

**MINUTES OF THE 744<sup>th</sup> BOARD MEETING  
BOARD OF TRUSTEES  
NORTHWEST MOSQUITO AND VECTOR CONTROL DISTRICT**

**TIME:** 3:00pm, Thursday, July 15, 2021

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

Zoom Teleconference: Meeting ID: 389 155 8737

<b>TRUSTEES PRESENT:</b>	Gary Bradley, Ph.D.	Riverside	President
	Brian Tisdale	Lake Elsinore	Secretary
	Leslie Altamirano	Jurupa Valley	Trustee
	Ted Hoffman	Norco	Trustee
	Clint Lorimore	Eastvale	Trustee
	Dale Welty	Canyon Lake	Trustee

<b>TRUSTEES ABSENT:</b>	George Read	County of Riverside	Vice President
	Karen Alexander	Corona	Trustee

<b>STAFF PRESENT:</b>	Mark Breidenbaugh, Ph.D.	District Manager
	Angela Caranci, Ph.D.	Assistant Manager/Vector Ecologist
	Eric Ballejos	Public Information & Tech. Officer
	Marian Shannon	Executive Secretary

**OTHERS PRESENT:** Mr. Bradley Neufeld, Varner & Brandt

**I. CALL TO ORDER:**

President Bradley called the meeting to order at 3:02pm.

**II. PLEDGE OF ALLEGIANCE:**

The pledge of allegiance was led by Trustee Hoffman.

**III. ROLL CALL AND INTRODUCTIONS:**

At the time of the roll call Trustees Bradley and Tisdale, District Counsel Mr. Neufeld, District Manager, Public Information and Technology Officer and Executive Secretary were present in the District Board room. Trustee's Altamirano, Hoffman, Lorimore and Welty and Assistant District Manager were present via Zoom Teleconference. Trustees Alexander and Read were unable to attend.

**IV. PUBLIC COMMENTS OR QUESTIONS:**

None.

**V. CONSENT CALENDAR:**

Motion by Altamirano to approve the consent calendar; seconded by Tisdale. Passed unanimously by roll call vote as follows; yes by Altamirano, Bradley, Hoffman, Lorimore, Tisdale and Welty.

**VI. PRESENTATION:**

Dr. Angela Caranci gave a presentation on Integrated Pest Management Practices and the efficacy of adult mosquito control at Northwest MVCD. The Board thanked Dr. Caranci for the informative presentation.

**VII. ITEMS FOR ACTION:**

**A. Discussion regarding Juneteenth Day of Observance.**

At the June Board meeting, Trustee Tisdale asked that the newly enacted federal holiday, Juneteenth Day of Observance, be added to the July agenda for further discussion by the Board and possible inclusion in the approved District holidays. President Bradley stated he is in favor of adding the holiday. Trustee Tisdale asked District Counsel Neufeld if he is aware of other agencies adding Juneteenth to their observed holidays. Mr. Neufeld stated he has not heard of other agencies adding it to their observed holidays. Trustee Lorimore inquired if the addition of the holiday would impact the budget which was approved last month. District Manager stated there would not be a financial impact to the budget, but rather the impact would be a day of lost productivity. He added that he is considering other changes to the District holiday calendar but additional recommendations would be brought forward for Board consideration at a future date, if necessary.

Motion by Bradley to add Juneteenth Day of Observance to the list of paid District holidays, and to update the District's Personnel Policies and Procedures Manual, Section 5(k)1(a) to include the Juneteenth Day of Observance; seconded by Welty. Passed unanimously by roll call vote as follows; yes by Altamirano, Bradley, Hoffman, Lorimore, Tisdale and Welty.

**B. Discussion regarding District Purchasing Policy.**

District Manager stated the District purchasing policy currently allows the purchasing agent to purchase capital outlay items when such items do not exceed \$20,000.00. He further stated the last increase to the limit was in 2011 when it increased to the current amount from \$10,000.00. District Manager requested to increase the pre-approved amount to \$35,000.00, or an amount the Board deems appropriate. Board discussed and determined that \$50,000.00 would be a reasonable limit. Board also requested the capital outlay purchases be reported at the next Board meeting after a purchase is made and that District staff request at least three bids.

Motion by Tisdale to increase the capital outlay pre-approved amount to \$50,000.00 with the condition that three bids are requested and the capital outlay purchase is reported at the next Board meeting, and that section 15(3) of the District's Personnel Policies and Procedures Manual be updated to reflect the increased amount; seconded by Hoffman. Passed unanimously by roll call vote as follows; yes by Altamirano, Bradley, Hoffman, Lorimore, Tisdale and Welty.

**C. Discussion on Fiscal Year 2021-2022 Unfunded Accrued Liability required payments to CalPERS.**

District Manager stated the District is required to make annual payments toward the District's Unfunded Accrued Pension liability with CalPERS. The District has the option to make monthly payments or annual lump sum payments. If the payments are made in a lump sum, they are due by July 31, 2021 and the savings to the District is \$4,502.96. He stated the District has made the required payments in a lump sum in the past to take advantage of the savings and the required payments were factored into the pension expense in the annual budget.

Motion by Bradley to make the Fiscal Year 2021-2022 Unfunded Accrued Liability payments for the Classic and PEPRAs in lump sum amount of \$124,506.00 and \$6,352.00, respectively; seconded by Tisdale. Passed unanimously.

**D. Closed Session.**

**1. Closed Session pursuant to Government Code Section 54957  
Public Employee Performance Evaluation  
Title: District Manager**

**2. Closed Session pursuant to Government Code Section 54957.6  
Conference with Labor Negotiator  
Agency Designated Representative: Brad Neufeld, District Counsel  
Unrepresented Employee: District Manager**

Board and District Counsel Neufeld entered closed session at 3:44pm and were in closed session until 4:07pm. Upon resuming open session, District Counsel stated there was no reportable action in closed session.

Motion by Tisdale to grant a five (5) percent merit increase to District Manager; seconded by Read. Passed unanimously by roll call vote as follows; yes by Altamirano, Bradley, Lorimore, Tisdale and Welty.

Trustee Hoffman exited the Zoom teleconference at 4:00pm.

**VIII. REPORTS:**

A. Trustees:

None.

B. District Manager:

None.

C. Staff:

None.

**IX. INFORMATIONAL:**

A. 8 Best Insect Repellents of 2021: DEET and DEET-free bug spray. Article attached.

B. Florida Woman Dies of Dengue Fever. Article attached.

**X. OTHER BUSINESS:**

A. Request for future Agenda items: None

District Manager expressed his gratitude to the Board for the merit increase.


**XI. ADJOURNMENT:**

Meeting adjourned at 4:16pm.

Next regular meeting: 3:00pm, Thursday, August 19, 2021, at 1966 Compton Avenue,  
Corona, CA 92881.

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I certify that the above minutes substantially reflect the action taken by the Board of  
Trustees at its meeting held on July 15, 2021.

  
\_\_\_\_\_  
Mark Breidenbaugh, Ph.D., District Manager

Approved as written and/or corrected by the Board of Trustees at its meeting held on  
August 19, 2021.

**ATTEST:**

  
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Gary Bradley, Ph.D., President

  
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Brian Tisdale, Secretary