



Coachella Valley Mosquito and Vector Control District

43420 Trader Place, Indio, CA 92201 | (760) 342-8287 | cvmosquito.org

Board of Trustees Meeting Via Zoom

Tuesday, September 8, 2020

6:00 p.m.

AGENDA

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.

In the interest of maintaining appropriate social distancing and to comply with orders issued by Governor Newsom, the Board encourages the public to participate in this meeting via Zoom by calling 1-888-475-4499 (toll-free), Meeting ID: 830 8156 4631 or click this link to join: <https://us02web.zoom.us/j/83081564631>. If you would like to comment on the agenda item or subject matter within the jurisdiction of the Board, please send an email to the Clerk of the Board by 3:30 p.m. on September 8, 2020, at gmorales@cvmvcd.org.

Assistance for those with disabilities: If you have a disability and need an accommodation to participate in the meeting, please call the Clerk of the Board at (760) 342-8287 for assistance so the necessary arrangements can be made.

- 1. Call to Order – Franz De Klotz, President**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Motion to Excuse Absences**
- 5. Confirmation of Agenda**

6. Public Comments

Those wishing to address the Board should send an email to the Clerk of the Board by 3:30 p.m. on September 8, 2020 at gmorales@cvmvcd.org.

A. **PUBLIC Comments — AGENDA ITEMS:** Persons wishing to address the Board on agenda items are requested to do so at this time. When addressing the Board, please come to the podium and give your name and address for the record. In order to conduct a timely meeting, a three-minute time limit per person per item has been established.

B. **PUBLIC Comments — NON-AGENDA ITEMS:** Persons wishing to address the Board on items not appearing on the agenda are requested to do so at this time. When addressing the Board, please come to the podium and give your name and address for the record. In order to conduct a timely meeting, a three-minute time limit per person has been established.

7. Recognition

- A. Approval of Resolution 2020-15 in recognition of Anita Jones for her 20 years of service to the District – **Jeremy Wittie, MS, General Manager and Franz De Klotz, President (Pg. 7)**
- B. Approval of Resolution 2020-16 in recognition of Arturo Gutierrez for his 25 years of service to the District – **Jeremy Wittie, MS, General Manager and Franz De Klotz, President (Pg.10)**
- C. Approval of Resolution 2020-17 in recognition of Michael Martinez for his 25 years of service to the District – **Jeremy Wittie, MS, General Manager and Franz De Klotz, President (Pg. 13)**

8. Board Reports

- A. President's Report – **Franz De Klotz, President**
Executive Committee oral report and Minutes for August 28, 2020 meeting **(Pg. 17)**
- B. Finance Committee – **Clive Weightman, Treasurer**
Finance Committee oral report and Minutes for July 14, 2020 meeting **(Pg. 19)**

9. 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 Trustee may request an item be pulled from Items of General Consent for separate discussion.

- A. Minutes for July 14, 2020 Board meeting **(Pg. 22)**

B. Approval of expenditures for July 11, 2020 to September 4, 2020 and Financial Reports **(Pg. 32)**

C. Informational Items:

- Correspondence **(Pg. 47)**
- Board Business Log **(Pg. 51)**
- Department Reports **(Pg. 55)**
- CAFR **(Pg. 73)**
- IVM Program Presentations – **Click on the links below:**
 - Surveillance and Quality Control Department – **Jennifer A. Henke, M.S., Laboratory Manager**
 - Operations Department – **Roberta Dieckmann, Operations Manager**
 - Public Outreach Department – **Tammy Gordon, M.A., Public Information Officer**
 - General Manager’s oral and/or written report and information, Q&A – **Jeremy Wittie, M.S., General Manager**

10. Old Business

A. Discussion and/or approval of Resolution 2020-19, Adopting Employee Pay Schedule, in conformance with California Code of Regulations, Title 2, Sections 570.5 and 571 – **Crystal Moreno, M.S., Human Resources Specialist (Pg.77)**

11. New Business

A. Discussion and/or approval purchase two vehicles, in an amount not to exceed \$78,140.00 from fund 8415.13.300.000. Capital Replacement Budget – Budgeted; *Funds available* – **Edward Prendez, Information Technology Manager (Pg. 83)**

B. Discussion and/or approval to grant a day off in December to all full-time employees in appreciation of their work and dedication in protecting public health during the mosquito virus season - **Graciela Morales, Executive Assistant/Clerk of the Board (Pg. 86)**

C. Final consideration and ratification of Side Letter to Memorandum of Understanding (MOU) between Coachella Valley Mosquito and Vector Control District and California School Employees Association related to a one-year extension of the MOU and 2% base salary increase for FY 2020-2021, and approval of Resolution 2020-18 – **Jeremy Wittie, M.S., General Manager and Lena D. Wade, General Counsel (Pg. 87)**

D. Discussion and/or approval of a Mutual Aid Agreement with Mosquito and Vector Control agencies of Southern California – **Jeremy Wittie, M.S., General Manager (Pg. 98)**

E. Discussion and/or approval of Resolution 2020-20, and Side Letter of Agreement with Teamsters 911 to correct the definition of Longevity in the Teamsters MOU to comply with the Public Employees' Retirement Law (PERL) – **Anita Jones, Human Resources Manager (Pg.108)**

12. Closed Session Public Comments

Persons wishing to address the Board on closed session items are requested to do so at this time. When addressing the Board, please come to the podium and give your name and address for the record. In order to conduct a timely meeting, a three-minute time limit per person per item has been established.

- A. **Closed Session:** Conference with Labor Negotiators pursuant to Government Code Section 54957.6

Agency Designated Representatives: Lena D. Wade, Anita Jones, Crystal Moreno, and David l' Anson.

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

- B. **Closed Session:** Conference with Real Property Negotiators pursuant to Government Code section 54956.8.

Property: 83733 Avenue 55, Thermal, California

Agency Negotiator: Jeremy Wittie, General Manager

Negotiating Party: Coachella Valley Unified School District

Under Negotiation: Price and terms of payment

13. 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 situation 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.

14. 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 September 4, 2020, 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 4, 2020.

Graciela Morales, Clerk of the Board

**SECTION
7**



RECOGNITION

	<p style="text-align: center;">Coachella Valley Mosquito and Vector Control District</p> <p style="text-align: center;">Staff Report</p>	<p style="text-align: center;">September 8, 2020</p>
<p>Agenda Item: Recognition</p> <p>Approval of Resolution 2020-15 in recognition of Anita Jones for her 20 years of service to the District – Jeremy Wittie, MS, General Manager</p>		
<p>Background:</p> <p><i>Anita Jones</i> began her career at the District on September 5, 2000, as an Administrative Clerk. On November 14, 2005, Anita was promoted to Administrative Assistant and on November 1, 2009, she was promoted to her current position as Human Resources Manager.</p> <p>Anita’s hard work, support, and dedication has contributed to the District’s mission of protecting public health of residents and visitors of the Coachella Valley.</p>		
<p>Staff Recommendation:</p> <p>Staff recommends the approval of Resolution 2020-15 in recognition of Anita Jones for her 20 years of service to the District.</p>		
<p>Attachment:</p> <ul style="list-style-type: none"> • Resolution 2020-15 		

RESOLUTION NO. 2020-15

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
IN RECOGNITION OF ANITA JONES
TWENTY (20) YEARS OF SERVICE TO THE DISTRICT**

WHEREAS, the Coachella Valley Mosquito and Vector Control District (“District”) was established in 1928 as an independent special district by the Riverside County Board of Supervisors with the mission of reducing the risk of disease transmission by mosquitoes and other vectors and the protection of residents and visitors of the Coachella Valley; and

WHEREAS, Anita Jones has worked for the District and given continuous, faithful, and loyal service for 20 years; and

WHEREAS, Anita Jones was hired on September 5, 2000, as an Administrative Clerk. On November 14, 2005, Anita was promoted to Administrative Assistant and on November 1, 2009, she was promoted to her current position as Human Resources Manager; and

WHEREAS, Anita Jones’ hard work, support, and dedication has contributed to District’s mission of protecting public health of residents and visitors of the Coachella Valley.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Coachella Valley Mosquito and Vector Control District that:

Section 1. Recitals.

The recitals set forth above are true and correct.

Section 2. Recognition of Service.

Anita Jones is hereby recognized upon her twenty (20) year anniversary for her outstanding contributions and dedication to the District and the citizens of the Coachella Valley.

Section 3. Effective Date.

This Resolution shall take effect upon its adoption.

Section 4. Certification.

The Clerk of the Board shall certify as to the adoption of this Resolution and shall cause the same to be processed in the manner required by law.

PASSED, ADOPTED AND APPROVED, THIS 8th DAY OF SEPTEMBER, 2020.

Franz De Klotz, President
Board of Trustees

ATTEST:


Graciela Morales, Clerk of the Board

APPROVED AS TO FORM:

Lena D. Wade, General Counsel

REVIEWED:

Jeremy Wittie, M.S., General Manager

	<p style="text-align: center;">Coachella Valley Mosquito and Vector Control District</p> <p style="text-align: center;">Staff Report</p>	<p style="text-align: center;">September 8, 2020</p>
<p>Agenda Item: Recognition</p> <p>Approval of Resolution 2020-16 in recognition of Arturo Gutierrez for his 25 years of service to the District – Jeremy Wittie, MS, General Manager</p>		
<p>Background:</p> <p><i>Arturo Gutierrez</i> began his career at the District on September 18, 1995, as a Laboratory Assistant. On February 19, 2009, Arturo was promoted to his current position as Laboratory Assistant II.</p> <p>Arturo’s hard work and his demonstrated commitment, ability, enthusiasm, and dedication to the District have contributed to protecting the public health of citizens of the Coachella Valley.</p>		
<p>Staff Recommendation:</p> <p>Staff recommends approval of Resolution 2020-16 in recognition of Arturo Gutierrez for his 25 years of service to the District.</p>		
<p>Attachment:</p> <ul style="list-style-type: none"> • Resolution 2020-16 		

RESOLUTION NO. 2020-16

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE COACHELLA
VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT IN
RECOGNITION OF ARTURO GUTIERREZ
TWENTY-FIVE (25) YEARS OF SERVICE TO THE DISTRICT**

WHEREAS, the Coachella Valley Mosquito and Vector Control District (“District”) was established in 1928 as an independent special district by the Riverside County Board of Supervisors with the mission of reducing the risk of disease transmission by mosquitoes and other vectors and the protection of residents and visitors of the Coachella Valley; and

WHEREAS, Arturo Gutierrez has worked for the District and given continuous, faithful, and loyal service for 25 years; and

WHEREAS, Arturo Gutierrez was hired on September 18, 1995, as a Laboratory Assistant. On February 19, 2009, Arturo was promoted to his current position as Laboratory Assistant II; and

WHEREAS, Arturo Gutierrez has consistently demonstrated commitment, ability, enthusiasm, and dedication to the District’s mission of protecting public health of residents and visitors of the Coachella Valley.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Coachella Valley Mosquito and Vector Control District that:

Section 1. Recitals.

The recitals set forth above are true and correct.

Section 2. Recognition of Service.

Arturo Gutierrez is hereby recognized upon his twenty-five (25) year anniversary for his outstanding contributions and dedication to the District and the citizens of the Coachella Valley.

Section 3. Effective Date.

This Resolution shall take effect upon its adoption.

Section 4. Certification.

The Clerk of the Board shall certify as to the adoption of this Resolution and shall cause the same to be processed in the manner required by law.

PASSED, ADOPTED AND APPROVED, THIS 8th DAY OF SEPTEMBER, 2020.

Franz De Klotz, President
Board of Trustees

ATTEST:

Graciela Morales, Clerk of the Board

APPROVED AS TO FORM:

Lena D. Wade, General Counsel

REVIEWED:

Jeremy Wittie, M.S., General Manager

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>September 8, 2020</p>
<p>Agenda Item: Recognition</p> <p>Approval of Resolution 2020-17 in recognition of Michael Martinez for his 25 years of service to the District – Jeremy Wittie, MS, General Manager</p>		
<p>Background:</p> <p><i>Michael Martinez</i> was hired on September 1, 1995, as a Junior Mosquito Operator. On April 10, 2002, Michael was promoted to the position of Vector Control Technician II; on May 11, 2009 to the position of Lead Vector Control Technician; and on October 1, 2014, he was promoted to his current position as a Field Supervisor.</p> <p>Michael's hard work and dedication to eye gnat, mosquito, and red imported fire ant control has contributed to protecting the public health of residents and visitors of the Coachella Valley.</p>		
<p>Staff Recommendation:</p> <p>Staff recommends approval of Resolution 2020-17 in recognition of Michael Martinez for his 25 years of service to the District.</p>		
<p>Attachment:</p> <ul style="list-style-type: none"> • Resolution 2020-17 		

RESOLUTION NO. 2020-17

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE COACHELLA
VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT IN
RECOGNITION OF MICHAEL MARTINEZ
TWENTY-FIVE (25) YEARS OF SERVICE TO THE DISTRICT**

WHEREAS, the Coachella Valley Mosquito and Vector Control District (“District”) was established in 1928 as an independent special district by the Riverside County Board of Supervisors with the mission of reducing the risk of disease transmission by mosquitoes and other vectors and the protection of residents and visitors of the Coachella Valley; and

WHEREAS, Michael Martinez has worked for the District and given continuous, faithful, and loyal service for 25 years; and

WHEREAS, Michael Martinez was hired on September 1, 1995, as a Junior Mosquito Operator. On April 10, 2002, Mike was promoted to the position of Vector Control Technician II; on May 11, 2009 to the position of Lead Vector Control Technician; and on October 1, 2014, he was promoted to his current position as a Field Supervisor; and

WHEREAS, Michael Martinez’s hard work and dedication to eye gnat control, mosquito surveillance and control, red imported fire ant control, and rodent control has contributed to protecting the public health of the residents and visitors of the Coachella Valley.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Coachella Valley Mosquito and Vector Control District that:

Section 1. Recitals.

The recitals set forth above are true and correct.

Section 2. Recognition of Service.

Michael Martinez is hereby recognized upon his twenty-five (25) year anniversary for his outstanding contributions and dedication to the District and the citizens of the Coachella Valley.

Section 3. Effective Date.

This Resolution shall take effect upon its adoption.

Section 4. Certification.

The Clerk of the Board shall certify as to the adoption of this Resolution and shall cause the same to be processed in the manner required by law.

PASSED, ADOPTED AND APPROVED, THIS 8th DAY OF SEPTEMBER, 2020.

Franz De Klotz, President
Board of Trustees

ATTEST:

Graciela Morales, Clerk of the Board

APPROVED AS TO FORM:

Lena D. Wade, General Counsel

REVIEWED:

Jeremy Wittie, M.S., General Manager

SECTION

8



BOARD REPORTS

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Executive Committee Meeting Via Zoom Minutes

TIME: 2:00 p.m. Friday, August 28, 2020

LOCATION: 43420 Trader Place, Indio, CA 92201

TRUSTEES PRESENT:

County at Large	Franz De Klotz	La Quinta	Doug Hassett (joined late)
Indian Wells	Clive Weightman	Palm Desert	Doug Walker

ABSENT:

None

OTHERS PRESENT:

Jeremy Wittie, M.S., General Manager
Graciela Morales, Clerk of the Board

1. Call to Order: *President De Klotz called the meeting to order at 2:01 p.m.*

2. Roll Call: *Roll call indicated three out of four committee members were present. Vice President Hassett joined the meeting at 2:10 p.m.; when Item #5, Review of September 8, 2020 Draft Board Meeting Agenda, was being reviewed.*

3. Confirmation of Agenda: *On motion from Trustee Walker, seconded by Trustee Weightman, the agenda was approved as presented.*

Ayes: President De Klotz, Trustees Walker and Weightman.

Noes: None

Abstained: None

Absent: Hassett (joined late)

4. Public Comments - *Mr. Brad Anderson mentioned he had seen the District's Press Release regarding the CAFR financial award and commented on the Mutual Aid Agreement.*

5. Review of September 8, 2020 Draft Board Meeting Agenda

The draft September Board meeting agenda was reviewed by the Committee. The Committee asked questions related to the agenda item for the additional day off for staff, the Trustees' terms on the Board, and the staff members whose anniversaries are approaching. Jeremy Wittie, General Manager, explained in more detail.

6. Update on District Operations *Jeremy Wittie, General Manager, provided information about the COVID-19 pandemic impacts on staff and work, remote work, the ongoing safety measures and symptom screening, the emergency declaration the Board of Trustees adopted is still in effect, the wide area applications that have taken place over the past several weeks, the Community Liaison position was filled and started work this week, the Vector Control Technician Trainee has also begun his employment with the District.*

7. Mutual Aid Agreement

Jeremy Wittie, General Manager, gave an overview of the benefits of having a collaborative and mutual aid agreement in place. Committee members asked if the District's general counsel had reviewed it and suggested we check to see if the President's signature and a resolution was appropriate.

8. Thermal Lease

Jeremy Wittie, General Manager, informed the committee the Thermal lease is coming to an end in March next year and it is suitable to start discussing and providing guidance on what the Board wishes to do with the property. The committee discussed the covenant that is in place, the possible lease extension and other items to consider. President De Klotz reminded staff he would like to see information regarding a schedule of costs/amortization for repairs connected to the remediation and other expenses.

9. Closed Session Public Comments: *Persons wishing to address the Board on closed session items are requested to do so at this time. When addressing the Board, please come to the podium and give your name and address for the record. In order to conduct a timely meeting, a three-minute time limit per person per item has been established.*

10. Closed Session: *Conference with Labor Negotiators pursuant to Government Code Section 54957.6*

Agency Designated Representatives: Lena D. Wade, Anita Jones and David I' Anson.

*Employee Organizations: California School Employees Association and Teamsters Local 911. *President De Klotz announced there was no business to discuss under closed session.*

11. Trustee/Staff Comments: *None.*

12. Confirmation of Next Meeting Date: *The next Executive Committee meeting was scheduled for Friday, October 2 at 2:00 p.m.*

13. Adjournment: *The meeting was adjourned by President De Klotz at 2:45 p.m.*

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Finance Committee Meeting Via Zoom Minutes

TIME: 4:30 p.m. **DATE:** July 14, 2020

LOCATION: 43420 Trader Place Indio, CA 92201 and Via Zoom

COMMITTEE MEMBERS PRESENT:

Indian Wells Clive Weightman
County at Large Bito Larson
County at Large Franz De Klotz (Alternate committee member)

STAFF PRESENT:

Jeremy Wittie, M.S., General Manager
David l'Anson, Administrative Finance Manager
Graciela Morales, Executive Assistant/Clerk of the Board

MEMBERS OF THE PUBLIC PRESENT:

Mr. Brad Anderson

1. Call to Order: *Treasurer Weightman called the meeting to order at 4:35 p.m.*

2. Roll Call: *Roll call indicated two (2) committee members out of three (3) were present. Trustee Hagerman was absent. President De Klotz, joined the meeting as an alternate committee member.*

3. Confirmation of Agenda: *On motion from President De Klotz seconded by Trustee Weightman, and passed by unanimous vote, the Committee approved the Agenda as presented.*

4. Public Comments: *Mr. Brad Anderson commented on CalCard charges and other concerns he has related to the services we provide.*

5. Items of General Consent:

Approval of Minutes from June 9, 2020 2020 Finance Committee Meeting.

On motion from President De Klotz seconded by Trustee Weightman, and passed by unanimous vote, the minutes were approved as presented.

6. Discussion and/or Review:

- A. Review of Check Report from Abila MIP for the period of June 10, 2020 to July 10, 2020

The Check Report was reviewed by the Committee and staff. Questions regarding specific expenses were brought forward by Committee members and staff provided more information.

B. CalCard Charges – May 23-June 22, 2020

The Cal Card Report was reviewed by the Committee and staff. Questions regarding specific charges and general ledger descriptions were brought forward by Committee members and staff provided more information.

C. Review of June 2020 Financials and Treasurer’s Report

Treasurer Weightman stated the District was in a good fiscal position as we near the end of the fiscal year. There are still some payroll and general operating expenses that will be expensed from the current fiscal year, but all-in-all this year’s revenue and expenses were close to what was forecasted and budgeted. The Committee asked staff to look into the interest rates for investments and to report back to the Committee in September.

7. Old Business:

None

8. New Business

None

9. Schedule Next Meeting: *The next Finance Committee meeting was scheduled via Zoom for Tuesday, September 8 2020 at 4:30 p.m.*

10. Trustee and/or Staff Comments/Future Agenda Items:

None

11. Adjournment: *The meeting was adjourned by Treasurer Weightman at 5:07 p.m.*

SECTION

9



ITEMS OF GENERAL CONSENT

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

**Board of Trustees Meeting Via Zoom
Minutes**

MEETING TIME: 6:00 p.m. Tuesday, July 14, 2020

LOCATION: 43420 Trader Place, Indio, CA 92201 and Via Zoom

TRUSTEES PRESENT

PRESIDENT: Franz De Klotz	County at Large
VICE PRESIDENT: Doug Hassett	La Quinta
SECRETARY: Doug Walker	Palm Desert
TREASURER: Clive Weightman	Indian Wells
Sergio Espericueta	Cathedral City
Bito Larson	County at Large
Gary Gardner	Desert Hot Springs
Ben Guitron	Indio

TRUSTEES ABSENT

Philip Bautista	Coachella
Dr. Doug Kunz	Palm Springs
Isaiah Hagerman	Rancho Mirage

STAFF AND COUNSEL PRESENT

Jeremy Wittie, General Manager
Lena Wade, Legal Counsel, SBEMP
Crystal Moreno, Acting Human Resources Manager
David I'Anson, Administrative Finance Manager
Edward Prendez, Information Technology Manager
Jennifer Henke, Laboratory Manager
Kim Hung, Vector Ecologist
Mike Martinez, Field Supervisor
Olde Avalos, Field Supervisor
Roberta (Bobbye) Dieckmann, Operations Manager
Tammy Gordon, Public Information Officer
Graciela Morales, Executive Assistant/Clerk of the Board
Stacee Reynolds, Willdan Financial Services
Other staff members joined the zoom meeting as well

- 1. Call to Order** *President De Klotz called the meeting to order at 6:07 p.m.*
- 2. Invocation and a Moment of Silence to Honor Fernando Fregoso** *President De Klotz spoke about Fernando's longtime employment with the District and his*

accomplishments. A moment of silence was observed in his honor and a slideshow was played. Jeremy Wittie offered his sympathies to the Fregoso family and also spoke about Fernando's dedication and the work he did for the District. On behalf of the entire Board, President De Klotz offered their most sincere condolences to the Fregoso family.

3. Pledge of Allegiance *President De Klotz led the Pledge of Allegiance.*

4. Roll Call *Roll call indicated eight (8) Trustees out of eleven (11) were present.*

5. Motion to Excuse Absences

On motion from Trustee Hassett, seconded by Trustee Gardner, and passed by the following votes, the Board of Trustees excused the absence of Trustees

Ayes: President De Klotz, Trustees Espericueta, Gardner, Guitron, Hassett, Larson, Walker and Weightman.

Noes: None.

Abstained: None.

Absent: Trustees Bautista, Hagerman, and Kunz.

6. Confirmation of Agenda

President De Klotz clarified the process for the public hearing would be as follows: (a) Presentation of the Staff Report, (b) open the public hearing, (c) close the public hearing, and lastly (d) the Board will consider the resolution.

On motion from Trustee Guitron, seconded by Trustee Hassett, and passed by the following roll call votes, the Board of Trustees approved the Agenda as presented.

Ayes: President De Klotz, Trustees Espericueta, Gardner, Guitron, Hassett, Larson, Walker and Weightman.

Noes: None.

Abstained: None.

Absent: Trustees Bautista, Hagerman, and Kunz.

7. Public Hearing for Benefit Assessment

A. Open Public Hearing – *President Franz De Klotz, announced the public hearing was now commencing.*

- B. Resolution 2020-12 approving Engineer's Report, Confirming Diagram and Assessment, and Ordering the Levy of Assessments for Fiscal Year 2020-21 for the Coachella Valley Mosquito and Vector Control District Mosquito, Fire Ant and Disease Control Assessment – **David l'Anson, Administrative Finance Manager**

David l'Anson, Administrative Finance Manager, introduced this agenda item and provided an overview and background information. President De Klotz welcomed questions from Trustees. Trustee Hassett asked the percentage rate of the assessment. David l'Anson clarified this was a proposed assessment below the maximum allowed.

President Franz De Klotz welcomed public comments regarding the benefit assessment. Mr. Brad Anderson went on the record to oppose the increase of the benefit assessment.

- C. **Close Public Hearing** – *President Franz De Klotz closed the public hearing and welcomed any other questions or comments. Trustee Hassett stated the District provides the services to residents and visitors of the Coachella Valley for a few cents per day and he considered that it is warranted and perhaps acceptable to most tax payers because the District's role in public health is vital. Trustee Walker stated the arrival of the Aedes mosquito and the work around the unique circumstances to carry out surveillance and control operations under COVID-19 conditions were why he supports the slight increase.*

On motion from Trustee Walker, seconded by Trustee Weightman, and passed by the following roll call votes, the Board of Trustees approved Resolution 2020-12.

Ayes: President De Klotz, Trustees Espericueta, Gardner, Guitron, Hassett, Larson, Walker and Weightman.

Noes: None.

Abstained: None.

Absent: Trustees Bautista, Hagerman, and Kunz.

8. Public Comments

One written public comment was received from Mr. Brad Anderson. His public comment is attached for the record. Lena Wade, General Counsel, wrote a memo regarding this written comment. The memo is also attached for the record. Mr. Anderson also commented on other topics, including agenda, non-agenda, and closed session items.

9. Board Reports

- A. President's Report:

President De Klotz stated there had been ten respondents to the Board meeting time survey that was conducted. Only two of the ten respondents wished to change the meeting time to an earlier time, therefore, the meeting time will remain at the same time. De Klotz also mentioned the minutes for the June 26 Executive meeting were included in the Board packet for review.

B. Finance Committee Oral Report:

Treasurer Weightman thanked David l'Anson and the managers that report to Jeremy for a job well done on setting the budget and controlling the expenses for the fiscal year that has ended. Currently, he reported, we are running on a year-to-date revenue that is slightly below what was forecasted. The committee met earlier and went over finances in detail. The latest estimate is that revenue will be at \$200,000 favorable. On the expense side, there are still payroll and general operating expenses to be posted to the current fiscal year, but it is forecasted we will close the year at approximately \$300,000 favorable. Interest rates on return of capital investments will be researched by staff and reported back to the Finance Committee in September.

10. Items of General Consent

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

A. Minutes for June 9, 2020 Board meeting

B. Approval of expenditures for June 10, 2020 to July 10, 2020 and Financial Reports

C. Informational Items:

- Board Business Log
- Treasurer to Approve Release of Payment to Vendors for August– **David l'Anson, Administrative Finance Manager**
- Semi-annual research reports from the University of California, Riverside and USDA for 2020 – **Jennifer A. Henke, M.S., Laboratory Manager**
- IVM Program Presentations
 - Surveillance and Quality Control Department – **Jennifer A. Henke, M.S., Laboratory Manager**

- Operations Department – **Roberta Dieckmann, Operations Manager**
- Public Outreach Department – **Tammy Gordon, M.A., Public Information Officer**
- General Manager’s Reports and Information, Q&A – **Jeremy Wittie, M.S., General Manager**

President De Klotz asked if any member of the Board would like to pull any specific item for discussion. Upon no request to further review any particular item, Mr. Guitron moved to approve the items of General Consent. Trustee Weightman requested that the Public Outreach Department puts out notices to City Hall with regards to the applications that are taking place. Tammy Gordon stated she has a list of recipients for the City Hall and the notices have been going out. Trustee Walker thanked staff and said the prerecorded presentations were great.

On motion from Trustee Guitron, seconded by Trustee Hassett, and passed by the following roll call votes, the Board of Trustees approved all Items of General Consent.

Ayes: President De Klotz, Trustees Espericueta, Gardner, Guitron, Hassett, Larson, Walker and Weightman.

Noes: None.

Abstained: None.

Absent: Trustees Bautista, Hagerman, and Kunz.

11. Old Business

- A. Discussion and/or approval of Resolution 2020-13, Adopting Employee Pay Schedule, in conformance with California Code of Regulations, Title 2, Sections 570.5 and 571 – **Crystal Moreno, M.S., Human Resources Specialist**

David l’Anson, Administrative Finance Manager, presented this item in Ms. Moreno’s place and he stated this was a requirement from CalPERS that a resolution was to be presented for adoption every time there are changes to the pay schedule.

On motion from Trustee Weightman, seconded by Trustee Gardner and passed by the following roll call votes, the Board of Trustees approved Item 11A.

Ayes: President De Klotz, Trustees Espericueta, Gardner, Guitron, Hassett, Larson, Walker and Weightman.

Noes: None.

Abstained: None.

Absent: Trustees Bautista, Hagerman, and Kunz.

12. New Business

A. Discussion and/or approval to purchase pesticide control products in an amount not to exceed \$772,431 from fund 7800.01.028, Chemical Control – Budgeted; *Funds available* – **Roberta Dieckmann, Operations Manager**

Roberta Dieckmann, Operations Manager, verbally summarized her staff report and stated this purchase was for the entire fiscal year for control efforts in the mosquito, RIFA, Aedes, and the Wide Area Larviciding (WALs) control treatments. Treasurer Weightman asked how much the Operations department buys at any certain time. Dieckmann stated historical use data is reviewed and then bids or quotes are requested and purchased as needed.

On motion from Trustee Hassett, seconded by Trustee Gardner and passed by the following roll call votes, the Board of Trustees approved Item 12A.

Ayes: President De Klotz, Trustees Espericueta, Gardner, Guitron, Hassett, Larson, Walker and Weightman.

Noes: None.

Abstained: None.

Absent: Trustees Bautista, Hagerman, and Kunz.

B. Approval of Resolution 2020-14 Adopting the District's Invasive Mosquito Management Program and Arbovirus Response Plan – **Jennifer A. Henke, M.S. Laboratory Manager**

Jennifer Henke, Laboratory Manager, stated the District works closely to follow what the Department of Public Health (DPH) recommends and requires from us to do our work. The DPH had updated their plan in 2020 for Invasive Aedes mosquitos and in turn the District staff reviewed our own plan and determined an update to our plan was needed.

On motion from Trustee Guitron, seconded by Trustee Hassett and passed by the following roll call votes, the Board of Trustees approved Item 12B.

Ayes: President De Klotz, Trustees Espericueta, Gardner, Guitron, Hassett, Larson, Walker and Weightman.

Noes: None.

Abstained: None.

Absent: Trustees Bautista, Hagerman, and Kunz.

C. Approval to purchase two Guardian foggers in an amount not to exceed \$40,000 from fund 8415.13.300.000, Capital Replacement fund – Budgeted; *Funds available* – **Edward Prendez, Information Technology Manager**

Edward Prendez, Information Technology Manager, mentioned the current foggers are over 15 years old and they intend to place those as backup equipment to the new units, if approved. Trustee Hassett asked if replacement of the software was feasible. Prendez stated the units are at the end of life cycle and replacing the software came at a high cost. He recommended to buy the new foggers and keep the old ones as back up.

On motion from Trustee Walker, seconded by Trustee Weightman and passed by unanimous vote, the Board of Trustees approved item 12C.

Ayes: President De Klotz, Trustees Espericueta, Gardner, Guitron, Hassett, Larson, Walker and Weightman.

Noes: None.

Abstained: None.

Absent: Trustees Bautista, Hagerman, and Kunz.

13. Closed Session Public Comments:

Persons wishing to address the Board on closed session items are requested to do so at this time. When addressing the Board, please come to the podium and give your name and address for the record. In order to conduct a timely meeting, a three-minute time limit per person per item has been established.

Mr. Anderson gave a comment related to Closed Session and prerecorded presentations that he did not see included on the Board packet.

A. *Closed Session: Conference with Labor Negotiators pursuant to Government Code Section 54957.6*

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

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

Upon returning from Closed Session, President De Klotz announced there was no reportable action.

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

None.

15. Adjournment – *President De Klotz adjourned at 7:43 p.m.*

Franz De Klotz
President

Doug Walker
Secretary

DRAFT



July 14, 2020

MEMORANDUM

**To: Board of Trustees
Jeremy Wittie, General Manager**
FROM: Lena Wade, Esq.
RE: Public Comment for July 14, 2020 Meeting

This memorandum is in response to a “written letter to be entered into the public record for the CVMVCD Board of Trustees Meeting held on July 14, 2020 - 6:00PM meeting time, Agenda Item: 8-A in regards to Item: 12 (one-time Chemical(s) purchase in the amount of \$772,431.” I would like to express my response to the written public comments submitted by Brad Anderson to the Clerk of the Board for the July 14, 2020 Meeting of the Board of Trustees. It is my position that the comments are not based in fact, they are speculative, they are incorrect and misleading, and they are defamatory. In particular, the comments regarding the Operations Manager are unfounded, unsubstantiated and are intended to falsely debase her character.

From: [B Anderson](#)
To: [Graciela Morales](#); [Jeremy Wittie](#)
Cc: [Tammy Gordon](#); [Franz De. Klotz External](#)
Subject: Written Public Comment Item: 12 (7/14/2020 - 6:PM CVMVCD Meeting)
Date: Tuesday, July 14, 2020 2:30:12 PM

July 14, 2020

Coachella Valley Mosquito and Vector Control District (CVMVCD)
43420 Trader Pl.
Indio, CA. 92201
(888) 343-9399 - www.cvmvcd.org

Re: Written letter to be entered into the Public record for the CVMVCD Board of Trustees Meeting held on July 14, 2020 - 6:PM meeting time, Agenda Item: 8-A in regards to Item: 12 (one-time Chemical(s) purchase in the amount of \$772,431)

Dear CVMVCD appointed Trustees,

Please consider reviewing past recommendations of a Grand Jury Investigation of having CVMVCD personnel purchasing large amounts of chemical treatment products and the temptation for bribes and past corruption that was performed by past CVMVCD administration staff to defraud the Public for personal gain.

The newly appointed CVMVCD operations Manager (Roberta Dieckmann) has been declined for that employment position on another occasion, but appears to have been able to secure favor from the current CVMVCD General Manager (Jeremy Wittie) to be suitable now, for the position of having the authority to perform large financial purchasing.

Please consider carefully, past administrative actions of R. Dieckmann in matters that she has been disingenuous and made falsehoods in matters of employee retention. Those recorded remarks are on record and will be produced by request and shared openly.

The Public Trust has been violated and the work performance of the current Operations Manager has and continues to place the Coachella Valley Residents and Guests at Increased risks of harm from vectored diseases. And appears to have been granted that ability from the CVMVCD General Manager and the CVMVCD Board of Trustees President.in the actions of abandoning abatement procedures without concern for Public Health and safety to citizens of the Coachella Valley.

Sincerely,
Brad Anderson | Rancho Mirage, CA | 760.409.9434 (Cell)

Coachella Valley Mosquito and Vector Control District

Checks Issued for the Period of:

July 11 - August 12, 2020

Check No	Payable To	Description	Check Amount	Total Amount
	Payroll Disbursement	July 24, 2020	179,686.17	
	Payroll Disbursement	August 7, 2020	187,583.00	
				367,269.17
Pre-Approved Expenditures Utilities/Benefits:				
43070	CalPERS Healthcare Acct	Healthcare Retired/Active 07/2020	75,991.47	
43071	CalPERS - Retirement Acct	Retirement Contributions 05/10 - 05/23/2020, 05/24 - 06/06/2020	52,289.57	
43107	Verizon Connect	Telematics May 2020	1,026.00	
43111	CalPERS Healthcare Acct	Healthcare Retired/Active 8/2020	75,889.47	
43112	CalPERS - Retirement Acct	Retirement Contributions 06/07/2020 - 06/20/2020	25,836.81	
43113	ICMA Retirement Trust	457 Plan Contributions 5/10 - 5/23/2020, 5/24 -6/06/2020, 6/07 - 6/20/2020	26,752.36	
43114	Principal Life Insurance Co.	Dental/Life Insurance 8/2020	9,682.39	
43115	Standard Insurance Company	LTD Premium 8/2020	2,996.25	
43116	Vision Service Plan (CA)	Vision Care Plan 7/2020	857.56	
				271,321.88
Pre-Approved Expenditures less than \$10,000.00:				
43072	Advance Imaging Systems	Contract Services	315.10	
43073	Airgas Safety Inc.	Dry Ice	1,136.96	
43074	Burrtec Waste Industries	Landfill Disposal Services	42.96	
43075	California Department Of Health Services	State Required CEU	6,956.00	
43076	Cintas Corporation	Uniform Expense	4,617.76	
43077	C&R Wellness Works	Employee Support	576.00	
43078	CSI Ceja Security International	Contract Services	3,550.00	
43079	Department of Environmental Health	Permits	1,747.00	
43080	Desert Alarm, Inc.	Buglar & Fire Alarm Monitoring Services	1,019.70	
43081	Desert Sun Publishing Co	Recruitment & Advertising	930.60	
43082	Employee Relations Inc.	Recruitment & Advertising	260.13	
43083	Entravision Communications Corporation	Advertising	1,171.20	
43084	Equipment Direct, Inc.	Safety Supplies	1,116.73	
43085	Fedak & Brown, LLP	Professional Fees	2,560.00	
43086	Gempler's Inc.	Safety Expense	189.06	
43087	Indio Emergency Medical Group	Physician Fees	515.00	
43088	Inland Power Equipment Co.	Equipment Parts and Supplies	603.56	
43089	Jemigan's Sporting Goods, Inc.	Safety Expense	402.32	
43090	Antonio Molina	Tuition Reimbursement	1,036.50	
43092	NAPA Auto & Truck Parts	Equipment Parts & Supplies	232.98	
43093	Nextdoor, Inc.	Advertising	543.78	
43094	nfpAccounting Technologies, Inc.	Maintenance Contract	3,357.00	
43098	Refrigeration Supplies Distributor	Repair & Maintenance	917.51	
43099	RM Broadcasting LLC	Advertising	2,250.00	
43101	Slovak Baron Empey Murphey & Pinkney LLP	Attorney Fees	4,000.00	
43103	South Coast AQMD	Permits, Licenses & Fees	806.34	
43104	UPS	Postage	346.90	
43105	U.S. Foods	Physical Control	456.90	
43106	Valley Lock & Safe	Repair & Maintenance	48.93	
43108	Waterlogic Americas LLC	Employee Support	484.66	
43109	Waxie Sanitary Supply	Operating Supplies	225.39	
43110	Willdan Financial Services	Benefit Assesment	6,737.50	
Cash - California Bank & Trust Checking				49,154.47
Cash - California Bank & Trust Checking				
43091	Mosquito & Vector Control Asn of CA	Dues & Memberships	11,500.00	
43095	Ocean Air Helicopters Inc.	Aerial Application	19,320.00	
43100	Salton Sea Air Service	Aerial Application	12,192.50	
43117	U.S. Bank	Calcard 7/22	64,430.50	
Cash - California Bank & Trust Check Run Total to be Approved				107,443.00
Total Expenditures: July 11, 2020 - August 12, 2020				795,188.52

Franz De Klotz, President

Clive Weightman, Treasurer

Coachella Valley Mosquito and Vector Control District

Checks Issued for the Period of:

August 13 - September 4, 2020

Check No	Payable To	Description	Check Amount	Total Amount
	Payroll Disbursement	August 21, 2020	192,636.16	
	Payroll Disbursement	September 4, 2020	188,653.23	
				381,289.39
Pre-Approved Expenditures Utilities/Benefits:				
Pre-Approved Expenditures less than \$10,000.00:				
43118	Advance Imaging Systems	Contract Services	297.06	
43119	Airgas Safety Inc.	Dry Ice	713.11	
43120	Burrtec Waste Industries	Landfill Disposal Services	42.96	
43121	Burrtec Waste & Recycling Svcs.	Utilites	34.92	
43122	CarQuest Auto Parts	Equipment Parts & Supplies	896.74	
43123	Cintas Corporation	Uniform Expense	2,246.56	
43125	C&R Wellness Works	Employee Assistance Services	292.50	
43126	Desert Electric Supply	Repair & Maintenance	58.27	
43127	Desert Fire Extinguisher Co., Inc.	Repair & Maintenance	561.97	
43128	Employee Relations Inc.	Recruitment & Advertising	399.29	
43129	Gempler's Inc.	Safety Expense	318.97	
43130	Health Career Connection	Temporary Services	6,900.00	
43131	High Tech Irrigation, Inc.	Repair & Maintenance	45.51	
43132	Indio Emergency Medical Group	Physician Fees	340.00	
43133	Nextdoor, Inc.	Adverstising	1,087.56	
43135	Pitney Bowes Global Financial Svcs	Contract Services	305.43	
43136	Praxair Distribution, Inc.	Cylinder Rentals	50.51	
43137	Rivco Mechanical Services, Inc.	Repair & Maintenance	4,800.92	
43138	Salton Sea Air Service	Aerial Application	7,090.90	
43139	Staples Technology Solutions	Capital Equipment Replacement	3,526.52	
43140	Veolia ES Technical Solutions, LLC	Operating Supplies	439.23	
43141	UPS	Postage	31.67	
43142	Verizon Connect	IT Communications	1,026.00	
43143	Waterlogic Americas LLC	Employee Support	213.15	
Cash - California Bank & Trust Checking				31,719.75
Cash - California Bank & Trust Checking				
43124	CleanExcel	Janitorial Services 7/2020 & 8/2020	13,922.00	
43134	Ocean Air Helicopters Inc.	Aerial Application	30,360.00	
43144	U.S. Bank	CalCard 8/24	176,471.06	
Cash - California Bank & Trust Check Run Total to be Approved				220,753.06
Total Expenditures: August 13, 2020 - September 4, 2020				633,762.20

Franz De Klotz, President

Clive Weightman, Treasurer

Coachella Valley Mosquito and Vector Control District
FINANCES AT A GLANCE
ALL FUNDS COMBINED
For the Month Ended August 31, 2020

	Beginning of the Month	Change During the Month	End of the Month
INVESTMENTS	12,455,937	(1,041,971)	11,413,966
CASH	(317,767)	415,160	97,393
INVESTMENTS & CASH	12,138,170	(626,811)	11,511,359
CURRENT ASSETS	1,708,815	(102,342)	1,606,473
FIXED ASSETS	10,177,671	1	10,177,671
OTHER ASSETS	4,969,170	-	4,969,170
TOTAL ASSETS	28,993,825	(729,152)	28,264,673
TOTAL LIABILITIES	5,496,859	(155,603)	5,341,256
TOTAL DISTRICT EQUITY	23,496,966	(573,549)	22,923,417
TOTAL LIABILITIES & EQUITY	28,993,825	(729,152)	28,264,673
RECEIPTS		\$ 68,637	
CASH DISBURSEMENTS			
Payroll	\$ 385,463		
General Admin	\$ 309,986		
Total Cash Disbursements		\$ (695,449)	
NON-CASH ENTRIES:		\$ (102,340)	
Accrual Modifications - Changes in A/P, A/R & Pre-paid insurance		(102,340)	
Change during Month - Excess of Cash over Receipts & Non-Cash Adjustments		\$ (729,152)	

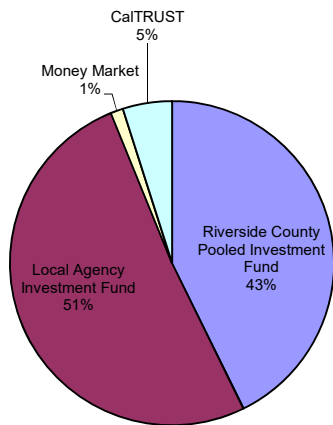
CVMVCD
Cash Journal - deposits
From 8/1/2020 Through 8/31/2020

Effective ...	Transaction Description	Deposits	Payee/Recipient Name
8/31/2020	August - refund sales tax	309.55	State of California
8/31/2020	August Receipt - Refund of Sales tax	906.51	State of California
8/31/2020	August Receipts	1,225.00	Paymac Inc
8/31/2020	August Receipts	66,071.62	Riverside County
8/31/2020	August Receipts - Bank Interest	89.28	California Bank & Trust
8/31/2020	August Receipts - Bank Interest	35.24	First Foundation Bank
Report Total		68,637.20	

**COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
INVESTMENT FUND BALANCES AS OF AUGUST 31, 2020**

INSTITUTION	IDENTIFICATION	Issue Date	Maturity Date	YIELD	General Fund	Thermal Capital Fund	Capital Equipment Replacement Fund	Capital Facility Replacement Fund	BALANCE
	Investment Fund Balance				8,146,868	14,356	804,317	2,448,425	\$ 11,413,966
LAIF	Common Investments			0.79%	3,960,699	6,979	391,029	1,190,332	\$ 5,549,039
Riverside County	Funds 51105 & 51115			0.70%	3,312,592	5,837	327,043	995,552	\$ 4,641,025
CalTRUST	Medium Term Fund			0.20%	380,543	671	37,570	114,367	\$ 533,150
CA Bank & Trust	Market Rate			0.13%	395,915	698	39,088	118,987	\$ 554,687
First Foundation	Market Rate			0.25%	97,154	171	9,592	29,198	\$ 136,115
	Total Investments				8,146,903	14,356	804,321	2,448,436	\$ 11,414,016

**PORTFOLIO COMPOSITION AS OF AUGUST 31, 2020
WEIGHTED YIELD 0.69%**



In compliance with the California Code Section 53646; the Finance Administrator of the Coachella Valley Mosquito and Vector Control District hereby certifies that sufficient liquidity and anticipated revenue are available to meet the District's budgeted expenditure requirements for the next six months.

Investments in the report meet the requirements of the Coachella Valley Mosquito and Vector Control District's adopted investment policy

Respectfully submitted

NOTED AND APPROVED

CVMVCD
Statement of Revenue and Expenditures
August 31, 2020

	Annual Budget	YTD Budget	YTD Actual	YTD Budget Variance	Current Period Budget	Current Period Actual	Current Period Variance	Annual Budget Variance	Percent Annual Budget
Revenues									
4000 Property Tax - Current Secured	4,094,440	0	0	0	0	0	0	(4,094,440)	(100)%
4010 Property Tax - Curr. Supplmntl	31,160	0	0	0	0	0	0	(31,160)	(100)%
4020 Property Tax - Curr. Unsecured	167,217	0	0	0	0	0	0	(167,217)	(100)%
4030 Homeowners Tax Relief	37,173	0	0	0	0	0	0	(37,173)	(100)%
4070 Property Tax - Prior Supp.	27,926	0	0	0	0	0	0	(27,926)	(100)%
4080 Property Tax - Prior Unsecured	8,891	0	0	0	0	0	0	(8,891)	(100)%
4090 Redevelopment Pass-Thru	4,659,669	0	0	0	0	0	0	(4,659,669)	(100)%
4520 Interest Income - LAIF/CDs	120,000	0	256	256	0	128	128	(119,744)	(100)%
4530 Other Miscellaneous Receipts	63,000	10,500	1,216	(9,284)	5,250	1,216	(4,034)	(61,784)	(98)%
4551 Benefit Assessment Income	2,299,810	0	0	0	0	0	0	(2,299,810)	(100)%
Total Revenues	11,509,286	10,500	1,472	(9,028)	5,250	1,344	(3,906)	(11,507,814)	(100)%
Expenditures									
Payroll Expenses									
5101 Payroll - FT	5,000,402	833,400	586,915	246,486	416,700	355,967	60,733	4,413,487	88 %
5102 Payroll Seasonal	233,140	38,857	21,446	17,410	19,428	15,070	4,358	211,694	91 %
5103 Temporary Services	6,900	6,900	6,900	0	0	6,900	(6,900)	0	0 %
5105 Payroll - Overtime Expense	44,120	7,353	12,262	(4,909)	3,677	8,451	(4,774)	31,858	72 %
5110 FFCRA Wage Credit	0	0	(13,309)	13,309	0	0	0	13,309	0 %
5150 CalPERS State Retirement	838,526	410,643	338,328	72,315	42,788	36,390	6,398	500,198	60 %
5155 Social Security Expense	317,326	52,888	38,685	14,203	26,444	23,858	2,586	278,641	88 %
5165 Medicare Expense	74,213	12,369	9,254	3,115	6,184	5,655	530	64,959	88 %
5166 FFCRA Medi Credit	0	0	(193)	193	0	0	0	193	0 %
5170 Cafeteria Plan	1,082,168	180,361	174,438	5,923	90,181	7,033	83,147	907,730	84 %
5172 Retiree Healthcare	372,588	62,098	9,712	52,386	31,049	0	31,049	362,876	97 %
5180 Deferred Compensation	109,134	18,189	3,534	14,656	9,095	7,704	1,391	105,601	97 %
5195 Unemployment Insurance	32,066	5,344	844	4,501	2,672	588	2,085	31,223	97 %
Total Payroll Expenses	8,110,583	1,628,402	1,188,815	439,587	648,218	467,615	180,603	6,921,768	85 %

CVMVCD
Statement of Revenue and Expenditures
August 31, 2020

	Annual Budget	YTD Budget	YTD Actual	YTD Budget Variance	Current Period Budget	Current Period Actual	Current Period Variance	Annual Budget Variance	Percent Annual Budget
Administrative Expenses									
5250 Tuition Reimbursement	20,000	3,333	1,037	2,297	1,667	0	1,667	18,964	95 %
5300 Employee Incentive	14,175	3,071	0	3,071	2,821	0	2,821	14,175	100 %
5301 Employee Support	0	0	485	(485)	0	426	(426)	(485)	0 %
5302 Wellness	600	600	103	497	0	0	0	497	83 %
5305 Employee Assistance Program	3,200	533	576	(43)	267	0	267	2,624	82 %
6000 Property & Liability Insurance	135,395	26,733	28,204	(1,471)	13,366	14,102	(736)	107,191	79 %
6001 Workers' Compensation Insurance	184,697	39,116	38,986	131	19,558	19,493	65	145,711	79 %
6050 Dues & Memberships	41,605	21,396	11,844	9,552	13,583	11,500	2,083	29,761	72 %
6060 Reproduction & Printing	28,550	867	76	790	108	2	107	28,474	100 %
6065 Recruitment/Advertising	8,500	1,417	210	1,207	708	260	448	8,290	98 %
6070 Office Supplies	18,556	3,255	855	2,400	1,483	38	1,445	17,701	95 %
6075 Postage	5,750	958	201	757	479	191	289	5,549	97 %
6080 Computer & Network Systems	5,200	867	692	175	433	0	433	4,508	87 %
6085 Bank Service Charges	120	20	6	14	10	3	7	114	95 %
6090 Local Agency Formation Comm.	2,400	2,400	2,164	236	2,400	0	2,400	236	10 %
6095 Professional Fees	78,699	10,511	3,230	7,281	2,150	1,489	662	75,469	96 %
6100 Attorney Fees	63,000	10,500	4,000	6,500	5,250	4,000	1,250	59,000	94 %
6105 Legal Services / Filing Fees	1,000	167	0	167	83	0	83	1,000	100 %
6106 HR Risk Management	4,500	750	5,625	(4,875)	375	0	375	(1,125)	(25)%
6110 Conference Expense	45,400	533	0	533	267	0	267	45,400	100 %
6115 In-Lieu	13,200	2,200	2,200	0	1,100	1,100	0	11,000	83 %
6120 Trustee Support	7,550	1,083	140	943	367	140	227	7,410	98 %
6200 Meetings Expense	4,690	782	57	724	391	0	391	4,633	99 %
6210 Promotion & Education	26,500	4,417	0	4,417	2,208	0	2,208	26,500	100 %
6220 Public Outreach Advertising	45,000	833	1,303	(469)	417	1,088	(671)	43,697	97 %
6500 Benefit Assessment Expenses	96,000	8,000	6,738	1,263	0	6,738	(6,738)	89,263	93 %
Total Administrative Expenses	854,287	144,342	108,731	35,611	69,492	60,568	8,923	745,556	87 %
Utilities									
6400 Utilities	106,000	21,583	35	21,548	8,442	35	8,407	105,965	100 %
6410 Telecommunications	1,270	212	0	212	106	0	106	1,270	100 %
Total Utilities	107,270	21,795	35	21,760	8,548	35	8,513	107,235	100 %

CVMVCD
Statement of Revenue and Expenditures
August 31, 2020

	Annual Budget	YTD Budget	YTD Actual	YTD Budget Variance	Current Period Budget	Current Period Actual	Current Period Variance	Annual Budget Variance	Percent Annual Budget
Operating									
7000 Uniform Expense	44,255	8,318	6,834	1,485	4,409	2,167	2,242	37,422	85 %
7050 Safety Expense	25,225	5,158	7,362	(2,204)	3,367	271	3,096	17,863	71 %
7100 Physican Fees	5,000	833	745	88	417	230	187	4,255	85 %
7150 IT Communications	56,740	8,582	1,026	7,556	4,291	1,026	3,265	55,714	98 %
7200 Household Supplies	3,000	500	335	165	250	0	250	2,665	89 %
7300 Repair & Maintenance	42,000	7,000	8,389	(1,389)	3,500	1,144	2,356	33,611	80 %
7310 Maintenance & Calibration	0	0	387	(387)	0	0	0	(387)	0 %
7350 Permits, Licenses & Fees	41,552	6,308	806	5,502	3,079	0	3,079	40,746	98 %
7400 Vehicle Parts & Supplies	42,720	7,120	1,131	5,989	3,560	185	3,375	41,589	97 %
7420 Offsite Vehicle Maint & Repair	18,123	2,687	0	2,687	1,344	0	1,344	18,123	100 %
7450 Equipment Parts & Supplies	16,800	2,800	2,184	616	1,400	1,112	288	14,616	87 %
7500 Small Tools Furniture & Equip	4,100	683	564	119	342	0	342	3,536	86 %
7550 Lab Supplies & Expense	36,700	6,917	2,892	4,024	3,458	1,564	1,894	33,808	92 %
7570 Aerial Pool Surveillance	26,000	0	0	0	0	0	0	26,000	100 %
7575 Surveillance	46,610	26,118	15,712	10,406	1,759	0	1,759	30,898	66 %
7600 Staff Training	85,337	11,258	32	11,226	5,504	0	5,504	85,305	100 %
7650 Equipment Rental	1,000	167	0	167	83	0	83	1,000	100 %
7675 Contract Services	151,521	18,293	20,750	(2,456)	8,577	11,197	(2,620)	130,771	86 %
7700 Motor Fuel & Oils	80,000	13,333	9,998	3,336	6,667	4,933	1,734	70,002	88 %
7750 Field Supplies	14,400	2,400	635	1,765	1,200	0	1,200	13,765	96 %
7800 Control Products	786,931	131,155	457	130,698	65,578	0	65,578	786,474	100 %
7850 Aerial Applications	156,950	26,158	19,320	6,838	13,079	19,320	(6,241)	137,630	88 %
8415 Capital Outlay	33,952	4,117	2,128	1,989	2,059	0	2,059	31,824	94 %
8510 Research Projects	135,000	0	0	0	0	0	0	135,000	100 %
9000 Contingency Expense	109,750	18,292	0	18,292	9,146	0	9,146	109,750	100 %
Total Operating	1,963,666	308,199	101,687	206,512	143,067	43,149	99,918	1,861,979	95 %
Contribution to Capital Reserves									
8900 Transfer to other funds	473,481	78,914	78,914	0	39,457	39,457	0	394,567	83 %
Total Contribution to Capital Reserves	473,481	78,914	78,914	0	39,457	39,457	0	394,567	83 %
Total Expenditures	11,509,287	2,181,651	1,478,181	703,470	908,781	610,823	297,958	10,031,106	87 %
Net revenue over/(under) expenditures	(1)	(2,171,151)	(1,476,709)	694,442	(903,531)	(609,480)			

CVMVCD
Balance Sheet
As of 8/31/2020
(In Whole Numbers)

		Current Year
Assets		
Cash and Investments		
1000	Cash - Investments	11,413,966
1012	Cash - Clearing Account	200
1016	Petty Cash	500
1017	Petty Cash Checking	1,500
1025	First Foundation - General	100
1026	First Foundation - Payroll	12,119
1035	CB&T General Checking	1,003
1036	CB&T Payroll Checking	81,971
	Total Cash and Investments	11,511,359
Current Assets		
1050	Accounts Receivable	174,243
1085	Inventory	459,271
1168	Prepaid Insurance	344,672
1169	Deposits	628,287
	Total Current Assets	1,606,473
Fixed Assets		
1300	Equipment/Vehicles	1,950,150
1310	Computer Equipment	488,714
1311	GIS Computer Systems	301,598
1320	Office Furniture & Equipment	1,241,522
1330	Land	417,873
1335	Oleander Building	5,665,862
1336	Signage	23,651
1340	Structures & Improvements	3,026,126
1341	Bio Control Building	6,998,162
1342	Bio Control Equip/Furn	43,987
1399	Accumulated Depreciation	(9,979,973)
	Total Fixed Assets	10,177,671

CVMVCD
Balance Sheet
As of 8/31/2020
(In Whole Numbers)

		Current Year
Other Assets		
1520	Resources to Be Provided	3,514,102
1525	Deferred Outflows of Resources	1,142,648
1530	Deferred Outflows of Resources - OPEB	312,420
1900	Due to/from	0
	Total Other Assets	4,969,170
	Total Assets	28,264,673
Liabilities		
Short-term Liabilities		
Accounts Payable		
2015	Credit Card Payable	(7,939)
2020	Accounts Payable	106,331
2030	Accrued Payroll	0
2040	Payroll Taxes Payable	65
2185	Employee Dues	(66)
	Total Accounts Payable	98,392
	Total Short-term Liabilities	98,392
Long-term Liabilities		
2100	Pollution Remediation Obligation	2,100,000
2200	Net Pension Liability	1,585,309
2210	Deferred Inflows of Resources	118,606
2300	Net OPEB Liability	715,923
2500	Compensated Absences Payable	723,026
	Total Long-term Liabilities	5,242,864
	Total Liabilities	5,341,256
Fund Balance		
Non Spendable Fund Balance		
3920	Investment in Fixed Assets	10,698,793

CVMVCD
Balance Sheet
As of 8/31/2020
(In Whole Numbers)

		Current Year
3945	Reserve for Prepaids & Deposit	1,041,260
3960	Reserve for Inventory	459,271
	Total Non Spendable Fund Balance	12,199,324
	Committed Fund Balance	
3965	Public Health Emergency	4,309,674
	Total Committed Fund Balance	4,309,674
	Assigned Fund Balance	
3910	Reserve for Operations	4,800,000
3925	Reserve for Future Healthcare Liabilities	547,704
3955	Thermal Remediation Fund	463,724
3970	Reserve for IT Replacement	277,991
3971	Reserve for Vehicle Replacement	344,376
	Total Assigned Fund Balance	6,433,795
	Unassigned Fund Balance	
3900	Fund Equity	1,342,366
3999	P&L Summary	35,772
	Total Unassigned Fund Balance	1,378,138
	Current YTD Net Income	(1,397,514)
	Total Current YTD Net Income	(1,397,514)
	Total Fund Balance	22,923,417
	Total Liabilities and Net Assets	28,264,673

FINANCE

The financial reports show the balance sheet, receipts, and the revenue and expenditure reports for the month ending August 31, 2020. The revenue and expenditure report shows that the operating budget expenditure for July 1, 2020 to August 31, 2020 is \$1,478,182; total revenue is \$1,472 resulting in excess revenue over (under) expenditure for the year to August 31, 2020 of (\$1,476,710).

THREE YEAR FINANCIALS

	Actual 8/31/2020	Budget	Actual 8/31/2019	Actual 8/31/2018
Revenue	1,472	10,500	5,345	5,427
Expenses				
Payroll	1,188,815	1,628,402	1,641,343	1,115,620
Administrative Expense	108,731	144,342	138,774	104,735
Utility	35	21,795	30,465	8,399
Operating Expense	101,687	308,199	366,929	253,966
Contribution to Capital Reserves	78,914	78,914	83,925	80,436
Total Expenses	1,478,182	2,181,652	2,261,436	1,563,156
Profit (Loss)	(1,476,710)	(2,171,152)	(2,256,091)	(1,557,729)

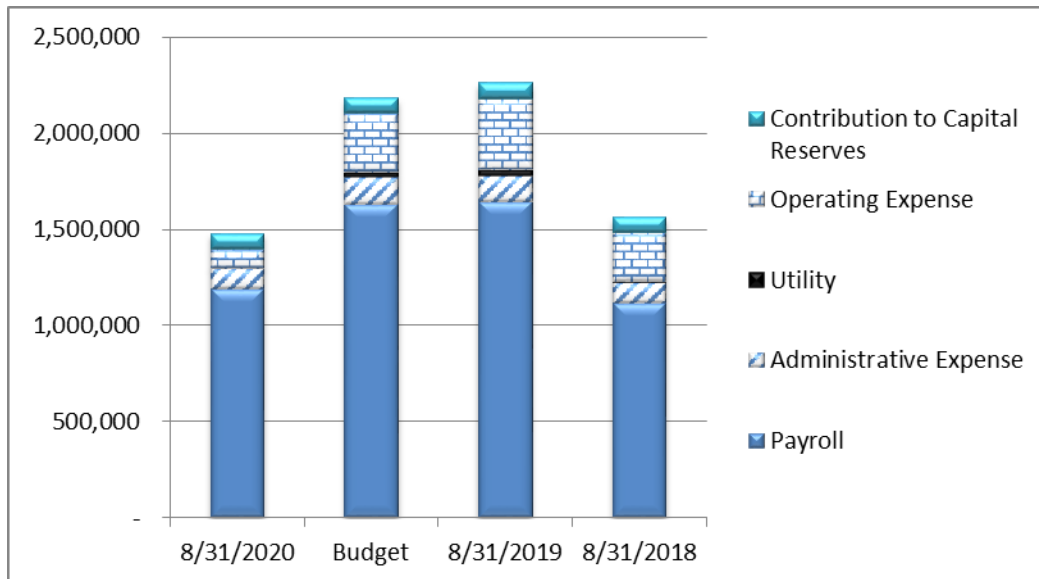


Figure 1 - Three Year Expenditure

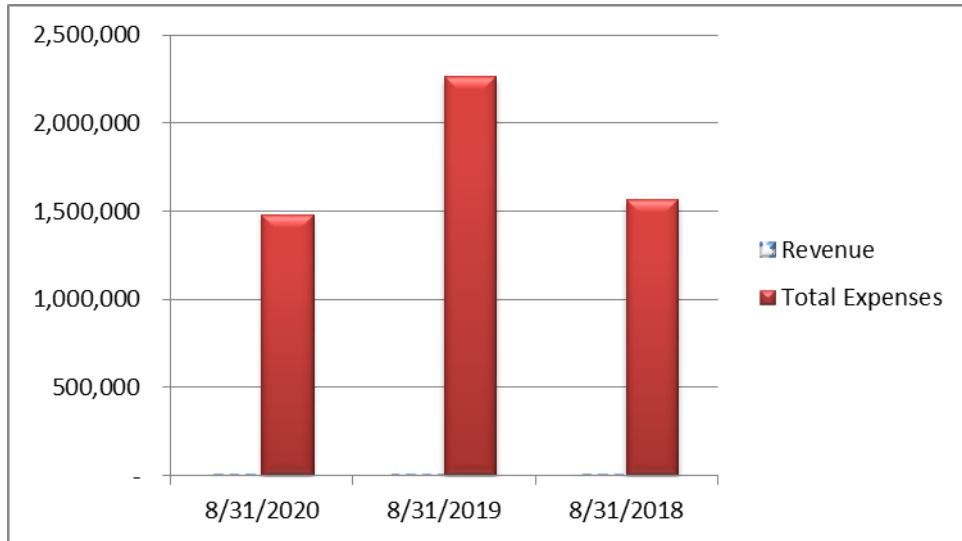


Figure 2 - Three Year Revenue & Expenditure

THREE YEAR CASH BALANCE

Cash Balances	8/31/2020	8/31/2019	8/31/2018
Investment Balance	11,413,966	10,390,045	11,022,396
Checking Accounting	1,303	29,444	23,779
Payroll Account	95,090	106,135	83,988
Petty Cash	2,000	2,000	2,000
Total Cash Balances	11,512,359	10,527,624	11,132,163

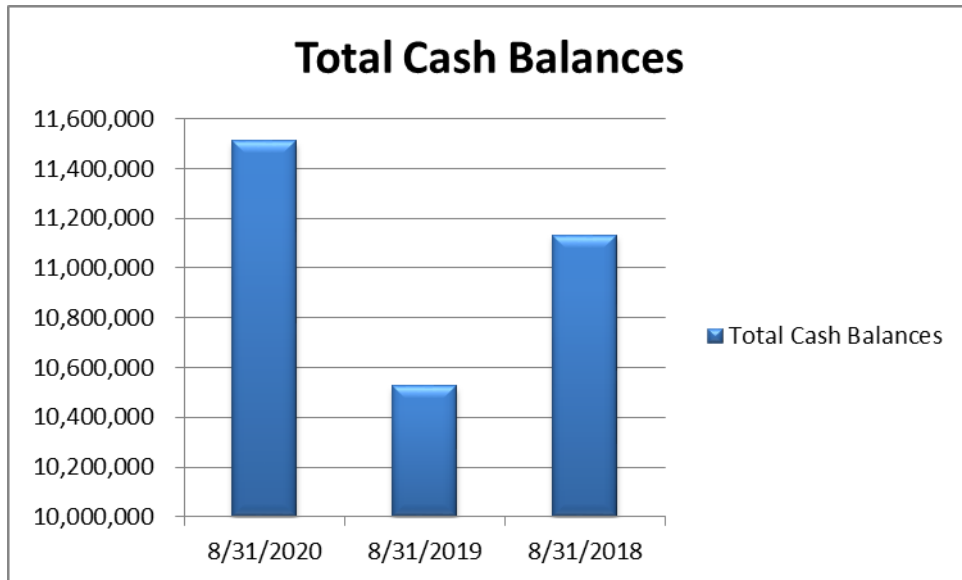


Figure 3 - Cash Balances

DISTRICT INVESTMENT PORTFOLIO 8/31/2020

The District’s investment fund balance for the period ending August 31, 2020 is \$11,414,016. The portfolio composition is shown in the pie chart. Local Agency Investment Fund (LAIF) accounts for 51% of the District’s investments; the Riverside County Pooled Investment Fund is 43% of the total. The LAIF yield for the end of August was 0.79% and the Riverside County Pooled Investment Fund was 0.70%; this gives an overall weighted yield for District investments of 0.69%.

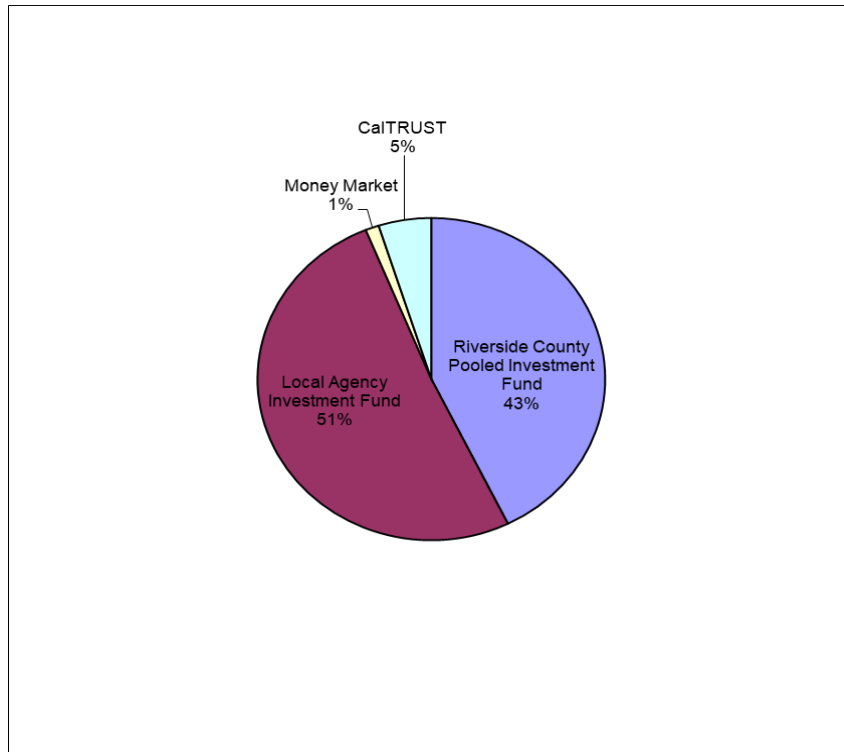


Figure 4 - Investment Portfolio 8-31-20

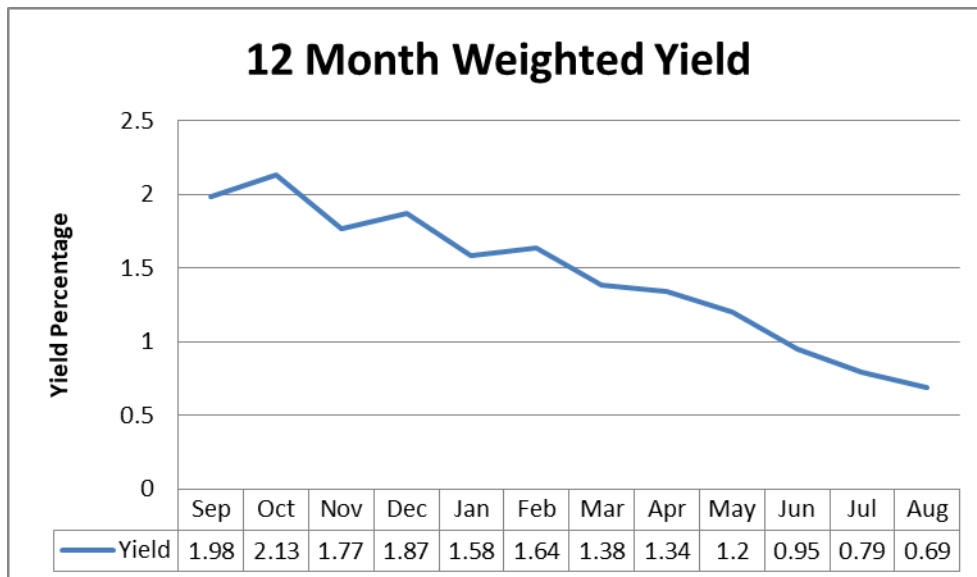
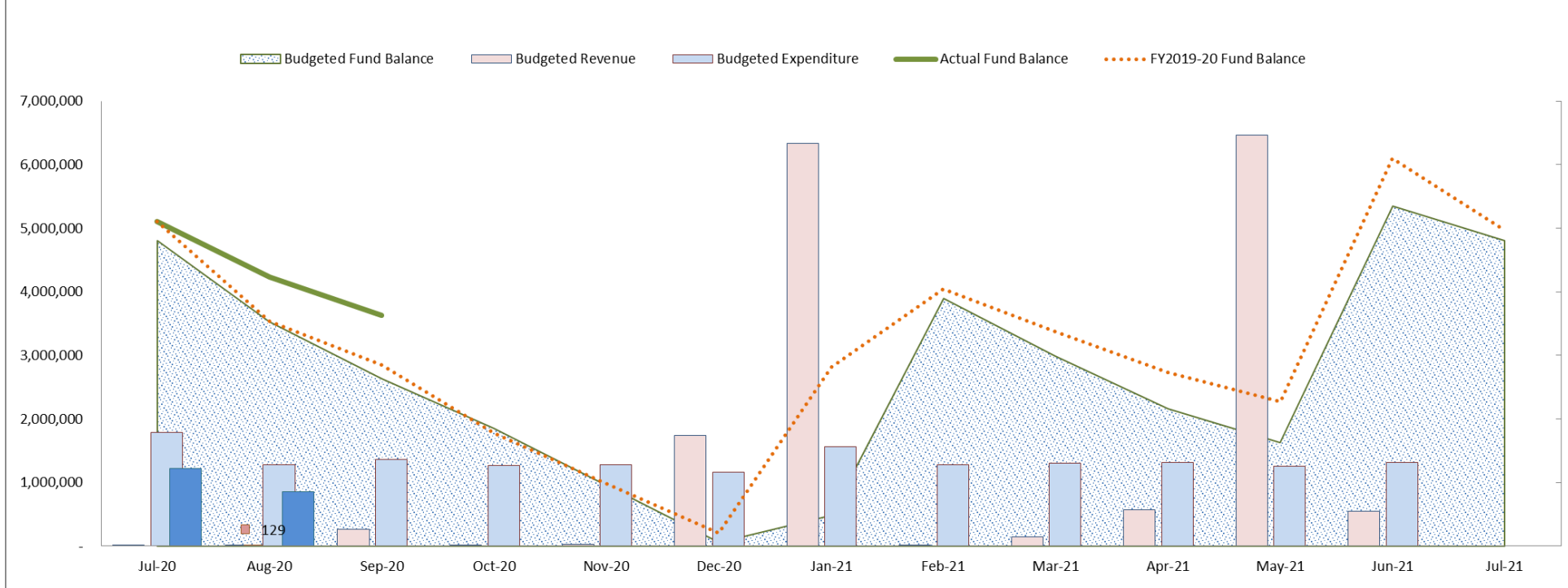


Figure 5 - District Investments Weighted Yield

General Fund Operational Cash Flow Fiscal Year 2020 - 2021



The **General Fund Operational Cash Flow** graph outlines the District’s working capital for the fiscal year July 1 2019 to June 30 2020. The beginning fund balance is \$4.8 million and ending fund balance is \$4.8 million. Expenditure is approximately divided by 12 equal months, with some differences accounting for the seasonality of the program for example control products and seasonal employment which are greater in the mosquito breeding season. July expenditure is higher than average because of the prefunding lump sum of \$310,000 for CalPERS unfunded liability. The budget also accounts for prepayments. The revenue follows a different pattern, Riverside County distribute the property tax revenue in January and May with advancements in December and April.

The *shaded area* represents the **Budgeted Fund Balance** which has a formula of (beginning) **Fund Balance** plus **Revenue** minus **Expenditure**. The *green line* represents the **Actual Fund Balance** and is graphed against the *shaded area* **Budgeted Fund Balance**. FY2019-2020 Fund Balance is the orange dash line.

The graph shows for June 1 the \$4.8 million **Fund Balance** plus total Revenue for July 1 to August 31, 2020 of \$1,472 minus total Expenditure of \$1.5 million is \$3.3 million. For planning purposes the District is under budget. Expenses are \$703,470 less than budgeted, the reason for this is timing; payroll expenses for end of August are not reflected as is the August Calcard which includes \$120,000 control products and utility bills. These will be reflected in September. As long as the green line stays out of the shaded area the District is within budget, as of June 30, 2020, the line is outside the shaded area.

From: Erica Frost
Sent: Tuesday, July 21, 2020 8:40 AM
To: DistrictWideGroup
Subject: Compliment

Good Morning Staff;

Mrs. Blume called and just wanted to make mention that **Trinidad Haro** was excellent in his service yesterday and is a joy and a hard worker. Everything was positive. He knows his job and helped out tremendously. He is truly the Mosquito whisperer.

He advised her on how to resolve her issue as well.

Great job Trini! Keep up the good work!!

Erica V. Frost
Administrative Clerk

From: Diane Greeman
Sent: Tuesday, July 21, 2020 10:40 PM
To: DistrictWideGroup
Subject: Good News

Frank M. called with a message he wished to extend to the entire District. He said he is finding "dead" mosquitos everywhere (even in his pool) and wants us to know **we are doing a great job**. He lives in Palm Desert.

Diane Greeman
Administrative Clerk

From: Diane Greeman
Sent: Tuesday, July 21, 2020 1:38 PM
To: DistrictWideGroup
Subject: Compliment

Joe M. from Indio called to inform the District of the exemplary technician that went to his house to treat for RIFA. He was very helpful, thorough, good mannered and did an excellent job of explaining the process in inspecting and treating. Good customer service.

Mike Chylic is the Technician! Good job Mike!

Diane Greeman
Administrative Clerk

From: Diana Reyes
Sent: Thursday, July 23, 2020 11:31 AM
To: DistrictWideGroup
Subject: Employee Recognition

Hello,

I received a call from the resident in Rancho Mirage CA. Resident had a fire ant inspection/treatment today and wanted to call the office to acknowledge **Mike Chylik** on a job well done! He was very courteous, very knowledgeable and resident was pleased with his services.

Great Job Mike, you're on roll!!!
Continue your great customer service!

Diana L. Reyes
Administration Clerk

From: Tammy Gordon
Sent: Thursday, July 23, 2020 4:20 PM
To: DistrictWideGroup
Subject: Compliment call

Hi everyone,
Jan H. in Palm Desert called to compliment **Rafael**. This was her first experience with vector control so she wasn't sure what to expect but Rafael was "Great! He was thorough and knowledgeable" so she just had to call and tell us how lucky we are to have him.
Thank you Rafael for your customer service!

Tammy Gordon, MA
Public Information Officer

From: Sarah Crenshaw
Sent: Thursday, July 23, 2020 4:36 PM
To: DistrictWideGroup
Subject: Compliment Email - Ryan Gonzalez

I received the email below from Gary of Sterling Cove regarding **Ryan**. Great job Ryan!

Thank you, Sarah. He probably starts early. BTW, I think he is really excellent. He has been helpful, follows through and is very personable. You are lucky to have him on your team.

Gary

Sarah Crenshaw
Administrative Clerk

From: Tammy Gordon
Sent: Friday, July 24, 2020 8:57 AM
To: DistrictWideGroup
Subject: compliment call

Hi everyone,

Dr. Vladimir called to let me know what great customer service **Diana** gave to him. He had many concerns and spent a lot of time calling the county and trying to find somebody to help him when he reached Diana who took the time to answer all his questions. She was polite, kind and patient. He said that she deserved an extra week of vacation for all of her great work.

Thank you Diana for representing the District so well and taking the time to help residents!

Tammy Gordon, MA
Public Information Officer

From: Erica Frost
Sent: Wednesday, August 12, 2020 12:42 PM
To: DistrictWideGroup
Subject: Compliment

Good Afternoon;

I received a call from resident Janice who just wanted to call and let us know how delightful, efficient and informative **Marisa Kelling** was today. She says she is very nice and a wonderful asset.

Erica V. Frost
Administrative Clerk

From: Oldembour Avalos
Sent: Friday, August 21, 2020 10:47 AM
To: DistrictWideGroup
Subject: Recognition/Compliment call

Hello all,

I received a phone call (message) from Mr. West, he was pleased with the work that **Jeff** performed at his property on Wednesday, 8/19/20.

Mr. West message "Jeff is a knowledgeable, personable, friendly, and terrific associate to have, he gets a 5 star".

Congratulations Jeff! Way to represent the District.

Oldembour Avalos
Field Supervisor

From: Sarah Crenshaw
Sent: Monday, August, 24 2020 9:58 AM
To: DistrictWideGroup
Subject: Jaime Salazar - Email Compliment

Good morning everyone,

I received an email from Cindy of Christ of the Desert Church regarding their RIFA treatment this morning. She stated that **Jaime Salazar** was on time, very polite, and thorough. She wanted to thank him for his diligence.

Great job Jaime!

Sarah Crenshaw
Administrative Clerk

From: Tammy Gordon
Sent: Friday, August, 28 2020 3:27 PM
To: DistrictWideGroup
Subject: compliment

Hi everyone,

I received an email from Mr. Tucker, resident of the La Quinta Cove who in the past has had both Dengue and Chikungunya. He was thrilled to hear that we were treating for Aedes and wanted to give a shout out.

"Phenomenal work keeping those Aegypti out of the LQ Cove. Thank you for spraying. I haven't seen one in several weeks. **Thank you. Mike and everyone!**

Tammy Gordon
Public Information Officer

Board Business Status Log 2020

Board Action Item / Description	Month	Status	Comment	
Agreements				
	Cleaning Services Agreement with CleanExcel	January	Completed	
	Adulticiding and Larviciding Aerial Applications Agreement with Salton Sea Air Service	February	Completed	
	MOU between CVAG and City of Indio		In progress	Awaiting agreement with CVWD regarding the destruction of standpipes.
Resolutions And Proclamations				
	Resolution No. 2020-01 Adopting the District's Social Media Policy and Resolution	January	Completed	
	Proclamation Supporting Participation in the 2020 Census	January	Completed	
	Resolution No. 2020-02 Approving the District's Pay Schedule	February	Completed	
	Resolution No. 2020-03 Authorizing the Closure of Demand Deposit Accounts with First Foundation Bank	March	Completed	
	Resolution No. 2020-04 Authorizing the Opening of Demand Deposit Accounts	March	Completed	

	with California Bank & Trust Bank			
	Resolution No. 2020-05 Proclaiming and Ratifying the Existence of a Local Emergency	March	Completed	
	Resolution No. 2020-06 Adopting 2020 CVMVCD Mosquito-Borne Surveillance and Emergency Response Plan	May	Completed	
	Proclamation supporting the designation of the week of May 17-23, 2020 as California Special Districts Week	May	Completed	
	Resolution No. 2020-07 Authorizing Attendance of Professional Development Conferences by Trustees and Employees for FY 2020-2021	June	Completed	
	Resolution No. 2020-08 Approving the District's Legislative Advocacy Policy	June	Completed	
	Resolution No. 2020-09 Approving Ratification of Side Letter to Memorandum of Understanding (MOU) between Coachella Valley Mosquito and Vector	June	Completed	

	Control District and Teamsters Local 911 related to a one-year extension of the MOU and a 2% base salary increase for FY 2020-2021			
	Resolution No. 2020-10 Approving the District's FY 2020-21 Budget	June	Completed	
	Resolution No. 2020-11 Approving the District's Preliminary Engineer's Report	June	Completed	
	Resolution 2020-12 approving Engineer's Report, Confirming Diagram and Assessment, and Ordering the Levy of Assessments for the Fiscal Year 2020-21	July	Completed	
	Resolution 2020-13, Adopting Employee Pay Schedule	July	Completed	
	Resolution 2020-14 Adopting the District's Invasive Mosquito Management Program and Arbovirus Response Plan	July	Completed	
Other				
	IT Security Awareness Training Program Kickoff	October (2019)	Ongoing	

	General Manager Employment Agreement	January	Completed	
	General Counsel Evaluation	February	Completed	
	Prerecorded Presentations: IVM Program and General Manager Updates	May	Ongoing	



DEPARTMENT REPORTS

Human Resources

New Employees

- The following employees began work on July 27th in the position of Seasonal Vector Control Operator:
 - *Jose Montoya*
 - *James Pando*
 - *Jaime Salazar*

- *Luz Moncada* began work in the position of Community Liaison on August 27th. Luz received a Bachelor's degree in Communication from California State University Channel Islands.

Promotions

- *Michael Chylik* began work in the position of Vector Control Technician Trainee on August 18th. Michael worked as a Seasonal employee for one season.

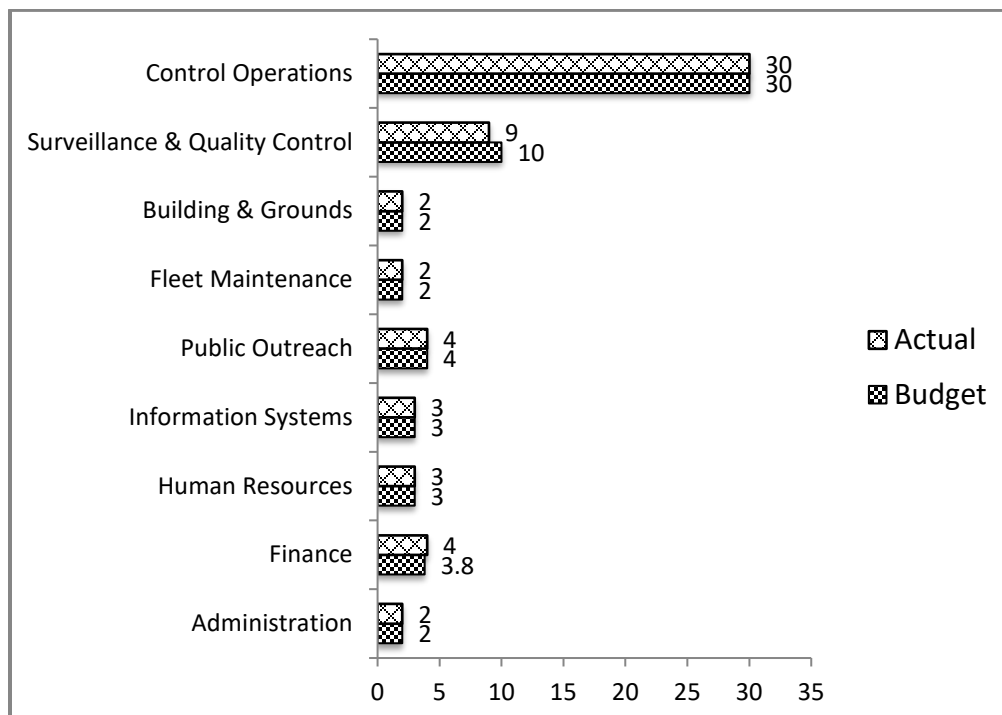
Recruitment

- Recruitment is continuing for the position of Biologist and Seasonal Vector Control Operator.

Open Enrollment

Open Enrollment for the District's health plans will begin September 21 and end October 16, 2020. Open enrollment is an opportunity to add or make changes to current benefit plans. Changes become effective on January 1, 2021.

Regular Employee Headcount by Program

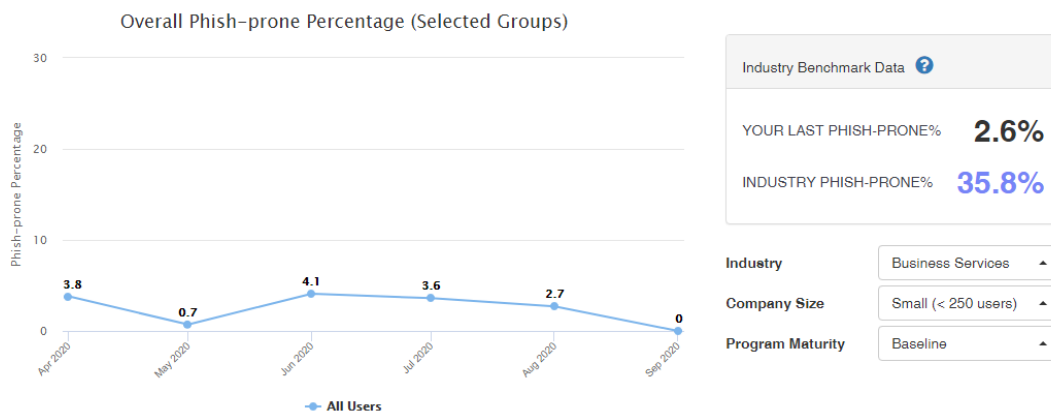


Information Technology

Security Awareness Program - KnowBe4 is the District's security awareness training and simulated phishing platform that helps us manage the ongoing problem of social engineering. Phishing is the fraudulent attempt to obtain sensitive information or data, such as usernames, passwords, and credit card details, by disguising oneself as a trustworthy entity in an electronic communication. As of September 2020, 572 phishing emails have been sent to staff testing their ability to identify illegitimate messages. Eighteen messages have been clicked on. Failing a phishing campaign enters staff into Phishing Fundamentals and Post-Click Education Training Program.

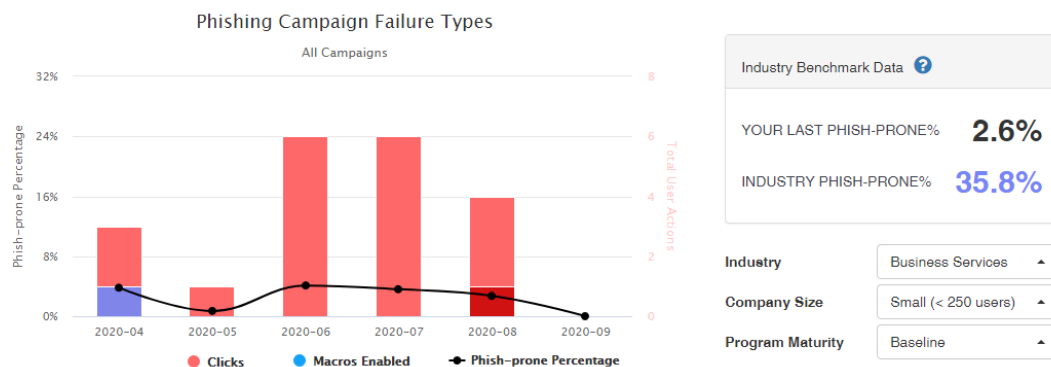
Overall Phish-prone Percentage (All Users)

This report displays the current average Phish-prone Percentage for all users having applicable data across the specified date range.



Phishing Campaign Failure Types

This report displays the types of failures recorded on the selected phishing campaign, for the applicable length of time across the selected date range. The failure counts and Phish-prone Percentage are also included.



While our percentages are low, all it takes is one click and the District's Network could be compromised. Enhance phishing campaigns have been crafted to include COVID-19 to test our employees' ability to identify illegitimate messages.

Vishing

An employee of the District received an automated call stating their financial information on their District iPhone has been breached. When the employee Googled the phone number, it did not return an Apple Support Line. This was a case of Vishing, a form of phishing, which is any type of message — such as an email, text, phone call, or direct-chat message — that appears to be from a trusted source, but it is not. The goal is to steal someone's identity or money.

Remote Workers

Telecommuting employees have been utilizing Virtual Private Network (VPN) Connections via the District Firewall. The VPN Connection extends the District's Private Network across public networks to remote access District Applications. The District has provided up to 27 VPN Connection to telecommuting employees. The District averages 14 telecommuting employees per day.

Fleet Services

Fleet Services encountered three (3) vehicle accidents in August. Two (2) of the three (3) vehicles accidents required collision repair:

- 8/7/2020 | UNIT #35 to straighten both the driver side door, door hinge, and driver side fender
- 8/20/2020 | UNIT #76 to replace the rear bumper

The driver of the third accident has been registered to receive an online training session entitled 'Avoiding Fixed Objects', with the National Safety Council (NSC), a provider of defensive driving. All drivers who are involved in an avoidable accident is to be registered to receive the training.

As of August 17th, drivers of all District Vehicles perform a 360-Degree Vehicle Inspection at the start of their shift and document their result in the District's In-house Web Application. Upon completing the vehicle inspection, Supervisors and Fleet Services receive an email on the results.

360-Degree Vehicle Inspection
This simple habit of inspecting your vehicle can ensure you have a safe drive and it only takes a few minutes.

Why carryout daily vehicle inspections
A daily vehicle inspection will help ensure your vehicle is:

- Clean
- Roadworthy
- Safe to drive

It also helps to:

- Highlight and fix any vehicle damage
- Reduce maintenance costs / vehicle downtime

Daily Vehicle Inspection Items

Exterior
Are lights, signals, fasteners, safety caps, mirrors and windows signed, working and clear?

Interior
Are mirrors clear, free of trash and loose objects?

Interior
Are the seats equal and free and in proper position and correctly stowed?

Exterior
Are the wheels in good condition?

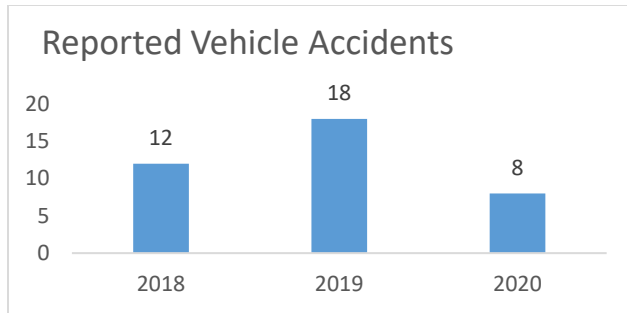
Exterior
Are there any signs of leaks?

Exterior
Inspect for body damage, loose trim or moldings. Is there any damage to the vehicle to report?

Exterior
Is there any excessive rust, dirt or damage to the interior undercarriage?

Conducting daily vehicle inspections helps the Fleet Services Department reduce the likelihood of accidents, spot dangerous issues before the vehicle is used, and prevent the need for costly repairs.

There have been eight (8) reported vehicle accidents in 2020, a percentage change decrease of 55% from 2019's eighteen (18) reported vehicle accidents. The estimated collision repair cost per vehicle for 2020 is \$3,400.



Reported Accidents	Month											Grand Total
Years	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Grand Total
2018	0	1	1	1	3	2	0	2	1	0	1	12
2019	0	2	0	2	0	1	3	3	4	3	0	18
2020	1	1	0	0	1	1	1	3	0	0	0	8
Grand Total	1	4	1	3	4	4	4	8	5	3	1	38

From 2018 to current, most reported vehicle accidents occur in August and September.

EQUIPMENT IN USE



Wide Area Larvicide (WALs) applications occurred in La Quinta and Palm Desert. To achieve the two application rates being requested from the Operations and Laboratory Departments, Fleet Services incorporated the newly acquired Turbo Turf Hydro Seeding System to mix VectoBac WDG.

Juan Carlos, Shop Mechanic I, provided training to Lead Technicians and Vector Control Technicians II on how to operate the Turbo Turf Hydro Seeding System.



Turbo Turf Hydro Seeding System mixes a thick slurry of VectoBac WDG in a matter of minutes. The oval tank promotes fast mixing. The large 16" tank opening makes loading easy.

Surveillance and Quality Control Management Program

The vector-borne statewide surveillance program was established in 1969. The District began encephalitis surveillance in the early 1980s and the surveillance program has been in place since 1990. The District program includes the monitoring of vector and vector-borne diseases and the implementation, evaluation, and analysis of integrated vector management strategies in the Coachella Valley. The information generated by this department is used by District Operations staff to ensure control measures are efficiently implemented in the field and by Public Outreach staff to prioritize messages for the public.

DISEASE SURVEILLANCE (As of 8/28/2020)

California

	WNV - Positive 2020 YTD	WNV - Positive 2019 YTD	WNV - 5 year Average	WEE 2019 YTD	SLEV 2019 YTD
Positive Counties	29	26	34	0	7
Human Cases	35	57	84	0	0
Positive Dead Birds / # Tested	142/1,042	91/1,231	516	0	0
Positive Mosquito Pools / # Tested	1,420/27,078	2,516/31,301	2,354	0	178

ARBOVIRUS SURVEILLANCE TESTING – COACHELLA VALLEY

		June	July	August	2020 YTD	2019 YTD	5 year Average YTD
Humans		0	0	0	0	0	0
Dead Birds		0	0	0	0	0	0
Mosquito Pools	WNV	15	14	10	41	495	142
	SLEV	16	53	43	131	30	30.4
	# Tested	521	435	315	3,479	4,630	3,563

ENDEMIC MOSQUITO SURVEILLANCE

CO₂ TRAPS

During the normal mosquito season (March through mid-November) the District Laboratory staff maintains 109 CO₂ (carbon dioxide) traps through the District to monitor the mosquito populations. Extra emphasis is placed on mosquito species that are known to be vectors of virus that cause disease in people. These vector species in the Coachella Valley are *Culex tarsalis* and *Cx. quinquefasciatus*. In the rural areas *Cx. tarsalis* is the most abundant vector species. CO₂ traps release carbon dioxide to attract mosquitoes looking to obtain a blood meal and are very effective at collecting *Culex* mosquitoes. The average number of vectors captured per trap per night is monitored and used to guide the operational activities of the District. The number of mosquitoes collected in half-month periods is compared to the previous 5-year average to determine anomalies in mosquito abundance. The surveillance program mosquito abundance is broadly reported in two areas – Urban and Rural. These Urban



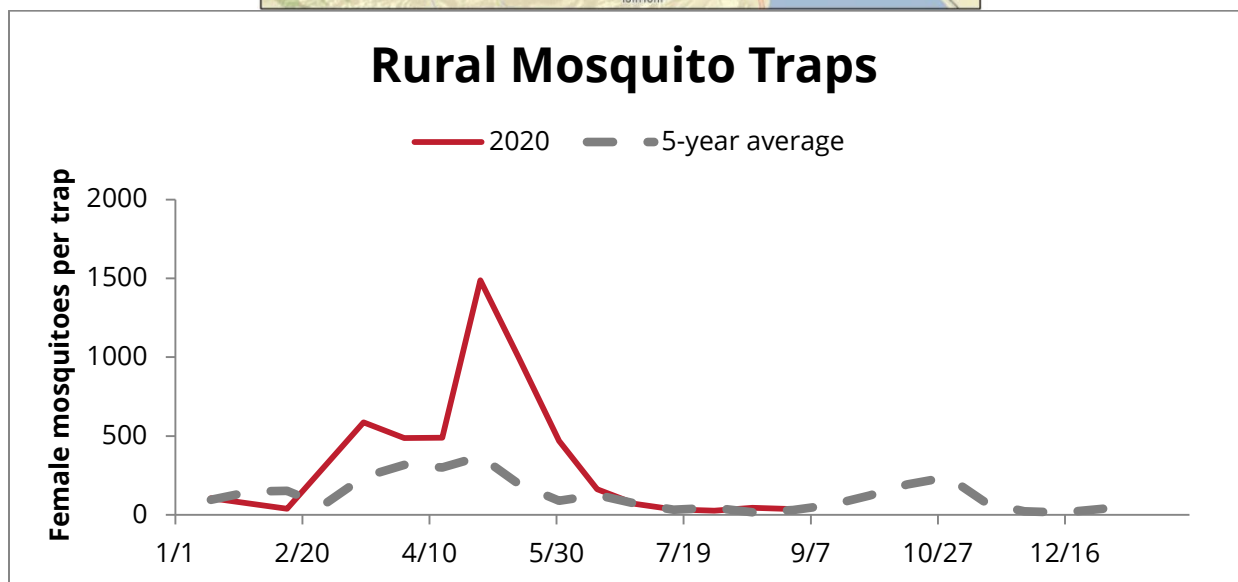
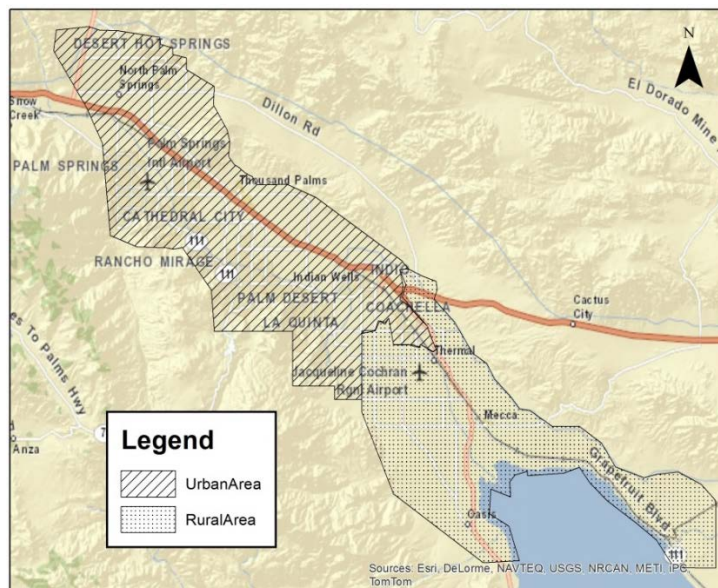
and Rural areas are also broken down into smaller zones to look at more specific regions of the Districts when planning mosquito control activities.

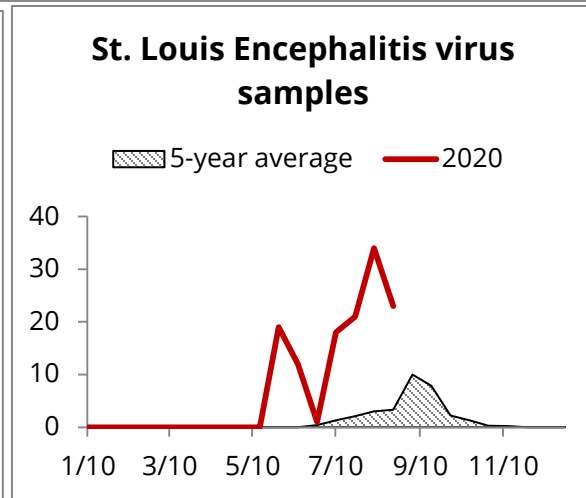
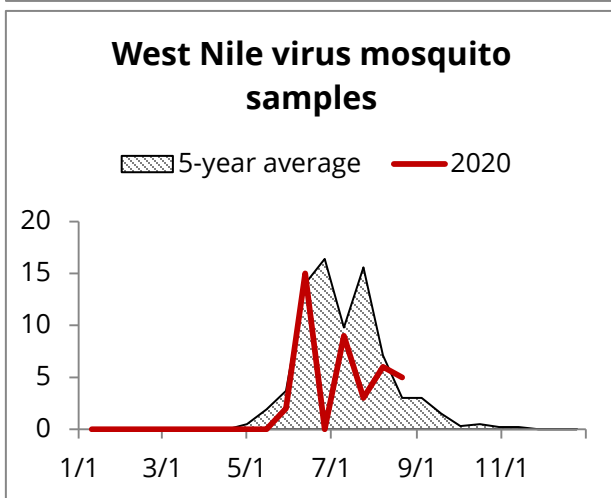
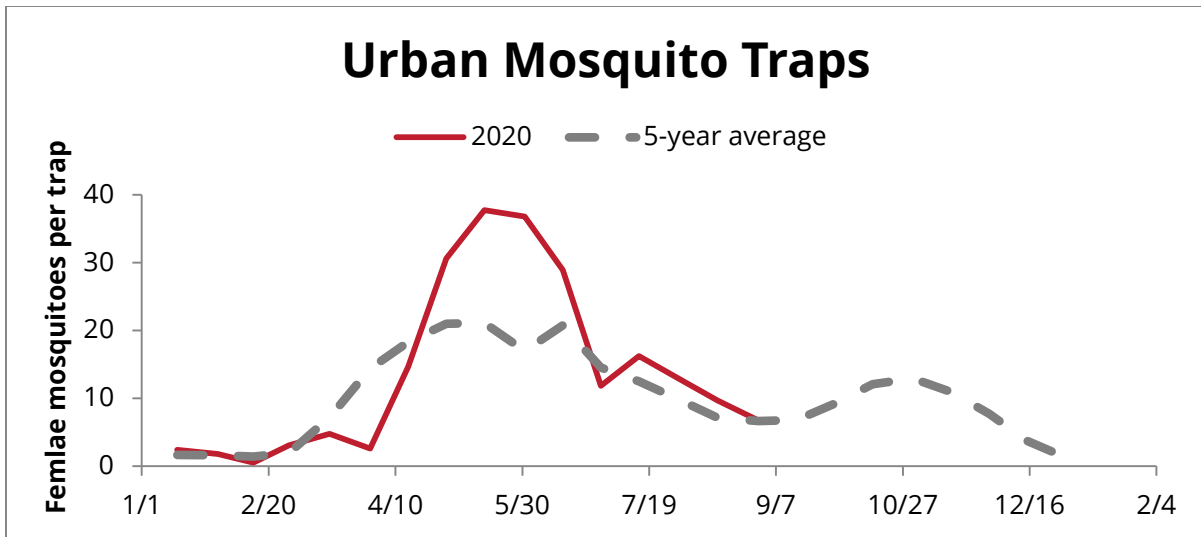
Gravid Traps

Gravid traps use water infused with organic matter such as alfalfa to attract mosquitoes looking to lay eggs. These traps are especially effective at collecting *Cx. quinquefasciatus* mosquitoes, which are the primary disease vector in the urban areas of the District. However, other mosquito species, including *Cx tarsalis* are not attracted to these traps. Because of their use in targeting *Cx quinquefasciatus* mosquitoes, these traps are placed in urban areas of Coachella Valley. The District currently uses gravid traps at 53 locations during the normal mosquito season.



MOSQUITO SURVEILLANCE ZONES

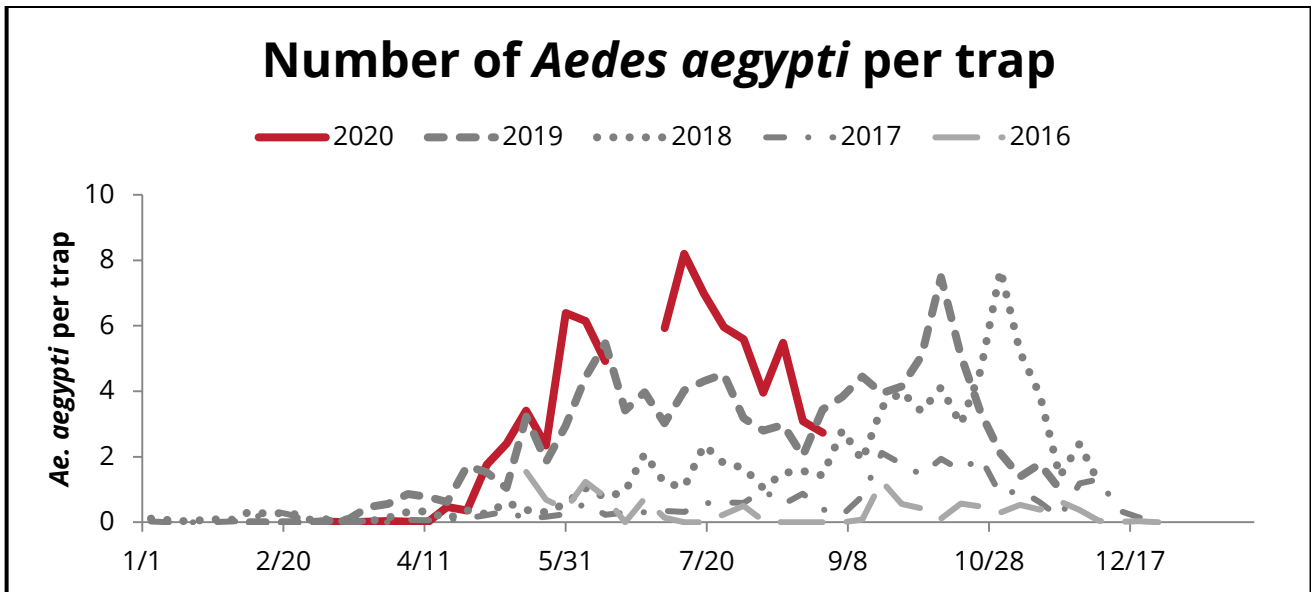




INVASIVE MOSQUITO SURVEILLANCE

Aedes aegypti has been detected throughout the District service area. BG-Sentinel traps are deployed weekly to detect and monitor for adult mosquitoes. We have 53 permanent BG trap locations that are being systematically reviewed and adjusted in 2020 to re-balance the sampling effort. A comparison of the average number of mosquitoes per trap each year follows.

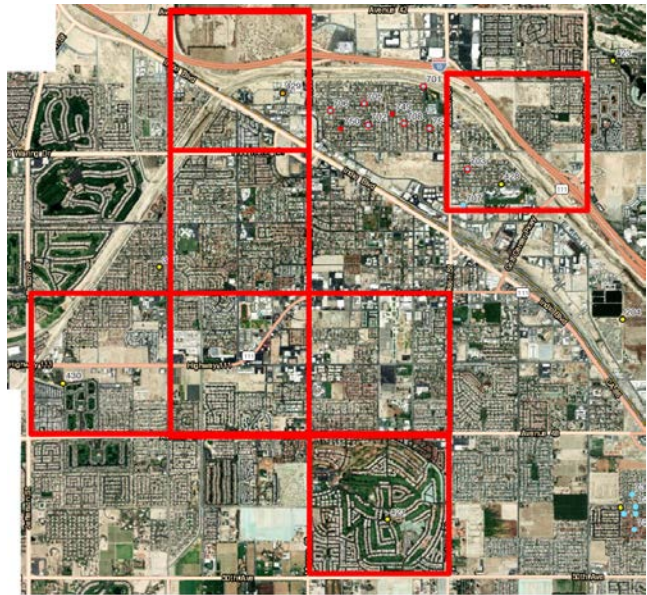




*The break in collections in June 2020 coincide with when the District was closed.

SURVEILLANCE STUDIES

BG Trap Realignment. We have been working to realign routine BG-sentinel trap locations for adult *Aedes aegypti* surveillance to better represent the mosquito detection area in the Coachella Valley. Our routine trapping efforts have been focused only within the relatively small areas of each city where *Ae. aegypti* first became established. As our detections determined that *Aedes* was in a larger area, it is important that we adjust our surveillance efforts accordingly. Using past collection results from both our traps and residence inspections, we have developed a plan to optimize the placements of our BG-Sentinel traps. Our ultimate goal is to set eight to ten BG traps per city, with each trap sampling one square mile.



This will provide us with a more accurate depiction of *Ae. aegypti* activity within each city and better guide our responses. We currently completed the work in Coachella, Indio, and La Quinta.

Historical Surveillance Data. The District has been entering mosquito surveillance data into the VectorSurv (formerly CalSurv) Gateway database since 2006, when this collective online resource was created in collaboration between the UC Davis Arbovirus Lab, CDPH, MVCAC, and participating vector control agencies. Surveillance data, including mosquito abundance, trap location, mosquito species, and virus presence is collected and used for assessing virus transmission risk, observing mosquito abundance trends spatially and temporally, and evaluating outcomes of control efforts. Since studying the past is often helpful in predicting the future, District surveillance data collected prior to 2006 is being archived into the Gateway database so that it can be accessed more easily and quickly than in its current handwritten form. Currently, the District has archived mosquito

collections dating back to 2000, culminating in over 20 years of data. Additional data archiving is ongoing. This historical data will be used to visualize mosquito population trends, examine year-over-year seasonal abundance, and analyze virus occurrence patterns.

BG-Pro traps. There is a new style of a trap on the market called the BG-Pro developed by Biogents. It is a modular trap that can be set similarly to a CO₂ or BG-sentinel trap. We are comparing the BG-Pro trap to the CO₂ trap and BG-sentinel trap in the respective habitats where they are normally used at the District. 12 weeks of data collection have been completed with two BG-Pro traps set up CO₂-style compared with two traditional CO₂ traps in the rural area. Currently, we are halfway through collecting data comparing two BG-Pro (BG-sentinel-style) and two BG-Sentinel traps set in the urban area. Species, sex, and abundance data are being gathered from these collections. If the BG-Pro trap proves effective, it may be a trap that we can use at the District.

BIOLOGICAL CONTROL

As of August 28, 2020, approximately 2,100 fish were stocked in neglected swimming pools, private ponds, detention basins, and animal water troughs. The District raises its mosquitofish in outdoor ponds, and mosquitofish are taken by technicians to locations where they are needed.

PRODUCT EFFICACY

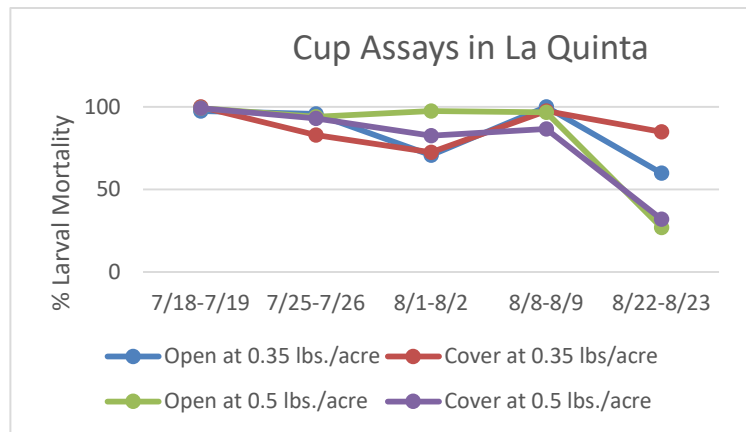
Area-wide Larvicide Applications. Larvicide applications in La Quinta and Palm Desert were



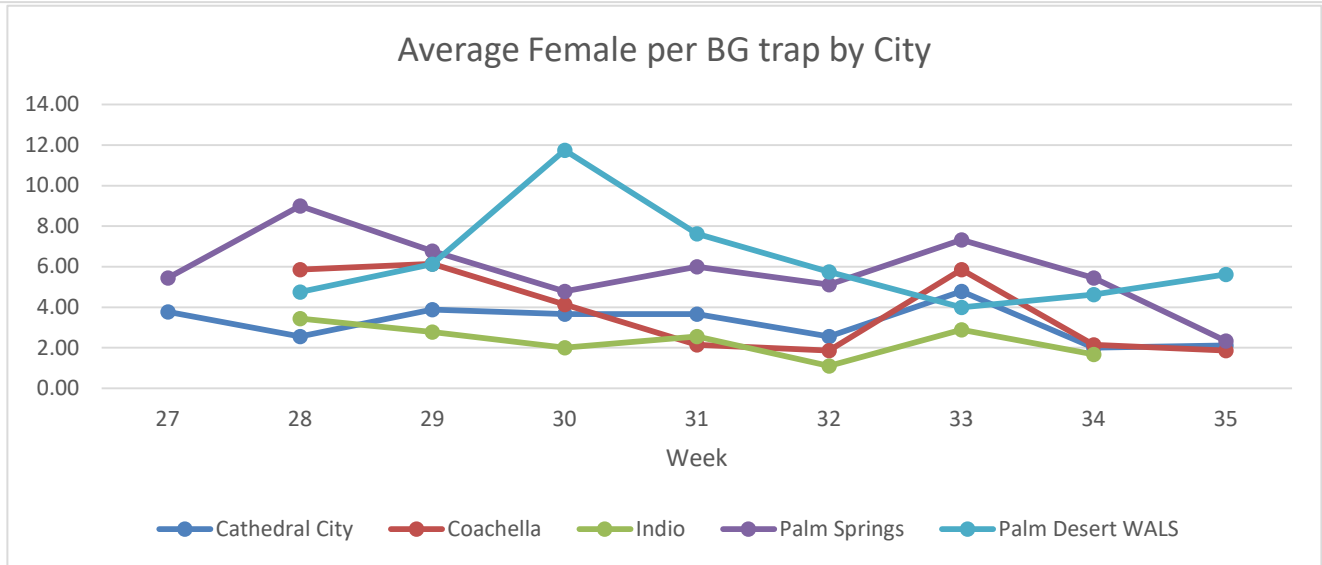
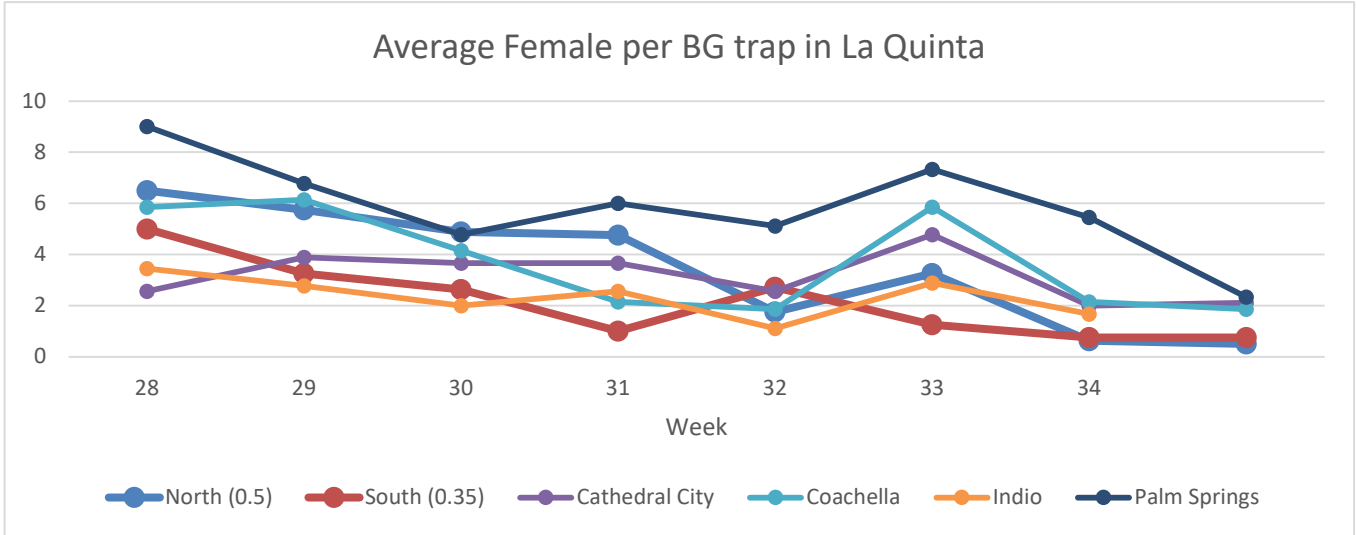
examined to determine to ensure the applications are effective at reducing *Aedes aegypti* mosquitoes. In La Quinta, two rates of VectoBac WDG (a.i.: Bti) were applied by truck. A north section was applied at 0.5 lbs. per acre, which is the same rate as previous work, and a south section was applied at 0.35 lbs. per acre. Applications have been made weekly for four weeks and then every two weeks for a total of 6 applications over 8 weeks. Cups were placed in empty lots which are on the upwind side of the street. In each lot, two cups were placed; one in the open and one under plants directly behind the house on the neighboring

lot. Generally, the efficacy of both rates in the cups has been fairly high.

Applications of VectoBac WDG were applied by helicopter at 0.25 lbs. per acre to an area in Palm Desert compared to previous applications at 0.5 lbs. per acre. Cup assays conducted to examine the efficacy of the product have shown similar effectiveness to previous results when a higher rate was used. There have been some inconsistencies in the application at the edge which has been seen in the cup assays.



Applications of larvicides can be evaluated by changes in adult mosquito populations. We must remember that it will take 2-3 weeks after the application (the time for those larvae to become adults). Applications began at the end of week 29. We can see that the two areas in La Quinta receiving treatment had fewer *Aedes* females per trap in weeks 34 and 35 than areas that did not receive area-wide applications. In Palm Desert. The trend is less clear, perhaps due to the lower rate. We expect that reducing the population in July and August will lead to fewer mosquitoes in September and October.



SumiLarv. SumiLarv (a.i.: pyriproxifen) is a new product that works in a similar manner as other insect growth regulators, by preventing larvae from becoming adults. Our intern, Juan Jose Mejia Palacios, evaluated the longevity of the product using different rates. At this point, the product is continuing to work, in some sites 50 days since treatment. We are continuing to monitor these locations to determine when the product is no longer effective.



Operations Department

General Control Overview

This update covers the months of June 2020 through August 2020 contrasted with the same period in 2019. The department's workflow focuses on three areas that include 13 urban, four rural, and agricultural zones that are covered by 17 technicians. Two additional workflows are the Red Imported Fire Ants (RIFA) and the Invasive *Aedes* programs that each has assigned two full-time technicians, assisted by five seasonal staff on each program.

Larval Mosquito Inspections and Control (non-invasive Aedes)

The operations activities completed in June 2020 through August 2020 were compared to similar months in 2019 are as follows:

Month	Mosquito larval Inspections		Total ground larval applications		Total aerial larval applications		Total aerial ULV applications	
	2019	2020	2019	2020	2019	2020	2019	2020
June	2906	1464	2701	1719	0	13	16	0
July	3390	4438	3007	3234	9	2	12	0
August	3975	4092	2120	1739	2	3	3	3
Total	10,271	9,994	7,828	6,692	11	18	31	3
% Change	-2.7%		-14.5%		+ 63.6%		-90.3%	

The month-to-month mosquito larval inspections in June 2020 through August 2020 were similar to months in 2019. The larval treatments were down slightly in 2020 due to less mosquito-borne virus than the previous year in urban areas. This is true also for aerial ULV applications. Aerial larvicide treatments increased in 2020 which included shoreline treatments where trap counts and the virus activity were higher.

Control of invasive *Aedes aegypti*

In June 2020 through August 2020, the inspections and treatments decreased compared to the same time in 2019 due to the COVID-19 pandemic and during that time we greatly reduced and even stopped performing Service Requests for *Aedes* out of safety concerns for our staff and residents. COVID-19 restrictions and closures have also slowed our ability to hire new seasonal staff. However, with restrictions being lifted, we are currently in the hiring process for more seasonal staff to augment our program for the remainder of the season.

	Invasive <i>Aedes</i> Inspections		Invasive <i>Aedes</i> Treatments	
	2019	2020	2019	2020
June	1070	302	454	400
July	1222	324	373	391
August	1084	471	329	149
Total	3,376	1,097	1,156	940
% Change	-67.5%		-18.6%	

The Red Imported Fire Ant Program

The RIFA program inspections and chemical control applications in June 2020 through August 2020 are compared to those conducted over the same period a year ago are shown below. The inspections and treatments for RIFA during this reporting period were lower than compared to the same period a year ago due to COVID-19 and safety restrictions. This also delayed the hiring of seasonal staff.

	RIFA Inspections		RIFA Treatments	
	2019	2020	2019	2020
June	109	39	96	46
July	126	2	107	1
August	122	144	111	133
Total	357	185	314	180
% Change	-48%		-42.6%	

Service Requests

In June 2020 through August 2020, the Operations Department completed a total of 1,160 Service Requests (SRs) from residents compared to 1,415 Service Requests during the same period a year ago. This decrease in Service Requests was also due to the COVID-19 pandemic protocols and not putting our staff and residents at risk. As we were able to resume the service requests later in this reporting period, they were mostly in response to RIFA and *Aedes* Service Requests.

Month	Total All Service Requests		Total RIFA Service Requests		Total Aedes Service Requests	
	2019	2020	2019	2020	2019	2020
June	502	458	149	105	225	266
July	534	365	152	129	234	153
August	379	337	143	213	142	80
Total	1,415	1,160	444	447	601	499
% Change	-18%		+0.6%		-16.9%	

Public Outreach Department

Welcome the new Community Liaison Luz Moncada. Luz graduated from Desert Hot Springs High School and comes to us after completing her BA in Communication from Cal State Channel Islands University.

Luz will be assisting our school aged programs and will first and foremost begin designing and implementing virtual classrooms for Coachella Valley students to learn about vectors and the diseases they can carry. *Welcome, Luz!*

Community Outreach

In June, the Indio Senior Center prepared and distributed 500 senior care packages to local senior citizens. The packages contained items such as toilet paper, chapstick, and face masks. The District was able to donate flyswatters and insect repellent to these care packages. The event was so successful, the Center ran out of care packages before the event ended, signaling COVID-19's effects on the basic needs of our area's seniors.

An additional event was scheduled in August to which the District was again able to participate in helping local seniors with equal success.

Ultra-Low Volume (ULV) application notifications. Multiple missions took place over the summer and the District utilized a variety of notifications to the public including:

- News media (TV, radio, and print)
- City/County elected officials and staff. Many cities in turn shared the information with residents via their social media channels.
- District Social Media (Facebook, Twitter, Nextdoor, Instagram).
- Geo-target ads were purchased through the District's Facebook page.
 - Five ads ran for about two days before the first treatment in any of the route zones for a total of \$118.58. From these ads, 8,979 unique users saw the ads which means that the ad cost a little over one penny to contact one person seeing the ad.
- Resident email notification list currently contains 2,392 emails to notify the public.
- FAA
- Police Department, Fire Department, and Dispatch
- County of Riverside Agricultural Commissioner
- Physical signs were posted at intersections throughout the application areas

WALS Notification enhancements. In addition to the notification processes above, the District purchased digital ads to further the reach of our messages.

Two geo-targeted Facebook ads ran 2-3 days before each of the first four weekend applications for a total of \$406.21. These ads linked to custom webpages showing maps, dates, times, and FAQs for applications.

Two geo-targeted ads were purchased through Alpha Media to place digital ads on radio station websites. These ads ran 3 days before the applications for the first two weeks of scheduled treatments for a total of \$480.

La Quinta Cove. There are an estimated 5,000 households in the application zone.

- *Facebook Ad Results.* 8,430 unique users saw the ad. Of those 338 clicked the link directing them to the custom webpage for their neighborhood averaging \$0.58 per link click.
- *Alpha media ad results.* 22,475 impressions were made (not-unique views) with 45 clicks. *Note: 66% of users viewing ads were on a mobile device. 76% of those clicked on the ad from a mobile device.

Palm Desert Aerial. There are an estimated 4,200 households in the application zone.

- *Facebook Ad Results.* 10,395 unique users saw the ad. Of those 893 clicked the link directing them to the custom webpage for their neighborhood averaging \$0.23 per link click.
- *Alpha media ad results.* 22,174 impressions were made (not-unique views) with 50 clicks. *Note: 58% of users viewed ads on a mobile device and 66% of those clicked on the ad from a mobile device.

Nextdoor. We relied on Nextdoor for additional notifications to residents as well. Starting on July 13, we posted to each of the application area's neighborhoods. These routes were built into the Nextdoor platform so the only the residents within the application area would receive a notification via Nextdoor. According to Nextdoor, the La Quinta Cove neighborhood has 4,494 Nextdoor members, the Palm Desert application zone has 1,672 members. Because Nextdoor is relatively new to the District, we tried posting at different times, dates, and used different subject lines to better reach residents. For example in Palm Desert, posting a few days before an application *and* a follow-up reminder post the day of treatment with the subject line "Helicopter Mosquito Control Treatments Tonight (2am-7am)" was more engaging and resulted in less follow up posts from residents.

Call Center. The total households in the two zones are estimated to be around 9,200 which equates to around 24,000 residents. The Call Center received about 15 phone calls over the first six weeks of applications from residents. Of those, two were complaints about pesticides; the rest were questions regarding pets, pools, etc.

Postcards were not produced for these applications as the total cost to produce and mail one postcard, did not justify the return on investment which is difficult to calculate with mail notifications. We estimated that a postcard sent to households within the application areas before each application would have cost the District around \$16,800.

Media coverage. Four press releases were sent resulting in seven media reports/articles.



Coachella Valley Mosquito & Vector Control District

43-420 Trader Place, Indio, CA 92201

(760) 342-8287 www.cvmosquito.org

August 28, 2020 - FOR IMMEDIATE RELEASE

Contact: Tammy Gordon, Public Information Officer
(760) 296-2905 tgordon@cvmvcd.org

District Gains Financial Award Recognition for 11th Year in a Row

INDIO, CA: The Certificate of Achievement for Excellence in Financial Reporting has been awarded to the Coachella Valley Mosquito and Vector Control District for the 11th year in a row. This certificate is in recognition of the District's commitment to full disclosure of finances and transparency.

This certificate is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management. The Government Finance Officers Association, presenter of the award, advances excellence in government finance by providing best practices, professional development, resources, and practical research for more than 21,000 members and the communities they serve.

"We are humbled by the recognition, and proud of our dedicated team," said District General Manager Jeremy Wittie. "Our finance team holds standards high for quality reporting and being good stewards of public funds."

The Financial Reporting Program (CAFR Program) was established in 1945 to encourage state and local governments to go beyond minimum requirements of financial reports. To qualify the District must maintain and publish a comprehensive annual financial report, demonstrate legal compliance, and be audited by an independent auditor who performs the audit in accordance with generally accepted auditing standards or generally accepted government auditing standards as set forth in the Government Accountability Offices.

"Over a decade of acknowledging the Board of Trustees and the Finance Department's proficiency in overseeing the finances of the District emphasizes the exemplary work they continue to do." Wittie said.



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 fax: 312.977.4806

8/13/2020

David l'Anson
Administrative Finance Manager
Coachella Valley Mosquito and Vector Control District, California

Dear Mr. l'Anson:

Congratulations!

We are pleased to notify you that your CAFR for the fiscal year ended June 30, 2019 has met the requirements to be awarded GFOA's Certificate of Achievement for Excellence in Financial Reporting. The GFOA established the Certificate of Achievement for Excellence in Financial Reporting Program (CAFR Program) in 1945 to encourage and assist state and local governments to go beyond the minimum requirements of generally accepted accounting principles to prepare comprehensive annual financial reports that evidence the spirit of transparency and full disclosure and then to recognize individual governments that succeed in achieving that goal. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting. Congratulations, again, for having satisfied the high standards of the program.

Your electronic award packet contains the following:

- **A "Summary of Grading" form and a confidential list of comments and suggestions for possible improvements.** We strongly encourage you to implement the recommended improvements in your next report. Certificate of Achievement Program policy requires that written responses to these comments and suggestions for improvement be included with your 2020 fiscal year end submission. If a comment is unclear or there appears to be a discrepancy, please contact the Technical Services Center at (312) 977-9700 and ask to speak with a Certificate of Achievement Program in-house reviewer.
- **Certificate of Achievement.** A Certificate of Achievement is valid for a period of one year. A current holder of a Certificate of Achievement may reproduce the Certificate in its immediately subsequent CAFR. Please refer to the instructions for reproducing your Certificate in your next report.
- **Award of Financial Reporting Achievement.** When GFOA awards a government the Certificate of Achievement for Excellence in Financial Reporting, we also present an Award of Financial Reporting Achievement (AFRA) to the department identified in the application as primarily responsible for achievement of the Certificate.
- **Sample press release.** Attaining this award is a significant accomplishment. Attached is a sample news release that you may use to give appropriate publicity to this notable achievement.

In addition, award recipients will receive via mail either a plaque (if first-time recipients or if the government has received the Certificate ten times since it received its last plaque) or a brass medallion to affix to the plaque (if the government currently has a plaque with space to affix the medallion). If receiving a plaque, it should arrive in approximately ten weeks; if receiving a medallion, it should arrive in approximately two weeks.

As an award-winning government, we would like to invite one or more appropriate members of your CAFR team to apply to join the Special Review Committee. As members of the Special Review Committee, peer reviewers get exposure to a variety of reports from around the country; gain insight into how to improve their own comprehensive annual financial reports; achieve professional recognition; and provide valuable input that helps other local

governments improve their reports. Please see our website for [eligibility requirements](#) and [information on completing an application](#).

Thank you for participating in and supporting the Certificate of Achievement Program. If we may be of any further assistance, please contact the Technical Services Center at (312) 977-9700.

Sincerely,

A handwritten signature in black ink that reads "Michele Mark Levine". The signature is written in a cursive style with a large initial "M".

Michele Mark Levine
Director, Technical Services



Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**Coachella Valley Mosquito and Vector
Control District, California**

For its Comprehensive Annual
Financial Report
For the Fiscal Year Ended

June 30, 2019


Christopher P. Morill

Executive Director/CEO

SECTION
10



OLD BUSINESS

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>September 8, 2020</p>
<p>Agenda Item: Old Business</p> <p>Discussion and/or approval of Resolution 2020-19 Adopting Employee Pay Schedule, in conformance with California Code of Regulations, Title 2, Sections 570.5 and 571 – Crystal Moreno, Human Resources Specialist</p>		
<p>Background:</p> <p>On August 10, 2011, CalPERS adopted the <i>California Code of Regulations (CCR) Title 2, Sections 570.5, and 571(b)</i>, which set specific requirements for making pay schedules publicly available. The stated purpose was to ensure consistency and enhance disclosure and transparency of public employee compensation.</p> <p>To fully meet the requirements of these regulations, the pay schedule must list a position title for every employee position, show a pay rate for each position, and indicate the time base for the pay rate (hourly, monthly, annually, etc.). The pay schedule shown on Exhibit “A” updates the California School Employees Association (CSEA) 2020-2021 pay rate reflected in the Side Letter to the Memorandum of Understanding.</p>		
<p>Staff Recommendation:</p> <p>Staff recommends approval of Resolution 2020-19.</p>		
<p>Exhibits:</p> <ul style="list-style-type: none"> • Resolution 2020-19 • Pay Schedule (Exhibit “A”) 		

RESOLUTION NO. 2020-19

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL
DISTRICT APPROVING THE DISTRICT'S PAY SCHEDULE TO
CONFORM WITH THE CALIFORNIA CODE OF REGULATIONS
(CCR) TITLE 2, SECTION 570.5 AND AMENDMENTS TO CCR
SECTION 571, SUBDIVISION (b)**

WHEREAS, the Coachella Valley Mosquito and Vector Control District ("District") is a political subdivision and a "local agency" of the State of California, created and operating under the authority and provisions of California Health and Safety Code Section 2000 et. seq., and is also a "local agency" within the meaning of Section 53600 of the California Government Code; and

WHEREAS, California Code of Regulations, Title 2, Section 570.5 requires governing bodies of local agencies contracting with CalPERS to approve and adopt a publicly available pay schedule in accordance with public meeting laws; and

WHEREAS, the Board of Trustees wishes to meet the requirements of these regulations by adopting a Pay Schedule which sets forth the pay ranges for all District employee classifications in one single document;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Coachella Valley Mosquito and Vector Control District that:

Section 1. Recitals.

The true and correct recitals above are incorporated by this reference herein as the basis and foundation for the District's adoption of this Resolution.

Section 2. Approval of Pay Schedule

That the Board of Trustees hereby approves the pay schedule shown on Exhibit "A" which is incorporated herein by this reference, for classifications as designated on said schedule, a copy of which is attached hereto and incorporated herein by this reference.

Section 3. Effective Date.

This Resolution shall take effect upon its adoption.

Section 4. Certification.

The Clerk of the Board shall certify as to the adoption of this Resolution and shall cause the same to be processed in the manner required by law.

PASSED, ADOPTED, AND APPROVED by the Board of Trustees of the Coachella Valley Mosquito and Vector Control District this 8th day of September 2020.

Franz De Klotz, President
Board of Trustees

ATTEST:

Graciela Morales, Clerk of the Board

APPROVED AS TO FORM:

Lena D. Wade, General Counsel

REVIEWED:

Jeremy Wittie, M.S., General Manager

Exhibit "A"

**Coachella Valley Mosquito and Vector Control District
Pay Schedule**

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Monthly Pay Schedule - FY2020-21

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Range 1	2,086.90	2191.25	2300.81	2415.85	2536.64	2663.47
VCT Trainee	2,235.08	2,346.83	2,464.17	2,587.37	2,716.74	2,852.57
Laboratory Technician	3,144.96	3,302.20	3,467.31	3,640.68	3,822.71	4,013.84
VCT I, Utility Worker	4,013.84	4,214.54	4,425.27	4,646.54	4,878.86	5,122.81
VCT II, Laboratory Assistant I	4,878.86	5,122.81	5,378.95	5,647.89	5,930.29	6,226.80
Mechanic I, Facilities Maintenance Technician I	5,122.81	5,378.95	5,647.89	5,930.29	6,226.80	6,538.15
Lead VCT, Lab Assistant II, Mechanic II, Facilities Maintenance Technician II	5,378.95	5,647.89	5,930.29	6,226.80	6,538.15	6,865.06
Administrative Clerk	4,527.78	4,754.22	4,990.86	5,240.76	5,501.88	5,778.30
Accounting Technician I	4,639.98	4,873.56	5,116.32	5,372.34	5,641.62	5,923.14
Accounting Technician II, Community Liaison	5,186.70	5,445.78	5,718.12	6,005.76	6,305.64	6,619.80
Public Outreach Coord, IT/GIS Assist	6,025.14	6,326.04	6,642.24	6,973.74	7,322.58	7,689.78
Biologist	6,334.20	6,650.40	6,983.94	7,332.78	7,698.96	8,083.50
Field Supervisor, Public Info. Officer	7,345.02	7,712.22	8,098.80	8,503.74	8,930.10	9,375.84
Environmental Biologist, Vector Ecologist, IT/GIS Analyst, Lead Supervisor	7,712.22	8,098.80	8,503.74	8,930.10	9,374.82	9,844.02
Exec. Assist./Clerk of Board, HR Specialist	6,180.26	6,489.27	6,813.74	7,154.42	7,512.15	7,887.75
Human Resources Manager, IT Manager, Public Information Manager, Operations Manager, Lab Manager	8,173.85	8,582.55	9,011.67	9,462.25	9,935.37	
Admin/Finance Manager	8,469.36	8,892.82	9,337.47	9,804.34	10,294.55	
General Manager	13,150.05					

Educational Incentive Pay

Certificate	1%	Master's Degree	4%
Associate Degree	2%	Doctorate Degree	5%
Bachelor's Degree	3%		

Temporary - Out of Class

5%	Additional Duties	5%
----	--------------------------	----

SECTION

11



NEW BUSINESS



**Coachella Valley Mosquito and
Vector Control District**

Staff Report

September 8, 2020

Agenda Item: New Business

Discussion and/or approval purchase two (2) vehicles, in an amount not to exceed \$78,140.00, from Capital Replacement Budget Fund #8415.13.300.000 – utilizing the State of California Contract #1-18-23-20D – Budgeted; Funds- **Capital Replacement Edward Prendez, Information Technology Manager**

Background:

In the 2020/21 Budget, the Operations Department added a fourth Field Supervisor position to the organizational chart requiring Fleet Services to acquire one (1) field truck in addition to the vehicle replacement schedule. The vehicle replacement schedule highlighted Unit #111, a 2005 Ford F350 to be included in the surplus sale scheduled for the 2021/22 Budget Year.

The Chevrolet 2500 will be outfitted with an eight (8') foot flatbed to secure and support:

- The A1 Super Duty Sprayer utilized to interrupt the laval lifecycle in Wide Area Larvicide (WALS) applications.
- Guardian Ultra-Low Volume (ULV) Foggers used for adulticiding missions to help reduce adult populations in areas where West Nile Virus (WNV) and St Louis encephalitis (SLV) are detected.


Unit #111 will continue to be used to perform barrier treatments in the Bubbling Wells and Salton Sea Areas. Fleet Services has no vehicles planned for replacement in Fiscal Year 2021-22 and 2022-23.

The District's Purchasing Policy allows exceptions to competitive bidding when the purchase or contract is directly related to another government agency's purchase order or contract is authorized or approved through the respective government agency's competitive bidding procedures. This provision allows the District to piggyback on other government agency contracts including the State of California Contract #1-18-23-20D.

Staff Recommendation:

Authorize the purchase through a cooperative contract to purchase two (2) Chevrolet Silverado 4X4 Trucks in the amount not to exceed \$78,140.00 for the Operations Department, from Elk Grove Auto Group, Elk Grove, California, consistent with the terms and conditions of the State of California Contract #1-18-23-20D.

Fiscal Impact:			
FY2020-21 Budget GL # 8415.14.300.000	Current Available Funds	Proposed Expense Fiscal Year 2020/21	Remaining Available Funds
\$78,140	\$78,140	\$77,745.16	\$394.84

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>September 8, 2020</p>
<p>Agenda Item: New Business</p> <p>Discussion and/or approval to grant a day off in December to all full-time employees in appreciation of their work and dedication in protecting public health during the Mosquito virus season - Graciela Morales, Executive Assistant/Clerk of the Board</p>		
<p>Background:</p> <p>In past years, to thank and recognize District staff for their service and to honor outstanding employees, the District has held a President’s Appreciation Luncheon at the end of the year. The luncheon has traditionally been offsite and included a brief awards presentation.</p> <p>Due to the COVID-19 pandemic, having an in-person event would not allow for adherence to safety guidelines, thus having an event of this nature is not presently suitable. In 2013, 2014, 2016, 2017, and 2018, 2019 the Board opted to give employees an additional day off in December in place of having the President’s Appreciation Luncheon.</p> <p>The District staff detected St. Louis Encephalitis and West Nile virus this season requiring enhanced surveillance and treatments, overtime, and more vigorous work to suppress the virus and help us achieve our mission of protecting the health of valley residents and visitors from vector-borne diseases. Furthermore, District staff exhibited their commitment and dedication to the District by taking action and performing exemplary work to help reduce the risk of disease transmission. Like other essential employees across the nation, District employees demonstrated their commitment in protecting public health by continuing their important work throughout the COVID-19 pandemic.</p> <p>Staff recognition is very important and serves a legitimate public purpose because it advances the protection of public safety by incentivizing employees. Management staff requests to continue the tradition this year and grant employees an additional day off in December in recognition and appreciation of their individual contributions, hard work, and dedication to the District.</p> <p><i>The employee release day would be on Thursday, December 24th.</i></p>		
<p>Staff Recommendation:</p> <p>That the Board choose what they deem appropriate.</p>		

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>September 8, 2020</p>
<p>Agenda Item: New Business</p> <p>Final consideration and ratification of Side Letter to Memorandum of Understanding (MOU) between Coachella Valley Mosquito and Vector Control District (District) and California School Employees Association (CSEA) related to a one-year extension of the MOU and 2% base salary increase for FY 2020-2021, and approval of Resolution 2020-18 – Jeremy Wittie, M.S., General Manager, and Lena D. Wade, General Counsel</p>		
<p>Background:</p> <p>Due to the state of emergency and restrictions imposed during the COVID-19 pandemic, the District’s labor negotiations team, the CSEA Labor Relations Representative, and membership (herein referred to as Parties) mutually agreed to table labor negotiations regarding the successor MOU until further notice.</p> <p>The mutual agreement to table said negotiations was reached after meeting and conferring in good faith to discuss the status of the pandemic and MOU negotiations.</p> <p>The Parties agree to extend the MOU for one year, expiring on June 30, 2021, in all respects, except as specifically modified in writing as outlined in the attached Side Letter of Agreement between the District and CSEA.</p>		
<p>Staff Recommendation:</p> <p>Approval of Resolution 2020-18 approving Side Letter of Agreement between the District and CSEA.</p>		
<p>Exhibits:</p> <ul style="list-style-type: none"> • Resolution 2020- 18 • Side Letter of Agreement between the District and CSEA 		

Resolution No. 2020-18

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT (DISTRICT)
APPROVING THE SIDE LETTER OF AGREEMENT BETWEEN THE DISTRICT AND
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA)**

WHEREAS, the Coachella Valley Mosquito and Vector Control District (the "District") is a political subdivision of the State of California, created and operating under the authority and provisions of California Health and Safety Code Section 2000 et seq.; and

WHEREAS, the Board of Trustees approves the Side Letter to the Memorandum of Understanding (Side Letter of Agreement) between the District and California School Employees Association (CSEA) which extends the 2017-2020 Memorandum of Understanding between the District and CSEA for a period of a one-year, provides a 2% base salary increase for FY 2020-2021, and related provisions. A copy of the Side Letter of Agreement is attached hereto as Exhibit "A" and incorporated herein by this reference; and

WHEREAS, the Board of Trustees wishes to authorize the General Manager to enter into the Side Letter of Agreement on behalf of the District.

NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals.

The recitals set forth above are true and correct.

Section 2. Approval of the Side Letter of Agreement between the District and CSEA.

The Board of Trustees hereby approves the Side Letter of Agreement and authorizes the General Manager to enter into the Side Letter of Agreement on behalf of the District.

Section 3. Delegation of Authority.

The District's General Manager is hereby authorized to execute all authority necessary to implement the Side Letter of Agreement between the District and CSEA in a manner that is consistent with the terms outlined within said Side Letter.

Section 4. Public Inspection and Copying.

A copy of the Side Letter of Agreement between the District and CSEA shall be maintained at the District offices and shall be made available for public inspection and copying during regular business hours.

Section 5. Severability.

The Board of Trustees declares that, should any provision, section, paragraph, sentence, or word of this Resolution be rendered or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences or words of this Resolution as hereby adopted shall remain in full force and effect.

Section 6. Repeal of Conflicting Provisions.

All the provisions of any resolution or policy heretofore adopted by the District that are in conflict with the provisions of this Resolution are hereby repealed.

Section 7. Effective Date.

This Resolution shall take effect upon its adoption.

Section 8. Certification.

The Clerk of the Board shall certify as to the adoption of this Resolution and shall cause the same to be processed in the manner required by law.

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PASSED, ADOPTED, AND APPROVED, this 8th day of September 2020.

Franz De Klotz, President
Board of Trustees

ATTEST:

Graciela Morales, Clerk of the Board

APPROVED AS TO FORM:

Lena D. Wade, General Counsel

REVIEWED:

Jeremy Wittie, M.S., General Manager

EXHIBIT "A"

**SEE ATTACHED
COACHELLA VALLEY MOSQUITO AND
VECTOR CONTROL DISTRICT
SIDE LETTER OF AGREEMENT
BETWEEN THE DISTRICT
AND
CSEA**

**TENTATIVE AGREEMENT
CVMVCD/CSEA CHAPTER 2001
JULY 15, 2020**

ARTICLE 7. SALARY

A. Basic Salary Schedule. Unless otherwise provided by this agreement, employees shall receive the compensation provided in the Basic Salary Schedule set forth in Appendix A for the class in which they are employed. New employees shall start at Step 1 of the Salary Schedule. However, the District reserves the right to start new employees at up to Step 3 when, in the discretion of the General Manager, experience or other factors warrant.

Beginning July 1, 2020, the District shall increase the bargaining unit salary schedule by 2%. The 2020-2021 salary schedule is enclosed herein as Appendix A.

~~Beginning July 1, 2017, the District shall increase the bargaining unit salary schedule by 2%. In addition, beginning on July 1, 2018, the District shall increase the bargaining unit salary schedule by 2%. On July 1, 2019, the District shall increase the bargaining unit salary schedule by 2%. The salary schedule for Year 1 (2017-18), Year 2 (2018-19) and Year 3 (2019-20) are enclosed herein as Appendix A.~~



Should the professional or clerical bargaining unit, excluding the management/supervisory employees, receive a greater salary increase, cafeteria plan contribution, or greater number of vacation days, holidays, or greater overtime provisions on a unit wide basis (i.e. in an MOU or other agreement), then in that event bargaining unit members shall receive the same increases.

- B. Salary on Re-Employment. [Status Quo – No Changes to Section]
- C. Increases Within Range. [Status Quo – No Changes to Section]
- D. Longevity Pay. [Status Quo – No Changes to Section]
- E. Special Merit Pay. [Status Quo – No Changes to Section]

ARTICLE 8. HOURS, OVERTIME, AND RELATED CONDITIONS OF EMPLOYMENT

- A. Appointments. [Status Quo – No Changes to Section]
- B. Probationary Periods. [Status Quo – No Changes to Section]
- C. Employee Status. [Status Quo – No Changes to Section]
- D. Transfer. [Status Quo – No Changes to Section]
- E. Work Week. The District shall maintain a 40-hour work week of five (5) eight (8) hour days, Monday through Friday.

Employees assigned to vector operations, one (1) Mechanic (I or II), and **one (1) Facilities Maintenance Technician (I or II)** shall work:

- October 1 – April 30: 7:30 am to 4:00 pm
- May 1 – September 30: 5:30 am to 2:00 pm

Employees assigned to Lab Technician, Lab Assistant I and Lab Assistant II shall work:

- ~~October 1 – April 30: 7:30 am to 4:00 pm~~
- ~~May 1 – September 30: 6:30 am to 3:00 pm~~

Employees assigned to Lab Technician and Lab Assistant I shall work:

- **October 1 – April 30: 7:30 am to 4:00 pm**
- **May 1 – September 30: 6:00 am to 2:30 pm**

Employees assigned to Lab Assistant II shall work:

- **October 1 – April 30: 7:30 am to 4:00 pm**
- **May 1 – September 30:**
Mon, Wed, Thurs & Fri 7:30 am to 4:00 pm
Tues 6:30 am to 3:00 pm

The changes above to Lab Technician, Lab Assistant I and Lab Assistant II seasonal shift starting and ending times supersedes and makes null and void the Parties previous March 1, 2018 Side Letter.

Employees assigned to one (1) Mechanic (I or II) shall work:

- Year Round: 7:30 am to 4:00 pm

Employees assigned to one (1) **Facilities Maintenance Technician (I or II)** and Utility Worker shall work:

- October 1 – April 30: 7:30 am to 4:00 pm
- May 1 – September 30: 6:00 am to 2:30 pm

Employees assigned to night fogging shall be subject paragraph H below.

F. **Overtime.** Employees may be requested to work hours in excess of their normal schedule in emergencies, unusual situations, and/or in the best interests of the District. In order to avoid excessive use of overtime and to allow a fair allocation of overtime amongst employees, all overtime work must be approved in writing, in advance by the employee’s supervisor and/or by the General Manager or designee. No overtime will be paid for travel to/from or attendance at non-mandatory meetings/conferences (i.e. meetings not required by the General Manager or for the maintenance of State certification(s)).

(1) Overtime is defined as all “hours worked” **and/or “hours in paid status” in excess of** forty (40) hours in the designated seven day work week. Employees who are regularly scheduled to work no less than 40 hours in a workweek will be entitled to elect, at the employee’s discretion, Compensatory Time Off (“CTO”) in lieu of cash payment for overtime work. CTO and overtime shall be earned at the applicable overtime rate in which it was earned.

(2) Employees eligible for CTO shall have the option of either being paid for the overtime work or accruing the hours of overtime work as CTO. Employees shall indicate which option they choose on the proper form prior to submitting it to their supervisor

DS
DW
DS
JW

for signature. Employees may not accrue more than 80 hours of CTO. Any Overtime in excess of 80 accrued CTO hours shall be paid on the employee’s regular paycheck at the applicable overtime rate in which it was earned.

(3) Time off taken as CTO shall be permitted after the employee makes the request if, at the discretion of the General Manager/designee, the use of the CTO does not unduly disrupt the operations of the District. Such requests should be made in writing using the proper form at least two (2) working days prior to the date when the CTO is being requested to be used. However, in an emergency the General Manager/designee may waive such prior notice.

(4) An employee who has accrued CTO shall, upon termination of employment, be paid for the unused compensatory time at a rate of compensation not less than the rate at which the overtime was earned.

G. Pay Period. [Status Quo – No Changes to Section]

H. Nighttime Spraying. ~~Night (i.e. spraying done before the start of the normal work day, or in the evening after the work day) spraying may be by assignment. The District will endeavor to use employees on a voluntary basis where possible. Nighttime spraying pay will be for a minimum of two hours and will be paid at the appropriate rate. Unless the District provides notice by 1:00 pm the day of the potential nighttime spraying assignment that no spraying will be done within the next 24 hours, employees shall be entitled to on-call pay for that evening at a minimum of two hours.~~

(1) Voluntary Assignment of Nighttime Spraying Overtime.

(a) Nighttime Spraying (i.e. spraying done before the start of the normal workday or in the evening after the workday) may be by assignment. The District will endeavor to use Vector Control Technicians on a voluntary basis when possible.



(b) Nighttime Spraying pay will be for a minimum of two (2) hours and will be paid at the appropriate rate. Unless the District provides notice before 1:00 pm on the day before the potential Nighttime Spraying assignment that no spraying will be done within the next 24 hours, employees shall be entitled to on-call pay for that evening at a minimum of two (2) hours.

(2) Overtime Assignments During Enhanced Nighttime Spraying. *When mosquito and vector threat levels exceed Level 2.8 for extended periods of time during the arbovirus season, the District may implement the following overtime rotations procedures as follows:*

(a) The District will list all Vector Control Technicians on staff who are certified bargaining unit employees on the monthly Nighttime Spraying/fogging schedule.

(b) For the safety and welfare of employees, Vector Control Technicians shall not be allowed to exceed twelve (12) hours of overtime in a calendar week.

(c) Vector Control Technicians who work more than eight (8) hours total in any given workday (including all regular and overtime work), shall be afforded an additional 15

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minute break for each 1.5 hours in paid status beyond 8 hours. An employee who works 3 hours in paid status beyond eight hours, may combine their two 15 minute breaks. In addition, the District will approve modified work schedules in advance for bargaining unit employees where possible to allow for at least a twelve (12) hours continuous rest period between shifts. An employee who is required to begin nighttime spraying before the start of a regular shift shall not be in unpaid status or take unpaid break time once nighttime spraying commences except for their thirty (30) minute duty free lunch period.

(d) Bargaining unit employees may reschedule their assigned Nighttime Spraying/fogging shift up to two (2) times within a calendar month. Nighttime Spraying shifts may be picked up voluntarily by those who would like additional overtime. In addition, bargaining unit members may “trade” an overtime shift with another qualified employee in the event the employee is not able to perform the overtime assignment on the date scheduled. Request for rescheduling, and any agreed-upon employee-initiated “trades” shall be made to the employees’ immediate supervisor(s) no less than 24 hours prior to the assigned Nighttime Spraying/fogging shift. In the event an employee is not able to “trade” an overtime assignment with another employee, the District may re-assign the assignment if practicable.

(e) An employee’s trade of a Nighttime Spraying shift, or request for a modified workday day after a Nighttime Spraying shift, shall not have a negative impact on an employee’s evaluation(s) as long as the limits specified in section (d) above are not exceeded.

- I. Call-back Pay. [Status Quo – No Changes to Section]
- J. Changes in Shift Assignment. [Status Quo – No Changes to Section]
- K. Meal Periods. [Status Quo – No Changes to Section]
- L. Out-of-Class Pay. [Status Quo – No Changes to Section]
- M. Uniforms. [Status Quo – No Changes to Section]
- N. Showers. [Status Quo – No Changes to Section]
- O. Breaks. [Status Quo – No Changes to Section]
- P. Dress and Grooming Standards. [Status Quo – No Changes to Section]
- Q. Drug and Alcohol-Free Workplace Policy. [Status Quo – No Changes to Section]

ARTICLE 9. EMPLOYEE FRINGE BENEFITS

A. Health Insurance. Upon satisfactory completion of a thirty (30) day period of employment, the District will contribute to the current cafeteria plan based on Single, Employee+1, and Family status to cover the employee and their dependents under the coverage rates existing as of the date of the completion of the initial thirty (30) day employment period.

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(1) Any benefit in excess of the health insurance cost for the employee shall be allocated by the employee among the other benefits available under the cafeteria plan. Any shortfall would come out of available cafeteria option, or through employee payroll deductions if necessary, at the election of the employee. Any excess remaining after election of benefits shall be paid through salary, and may at the election of the employee be taken as salary.

(2) The District and the Association agree that there will be a standing Health Benefits Committee comprised of two bargaining unit members, a management member and a human resource representative to discuss and research health care coverage options and to provide recommendations prior to the fall health care enrollment period.

(3) District Contributions Towards Cafeteria Plan Tiers. The District shall provide bargaining unit employees with health and welfare benefits through a cafeteria plan as provided below. ~~As of January 1, 2017, the District health insurance contributions were \$745.00/mo for single, \$1,434/mo for Employee + 1 and \$1,888/mo for Family.~~ Effective, January 1, ~~2018~~, 2021, the District shall adjust its health insurance contributions during the term of this MOU to match the weighted average percentage increase of only those health plans offered bargaining unit employees through CalPERS and for which at least one bargaining unit member has selected, up to a maximum of a three percent (3%) increase per calendar year. Any adjustment to health insurance contributions shall become effective as of January 1, 2021 ~~of the calendar year~~ following issuance of the CalPERS' annual "Monthly Premiums for Contracting Agencies – Other Southern California Region Health Benefits rate sheet. If there is a percentage decrease to the average percentage increase of all the health plans offered through CalPERS that are listed on CalPERS' annual "Monthly Premiums for Contracting Agencies – Other Southern California Region" and for which at least one bargaining unit member has selected, the District shall not decrease its health insurance contribution, but it shall remain the same as the previous calendar year.

(4) Employee H&W Opt-Out. [Status Quo – No Changes to Section]

B. Retiree Health Insurance. [Status Quo – No Changes to Section]

C. AD & D Insurance. The [Status Quo – No Changes to Section]

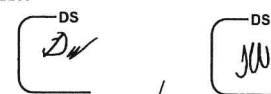
D. California Public Employees Retirement System (CalPERS) Benefits. [Status Quo – No Changes to Section]

E. Optional 457 Plan. [Status Quo – No Changes to Section]

ARTICLE 17. TERM OF AGREEMENT

A. Notice requirements. Unless otherwise specified in this Agreement, notices required by this Agreement or by law shall be delivered either by hand or by placing in CSEA's District "in box" and copied to the assigned CSEA Labor Relations Representative at CSEA's offices at 10211 Trademark St., Unit A, Rancho Cucamonga, CA 91730, or as designated by the current CSEA Labor Relations Representative.

B. Negotiations. For the purposes of negotiations of a successor agreement, if either party desires to alter or amend this Agreement, it shall provide written notice not less than ninety (90) calendar days prior to the termination of this Agreement.

 Two signature boxes, each with a small 'DS' in the top right corner. The first box contains the initials 'DW' and the second box contains the initials 'JW'.

C. Commencement of Negotiations. Unless mutually agreed to otherwise, not later than thirty (30) days following the submission of the written notice, negotiations shall commence at a mutually acceptable time and place for the purposes of considering changes in this Agreement.

D. Ratification. Any additions or changes to this Agreement shall not be effective unless reduced to writing and properly ratified and signed by both parties.

E. Completion of Negotiations. The above Memorandum of Understanding constitutes the complete understanding between the parties for the term of this Agreement. This Memorandum of Understanding terminates and supersedes all previous Memoranda of Understanding.

F. Term of Agreement. Pursuant to the Meyers-Milias-Brown Act, the representatives of the Coachella Valley Mosquito & Vector Control District (“District”) and the representatives of the California School Employees Association Chapter #2001 (“CSEA” or “Association”), have met and negotiated in good faith and have reached agreement on all issues within the scope of representation on wages, hours and other conditions of employment for the employees of the District represented by CSEA for the period from ~~July 1, 2017 to June 30, 2020~~ July 1, 2020 to June 30, 2021. ~~This Memorandum of Understanding (“MOU” or “Agreement”) shall be effective July 1, 2017 unless otherwise specifically stipulated in this MOU.~~

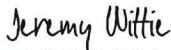
G. Effective Date. This MOU is effective as of July 1, 2020, and shall be retroactive to July 1, 2020 upon ratification by the CSEA Chapter 2001 members and the District’s Board of Trustees.

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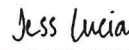
This 2020-2021 Successor MOU is subject to review under CSEA’s Policy 610, and review and ratification by the Coachella Valley Mosquito and Vector Control District Board of Trustees.

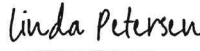
DULY EXECUTED by the Parties hereto this 15th day of July, 2020.

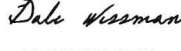
For the District:


DocuSigned by:

B2C2EAFE37BE474
Jeremy Wittie
General Manager, CVMVCD

For CSEA:

DocuSigned by:

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Jess Lucia
CSEA Chapter 2001 Negotiations Chair

DocuSigned by:

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Linda Petersen
CSEA Chapter 2001 Negotiations Team

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Dale Wissman
CSEA Labor Relations Representative

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>September 8, 2020</p>
<p>Agenda Item: New Business</p> <p>Discussion and/or approval of a Mutual Aid Agreement with Mosquito and Vector Control agencies of Southern California – Jeremy Wittie, M.S., General Manager</p>		
<p>Background:</p> <p>The Coachella Valley Mosquito and Vector Control District, along with five other Mosquito and Vector Control Districts (Agencies) in the southern California region worked to implement a <i>Southern California Mosquito and Vector Control Districts Mutual Aid Agreement</i> (Agreement).</p> <p>By entering into this Agreement, the Agencies provide mutual assistance and share resources in the event of a natural or man-made event or emergency. The Agencies that enter into this Agreement can call upon the other signatory Agencies for mutual aid should the need arise. When a district is unable to combat or abate mosquitoes or other vectors that may spread disease or discomfort, and whose resources are limited or unavailable, there is now a method to provide mutual aid and support.</p> <p>The Agreement provides the mechanism for Agencies to provide or receive personnel, equipment, and vector control products during a time of crisis. The Agreement does provide for personnel, equipment, and mosquito control product reimbursement as well as nominal overhead expenses. If resources are unavailable, the party may decline to render assistance according to the terms of the Agreement. The District Manager is authorized to execute the terms of the Agreement and request or offer assistance to supplement vector control services in a regional and cooperative effort.</p>		
<p>Staff Recommendation:</p> <p>Staff recommends the approval of the Southern California Mosquito and Vector Control Districts Mutual Aid Agreement.</p>		
<p>Exhibits:</p> <ul style="list-style-type: none"> • Southern California Mosquito and Vector Control Districts Mutual Aid Agreement 		

MUTUAL AID AGREEMENT FOR MOSQUITO AND VECTOR
CONTROL SERVICES

This Agreement is made and entered into by and between the mosquito and vector control agencies of Southern California that are signatory herein, on the ____day of _____2020.

RECITALS

WHEREAS, mosquitoes and other vectors can transmit disease and cause discomfort to humans and other animals;

WHEREAS, the California Legislature has recognized the risks of vector-borne diseases and has provided broad powers in the Mosquito Abatement and Vector Control District Law (hereinafter “Law”) set forth in California Health and Safety Code Section 2000 *et seq.*;

WHEREAS, the Act specifically provides the authority to enter into agreements with other public agencies to cooperate and take actions to carry out the purposes of the Act (§2044);

WHEREAS, the mosquitoes and the diseases that are transmitted by those mosquitoes and other vectors cross political boundaries;

WHEREAS, there is a need to have a mutual response agreement between agencies to allow joint efforts, cooperation and mutual assistance;

WHEREAS, a further purpose of this Agreement is to implement mutual response as part of any declaration of emergency that may be declared pursuant to the California Emergency Services Act, (California Government Code Section 8550 *et seq.*);

WHEREAS, the California Joint Powers Act (California Government Code Section 6550 *et seq.*) provides that two or more public agencies may jointly exercise any power common to the contracting parties (§6502); and

WHEREAS, the parties hereto desire to enter into this Agreement to cooperate and mutually assist each other when the need arises to combat mosquitoes and other vectors and to thereby prevent the spread of vector-borne diseases and discomfort.

NOW, THEREFORE, the parties hereto do hereby agree as follows:

1. PURPOSE.

A. Purpose. The above recitals are adopted herein. A further purpose of this Agreement is to provide a framework for mutual aid and response and protocols that can be readily utilized in time of need.

B. No separate legal entity created. The parties do not intend to create a separate legal entity but to approve a working protocol that can be implemented and executed by administrative staff.

C. Definitions.

- i. Emergency- a natural or man-made event that causes concern with a public agency that is signatory to this Agreement that mosquitoes or other vectors may spread disease or discomfort beyond the area or capabilities that an agency can combat or abate using its own personnel and resources.
- ii. Authorized Official- an officer or employee of a public agency that is signatory to this Agreement that is authorized by the governing body of the public agency or its authorized executive or management officers to request or offer assistance under this Agreement.
- iii. Requesting Agency- the public agency requesting assistance under this Agreement.
- iv. Responding Agency- the agency responding to a request for assistance under this Agreement.
- v. Period of Assistance- the period of time during which a Responding Agency assists the Requesting Agency. The period commences after the request for assistance is received and the Responding Agency agrees to respond. It includes any call-up efforts, mobilization, and coverage arrangements, and includes the portal to portal costs of equipment, personnel and supplies utilized in the response. The period includes the demobilization costs upon return to the Responding Agency.

2. MUTUAL AID REQUEST AND RESPONSE.

A. Authorized Official. Each signatory agency shall designate an Authorized Official, and any alternates, and provide contact information necessary for 24-hour access for the signatory agencies.

B. Requests for Assistance. In the event of an Emergency, an Authorized Official of the Requesting Agency may request mutual aid and assistance from another signatory agency to this Agreement. Requests for assistance can be made orally or in writing. When made orally, the request for personnel, equipment and supplies shall be also transmitted in writing within 72 hours. Requests for assistance shall be made to the Authorized Official(s) of the Responding Agency(ies).

C. Response to a Request for Assistance. After a Responding Agency receives a request for assistance, the Authorized Official of the Responding Agency shall evaluate whether resources are available to respond to the request for assistance. Following the evaluation, the

Authorized Official of the Responding Agency shall inform, as soon as possible, the Requesting Agency whether it is willing and able to respond. If the Responding Agency is willing and able to provide assistance, the Responding Agency shall inform the Requesting Agency, in writing, about the type of available resources and the approximate arrival time of such assistance.

D. Discretion of Responding Agency's Authorized Official. Execution of this Agreement does not create any duty to respond to a request for assistance. When a Responding Agency receives a request for assistance, the Authorized Official shall have absolute discretion as to the availability of resources and willingness to respond. A Responding Agency's Authorized Official's decisions on the availability of resources and willingness to respond shall be a matter of his/her or the Responding Agency's sole discretion.

3. RESPONDING AGENCY PERSONNEL AND RESOURCES.

A. Control.

- i. Generally. Responding Agency personnel and resources shall remain under the direction and control of the Responding Agency. The Requesting Agency's Authorized Official shall coordinate response activities with the designated supervisor(s) of the Responding Agency.
- ii. NIMS or SEMS/Incident Command System. In cases where CAL OES becomes involved in federal or state emergencies, the signatory parties may be required to use the Incident Command System (ICS) as prescribed by the State's Standard Emergency Management System (SEMS) or the National Emergency Management System (NEMS).

B. Communication. The Requesting Agency shall provide the Responding Agency personnel with radio equipment as necessary, or radio frequency information to program existing radio, or other communication protocols in order to facilitate communications.

C. Status. Unless otherwise provided by law, the Responding Agency's officers and employees retain the same privileges, immunities, rights, duties, and benefits as provided in their respective jurisdictions.

D. License and Permits. To the extent permitted by law, Responding Agency personnel who hold licenses, certificates, or permits evidencing professional, mechanical, or other skills shall be allowed to carry out activities and tasks relevant and related to their respective credentials during the specified Period of Assistance.

E. Right to Withdraw. The Responding Agency's Authorized Official retains the right to withdraw some or all of its personnel and/or resources at any time. Notice of intention to withdraw must be communicated to the Requesting Agency's Authorized Official as soon as possible.

4. COST REIMBURSEMENT.

A. Categories of Cost. Unless otherwise mutually agreed in whole or in part, the Requesting Agency shall reimburse the Responding Agency for each of the following categories of costs incurred while providing aid and assistance during the specified Period of Assistance.

- i. Personnel – Responding Agency personnel are to be paid for work completed during a specified Period of Assistance according to the terms provided in their employment contracts or other conditions of employment. The Responding Agency designated supervisor(s) must keep accurate records of work performed by personnel during the specified Period of Assistance. Requesting Agency reimbursement to the Responding Agency must consider all personnel costs, including regular rate of pay as defined by the Fair Labor Standards Act, costs for fringe benefits, and indirect costs (e.g. cellular data usage, meals and travel) and an administrative overhead of 4% on salaries, hourly wages, costs for fringe benefits, and indirect costs. Expenses related to travel, hotel and meals; the parties agree to utilize the United States General Services Administration (GSA) Per Diem Rate structure as established annually on October 1 of each year by the GSA. Current Per Diem rate is located at the following link: <https://www.gsa.gov/travel/plan-book/per-diem-rates>.

Hourly rates for those agencies signatory to this agreement are included as Appendix # and are current as of the date of this agreement. These labor rates do not include the full burdened rate for each job classification and reimbursement shall include the fully burdened hourly rate for each classification providing assistance to the requestor agency at the time of request.

- ii. Equipment – The Requesting Agency shall reimburse the Responding Agency for the use of equipment during a specified Period of Assistance. As a minimum, rates for equipment use must be based on the California Department of Transportation's (CALTRANS) Labor Surcharge and Equipment Rental Rate Book. If a Responding Agency uses rates different from those in the CALTRANS Labor Surcharge and Equipment Rental Rate Book, the Responding Agency must provide such rates in writing to the Requesting Agency prior to supplying resources. Mutual agreement on which rates are used must be reached in writing prior to dispatch of the equipment. Reimbursement for equipment not referenced on the CALTRANS Labor Surcharge and Equipment Rental Rate Book must be developed based on actual recovery of costs, plus 4% administrative overhead.

For equipment not included in the Caltrans Labor Surcharge and Equipment Rental Rate Book, the supplying agency shall provide a list of equipment and hourly rates prior to utilization of equipment. Equipment valued at \$3,500 or more is listed in Appendix #. Equipment valued under \$3,500 shall be assessed

an hourly rate commensurate with the value of the equipment but shall not exceed \$100/hour of use or day.

- iii. **Materials and Supplies** - The Requesting Agency must reimburse the Responding Agency in kind or at actual replacement cost, plus handling charges, for use of expendable or nonreturnable supplies. The Responding Agency must not charge direct fees or rental charges to the Requesting Agency for other supplies and reusable items that are returned to the Responding Agency in a clean, damage-free condition. Reusable supplies that are returned to the Responding Agency with damage must be treated as expendable supplies for purposes of cost reimbursement.

B. **Payment Period.** The Responding Agency must provide an itemized bill to the Requesting Agency for all expenses it incurred as a result of providing assistance under this Agreement. The Responding Agency must send the itemized bill not later than ninety (90) days following the end of the Period of Assistance. The Requesting Agency must pay the bill in full on or before the forty-fifth (45th) day following the billing date. Unpaid bills become delinquent upon the forty-sixth (46th) day following the billing date, and, once delinquent, the bill accrues interest at the rate of prime, as reported by the Wall Street Journal, plus two percent (2%) per annum.

5. DISPUTES.

Any controversy or claim arising out of, or relating to, this Agreement, or the making, performance, or interpretation of it, including, but not limited to, alleged breach of the Agreement, shall be submitted to arbitration in Southern California, under the Arbitration Law of the State of California (California Code of Civil Procedure Section 1280 et seq.). Any court of competent jurisdiction may enter the judgment rendered by the arbitrators as final judgment that is binding on the parties. The arbitration shall be conducted in the county of the responding party.

6. INSURANCE AND INDEMNIFICATION.

Responding Agency and Requesting Agency are authorized self-insured or partially self-insured public entities for purposes of Professional Liability, General Liability, Automobile Liability and Worker's Compensation and warrant that through their respective programs of self-insurance and insurance, they have adequate coverage or resources to protect against liabilities arising out of performance of the terms, conditions or obligations of this Agreement.

Neither Responding Agency nor any officer, employee, agent or volunteer of Responding Agency shall be responsible for any damage or liability arising out of, pertaining to, or relating to any acts or omissions on the part of Requesting Agency or its contractors under or in connection with any work, authority or jurisdiction delegated to and performed by Requesting Agency or its contractors under this Agreement. It is also understood and agreed that, pursuant to Government Code section 895.4, Requesting Agency shall fully indemnify, defend (with counsel approved by Responding Agency) and hold Responding Agency and its officers, employees, agents, and volunteers harmless from any liability imposed for injury (as defined by Government Code section 810.8) arising out of, pertaining to, or relating to any acts or omissions on the part of Requesting Agency or its contractors under or in connection with any work, authority or jurisdiction delegated to and performed by Requesting Agency or its contractors under this Agreement.

In the event Responding Agency and/or Requesting Agency is found to be comparatively at fault for any claim, action, loss or damage which results from their respective obligations under this Agreement, Responding Agency and/or Requesting Agency shall indemnify the other to the extent of its comparative fault.

Requesting Agency and Responding Agency agree to waive all rights of subrogation against each other. Furthermore, if the Responding Agency or Requesting Agency attempts to seek recovery from the other for Workers' Compensation benefits paid to an employee, the Responding Agency or Requesting Agency agree that any alleged negligence of the employee shall not be construed against the employer of that employee.

7. NOTICE.

A party who becomes aware of a claim or suit that in any way, directly or indirectly, contingently or otherwise, affects or might affect the other party to this Agreement shall provide prompt and timely written notice to the party who may be affected by the suit or claim. Each party reserves the right to participate in the defense of such claims or suits as necessary to protect its own interests.

8. INSURANCE.

The signatory parties shall each maintain insurance coverage that covers activities that it may undertake by virtue of this Agreement. The scope of the insurance coverage must include, at a minimum, coverage for employee faulty treatment or abatement efforts and other negligent acts, errors, or omissions and coverage for meeting the indemnity condition provided in Paragraph 6.

9. WITHDRAWAL.

A party may withdraw from this Agreement by providing written notice of its intent to withdraw to all other parties. Withdrawal takes effect after the Authorized Official receives notice. The indemnification and workers compensation provision shall survive withdrawal.

10. MODIFICATION.

This Agreement may not be modified orally or in any manner other than by an agreement in writing signed by all parties by a person with authority to sign.

11. PROHIBITION ON THIRD PARTIES AND ASSIGNMENT OF RIGHTS/DUTIES.

This Agreement is for the sole benefit of the signatories below and no person or entity may have any rights under this Agreement as a third-party beneficiary. Assignments of benefits and delegations of duties created by this Agreement are prohibited and are without effect.

13. COUNTERPARTS.

This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, and all of which shall constitute one and the same agreement.

14. EFFECTIVE DATE.

This Agreement shall become effective between the signatory parties upon two parties signing. The effective date of subsequent parties' agreements shall be the date of its respective signing.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first written above.

COACHELLA VALLEY MOSQUITO & VECTOR CONTROL DISTRICT

By: _____

Name/Title: _____

Date: _____

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

By: _____

Name/Title: _____

Date: _____

NORTHWEST MOSQUITO & VECTOR CONTROL DISTRICT

By: _____

Name/Title: _____

Date: _____

ORANGE COUNTY MOSQUITO & VECTOR CONTROL DISTRICT

By: _____

Name/Title: _____


Date: _____

SAN GABRIEL VALLEY MOSQUITO & VECTOR CONTROL DISTRICT

By: _____

Name/Title: _____

Date: _____

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>September 8, 2020</p>
<p>Agenda Item: New Business</p> <p>Discussion and/or approval of Resolution 2020-20 and Side Letter of Agreement with Teamsters 911 to correct the definition of Longevity in the Teamsters MOU to comply with the Public Employees’ Retirement Law (PERL) – Anita Jones, Human Resources Manager</p>		
<p>Background:</p> <p>On or about July 29, 2020, the District was notified by CalPERS that the contract language related to “Longevity Pay”, as set forth in paragraph 6.14 of the MOU, is not in compliance with the Public Employees’ Retirement Law (PERL).</p> <p>Longevity Pay has been reported by District to CalPERS as earnable compensation for all eligible employees; however, the Longevity Pay clause in paragraph 6.14 of the MOU does not meet the definition of Longevity in California Code of Regulations 571(a)(1), resulting in CalPERS determination that such earnings are ineligible as earnable compensation. Specifically, paragraph 6.14 of the MOU provides that an employee is eligible for Longevity Pay when the employee 1) achieves 10 years of service, and 2) receives a satisfactory annual performance rating. The California Code of Regulations 571(a)(1) only allows for tenure conditions (years of service) when computing Longevity Pay; PERL does not permit the consideration of performance requirements.</p> <p>In practice, the District only considers years of service as qualifying for Longevity Pay; and CalPERS has directed the District to correct the MOU such that Longevity Pay in the MOU is in compliance with PERL via a resolution approved by the Board of Trustees, to be effective commencing on September 8, 2020.</p>		
<p>Staff Recommendation:</p> <p>Staff recommends approval of the attached Side Letter of Agreement with Teamsters 911 to correct the definition of Longevity in the Teamsters MOU to comply with the Public Employees’ Retirement Law (PERL).</p>		
<p>Exhibits:</p> <ul style="list-style-type: none"> • Resolution 2020-20 • Side Letter of Agreement between the District and Teamsters 911 		

RESOLUTION NO. 2020-20

**A RESOLUTION OF THE BOARD OF TRUSTEES
OF THE
COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
APPROVING THE SIDE LETTER OF AGREEMENT TO THE
MEMORANDUM OF UNDERSTANDING
BETWEEN
COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
AND
TEAMSTERS LOCAL 911**

WHEREAS, the Coachella Valley Mosquito and Vector Control District (“District”) is a political subdivision and a “local agency” of the State of California, created and operating under the authority and provisions of California Health and Safety Code Section 2000 et. seq., and is also a “local agency” within the meaning of Section 53600 of the California Government Code; and

WHEREAS, on or about July 29, 2020, District was notified by CalPERS that the contract language related to “Longevity Pay”, as set forth in paragraph 6.14 of the Memorandum of Understanding between District and Union, effective July 1, 2017 through June 30, 2021 (“MOU”), is not in compliance with the Public Employees’ Retirement Law (PERL); and

WHEREAS, Longevity Pay has been reported by District to CalPERS as earnable compensation for all eligible employees; however, the Longevity Pay clause in paragraph 6.14 of the MOU does not meet the definition of Longevity Pay set forth in California Code of Regulations 571(a)(1), resulting in CalPERS’ determination that such earnings are ineligible as earnable compensation; and

WHEREAS, specifically, paragraph 6.14 of the MOU provides that an employee is eligible for Longevity Pay when the employee 1) achieves 10 years of service, and 2) receives a satisfactory annual performance rating; and

WHEREAS, California Code of Regulations 571(a)(1) only allows for tenure conditions (years of service) when computing Longevity Pay; PERL does not permit the consideration of performance requirements such as a satisfactory annual performance rating as set forth in the MOU; and

WHEREAS, In practice, the District only considers years of service as qualifying for Longevity Pay; and

WHEREAS, CalPERS has directed the District to correct the MOU such that Longevity Pay in the MOU is in compliance with PERL via a resolution approved by the Board of Trustees, to be effective immediately; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Coachella Valley Mosquito and Vector Control District that:

Section 1. Recitals.

The true and correct recitals above are incorporated by this reference herein as the basis and foundation for the District's adoption of this Resolution.

Section 2. Approval of Side Letter of Agreement to the Memorandum of Understanding

The Board of Trustees hereby approves this Side Letter of Agreement to the Memorandum of Understanding between Coachella Valley Mosquito and Vector Control District ("District") and Teamsters Local 911 ("Union"), effective July 1, 2017 through June 30, 2021 ("MOU"), is dated September 2, 2020, and is entered into by and between the District and the Union. The Side Letter is shown as Exhibit "A," which is incorporated herein by this reference, and a copy of which is attached hereto and incorporated herein by this reference.

Section 3. Effective Date.

This Resolution shall take effect upon its adoption.

Section 4. Certification.

The Clerk of the Board shall certify as to the adoption of this Resolution and shall cause the same to be processed in the manner required by law.

[THE REMAINDER OF THIS PAGE WAS INTENTIONALLY LEFT BLANK]

PASSED, ADOPTED, AND APPROVED by the Board of Trustees of the Coachella Valley Mosquito and Vector Control District this 8th day of September 2020.

Franz De Klotz, President
Board of Trustees

ATTEST:

Graciela Morales, Clerk of the Board

APPROVED AS TO FORM:

Lena D. Wade, General Counsel

REVIEWED:

Jeremy Wittie, M.S., General Manager

EXHIBIT "A"
SIDE LETTER OF AGREEMENT TO THE
MEMORANDUM OF UNDERSTANDING
BETWEEN
COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
AND
TEAMSTERS LOCAL 911
(2017-2021)

SIDE LETTER OF AGREEMENT TO THE
MEMORANDUM OF UNDERSTANDING
BETWEEN
COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
AND
TEAMSTERS LOCAL 911
(2017-2021)

This Side Letter of Agreement to the Memorandum of Understanding between Coachella Valley Mosquito and Vector Control District ("District") and Teamsters Local 911 ("Union"), effective July 1, 2017 through June 30, 2021 ("MOU"), is dated September 2, 2020, and is entered into by and between the District and the Union. The District and the Union are collectively referred to as the "Parties."

Recitals

A. On or about July 29, 2020, the District was notified by CalPERS that the contract language related to "Longevity Pay", as set forth in paragraph 6.14 of the MOU, is not in compliance with the Public Employees' Retirement Law (PERL); and

B. Longevity Pay has been reported by District to CalPERS as earnable compensation for all eligible employees; however, the Longevity Pay clause in paragraph 6.14 of the MOU does not meet the definition of Longevity in California Code of Regulations 571(a)(1), resulting in CalPERS determination that such earnings are ineligible as earnable compensation; and

C. Specifically, paragraph 6.14 of the MOU provides that an employee is eligible for Longevity Pay when the employee 1) achieves 10 years of service, and 2) receives a satisfactory annual performance rating; and

D. California Code of Regulations 571(a)(1) only allows for tenure conditions (years of service) when computing Longevity Pay; PERL does not permit the consideration of performance requirements such as a satisfactory annual performance rating as set forth in the MOU; and

E. In practice, the District only considers years of service as qualifying for Longevity Pay; and

F. CalPERS has directed the District to correct the MOU such that Longevity Pay in the MOU is in compliance with PERL via a resolution approved by the Board of Trustees, to be effective commencing on September 8, 2020; and

G. After meeting and conferring in good faith to discuss the directive from CalPERS to correct the MOU such that the longevity pay provision in the MOU is in compliance with PERL, the Parties agree to amend paragraph 6.14 of the MOU to comply with the definition of Longevity Pay in the California Code of Regulations 571 (a) (1) as set forth below.

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Terms

1. Recitals. The Recitals set forth above are true and correct and are hereby incorporated into this Side Letter of Agreement by this reference, as though set forth in full herein.

2. Meaning and Effect of Side Letter of Agreement. After meeting and conferring in good faith, the District and the Union desire to modify certain terms and conditions of the MOU as set forth in this Side Letter of Agreement. The provisions of the MOU otherwise remain in full force and effect.

3. Paragraph 6.14 of the MOU shall be repealed and replaced as follows:

Longevity Pay

In recognition of extended service to the District, employees shall become eligible for "Longevity Pay" as per the Longevity Schedule below. An employee's eligibility for Longevity Pay shall become effective on the anniversary date of the employee's regular full-time duty in the employee's 10th year of service with the District. Qualifying employees shall receive increased Longevity Pay pursuant to the schedule set forth as follows:

Years of Service	Annual Rate
10-14	\$500
15-19	\$1000
20-24	\$1500
25-29	\$2500
30+	\$3500

4. Effective Date. This Side Letter of Agreement shall be in effect following execution by both Parties from the period commencing on September 2, 2015.

5. Entire Agreement; Continuing Effect of MOU. It is understood and agreed that the specific provisions contained in this Side Letter of Agreement shall supersede any previous agreements, whether oral or written, regarding the matters contained herein. Additionally, except as amended by this Side Letter of Agreement, all wages, hours and other terms and conditions of employment presently enjoyed by the affected employees and in the MOU, as amended by previous side letters, shall remain unchanged and in full force and effect.

6. Adequate Consideration. The Parties hereto irrevocably stipulate and agree that they have each received adequate and independent consideration for the performance of the obligations they have undertaken pursuant to this Side Letter of Agreement.

[Signatures on the following page.]

SIGNATURE PAGE TO
SIDE LETTER OF AGREEMENT TO THE
MEMORANDUM OF UNDERSTANDING
BETWEEN
COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
AND
TEAMSTERS LOCAL 911
(2017-2021)

IN WITNESS WHEREOF, the Parties hereto have caused this Side Letter of Agreement to be executed on the date first hereinabove written.

FOR THE DISTRICT:

**COACHELLA VALLEY MOSQUITO &
VECTOR CONTROL DISTRICT**

DocuSigned by:
Jeremy Wittie

B2C2FAEA37BF474...
Jeremy Wittie, MS, General Manager

FOR THE UNION:

TEAMSTERS LOCAL 911

Gregorio Daniel

Gregorio Daniel, Senior Business Representative

ATTEST:

DocuSigned by:
Graciela Morales

E0513D78514E7D7
Graciela Morales, Clerk of the Board

APPROVED AS TO FORM:

DocuSigned by:
Lena D. Wade

5B3277ED9FC5430
Lena D. Wade, General Counsel