



Coachella Valley Mosquito and Vector Control District

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

Board of Trustees Meeting

Tuesday, November 12, 2024

6:00 p.m.

AGENDA

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

This meeting will be conducted by video and/or teleconference as well as in person at the District office located at the address listed above. To view/listen/participate in the meeting live, please join by calling 1-888-475-4499 (toll-free), Webinar ID: [847 1941 0493](https://us02web.zoom.us/j/84719410493), or click this link to join: <https://us02web.zoom.us/j/84719410493>.

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

1. Call to Order – John Peña, President

A. Roll Call

2. Pledge of Allegiance

3. Confirmation of Agenda

4. Public Comments

Members of the public may provide comments in person or remotely at the time of the meeting as set forth in the agenda. Public comments may also be sent by E-mail to the Clerk of the Board by 2:00 p.m. on November 12, 2024, at mscarborougheckel@cvmosquito.org. E-mails received prior to 2:00 p.m. on the day of the Board meeting will be made part of the record and distributed to the Board. This method is encouraged as it gives the Board of Trustees the opportunity to reflect upon your input. E-mails will not be read at the meeting.

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

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

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

5. Announcements, Presentation, and Written Communications

6. Items of General Consent

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

- A. Minutes for October 8, 2024, Board Meeting

- B. Approval of expenditures for October 9, 2024, to November 7, 2024

C. Informational Items:

- Financials — **David I'Anson, Administrative Finance Manager**
- Quarterly Department Reports: Human Resources; Operations; Information Technology; Fleet Services; Laboratory & Surveillance Control; and Public Outreach
- CSDA Board Secretary/Clerk Conference, October 21-23, 2024, San Diego, CA — **Megan Scarborough-Eckel, Clerk of the Board**
- 2025 Board of Trustees Meeting Calendar — **Megan Scarborough-Eckel, Clerk of the Board**
- District Travel for the Board of Trustees — **Megan Scarborough-Eckel, Clerk of the Board**

7. Business Session

A. Old Business — None

B. New Business

- I. Discussion and/or approval to grant a day off in December to all full-time employees in appreciation of their work and dedication to protecting public health during the Mosquito virus season — **Jeremy Wittie, MS, CSDM, General Manager**
- II. Appointment of the ad hoc Nominations Committee — **John Peña, Board President**
- III. Discussion and/or approval of Resolution 2024-16 providing informal bidding procedure under the Uniform Public Construction Cost Accounting Act (Section 22000, et seq of the Public Contract Code) — **David I'Anson, Administrative Finance Manager and Sarah Prendez, Purchasing Clerk**
- IV. Discussion and/or approval of Resolution 2024-17 providing a gift certificate to employees for work performed late November through early December 2024 in a total collective amount for all certificates not to exceed \$2,900 from fund 5300.01.202.000 – Employee Incentive- **Budgeted; Funds Available** — **Jeremy Wittie, MS, CSDM, General Manager**

- V. Discussion and/or approval to enter into an agreement with **Pendoley Strategies + Communications, LLC (PSC)** for the District's Strategic Planning needs not to exceed \$30,000 from fund 6095.01.200.000 Professional Fees – **Budgeted, Funds available** — **Jeremy Wittie, MS, CSDM General Manager and Board of Trustees Executive Committee**

- VI. Discussion and/or approval of Resolution 2024-18 implementing a rotational system for appointments to the Executive Committee of the Board of Trustees, ensuring equitable participation from all Trustees over time — **Megan Scarborough-Eckel, Clerk of the Board**

8. Committee and Trustee Reports

A. Executive Committee — John Peña, Board President

Executive Committee oral report and minutes from November 1, 2024

B. Finance Committee — Clive Weightman, Board Treasurer

Finance Committee oral report and Finance Committee minutes from October 8, 2024

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

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

9. Reports

A. General Manager

- i. General Manager's Report — **Jeremy Wittie, MS, CSDM, General Manager**

Questions and/or comments from Trustees regarding the reports

B. General Counsel

10. Closed Session

Closed Session (s):

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

Title: General Manager

11. Adjournment

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

Certification of Posting

I certify that on November 8, 2024, 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 November 8, 2024

Megan Scarborough-Eckel

Megan Scarborough-Eckel, Clerk of the Board