



*Serving Public Health Since 1928*

## **Coachella Valley Mosquito and Vector Control District**

**43420 Trader Place, Indio, CA 92201 | (760) 342-8287 | [cvmosquito.org](http://cvmosquito.org)**

### **Executive Committee Meeting**

**Wednesday, October 4, 2023**

**4:00 p.m.**

### **AGENDA**

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Materials related to an agenda item that are submitted to the Executive Committee after distribution of the agenda packets are available for public inspection in the Clerk of the Board's office during normal business hours and on the District's website.

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This meeting will be conducted by video and/or teleconference as well as in person at the District office located at the address listed above. To view/listen/participate in the meeting live, please join by calling 1-888-475-4499 (toll-free), meeting ID: [847 0999 7550](https://us02web.zoom.us/j/84709997550), or click this link to join: <https://us02web.zoom.us/j/84709997550>.

Assistance for those with disabilities: If you have a disability and need an accommodation to participate in the meeting, please contact the Clerk of the Board at (760) 342-8287 at least 48 hours prior to the meeting to inform us of your needs and to determine if accommodation is feasible. The District will attempt to accommodate you in every reasonable manner.

**Before entering the District's facilities, we request that you self-screen for COVID-19 symptoms. We want to work together to help limit the spread of COVID-19.**

- 1. Call to Order** – John Peña, President
- 2. Roll Call**
- 3. Confirmation of Agenda**
- 4. Public Comments**

Members of the public may provide comments in person or remotely at the time of the meeting as set forth in the agenda. Public comments may also be sent by E-mail to the

Clerk of the Board by 2:00 p.m. on October 4, 2023, at [mtallion@cvmosquito.org](mailto:mtallion@cvmosquito.org). E-mails received prior to 2:00 p.m. on the day of the Executive Committee meeting will be made part of the record and distributed to the Executive Committee. This method is encouraged as it gives the Executive Committee the opportunity to reflect upon your input. E-mails will not be read at the meeting.

**A. PUBLIC Comments — NON-AGENDA ITEMS:** This time is for members of the public to address the Executive Committee on items of general interest ( a non-agenda item) within the subject matter jurisdiction of the District. The District values your comments; however, pursuant to the Brown Act, the Board cannot take action on items not listed on the posted Agenda. **Comments are limited to a total of three (3) minutes per speaker for non-agenda items.**

**B. PUBLIC Comments — AGENDA ITEMS:** This time is for members of the public to address the Executive Committee on agenda items (Open and Closed Sessions). **Comments are limited to three (3) minutes per speaker per agenda item.**

All comments are to be directed to the Executive Committee and shall be devoid of any personal attacks. Members of the public are expected to maintain a professional, courteous decorum during public comments.

**5. Review of October 10, 2023, draft Board meeting agenda (Pg. 4)**

**6. Old Business — None**

**7. New Business — None**

**8. Closed Session (s):**

**A. GM Eval Public Employee Performance Evaluation pursuant to Government Code Section 54957 (b)(1)**

Title: General Manager

**9. Trustee/staff comments**

**10. Confirmation of next meeting**

**11. Adjournment**

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**Certification of Posting**

I certify that on September 29, 2023, I posted a copy of the foregoing agenda near the regular meeting place of the Board of Trustees of the Coachella Valley Mosquito & Vector Control District and on the District's website, said time being at least 72 hours in advance of the meeting of the Board of Trustees (Government Code Section 54954.2)

Executed at Indio, California, on September 29, 2023

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Melissa Tallion, Clerk of the Board



Serving Public Health Since 1928

## Coachella Valley Mosquito and Vector Control District

43420 Trader Place, Indio, CA 92201 | (760) 342-8287 | [cvmosquito.org](http://cvmosquito.org)

### Board of Trustees Meeting

Tuesday, October 10, 2023

6:00 p.m.

### **DRAFT-AGENDA**

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The Board of Trustees will take action on all items on the agenda.

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Materials related to an agenda item that are submitted to the Board of Trustees after distribution of the agenda packets are available for public inspection in the Clerk of the Board's office during normal business hours and on the District's website.

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**Before entering the District's facilities, we request that you self-screen for COVID-19 symptoms. We want to work together to help limit the spread of COVID-19.**

1. **Call to Order** – John Peña, President
  - A. **Roll Call**

## 2. Pledge of Allegiance

## 3. Confirmation of Agenda

## 4. Public Comments

Members of the public may provide comments in person or remotely at the time of the meeting as set forth in the agenda. Public comments may also be sent by E-mail to the Clerk of the Board by 2:00 p.m. on October 10, 2023, at [mtallion@cvmosquito.org](mailto:mtallion@cvmosquito.org). E-mails received prior to 2:00 p.m. on the day of the Board meeting will be made part of the record and distributed to the Board. This method is encouraged as it gives the Board of Trustees the opportunity to reflect upon your input. E-mails will not be read at the meeting.

A. **PUBLIC Comments — NON-AGENDA ITEMS:** This time is for members of the public to address the Board of Trustees on items of general interest (a non-agenda item) within the subject matter jurisdiction of the District. The District values your comments; however, pursuant to the Brown Act, the Board cannot take action on items not listed on the posted Agenda. **Comments are limited to a total of three (3) minutes per speaker for non-agenda items.**

B. **PUBLIC Comments — AGENDA ITEMS:** This time is for members of the public to address the Board of Trustees on agenda items (Open and Closed Sessions). **Comments are limited to three (3) minutes per speaker per agenda item.**

All comments are to be directed to the Board of Trustees and shall be devoid of any personal attacks. Members of the public are expected to maintain a professional, courteous decorum during public comments.

## 5. Announcements, Presentation, and Written Communications — None

## 6. Items of General Consent

The following items are routine in nature and may be approved by one blanket motion upon unanimous consent. The President or any member of the Board of Trustees may request an item be pulled from Items of General Consent for a separate discussion.

A. Minutes for September 12, 2023, Board Meeting (**Pg.** )

B. Approval of expenditures for September 2, 2023, to September 29, 2023 (**Pg.** )

C. Informational Items:

- Financials — **David I'Anson, Administrative Finance Manager (Pg. )**
- Correspondence **(Pg. )**
- Mosquito and Vector Control Association of California (MVCAC) Bill Status Report as of September 22, 2023 **(Pg. )**
- District Travel for the Board of Trustees **(Pg. )**

**7. Business Session**

A. Old Business — None

B. New Business

- I. Discussion and/or approval to purchase one new 2023 ARGO Frontier 700 Utility Terrain Vehicle (UTV) 8X8 from ARGO, a sole source provider, in an amount not to exceed \$29,000 from Capital Replacement Equipment Fund — **Greg Alvarado, Operations Manager, and Edward Prendez, Information Technology Manager (Pg. )**
- II. Discussion and/or approval to purchase one (1) e-Transit Van for Public Outreach, in an amount not to exceed \$70,000.00, from Capital Replacement Budget Fund #8415.13.300 – utilizing the State of California Contract #1-22-23-23 SUV/VANS – *Budgeted; Funds Available*- Capital Replacement — **Tammy Gordon, MA, APR, MPIO, Public Information Manager, and Edward Prendez, Information Technology Manager (Pg. )**
- III. Discussion and/or approval to purchase two (2) vehicles, in an amount not to exceed \$90,000.00, from Capital Replacement Budget Fund #8415.13.300 – utilizing the State of California Contract #X-XX-XX-XXX — **Edward Prendez, Information Technology Manager (Pg. )**
- IV. Approval of Resolution 2023-16 providing a gift certificate to employees for work performed late November through early December 2023 in a total collective amount for all certificates not to exceed \$2,800 from fund 5300.01.202.000 – Employee Incentive- *Budgeted; Funds Available* — **Jeremy Wittie, M.S., CSDM, General Manager (Pg. )**
- V. Discussion and/or approval for the General Manager to to sign the compensation agreement with the City of Palm Desert — **Stephanie Lopez, Administrative Assistant, City of Palm Desert, and Jeremy Wittie, M.S., CSDM, General Manager (Pg. )**

**8. Committee and Trustee Reports**

A. Executive Committee — **John Peña, Board President**

Executive Committee oral report and minutes from October 4, 2023 **(Pg. )**

**B. Finance Committee — Clive Weightman, Board Treasurer**

Finance Committee oral report and Finance Committee minutes from September 12, 2023 **(Pg. )**

**C. Trustee Comments, Requests for Future Agendas Items, Travel, and/ or Staff Actions**

*The Board may not legally take action on any item presented at this time other than to direct staff to investigate a complaint or place an item on a future agenda unless (1) by a majority vote, the Board determines that an emergency exists, as defined by Government Code Section 54956.5, or (2) by a two-thirds vote, the board determines that the need for action arose subsequent to the agenda being posted as required by Government Code Section 54954.2(a). Each presentation is limited to no more than three minutes.*

**9. Reports**

**A. General Manager**

- i. General Manager's Report — **Jeremy Wittie, M.S., CSDM, General Manager**
- ii. Arbovirus Risk and Response update (as necessary) — **Jennifer A. Henke, MS, Laboratory Manager, Greg Alvarado, Operations Manager, Tammy Gordon, MA, APR, MPIO, Public Information Manager**

*Questions and/or comments from Trustees regarding the reports*

**B. General Counsel**

**10. Closed Session**

**Closed Session (s):**

**A. Public Employee Performance Evaluation pursuant to Government Code Section 54957 (b)(1)**

Title: General Manager

**B. Conference with Labor Negotiators pursuant to Government Code Section 54957.6**

Agency Designated Representatives: Lena D. Wade, Crystal Moreno, and David I' Anson.

Employee Organizations: California School Employees Association and Teamsters Local 911.

**11. Adjournment**

At the discretion of the Board, all items appearing on this agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board.

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**Certification of Posting**

I certify that on October 5, 2023, I posted a copy of the foregoing agenda near the regular meeting place of the Board of Trustees of the Coachella Valley Mosquito & Vector Control District and on the District’s website, said time being at least 72 hours in advance of the meeting of the Board of Trustees (Government Code Section 54954.2)

Executed at Indio, California, on October 5, 2023

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Melissa Tallion, Clerk of the Board

