

MOSQUITO AND VECTOR MANAGEMENT DISTRICT  
of Santa Barbara County  
MINUTES OF REGULAR MEETING OF TRUSTEES  
October 10<sup>th</sup>, 2024

The regular meeting of the Board of Trustees of the Mosquito and Vector Management District of Santa Barbara County was held at 1:00 PM, on Thursday, October 10<sup>th</sup>, 2024 via teleconference and in person at the Santa Barbara City College Wake Center Campus, Room 18.

1. ROLL CALL.

TRUSTEES PRESENT:

President Robert Williams  
Vice-President Joe Franken  
Secretary Hugh Rafferty  
Trustee Teri Jory (arrived during Item 8B)  
Trustee Barbara Silver  
Trustee Russell Dahlquist  
Trustee Charles Blair

TRUSTEES ABSENT:

Trustee Danica Taber

IN ATTENDANCE:

Brian Cabrera, General Manager  
Carrie Troup, CPA  
Jessica Sprigg, Administrative Assistant

2. CONSIDERATION OF TELECONFERENCING NOTIFICATIONS OR REQUESTS FROM BOARD MEMBERS Per Government Code § 54953(f), less than a quorum of Board members may on a limited basis videoconference to Board meetings for just cause or emergency circumstances

*-None.*

3. CONFIRMATION OF AGENDA

*-Items 8A and 8B to be discussed following Public Comment to accommodate the schedule of Carrie Troup.*

4. Staff announcements regarding District business

A. Board Meeting Dates for the remainder of 2024. Start time is 1 PM.

|                          |                          |
|--------------------------|--------------------------|
| 1. Thursday, November 14 | 2. Thursday, December 12 |
|--------------------------|--------------------------|

B. Oath of Office to be administered to Trustee Barbara Silver who was reappointed to the District Board on September 10 by the County of Santa Barbara Board of Supervisors.

*-President Williams administered the oath of office.*

5. CORRESPONDENCE

A. Invitation from Public Agency Retirement Services (PARS) to review the District's California Employers' Retiree Benefit Trust fund on Thursday, November 7 at 1:00 PM via Zoom.

*-Trustees are invited to participate in the meeting.*

6. PUBLIC COMMENT-Time reserved for the public to address the Board of Trustees relative to matters of District business not on the agenda. Comment time regarding specific agenda items will be available during consideration of the particular agenda items.

*-None.*

7. ITEMS OF GENERAL CONSENT. The following items are approved by a single action of the Board. Items requiring additional discussion may be withdrawn from the listing and approved in a separate action.

A. Approval of the Minutes of the September 12<sup>th</sup>, 2024 Regular Board Meeting

B. Approval of the September Disease Surveillance Reports

C. Approval of the September District Operations Reports

*-It was moved by Trustee Blair and seconded by Secretary Rafferty to approve the Items of General Consent. Motion passed unanimously.*

8. OLD BUSINESS. The Board will discuss and may take action on the following items:

A. Accept and file the September Financial Statements for County Fund 4160

B. Accept and file the September Disbursement Reports

*-Statements and reports accepted and filed.*

C. Accounts receivable contracts' status (5909 Misc. Revenue)

*-Invoices are being prepared for work done during the first quarter of the fiscal year.*

D. Update on District building repair and improvement projects.

i. Review Buehler Engineering's inspection narrative and assessment of the District office building and foundation and their recommendations for stabilizing the foundation.

ii. Consider and approve Buehler Engineering's proposal for a structure foundation stabilization project.

*-The Board discussed stabilization of the existing foundation, possibility of a prefabricated building, and the architectural guidelines for the Summerland area.*

E. Update on the District's response to a request by the California Coastal Commission for an assessment of the environmental and ecological impacts of the use of the District's Argo amphibious vehicle within the Goleta Slough.

*-Response letter has been provided to the Coastal Commission.*

F. Update on the District's outreach efforts.

i. Meeting with local PR firm Two Trumpets.

ii. Upcoming meeting with N&R publishers on October 11.

iii. District has a new account on the NextDoor Neighborhoods online social media platform.

*-The Board discussed various social media outlets and the age groups that each is likely to reach. A quarterly newsletter was proposed.*

9. NEW BUSINESS. The Board will discuss and may take action on the following items:

A. Discuss development of a District response and action plan for invasive mosquitoes and local disease transmission.

Prompted by the discovery of several cases of locally-transmitted Dengue virus in Los Angeles County. Actions and items for consideration include:

- Establishing contacts with Santa Barbara County Dept. of Public Health;
- Entering into a mutual aid agreement with greater southern California mosquito districts;
- Buying equipment and materials for treating adult mosquitoes, train staff on the use of equipment used for adulticiding.
- Preparing outreach materials in advance (including in Spanish) for distribution in the event an invasive mosquito species is found and/or local transmission of pathogens it vectors occurs in Santa Barbara County.

*-In addition to a response plan in case of a resurgence of Aedes aegypti in Santa Barbara, staff would like to establish a stronger line of communication with the local Public Health Department.*

B. Consider and approve the Fiscal Year 2022-2023 District audit report.

*-It was moved by Secretary Rafferty and seconded by Trustee Franken to approve the audit. Motion passed unanimously.*

C. Consider and approve engagement letter for auditing services fiscal year ending June 30, 2024 by the accounting firm of Moss, Levey and Hartzheim.

*-Trustee Franken made a motion to approve the engagement letter. Motion seconded by Trustee Blair and passed unanimously.*

D. Consider and approve Mosquito Management Plan and MOU for the Goleta Sanitary District.

*-Trustee Dahlquist made a motion to approve the documents. Motion was seconded by Trustee Franken and passed unanimously.*

E. Review and consider revising Resolution 08-08 which establishes compliance with AB 1234 and the District's travel and expense reimbursement policy.

*-This resolution states that the Board may approve two members to attend out of town conferences. GM Cabrera was directed to make any necessary revisions to the resolution and bring back to the Board if needed.*

F. Consider and approve Vector Biologist Technician Karen Schultz's attendance at the 93rd Annual Mosquito and Vector Control Association of California conference in Oakland, CA, January 26-29, 2025. Estimated total cost: \$1,984: Hotel: 3 nights @ \$234 per night = \$702; Meals & Incidentals: Two full days @ \$74, Two travel days @ \$55.50 = \$259; Parking: 4 days @ \$35 per day = \$140; Registration: \$450; Mileage: 646 miles round trip @ \$0.67 per mile (IRS mileage rate) = \$433.

*-Trustee Blair made a motion to approve the attendance of Karen Schultz. Seconded by Trustee Rafferty and passed unanimously.*

10. REQUESTS FOR FUTURE AGENDA ITEMS

*-None.*

11. GENERAL MANAGER'S REPORT

*-GM Cabrera continues with outreach efforts. District website received 16,000 visits in September, a NextDoor account was created, and a press release was distributed.*

12. BOARD ANNOUNCEMENTS

*-The SBCCSDA meeting on October 28<sup>th</sup> will be held at Glen Annie and the County Registrar of Voters will be the speaker.*

13. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957.

A. Public comment on closed session agenda items.

*-No public comments.*

B. Public Employee Performance Evaluation Title: General Manager  
Reconvene to open session to report action (if any) in closed session.  
*-Returning from Closed Session, the Board reported a five percent increase in salary for GM  
Cabrera.*

14. ADJOURNMENT

As there was no further business to be brought before the Board, the meeting was adjourned.

I certify that the above minutes substantially reflect the actions of the Board:

APPROVED:

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Bob Williams  
Board President

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Hugh Rafferty  
Board Secretary