

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: August 11, 2021
TIME: Closed Session 6:00 pm
Regular Meeting 7:00 pm or as soon as possible after Closed Session

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 the Governor's Executive Order N-29-20. 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 829 0400 5575

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. CLOSED SESSION

A. Closed Session pursuant to California Government Code Section 54957.6

CONFERENCE WITH LABOR NEGOTIATORS

District Representatives: Kelly Tuffo, Liebert Cassidy Whitmore
Philip Smith
Erik Hawk

Employee Organization: Western Council of Engineers

B. Adjourn Closed Session to Open Board Meeting at 7 pm or as soon as possible after Closed Session.

2. CALL TO ORDER

3. PLEDGE OF ALLEGIANCE

4. 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
Julia Ettlin, Windsor
Laurie Gallian, Sonoma (*First V.P.*)
Susan Hootkins, Petaluma
Ranjiv Khush, San Anselmo
Shaun McCaffery, Healdsburg

Morgan Patton, Marin Co. at Large
Carol Pigoni, Cloverdale (*Secretary*)
Monique Predovich, Ross
Diana Rich, Sebastopol
Herb Rowland, Jr., Novato
Ed Schulze, Marin Co. at Large
Veronica Siwy, Rohnert Park
Richard Snyder, Belvedere (*Second V.P.*)
David Witt, Mill Valley
Pamela Harlem, San Rafael (*President*)

Open Seats:

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

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.* MINUTES – Minutes for Board Meeting held on June 9, 2021.

C.* FINANCIAL

Warrants – June 2021

June Payroll: \$203,251.77

June Expenditures: \$605,436.36

Total: \$808,688.13

D.* FINANCIAL

Warrants – July 2021

July Payroll: \$ 207,722.27

July Expenditures: \$1,072,099.90

Total: \$1,279,822.17

ACTION NEEDED

INFORMATION ENCLOSED

E. ENDING ACCOUNT BALANCES:

Operating Fund: \$10,409,601.40

F.* 4th QUARTER FINANCIAL STATEMENT FOR FY 2020/21

INFORMATION ENCLOSED

7. **CONTINUED BUSINESS**

A.* Proposed Revised COVID-19 Prevention Program

Staff report: On November 19, 2020, the Board of the California Occupational Safety and Health Administration (Cal/OSHA) adopted a lengthy regulation requiring employers to prepare and implement a detailed COVID-19 Prevention Program (CPP). The order took effect on November 30, 2020 and allowed Cal/OSHA to impose fines for noncompliance.

After a series of meetings with representatives of the Western Council of Engineers (WCE) staff presented a draft CPP to the Board at its meeting held on May 12, 2021. The Board adopted Resolution 2020/21-11, which officially approved the interim CPP that had been implemented on an urgency basis.

In the wake of Governor Newsom’s reopening of California, Cal/OSHA extensively amended its rule on June 17, 2021, after which the District met and conferred again with WCE over draft revisions to the CPP intended to bring it into conformance with the amended rule. The Union provided several valuable suggestions, which were incorporated into this revised version of the CPP. The CPP provides for periodic evaluation of the adequacy of the District’s COVID-19 prevention controls and stipulates that the District will follow all applicable guidance from the State and the local public health department. Given the recent uptick in the number of COVID-19 cases and the emerging research and guidance from the CDC and State, the District is currently assessing whether any changes to the control measures are necessary.

Because the revisions made to the original CPP were extensive, it is impracticable to provide a marked-up version comparing the original and the proposed revised versions of the CPP. However, we have included a “Notes” document summarizing the most significant changes to the CPP.

ACTION NEEDED

Discuss this matter and consider a motion to approve the proposed Revised COVID-19 Prevention Program.

INFORMATION ENCLOSED

8. **NEW BUSINESS**

A.* Monthly Billing and Treatment Operations Cost Control Billing Sheet for FY 2021-22.

Staff Report: Enclosed is the billing sheet that the District uses to charge other agencies (e.g. such as a city, county or the California Department of Fish and Wildlife) for mosquito control work on their lands. Most public agencies do not contribute any taxes in payment for the District’s services; therefore we recover certain costs by billing those agencies we serve in this way.

The cost control billing sheet is updated each year and a comparison column is provided to show the costs for the previous fiscal year (FY 2020-21).

RECOMMENDED ACTION:

Consider a motion to approve the Monthly Billing and Treatment Operations Cost Control Billing Sheet for FY 2021-22.

INFORMATION ENCLOSED

D.* Report by Dana Shigley (Management Aide) on progress made toward implementation of the new Financial Management Information System.

See attached staff report. This item is informational only and no action is needed.

INFORMATION ENCLOSED

9. COMMITTEE & STAFF REPORTS

A. Legislative Committee

Report by Chair Tamara Davis

10.* MANAGER'S REPORTS

INFORMATION ENCLOSED

11. WRITTEN COMMUNICATIONS

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

12. OPEN TIME FOR BOARD OR STAFF COMMENTS

13. ADJOURNMENT

Marin/Sonoma Mosquito & Vector Control District

Board of Trustees
595 Helman Lane
Cotati, CA 94931

Meeting Held via Videoconference

June 9, 2021

SPECIAL & REGULAR BOARD MEETING MINUTES

1. **CALL TO ORDER**

President Harlem called the meeting to order at 6:04 pm.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

Members present:

Benediktsson, Cathy

Bloom, Gail

Davis, Tamara

Deicke, Art

Ettlin, Julia

Gallian, Laurie

Hootkins, Susan

Khush, Ranjiv

McCaffery, Shaun *Left at 8:18*

Patton, Morgan

Pigoni, Carol

Predovich, Monique

Rich, Diana *Left at 7:20*

Rowland Jr., Herb

Schulze, Ed

Siwy, Veronica

Snyder, Richard

Witt, David

Harlem, Pamela

Members absent:

Ackerman, Bruce

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 due notice had been published.

4. **PUBLIC TIME**
No Public Comment.

5. **CONSENT CALENDAR**

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

B. **MINUTES** – Minutes for Board Meeting held on May 12, 2021.

C. **FINANCIAL**

Warrants – May 2021

May Payroll: \$187,348.72

May Expenditures: \$462,576.64

Total: \$649,925.36

D. **ENDING ACCOUNT BALANCES:**

Operating Fund: \$12,150,776.04

It was M/S Trustee Snyder/Trustee Davis to accept the Consent Calendar with the following correction to the Agenda under Consent Calendar, change item E to D:

Motion passed with a roll call vote:

***Ayes:** Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Ettlin, Trustee Gallian, Trustee Hootkins, Trustee Khush, Trustee McCaffery, Trustee Predovich, 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 Ackerman*

6. **PUBLIC HEARING**

A. **Resolution No. 2020/21-12**

It was M/S Trustee Davis/Trustee Snyder to approve Resolution No. 2020/21-12, Approving the engineer's report, confirming the assessment diagram and assessment and ordering the levy of assessments for fiscal year 2021-22 for the Vector Control Assessment (Assessment No. 1).

Motion passed with a roll call vote:

***Ayes:** Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Ettlin, Trustee Gallian, Trustee Hootkins, Trustee Khush, Trustee McCaffery, Trustee Predovich, 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 Ackerman*

B. Resolution No. 2020/21-13

It was M/S Trustee Gallian/Trustee Snyder to approve Resolution No. 2020/21-13, Approving the engineer's report, confirming the assessment diagram and assessment and ordering the levy of assessments for fiscal year 2021-22 for the Northwest Mosquito, Vector and Disease Control Assessment (Assessment No. 2).

Motion passed with a roll call vote:

Ayes: Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Ettlín, Trustee Gallian, Trustee Hootkins, Trustee Khush, Trustee McCaffery, Trustee Predovich, 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 Ackerman

7. NEW BUSINESS

A. Proposed Budget for Fiscal Year (FY) 2021-22

Financial Manager Jennifer Crayne presented the proposed annual budget in detail and answered questions from Trustees. The Budget Committee noted that they had met several times with staff in the preceding months to guide preparation of the document. The committee recommended approval of the budget.

It was M/S Trustee Davis/Trustee Schulze to approve the annual budget for FY 2021-22.

Motion passed with a roll call vote:

Ayes: Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Ettlín, Trustee Gallian, Trustee Hootkins, Trustee Khush, Trustee McCaffery, Trustee Predovich, 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 Ackerman

B. Laboratory Update

Dr. Kelly Liebman, Scientific Programs Manager, provided an update on tick surveillance, adult and larval mosquito identification and described other projects that lab staff worked on during the months of March, April and May 2021.

C.* Resolution 2020/21-14

It was M/S Trustee McCaffery/Trustee Snyder to adopt Resolution 2020/21-14, establishing the Compensation, Benefits, and Personnel Procedures of Unrepresented Employees, including but not limited to the Assistant Manager.

Motion passed with a roll call vote:

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

***No:** (none)*

***Abstain:** (none)*

***Absent:** Trustee Ackerman and Trustee Rich*

8. COMMITTEE & STAFF REPORTS

A. Executive Committee

President Harlem explained that the committee met recently to review the proposed FY2021-22 budget and to consider the items on the Board's agenda. In addition, she reminded Trustees that there would not be a July meeting of the Board.

B. Legislative Committee

Trustee Davis updated the Board on several legislative developments, noting that the requested \$1 million in state funding for CalSurv was pending budgetary approval. This much-needed funding would benefit the statewide mosquito data collection system managed through UC Davis' Arbovirus Research and Testing (DART). She also explained that the federal SMASH Act (Strengthening Mosquito Abatement for Safety and Health) bill that recently passed was still in Appropriations, with \$100 million requested for the CDC to support mosquito and vector control programs throughout the U.S.

9. MANAGER'S REPORT

Expanding on the written report, Manager Smith noted that the District's new storage structure was recently painted, which left only electrical work to be completed before requesting a final inspection from the City of Cotati Building Department. Manager Smith and Assistant Manager Hawk offered to answer any questions. *(Manager's and Assistant Manager's reports were included in the June Board packet)*

10. WRITTEN COMMUNICATIONS

Manager Smith noted that Trustee Naythons had tendered his resignation from the Board. Staff and Trustees thanked him for his contributions and wished him well.

11. **OPEN TIME FOR BOARD OR STAFF COMMENTS**
Trustee Gallian wished everyone a happy Fourth of July Holiday.

12. **ADJOURNMENT**
There being no further business to come before the Board, it was M/S Trustee Benediktsson/Trustee Schulze to adjourn the meeting at 8:39 pm.

District Representative
MSMVCD

Date of Approval

Trustee
MSMVCD Board of Trustees

Date of Approval

Check Register

Check Date: 06/15/2021

Process: 2021061501

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Marin Sonoma Mosquito & Vector Control District
(101533)

Pay Period: 06/01/2021 to 06/15/2021

Bank Account	Transit Number	Bank Name
701320459	071000013	Paylocity Trust Account

Payroll Checks for Account 701320459

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount	Dir Dep	Net Check
1779	Regular	6/15/2021	114	Crayne, Jennifer M	3,063.11	3,063.11	
1780	Regular	6/15/2021	83	Delsid, Paula A	560.30	560.30	
1781	Regular	6/15/2021	87	Smith, Philip D	6,030.51	6,030.51	
1782	Regular	6/15/2021	81	Williams, Dawn A	2,093.72	2,093.72	
1783	Regular	6/15/2021	60	Brooks, Sarah M	3,188.43	3,188.43	
1784	Regular	6/15/2021	64	Holt, Kristen A	3,075.31	3,075.31	
1785	Regular	6/15/2021	118	Liebman, Kelly A	3,353.39	3,353.39	
1786	Regular	6/15/2021	115	Ball, Bradley A	2,359.50	2,359.50	
1787	Regular	6/15/2021	62	Beardsley, Kevin G	2,930.57	2,930.57	
1788	Regular	6/15/2021	86	Beck, David G	2,755.45	2,755.45	
1789	Regular	6/15/2021	26	Cole, Michael S	3,111.75	3,111.75	
1790	Regular	6/15/2021	127	Hagelshaw, Jessi A	2,365.18	2,365.18	
1791	Regular	6/15/2021	55	Hawk, Erik T	4,268.44	4,268.44	
1792	Regular	6/15/2021	48	Leslie, Daniel W	3,105.37	3,105.37	
1793	Regular	6/15/2021	74	Miller, Steven L	3,086.91	3,086.91	
1794	Regular	6/15/2021	63	Mohrman Jr, John C	2,795.68	2,795.68	
1795	Regular	6/15/2021	52	Morton, Robert D	2,835.96	2,835.96	
1796	Regular	6/15/2021	61	Nadale, Marc A	3,420.90	3,420.90	
1797	Regular	6/15/2021	96	Newman, Jared K	2,583.79	2,583.79	
1798	Regular	6/15/2021	58	Petersen, Jeffery R	2,644.93	2,644.93	
1799	Regular	6/15/2021	40	Reed, Nathen C	3,189.58	3,189.58	
1800	Regular	6/15/2021	53	Russo Jr, Anthony J	2,875.08	2,875.08	
1801	Regular	6/15/2021	45	Sequeira, Jason A	3,159.17	3,159.17	
1802	Regular	6/15/2021	106	Smith, James L	2,565.49	2,565.49	
1803	Regular	6/15/2021	68	Tescalco, Joseph A	1,636.21	1,636.21	
1804	Regular	6/15/2021	56	Thomas-Nett, Teresa A	2,562.81	2,562.81	
1805	Regular	6/15/2021	120	Tyner, Keith W	2,329.70	2,329.70	
1806	Regular	6/15/2021	54	Wells, Michael L	3,013.67	3,013.67	
1807	Regular	6/15/2021	104	McGovern, Robert A	3,262.50	3,262.50	
1808	Regular	6/15/2021	133	Viruel, Ernesto	2,939.87	2,939.87	
1809	Regular	6/15/2021	37	Sequeira, Nizza N	3,053.00	3,053.00	
Totals for Payroll Checks		31 Items			90,216.28	90,216.28	0.00

Summary

Totals for Account 701320459	Check Type	Count	Net Amount	Dir Dep	Net Check
	Regular	31	90,216.28	90,216.28	0.00
	Totals	31	90,216.28	90,216.28	0.00

Report Totals

Check Type	Count	Net Amount	Dir Dep	Net Check
Regular	31	90,216.28	90,216.28	0.00
Totals	31	90,216.28	90,216.28	0.00



Check Register

Check Date: 06/15/2021

Process: 2021061502

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Marin Sonoma Mosquito & Vector Control District
(101533)

Pay Period: 05/17/2021 to 05/30/2021

Bank Account	Transit Number	Bank Name
701320459	071000013	Paylocity Trust Account

Payroll Checks for Account 701320459

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount	Dir Dep	Net Check
1814	Regular	6/15/2021	130	Marin, Maia	1,185.06	1,185.06	
1815	Regular	6/15/2021	123	Tomanek, Bonnie S	1,239.18	1,239.18	
1816	Regular	6/15/2021	124	Dreyer, Rebecca	1,303.12	1,303.12	
1817	Regular	6/15/2021	129	Leslie, Trevor	1,179.38	1,179.38	
1818	Regular	6/15/2021	131	O'Brien, Sean	1,179.38	1,179.38	
1819	Regular	6/15/2021	125	O'Donnell, Ty	1,239.18	1,239.18	
1820	Regular	6/15/2021	119	Richtik, Raymond M	1,393.35	1,393.35	
Totals for Payroll Checks		7 Items			8,718.65	8,718.65	0.00

Summary

Totals for Account 701320459	Check Type	Count	Net Amount	Dir Dep	Net Check
	Regular	7	8,718.65	8,718.65	0.00
	Totals	7	8,718.65	8,718.65	0.00

Report Totals

Check Type	Count	Net Amount	Dir Dep	Net Check
Regular	7	8,718.65	8,718.65	0.00
Totals	7	8,718.65	8,718.65	0.00



Check Register

Check Date: 06/30/2021

Process: 2021063001

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Marin Sonoma Mosquito & Vector Control District
(101533)

Pay Period: 06/16/2021 to 06/30/2021

Bank Account	Transit Number	Bank Name
701320459	071000013	Paylocity Trust Account

Payroll Checks for Account 701320459

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount	Dir Dep	Net Check
1825	Regular	6/30/2021	114	Crayne, Jennifer M	3,063.15	3,063.15	
1826	Regular	6/30/2021	83	Delsid, Paula A	1,535.53	1,535.53	
1827	Regular	6/30/2021	87	Smith, Philip D	6,030.51	6,030.51	
1828	Regular	6/30/2021	81	Williams, Dawn A	2,391.80	2,391.80	
1829	Regular	6/30/2021	60	Brooks, Sarah M	3,149.27	3,149.27	
1830	Regular	6/30/2021	64	Holt, Kristen A	3,075.27	3,075.27	
1831	Regular	6/30/2021	118	Liebman, Kelly A	3,353.39	3,353.39	
1832	Regular	6/30/2021	115	Ball, Bradley A	2,359.50	2,359.50	
1833	Regular	6/30/2021	62	Beardsley, Kevin G	2,930.61	2,930.61	
1834	Regular	6/30/2021	86	Beck, David G	2,755.45	2,755.45	
1835	Regular	6/30/2021	26	Cole, Michael S	3,111.75	3,111.75	
1836	Regular	6/30/2021	127	Hagelshaw, Jessi A	2,446.11	2,446.11	
1837	Regular	6/30/2021	55	Hawk, Erik T	4,268.44	4,268.44	
1838	Regular	6/30/2021	48	Leslie, Daniel W	3,105.37	3,105.37	
1839	Regular	6/30/2021	74	Miller, Steven L	2,901.05	2,901.05	
1840	Regular	6/30/2021	63	Mohrman Jr, John C	2,795.68	2,795.68	
1841	Regular	6/30/2021	52	Morton, Robert D	2,442.21	2,442.21	
1842	Regular	6/30/2021	61	Nadale, Marc A	3,100.81	3,100.81	
1843	Regular	6/30/2021	96	Newman, Jared K	2,782.10	2,782.10	
1844	Regular	6/30/2021	58	Petersen, Jeffery R	2,644.93	2,644.93	
1845	Regular	6/30/2021	40	Reed, Nathen C	3,408.82	3,408.82	
1846	Regular	6/30/2021	53	Russo Jr, Anthony J	2,986.18	2,986.18	
1847	Regular	6/30/2021	45	Sequeira, Jason A	3,401.58	3,401.58	
1848	Regular	6/30/2021	106	Smith, James L	2,891.13	2,891.13	
1849	Regular	6/30/2021	68	Tescalco, Joseph A	1,636.21	1,636.21	
1850	Regular	6/30/2021	56	Thomas-Nett, Teresa A	2,562.81	2,562.81	
1851	Regular	6/30/2021	120	Tyner, Keith W	2,329.70	2,329.70	
1852	Regular	6/30/2021	54	Wells, Michael L	2,695.92	2,695.92	
1853	Regular	6/30/2021	104	McGovern, Robert A	3,262.50	3,262.50	
1854	Regular	6/30/2021	133	Viruel, Ernesto	2,914.87	2,914.87	
1855	Regular	6/30/2021	37	Sequeira, Nizza N	3,053.00	3,053.00	
Totals for Payroll Checks		31 Items			91,385.65	91,385.65	0.00

Summary

Totals for Account 701320459	Check Type	Count	Net Amount	Dir Dep	Net Check
	Regular	31	91,385.65	91,385.65	0.00
	Totals	31	91,385.65	91,385.65	0.00

Report Totals

Check Type	Count	Net Amount	Dir Dep	Net Check
Regular	31	91,385.65	91,385.65	0.00
Totals	31	91,385.65	91,385.65	0.00



Check Register

Check Date: 06/30/2021

Process: 2021063003

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Marin Sonoma Mosquito & Vector Control District
(101533)

Pay Period: 05/31/2021 to 06/13/2021

Bank Account	Transit Number	Bank Name
701320459	071000013	Paylocity Trust Account

Payroll Checks for Account 701320459

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount	Dir Dep	Net Check
1880	Regular	6/30/2021	130	Marin, Maia	1,185.06	1,185.06	
1881	Regular	6/30/2021	123	Tomanek, Bonnie S	1,239.18	1,239.18	
1882	Regular	6/30/2021	124	Dreyer, Rebecca	1,303.12	1,303.12	
1883	Regular	6/30/2021	129	Leslie, Trevor	1,179.38	1,179.38	
1884	Regular	6/30/2021	132	Brookshire, Darren	1,188.07	1,188.07	
1885	Regular	6/30/2021	131	O'Brien, Sean	1,179.38	1,179.38	
1886	Regular	6/30/2021	125	O'Donnell, Ty	1,239.18	1,239.18	
1887	Regular	6/30/2021	119	Richtik, Raymond M	1,393.35	1,393.35	
Totals for Payroll Checks		8 Items			9,906.72	9,906.72	0.00

Summary

Totals for Account 701320459		Check Type	Count	Net Amount	Dir Dep	Net Check
		Regular	8	9,906.72	9,906.72	0.00
		Totals	8	9,906.72	9,906.72	0.00

Report Totals

Check Type	Count	Net Amount	Dir Dep	Net Check
Regular	8	9,906.72	9,906.72	0.00
Totals	8	9,906.72	9,906.72	0.00



Check Register

Check Date: 06/30/2021

Process: 2021063002

Page 1 of 1

Marin Sonoma Mosquito & Vector Control District
(101533)

Pay Period: 04/01/2021 to 06/30/2021

Bank Account	Transit Number	Bank Name
701320459	071000013	Paylocity Trust Account

Payroll Checks for Account 701320459

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount	Dir Dep	Net Check
1861	Regular	6/30/2021	1089	Ackerman, Bruce O	92.35	92.35	
1862	Regular	6/30/2021	1095	Benediktsson, Catharine V	184.70	184.70	
1863	Regular	6/30/2021	1083	Bloom, Gail	207.79	207.79	
1864	Regular	6/30/2021	1038	Davis, Tamara	184.70	184.70	
1865	Regular	6/30/2021	1094	Ettlin, Julia	184.70	184.70	
1866	Regular	6/30/2021	1077	Gallian, Laurine K	184.70	184.70	
1867	Regular	6/30/2021	1079	Harlem, Pamela M	207.79	207.79	
1868	Regular	6/30/2021	1088	Hootkins, Susan G	207.79	207.79	
1869	Regular	6/30/2021	1084	Khush, Ranjiv S	207.79	207.79	
1870	Regular	6/30/2021	1074	McCaffery, Shaun F	138.52	138.52	
1871	Regular	6/30/2021	1097	Patton, Morgan	184.70	184.70	
1872	Regular	6/30/2021	1082	Pigoni, Carol E	207.79	207.79	
1873	Regular	6/30/2021	1096	Rich, Diana G	92.35	92.35	
1874	Regular	6/30/2021	1072	Rowland Jr, Herbert M	184.70	184.70	
1875	Regular	6/30/2021	1050	Schulze, Edward R	184.70	184.70	
1876	Regular	6/30/2021	1091	Snyder, Richard N	184.70	184.70	
1877	Regular	6/30/2021	1092	Witt, David J	184.70	184.70	
Totals for Payroll Checks		17 Items			3,024.47	3,024.47	0.00

Summary

Totals for Account 701320459	Check Type	Count	Net Amount	Dir Dep	Net Check
	Regular	17	3,024.47	3,024.47	0.00
	Totals	17	3,024.47	3,024.47	0.00

Report Totals



Check Type	Count	Net Amount	Dir Dep	Net Check
Regular	17	3,024.47	3,024.47	0.00
Totals	17	3,024.47	3,024.47	0.00



A/P 6.07.21

Account	Date	Amount	Check	Description
H 7487	06/07/2021	6,104.02	806455411	ADAPCO, INC.
H 7487	06/07/2021	180.00	806455412	ADVOWASTE MEDICAL SERVICES, LLC
H 7487	06/07/2021	1,900.00	806455413	ALAMEDA COUNTY M.A.D.
H 7487	06/07/2021	5,000.00	806455414	ALDRICH NETWORK CONSULTING
H 7487	06/07/2021	7,230.53	806455415	ALDRICH NETWORK CONSULTING
H 7487	06/07/2021	34,380.00	806455416	ALPINE HELICOPTER SERVICE INC
H 7487	06/07/2021	121.17	806455417	AT & T
H 7487	06/07/2021	194.03	806455418	BRAD BALL
H 7487	06/07/2021	1,394.61	806455419	BAY ALARM COMPANY
H 7487	06/07/2021	700.00	806455420	DAVID BECK
H 7487	06/07/2021	617.80	806455421	SARAH BROOKS
H 7487	06/07/2021	200.00	806455422	DAREN BROOKSHIRE
H 7487	06/07/2021	3,367.73	806455423	CALPERS 457 PLAN
H 7487	06/07/2021	1,757.92	806455424	CINTAS CORPORATION
H 7487	06/07/2021	1,873.69	806455425	COMPLETE WELDERS SUPPLY, INC.
H 7487	06/07/2021	3,368.49	806455426	DELTA DENTAL OF CALIFORNIA
H 7487	06/07/2021	6,000.00	806455427	GEORGE DONDERO
H 7487	06/07/2021	13,370.43	806455428	ES OPCO USA LLC
H 7487	06/07/2021	260.40	806455429	THE HARTFORD
H 7487	06/07/2021	173.83	806455430	ERIK HAWK
H 7487	06/07/2021	495.39	806455431	ERIK HAWK
H 7487	06/07/2021	19.52	806455432	HOME DEPOT CREDIT SERVICES
H 7487	06/07/2021	375.00	806455433	JERRY'S SERVICE & OCCIDENTAL TOWING
H 7487	06/07/2021	6,595.00	806455434	KBI PAINTING, INC.
H 7487	06/07/2021	2,178.76	806455435	LEADING EDGE ASSOCIATES, INC.
H 7487	06/07/2021	8,807.00	806455436	LIEBERT CASSIDY WHITMORE
H 7487	06/07/2021	347.47	806455437	LOWE'S BUSINESS ACCOUNT
H 7487	06/07/2021	3,068.73	806455438	MARIN INDEPENDENT JOURNAL
H 7487	06/07/2021	2,050.00	806455439	MUNICIPAL RESOURCE GROUP, LLC
H 7487	06/07/2021	125.00	806455440	NAJTECH, LLC
H 7487	06/07/2021	2,625.00	806455441	NATIONWIDE TRUST COMPANY, FSB
H 7487	06/07/2021	15,288.38	806455442	NORTH BAY PETROLEUM
H 7487	06/07/2021	70.00	806455443	POINT REYES LIGHT
H 7487	06/07/2021	249.58	806455444	QUADIANT FINANCE USA, INC.
H 7487	06/07/2021	265.92	806455445	QUADIANT LEASING USA, INC.
H 7487	06/07/2021	200.00	806455446	RAY RICHTIK
H 7487	06/07/2021	200.00	806455447	ANTHONY RUSSO, JR.
H 7487	06/07/2021	494.12	806455448	SANTA ROSA AUTO PARTS
H 7487	06/07/2021	40,041.29	806455449	SILVEIRA PONTIAC BUICK GMC INC
H 7487	06/07/2021	200.00	806455450	JIM SMITH
H 7487	06/07/2021	3,417.00	806455451	SONOMA MEDIA INVESTMENTS, LLC
H 7487	06/07/2021	350.00	806455452	SONOMA MEDIA INVESTMENTS, LLC
H 7487	06/07/2021	3,667.00	806455453	SONOMA MEDIA GROUP
H 7487	06/07/2021	4,955.00	806455454	SONOMA MEDIA GROUP
H 7487	06/07/2021	9,000.00	806455455	SONOMA COUNTY PARKS FOUNDATION
H 7487	06/07/2021	629.16	806455456	TASC
H 7487	06/07/2021	532.00	806455457	TECHNICAL SAFETY SERVICES, INC.
H 7487	06/07/2021	200.00	806455458	TERESA THOMAS-NETT
H 7487	06/07/2021	200.00	806455459	JOSEPH TESCALLO
H 7487	06/07/2021	186.52	806455460	KEITH TYNER
H 7487	06/07/2021	197.86	806455461	UPS
H 7487	06/07/2021	3,775.00	806455462	VECTOR-BORNE DISEASE ACCOUNT
H 7487	06/07/2021	3,141.94	806455463	VERIZON WIRELESS
H 7487	06/07/2021	779.04	806455464	VISION SERVICE PLAN (CA)
Total		202,921.33		
Count		54		

During the signing of these checks
all supporting documents were provided.

Signature: 
Signature: 



A/P 6.22.21

Account	Date	Amount	Check	Description
H 7487	06/22/2021	35,788.03	806455465	ADAPCO, INC.
H 7487	06/22/2021	7,310.80	806455466	AERIAL SERVICES
H 7487	06/22/2021	1,175.38	806455467	AFLAC
H 7487	06/22/2021	113.20	806455468	AIRGAS USA, LLC
H 7487	06/22/2021	4,121.00	806455469	ALAMEDA COUNTY M.A.D.
H 7487	06/22/2021	5,000.00	806455470	ALDRICH NETWORK CONSULTING
H 7487	06/22/2021	559.05	806455471	ALDRICH NETWORK CONSULTING
H 7487	06/22/2021	15,998.60	806455472	ARGO ADVENTURE/LIEWER
H 7487	06/22/2021	2,241.59	806455473	BRODIE'S TIRE & BRAKE INC.
H 7487	06/22/2021	2,104.00	806455474	CAGWIN & DORWARD
H 7487	06/22/2021	3,367.73	806455475	CALPERS 457 PLAN
H 7487	06/22/2021	3,363.64	806455476	CENTRAL COAST SIGN AND DESIGN
H 7487	06/22/2021	2,125.49	806455477	CINTAS CORPORATION
H 7487	06/22/2021	6,700.51	806455478	CLARKE MOSQUITO CONTROL PRODUCTS, I
H 7487	06/22/2021	10,510.00	806455479	CLAUDINE GOSSETT
H 7487	06/22/2021	157.31	806455480	MICHAEL COLE
H 7487	06/22/2021	271.95	806455481	MICHAEL COLE
H 7487	06/22/2021	155.10	806455482	COMCAST BUSINESS
H 7487	06/22/2021	1,494.54	806455483	COMPLETE WELDERS SUPPLY, INC.
H 7487	06/22/2021	20,175.52	806455484	COUNTY OF MARIN
H 7487	06/22/2021	280.00	806455485	JENNIFER CRAYNE (PETTY CASH)
H 7487	06/22/2021	10,895.25	806455486	ES OPCO USA LLC
H 7487	06/22/2021	637.74	806455487	KRISTEN HOLT
H 7487	06/22/2021	920.76	806455488	HOME DEPOT CREDIT SERVICES
H 7487	06/22/2021	527.75	806455489	INTERSTATE BATTERY SYSTEM
H 7487	06/22/2021	51,902.16	806455490	KAISER FOUNDATION HEALTH PLAN
H 7487	06/22/2021	100.00	806455491	KAISER PERMANENTE - OHSS
H 7487	06/22/2021	200.00	806455492	KASEY KARINEN
H 7487	06/22/2021	149.00	806455493	LIEBERT CASSIDY WHITMORE
H 7487	06/22/2021	213.48	806455494	KELLY LIEBMAN
H 7487	06/22/2021	323.94	806455495	LOWE'S BUSINESS ACCOUNT
H 7487	06/22/2021	116,214.57	806455496	MARIN COUNTY EMPLOYEES RETIREMENT A
H 7487	06/22/2021	113.96	806455497	MARIN INDEPENDENT JOURNAL
H 7487	06/22/2021	200.00	806455498	STEVE MILLER
H 7487	06/22/2021	2,001.26	806455499	MITEL
H 7487	06/22/2021	171.51	806455500	JOHN MOHRMAN JR.
H 7487	06/22/2021	880.00	806455501	MVCAC
H 7487	06/22/2021	273.74	806455502	MARC NADALE
H 7487	06/22/2021	2,625.00	806455503	NATIONWIDE TRUST COMPANY, FSB
H 7487	06/22/2021	5,563.46	806455504	NORTH BAY PETROLEUM
H 7487	06/22/2021	367.41	806455505	NORTH MARIN WATER DISTRICT
H 7487	06/22/2021	10,350.63	806455506	NORTHBAY AUTO WRAPS
H 7487	06/22/2021	10,350.63	806455507	NORTHBAY AUTO WRAPS
H 7487	06/22/2021	196.64	806455508	TY O'DONNELL
H 7487	06/22/2021	26.28	806455509	P.G. & E.
H 7487	06/22/2021	1,698.27	806455510	P.G. & E.
H 7487	06/22/2021	1,425.00	806455511	PATRICK VON ELM
H 7487	06/22/2021	1,540.00	806455512	PIVOT INTERIORS, INC.
H 7487	06/22/2021	355.66	806455513	RECOLOGY SONOMA MARIN
H 7487	06/22/2021	325.00	806455514	RELIABLE AUTO GLASS
H 7487	06/22/2021	6,480.00	806455515	REYFF ELECTRIC INC.
H 7487	06/22/2021	358.87	806455516	ANTHONY RUSSO, JR.
H 7487	06/22/2021	90.00	806455517	SAFETY KLEEN CORP
H 7487	06/22/2021	2,644.57	806455518	SANTA ROSA AUTO PARTS
H 7487	06/22/2021	200.00	806455519	JASON SEQUEIRA
H 7487	06/22/2021	556.09	806455520	SIX ROBBLEES' INC.
H 7487	06/22/2021	6,719.13	806455521	SNAP-ON INDUSTRIAL

A/P 6.22.21

Account	Date	Amount	Check	Description
H 7487	06/22/2021	3,667.00	806455522	SONOMA MEDIA GROUP
H 7487	06/22/2021	11,374.50	806455523	SONOMA MEDIA GROUP
H 7487	06/22/2021	6,776.76	806455524	SPARK CREATIVE DESIGN
H 7487	06/22/2021	629.16	806455525	TASC
H 7487	06/22/2021	500.00	806455526	TERESA THOMAS-NETT
H 7487	06/22/2021	548.00	806455527	THE REGENTS OF THE U.C.
H 7487	06/22/2021	86.88	806455528	UPS
H 7487	06/22/2021	15,578.12	806455529	US BANK
H 7487	06/22/2021	1,844.01	806455530	VANTAGEPOINT TRANSFER AGENTS-803673
H 7487	06/22/2021	499.40	806455531	VECTOR CONTROL JPA
H 7487	06/22/2021	200.00	806455532	ERNESTO VIRUEL
H 7487	06/22/2021	200.00	806455533	MICHAEL WELLS
Total		402,515.03		
Count		69		

During the signing of these checks
all supporting documents were provided.

Signature: 
Signature: 

Check Register

Check Date: 07/15/2021

Process: 2021071501

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Marin Sonoma Mosquito & Vector Control District
(101533)

Pay Period: 07/01/2021 to 07/15/2021

Bank Account: **701320459** Transit Number: **071000013** Bank Name: **Paylocity Trust Account**

Payroll Checks for Account 701320459

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount	Dir Dep	Net Check
1892	Regular	7/15/2021	114	Crayne, Jennifer M	3,100.95	3,100.95	
1893	Regular	7/15/2021	83	Delsid, Paula A	720.67	720.67	
1894	Regular	7/15/2021	87	Smith, Philip D	6,322.91	6,322.91	
1895	Regular	7/15/2021	81	Williams, Dawn A	2,119.14	2,119.14	
1896	Regular	7/15/2021	60	Brooks, Sarah M	3,208.10	3,208.10	
1897	Regular	7/15/2021	64	Holt, Kristen A	3,107.00	3,107.00	
1898	Regular	7/15/2021	118	Liebman, Kelly A	3,383.24	3,383.24	
1899	Regular	7/15/2021	115	Ball, Bradley A	2,379.68	2,379.68	
1900	Regular	7/15/2021	62	Beardsley, Kevin G	2,964.26	2,964.26	
1901	Regular	7/15/2021	86	Beck, David G	2,783.87	2,783.87	
1902	Regular	7/15/2021	26	Cole, Michael S	3,159.48	3,159.48	
1903	Regular	7/15/2021	127	Hagelshaw, Jessi A	2,385.32	2,385.32	
1904	Regular	7/15/2021	55	Hawk, Erik T	4,482.59	4,482.59	
1905	Regular	7/15/2021	93	Karinen, Kasey L	2,205.27	2,205.27	
1906	Regular	7/15/2021	48	Leslie, Daniel W	3,141.70	3,141.70	
1907	Regular	7/15/2021	74	Miller, Steven L	2,778.90	2,778.90	
1908	Regular	7/15/2021	63	Mohrman Jr, John C	2,830.86	2,830.86	
1909	Regular	7/15/2021	52	Morton, Robert D	2,491.97	2,491.97	
1910	Regular	7/15/2021	61	Nadale, Marc A	2,970.21	2,970.21	
1911	Regular	7/15/2021	96	Newman, Jared K	2,611.56	2,611.56	
1912	Regular	7/15/2021	58	Petersen, Jeffery R	2,700.29	2,700.29	
1913	Regular	7/15/2021	40	Reed, Nathen C	3,220.04	3,220.04	
1914	Regular	7/15/2021	53	Russo Jr, Anthony J	2,911.59	2,911.59	
1915	Regular	7/15/2021	45	Sequeira, Jason A	3,213.73	3,213.73	
1916	Regular	7/15/2021	106	Smith, James L	2,587.24	2,587.24	
1917	Regular	7/15/2021	68	Tescallo, Joseph A	1,666.96	1,666.96	
1918	Regular	7/15/2021	56	Thomas-Nett, Teresa A	2,585.43	2,585.43	
1919	Regular	7/15/2021	120	Tyner, Keith W	2,356.91	2,356.91	
1920	Regular	7/15/2021	54	Wells, Michael L	2,726.01	2,726.01	
1921	Regular	7/15/2021	104	McGovern, Robert A	3,293.30	3,293.30	
1922	Regular	7/15/2021	133	Viruel, Ernesto	2,869.39	2,869.39	
1923	Regular	7/15/2021	37	Sequeira, Nizza N	3,075.66	3,075.66	
Totals for Payroll Checks		32 Items			92,354.23	92,354.23	0.00

Summary

Totals for Account 701320459	Check Type	Count	Net Amount	Dir Dep	Net Check
	Regular	32	92,354.23	92,354.23	0.00
	Totals	32	92,354.23	92,354.23	0.00

Report Totals

Check Type	Count	Net Amount	Dir Dep	Net Check
Regular	32	92,354.23	92,354.23	0.00
Totals	32	92,354.23	92,354.23	0.00



Check Register

Check Date: 07/15/2021

Process: 2021071502

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Marin Sonoma Mosquito & Vector Control District
(101533)

Pay Period: 06/14/2021 to 06/27/2021

Bank Account: 701320459
Transit Number: 071000013
Bank Name: Paylocity Trust Account

Payroll Checks for Account 701320459

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount	Dir Dep	Net Check
1927	Regular	7/15/2021	130	Marin, Maia	1,185.06	1,185.06	
1928	Regular	7/15/2021	128	Shigley, Dana	1,010.86	1,010.86	
1929	Regular	7/15/2021	123	Tomanek, Bonnie S	1,239.18	1,239.18	
1930	Regular	7/15/2021	124	Dreyer, Rebecca	1,303.12	1,303.12	
1931	Regular	7/15/2021	129	Leslie, Trevor	1,179.38	1,179.38	
1932	Regular	7/15/2021	132	Brookshire, Darren	1,293.97	1,293.97	
1933	Regular	7/15/2021	131	O'Brien, Sean	1,179.38	1,179.38	
1934	Regular	7/15/2021	125	O'Donnell, Ty	1,239.18	1,239.18	
1935	Regular	7/15/2021	119	Richtik, Raymond M	1,393.35	1,393.35	
Totals for Payroll Checks		9 Items			11,023.48	11,023.48	0.00

Summary

Totals for Account 701320459	Check Type	Count	Net Amount	Dir Dep	Net Check
	Regular	9	11,023.48	11,023.48	0.00
	Totals	9	11,023.48	11,023.48	0.00

Report Totals

Check Type	Count	Net Amount	Dir Dep	Net Check
Regular	9	11,023.48	11,023.48	0.00
Totals	9	11,023.48	11,023.48	0.00



Check Register

Check Date: 07/30/2021

Process: 2021073001

Page 1 of 1

Marin Sonoma Mosquito & Vector Control District
(101533)

Pay Period: 07/16/2021 to 07/31/2021

Bank Account	Transit Number	Bank Name
701320459	071000013	Paylocity Trust Account

Payroll Checks for Account 701320459

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount	Dir Dep	Net Check
1940	Regular	7/30/2021	114	Crayne, Jennifer M	3,100.95	3,100.95	
1941	Regular	7/30/2021	83	Delsid, Paula A	860.58	860.58	
1942	Regular	7/30/2021	87	Smith, Philip D	6,345.52	6,345.52	
1943	Regular	7/30/2021	81	Williams, Dawn A	2,119.14	2,119.14	
1944	Regular	7/30/2021	60	Brooks, Sarah M	3,208.10	3,208.10	
1945	Regular	7/30/2021	64	Holt, Kristen A	3,106.96	3,106.96	
1946	Regular	7/30/2021	118	Liebman, Kelly A	3,383.24	3,383.24	
1947	Regular	7/30/2021	115	Ball, Bradley A	2,379.64	2,379.64	
1948	Regular	7/30/2021	62	Beardsley, Kevin G	2,964.26	2,964.26	
1949	Regular	7/30/2021	86	Beck, David G	2,783.87	2,783.87	
1950	Regular	7/30/2021	26	Cole, Michael S	3,159.48	3,159.48	
1951	Regular	7/30/2021	127	Hagelshaw, Jessi A	2,385.32	2,385.32	
1952	Regular	7/30/2021	55	Hawk, Erik T	4,482.59	4,482.59	
1953	Regular	7/30/2021	93	Karinen, Kasey L	2,499.18	2,499.18	
1954	Regular	7/30/2021	48	Leslie, Daniel W	3,141.70	3,141.70	
1955	Regular	7/30/2021	74	Miller, Steven L	2,778.90	2,778.90	
1956	Regular	7/30/2021	63	Mohrman Jr, John C	2,830.86	2,830.86	
1957	Regular	7/30/2021	52	Morton, Robert D	2,499.65	2,499.65	
1958	Regular	7/30/2021	61	Nadale, Marc A	2,970.21	2,970.21	
1959	Regular	7/30/2021	96	Newman, Jared K	2,611.56	2,611.56	
1960	Regular	7/30/2021	58	Petersen, Jeffery R	2,700.29	2,700.29	
1961	Regular	7/30/2021	40	Reed, Nathen C	3,220.04	3,220.04	
1962	Regular	7/30/2021	53	Russo Jr, Anthony J	2,911.59	2,911.59	
1963	Regular	7/30/2021	45	Sequeira, Jason A	3,213.77	3,213.77	
1964	Regular	7/30/2021	106	Smith, James L	2,587.24	2,587.24	
1965	Regular	7/30/2021	68	Tescallo, Joseph A	1,666.96	1,666.96	
1966	Regular	7/30/2021	56	Thomas-Nett, Teresa A	2,585.43	2,585.43	
1967	Regular	7/30/2021	120	Tyner, Keith W	2,309.03	2,309.03	
1968	Regular	7/30/2021	54	Wells, Michael L	2,726.01	2,726.01	
1969	Regular	7/30/2021	104	McGovern, Robert A	3,293.30	3,293.30	
1970	Regular	7/30/2021	133	Viruel, Ernesto	2,869.39	2,869.39	
1971	Regular	7/30/2021	37	Sequeira, Nizza N	3,075.66	3,075.66	
Totals for Payroll Checks		32 Items			92,770.42	92,770.42	0.00

Summary

Totals for Account 701320459	Check Type	Count	Net Amount	Dir Dep	Net Check
	Regular	32	92,770.42	92,770.42	0.00
	Totals	32	92,770.42	92,770.42	0.00

Report Totals

Check Type	Count	Net Amount	Dir Dep	Net Check
Regular	32	92,770.42	92,770.42	0.00
Totals	32	92,770.42	92,770.42	0.00



Check Register

Check Date: 07/30/2021

Process: 2021073002

Page 1 of 1

Marin Sonoma Mosquito & Vector Control District
(101533)

Pay Period: 06/28/2021 to 07/11/2021

Bank Account	Transit Number	Bank Name
701320459	071000013	Paylocity Trust Account

Payroll Checks for Account 701320459

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount	Dir Dep	Net Check
1976	Regular	7/30/2021	130	Marin, Maia	1,185.06	1,185.06	
1977	Regular	7/30/2021	128	Shigley, Dana	1,561.52	1,561.52	
1978	Regular	7/30/2021	123	Tomanek, Bonnie S	1,239.18	1,239.18	
1979	Regular	7/30/2021	124	Dreyer, Rebecca	1,303.12	1,303.12	
1980	Regular	7/30/2021	129	Leslie, Trevor	1,179.38	1,179.38	
1981	Regular	7/30/2021	132	Brookshire, Darren	1,293.97	1,293.97	
1982	Regular	7/30/2021	131	O'Brien, Sean	1,179.38	1,179.38	
1983	Regular	7/30/2021	125	O'Donnell, Ty	1,239.18	1,239.18	
1984	Regular	7/30/2021	119	Richtik, Raymond M	1,393.35	1,393.35	
Totals for Payroll Checks		9 Items			11,574.14	11,574.14	0.00

Summary

Totals for Account 701320459	Check Type	Count	Net Amount	Dir Dep	Net Check
	Regular	9	11,574.14	11,574.14	0.00
	Totals	9	11,574.14	11,574.14	0.00

Report Totals

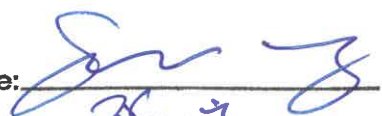

Check Type	Count	Net Amount	Dir Dep	Net Check
Regular	9	11,574.14	11,574.14	0.00
Totals	9	11,574.14	11,574.14	0.00



Account	Date	Amount	Check	Description
H 7487	07/07/2021	1,187.10	806455534	ALLIANT INSURANCE SERVICES, INC. - N
H 7487	07/07/2021	3,410.00	806455535	ALPINE HELICOPTER SERVICE INC
H 7487	07/07/2021	121.17	806455536	AT & T
H 7487	07/07/2021	2,070.00	806455537	BEST BEST & KRIEGER, LLC.
H 7487	07/07/2021	343,000.00	806455538	CALPERS
H 7487	07/07/2021	3,367.73	806455539	CALPERS 457 PLAN
H 7487	07/07/2021	1,190.50	806455540	CINTAS CORPORATION
H 7487	07/07/2021	2,272.00	806455541	CITY OF COTATI
H 7487	07/07/2021	558.48	806455542	COMPLETE WELDERS SUPPLY, INC.
H 7487	07/07/2021	3,491.34	806455543	DELTA DENTAL OF CALIFORNIA
H 7487	07/07/2021	75.00	806455544	FARM BUREAU
H 7487	07/07/2021	681.63	806455545	GREAT AMERICA FINANCIAL SERVICES
H 7487	07/07/2021	260.40	806455546	THE HARTFORD
H 7487	07/07/2021	184.00	806455547	ERIK HAWK
H 7487	07/07/2021	2,956.00	806455548	LIEBERT CASSIDY WHITMORE
H 7487	07/07/2021	7,000.00	806455549	MARIN/SONOMA MOSQUITO AND
H 7487	07/07/2021	11,500.00	806455550	MVCAC
H 7487	07/07/2021	375.00	806455551	NAJTECH, LLC
H 7487	07/07/2021	2,625.00	806455552	NATIONWIDE TRUST COMPANY, FSB
H 7487	07/07/2021	6,903.82	806455553	NORTH BAY PETROLEUM
H 7487	07/07/2021	71.31	806455554	QUADIENT LEASING USA, INC.
H 7487	07/07/2021	323.56	806455555	SHIELD BUSINESS SYSTEMS
H 7487	07/07/2021	200.00	806455556	PHILIP SMITH
H 7487	07/07/2021	103.00	806455557	SONOMA MEDIA INVESTMENTS, LLC
H 7487	07/07/2021	629.16	806455558	TASC
H 7487	07/07/2021	108.68	806455559	UPS
H 7487	07/07/2021	322,089.00	806455560	VECTOR CONTROL JPA
H 7487	07/07/2021	3,275.24	806455561	VERIZON WIRELESS
H 7487	07/07/2021	814.64	806455562	VISION SERVICE PLAN (CA)
H 7487	07/07/2021	808.50	806455563	WATERLOGIC
Total		721,652.26		
Count		30		

A/P 7.7.21

During the signing of these checks
all supporting documents were provided.

Signature: 
Signature: 

A/P 7/21/21

Account	Date	Amount	Check	Description
H 7487	07/21/2021	14,850.49	806455564	ADAPCO, INC.
H 7487	07/21/2021	1,248.44	806455565	AFLAC
H 7487	07/21/2021	22,785.00	806455566	ALPINE HELICOPTER SERVICE INC
H 7487	07/21/2021	65,188.60	806455567	ARGO ADVENTURE/LIEWER
H 7487	07/21/2021	5,763.00	806455568	CA DEPT OF TAX AND FEE ADMINISTRATI
H 7487	07/21/2021	2,000.00	806455569	CA SURVEYING & DRAFTING SUPPLY INC.
H 7487	07/21/2021	544.00	806455570	CAGWIN & DORWARD
H 7487	07/21/2021	3,625.00	806455571	CALPERS 457 PLAN
H 7487	07/21/2021	2,462.16	806455572	CINTAS CORPORATION
H 7487	07/21/2021	155.10	806455573	COMCAST BUSINESS
H 7487	07/21/2021	19,354.10	806455574	COUNTY OF MARIN
H 7487	07/21/2021	17.78	806455575	GRAINGER
H 7487	07/21/2021	681.63	806455576	GREAT AMERICA FINANCIAL SERVICES
H 7487	07/21/2021	50.00	806455577	ICMA RETIREMENT CORPORATION
H 7487	07/21/2021	211.66	806455578	INTERSTATE BATTERY SYSTEM
H 7487	07/21/2021	53,526.64	806455579	KAISER FOUNDATION HEALTH PLAN
H 7487	07/21/2021	126,539.53	806455580	MARIN COUNTY EMPLOYEES RETIREMENT A
H 7487	07/21/2021	100.00	806455581	MARIN INDEPENDENT JOURNAL
H 7487	07/21/2021	1,890.14	806455582	MISSION SQUARE RETIREMENT
H 7487	07/21/2021	1,013.75	806455583	MITEL
H 7487	07/21/2021	1,430.00	806455584	MVCAC
H 7487	07/21/2021	200.00	806455585	MARC NADALE
H 7487	07/21/2021	2,625.00	806455586	NATIONWIDE TRUST COMPANY, FSB
H 7487	07/21/2021	5,359.30	806455587	NORTH BAY PETROLEUM
H 7487	07/21/2021	24.64	806455588	P.G. & E.
H 7487	07/21/2021	1,428.74	806455589	P.G. & E.
H 7487	07/21/2021	1,500.00	806455590	PATRICK VON ELM
H 7487	07/21/2021	355.66	806455591	RECOLOGY SONOMA MARIN
H 7487	07/21/2021	1,642.50	806455592	RICHARD A. SANCHEZ
H 7487	07/21/2021	4,041.97	806455593	SAFETY KLEEN CORP
H 7487	07/21/2021	1,085.04	806455594	SANTA ROSA AUTO PARTS
H 7487	07/21/2021	1,094.50	806455595	SENTRY LIFE INS. CO.
H 7487	07/21/2021	1,673.71	806455596	SOLUTIONS II, INC.
H 7487	07/21/2021	117.13	806455597	SPARK CREATIVE DESIGN
H 7487	07/21/2021	629.16	806455598	TASC
H 7487	07/21/2021	109.38	806455599	UPS
H 7487	07/21/2021	5,123.89	806455600	US BANK
Total		350,447.64		
Count		37		

During the signing of these checks
all supporting documents were provided.

Signature: *Lamara Davis*
Signature: *Smith*

Financial Summary- June 2021 (preliminary close)

Fund Balances @ June 2021 month end and FYE 20/21:

Operating Fund \$11,744,688 (preliminary close)

Capital Replacement Fund \$1,160,484 (without final interest)

Public Health Emergency Fund \$1,999,789 (without final interest)

The month of June represents the end of the fourth quarter and the end of FY 2020/21. A preliminary review of District revenues and expenses trends as follows:

Revenues: YTD revenue totaling \$10,052,589 has been posted to the District's Operating Fund which includes a property tax receivable from Sonoma County for \$366,250. This represents 99% of the budgeted revenue for FY 2020/21. The County of Marin will post final interest and tax revenue by August 15th which will add to the grand total of revenues received.

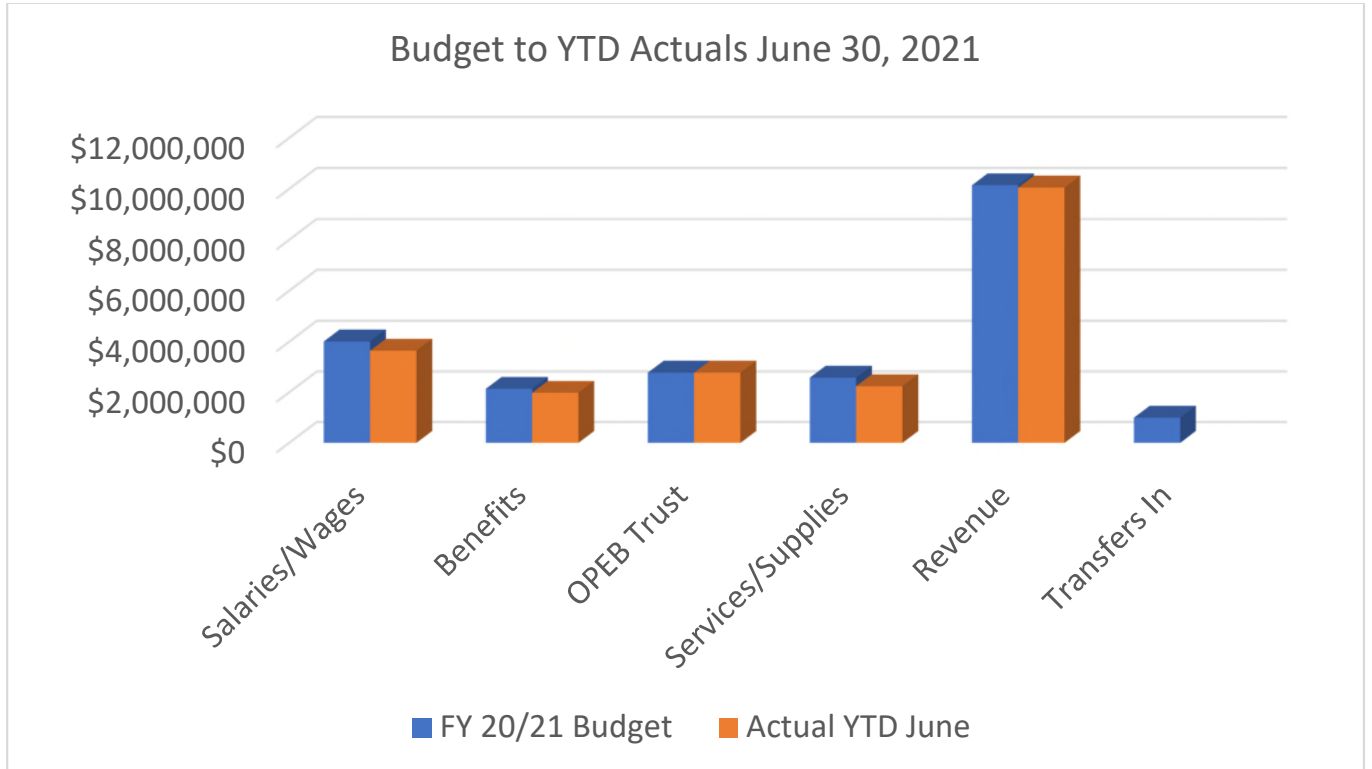
The Operating Fund balance at 6/30/21 is \$11,744,688 compared to \$11,502,644 at 6/30/20 which indicates a steady revenue and expense trend for FY 19/20 and FY 20/21. It should be noted that the final approved budget for FY 20/21 included a \$1M transfer into the Operating Fund from the Capital Replacement Fund to cover a portion of the \$2,781,000 OPEB Trust contribution.

Expenses:

- **Salaries/Wages** totaled \$3,648,767 of \$4,013,919 budgeted or 90.9%, leaving just \$365,152 unspent. The District had two unexpected retirements this year (Rodent Control Specialist and the Source Reduction/Waste Water Specialist) and one resignation (Environmental Biologist). Additionally, the Education Specialist remains unfilled. We did welcome two new Vector Control Technicians and an Assistant Mechanic this fiscal year and continue to work on being fully staffed in the next fiscal year.
- **Benefits:** Total benefits (excluding OPEB Trust contributions) came in at \$1,984,956 of the \$2,141,873 budget or 92.7% spent. The savings can be attributed to retirements, unfilled positions and hiring new employees on Tier 2 benefits.
- **OPEB Trust:** The total contribution to the OPEB Trust (full ADC and additional contributions) was the fully budgeted amount of \$2,781,000 for FY 20/21. This budget included a \$1M transfer from the Capital Replacement Fund to help cover the one-time \$2,781,000 contribution to the OPEB Trust. The Board has made paying down the District's unfunded liability a priority and will continue to strategize during annual budget cycles.
- **Services/Supplies** totaled \$2,245,721 of \$2,583,122 budgeted or 87%. Staff continues to work diligently to control and manage expenses. The agriculture expenses came in \$174,507 under budget and professional services came in \$60,000 under budget.
- **Capital Outlay** totaled \$222,339 of \$337,200 budgeted or 66%. Issues created by the COVID-19 pandemic made the purchase of vehicles very challenging. For

this reason, capital outlay was under budget. Those vehicles not purchased will be added to the FY 21/22 budget.

In summary, FY 2020/21 can be measured as a successful year despite many challenges presented by the continued global pandemic. The strategy to use \$1M from the Capital Replacement Fund to pay down the District's unfunded liabilities (legacy benefits) will put the District in a better position as we transition into FY 21/22 and into future years. Staff continues to be proactive, diligent, and flexible during these challenging times.



JOB BALANCE
STR BALANCE
ROUNDING- 0

MARIN SONOMA MOSQUITO & VECTOR CONTROL DISTRICT
STATEMENT OF FINANCIAL CONDITION
PERIOD ENDING 6/30/21

RUN DATE 8/02/21 PAGE 0001 (GLPRTN)
RUN TIME 09:56:40

Preliminary Q4 end
June 30, 2021

ASSETS

CURRENT ASSETS

0406	OPERATING FUND	11,744,687.58
040801	ACH PR DIRECT DEP EXCHANGE BNK	6,385.00
0417	CAPITAL REPLACEMENT FUND	1,160,484.39
0418	MOSQ/VECTOR CNTRL EMRGNCY FUND	1,999,788.92
5200	PETTY CASH	350.00
5250	DEPOSIT CASH (MBR CONTG.FUND)	836,792.00
5300	INVENTORY (PESTICIDES)	258,340.84
5410	ACCOUNTS RECEIVABLE	1,522,294.89
5414	PROPERTY TAXES RECEIVABLE	366,249.62
5497	OTHER DEBT-AMTS TO BE PROVIDED	539,507.16

TOTAL CURRENT ASSETS 18,434,880.40

FIXED ASSETS

5530	LAND	675,000.00
5536	SOLAR ADDITION (FY 2011/12)	662,449.90
5540	STRUCTURES & IMPROVEMENTS	5,617,140.26
554001	FISH REARING FCLTY (HELMAN)	69,452.87
554002	LAB CONSTRUCTION 2004	39,779.76
554003	MEN'S LOCKER ROOM 2004	54,498.63
554004	ENCLOSED TRAILER STORAGE	181,643.18
554006	FUEL MONITORING SYS (FY07/08)	20,208.24
554007	PROJECTOR SYS/BRD RM (08/09)	5,755.77
554008	TECH RM WORK STA. (FY 08/09)	26,005.00
554009	AIR COND.- IT ROOM (FY 08/09)	9,266.81
554010	WORK STA.-F/B MGR OFC (08/09)	12,710.00
554014	LAB FLOORING (FY 10/11)	43,395.00
554015	WATER COOLER STA (FY 13/14)	8,494.79
554017	FLOORING- BR CARPET, HALL LOBB	36,218.00
555001	EQUIPMENT-COMPUTER & OFFICE	112,647.10
555011	EQUIPMENT-FURNITURE	37,618.55
555021	EQUIPMENT-LAB/CHICKEN COOPS	274,612.97
555041	EQUIPMENT-VEHICLES	1,451,221.22
555051	EQUIPMENT-EDUCATION/PUB.REL.	0.03
555061	EQUIPMENT-FISH REARING	0.08
555101	EQUIPMENT-OFF ROAD/TRAILERS	712,248.43

555111	EQUIPMENT-TOOLS-MANUAL	35,261.66
555121	EQUIPMENT-TOOLS AUTO/FIELDAP	119,762.96
555131	MISC. CONTAINERS	0.04
555141	TANKS	0.17

 TOTAL FIXED ASSETS 10,205,391.42

TOTAL ASSETS 28,640,271.82
 =====

LIABILITIES

CURRENT LIABILITIES

6010	WITHHOLDINGS PAYABLE	83.00-
6020	OTHER EMPLOYEES W/HOLDING	82.71
6113	DEFERRED REVENUE - A/R	1,393,065.13-
6160	COMPENSATED ABSENCES	539,507.16-

 TOTAL LIABILITIES 1,932,572.58-

EQUITY

FUND BALANCES

6500	NET INVESTMENT- CAPITAL ASSETS	10,205,329.27-
6520	NONSPENDABLE: INVENTORY	127,133.76-
6530	NONSPENDABLE: DEPOSITS W/VCJPA	536,046.00-
6550	UNASSIGNED	10,434,870.12-
6551	NET INCOME - CURRENT YEAR	830,193.97
6700	ASSIGNED:FUTURE CAP.REPLACMNT	3,034,514.06-
6701	COMMITTED: DRY PERIOD FUNDING	3,200,000.00-

TOTAL EQUITY 26,707,699.24-

TOTAL LIABILITIES & EQUITY 28,640,271.82-
 =====

QUARTER 4
 PERIOD ENDING 6/30/21

			APPROVED						REMAINING YTD	
			BUDGET	YTD BUDGET	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	YTD	BUDGET
REVENUES										
1	9001	CURRENT SECURED	5,394,905.00	5,394,905.00		1,609,174.16	1,354,580.74	2,509,511.65	5,473,266.55	78,361.55-
1	9002	CURRENT UNSECURED	139,726.00	139,726.00		130,042.18	4,758.13	2,333.79	137,134.10	2,591.90
1	9003	CUR./PRIOR SECURED DELINQ.						6,813.60	6,813.60	6,813.60-
1	9006	PRIOR UNSECURED	3,311.00	3,311.00		1,169.83	214.25	1,569.01	2,953.09	357.91
1	9007	SPECIAL ASSESSMENT CURRENT	3,169,956.00	3,169,956.00		1,107,431.58	627,724.50	1,441,377.14	3,176,533.22	6,577.22-
1	9008	SPECIAL ASSESSMENT DELQ.				13,617.31		11,343.81	24,961.12	24,961.12-
1	9010	MARIN ANNEXATION BEGIN FY05/06	167,158.00	167,158.00			91,188.97	67,760.51	158,949.48	8,208.52
1	9011	SONOMA ANNEXATION BGN FY 05/06	858,079.00	858,079.00		493,723.00	464.25	346,883.11	841,070.36	17,008.64
1	9019	SUPP.PROP.TAX CY SECURED	108,759.00	108,759.00		17,215.63	24,728.46	52,400.56	94,344.65	14,414.35
1	9041	SUPP.PROP.TAX CY UNSECURED	2,067.00	2,067.00		603.33	350.01		953.34	1,113.66
1	9042	SUPP.PROP.TAX (RDA RESIDUAL)	284,694.00	284,694.00		122,955.87	11,235.11	115,758.38	249,949.36	34,744.64
1	9043	SUPP.PROP.TAX RDMPNT SECURED	363,923.00-	363,923.00-	155.65	184,734.84-	290.42	185,443.38-	369,732.15-	5,809.15
1	9045	SUPP.PROP.TAX - MARIN HAMILTON	4,260.00	4,260.00			2,376.21	2,026.71	4,402.92	142.92-
1	9047	SUPP.PROP.TAX - MARIN	2,877.00	2,877.00			1,549.93	1,341.86	2,891.79	14.79-
1	9201	INTEREST (INVEST)	122,175.00	122,175.00		41,263.64	15,967.38	7,798.15	65,029.17	57,145.83
1	9280	HOMEOWNERS PROP.TAX RELF-HOPTR	28,771.00	28,771.00		2,563.95	5,174.64	19,703.67	27,442.26	1,328.74
1	9367	OTHER AID STATE	6,941.00	6,941.00		161.95			161.95	6,779.05
1	9441	OTHER AID FED. (CONTRACTS)	122.00	122.00						122.00
1	9480	OTHER IN LIEU TAX FEDERAL						0.66	0.66	0.66-
1	9482	IN LIEU OF TAX - STATE	64.00	64.00		64.52	111.16		175.68	111.68-
1	9502	MISC SERVICES (RANCHERS)	135,315.00	135,315.00	24,566.52	29,287.30	15,287.53	8,243.10	77,384.45	57,930.55
1	9773	REFUNDS & REIMBURSEMENTS	38,610.00	38,610.00	2,358.30	2,331.82	13,864.02	1,310.92	19,865.06	18,744.94
1	9789	INS REFUNDS & ADJSTMNTS	40,435.00	40,435.00		58,038.51			58,038.51	17,603.51-
TOTAL REVENUES			10,144,302.00	10,144,302.00	27,080.47	3,444,909.74	2,169,865.71	4,410,733.25	10,052,589.17	91,712.83

QUARTER 4
PERIOD ENDING 6/30/21

			APPROVED						REMAINING YTD	
			BUDGET	YTD BUDGET	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	YTD	BUDGET
SALARIES/EMPL BENEFITS										
PALL	P311	SALARIES	4,013,919.00	4,013,919.00	917,597.21	905,066.92	921,795.14	904,308.06	3,648,767.33	365,151.67
PALL	P312	BENEFITS	4,922,873.00	4,922,873.00	1,426,213.01	1,037,055.73	1,039,040.91	1,263,646.07	4,765,955.72	156,917.28
TOTAL SALARIES/EMPL BENEFITS			8,936,792.00	8,936,792.00	2,343,810.22	1,942,122.65	1,960,836.05	2,167,954.13	8,414,723.05	522,068.95
OPERATIONS										
3	PD8040	AGRICULTURE	689,025.00	689,025.00	167,999.67	165,404.66	13,634.74	167,478.87	514,517.94	174,507.06
3	PD8041	PEST ABATEMENT SUPPLIES	12,200.00	12,200.00	3,671.54	3,874.92	220.19	5,586.24	13,352.89	1,152.89-
3	PD8042	SPRAY/FIELD EQUIPMENT	26,094.00	26,094.00	1,421.10	4,289.58	5,954.16	14,079.78	25,744.62	349.38
3	PD8043	SOURCE REDUCTION	2,000.00	2,000.00			537.52	5,654.93	6,192.45	4,192.45-
1	PD8044	FURNITURE/APPLICANCES/EQUIP	4,000.00	4,000.00			3,401.38		3,401.38	598.62
1	PD8050	CLOTHING/PERSONAL SUPPLIES	35,095.00	35,095.00	6,510.44	6,099.40	8,457.04	9,823.66	30,890.54	4,204.46
2	PD8055	SAFETY EQUIPMENT	12,020.00	12,020.00	2,182.80	1,101.67	969.57	1,699.52	5,953.56	6,066.44
1	PD8060	COMMUNICATIONS	62,150.00	62,150.00	7,737.36	7,877.45	27,911.43	10,671.97	54,198.21	7,951.79
1	PD8080	FOOD	1,850.00	1,850.00	47.25	47.25	266.83	78.30	439.63	1,410.37
4	PD8090	HOUSEHOLD SUPPLIES	6,210.00	6,210.00	1,749.61	684.37	1,147.84	888.35	4,470.17	1,739.83
1	PD8100	INSURANCE	268,003.00	268,003.00	263,907.87		3,805.00		267,712.87	290.13
4	PD8105	ACCIDENTS					7,827.28	2,852.16	10,679.44	10,679.44-
4	PD8110	PROJECTS	5,750.00	5,750.00			565.96	6,335.10	6,901.06	1,151.06-
4	PD8115	MAINTENANCE BOATS/FORKLIFTS	600.00	600.00				89.05	89.05	510.95
4	PD8116	MAINTENANCE TRAILERS	1,200.00	1,200.00	159.75	437.46		556.09	1,153.30	46.70
4	PD8117	MAINTENANCE ATV'S	35,500.00	35,500.00	130.05	3,590.32	11,151.13	17,730.26	32,601.76	2,898.24
4	PD8119	MAINTENANCE LARGE FIELD EQUIP.	3,500.00	3,500.00			3,770.59	160.74	3,931.33	431.33-
4	PD8120	MAINTENANCE VEHILCES	22,000.00	22,000.00	5,347.59	2,054.60	4,153.73	8,454.18	20,010.10	1,989.90
4	PD8121	MAINTENANCE SPRAY/FIELD EQUIP	4,700.00	4,700.00	335.80	256.19	1,098.22	458.66	2,148.87	2,551.13
4	PD8122	MAINTENANCE CELL PHONES	1,800.00	1,800.00	279.21		5,350.04	393.08	6,022.33	4,222.33-
6	PD8123	MAINT./SUPPLIES OFFICE EQUIP	29,655.00	29,655.00	4,277.26	6,225.47	6,270.96	11,089.83	27,863.52	1,791.48
4	PD8124	MAINTENANCE SHOP EQUIPMENT	1,300.00	1,300.00			256.51	90.00	346.51	953.49
1	PD8130	MAINT. GROUNDS/STRUCTURES	34,504.00	34,504.00	7,738.85	11,146.90	8,262.64	5,143.39	32,291.78	2,212.22
2	PD8140	LAB	13,750.00	13,750.00	1,819.29	69.58	6,884.74	3,608.73	12,382.34	1,367.66
3	PD8140	FISH	1,875.00	1,875.00	25.62		9.26	263.52	298.40	1,576.60
2	PD8141	DISEASE SURVEILLANCE	20,500.00	20,500.00	7,487.82	4,780.64	67.48	1,879.89	14,215.83	6,284.17
5	PD8150	MEMBERSHIPS	43,170.00	43,170.00	34,495.16	7,805.00	260.00	440.01	43,000.17	169.83
6	PD8170	OFFICE EXPENSE	20,900.00	20,900.00	2,187.03	4,960.21	5,963.41	7,469.25	20,579.90	320.10
6	PD8180	PROFESSIONAL SERVICES	457,120.00	457,120.00	200,313.13	50,485.04	44,659.73	101,660.45	397,118.35	60,001.65
1	PD8190	PUBLICATIONS/LEGAL NOTICES	193,100.00	193,100.00	8,014.65	17,022.10	6,207.00	134,830.13	166,073.88	27,026.12
1	PD8200	RENTS & LEASES	6,250.00	6,250.00	2,688.10	369.58	1,593.76	930.10	5,581.54	668.46

MARIN SONOMA MOSQUITO & VECTOR CONTROL DISTRICT
 STATEMENT OF FINANCIAL CONDITION
 QUARTER 4
 PERIOD ENDING 6/30/21

			APPROVED					REMAINING YTD		
			BUDGET	YTD BUDGET	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	YTD	BUDGET
4	PD8220	SHOP TOOLS/GARAGE EQUIPMENT	10,600.00	10,600.00	114.62		439.03	8,715.40	9,269.05	1,330.95
4	PD8221	BUILDING MAINT.AND IMPROVEMNTS	49,985.00	49,985.00	5,050.03	8,694.70	3,982.77	9,209.04	26,936.54	23,048.46
5	PD8230	DISTRICT SPECIAL EXPENSE	319,166.00	319,166.00	48,273.83	32,068.31	124,126.01	91,398.63	295,866.78	23,299.22
5	PD8231	VIDEO PRODUCTION	6,500.00	6,500.00				6,000.00	6,000.00	500.00
1	PD8240	EDUCATION, TRAINING & CLASSES	5,850.00	5,850.00	1,593.40	783.00	2,822.00	3,985.00	9,183.40	3,333.40-
5	PD8241	EDUCATION/PUBLIC RELATIONS	13,750.00	13,750.00	153.89	1,170.90	3,201.00	9,183.49	13,709.28	40.72
1	PD8250	TRAVEL & TRANSPORTATION	10,000.00	10,000.00			1,569.00	2,069.51	3,638.51	6,361.49
1	PD8251	FUEL & OIL	105,100.00	105,100.00	23,403.08	27,995.92	12,617.53	38,750.60	102,767.13	2,332.87
1	PD8260	UTILITIES	46,350.00	46,350.00	7,897.71	8,848.44	14,601.31	16,838.96	48,186.42	1,836.42-
1	PD8299	CAPITAL OUTLAY EXPENSE	337,200.00	337,200.00	83,853.25		44,043.29	94,442.72	222,339.26	114,860.74
TOTAL OPERATING EXPENSES			2,920,322.00	2,920,322.00	900,866.76	378,143.66	388,060.08	800,989.59	2,468,060.09	452,261.91
TOTAL SALARIES/BENEFITS/EXPENSES			11,857,114.00	11,857,114.00	3,244,676.98	2,320,266.31	2,348,896.13	2,968,943.72	10,882,783.14	974,330.86
VARIANCE OF REVENUE & EXPENSES			1,712,812.00-	1,712,812.00-	3,217,596.51-	1,124,643.43	179,030.42-	1,441,789.53	830,193.97-	882,618.03-



Notes re Important Changes in the Amended Cal/OSHA COVID-19 Regulations and in the District's Revised COVID- 19 Prevention Program (“CPP”)

GUIDE TO CHANGES IN THE CAL/OSHA COVID-19 REGULATIONS AND IN THE DISTRICT’S REVISED DRAFT OF THE COVID-19 PREVENTION PROGRAM (“CPP”)

I. INTRODUCTION

On June 17, 2021, the Occupational Safety and Health Standards Board (“OSHSB”) amended the Emergency Temporary Standards (“ETS” or “Cal/OSHA COVID-19 Regulations”). These amendments affect certain employer obligations and authority as they relate to the health and safety of the District’s worksites and facilities. Many of the amendments necessitated significant revisions to the existing COVID-19 Prevention Programs (“CPP”).

II. SUBSTANTIVE CHANGES TO THE CAL/OSHA COVID-19 REGULATIONS

A. DEFINITIONS

The updated regulations include a number of new and revised terms.

The updated regulations:

- Revise the term “COVID-19 case” to add a fourth definition for who qualifies as a COVID-19 case, providing that an individual who received a positive COVID-19 diagnosis from a health care provider would also be considered a COVID-19 case. Prior regulations did not include such individuals in the definition of a COVID-19 case, but it has been the District’s practice to treat such individuals as COVID-19 cases.
- Replace the term “COVID-19 exposure” with the term “close contact”. (8 C.C.R. § 3205(b)(1).) For clarity, the updated CPP and this guide refer to such exposure as a “close contact COVID-19 exposure”.
- Replace the term “exposed workplace” with the terms “exposed group” and “worksite”. (8 C.C.R. §§ 3205(b)(7),(13).)
- Add the term “fully vaccinated”. (8 C.C.R. § 3205(b)(9).) The addition of this term and its use in the updated regulations constitutes one of the most significant changes to the regulations.¹ Note: The definition requires that the District “has documented that the person received, at least 14 days prior, either the second dose in a two-dose COVID-19 vaccine series or a single dose COVID-19 vaccine.” The District does not have to retain the documentation, but must simply verify vaccine status before treating the employee as unvaccinated. Other issues related to the use of this term in the regulations are discussed below.

- Revise the term “face covering” to include examples of coverings that do and do not satisfy the regulatory definition. (8 C.C.R. § 3205(b)(8).)
- Add the term “respirator”. (8 C.C.R. § 3205(b)(11).) The addition of this term and its use in the updated regulations constitutes one of the most significant changes to the regulations. Note: The District will make respirators available to employees who satisfy the following three conditions: (1) are not fully vaccinated (2) are working indoors or in a vehicle with more than one person; and (3) who request a respirator from the District. (See Section B, 5 below.)
- Recommends the assignment of a “workplace coordinator” to be responsible for issues related to COVID-19. (OSHA Guidance, No. 1, <https://www.osha.gov/coronavirus/safework>.)

B. SPECIFIC OBLIGATIONS/PROGRAM REQUIREMENTS

The updated regulations make a number of substantive changes to workplace health and safety obligations.

1. Investigating and Responding to COVID-19 Cases in the Workplace

The updated regulations align the requirements to provide notice in the event of a potential workplace exposure to the virus that causes COVID-19 with those required under Labor Code section 6409.6. (8 C.C.R. § 3205(c)(3)(B)(3),(4).)

The updated regulations clarify the prior requirement that employers “offer COVID-19 testing at no co-cost to employees during their working hours.” Such testing must be compensated, even if such testing is not undertaken during the employee’s regular hours. (See Cal/OSHA “COVID-19 Emergency Temporary Standards Frequently Asked Questions”, Testing, No. 6.

<https://www.dir.ca.gov/dosh/coronavirus/COVID19FAQs.html#testing> (Last updated May 5, 2021).)

The updated regulations add two (2) new exceptions to the requirement that employers make COVID-19 testing available to employees following a close contact COVID-19 exposure. The regulations except: (1) employees who are fully vaccinated and are asymptomatic; and (2) employees who had COVID-19 and either never developed symptoms or who developed symptoms and then recovered. (8 C.C.R. § 3205(c)(3)(B)(5).)

2. Training and Instruction of Employees

The updated regulations now require training of employees on the following:

- The identification and evaluation of COVID-19 hazards in the workplace. (8 C.C.R. § 3205(c)(5)(A).)
- The proper use of respirators when the District provides such devices to employees for their voluntary use. (8 C.C.R. § 3205(c)(5)(E).) Note: This training

must include training on how to properly wear such devices, how to perform a seal check, and that facial hair may interfere with such seal. The District proposes to provide such training or instruction to all employees who are not fully vaccinated and who, as a result of such vaccination status, may request a respirator for their use.

- How employees can be vaccinated and the fact that vaccination is effective at preventing COVID-19, protecting against both transmission and serious illness or death. (8 C.C.R. § 3205(c)(5)(I).)

3. Physical Distancing

The updated regulations clarify that unmasked employees, unless they are either fully vaccinated or tested for COVID-19 on a weekly basis, will need to maintain physical distancing of at least 6 feet from other persons. (8 C.C.R. § 3205(c)(6)(F).) However, the regulations also remove the requirement that the unmasked employee observe the physical distance regulatory requirement unless the employee is tested for COVID-19 twice weekly. The removal of this requirement permits employees a time-limited exemption from the face covering regulatory requirement even where the employee cannot satisfy the physical distance regulatory requirement during that time. The District continues to encourage physical distancing by all employees.

4. Face Coverings

The updated regulations make important changes to the regulations relating to the use of face coverings.

The updated regulations require that the District make face coverings available to unvaccinated employees (as has been its practice) and ensure that they are properly worn by employees when they are indoors or in a vehicle. (8 C.C.R. § 3205(c)(6)(A),(C).)

Additionally, the District will provide face coverings to those employees who request them, regardless of vaccination status. (8 C.C.R. § 3205(c)(6)(H).)

5. Engineering Controls and Personal Protective Equipment (“PPE”)

The updated regulations make important changes to engineering controls and Personal Protective Equipment (“PPE”) requirements.

With respect to the engineering controls requirements, the updated regulations remove the requirement related to the installation of partitions between workstations where physical distancing requirements cannot be feasibly maintained. This requirement was previously provided for at 8 C.C.R. § 3205(c)(8)(A)). At present, the District does not intend to remove any of the installed shielding.

With respect to the PPE requirements, the updated regulations add the following requirements:

- Upon request, the District must provide respirators for voluntary use to employees who are not fully vaccinated and who are working indoors or are in a vehicle with more than one person. (8 C.C.R. § 3205(c)(7)(D)(2).)
- When the District provides an employee a respirator for their voluntary use, the District must encourage the employee to use such device and must ensure that the device is the proper size. (8 C.C.R. § 3205(c)(7)(D)(2).)
- Employers must make no-cost COVID-19 testing available to all employees who are not fully vaccinated and who present symptoms associated with COVID-19. (8 C.C.R. § 3205(c)(7)(E).)

6. Exclusion of COVID-19 Cases and Employees Who Had Close Contact COVID-19 Exposure

The updated regulations make important changes to the exceptions to the exclusion requirements for employees who had a close contact COVID-19 exposure:

The updated regulations add the following exemptions to the exclusion requirements following a close contact COVID-19 exposure: (1) Employees who were fully vaccinated before the exposure and who do not present symptoms associated with COVID-19 following the exposure (8 C.C.R. § 3205(c)(9)(B)(1)); and (2) Employees who had COVID-19 and either never developed symptoms or who developed symptoms and then recovered. (8 C.C.R. § 3205(c)(9)(B)(2))

The updated regulations also clarify that when an employee is excluded from work, the requirement to compensate the employee does not apply where the employee received disability payments or workers' compensation. (8 C.C.R. § 3205(c)(9)(C).)

7. Return to Work Criteria

The updated regulations align return-to-work requirements following a close contact COVID-19 exposure with the December 14, 2020 guidance provided by the California Department of Public Health ("CDPH") on that subject. The updated regulations also provide for the expedited return-to-work for essential critical infrastructure workers during critical staffing shortages, which also aligns with CDPH guidance for such employees. (8 C.C.R. § 3205(c)(10)(D).)

The CDPH guidance on this subject is available at the following web address:

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/COVID-19-Quarantine.aspx>



COVID-19 Prevention Program (CPP)

MSMVCD: COVID-19 PREVENTION PROGRAM (CPP)

I. PURPOSE:

The purpose of the District's COVID-19 Prevention Program ("CPP") is to provide employees a healthy and safe workplace as required under the California Occupational Safety and Health Act (Lab. Code §§ 6300, *et seq.*) and associated regulations (8 C.C.R. § 3205).

Nothing in this CPP precludes the District from complying with federal, state, or local laws or public health order or guidance that may recommend or require measures that are more prescriptive and/or restrictive than those that are provided herein.

II. SCOPE

Unless one of the exceptions provided below applies, this CPP shall apply to all District employees (hereinafter referred to as "employees"), including those who are "fully vaccinated".

The following employees are exempt from coverage under the CPP: (1) Employees who are teleworking from home or a location of the employee's choice that is not under the control of the District; (2) Employees who are working in or at a work location and do not have contact with any other individuals; and (3) Employees that because of their tasks, activities or work location have with occupational exposure as defined by the Aerosol Transmissible Diseases ("ATD") regulation (*i.e.*, 8 C.C.R. § 5199).

III. DEFINITIONS:

For the purposes of the CPP, the following definitions shall apply:

"Close contact COVID-19 exposure" means being within six (6) feet of a COVID-19 case for a cumulative total of 15 minutes or greater in any 24-hour period within or overlapping with the "high-risk exposure period" as defined here. This definition applies regardless of the use of face coverings. Employees who were wearing a respirator as required by the District and who used such respirator in compliance with Title 8 Section 5144 during contact with a COVID-19 case will be deemed not to have had close contact COVID-19 exposure.

"COVID-19" means coronavirus disease, an infectious disease caused by the severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2).

"COVID-19 case" means a person who either: (1) Has a positive COVID-19 test as defined in this section; (2) Is subject to COVID-19-related order to isolate issued by a local or state health official; (3) Has a positive COVID-19 diagnosis from a licensed health care provider; or (4) Has died due to COVID-19, in the determination of a local health department or per inclusion in the COVID-19 statistics of a county.

"COVID-19 hazard" means potentially infectious material that may contain SARS-CoV-2, the virus that causes COVID-19. Potentially infectious materials include

airborne droplets, small particle aerosols, and airborne droplet nuclei, which most commonly result from a person or persons exhaling, talking or vocalizing, coughing, or sneezing, or from procedures performed on persons which may aerosolize saliva or respiratory tract fluids. This also includes objects or surfaces that may be contaminated with SARS-CoV-2.

“COVID-19 symptoms” means one of the following: (1) fever of 100.4 degrees Fahrenheit or higher or chills; (2) cough; (3) shortness of breath or difficulty breathing; (4) fatigue; (5) muscle or body aches; (6) headache; (7) new loss of taste or smell; (8) sore throat; (9) congestion or runny nose; (10) nausea or vomiting; or (11) diarrhea, unless a licensed health care professional determines the person’s symptoms were caused by a known condition other than COVID-19.

“COVID-19 test” means a viral test for SARS-CoV-2 that is both: (1) Approved by the United States Food and Drug Administration (“FDA”) or has an Emergency Use Authorization (“EUA”) from the FDA to diagnose current infection with the SARS-CoV-2 virus; and (2) Administered in accordance with the FDA approval or the FDA EUA as applicable.

“Exposed group” means all employees at a work location, working area, or a common area at work, where a COVID-19 case was present at any time during the high-risk exposure period. However, if the COVID-19 case visited a work location, working area, or a common area at work for less than 15 minutes during the high-risk exposure period, and all employees were wearing face coverings at the time the COVID-19 case was present, other people at the work location, working area, or common area would not constitute part of the exposed group. Common areas at work includes bathrooms, walkways, hallways, aisles, break or eating areas, and waiting areas. However, places where employees momentarily pass through while everyone is wearing face coverings, without congregating, is not a work location, working area, or a common area at work.

“Face covering” means a surgical mask, a medical procedure mask, a respirator worn voluntarily, or a tightly woven fabric or non-woven material of at least two layers. A face covering has no visible holes or openings, and must cover the nose and mouth. A face covering does not include a scarf, ski mask, balaclava, bandana, turtleneck, collar, or single layer of fabric.

“Fully vaccinated” means the District has documented that the person received, at least 14 days prior, either the second dose in a two-dose COVID-19 vaccine series or a single-dose COVID-19 vaccine. Vaccines must be FDA approved; have an emergency use authorization from the FDA; or, for persons fully vaccinated outside the United States, be listed for emergency use by the World Health Organization (WHO).

“High-risk exposure period” means the following: For COVID-19 cases who develop COVID-19 symptoms: from two (2) days before they first develop symptoms until each of the following are true: (1) it has been ten (10) days since symptoms first appeared; (2) 24 hours have passed with no fever, without the use of fever-reducing medications; and (3) symptoms have improved; or For COVID-19 cases who never develop COVID-

19 symptoms: from two (2) days before until ten (10) days after the specimen for their first positive test for COVID-19 was collected.

“Respirator” means a respiratory protection device approved by the National Institute for Occupational Safety and Health (“NIOSH”) to protect the wearer from particulate matter, such as an N95 filtering facepiece respirator.

“Worksite,” for the limited purposes of COVID-19 prevention regulations only, means the building, store, facility, agricultural field, or other location where a COVID-19 case was present during the high-risk exposure period. It does not apply to buildings, floors, or other locations of the District that a COVID-19 case did not enter.

Workplace Coordinator means the individual assigned by the District who will be responsible for COVID-19 issues on the District’s behalf.

IV. PROGRAM

A. SYSTEM FOR COMMUNICATING WITH EMPLOYEES

1. Reporting COVID-19 Symptoms, Possible COVID-19 Close Contact Exposures, and Possible COVID-19 Hazards at District Worksites and Facilities

The District requires that employees immediately report to their manager or supervisor any of the following: (1) the employee’s presentation of COVID-19 symptoms; (2) the employee’s possible COVID-19 close contact exposures; (3) possible COVID-19 hazards at District worksites or facilities.

If the employee presents COVID-19 symptoms, the supervisor will immediately direct the employee to leave work, if they are currently at work, or to stay home, if they are not at work, and self-quarantine as a precaution.

The District has not and will not discriminate or retaliate against any employee who makes such a report.

2. Accommodations Process for Employees with Medical or Other Conditions that Put them at Increased Risk of Severe COVID-19 Illness

The District provides for an accommodation process for employees who have a medical or other condition identified by the Centers for Disease Control and Prevention (“CDC”) or the employees’ health care provider as placing or potentially placing the employees at increased risk of severe COVID-19 illness.

For all employees who request such an accommodation, including fully vaccinated employees, the District will require that the employee provide information from the employee’s health care provider explaining why the employee requires an accommodation.

The CDC identifies the following medical conditions and other conditions as placing or potentially placing individuals at an increased risk of severe COVID-19 illness;

The CDC guidance provides that adults of any age with the following conditions are at increased risk of severe illness from the virus that causes COVID-19:

1. Cancer
2. Chronic kidney disease
3. COPD (chronic obstructive pulmonary disease)
4. Heart conditions, such as heart failure, coronary artery disease, or cardiomyopathies
5. Immunocompromised state (weakened immune system) from solid organ transplant
6. Obesity (body mass index [BMI] of 30 kg/m² or higher but < 40 kg/m²)
7. Severe Obesity (BMI ≥ 40 kg/m²)
8. Pregnancy
9. Sickle cell disease
10. Smoking
11. Type 2 diabetes mellitus

The CDC guidance also provides that adults of any age with the following conditions might be at an increased risk for severe illness from the virus that causes COVID-19:

1. Asthma (moderate-to-severe)
2. Cerebrovascular disease (affects blood vessels and blood supply to the brain)
3. Cystic fibrosis
4. Hypertension or high blood pressure
5. Immunocompromised state (weakened immune system) from blood or bone marrow transplant, immune deficiencies, HIV, use of corticosteroids, or use of other immune weakening medicines
6. Neurologic conditions, such as dementia
7. Liver disease
8. Overweight (BMI > 25 kg/m², but < 30 kg/m²)
9. Pulmonary fibrosis (having damaged or scarred lung tissues)
10. Thalassemia (a type of blood disorder)
11. Type 1 diabetes mellitus

The District periodically reviews the following web address in order to account for any additional medical conditions and other conditions that the CDC has identified as placing or potentially placing individuals at an increased risk of severe COVID-19: <https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-with-medical-conditions.html> (Last updated on May 13, 2021).

Employees are encouraged to review the list of medical conditions and other condition provided above in order to determine whether they have such a condition.

To request an accommodation, employees may make a request with their manager or supervisor or the Assistant Manager.

3. COVID-19 Testing

The District possesses authority to require that employees who report to work at District worksites or facilities be tested for COVID-19.

If the District requires that District employees be tested, the District will inform employees of the reason that testing is required.

The District will also inform District employees of the possible consequences of a positive COVID-19 test, which may include, but is not limited to, a requirement that employees not report to District during the high-risk exposure period and satisfying the minimum criteria to return to work provided in Section IV, subsection J of this plan.

Where the District requires testing, the District has adopted policies and procedures that ensure the confidentiality of employees' medical information and comply with the Confidentiality of Medical Information Act ("CMIA"). Specifically, the District will keep confidential all personal identifying information of COVID-19 cases or persons with COVID-19 symptoms, unless expressly authorized by the employee to disclose such information or as other permitted or required under the law.

4. COVID-19 Hazards

The District will provide written notice to employees and subcontracted employees of any potential COVID-19 exposure at a District worksite or facility where a COVID-19 case and employees were present on the same day. The District will notify employees of such potential exposures within one (1) business day, in a way that does not reveal any personal identifying information of the COVID-19 case.

The District will also notify employees of cleaning and disinfecting measures the District is undertaking in order to ensure the health and safety of the District worksite or facility where the potential exposure occurred.

B. IDENTIFICATION AND EVALUATION OF COVID-19 HAZARDS AT DISTRICT WORKSITES AND FACILITIES

1. Screening Employees for COVID-19 Symptoms

The District possesses authority to require that employees self-screen for COVID-19 symptoms.

The District provides that employees will self-screen for COVID-19 symptoms prior to reporting to any District worksite or facility.

2. Responding to Employees with COVID-19 Symptoms

Should an employee present COVID-19 symptoms during a self-screening, the employee must remain at or return to their home or place of residence and not report to work until such time as the employee satisfies the minimum criteria in order to return to work (as discussed in Section IV.J. of this CPP).

Further, the District has adopted policies and procedures that will ensure the confidentiality of employees and comply with the CMIA, and the District will not disclose to other employees the fact that the employees presented COVID-19 symptoms.

3. District's Response to COVID-19 Cases

In the event that an employee tests positive for COVID-19 or is diagnosed with COVID-19 by a health care provider, the District will instruct the employee to remain at or return to their home or place of residence and not report to work until such time as they satisfy the minimum criteria to return to work (as discussed in Section IV.J. of this CPP).

The District will advise employees of any leaves to which they may be entitled during this self-isolation period, including, but not limited to SPSL.

The District complies fully and faithfully with all reporting and recording obligations as required under the law, including, but not limited to, reporting the COVID-19 case to the following individuals and entities as required based on the individual circumstances: (1) The local health department; (2) Cal/OSHA; (3) Employees who were present at a District worksite or facility when a COVID-19 case was present; (4) Employee organizations that represent employees at the District worksite or facility; (4) Employers of any subcontracted employees who were present at the District worksite or facility; and (5) The District's workers' compensation plan administrator.

The District will attempt to interview the COVID-19 case(s) in order to ascertain the nature and circumstances of any contact that the employee(s) had or may have had with other employees during the high-risk exposure period. If the District determines that there were any close contact COVID-19 exposures, the District will instruct those employees to remain at their home or place of residence and not report to work until such time as the employees satisfy the minimum criteria to return to work (as discussed in Section IV.J. of this CPP).

The District has adopted policies and procedures that will ensure the confidentiality of employees and comply with the CMIA. Specifically, the District will not disclose to other employees, except for those who need to know, the fact that the employee(s) tested positive for or were diagnosed with COVID-19. Further, the District will keep confidential all personal identifying information of COVID-19 cases or persons, unless expressly authorized by the employees to disclose such information or as other permitted or required under the law.

4. Workplace-Specific Identification of COVID-19 Hazards

The District will periodically conduct workplace-specific assessments of all interactions, areas, activities, processes, equipment, and materials that could potentially expose employees to COVID-19 hazards.

As part of this process, the District identified places (work locations, work areas, and common areas) and times when employees and individuals congregate or come in contact with one another, regardless of whether employees are performing an assigned work task or not, including, for example, during meetings or trainings, in and around entrances, bathrooms, hallways, aisles, walkways, elevators, break or eating areas, cool-down areas, and waiting areas.

The District will provide notice of any such potential workplace exposure to all persons at District worksites and facilities, including employees, employees of other entities, members of the public, customers or clients, and independent contractors. The District considered how employees and other persons enter, leave, and travel through District worksites and facilities, in addition to addressing employees' stationary workspaces or workstations.

Further, the District will treat all persons, regardless of the presentation of COVID-19 symptoms or COVID-19 status, as potentially infectious.

5. Maximization of Outdoor Air and Air Filtration

For indoor District worksites and facilities, the District evaluated how to maximize the ventilation of outdoor air; provide the highest level of filtration efficiency compatible with the worksites and facilities' existing ventilation systems; and whether the use of portable or mounted High Efficiency Particulate Air ("HEPA") filtration units, or other air cleaning systems, would reduce the risk of COVID-19 transmission.

6. District Compliance with Applicable State and Local Health Orders

The District monitors applicable public health orders and guidance from the State of California and the local health department related to COVID-19 hazards and prevention.

The District fully and faithfully complies with all applicable orders and guidance from the State of California and the local health department.

7. Evaluation of Existing COVID-19 Prevention Controls and Adoption of Additional Controls

Periodically, the District evaluates existing COVID-19 prevention controls at the workplace and assess whether different and/or additional controls may be needed.

This includes evaluation of controls related to the correction of COVID-19 hazards, physical distancing, face coverings, engineering controls, administrative controls, and personal protective equipment (PPE) (as discussed at Section VI, subsections D, and F-H of this CPP).

8. Periodic Inspections

The District conducts periodic inspections of District worksites and facilities as needed to identify unhealthy conditions, work practices, and work procedures related to COVID-19 and to ensure compliance with the District's COVID-19 policies and procedures, including, but not limited to this CPP.

C. INVESTIGATING AND RESPONDING TO COVID-19 CASES IN DISTRICT WORKSITES AND FACILITIES

1. Procedure to Investigate COVID-19 Cases

The District developed a procedure for investigating COVID-19 cases in the workplace, which provides for the following: (1) requesting information from employees regarding COVID-19 cases; (2) contact tracing of employees who may have had a close contact COVID-19 exposure; (3) requesting COVID-19 test results from employees who may have had a close contact COVID-19 exposure; (4) requesting information from employees regarding the presentation of COVID-19 symptoms; and (5) identifying and recording all COVID-19 cases.

2. Response to COVID-19 Cases

As provided above at Section IV.B.3., in the event that an employee tests positive for COVID-19 or is diagnosed with COVID-19 by a health care provider, the District will instruct the employee to remain at or return to their home or place of residence and not report to an District worksite or facility until such time as the employees satisfy the minimum criteria to return to work (as discussed in Section IV.J. of this CPP).

a. Contact Tracing

If possible, the District will interview the COVID-19 case(s) in order to ascertain the following information: (1) the date on which the employee(s) tested positive, if asymptomatic, or the date on which the employee(s) first presented COVID-19 symptoms, if symptomatic; (2) the COVID-19 case(s) recent work history, including the day and time they were last present at an District worksite or facility; and (3) the nature and circumstances of the COVID-19 case(s)' contact with other employees during the high-risk

exposure period, including whether any such contact qualifies as a close contact COVID-19 exposure.

If the District determines that there was or were any close contact COVID-19 exposures, the District will instruct those employees to remain at their home or place of residence and not report to work until such time as the employees satisfy the minimum criteria to return to work (as discussed in Section IV.J. of this CPP). Further, the District will instruct those employees to be tested for COVID-19, and that the District will provide for such testing during paid time, as discussed in subsection c. below.

b. Reporting the Potential Exposure to Other Employees

The District fully and faithfully complies with all reporting and recording obligations as required under the law, including, but not limited to, reporting the COVID-19 case to the individuals and entities described below.

Within one (1) business day of the time the District knew or should have known of a COVID-19 case, the District will give written notice of a potential workplace exposure to the following individuals: (1) All employees at the worksite or facility during the COVID-19 case's high-risk exposure period; (2) Independent contractors at the worksite or facility during the COVID-19 case's high-risk exposure period; and (3) Other employers at the worksite or facility during the COVID-19 case's high-risk exposure period. The District will provide notice by either personal service, email, or text message.

The District's notice(s) will not reveal any personal identifying information of the COVID-19 case. The notice will include information about the District's disinfection plan.

c. Offer of Free COVID-19 Testing Following a Close Contact COVID-19 Exposure

The District makes COVID-19 testing available at no cost to employees to all employees who had a close contact COVID-19 exposure at a District worksite or facility. The District will offer employees COVID-19 testing during paid time, whether during the employee's regular work schedule or otherwise, and will provide compensation for the time that the employee spends waiting for and being tested.

The District will not provide free COVID-19 testing to the following two (2) classes of employees: (1) Employees who were fully vaccinated before the close contact COVID-19 exposure and who do not have COVID-19 symptoms, and (2) COVID-19 cases who returned to work pursuant to the criteria set forth in Section K of this CPP and have remained free of COVID-19 symptoms, for 90 days after the initial onset of COVID-19 symptoms or, for COVID-19 cases who never developed symptoms, for 90 days after the first positive test.

d. Leave and Compensation Benefits for Close Contact Exposures

The **District** provides employees that had a close contact COVID-19 exposure with information regarding COVID-19-related benefits to which the employees may be entitled under applicable federal, state, or local law, the **District's** own leave policies, and leave guaranteed by contract. These benefits include, but are not limited to, SPSL.

The **District** will continue and maintain these employees' earnings, seniority, and all other employee rights and benefits, including the employees' right to their former job status, as if the employees had not been removed from their jobs.

The **District** may require that these employees use District-provided employee sick leave benefits for this purpose and consider benefit payments from public sources in determining how to maintain earnings, rights and benefits, where permitted by law and when not covered by workers' compensation.

e. Investigation to Determine Whether Workplace Conditions Contributed to COVID-19 Exposure

The **District** will conduct an investigation in order to determine whether any workplace conditions could have contributed to the risk of COVID-19 exposure and what may be done to reduce exposure to such COVID-19 hazards, if any.

3. Confidential Medical Information

The District will protect the confidentiality of the COVID-19 cases, and will not disclose to other employees the fact that the employees tested positive for or were diagnosed with COVID-19.

The District will keep confidential all personal identifying information of COVID-19 cases unless expressly authorized by the employees to disclose such information or as other permitted or required under the law.

D. CORRECTION OF COVID-19 HAZARDS AT DISTRICT WORKSITES AND FACILITIES

The District will implement effective policies and/or procedures for correcting unsafe or unhealthy conditions, work practices, policies and procedures in a timely manner based on the severity of the hazard.

This includes, but is not limited to, implementing controls and/or policies and procedures in response to the evaluations conducted related to the identification and evaluation of COVID-19 hazards and investigating and responding to COVID-19 cases in the workplace. This also includes implementing controls related to physical distancing, face coverings, engineering controls, administrative controls, and personal protective equipment ("PPE").

E. TRAINING AND INSTRUCTION OF EMPLOYEES

1. COVID-19 Symptoms

The District provides employees training and instruction on COVID-19 symptoms, including advising employees of COVID-19 symptoms, which include the following: (1) fever of 100.4 degrees Fahrenheit or higher or chills; (2) cough; (3) shortness of breath or difficulty breathing; (4) fatigue; (5) muscle or body aches; (6) headache; (7) new loss of taste or smell; (8) sore throat; (9) congestion or runny nose; (10) nausea or vomiting; or (11) diarrhea, unless a licensed health care professional determines the person's symptoms were caused by a known condition other than COVID-19.

The District monitors and adheres to guidance issued by the CDC concerning COVID-19 symptoms, including guidance provided at the following web address: <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>. The District will advise employees in the event that the CDC revises the symptoms that its associates with COVID-19.

In addition to providing training and instruction on COVID-19 symptoms, the District provides information and instruction on the importance of employees not coming to work if they have any COVID-19 symptoms. As discussed below, the District provides information on paid leaves to which employees may be entitled if they are experiencing a COVID-19 symptom and would like to be tested for COVID-19.

2. COVID-19 Vaccinations

The District provides employees information and instruction on the fact that COVID-19 vaccines are effective at both preventing the transmission of the virus that causes COVID-19 and preventing serious illness or death, and how employees may receive paid leave for reasons related to COVID-19 vaccinations.

As discussed below, the District provides information on paid leaves to which employees may be entitled in order for them to be vaccinated and in the event that they experience any illness or adverse effects as a result of such vaccination.

3. District's COVID-19 Policies and Procedures

The District provides regular updates to employees on the District's policies and procedures adopted in order to prevent COVID-19 hazards at District worksites and facilities, how such policies and procedures are intended to protect the health and safety of employees and District worksites and facilities, and how employees may participate in the identification and evaluation of COVID-19 hazards in order to make such worksites and facilities healthier and safer for themselves and others.

4. COVID-19 Related Benefits

The District advises and provides updates to employees on the leaves to which employees may be entitled under applicable federal, state, or local laws as well as the District's own leave policies. Paid leave benefits include, but are not limited to, SPSL.

Further, when employees require leave in order to receive a COVID-19 test or to be vaccinated or are directed not to report to work by the District for reasons related to the presentation of COVID-19 symptoms, a COVID-19 case, close contact COVID-19 exposure, the District will advise the employees of the leaves to which the employees may be entitled for that specific reason.

5. Spread and Transmission of the Virus that Causes COVID-19

The District advises and provides updates to employees about the known spread and transmission of COVID-19. The District specifically advises employees of the following: (1) that COVID-19 is an infectious respiratory disease; (2) that the virus that causes COVID-19 can be spread through the air when an infectious person talks or vocalizes, sneezes, coughs, or exhales; (3) that particles containing the virus can travel more than six (6) feet, especially indoors, so physical distancing must be combined with other controls, including face coverings and hand hygiene, including hand washing, in order to be effective; (4) that COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth, although that is less common; and (5) that an infectious person may have present no COVID-19 symptoms or be pre-symptomatic.

6. Hand Hygiene, and Face Coverings and Respirators

The District advises employees of the importance of physical distancing, face coverings, and hand hygiene, including hand washing, and instructs employees that the combination of physical distancing, face coverings, increased ventilation indoors, and respiratory protection make such preventative measures most effective.

With respect to hand hygiene, the District provides employees information regarding the importance of frequent hand washing, that hand washing is most effective when soap and water are used and the employees washes for at least 20 seconds. The District instructs employees to use hand sanitizer when employees do not have immediate access to a hand washing facility (*i.e.*, a sink) and that hand sanitizer will not be effective if the employee's hands are soiled.

With respect to face coverings and respirators, the District provides employees information on the benefits of face coverings, both to themselves and to others. The District also provides employees instructions on the proper use of face coverings and the differences between face coverings and respirators.

The District will provide certain employees respirators for their use in certain circumstances, including to individuals who are not fully vaccinated, who are working indoors or in a vehicle with more than one person, and who request the devices for their use at work. At such time as the District provides respirators to employees for their use, it will provide such employees training on the proper use of such respirators, including, but not limited to, the method by which employees may check the seal of such respirator in conformance with the manufacturer's instructions.

The District will provide training on the conditions under which face coverings must be worn at the workplace and that face coverings are additionally recommended outdoors for people who are not fully vaccinated if six feet of distance between people cannot be maintained. Employees can request face coverings from the District at no cost to the employee and can wear them at work, regardless of vaccination status, without fear of retaliation.

F. FACE COVERINGS

1. General Face Covering Requirements

The District provides face coverings to all employees who are not fully vaccinated and requires that such face coverings are worn by employees when indoors or in vehicles, unless certain conditions are satisfied, as explained below.

The District adheres to the most restrictive or prescriptive public health order provided by the CDC, CDPH or the local health department applicable to the District, and will provide face coverings and ensure they are worn by employees when required by orders from the CDPH or local health department.

The District requires that employees face coverings be clean and undamaged. The District allows employees to use face shields to supplement, not supplant, face coverings.

2. Limited Exceptions

The District provides for the following exceptions to the face coverings requirement:

1. When an employee is alone in a room (e.g., alone in an office or another space with walls that extend from the floor to the ceiling and a door that may be closed in order to close the space to others) or vehicle;
2. While eating and drinking at the workplace, provided employees are at least six (6) feet apart and outside air supply to the area, if indoors, has been maximized to the extent feasible.
3. Employees wearing respirators required by the District and being used in compliance with the regulatory requirements for the use of such respirators.

4. Employees who cannot wear face coverings due to a medical or mental health condition or disability, or who are hearing-impaired or communicating with a hearing-impaired person.
5. Specific tasks which cannot feasibly be performed with a face covering. This exception is limited to the time period in which such tasks are actually being performed

3. Required Use of Effective Non-Restrictive Alternative for Employees Exempted from Face Covering Requirement

The District requires that its employees who are exempted from wearing face coverings due to a medical condition, mental health condition, or disability wear an effective non-restrictive alternative, such as a face shield with a drape on the bottom, if their condition or disability permits it.

4. Physical Distancing Required If Employee Is Not Wearing Face Covering or Non-Restrictive Alternative

The District requires that any employees not wearing a face covering due to either exception number 5 or 6, identified in Subsection 2 above, and not wearing a face shield with a drape or other effective alternative as described in Subsection 3 above, shall remain at least six (6) feet apart from all other persons unless the unmasked employees are tested at least weekly for COVID-19 during paid time and at no cost to the employee or are fully vaccinated.

In situations where a face covering is otherwise required, face coverings must be worn, and the exceptions to face coverings contained in this section no longer apply.

However, the District does not use COVID-19 testing as an alternative to face coverings when face coverings are otherwise required by this section.

5. Prohibition on Preventing Employees from Wearing Face Covering

The District does not prevent any employee from wearing a face covering when wearing a face covering is not required by this section, unless not wearing a face covering would create a safety hazard, such as interfering with the safe operation of equipment.

6. Communication to Non-Employees Regarding Face Covering Requirement

The District posts signage to inform non-employees of the District's requirements concerning the use of face coverings at District worksites and facilities.

G. OTHER ENGINEERING CONTROLS, ADMINISTRATIVE CONTROLS AND PERSONAL PROTECTIVE EQUIPMENT (PPE)

1. Maximization of Outdoor Air

As provided above at Section IV.B.5., for indoor District worksites and facilities, the District evaluated how to maximize the quantity of outdoor air.

Further, for District worksites and facilities with mechanical or natural ventilation, or both, the District maximizes the quantity of outside air provided to the extent feasible, except when the Environmental Protection Agency (“EPA”) Air Quality Index (“AQI”) is greater than 100 for any pollutant or if opening windows or letting in outdoor air by other means would cause a hazard to employees, for instance from excessive heat or cold.

2. Cleaning Procedures

The District undertakes the following cleaning measures:

1. Identify and regularly clean frequently touched surfaces and objects, such as doorknobs, elevator buttons, equipment, tools, handrails, handles, controls, phone, headsets, bathroom surfaces, and steering wheels;
2. Inform employees and authorized employee representatives of the District’s cleaning and disinfection protocols, including the planned frequency and scope of cleaning and disinfection; and
3. Clean areas, material, and equipment used by a COVID-19 case during the high-risk exposure period and disinfection if the area, material, or equipment is indoors and will be used by another employee within 24 hours of the COVID-19 case.

Further, the District requires that cleaning must be done in a manner that does not create a hazard to employees or subcontracted employees who do the cleaning and disinfecting.

3. Evaluation of Handwashing Facilities

In order to protect employees, the District evaluates its handwashing facilities in order to determine the need for additional facilities, encourage and allow time for employee handwashing, and provide employees with an effective hand sanitizer.

The District encourages employees to wash their hands with soap and water for at least 20 seconds each time.

The District does not provide hand sanitizers containing methyl alcohol.

4. Personal Protective Equipment (“PPE”)

a. Evaluation of the Need for PPE

The District evaluates the need for PPE in order to prevent employees from being exposed to COVID-19 hazards.

b. Provision of PPE When Necessary

The District provides PPE, including, but not limited to, face coverings, respirators, gloves, goggles, and face shields, to and for employees who require such equipment in order to perform their job duties in a healthy and safe manner, including where employees are exposed to procedures that may aerosolize potentially infectious material such as saliva or respiratory tract fluids.

Upon request, the District shall provide respirators to employees for voluntary use to all employees who are not fully vaccinated and who are working indoors or in vehicles with more than one person. Whenever the District makes respirators available for voluntary use, the District will ensure that employees receive a respirator of the correct size and will provide such employees training on the proper use of such respirators, including, but not limited, the method by which employees may check the seal of such respirator in conformance with the manufacturer’s instructions, as discussed in Section IV.E.6.

5. Testing of Symptomatic Employees Who Are Not Fully Vaccinated

The District makes COVID-19 testing available at no cost to employees with COVID-19 symptoms who are not fully vaccinated. This testing will be made available during the employees’ paid time.

H. REPORTING, RECORDKEEPING AND ACCESS

1. Reporting COVID-19 Cases to the Local Health Department

The District reports COVID-19 cases and COVID-19 outbreaks at District worksites and facilities to the local health department. Further, the District provides any related information requested by the local health department.

2. Maintenance of Records Related to the Adoption of the CPP

The District maintains records of the steps it has taken to implement this provisions described in this CPP.

3. Availability of the CPP for Inspection

The District makes this written CPP available to employees and employee organizations at District worksites or facilities. Further, the District makes this written CPP available to Cal/OSHA representatives immediately upon request.

4. Records Related to COVID-19 Cases

The District keeps a record of and tracks all COVID-19 cases with the following information: (1) employee's name; (2) contact information; (3) occupation; (4) location where the employee worked; (5) the date of the last day at the workplace; and (6) the date of a positive COVID-19 test.

The District keeps employees' medical information confidential.

I. EXCLUSION OF COVID-19 CASES AND EMPLOYEES WHO HAD A CLOSE CONTACT COVID-19 EXPOSURE

1. Exclusion of COVID-19 Cases from District Worksites and Facilities

The District ensures that COVID-19 cases are excluded from District worksites and facilities until the employee satisfies the minimum return to work criteria, as provided in Section IV.J.

2. Exclusion of Employees with Close Contact COVID-19 Exposures from District Worksites and Facilities

The District ensures that employees who had a close contact COVID-19 exposure are excluded from District worksites and facilities until the employee satisfies the minimum return to work criteria, as provided in Section IV.J.

The District may allow the following employees to continue to report to District worksites and facilities: (1) Employees who were fully vaccinated before the close contact COVID-19 exposure and who have not developed COVID-19 symptoms since such exposure; and (2) COVID-19 cases who returned to work pursuant to the return to work criteria, as provided in Section IV.J. and have remained free of COVID-19 symptoms for 90 days after the initial onset of COVID-19 symptoms, or, for COVID-19 cases who never developed COVID-19 symptoms, for 90 days after the first positive COVID-19 test.

3. Provision of Benefits to Employees Excluded from Work as a Result of a Positive COVID-19 Test or Diagnosis or a Close Contact COVID-19 Exposure

a. Employees Who Are Able to Telework During Isolation or Quarantine Period

The District allows employees who are able to telework to telework during the isolation or quarantine period. The District will provide these employees their normal compensation for the work that they perform for the District during the isolation or quarantine period.

The District continues and maintains such an employee's earnings, wages, seniority, and all other employee rights and benefits, including the employee's right to their former job status, as if the employee had not been removed from their job.

b. Employees Who Are Unable to Telework During Isolation or Quarantine Period

The following employees are not entitled to the benefits described below: (1) Employees for whom the District can demonstrate that the close contact COVID-19 exposure was not work-related; and (2) Employees who received disability payments or were covered by workers' compensation and received temporary disability. Such employees may still use paid sick leave for the purpose of receiving compensation during the isolation or quarantine period if they elect to do so.

For other employees, the District requires that employees who are unable to telework, but are otherwise able and available to work, the District may use paid sick leave available to the employee, including but not limited to SPSL, for the purpose of continuing and maintaining the employee's earnings during the isolation or quarantine period. If the employee has exhausted their SPSL entitlement, the District may use the employee's paid sick leave in order to continue and maintain the employee's earnings during the isolation or quarantine period.

Employees retain their entitlement to elect not to use other earned or accrued paid leave during this time. The District may provide such employees who are unable to telework, but who do not have any paid sick leave available, paid administrative leave in order to receive compensation during the isolation or quarantine period.

For all employees who are subject to an isolation or quarantine because of a COVID-19 case or a close contact COVID-19 exposure, the District will maintain the employees' seniority and all other employee rights and benefits, including the employees' right to their former job status, during the isolation or quarantine period.

4. Adherence with Laws, Policies, and/or Agreements Providing Excluded Employees Greater Protections

The obligations set forth in this section do not limit any other applicable law, District policy, or collective bargaining agreement that provides employees with greater protections or benefits.

5. Provision of Information Concerning Benefits to Excluded Employees

At the time of exclusion, the District provides the excluded employees the information on paid leave benefits to which the employees may be entitled under applicable federal, state, or local laws.

This includes, but is not limited to, COVID-19 Supplemental Paid Sick Leave ("SPSL") (under Labor Code section 248.2), any paid leave benefits available under workers' compensation law, Labor Code sections 3212.86 through 3212.88, the District's own leave policies, and leave guaranteed by contract.

J. RETURN TO WORK CRITERIA

1. Minimum Criteria to Return to Work for Symptomatic COVID-19 Cases

The District requires that a COVID-19 case with one or more COVID-19 symptoms remain at their home or place of residence and not report to any District worksite or facility until they satisfy each of the following conditions: (1) At least 24 hours have passed since a fever of 100.4 degrees Fahrenheit or higher has resolved without the use of fever-reducing medications; (2) COVID-19 symptoms have improved; and (3) At least 10 days have passed since COVID-19 symptoms first appeared.

2. Minimum Criteria to Return to Work for Asymptomatic COVID-19 Cases

The District requires that COVID-19 cases who tested positive but never developed COVID-19 symptoms not report to any District worksite or facility until a minimum of 10 days have passed since the date of specimen collection of their first positive COVID-19 test.

3. COVID-19 Testing Not Required in Order to Return to Work

In accordance with CDC guidance concerning symptom-based strategies for the discontinuation of isolation, once an employee has satisfied the criteria to return to work, as provided in this Section, the District will not require that the employee submit to a COVID-19 test or produce a negative COVID-19 test result, in order to return to District worksites or facilities.

4. Minimum Criteria to Return to Work for Close Contacts

a. Asymptomatic Employees

An employee who had a close contact COVID-19 exposure, but never developed COVID-19 symptoms may return to District worksites or facilities 10 days following the last known close contact COVID-19 exposure.

b. Symptomatic Employees

An employee who had a close contact COVID-19 exposure and developed one or more COVID-19 symptom may not return to District worksites or facilities until they satisfy each of the following conditions: (1) At least 24 hours have passed since a fever of 100.4 degrees Fahrenheit or higher has resolved without the use of fever-reducing medications; (2) COVID-19 symptoms have improved; and (3) At least 10 days have passed since COVID-19 symptoms first appeared.

An employees who had a close contact COVID-19 exposure and developed one or more COVID-19 symptom may return earlier if they each of the following conditions: (1) The employee tested negative for COVID-19 using a polymerase chain reaction ("PCR") COVID-19 test with specimen taken after the onset of symptoms; (2) At least 10 days have passed since the last

known close contact COVID-19 exposure; and (3) The employee has been symptom-free for at least 24 hours, without using fever reducing medications.

5. Minimum Criteria to Return to Work for Employees Directed to Self-Quarantine or Isolate by a State or Local Health Official

If employees are subject to an isolation or quarantine order issued by a state or local health official, the District requires that the employees not report to any District worksite or facility until the period of isolation or quarantine is completed or the order is lifted.

If the relevant order did not specify a definite isolation or quarantine period, then the District will require that employees isolate or quarantine according to the applicable periods and criteria provided for in this Section or as otherwise instructed by the District. Employees who travel will determine and follow the most up to date federal, state and local health guidance for quarantine.

6. Allowance by Cal/OSHA for an Employee to Return to Work

If no violations of state or local health officer orders related to the employee's isolation, quarantine, or exclusion would result, the District may request that Cal/OSHA waive the quarantine or isolation requirement for essential employees and allow such employees to return to work on the basis that the removal of employees would create undue risk to a community's health and safety.

Where the absence of an essential employee from the District's worksite would cause a staffing shortage that would have an adverse on a community's health and safety and pose an undue risk to the community's health and safety as a result, Cal/OSHA may grant such waiver.

In order to request a waiver under such circumstances, the District will submit the written request to rs@dir.ca.gov. In the event of an emergency, the District may request a provisional waiver by contacting the local Cal/OSHA office while the District prepares the written waiver request.

The written waiver request must provide for the following information:

1. Employer name and business or service;
2. Employer point-of-contact name, address, email and phone number;
3. Statement that there are no local or state health officer orders for isolation or quarantine of the excluded employees;
4. Statement describing the way(s) in which excluding the exposed or COVID-19 positive employees from the workplace impacts the employer's operation in a way that creates an undue risk to the community's health and safety;

5. Number of employees required to be quarantined under the Cal/OSHA regulation, and whether each was exposed to COVID-19 or tested positive for COVID-19; and
6. The employer's control measures to prevent transmission of COVID-19 in the workplace if the employee(s) return or continue to work in the workplace, including the prevention of further exposures. These measures may include, but are not limited to, preventative steps such as isolating the returned employee(s) at the workplace and requiring that other employees use respirators in the workplace.

In addition to submitting a request for a Cal/OSHA waiver, the District will develop, implement, and maintain effective control measures to prevent transmission in the workplace including providing isolation for the employees at the District worksite or facility and, if isolation is not feasible, the use of respirators in the workplace.

**MONTHLY BILLING and TREATMENT OPERATIONS
COST CONTROL BILLING SHEET FY 2021/22**

LABOR COST:	APPROVED PRIOR FY 2020/21		PROPOSED FY 2021/22 Includes OPEB & Retirement		OT Rate FY 21/22
	Vector Control Technician	\$84.25	hr	\$85.75	hr
Field Supervisor	\$97.50	hr	\$99.25	hr	\$127.00
Environmental Biologist	\$100.25	hr	\$85.75	hr	EXEMPT
Lead Biologist	\$100.25	hr	\$101.75	hr	EXEMPT
Biologist	\$96.00	hr	\$97.50	hr	EXEMPT
Scientific Programs Manager	\$91.75	hr	\$93.50	hr	EXEMPT
Shop/Facilities Manager	\$89.75	hr	\$82.75	hr	\$110.50
Assistant Mechanic	\$74.75	hr	\$76.00	hr	\$100.75
Assistant Manager	\$133.75	hr	\$147.25	hr	EXEMPT
District Manager	\$165.75	hr	\$184.00	hr	EXEMPT
Seasonal Field/Lab Asst.	\$22.00	hr	\$22.00	hr	\$33.00

* The current hourly rate for each position is top step for FY 21/22. The fully loaded rate includes costs to cover medical, dental and vision benefits for each position. Also included: OPEB liability & retirement based on Tier/group All rates rounded to the nearest 1/4 dollar.

EQUIPMENT COST:	APPROVED PRIOR FY 2020/21		Inflation Factor	PROPOSED FY 2021/22	
Argo (ATV's)	\$87.25	hr	*	\$106.50	hr
A-1 Super Duty Mist Blower	NA	NA	New Add	\$146.75	hr
ATV's/Bikes	\$20.25	hr	5.00%	\$21.50	hr
Boss Mist Blower	NA	NA	New Add	\$64.25	hr
Komatsu Excavator	\$48.00	hr	*	\$147.00	hr
Electric Fogger	NA	NA	New Add	\$142.75	hr
Gas Powered Fogger	NA	NA	New Add	\$154.75	hr
Intelli Applicators	NA	NA	New Add	\$95.75	hr
Lite Foot Snow Cat	\$48.00	hr	*	\$97.25	hr
Airboat / Pisten Bully	\$108.50	hr	5.00%	\$114.00	hr
2022 Airboat	\$108.50	hr	25.00%	\$135.75	hr
Utility Task Vehicle (UTV)	\$31.50	hr	*	\$56.00	hr

All rates rounded to the nearest 1/4 dollar.

*Calculations for ARGO, UTV, Lite Foot, and excavator include specialized parts, labor and services

AERIAL APPLICATIONS:		APPROVED PRIOR FY 2020/21		PROPOSED FY 2021/22 **Subject to change	
Helicopter		1,550.00	hr	1,550.00	hr
Ferrying Time		1,550.00	hr	1,550.00	hr
Ground Supt Vehicle		3.00	per/mi	3.00	per/mi
Fuel Surcharge		varies		varies	

** Helicopter, ferrying time and Ground Support Vehicle rates are subject to increase when new rates are provided by the company during FY 21/22

**MONTHLY BILLING and TREATMENT OPERATIONS
COST CONTROL BILLING FY 2021/22**

MATERIAL COST:	APPROVED PRIOR		UPDATED COST
Mosquito Fish	22.58	lb.	23.36 lb.
Altosid Briquets (small/30day)	1.30	each	1.31 each
Altosid P35	NA	NA	19.72 lb
Vectobac 12AS	45.29	gal.	45.29 gal.
Vectobac Corncob Granules	2.30	lb.	2.30 lb.
Altosid Liquid Larvicide (A.L.L.) SR5	288.92	gal.	288.92 gal.
Vectolex WDG	62.7	lb.	62.70 lb.
Wasp Freeze (17.5 oz./can)	10.33	can	10.52 can
Vectolex WSP	47.12	lb.	48.67 lb.
Altosid XR Granules	7.50	lb.	7.50 lb.
Altosid Pellets	27.92	lb.	27.98 lb.
Altosid Liquid Larvicide (A.L.L.) SR20	1028	gal.	1028 gal.
Altosid XR Briquets (large/120 day)	3.74	each	3.78 each
Evergreen 5-25	209.03	gal.	209.03 gal.
Altosid SBG	2.56	lb.	2.56 lb.
Vectolex FG	7.3	lb.	7.30 lb.
Agnique MMF	40.42	gal.	40.42 gal.
Vectomax FG	9.75	lb.	9.75 lb.
Deltadust (yj control)	15.15	lb.	15.15 lb.
Drione (yj control)	50.31	lb.	55.78 lb.
BVA2	12.71	gal.	13.97 gal.
Zenivex E-20	341.45	gal.	352.75 gal.
Vectobac WDG	44.71	lb.	44.71 lb.
Vectobac GS	3.01	lb.	3.01 lb.
Four Star SBG	2.80	lb.	2.80 lb.
Metalarv S-PT	31.47	lb.	31.47 lb.
Vectomax WSP	92.37	lbs.	92.37 lbs.
CoCo Bear	24.18	gal.	24.18 gal.
Agnique MMF WSP	9.09	lb.	9.09 lb.
Aquabac XT	30.55	gal.	30.55 gal.
Merus 3.0	449.33	gal.	449.33 gal.
Natular G30 Granule	17.7	lb.	18.62 lb.
Kontrol Mosquito Larvicide Oil	6.57	gal.	6.57 gal.
Vecto Prime	4.32	lb.	4.32 lb.
Natular 2EC	1230.29	gal.	1283.06 gal.
Natular XRT Tablet	4.82		5.09 each

To get the PROPOSED amount for the materials, the most recent purchase is used going forward into the new FY. If there has not been a purchase within the prior FY, the amount is brought forward into the new FY.

CHANGES: Materials that are highlighted in green have decreased/increased from prior fiscal year. Some of the changes may reflect sales tax increases or freight increases or simply, material cost increase/decrease.

MEMORANDUM

DATE: August 11, 2021

TO: Board of Trustees

FROM: Jennifer Crayne, Financial Manager
Dana Shigley, Management Aide

SUBJECT: Updates on Implementation of Black Mountain Accounting Software



Since our last report to the Board in May this year, we have made tremendous progress on the implementation of the new accounting software. Progress to date includes:

- We created a new chart of accounts. After thorough review of the District's current chart of accounts, we decided to start afresh with a similar, but new, set of account numbers. The current chart of accounts had incrementally evolved over more than 20 years and needed a fresh start. The District's new chart of accounts, while similar to the old, organizes each revenue, expense and balance sheet account into categories and consolidates some rarely-used accounts.
- Purged hundreds of old accounts from the District's list of vendors and created a customer list for importing into the accounts payable and accounts receivable modules.
- Met with the District's auditor to discuss the new accounting structure and trial balance.
- Created draft payroll journal entries in the new chart of accounts and met with the District's payroll vendor, Paylocity, to discuss implementation of the new chart of accounts and a custom journal entry to load into the Black Mountain software.
- Converted the District's recently adopted annual budget into the new chart of accounts and account structure.

After considerable analysis and discussion, we decided to implement the new software as of July 1, 2021 rather than October 1, 2021. This means that transactions that have been entered into the current system for July and August will have to be re-entered into the new system. However, it also means all transactions for the 21-22 fiscal year will be in the new system (rather than split between two accounting systems) and this eliminates the need to convert account balances midway through the fiscal year (a very difficult chore).

The data files were delivered to Black Mountain Software on July 23. Currently, Black Mountain technicians are uploading the chart of accounts, budgets and trial balance into the software. We are pleased to report that, because we were able to get the information needed to Black Mountain ahead of schedule and because we are not converting mid-year data, we will be implementing the new software one month ahead of our previously planned schedule. The revised schedule looks like this:

August 30- September 2	District staff is trained in the new software and starts entering actual transactions in the new accounting system.
September 1	“Go Live” date. District staff stops entering new information into the current (legacy) accounting system.
September 6	First accounts payable batch issued in Black Mountain software. All future transactions will be entered into Black Mountain software.
September - October	District staff posts all transactions from July and August into the new accounting system.
October	District staff will close the 20-21 fiscal year in the current accounting system. When the year is closed, final balance sheet balances will be loaded into the new accounting system as beginning balances.

We are working with Black Mountain technicians to work out the final details before training begins on August 30 and we are excited about the transition and the benefits it will bring to the District.

As noted previously, in addition to the core accounting modules, the District will also implement both a budget development module and PublicView, a website interface that will allow fiscal information to be easily presented on the District’s website. These two modules will be implemented after the core accounting modules are fully operational.

Manager's Report

- In July, the City of Cotati Building Department conducted the final inspection of our new storage facility and issued approval. With the construction phase complete, we will now begin to store items in the building.
- Recently we sent the final of four installment checks to CalPERS CERBT for fiscal year 20-21. As of August 3, 2021, the balance in the District's OPEB trust fund for future retiree medical expenses had increased to \$8.93M.
- The Federal Aviation Administration approved the District's application for a Certificate of Authorization to operate remotely piloted aerial vehicles/systems. We are now an authorized operator of public aircraft, and our DJI Mavic 2 UAV is registered with the FAA. Several staff members are in the final stages of preparing for the FAA Part 107 Remote Pilot (Commercial) examination.
- We continue to make progress on steps towards a joint (seven-mosquito districts) project to prepare an addendum to the Programmatic Environmental Impact Report.
- Several trucks now sport the new graphics layout intended to increase our visibility and better communicate the District's services. We are soliciting and assessing feedback from staff and the public.
- The Safety Committee continues to meet and mitigate hazards wherever possible. Working with Pam Butterfield, our contract ergonomic safety consultant, we filmed and distributed an 11-minute in-house safety training video on how to lift heavy or bulky objects.
- We have taken steps to prepare for wildfire season and the possibility of public safety power shutoffs.
- In the wake of the Governor's Executive Order N-08-21, issued on June 11 that requires public agencies to return to meetings held in full compliance with the Brown Act (after October 1, 2021), we are investigating potential enhancements to the Boardroom audiovisual system to permit hybrid meetings (a mix of in-person and remote attendees). I will keep the Executive Committee and Board apprised of developments. Given the increase in COVID-19 case numbers and emerging information about virus spread among those who are fully vaccinated, it may be reasonable to anticipate that the Governor will reverse his above-noted action.
- As noted in the separate staff report on this topic, we continue to make good progress preparing for the conversion to Black Mountain Software's financial management information and accounting system. Management Aide Dana Shigley worked with Jennifer Crayne to make some astute and well-crafted improvements to the chart of accounts and budget line-item numbering system.

Assistant Manager's Report

- The first West Nile virus positive dead bird of 2021 was discovered in Santa Rosa in the Piezzi Road and Country Club Drive area in early July. District staff performed mosquito surveillance in area and found some previously unknown sources of mosquito production. The mosquito populations in these sources were abated.
- An adult mosquito sample (*Culex erythrorhax* – CA tule mosquito) collected from the Ellis Creek Water Recycling Facility (ECWRF) in Petaluma tested positive for West Nile virus. The last adult mosquito sample to test positive from this site was in 2018. This site is known to have several especially problematic sources of mosquito production. District Field Supervisor Jason Sequeira has worked very closely with ECWRF Management to achieve mosquito source reduction where possible, communicate with the public, and coordinate mosquito control operations. Public Information Officer Nizza Sequeira sent out informational messaging to over 19,000 residents in Petaluma on this matter and also issued a press release. Operations staff have organized and performed mosquito larvicide and adulticide applications to reduce mosquito populations and minimize the potential for disease transmission.
- There have been numerous high tide events over the last two months that have exceeded 6 feet in height and inundated tidal marshes in Marin and Sonoma counties. In some instances, we have been surprised by the abnormally high-water levels. This has required diligent mosquito surveillance and control efforts. Our staff has been able to prevent large adult mosquito hatches that would have likely resulted in public health issues.
- The tidal marsh in the Peacock Gap area of San Rafael associated with the significant adult mosquito fly off and resulting public health issues that occurred in June, was flushed with salt water again in late July. This was done to manage unwanted vegetation in the marsh. One of the District's Field Supervisors, Steve Miller, and Vector Control Technician Nathen Reed worked closely with the property owner to perform mosquito surveillance, control, and prevent another issue.
- Laboratory and Operations staff continue to do excellent work in calibrating and testing the efficacy of mosquito control equipment and materials. This is beneficial for current operations and in preparation for the possibility of finding invasive *Aedes* mosquitoes in future. Staff continue to plan and perform surveillance for invasive *Aedes* mosquitoes.
- Laboratory staff are processing and identifying large quantities of mosquito samples.
- Laboratory staff are regularly conducting tick surveillance. Field observations indicate that nymphal tick populations are on the decline at the collection sites, which is typical for this time of year.

- The District was notified in July of a tick-borne disease (Anaplasmosis) transmission case that likely occurred in Marin County (Woodacre or Stafford Lake). Tick surveillance is planned in the area for fall when tick populations increase. The District maintains communication with the California Department of Public Health regarding tick-borne disease cases.
- We welcomed Ray Richtik as new member of our team following a recruitment. Ray served as a Field Assistant (Seasonal) for the past four years and started as full time regular-hire Vector Control Technician on August 1st.
- Following recruitment for the position of Rodent Control Specialist, Tony Russo was appointed. Tony has worked for the District as a Vector Control Technician for twenty years. Settling into his new role, he has already encountered some challenging rat infestations and the workload is keeping him very busy.