

**MINUTES OF THE BOARD OF TRUSTEES  
OF THE  
WEST VALLEY MOSQUITO and VECTOR CONTROL DISTRICT  
406<sup>th</sup> Meeting  
February 25, 2020**

**BOARD OF TRUSTEES**

*Paul Leon, President*

*William Wittkopf, Vice President*

*Carolyn Raft, Secretary*

*Brian Johsz, Trustee*

*Eunice Ulloa, Trustee*

*Ricky Felix, Trustee*

*Gary George, Trustee*

**1. CALL TO ORDER/FLAG SALUTE/ROLL CALL**

*1.1 President Leon called the meeting to order at 11:30 a.m. and noted that Trustee Ulloa was absent. Trustee Felix led the Pledge of Allegiance.*

**2. AGENDA ADDITIONS/DELETIONS AND PUBLIC INPUT – No additions or deletions. District Manager Brown asked that Item 9.3 – Swearing in of New Trustee from Chino Hills be moved to the beginning of the meeting in order that Mr. Johsz can participate in voting. Item 9.3 was moved to the beginning of the meeting.**

**3. PUBLIC COMMENTS – None.**

**4. CONSENT CALENDAR**

*4.1 Approve minutes of the special regular meeting of December 3, 2019.*

*4.2 Correspondence for the period from November 22, 2019 through February 13, 2020.*

*4.3 Expense claims for the month of January 2020.*

*Trustee Johsz noted he was abstaining from voting on Item 4.1 because he was not present at that meeting. Trustee George made a motion to approve Consent Calendar as presented. Seconded by Trustee Raft. Motion passed unanimously with Trustee Johsz not voting on Item 4.1.*

**5. PUBLIC HEARINGS – None.**

**6. FINANCE AND BUDGET COMMITTEE**

*6.1 Discussion and possible action to approve Resolution No. 2020-1, Financial Reserve Policy. After brief discussion, Trustee Johsz made a motion to Approve Resolution No. 2020-1 as presented. Seconded by Trustee Raft. Motion passed unanimously.*

*6.2 Recommendation to approve mid-year budget adjustments. District Manager Brown noted that most of the adjustments were made to accommodate the higher contract amounts with other agencies and to purchase the pesticides necessary to carry out those contract duties. Trustee George made a motion to approve the mid-year budget revisions. Seconded by Trustee Wittkopf. Motion passed unanimously.*

*6.3 Discussion and possible action to approve Resolution No. 2020-2, External Auditor Policy. District Manager Brown noted that this resolution follows governmental accounting policies. Trustee Johsz made a motion to approve Resolution No. 2020-2 as presented. Seconded by Trustee Wittkopf. Motion passed unanimously.*

**7. INSURANCE COMMITTEE – None.**

8. PERSONNEL COMMITTEE

- 8.1 Discussion and possible action to approve new and revised District Personnel Policies. District Manager Brown noted that the revisions are necessary to be in compliance with State laws. Trustee George made a motion to approve the revised policies as presented. Seconded by Trustee Raft. Motion passed unanimously.

9. ADMINISTRATIVE MATTERS

- 9.1 Staff reports. All reports were as presented in the Board packet.  
9.2 Annual reports. All reports were as presented in the Board packet.  
9.3 Swearing in of new trustee from Chino Hills. President Leon swore in Mr. Brian Johsz as the new trustee from Chino Hills.  
9.4 Election of board officers. Vice-President Wittkopf made a motion to retain the current officers. Seconded by Trustee Raft. Motion passed unanimously.  
9.5 Committee selections. President Leon made a motion to keep the current committee assignments in place. Seconded by Trustee Felix. Motion passed unanimously.  
9.6 Award presentation. President Leon announced that the District received an award from the California Department of Pesticide Regulation for Integrated Pest Management. District Manager Brown noted that the award is for the commitment to the management and reduction of use of pesticides. This district is only the fourth mosquito and vector control district to receive this award. She also thanked the Board for their strong commitment and support of the District and staff.  
9.7 Discussion and possible approval to become the host agency for the Society for Vector Ecology. District Manager Brown gave a brief summary of the history of SOVE. She noted that it has been hosted at Northwest Mosquito and Vector Control District but they are unable to host it at this time. It is an honor for the District to be asked to host. Trustee George made a motion to approve West Valley MVCD becoming the host agency for SOVE. Seconded by Trustee Wittkopf. Motion passed unanimously.

10. TRUSTEE REPORTS – Trustee Wittkopf thanked the lab staff for the assistance they gave to the student intern from Chaffey College. He noted she made a presentation at the MVCAC Annual Conference and that it went very well.

11. CLOSED SESSION

- 11.1 Pursuant to Government Code § - Public Employee Performance Evaluation – Title: District Manager  
11.2 Conference with Legal Counsel – Anticipated litigation. Significant exposure to litigation pursuant to Paragraph (2) of Subdivision (d) of Section 54956.9: one potential case.

Upon reconvening, President Leon noted there was no reportable action taken.

12. INFORMATIONAL

- 12.1 The history of the Society for Vector Ecology (SOVE), 1968-2004, by Minoo B. Madon and Cluff E. Hopla, Journal of Vector Ecology Vol. 30, no. 1

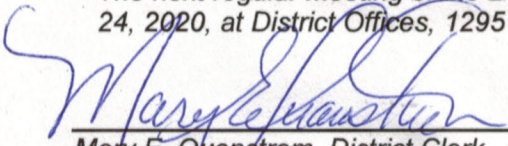
Future Meetings: VCJPA Annual Meeting, Feb. 27-28, 2020, Santa Cruz, CA  
AMCA 86<sup>th</sup> Annual Meeting, March 26-20, 2020, Portland, OR

13. ADJOURNMENT – The meeting was adjourned at 12:37 p.m.

Reports and documents relating to each agenda item are on file in the District office, at 1295 East Locust St., Ontario, and are available for public inspection from 7:30 a.m. to 3:30 p.m., Monday through Friday.

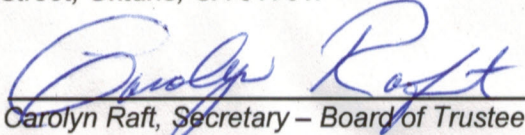
Pursuant to Government Code Section 54957.5, any writing that: (1) is a public record; (2) relates to an agenda item for an open session of a regular meeting of the Board of Trustees; and (3) is distributed less than 72 hours prior to that meeting, will be made available for public inspection at the District offices. In addition, any such writing may also be posted on the District's website.

The next regular meeting of the Board of Trustees is scheduled for 11:30 a.m. Tuesday, March 24, 2020, at District Offices, 1295 East Locust Street, Ontario, CA 91761.



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Mary E. Quanstrom, District Clerk  
West Valley Mosquito and Vector  
Control District



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Carolyn Raft, Secretary – Board of Trustees  
West Valley Mosquito and Vector  
Control District