

**MINUTES OF THE 778<sup>th</sup> BOARD MEETING  
BOARD OF TRUSTEES  
NORTHWEST MOSQUITO AND VECTOR CONTROL DISTRICT**

**TIME:** 12:00 p.m., Thursday, June 20, 2024

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

Zoom Teleconference: Meeting ID: 389 155 8737

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

**TRUSTEES ABSENT:** Gary Bradley, Ph.D. Riverside

<b>STAFF PRESENT:</b>	Mark Breidenbaugh, Ph.D.	District Manager
	Angela Caranci, Ph.D.	Assistant Manager/Vector Ecologist
	Nikia Smith	Director of Operations
	Jeff Hopkins	Clerk of the Board/HR Generalist
	Hannah Young	Administrative Assistant I

**OTHERS PRESENT:** Susan Barnes, SCI Consulting Group

**I. CALL TO ORDER:**

President Lorimore called the meeting to order at 12:05 p.m.

**II. PLEDGE OF ALLEGIANCE:**

The pledge of allegiance was led by Trustee Aleman.

**III. ROLL CALL AND INTRODUCTIONS:**

At the time of roll call Trustees, Aleman, Jimenez-Hernandez, Lorimore, Su, Tisdale, Welty, as well as District Manager, Assistant DM/Vector Ecologist, Director of Operations, Clerk of the Board/HR Generalist, and Administrative Assistant I were present in the boardroom. Trustee Silva requested to participate virtually via Zoom as an "Emergency Circumstance" and confirmed there was nobody else present over the age of 18 in the room with him at the City of Jurupa

Valley City Hall as required. A motion was made by Trustee Jimenez-Hernandez, second by Trustee Tisdale. Passed by a roll call vote as follows: yes by Trustees Aleman, Jimenez-Hernandez Lorimore, Su, Tisdale, and Welty.

Susan Barnes from SCI was introduced and participated via Zoom.

**IV. PUBLIC COMMENTS OR QUESTIONS**

No public comments or questions.

**V. CONSENT CALENDAR:**

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

**VI. PRESENTATION:**

A. None.

**VII. ITEMS FOR ACTION:**

A. Public Hearing to approve Engineer's Report for providing vector control services to ad valorem District service area (Zone A), Corona annexation (Zone B), and Lake Elsinore (Zone C) and ordering levy of assessment and service charge by adopting Resolution Nos. 594 and 595.

President Lorimore opened the public hearing at 12:11 p.m. regarding Resolution Nos. 594 and 595. The District Manager summarized the action including the Engineer's Report. Susan Barnes, SCI Consulting Group recommended a future in-person presentation regarding potential District expansion and the impact on future engineer reporting. Trustee Aleman asked for clarification given inflation and rising costs and how the District can keep the fees and levy of assessment the same. The District Manager stated that the Fiscal Year 2024/2025 Budget included a significant revenue allocated towards the District's reserves, covering any inflationary pressure. President Lorimore asked if there were any public comments. The Clerk of the Board stated no public comments received. President Lorimore closed the public hearing at 12:11 p.m.

Motion by Trustee Tisdale to approve the recommendation and adopt Resolution Nos. 594 and 595, second by Trustee Jimenez-Hernandez.

Passed unanimously by a roll call vote as follows: yes by Trustees Aleman, Jimenez-Hernandez, Lorimore, Silva, Su, Tisdale, and Welty.

B. Public Hearing to approve Engineer's Report for providing vector control services to the City of Canyon Lake and ordering levy of assessment by adopting Resolution No. 596

Consent Item #V-A

President Lorimore opened the public hearing at 12:18 p.m. regarding Resolution No. 596. The District Manager summarized the action including the Engineer's Report. President Lorimore further asked if there were any public comments received. The Clerk of the Board stated no public comments received. President Lorimore closed the public hearing at 12:18 p.m.

Motion by Trustee Tisdale to approve the recommendation and adopt Resolution No. 596, second by Trustee Aleman.

Passed unanimously by a roll call vote as follows: yes by Trustees Aleman, Jimenez-Hernandez, Lorimore, Silva, Su, Tisdale, and Welty.

- C.** Public Hearing to approve Engineer's Report for providing vector control services to the City of Riverside Annexation Area and ordering levy of assessment by adopting Resolution No. 597.

President Lorimore opened the public hearing at 12:19 p.m. regarding Resolution No. 597. The District Manager summarized the action including the Engineer's Report. President Lorimore further asked if there were any public comments. The Clerk of the Board stated there were no comments received. President Lorimore closed the public hearing at 12:19 p.m.

Motion by Trustee Tisdale to approve the recommendation and adopt Resolution No. 597, second by Trustee Silva.

Passed unanimously by a roll call vote as follows: yes by Trustees Aleman, Jimenez-Hernandez, Lorimore, Silva, Su, Tisdale, and Welty.

- D.** Public Hearing to approve General Budget for Fiscal Year 2024/2025 and to adopt Resolution No. 598.

President Lorimore opened the public hearing at 12:21 p.m. regarding Resolution No. 598. The District Manager summarized the action and stated the district will be increasing the budget by four percent in the subsequent years due to the efficient and effective approach that the district has utilized for mosquito control. President Lorimore further asked if there were any public comments received. President Lorimore closed public hearing at 12:21p.m.

Motion by Trustee Silva to approve recommendation and adopt Resolution No. 598: second by Trustee Tisdale. Passed unanimously by a roll call vote as follows: yes by Trustees Aleman, Jimenez-Hernandez, Lorimore, Silva, Su, Tisdale and Welty.

- E.** Closed Session - The Board may hold closed session pursuant to Government Code Section 54957.6 to discuss salary and benefits of employees.

The Board and District Manager entered closed session at 12:30 p.m. and were in closed session until 1:17 p.m.

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Upon reconvening to open session, a motion was made by Trustee Aleman to

adopt the following mechanism for the purposes of establishing a baseline process to guide the determination of the annual cost of living adjustment (COLA) for staff salaries at Northwest Mosquito & Vector Control District. These guidelines aim to create a transparent, repeatable, and fair process for the staff to balance their salaries against background inflation while rooting the process in well-established financial indicators. Therefore, the annual COLA is established by tracking the following indices for the most recent report relative to the fiscal year: (1) Consumer price index, Riverside Area; (2) Consumer price index for Los Angeles Area; (3) Compensation costs, Los Angeles Metropolitan Area. These three are averaged. A maximum allowed increase per year is capped at 5%. Any COLA approved remains at the discretion of the Board and these guidelines are not binding, as the financial position of the district takes precedence. Motion was seconded by Trustee Jimenez-Hernandez.

Passed unanimously by a roll call vote as follows: yes by Trustees Aleman, Jimenez-Hernandez, Lorimore, Silva, Su, Tisdale and Welty.

A second motion was made by Trustee Aleman to grant COLA of 3.1% to full-time and seasonal staff, and up to 1% matching (into the District's 401A plan) for those full-time staff participating in the District's deferred compensation plan, with a COLA effective date of July 13, 2024, which coincides with the first pay period of Fiscal Year 2024/2025. This action excludes the District Manager. Trustee Tisdale voiced his disagreement with the last point of the motion. Motion was seconded by Jimenez- Hernandez.

Passed unanimously by a roll call vote as follows: yes by Trustees Aleman, Jimenez-Hernandez, Lorimore, Silva, Su, Tisdale and Welty.

**VIII. Reports:**

1. Trustees: Trustees requested the Public Information and Technology Officer to do a presentation for the City of Corona and the City of Jurupa Valley. Trustee Aleman thanked the District Manager for attending and presenting at the City of Norco Council Meeting, June 19<sup>th</sup>, 2024.
2. District Manager: Informed the Board that finalist interviews for the District General Counsel search, following a request for proposals, would be conducted the following week by the ad hoc search committee.
3. Staff: Clerk of the Board/HR Generalist provided information to the Trustees regarding reviewing/updating their beneficiary for the District's Travel Insurance. In addition, he acknowledged work anniversaries, and provided a recruitment/hiring update for new Seasonal VCT-I employees starting the following week.

**IX. Informational:**

1. None.

**X. Other Business:**

1. None.

**XI. Adjournment:**

1. Meeting adjourned at 1:27 p.m.

Minutes of the 778<sup>th</sup> Meeting  
June 20, 2024

Consent Item #V-A

Next regular meeting: 3:00 p.m., Thursday, July 18, 2024, located at 1966 Compton Avenue,  
Corona, CA 92881.

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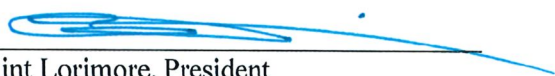
I certify that the above minutes substantially reflect the action taken by the Board of  
Trustees at its meeting held on June 20, 2024.



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

Approved as written and/or corrected by the Board of Trustees at its meeting held on July  
18, 2024.

ATTEST:

  
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Clint Lorimore, President  
\_\_\_\_\_  
Nancy Jimenez-Hernandez, Secretary