB 361:

Motion passed with a roll call vote:

Ayes: Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Ettlin, Trustee Gallian, Trustee Hootkins, Trustee Khush, Trustee McCaffery, Trustee Patton, Trustee Pigoni, Trustee Rich, Trustee Rowland, Trustee Schulze, Trustee Siwy, Trustee Snyder, Trustee Witt and Trustee Harlem

No: (none)

Abstain: (none)

Absent: Trustee Predovich

6. **NEW BUSINESS**

A. **FINANCIAL REPORTS – Review Financial Reports for November and December 2021.**

Dana Shigley, Management Aide, provided an in-depth explanation of the new and enhanced financial reports. Future reports to the Board will routinely include: Budget Status, Vendor Claims Paid and a Payroll Summary report. Quarterly reports will include the Quarterly Revenue Report and Balance Sheets.

B. **2022 Trustee Election Nominations and Election of Officers**

President Harlem read the names of Board Officers for 2022, as proposed by the Nominating Committee at the November 10, 2021 meeting.

It was M/S Trustee Davis/Trustee Schulze to appoint the following Board Officers: President Laurie Gallian, 1st Vice President Richard Snyder, 2nd Vice President Carol Pigoni and Secretary Ranjiv Khush for 2022.

Motion passed with a roll call vote:

Ayes: Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Ettlin, Trustee Gallian, Trustee Hootkins, Trustee Khush, Trustee McCaffery, Trustee Patton, Trustee Pigoni, Trustee Rowland, Trustee Schulze, Trustee Siwy, Trustee Snyder, Trustee Witt and Trustee Harlem

No: (none)

Abstain: (none)

Absent: Trustee Predovich

C. Passing of the Gavel

Manager Smith presented outgoing President Harlem with a commemorative plaque. Incoming President Gallian thanked outgoing President Harlem for her hard work and steady leadership over the past year.

D. Committee Assignments

President Gallian requested that Trustees contact her regarding committee assignments for 2022. She also mentioned the idea of forming a new committee dealing with matters relating to climate change, sustainability, and the environment. The updated committee assignments will be provided at the next Board meeting.

E. Approve Signature Card for District Bank Account

It was M/S Trustee Benediktsson/Trustee Snyder to approve the Signature Card proposed signers: President, 1st Vice-President, Secretary, Trustee Davis, Trustee Shaun McCaffery, District Manager Smith and Assistant Manager Hawk for the District Bank Account.

Motion passed with a roll call vote:

Ayes: Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Ettlin, Trustee Harlem, Trustee Hootkins, Trustee Khush, Trustee McCaffery, Trustee Patton, Trustee Pigoni, Trustee Rich, Trustee Rowland, Trustee Schulze, Trustee Siwy, Trustee Snyder, Trustee Witt and Trustee Gallian

No: (none)

Abstain: (none)

Absent: Trustee Predovich

F. Laboratory Update

Dr. Kelly Liebman, Scientific Programs Manager, presented a quarterly update focusing on tick surveillance and other projects that lab staff had worked on during the months of September, October, November and December 2021.

G. Proposed Mid-Year Amendment of FY 2021-22 Annual Budget

It was M/S Trustee Davis/Trustee Snyder to approve the budget amendment, as proposed by the Budget Committee and staff, thereby adopting an amended budget for FY 2021-22.

Motion passed with a roll call vote:

Ayes: Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Ettlin, Trustee Harlem, Trustee Hootkins, Trustee Khush, Trustee McCaffery, Trustee Patton, Trustee Pigoni, Trustee Rich, Trustee Rowland, Trustee Schulze, Trustee Siwy, Trustee Snyder, Trustee Witt and Trustee Gallian

No: (none)

Abstain: (none)

Absent: Trustee Predovich

H.* Proposed Side Letter of Agreement between Marin/Sonoma Mosquito Vector Control District (MSMVCD) and the Western Council of Engineers (WCE) Regarding: Holidays

It was M/S Trustee McCaffery/Trustee Pigoni to accept the Side Letter between MSMVCD and WCE Regarding: Holidays.

Motion passed with a roll call vote:

Ayes: Trustee Ackerman, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Ettlin, Trustee Harlem, Trustee Hootkins, Trustee Khush, Trustee McCaffery, Trustee Patton Trustee Pigoni, Trustee Rich, Trustee Siwy, and Trustee Gallian

No: Trustee Benediktsson, Trustee Rowland, Trustee Schulze, Trustee Snyder and Trustee Witt

Abstain: (none)

Absent: Trustee Predovich

I. Proposed Amendment to COVID-19 Prevention Program

It was M/S Trustee Davis/Trustee Schulze authorize the District Manager to amend the District's Coronavirus Prevention Program to the extent necessary to conform to the revised regulations issued by Cal/OSHA and guidance from the California Department of Public Health.

Motion passed with a roll call vote:

Ayes: Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Ettlin, Trustee Harlem, Trustee Hootkins, Trustee Khush, Trustee McCaffery, Trustee Patton, Trustee Pigoni, Trustee Rich, Trustee Rowland, Trustee Schulze, Trustee Siwy, Trustee Snyder, Trustee Witt and Trustee Gallian

No: (none)

Abstain: (none)

Absent: Trustee Predovich

7. COMMITTEE & STAFF REPORTS

A. Executive Committee

President Harlem explained that when the Committee met, it discussed the items that were heard on tonight's agenda, and she did not have any additional items to report.

8. MANAGER'S REPORT

In the interest of time Manager Smith and Assistant Manager Hawk referred the board to their written reports and offered to answer any questions. *(Manager's and Assistant Manager's reports were included in the January Board packet)*

9. WRITTEN COMMUNICATIONS

No written communications.

10. OPEN TIME FOR BOARD OR STAFF COMMENTS

Trustee Benediktsson inquired about the District’s plan for public education during the year. Some members of the public told her that they are unaware of the District and the services it provides. Manager Smith explained that the proposed budget for next FY explains what each department has planned for the year. President Gallian added that Public Information Officer Nizza Sequeira posts regularly on social media, including Twitter, Facebook, Instagram, and Nextdoor. At various times through the year, the District also advertises in newspapers and other periodicals, in addition to giving media interviews. She suggested providing inquirers with the District’s website address.

11. ADJOURNMENT

There being no further business to come before the Board, it was M/S Trustee Snyder/Trustee Schulze to adjourn the meeting at 8:30 pm.

District Representative
MSMVCD

Date of Approval

Trustee
MSMVCD Board of Trustees

Date of Approval

Objects 6010-6023

Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
6010 Salaries and Wages	324,723.31	2,143,281.85	3,853,981.00	3,725,795.00	1,582,513.15	58 %
6012 MCERA Credit	1,950.60	15,278.18	24,209.00	25,069.00	9,790.82	61 %
6014 Overtime	0.00	3,174.08	50,073.00	48,073.00	44,898.92	7 %
6015 Seasonal Wages	1,845.00	116,904.91	259,500.00	282,750.00	165,845.09	41 %
6016 Trustee Wages	0.00	5,725.00	16,000.00	16,000.00	10,275.00	36 %
6022 Medicare Employer portion	4,645.90	32,258.85	61,070.00	61,570.00	29,311.15	52 %
6023 FICA (Social Security)	114.39	7,603.08	17,577.00	20,077.00	12,473.92	38 %
6XXX Object Group Total	333,279.20	2,324,225.95	4,282,410.00	4,179,334.00	1,855,108.05	56 %
Grand Total:	333,279.20	2,324,225.95	4,282,410.00	4,179,334.00	1,855,108.05	56 %

Vendor	Amount	Description	Fund
ADAPCO, INC.	11,693.29	Pyrocide	GENERAL
ADAPCO, INC.	11,846.50	Bti Liquid	GENERAL
ADAPCO, INC.	350.40	Llarvicide Oil	GENERAL
ADAPCO, INC.	15,627.84	BACILLUS SPHAERICUS/Bti GRANULES	GENERAL
AFLAC	1,365.00		GENERAL
ALDRICH NETWORK CONSULTING	1,962.22	Computers and Laptops	GENERAL
ALDRICH NETWORK CONSULTING	499.00	Computer Software	GENERAL
ALDRICH NETWORK CONSULTING	5,000.00	Network and IT Consulting Services	GENERAL
ALDRICH NETWORK CONSULTING	200.00	Remote Backup Service	GENERAL
ARGO ADVENTURE/LIEWER	8,283.06	ARGO Repair	GENERAL
AT & T	120.09	AT&T	GENERAL
BARTEL ASSOCIATES, LLC	14,870.00	Actuarial Studies	GENERAL
BEST BEST & KRIEGER, LLC.	495.00	Other Professional Services - Human	GENERAL
BRODIE'S TIRE & BRAKE INC.	1,089.25	Vehicle Maintenance	GENERAL
CA SURVEYING & DRAFTING SUPPLY INC. SACR	4,218.58	Field Tools	GENERAL
CA SURVEYING & DRAFTING SUPPLY INC. SACR	1,731.30	Other Field Equipment	GENERAL
CA SURVEYING & DRAFTING SUPPLY INC. SACR	378.00	Computer Software	GENERAL
CAGWIN & DORWARD	560.00	Landscape Services	GENERAL
CALPERS 457 PLAN	8,150.00		GENERAL
CINTAS CORPORATION	1,905.38	Uniforms	GENERAL
CINTAS CORPORATION	959.64	COVID-19 Expenses	GENERAL
CITY OF COTATI	979.88	Water and Sewer	GENERAL
CITY OF COTATI	729.25	Water - Irrigation/Industrial	GENERAL
CLARKE MOSQUITO CONTROL PRODUCTS, INC	13,905.84	Methoprene Liquid	GENERAL
CLARKE MOSQUITO CONTROL PRODUCTS, INC	14,966.73	Methoprene Briquettes	GENERAL
CLARKE MOSQUITO CONTROL PRODUCTS, INC	29,557.47	Methoprene Pellets	GENERAL
CLARKE MOSQUITO CONTROL PRODUCTS, INC	1,007.86	New Products and Trials	GENERAL
COMCAST BUSINESS	158.75	Comcast	GENERAL
COMPLETE WELDERS SUPPLY, INC.	387.50	Dry Ice	GENERAL
COUNTY OF MARIN	2,012.50	Retiree Spousal - Teamsters, WHA or UH	GENERAL
COUNTY OF MARIN	5,650.38	Retiree Spousal - Kaiser	GENERAL
COUNTY OF MARIN	12,585.26	Retiree Medical Benefit	GENERAL
Connect Your Care	12.21	Other Professional Services - Human	GENERAL
DELTA DENTAL OF CALIFORNIA	3,590.24	Dental - Active Employees	GENERAL
ERIK HAWK	500.00	Employee Wellness Benefit	GENERAL
EVERBRIDGE INC.	21,000.00	Communication/Notification System	GENERAL
Floortex Design	2,990.00	Structures and Improvements	CAPITAL PROJECTS
GREAT AMERICA FINANCIAL SERVICES	349.54	Copier Supplies	GENERAL
GREAT AMERICA FINANCIAL SERVICES	332.09	Copy Machine Lease	GENERAL
HOME DEPOT CREDIT SERVICES	29.07	Trailer Repair	GENERAL
INTERSTATE BATTERY SYSTEM	106.97	Vehicle Maintenance	GENERAL
KAISER FOUNDATION HEALTH PLAN	6,737.50		GENERAL
KAISER FOUNDATION HEALTH PLAN	45,484.84	Kaiser - Active Employees	GENERAL
LIEBERT CASSIDY WHITMORE	4,182.50	Human Resources Legal Services	GENERAL
LIFE TECHNOLOGIES CORPORATION	1,245.84	RT PCR Supplies	GENERAL
LOUD & CLEAR AUDIO VISUAL	4,257.69	Structures and Improvements	CAPITAL PROJECTS
LOWE'S BUSINESS ACCOUNT	102.98	Grounds	GENERAL
MARIN COUNTY EMPLOYEES RETIREMENT ASSOC	36,611.76		GENERAL
MARIN COUNTY EMPLOYEES RETIREMENT ASSOC	67,965.44	Retirement - Employer Classic	GENERAL
MARIN COUNTY EMPLOYEES RETIREMENT ASSOC	24,475.56	Retirement - Employer PEPRA	GENERAL
MARIN INDEPENDENT JOURNAL	50.00	Newspaper and Legal Notices	GENERAL
MISSION SQUARE RETIREMENT	2,160.16	Retiree Health Savings Account	GENERAL
MITEL	997.95	Phone System	GENERAL

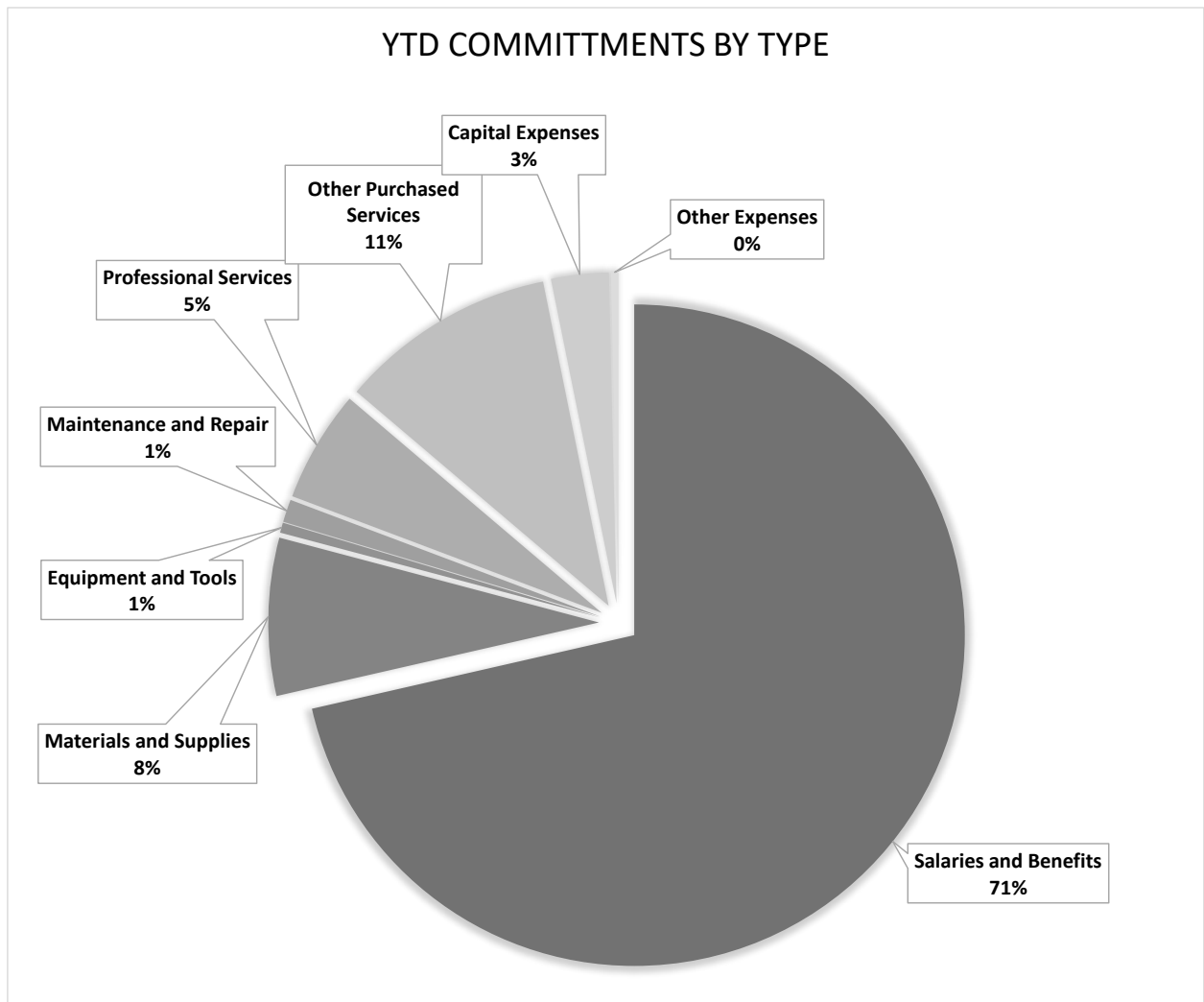
Vendor	Amount	Description	Fund
MVCAC	22.00	Disease Surveillance and Testing (DART)	GENERAL
NATIONWIDE TRUST COMPANY, FSB	5,370.00		GENERAL
NORTH BAY COMMERCIAL SERVICES INC.	10,615.00	Admin Building	GENERAL
NORTH BAY COMMERCIAL SERVICES INC.	706.00	HVAC	GENERAL
NORTH BAY PETROLEUM	347.90	Fuel and Oil	GENERAL
NORTHBAY AUTO WRAPS	5,772.00	Outdoor Advertising	GENERAL
OFFICE DEPOT BUSINESS CREDIT	341.25	Office Supplies	GENERAL
OFFICE DEPOT BUSINESS CREDIT	34.49	Printer Cartridges and Supplies	GENERAL
P.G.& E.	4,312.63	Gas and Electricity	GENERAL
PATRICK VON ELM	1,500.00		GENERAL
PREFERRED ALLIANCE, INC.	176.16	Occupational Health Testing	GENERAL
RECOLOGY SONOMA MARIN	355.66	Solid Waste Collection and Disposal	GENERAL
REDWOOD LOCK LLC	21.26	Other Tools	GENERAL
RELIABLE HARDWARE AND STEEL CO.	1,111.70	Steel	GENERAL
RELIABLE HARDWARE AND STEEL CO.	51.38	ARGO Repair	GENERAL
RELIABLE HARDWARE AND STEEL CO.	40.68	ARGO Trailers	GENERAL
RICHARD A. SANCHEZ	1,642.50	Janitorial Services	GENERAL
SAFETY KLEEN CORP	4,235.10	Hazardous Materials Cleaning	GENERAL
SANTA ROSA AUTO PARTS	80.38	Vehicle Maintenance	GENERAL
SEBASTOPOL BEARING & HYDRAULIC	158.93	Trailer Repair	GENERAL
SEBASTOPOL BEARING & HYDRAULIC	376.68	ARGO Repair	GENERAL
SILVERIA, BUICK, GMC TRUCK	39,284.64	Vehicles	CAPITAL PROJECTS
SONOMA MEDIA INVESTMENTS, LLC	206.00	Newspaper and Legal Notices	GENERAL
SPARK CREATIVE DESIGN	108.33	Printing Services	GENERAL
STATE WATER RESOURCES CONTROL BOARD	3,146.00	Waste Discharge Permit (SWRCB)	GENERAL
TASC	833.32		GENERAL
THE HARTFORD	299.46	Sentry Life and Hartford Life	GENERAL
TICKKEY INTERNATIONAL, INC.	8,224.00	Presentation Supplies	GENERAL
US BANK	558.28	Uniforms	GENERAL
US BANK	73.78	Eye Wear, Wash and Eye Glass Wipes	GENERAL
US BANK	21.00	Other Clothing and Safety Supplies	GENERAL
US BANK	465.52	Food for Staff or Business Meetings	GENERAL
US BANK	10.98	Other Food and Household Supplies	GENERAL
US BANK	48.76	Office Supplies	GENERAL
US BANK	42.94	Presentation Supplies	GENERAL
US BANK	82.21	Other Office Expense	GENERAL
US BANK	90.99	Field Tools	GENERAL
US BANK	254.26	Appliances and Office Tools	GENERAL
US BANK	261.25	Computers and Laptops	GENERAL
US BANK	420.00	Computer Software	GENERAL
US BANK	985.48	ARGO Repair	GENERAL
US BANK	210.11	Admin Building	GENERAL
US BANK	100.90	Aboveground Tank Maintenance	GENERAL
US BANK	400.04	Printing Services	GENERAL
US BANK	1.23	Other Memberships and Subscriptions	GENERAL
US BANK	270.00	Staff Travel	GENERAL
US BANK	1,540.00	Trustee Travel	GENERAL
US BANK	5,567.19	Use Tax	GENERAL
US BANK	75.00	Contingency	GENERAL
US BANK	3,164.43	COVID-19 Expenses	GENERAL
VECTOR CONTROL JPA	522.10	Employee Assistance Program	GENERAL
VERIZON WIRELESS	2,725.95	Cell Phone Services	GENERAL
VISION SERVICE PLAN (CA)	848.18	Vision Service Plan - Active Employees	GENERAL

Total: 504,542.34

Monthly Budget Summary Report

January-22

	Current Month Commitments	YTD Commitments	Current Appropriation	Available Appropriation	% Committed
Salaries and Benefits	508,262	3,847,015	6,684,489	2,837,474	58%
Materials and Supplies	113,095	414,658	824,425	409,767	50%
Equipment and Tools	10,949	26,658	88,740	62,082	30%
Maintenance and Repair	27,172	59,728	205,594	145,866	29%
Professional Services	29,094	294,555	581,712	287,157	51%
Other Purchased Services	47,267	571,849	889,365	317,516	64%
Capital Expenses	46,532	151,532	764,814	613,282	20%
Other Expenses	4,199	19,785	377,200	357,415	5%
	786,570	5,385,779	10,416,339	5,030,560	52%



Objects 6010-6023

Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
6010 Salaries and Wages	302,304.00	2,445,585.85	3,853,981.00	3,725,795.00	1,280,209.15	66 %
6012 MCERA Credit	1,950.60	17,228.78	24,209.00	25,069.00	7,840.22	69 %
6014 Overtime	0.00	3,174.08	50,073.00	48,073.00	44,898.92	7 %
6015 Seasonal Wages	1,755.00	118,659.91	259,500.00	282,750.00	164,090.09	42 %
6016 Trustee Wages	0.00	5,725.00	16,000.00	16,000.00	10,275.00	36 %
6022 Medicare Employer portion	4,331.65	36,590.50	61,070.00	61,570.00	24,979.50	59 %
6023 FICA (Social Security)	108.81	7,711.89	17,577.00	20,077.00	12,365.11	38 %
6XXX Object Group Total	310,450.06	2,634,676.01	4,282,410.00	4,179,334.00	1,544,657.99	63 %
Grand Total:	310,450.06	2,634,676.01	4,282,410.00	4,179,334.00	1,544,657.99	63 %

Vendor	Amount	Description	Fund
ADAPCO, INC.	11,846.50	Bti Liquid	GENERAL
AFLAC	1,352.26		GENERAL
ALDRICH NETWORK CONSULTING	6,446.08	Computers and Laptops	GENERAL
ALDRICH NETWORK CONSULTING	263.00	Computer Software	GENERAL
ALDRICH NETWORK CONSULTING	5,000.00	Network and IT Consulting Services	GENERAL
ALDRICH NETWORK CONSULTING	200.00	Remote Backup Service	GENERAL
AT & T	120.52	AT&T	GENERAL
BAY ALARM COMPANY	1,394.61	Alarm Services	GENERAL
BAY AREA AIR QUALITY	404.00	Other Fees, Permits and Taxes	GENERAL
BEST BEST & KRIEGER, LLC.	832.50	Other Professional Services - Human	GENERAL
Blake's Auto Body	12,265.16	Vehicle Repairs - Accidents	GENERAL
CAGWIN & DORWARD	560.00	Landscape Services	GENERAL
CALPERS 457 PLAN	8,150.00		GENERAL
CINTAS CORPORATION	1,893.67	Uniforms	GENERAL
CINTAS CORPORATION	120.44	First Aid Supplies and Kits	GENERAL
CINTAS CORPORATION	959.64	COVID-19 Expenses	GENERAL
CLARKE MOSQUITO CONTROL PRODUCTS, INC	10,308.22	Methoprene Liquid	GENERAL
CLARKE MOSQUITO CONTROL PRODUCTS, INC	15,775.20	Methoprene Pellets	GENERAL
COMCAST BUSINESS	158.75	Comcast	GENERAL
COMPLETE WELDERS SUPPLY, INC.	284.53	Dry Ice	GENERAL
COUNTY OF MARIN	2,872.90	Retiree Spousal - Teamsters, WHA or UH	GENERAL
COUNTY OF MARIN	5,650.38	Retiree Spousal - Kaiser	GENERAL
COUNTY OF MARIN	13,726.46	Retiree Medical Benefit	GENERAL
CYNTHIA RIHA	2,000.00	Employee Training	GENERAL
Connect Your Care	12.21	Other Professional Services - Human	GENERAL
DELTA DENTAL OF CALIFORNIA	3,098.86	Dental - Active Employees	GENERAL
GREAT AMERICA FINANCIAL SERVICES	349.54	Copier Supplies	GENERAL
GREAT AMERICA FINANCIAL SERVICES	332.09	Copy Machine Lease	GENERAL
HOME DEPOT CREDIT SERVICES	80.67	ARGO Repair	GENERAL
INTERSTATE BATTERY SYSTEM	376.90	Vehicle Maintenance	GENERAL
INTERSTATE BATTERY SYSTEM	107.95	ARGO Repair	GENERAL
J & J DAIRY SUPPLIES	152.75	Coats, Rain Gear and Boots	GENERAL
JACKSON-HIRSH, INC.	58.68	Office Supplies	GENERAL
JEFF PETERSEN	131.09	Employee Boot Allowance	GENERAL
JENNIFER CRAYNE (PETTY CASH)	70.00	Uniforms	GENERAL
JENNIFER CRAYNE (PETTY CASH)	60.00	Food for Staff or Business Meetings	GENERAL
JENNIFER CRAYNE (PETTY CASH)	93.00	ARGO Repair	GENERAL
JENNIFER CRAYNE (PETTY CASH)	63.40	Contingency	GENERAL
JOSEPH TESCALLO	500.00	Employee Wellness Benefit	GENERAL
KAISER PERMANENTE - OHSS	100.00	Occupational Health Testing	GENERAL
LEADING EDGE ASSOCIATES, INC.	2,178.76	GIS Tracking System Maintenance Agreement	GENERAL
LIEBERT CASSIDY WHITMORE	78.00	Human Resources Legal Services	GENERAL
LIEBERT CASSIDY WHITMORE	1,622.50	COVID-19 Expenses	GENERAL
LIFE TECHNOLOGIES CORPORATION	851.70	RT PCR Supplies	GENERAL
LOWE'S BUSINESS ACCOUNT	43.65	Other Food and Household Supplies	GENERAL
MARC NADALE	500.00	Employee Wellness Benefit	GENERAL
MARIN COUNTY EMPLOYEES RETIREMENT ASSOC	36,583.30		GENERAL
MARIN COUNTY EMPLOYEES RETIREMENT ASSOC	67,700.61	Retirement - Employer Classic	GENERAL
MARIN COUNTY EMPLOYEES RETIREMENT ASSOC	24,633.08	Retirement - Employer PEPR	GENERAL
MARIN INDEPENDENT JOURNAL	50.00	Newspaper and Legal Notices	GENERAL
MISSION SQUARE RETIREMENT	2,172.66	Retiree Health Savings Account	GENERAL
NAJTECH, LLC	250.00	Other Professional Services - IT	GENERAL
NATIONWIDE TRUST COMPANY, FSB	2,650.00		GENERAL

Vendor	Amount	Description	Fund
NORTH BAY PETROLEUM	14,846.51	Fuel and Oil	GENERAL
NORTH MARIN WATER DISTRICT	389.45	Hydrant Water	GENERAL
OFFICE DEPOT BUSINESS CREDIT	102.26	Office Supplies	GENERAL
P.G.& E.	5,395.12	Gas and Electricity	GENERAL
PATRICK VON ELM	1,450.00		GENERAL
QUADIENT FINANCE USA, INC.	250.00	Postage and Postage Supplies	GENERAL
RECOLOGY SONOMA MARIN	360.19	Solid Waste Collection and Disposal	GENERAL
REDWOOD LOCK LLC	439.82	Other Tools	GENERAL
RELIABLE HARDWARE AND STEEL CO.	153.87	Steel	GENERAL
RELIABLE HARDWARE AND STEEL CO.	4.08	ARGO Trailers	GENERAL
RICHARD A. SANCHEZ	1,642.50	Janitorial Services	GENERAL
SANTA ROSA AUTO PARTS	36.03	Garage Equipment	GENERAL
SANTA ROSA AUTO PARTS	1,163.00	Vehicle Maintenance	GENERAL
SCI CONSULTING GROUP	7.21	Assessment Management Services	GENERAL
SEBASTOPOL BEARING & HYDRAULIC	271.89	ARGO Repair	GENERAL
SILVERIA, BUICK, GMC TRUCK	230,775.59	Vehicles	CAPITAL PROJECTS
SONOMA MEDIA GROUP	5,000.00	Radio Advertising	GENERAL
SONOMA MEDIA INVESTMENTS, LLC	103.00	Newspaper and Legal Notices	GENERAL
TASC	833.32		GENERAL
THE HARTFORD	265.86	Sentry Life and Hartford Life	GENERAL
US BANK	326.85	Coats, Rain Gear and Boots	GENERAL
US BANK	31.20	Eye Wear, Wash and Eye Glass Wipes	GENERAL
US BANK	34.54	Other Clothing and Safety Supplies	GENERAL
US BANK	901.41	Other Food and Household Supplies	GENERAL
US BANK	525.83	Office Supplies	GENERAL
US BANK	24.20	Postage and Postage Supplies	GENERAL
US BANK	31.74	Other Office Expense	GENERAL
US BANK	850.00	Ear Wear	GENERAL
US BANK	53.64	Can Applicators	GENERAL
US BANK	21.89	Other Field Equipment	GENERAL
US BANK	74.92	Appliances and Office Tools	GENERAL
US BANK	26.32	Computer Software	GENERAL
US BANK	102.59	Printers	GENERAL
US BANK	40.00	Vehicle Maintenance	GENERAL
US BANK	689.00	ARGO Repair	GENERAL
US BANK	2,534.20	Admin Building	GENERAL
US BANK	0.01	Aboveground Tank Maintenance	GENERAL
US BANK	61.99	Web Design, Hosting and Photography	GENERAL
US BANK	53.19	Employee Training	GENERAL
US BANK	13.00	Staff Travel	GENERAL
US BANK	-1,465.00	Trustee Travel	GENERAL
US BANK	300.00	Contingency	GENERAL
US BANK	772.70	COVID-19 Expenses	GENERAL
VERIZON WIRELESS	2,824.99	Cell Phone Services	GENERAL
VISION SERVICE PLAN (CA)	808.48	Vision Service Plan - Active Employees	GENERAL

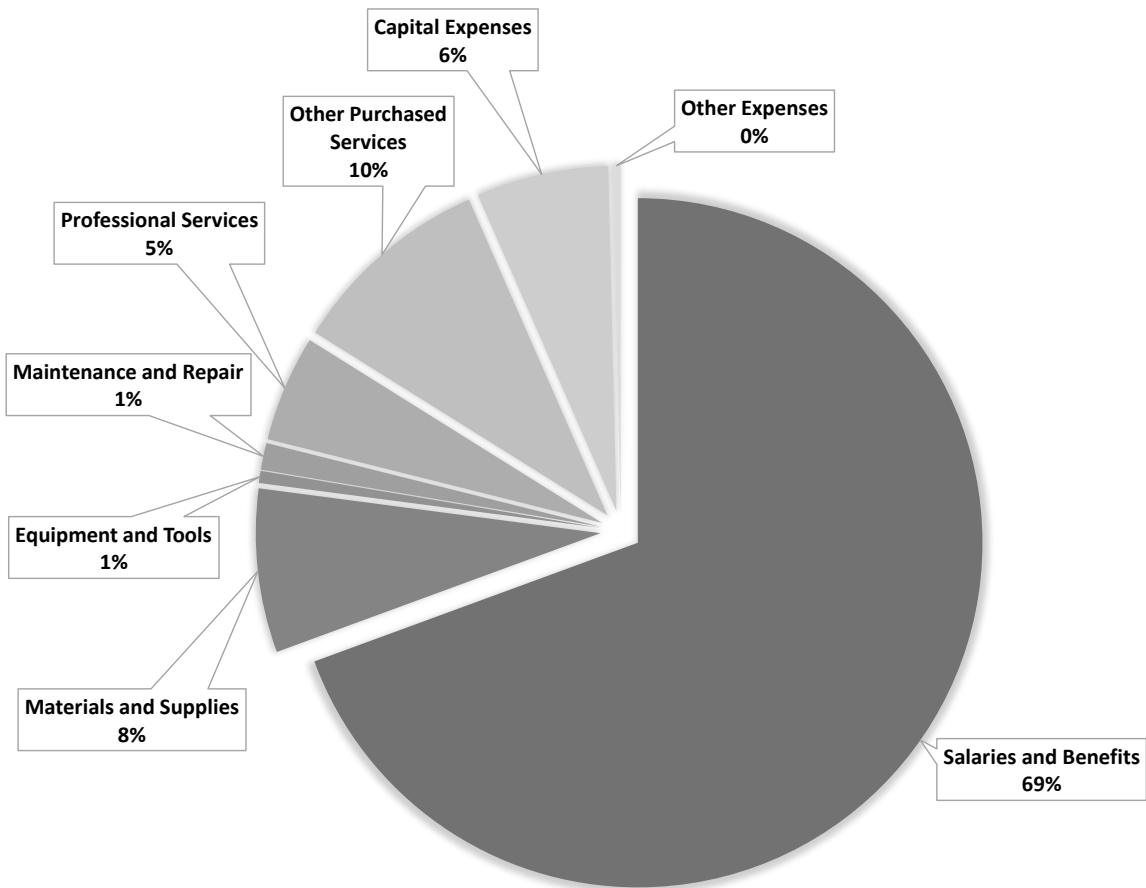
Total: 520,613.61

Monthly Budget Summary Report

February-22

	Current Month Commitments	YTD Commitments	Current Appropriation	Available Appropriation	% Committed
Salaries and Benefits	433,652	4,280,667	6,684,489	2,403,822	64%
Materials and Supplies	58,889	473,547	824,425	350,878	57%
Equipment and Tools	8,468	35,126	88,740	53,614	40%
Maintenance and Repair	17,626	77,354	205,594	128,240	38%
Professional Services	13,213	307,768	581,712	273,944	53%
Other Purchased Services	15,739	587,588	889,365	301,777	66%
Capital Expenses	230,776	382,308	764,814	382,506	50%
Other Expenses	3,718	23,503	377,200	353,697	6%
	782,081	6,167,860	10,416,339	4,248,479	59%

YTD COMMITMENTS BY TYPE



Marin/Sonoma Mosquito Vector Control District

2022 Committee Roster

Executive: *(Standing Committee)*

Serve as Board leadership and meet with Manager. Work with Manager to set his/her goals and conduct Manager's performance evaluation. Remain alert to Trustee concerns.

- President – Laurie Gallian
- 1st Vice President – Richard Snyder
- 2nd Vice President – Carol Pigoni
- Secretary – Ranjiv Khush
- Immediate Past President – Pamela Harlem
- At Large – Tamara Davis

Budget: *(Standing Committee)*

Review proposed annual budget prepared by staff and make recommendations to Board.

- Shaun McCaffery, Chair
- Gail Bloom, Vice Chair
- Ranjiv Khush
- Pamela Harlem
- Susan Hootkins
- Carol Pigoni

Audit: *(Standing Committee)*

Review work done by auditors and staff and make recommendations to Board.

- Laurie Gallian, Chair
- Susan Hootkins
- Art Deicke
- Carol Pigoni

Policy: *(Standing Committee)*

- Herb Rowland, Chair
- Tamara Davis
- David Witt

Marin/Sonoma Mosquito Vector Control District

2022 Committee Roster

Fiscal Strategies: *(Ad hoc Committee)*

Work with staff and consultants to review and assess the District's long-term financial status. Research potential funding mechanisms and provide recommendations to the Board.

- Carol Pigoni, Chair
- Laurie Gallian
- Shaun McCaffery
- Tamara Davis
- Richard Snyder
- Ranjiv Kush

Legislative: *(Ad hoc Committee)*

Stay abreast of proposed legislation and MVCAC regulations. Make recommendations to Board.

- Tamara Davis, Chair
- Ed Schulze

Nominating: *(Ad hoc Committee)*

Nominate Officers for next year's Board

- Ed Schulze
- Tamara Davis
- Herb Rowland

Memorandum of Understanding (MOU): *(Ad hoc Committee)*

- Herb Rowland, Chair
- Shaun McCaffery
- Laurie Gallian
- Ranjiv Khush
- Susan Hootkins
- Cathy Benediktsson
- Vacant*

Marin/Sonoma Mosquito Vector Control District

2022 Committee Roster

Environment, Climate Change and Sustainability Committee: *(Ad hoc Committee)*

- Laurie Gallian, Chair
- Art Deicke
- Susan Hootkins
- Bruce Ackerman
- Morgan Patton

*Vacant positions may be filled by President appointment based on interest and/or need at any point in the year.

STAFF REPORT



DATE: March 9th, 2022
TO: The Board of Trustees
FROM: Philip D. Smith, District Manager
SUBJECT: Recognition of Employees for their Service to the District

RECOMMENDED ACTION

Staff recommends that the Board consider a motion commending the staff members listed below for their years of dedicated service to the District and its mission. Their accrued lengths of service are grouped by the fiscal year (FY) in which the award was earned.

FY 2018/19:

- Steve Delucchi – February 2019 (awarded posthumously)

FY 2019/20:

- 15 Years of Service:
Sarah Brooks – July 2019
Jeff Petersen – July 2019
Kevin Beardsley – January
Kristen Holt – January 2020
Chris Mohrman – January 2020
Marc Nadale – January 2020
Teresa Thomas-Nett – January 2020

FY 2020/21:

- 5 Years of Service
Rob McGovern – October 2020
- 20 Years of Service
Jason Sequeira – July 2020
Dan Leslie – February 2021
- 25 Years of Service
Bruce Ohlinger (now retired)

FY 2021/22:

- 5 Years of Service
Kasey Karinen – March 2022
Jennifer Crayne – June 2022
- 10 Years of Service
Dave Beck – December 2021 (now retired)
- 20 Years of Service
Robert Morton – July 2021
Tony Russo – August 2021
Mike Wells – August 2021
- 25 Years of Service
Nizza Sequeira – October 2021
- 30 Years of Service
Mike Cole – November 2021

STAFF REPORT



DATE: March 9th, 2022

TO: The Board of Trustees

FROM: Philip D. Smith, District Manager

SUBJECT: Report from the VCJPA Annual Workshop & Conference

RECOMMENDED ACTION

Trustee Davis and Manager Smith hold positions on the Vector Control Joint Powers Agency (VCJPA) Board of Directors, which provides the great majority of the District's insurance coverage. The JPA's membership is comprised of thirty-five mosquito districts across the state, and the programs are administered by Sedgwick, headquartered in Sacramento. VCJPA provides coverage to the District in the following areas:

1. Liability – including property damage, bodily/personal injury, Board Officer's liability
2. Property – this all-risk program includes buildings, contents & vehicles parked on premises
3. Auto Physical Damage – all District-owned vehicles, trailers, and watercraft
4. Employment Practices Liability – provides coverage for employment related losses as well as loss prevention services and risk management training e.g. driver safety, ergonomics etc.
5. Business Accident Travel
6. Worker's Compensation
7. Crime Insurance covering loss of money, securities or property caused by employees
8. Alliant Cyber-crime & Deadly Weapons Response Program
9. UAS (Drone) hull and liability insurance
10. Employee Assistance Program

Each February, representatives from the membership meet with staff to review the performance of the various programs & the professional administration services. We also receive specialized training in pertinent areas selected by prior consensus. On the final day, the Board of Directors convenes a meeting that is attended by members and VCJPA staff. The Board is currently considering the formation of a captive insurance company, possibly in Utah, as a way of dealing with the difficult market conditions in the insurance industry, especially for the purchase of excess liability and reinsurance.

Buoyed by prudent fiscal management and favorable claims experience, the JPA's net financial position increased 13.3% over the previous year, to \$8.3 million, which is all-time high.

The District maintains a balance (currently \$841,672) in the VCJPA's Member Contingency Fund to cover the self-insured retention (similar to an insurance deductible) should a series of losses occur that result in multiple claims. The total of \$13.7 million in assets are professionally managed and invested in accordance with California law governing public investments. The current yield to maturity is 1.45%, although due to market conditions, unrealized losses are anticipated in the short term.

Investment returns are used to offset premiums charged to member agencies, although with current earnings so low, the effect will not be large. Overall, loss experience in the VCJPA's programs has been favorable in recent years. Increased funding diverted from member refunds in recent years to the mid-layer funding pools has resulted in equity growth, providing a strong foundation.

Coverage above specified dollar amounts is provided through participation in other JPAs, such as the Employment Risk Management Authority (ERMA). LAWCX provides workers' compensation coverage and CARMA deals with excess third-party liability. CARMA and LACWX are in the process of forming their own captive reinsurance companies that will be wholly owned subsidiaries of the JPAs. Although this is not an entirely risk-free undertaking, the captive insurer should realize significantly higher investment returns.

In the legal update, we noted the extension of supplemental paid sick leave for COVID-19 until September 30, 2022 (SB95 & SB114), changes to the California Family Rights Act leaves, and a recent court case dealing with challenges to Prop 218 assessments. In that case, the court held that there is no duty to exhaust administrative remedies at the local level before suing an agency in court. An onerous decision regarding the Public Records Act held that voluminous record requests are not necessarily overbroad and burdensome. In the case, San Diego County had to compile almost 43,000 email records. In a case involving a public employee who caught typhus at work, the agency was found not liable for injury stemming from the agency's decision to perform, or not perform, any act to promote community public health by preventing or controlling disease. This is a decision favorable to vector control districts.

Drones were the subject of a 4th Amendment case in which the court agreed that a landowner has a reasonable expectation of privacy and therefore a warrant should have been obtained to gather evidence. Note that this does not apply to overflight by satellites or aircraft (e.g. our program to detect unmaintained swimming pools).

General Counsel Dick Shanahan is retiring after representing the VCJPA and MVCAC for over 30 years. It will be difficult to find a replacement with his remarkable expertise and broad knowledge.

Community Outreach March 2022 Update

Outdoor Advertising

Billboard and bus shelter posters are in the process of being printed and will be installed throughout Marin and Sonoma counties. Both the billboard and bus shelter posters will be in Spanish and English. The first quarter of this upcoming season will focus on tick-bite prevention which will dovetail into a mosquito prevention campaign.



Print/Digital Media

At the beginning of the pandemic both the Marin IJ and the Press Democrat experienced sharp increases in their digital subscriptions, much more so than traditional print. This gave us the opportunity to shift our resources and rely much more heavily on digital ads, which we have continued to do throughout the past two years. We will, however, continue to include print ads in our marketing plan, just at a much more minimal level. Other publications we utilize in our print campaigns include the Marin Scope, the Point Reyes Light, and La Voz Bilingual Newspaper.



Radio

Radio continues to be an extremely successful and cost-effective way to reach our constituents. The radio campaign runs for a total of 30 weeks on four radio stations (KSRO 1350am/103.5 & 94.5fm, KDHT "KHits 104.9", 97.7 The River, & Froggy 92.9). In addition to the radio spot, we expanded the program to include digital ads spanned across all stations.

We are also included in the BONUS program on KSRO, which airs additional radio spots at no additional charge when they need to fill unsold inventory.

OTT (Over-the-Top) Campaign

More and more consumers are opting to cut the cord on traditional cable and are turning to OTT streaming services such as Hulu and Netflix. In fact, Pew Research stated that in 2021, only 56% of Americans watched satellite or cable TV. In an effort to expand our reach, we included an OTT campaign consisting of display video ads on connected TV's, mobile devices, and tablets streaming through services such as Hulu, Vimeo, and Pluto. The results of this campaign will be available in June.

Collaboration with Other Districts

We collaborated on an ad campaign with Alameda County Mosquito Abatement District, Contra Costa Mosquito and Vector Control District, San Mateo County Mosquito and Vector Control District, and the County of Santa Clara. This campaign consisted of mosquito education sound bites, and district logos printed on the Bay Area Shorelines & Waterways displays and on maps along the shoreline that provide information about local services. Whenever possible, we participate in these types of projects with other districts as a way to consolidate our resources and increase our reach.



Events

After a two-year hiatus, the District will be participating in the Petaluma Butter & Eggs Festival. Due to the pandemic, we will currently only be participating in events held outdoors. We look forward to reconnecting in-person with our residents.

Manager's Report

- Following the Board's direction at the January 12th, 2022, meeting, management staff prepared a revised version of the COVID-19 Prevention Program (CPP), compliant with the updated Cal/OSHA regulations and CDPH guidance. After meeting and conferring with the Western Council of Engineers (Union) the policy was issued on March 2nd, 2022.
- As of March 2nd, 2022, the balance in the District's OPEB trust fund for future retiree medical expenses has decreased to \$8.6M from its recent high of \$9.15M. However, these losses are on paper only and we anticipate that the balance will increase over the longer term.
- Field Supervisor Jason Sequeira and I attended an unmanned aerial systems (UAS) training event offered by Placer Mosquito in a remote agricultural area. Following a demonstration of calibrating a drone for larvicide applications, we observed staff treating a large field, after which attendees engaged in Q&A with Placer's staff, who are in the forefront of UAS technology applications for vector control districts. An FBI agent attended due to the Bureau's interest in the technology; not that they have concerns about mosquito districts' use of the equipment.
- After delays caused by product availability and manufacturing timelines, the remodel of the PIO/Education Specialist office space is under way. Upgrades to the lighting, repainting and recarpeting will accompany the new ergonomic sit/stand workstations. Seating capacity will increase from two to five. Also included are improved computer monitor systems as well as physical file and printed storage units.
- Interviews for the Seasonal Receptionist position were held on March 8th.
- Recruitment for an Educational Program Specialist is under way.
- A day spent with a professional photographer last year resulted in hundreds of excellent images of staff and equipment in action in the field. We now have the collection of photographs for use in outreach and other materials. Another day of photography in the field and at the District facilities is scheduled for April 13th.
- Financial Office staff has prototyped a budget planning tool in Excel that provides financial modeling of up to ten future budget years. In some respects the inputs and outputs are similar to the NBS financial forecasts, but the model is owned by the District and can be refined and adapted to our needs indefinitely. Soon, the Budget Committee will review the model and provide direction.
- Due to concerns over COVID-19, staff and trustees canceled their attendance at last month's Mosquito & Vector Control Association of California in Sacramento.
- To locate unmaintained swimming pools, which are potent generators of mosquitoes, in cooperation with several other mosquito districts and the MVCAC IT committee, we are working with NearMap. The company obtains aerial imagery and via artificial intelligence

software, analyses the imagery. They anticipate providing us with an initial data set of “green” pools in June or July. The service may offer improved coverage and better value than previous vendors.

- Following its postponement during the pandemic, I have restarted the second phase of the landscape improvement project, with bids closing soon.

Assistant Manager's Report

- Laboratory staff have been collecting adult and nymphal ticks (*Ixodes pacificus* – western black-legged tick) in Marin and Sonoma counties. Testing for the presence of *Borrelia burgdorferi*, the bacteria that causes Lyme disease, and *Borrelia miyamotoi* has been completed for *Ixodes pacificus* ticks collected in 2021. The annual Vector Surveillance Report will be available on the District's website by the week of February 14, 2022. Laboratory staff are also planning for the 2022 adult mosquito surveillance and trapping season.
- We are finding substantial mosquito production in large scale sources such as seasonal wetlands including vernal pools, roadside water conveyance channels, and tidal marshes. Vector Control Technicians are also visiting residences and businesses and finding mosquito production in containers and various other man-made sources. Field staff are also closely monitoring larval treehole mosquito development. We are seeing some populations reaching the later stages of the cycle.
- We have found very few *Aedes squamiger* (California salt marsh mosquito) mosquito larvae so far this winter over the thousands of acres of tidal marsh habitat the District monitors in Marin and Sonoma counties. This is quite abnormal and surprising to our staff. We are not sure why *Aedes squamiger* eggs are not hatching.
- Shop staff and Vector Control Technicians have been innovative in setting up new Argo ATVs in the fleet to achieve greater efficiencies. Liquid larvicide tanks and application equipment has been redesigned, trailer safety chain hooks have been recycled and welded into the receiver hitches to serve attachment points for extraction when the vehicles become stuck.
- Field Supervisor Jason Sequeira and I have been working with United States Fish and Wildlife Service staff regarding mosquito source reduction on the San Pablo Bay National Wildlife Refuge.
- Field Supervisor Steve Miller and I met with California State Coastal Conservancy (SCC) staff regarding obstacles to mosquito surveillance and control at the Bel Marin Keys Unit V wetland restoration project. We are working collaboratively on a solution to the issue. I also notified (SCC) staff that MSMVCD will resume invoicing the SCC to recover costs for mosquito surveillance and control if necessary.

- Rodent Control Specialist Tony Russo, Public Information Officer Nizza Sequeira, and I met with Marin County Housing Authority staff to perform a rodent inspection at the Golden Gate Village housing complex in Marin City, Sausalito. We found evidence of rats utilizing habitat at the site.
- Field Supervisor Marc Nadale and I took our first voyage of the year into the Laguna de Santa Rosa with the airboat. We observed that *Ludwigia* spp. (creeping water primrose) growth has started, the leaves are growing differently than we are used to, and the density of the plant was surprising. At this point, even with the *Ludwigia* in the early stages of growth, it would be very difficult to reach the water surface with mosquito larvicides to prevent adult emergence. This could be an interesting year for mosquito control in the Laguna!
- Lead Biologist Sarah Brooks, Scientific Programs Manager Kelly Liebman, and I are planning flight missions with the District's drone in the near future at specific sites to assist with access and mosquito surveillance.