

**MINUTES OF THE 757th BOARD MEETING
BOARD OF TRUSTEES
NORTHWEST MOSQUITO AND VECTOR CONTROL DISTRICT**

TIME: 3:00 p.m., Thursday, August 18, 2022

PLACE: Northwest Mosquito and Vector Control District
1966 Compton Avenue
Corona, CA 92881

Zoom Teleconference: Meeting ID: 389 155 8737

TRUSTEES PRESENT:	Gary Bradley, Ph.D.	Riverside	President
	Brian Tisdale	Lake Elsinore	Vice President
	Clint Lorimore	Eastvale	Secretary
	Katherine Aleman	Norco	Trustee
	Nancy Jimenez-Hernandez	Corona	Trustee
	Guillermo Silva	Jurupa Valley	Trustee
	Steven Su, Ph.D.	Riverside County	Trustee
	Dale Welty	Canyon Lake	Trustee

TRUSTEES ABSENT: None

STAFF PRESENT:	Mark Breidenbaugh, Ph.D.	District Manager
	Angela Caranci, Ph.D.	Assistant Manager/Vector Ecologist
	Nikia Smith	Field Supervisor
	Eric Ballejos	Public Information & Tech. Officer
	Jeff Hopkins	HR Generalist

OTHERS PRESENT: Matthew Neufeld, Varner & Brandt

Irena Sekas, Regional Government Services (RGS)

I. CALL TO ORDER:

President Bradley called the meeting to order at 3:00 p.m.

II. PLEDGE OF ALLEGIANCE:

The pledge of allegiance was led by Trustee Jimenez-Hernandez.

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III. ROLL CALL AND INTRODUCTIONS:

At the time of the roll call Trustees Aleman, Bradley, Jimenez-Hernandez, Su, and Tisdale, as well as District Manager, Assistant Manager, Field Supervisor, Public Information and Technology Officer, HR Generalist, and General Counsel were present in the board room. Trustee's Lorimore, Silva, and Welty were present via Zoom Teleconference along with a representative from Regional Government Services.

IV. PUBLIC COMMENTS OR QUESTIONS:

No public comments or questions.

V. CONSENT CALENDAR:

Motion by Trustee Tisdale to approve the Consent Calendar; second by Trustee Aleman. Passed unanimously by a roll call vote as follows: yes by Trustees Aleman, Bradley, Jimenez-Hernandez, Lorimore, Silva, Su, Tisdale, and Welty.

VI. PRESENTATION:

District Manager gave an Employee Spotlight Series PowerPoint presentation on his work and educational experience, as well as his time at the District.

VII. ITEMS FOR ACTION:

A. Discussion on Fiscal Year 2022-2023 Unfunded Accrued Liability required payments to CalPERS.

District Manager advised Trustees regarding required Unfunded Accrued Liability payments to CalPERS for CLASSIC/PEPRA members and recommended making the annual payment in lieu of monthly payments. Trustee Tisdale asked the District Manager if there would be a cost savings to the District by paying the annual amount in lieu of the monthly payments. District Manager stated the deadline passed for the cost savings.

Motion by Trustee Jimenez-Hernandez and second by Trustee Tisdale. Passed by unanimous roll call vote as follows; yes by Trustees Aleman, Bradley, Jimenez-Hernandez, Lorimore, Silva, Su, Tisdale, and Welty.

B. Approval to transfer funds into VCJPA Member Contingency Fund.

District Manager requested an approval to transfer \$100,000.00 into the VCJPA Member Contingency Fund which can be used internally to make payments on behalf of the District.

Motion by Trustee Jimenez-Hernandez, second by Trustee Su. Passed unanimously by roll call vote as follows; yes by Trustees Aleman, Bradley, Jimenez-Hernandez, Lorimore, Silva, Su, Tisdale, and Welty.

C. Discussion of District check signing policy.

District Manager discussed with Trustees the current process of holding onto checks in order to have Trustees sign before a board meeting. Currently, District Manager, Assistant District Manager, and Operations Supervisor can sign checks; additionally, 7/8 Trustees are signatories. Two signatures are required on all paper checks. The District Manager recommended a policy that would only bring checks to the monthly board meeting for trustee signatures when they are paid to individuals, checks over \$20,000.00, and payments with due dates that coincide with monthly board meetings. Trustee Tisdale would like to review a report of signed checks but states Trustees do not need to sign all checks as District Manager should have authority and is hired to do so. Trustee Aleman stated only items not approved by budget or action need to be signed, no need for the Trustees to review/sign all checks as already approved in agenda. Trustee Jimenez-Hernandez questioned District Manager on the current process, District Manager stated that it was the prior practice of the previous District Manager that was here for years.

Motion by Trustee Tisdale to direct staff to sign all checks of budget approved purchases, second by Trustee Aleman. Passed unanimously by roll call vote as follows; yes by Trustees Aleman, Bradley, Jimenez-Hernandez, Lorimore, Silva, Su, Tisdale, and Welty.

D. Closed Session

1. Pursuant to Government Code Section 54957.6. Discuss adjustment to District Manager's salary (employment agreement).
 - a. Closed session began at 3:44pm and ended at 4:04pm

E. Adjustment to District Manager's salary (employment agreement)

Following a July 2022 Performance Evaluation where District Manager was rated Above Average to Outstanding in all categories, the Board unanimously approved a five percent (5%) merit increase to District Manager's salary, effective July 1, 2022. In addition, the Board unanimously approved a three percent (3%) cost of living increase, effective July 1, 2022.

Motion by Trustee Jimenez-Hernandez, second by Trustee Aleman. Passed unanimously by roll call vote as follows; yes by Trustees Aleman, Bradley, Jimenez-Hernandez, Lorimore, Silva, Su, and Tisdale. Trustee Welty had to leave the meeting via Zoom and left around 3:55 p.m.

VIII. Reports:

A. Trustees:

Trustee Tisdale shared he is up for re-election for City Council and there is no current challenger.

B. District Manager:

District Manager shared that Assistant District Manager will be teaching a course at Cal State San Bernardino outside of work hours. Discussed upcoming SOVE 85th International Congress 2022 taking place in Hawaii on September 19th. Asked Trustees if anyone was interested in attending as it has been budgeted for three (3) to attend and to contact the District Manager

C. Staff:

Eric Ballejos (PITO) shared that both he and the Seasonal Communications Assistant have been working on increasing the District's online presence with the community. The District's social media accounts have seen a significant increase. For example, the District's Instagram account has seen a 5000% increase, Facebook has a 2000% increase, Twitter has increased 5000%, due to a combination of likes, postings, and community members engaging with our accounts.

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IX. INFORMATIONAL:

A. NPR: Your Health. A vaccine for Lyme disease is in its final clinical trial. August 9, 2022. <http://www.npr.org/2022/08/09/1116500921/lyme-disease-vaccine-final-clinical-trial-phase>

X. OTHER BUSINESS:

Request for future agenda items:

A. Set time for future ad hoc finance meeting and interested Trustees.

XI. ADJOURNMENT:

Meeting adjourned at 4:27 p.m.

Next regular meeting: 3:00 p.m., Thursday, September 15, 2022, at 1966 Compton Avenue, Corona, CA 92881.

I certify that the above minutes substantially reflect the action taken by the Board of Trustees at its meeting held on August 18, 2022.



Mark Breidenbaugh, Ph.D., District Manager

Approved as written and/or corrected by the Board of Trustees at its meeting held on August 18, 2022.

ATTEST:



Gary Bradley, Ph.D., President



Clint Lorimore, Secretary