

**MINUTES OF THE 742<sup>nd</sup> BOARD MEETING  
BOARD OF TRUSTEES  
NORTHWEST MOSQUITO AND VECTOR CONTROL DISTRICT**

**TIME:** 3:00pm, Thursday, May 20, 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	Vice President
	George Read	County of Riverside	Secretary
	Karen Alexander	Corona	Trustee
	Leslie Altamirano	Jurupa Valley	Trustee
	Ted Hoffman	Norco	Trustee
	Clint Lorimore	Eastvale	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:** Mr. Bradley Neufeld, Varner & Brandt – District Legal Counsel

**I. CALL TO ORDER:**

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

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

The pledge of allegiance was led by Trustee Tisdale.

**III. ROLL CALL AND INTRODUCTIONS:**

At the time of the roll call Trustees Bradley, Read, Alexander, Hoffman, Tisdale, District Manager and Executive Secretary were present in the District Board room. Trustee's Altamirano and Lorimore and Assistant District Manager, Field Supervisor and Public Information and Technology Officer (PITO) were present via Zoom Teleconference. District Counsel, Mr. Neufeld, arrived at 3:08pm during the discussion of Action Item B.

A moment of silence was held in observance of Mr. Jordan Ehrenkranz, President of the Board of Trustees who passed away unexpectedly on May 4, 2021.

**IV. PUBLIC COMMENTS OR QUESTIONS:**

None.

**V. CONSENT CALENDAR:**

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

**VI. PRESENTATION:**

None.

**VII. ITEMS FOR ACTION:**

**A. Recommendation to approve amendments/changes to the Personnel Policies and Procedures Manual.**

This item was discussed after Action Item B, upon the arrival of District Counsel Neufeld.

District Manager stated the redline version of the updated Personnel Policies and Procedures Manual was included for Board's review and approval. He stated the proposed changes are due to updated laws as well as additional polices which are being recommended. He explained the addition of "premium time" which he is proposing to incentivize employees to complete important District work outside of their normal work schedule. Mr. Neufeld added that the threshold number of employees for the California Family Rights Act (CFRA) changed from

50 to five employees, and therefore the CFRA now applies to District employees. He further commented the updated CFRA has been added as Appendix V. Executive Secretary stated Trustee Bradley pointed out that the job description for the Public Information and Technology Officer was not included in the redline version of the PPPM. Executive Secretary stated the job description, which was approved by the Board in February, 2019, was inadvertently omitted and it would be inserted as an addition to Appendix I. There are no recommended changes to the job description which was approved by the Board at that time. Trustee Alexander asked what percentage of time the PITO is allocating to Public Outreach events versus Technology related duties. PITO stated at this time he is spending approximately 80% on Technology and 20% of his time on Public Outreach and events. He further explained this is due to a few main factors, but primarily, the District's transition to the FieldSeeker Data Management Program has consumed a lot of his time and due to the COVID-19 pandemic, Public Outreach events have been minimal. He hopes to reach a balance of 50/50 in the future. District Manager also informed the Board that the positions of Operations Maintenance Technician and Janitor will now report directly to the District Manager.

Motion by Tisdale to approve the May 20, 2021 update to the District's Personnel Policies and Procedures Manual with changes as noted above; seconded by Alexander. Passed unanimously by roll call vote as follows; yes by Alexander, Altamirano, Bradley, Hoffman, Lorimore, Read, and Tisdale.

**B. Recommendation to receive and file March, 2021 quarterly reports on investments.**

This item was discussed by the Board prior to Action Item A.

District Manager stated the March, 2021 quarterly reports are attached as Exhibit "B" and recommended that the Board receive and file the quarterly reports from Great West/Empower, Nationwide Retirement Solutions and VCJPA District Member Contingency Fund for the quarter ending March 31, 2021.

Motion by Tisdale to receive and file the quarterly reports from Great West/Empower, Nationwide Retirement Solutions and VCJPA District Member Contingency Fund for the quarter ending March 31, 2021; seconded by Alexander. Passed unanimously by roll call vote as follows; yes by Alexander, Bradley, Hoffman, Kelly, Lorimore, Read, and Tisdale.

**C. Discussion on the vacancy of the position of the President of the Board of Trustees.**

Due to the sudden and unexpected passing of Mr. Jordan Ehrenkranz, President of the Board of Trustees, the position is vacant and must be filled.

After discussion, the following slate of officers was recommended to complete the remainder of the current term, which is through December, 2021.

Gary Bradley, Ph.D.	President
George Read	Vice President
Brian Tisdale	Secretary

Motion by Tisdale to approve the above recommended slate of officers for the remainder of 2021; seconded by Hoffman. Passed unanimously by roll call vote as follows; yes by Alexander, Bradley, Hoffman, Kelly, Lorimore, Read, and Tisdale.

**VIII. REPORTS:**

A. Trustees:

None.

B. District Manager:

1. Update on District Drone Program: District Manager gave a slide show presentation to update the Board on the status of the District's drone program. The District Manager's survey of current drone use in mosquito control in California and nationally, along with personal experience indicated the District should continue to evaluate and watch the development of drone technologies for vector control. The recommended strategies for further development include: learning from other programs, hiring an additional staff member to run the program, and hiring a contractor.

2. Trustee Alexander exited the meeting at 3:40pm at the conclusion of the drone program presentation/update.

C. Staff:

None.

**IX. INFORMATIONAL:**

A. First Genetically Modified Mosquitoes Released in the United States.  
Article attached.

B. Florida Keys Voters Split on Genetically Modified Mosquito Trial. Article attached.

**X. OTHER BUSINESS:**

A. Board Members reflected upon their time working with Mr. Jordan Ehrenkranz, who served on the District Board of Trustees for over ten years. Board members shared fond memories of Mr. Ehrenkranz's dedication, positive attitude and his outstanding record of public service. Board and staff all shared the sentiment that Trustee Ehrenkranz will be deeply missed.

B. Request for future Agenda items: None.


**XI. ADJOURNMENT:**

Meeting adjourned at 3:49pm.

Next regular meeting: 3:00pm, Thursday, June 17, 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 May 20, 2021.

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

Approved as written and/or corrected by the Board of Trustees at its meeting held on June 17, 2021.

**ATTEST:**

  
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Gary Bradley, Ph.D., President

  
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Brian Tisdale, Secretary