

**ANTELOPE VALLEY MOSQUITO and VECTOR CONTROL DISTRICT**  
**352nd MEETING OF THE BOARD OF TRUSTEES**  
**42624 6<sup>TH</sup> STREET EAST**  
**LANCASTER, CA 93535**  
**(661) 942-2917**

**SEPTEMBER 23, 2014**  
**AGENDA**

*Written materials distributed to the Board within 72 hours of the Board meeting are available for public inspection immediately upon distribution in the Antelope Valley Mosquito and Vector Control District office at 42624 6<sup>th</sup> Street East, Lancaster, CA 93535, during normal business hours.*

**OPEN SESSION** Call to Order and Pledge of Allegiance

1. Roll Call of Trustees: Dana Coleman, Barbara Little, John Manning, Dennis Persons, Matthew Smith
- Information 2. Public Comment – limit to 3 minutes
- Action 3. Approval of August 26, 2014 Meeting Minutes
- Action 4. Approval of EFT's and Warrants for a total of \$87,515.06
- Action 5. Approval of Requisition No. 1641 for a total of \$50,000
- Information 6. Public Outreach Update from Maria Estrada, County Public Health Nurse
- Action 7. Authorized Signers on AVMVCD California Bank & Trust Business Checking Account 3011072148:  
Add: Dana Coleman  
Add: John Manning  
Delete: Joyce Axley  
Delete: George Reams
- Action 8. Approval to Purchase Air Conditioner Evacuate & Recharge Machine for Vehicles
- Action 9. Election of Board of Trustees Secretary
- Action 10. Selection of CPA Firm to Perform Annual Audit FY 2013/3014
- Information 11. Entomologist/Operations Supervisor Monthly Report
- Information 12. District Manager Monthly Report including Legislative Report
- Information 13. Next Board Meeting Scheduled for October 28, 2014 at 4:00 p.m. at the District Office
- Information 14. Board of Trustees Comments
- Action 15. Adjournment

**ANTELOPE VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT**

**352nd MEETING OF THE BOARD OF TRUSTEES**

**42624 - 6TH STREET EAST, LANCASTER, CALIFORNIA 93535 (661) 942-2917**

**SEPTEMBER 23, 2014**

**4:00 P.M.**

**MINUTES**

**TRUSTEES PRESENT:** Dana Coleman, Barbara Little, John Manning, Dennis Persons, Matthew Smith. The new board members introduced themselves.

**TRUSTEES ABSENT:** none

**STAFF PRESENT:** Cei Kratz, Karen Mellor, Carolyn Etherton (consultant)

**OPENING:** President Smith called the meeting to order at 4:00 p.m. and asked Trustee Little to lead in the Pledge of Allegiance.

**PUBLIC COMMENT:** limit to 3 minutes:

An opportunity for members of the public to address the Board on items of interest that are within the Board's subject matter jurisdiction, and are not otherwise posted on the agenda. Maria Estrada, County Public Health Nurse was present.

**APPROVAL OF AUGUST 26, 2014 MEETING MINUTES:** Trustee Persons moved to approve the minutes. Trustee Little seconded the motion. The motion passed 3-0 with Trustees Manning and Coleman abstaining.

**APPROVAL OF EFT'S AND WARRANTS:** Trustee Persons moved to approve EFT's and Warrants for a total of \$87,515.06. Trustee Little seconded the motion. The motion passed unanimously.

**APPROVAL OF REQUISITION NO. 1641 FOR A TOTAL OF \$50,000:** Trustee Little moved to approve the requisition. Trustee Persons seconded the motion. The motion passed unanimously.

**PUBLIC OUTREACH UPDATE FROM MARIA ESTRADA, COUNTY PUBLIC HEALTH NURSE:** Maria Estrada reported they gave their last presentation for the season at the Lancaster Senior Center at their Annual Resource & Health Fair. There were approximately 50 people in attendance. They will provide us with a final outreach report for the season.

**AUTHORIZED SIGNERS ON AVMVCD CALIFORNIA BANK & TRUST BUSINESS  
CHECKING ACCOUNT 3011072148:**

**ADD: DANA COLEMAN**

**ADD: JOHN MANNING**

**DELETE: JOYCE AXLEY**

**DELETE: GEORGE REAMS**

Trustee Persons moved to approve the list of authorized signers. Trustee Little seconded the motion. The motion passed unanimously.

**APPROVAL TO PURCHASE AIR CONDITIONER EVACUATE & RECHARGE**

**MACHINE FOR VEHICLES:** Manager Kratz explained that with this unit our new mechanic will be able to service the vehicles air conditioners in house. President Smith moved to approve the purchase. Trustee Persons seconded the motion. The motion passed unanimously.

**ELECTION OF BOARD OF TRUSTEES SECRETARY:** President Smith moved to elect Trustee Little for Board Secretary. Trustee Manning seconded the motion. The motion passed unanimously. Since Trustee Little is currently the Board Vice President, an action item will be placed on the next agenda to elect another board member to that position.

**SELECTION OF CPA FIRM TO PERFORM ANNUAL AUDIT FY 2013/2014:** Manager Kratz provided the board with the bids we received from Cobb Doerfler & Assoc. CPA, Burkey Cox Evans Bradford CPA and Fourr Alden & Assoc LLP. Manager Kratz explained that Cobb Doerfler has performed the audit the last two years and the board found them very thorough. In addition to that, they came in with the lowest bid. Trustee Persons moved to select Cobb Doerfler again this year. Trustee Little seconded the motion. The motion passed unanimously.

**ENTOMOLOGIST/OPERATIONS SUPERVISOR MONTHLY REPORT:** Karen Mellor provided the board with a graph of WNV cases in California counties year to date, as well as WNV activity in the Antelope Valley. She also provided a comparison of activity in California as a whole in relation to the Antelope Valley for the last few years.

**DISTRICT MANAGERS MONTHLY REPORT INCLUDING LEGISLATIVE REPORT:**

**Manager Kratz reported on the following:**

**Letter to Governor Brown Re: AB896 (Wildlife Management Areas) Support was sent September 5, 2014.** Bill ensures a consultative process between Vector Control Districts and the Department of Fish and Wildlife and recognizes the need to prioritize Best Management Practices (BMPs). It will not result in additional workload, nor will it increase any budget – but could, in fact, save money. Copy of letter was provided to the board.

**New paid sick leave mandate signed by Gov. Brown (AB1522 -Gonzalez )on September 11, 2014 will require that the District provide 3 days of sick leave for ALL employees.** This law goes into effect on July 1, 2015. This means District Policy will need to be changed to reflect that benefit for Seasonal Technicians. The changes to the Policy will be presented to the Board for approval upon completion.

**Received notice from Anderson-Penna that 104,823 parcels were submitted for Assessment.** The projected income for FY2014/2015 (less any delinquencies) is \$735,378. There are 548 parcels totaling \$4,819 that the County would not accept assessments on and those properties are being assessed manually by the District. (These are local cities, water agencies, homeowner associations and schools). There are 155 parcels totaling \$1,523 that cannot be collected by the County or manually. These parcels are utility, State, US Government and parcels that are currently in the process of changing ownership.

**Since the last Board meeting on August 26, 2014, there have been three Press Releases in local news (August 28, September 3, and September 22, 2014) directly related to mosquito control.** Two came from this office and the 3<sup>rd</sup> was released by Department of Health Services. In addition, an article introducing newly appointed Board Members Manning and Coleman included information previously provided to local news agency about mosquito control. Also, the District has continued the Public Service Announcements on a local Spanish speaking radio program.

**Weather is cooling off in the evenings, and our season in the high desert will end October 31.** Until that time, our technicians will continue with their daily field work. Our full-time technician will continue her surveillance and treatment of any area that may flare up during the off season. Our mechanic will begin maintenance, modifications and upgrades to our District vehicles at the close of the season.

**Board members, especially the new members, are welcome to come in to do a ride along** with a technician to see our field work first hand.

**NEXT BOARD MEETING SCHEDULED FOR OCTOBER 28, 2014 AT 4:00 P.M. AT THE DISTRICT OFFICE**

**BOARD OF TRUSTEES COMMENTS:** Trustee Manning reported he will be out of town for the October board meeting.

**ITEMS NOT ON THE POSTED AGENDA:** None

**ADJOURNMENT:** There being no further business to come before the Board, President Smith adjourned the meeting at 5:20 p.m.

Respectfully Submitted:

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Barbara Little  
Board Secretary

Approved:

\_\_\_\_\_  
Matthew Smith  
Board President