

**MINUTES OF THE 736<sup>th</sup> BOARD MEETING  
BOARD OF TRUSTEES  
NORTHWEST MOSQUITO AND VECTOR CONTROL DISTRICT**

**TIME:** 3:00pm, Thursday, November 19, 2020

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

And

Zoom Teleconference: Meeting ID: 389 155 8737

<b>TRUSTEES PRESENT:</b>	Karen Alexander	Corona	President
	Jordan Ehrenkranz	Canyon Lake	Vice President
	Gary Bradley, Ph.D.	Riverside	Secretary
	Ted Hoffman	Norco	Trustee
	Anthony Kelly, Jr.	Jurupa Valley	Trustee
	Clint Lorimore	Eastvale	Trustee
	George Read	County of Riverside	Trustee
	Brian Tisdale	Lake Elsinore	Trustee

**TRUSTEES ABSENT:** None

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

**OTHERS PRESENT:** None

**I. CALL TO ORDER:**

President Alexander called the meeting to order at 3:01pm.

**II. A. PLEDGE OF ALLEGIANCE:**

The pledge of allegiance was led by Trustee Read.

**III. ROLL CALL AND INTRODUCTIONS:**

At the time of the roll call all Trustees were present. Trustee's Alexander, Ehrenkranz, Hoffman and Read and District staff were present in the District Board Room. Trustees Bradley, Kelly and Lorimore and Tisdale participated via Zoom.

**IV. PUBLIC COMMENTS OR QUESTIONS:**

None.

**V. CONSENT CALENDAR:**

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

**VI. PRESENTATION:**

None.

**VII. ITEMS FOR ACTION:**

**A. Recommendation to receive and file September, 2020 quarterly reports on investments.**

District Manager stated the September, 2020 quarterly reports are attached as Exhibit "A" and recommended that the Board receive and file the quarterly reports from Great West, Nationwide Retirement Solutions and VCJPA District Member Contingency Fund for the quarter ending September 30, 2020.

Motion by Bradley to receive and file the quarterly reports from Great West, Nationwide Retirement Solutions and VCJPA District Member Contingency Fund for the quarter ending September 30, 2020; seconded by Ehrenkranz. Passed unanimously by roll call vote as follows; yes by Alexander, Bradley, Ehrenkranz, Hoffman, Kelly, Lorimore, Read, and Tisdale.

**B. Recommendation to approve Cooperative Agreement with the California Department of Public Health for 2022.**

District Manager the stated 2021 Cooperative Agreement with the Public Health Department is attached for Board's review and approval.

Motion by Read to approve the Cooperative Agreement between the Vector Borne Disease Section of the California Department of Public Health and the District for 2021 and to authorize District Manager to execute the same; seconded by Ehrenkranz. Passed unanimously by roll call vote as follows; yes by Alexander, Bradley, Ehrenkranz, Hoffman, Kelly, Lorimore, Read, and Tisdale.

**C. Recommendation to purchase two vehicles.**

District Manager stated bids to purchase two vehicles were requested from seven Ford dealers. The District received two bids and a summary of the bids was provided for Boards review. District Manager recommended the Board authorize the purchase of two Ford F150 Extended Cab trucks from Fritt's Ford in the amount of \$27,999.75 each for a total of \$55,999.50 plus tax, documentation, registration and required state fees.

Motion by Hoffman to authorize District Manager to purchase two Ford F150 Extended Cab trucks from Fritt's Ford in the amount of \$27,999.75 each for a total of \$55,999.50 plus tax, documentation, registration and required state fees; seconded by Read. Passed unanimously by roll call vote as follows; yes by Alexander, Bradley, Ehrenkranz, Hoffman, Kelly, Lorimore, Read, and Tisdale.

**D. Recommendation to purchase FieldSeeker data management software from Frontier Precision.**

District Manager stated that a six person selection committee consisting of senior and field operations staff was formed to evaluate three data management software options. The committee researched and compared the product strengths, had discussions with other Mosquito and Vector Control Districts about their experiences using the products, and engaged with the companies directly, receiving presentations from the vendors. The selection committee ultimately concluded that FieldSeeker, the updated product from the same company we are currently working with, to be the best option for the District. District Manager stated a quote from FieldSeeker is attached and requested Board authorize purchase of FieldSeeker data management software from Frontier Precision.

Motion by Lorimore to authorize purchase of FieldSeeker data management software from Frontier Precision; seconded by Kelly.

Passed unanimously by roll call vote as follows; yes by Alexander, Bradley, Ehrenkranz, Hoffman, Kelly, Lorimore, Read, and Tisdale.

**E. Recommendation to approve full closure of the District from December 21<sup>st</sup> to 25<sup>th</sup>, 2020.**

District Manager stated that a few of the holidays for 2020 were moved from the busy season to the week of Christmas. This left only one day, December 21, 2020 which the District would be open. Staff members were polled and agreed to use one day of leave and requested the Board authorize full closure of the District for the week of December 21-25, 2020. The District will be open December 28-31, but staff and phone coverage will be very limited. The District will resume regular hours on January 4, 2021. Trustee Alexander stated she believes this type of request should be a management decision and not require Board approval. The District Manger promised to consult the Labor Attorney for concurrence.

Motion by Read to authorize full closure of the District from December 21-25, 2020; seconded by Hoffman. Passed unanimously by roll call vote as follows; yes by Alexander, Bradley, Ehrenkranz, Hoffman, Kelly, Lorimore, Read, and Tisdale.

**VIII. INFORMATIONAL:**

1. Public Officials' New Social Media Open Meeting Law. Article attached.

**IX. REPORTS:**

1. Trustees:

None.

2. Staff:

None.

**X. OTHER BUSINESS:**

1. Request for future Agenda Items: None

**XI. ADJOURNMENT:**

Meeting adjourned at 3:18pm.

Next regular meeting: 3:00pm, Thursday, December 17, 2020, 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 November 19, 2020.



Mark Breidenbaugh, Ph.D., District Manager

Approved as written and/or corrected by the Board of Trustees at its meeting held on December 17, 2020.

**ATTEST:**



Karen Alexander, President



Gary Bradley, Ph.D., Secretary