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**BOARD OF TRUSTEES
SPECIAL MEETING
MONDAY, JUNE 13, 2022
7:00 PM**

THIS MEETING WILL BE HELD VIA TELECONFERENCE/ZOOM

To join the meeting please follow the instruction below:

Access via the following link:

<https://us06web.zoom.us/j/94095162206?pwd=amp0UXhCSEt3a0Qxc2ludWJnVmVmZz09>

Audio only: If you do not have internet access, you may join by phone by using the following information, Dial by your location:

- +1 346 248 7799 US (Houston)
- +1 720 707 2699 US (Denver)
- +1 253 215 8782 US (Tacoma)
- +1 312 626 6799 US (Chicago)
- +1 646 558 8656 US (New York)
- +1 301 715 8592 US (Washington DC)

Meeting ID: 940 9516 2206

Passcode: 866980

Find your local number: <https://us06web.zoom.us/u/kb9DRS36p>

All portions of this meeting will be conducted by teleconferencing pursuant to Agenda Item #2 (if approved), in accordance with Government Code Section 54953(e).

Members of the public may participate in the meeting via Zoom or may listen to the meeting telephonically. No physical location will be available from which members may observe the meeting and offer public comment. Public comments may be submitted in advance of the meeting by emailing Paula Macedo at pmacedo@contracostamosquito.com. Alternatively, members of the public may offer spoken comments when public comment is requested, either at the beginning of the meeting as to non-agenda items, or regarding and agenda item at the time the item is considered. Comments shall be limited to three minutes per person, unless different time limits are set by the Chairperson.

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation to participate in this meeting, please contact Paula Macedo, General Manager, as early as possible, and at least 48 hours before the meeting at (925) 457-8464 or pmacedo@contracostamosquito.com.

Protecting Public Health Since 1927

BOARD OF TRUSTEES

President MICHAEL KRIEG Oakley • Vice President PERRY CARLSTON Concord • Secretary DANIEL PELLEGRINI Martinez
Antioch Vacant • Brentwood JON ELAM • Clayton PEGGIE HOWELL • Contra Costa County JIM PINCKNEY, CHRIS COWEN & DARRYL YOUNG • Danville RANDALL DIAMOND
El Cerrito Vacant • Hercules DAMIAN WONG • Lafayette JAMES FITZSIMMONS • Moraga JAMES FRANKENFIELD • Orinda KEVIN MARKER • Pinole WARREN CLAYTON
Pittsburg RICHARD AINSLEY, PhD • Pleasant Hill JENNIFER HOGAN • Richmond Vacant • San Ramon PETER PAY • San Pablo Vacant • Walnut Creek JAMES MURRAY

AGENDA

1. CALL TO ORDER

- Roll Call
- Pledge of Allegiance

2.* AUTHORIZATION TO MEET VIA TELECONFERENCE

- A. Authorization to Meet Via Teleconference Pursuant to Government Code Section 54953, Subdivision (e)(1)(C) – Consider finding by a majority of vote under Gov. Code 54953 (e)(3) that, as result of the COVID-19 emergency, the meeting should be held by teleconference as authorized by and pursuant to Subdivision (e) of Section 54953 of the Government Code.

3.* AGENDA MANAGEMENT

4. PUBLIC INPUT ON NON-AGENDA ITEMS

This time is reserved for members of the public to address the Board relative to matters of the District NOT on the agenda. No action may be taken on non-agenda items unless authorized by law. Public comments may be submitted as specified above and will be limited to three minutes per person.

5.* CONSENT CALENDAR

Any item may be pulled from the Consent Calendar and separately considered at the request of any Trustee. All items may be acted on by a single motion.

- A. Minutes of the May 9, 2022 Board of Trustees Special Meeting
- B. Expenditures for April 2022
- C. Payroll Expenditures April 2022
- D. Investment Activity for April 2022
- E. Financial Report

6. BOARD AND STAFF REPORTS

- A. Board
- B. General Manager
- C. Staff
- D. Legal Counsel

7.* APPROVAL OF UPDATED DISTRICT TRUSTEE COMMITTEE MEMBERS FOR 2022

CLOSED SESSION

8. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957.6 TO REVIEW THE DISTRICT'S POSITION ON SALARY FOR REPRESENTED EMPLOYEES

Agency Negotiators: Paula Macedo, General Manager, and Perry Carlston, Chair of the Personnel Committee

Employee Group: All represented employees (SEIU 1021)

9. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957.6

Agency Negotiators: Paula Macedo, General Manager, and Perry Carlston, Chair of the Personnel Committee

Title: Administrative Analyst II

10. GENERAL COUNSEL PERFORMANCE EVALUATION PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957

RETURN TO OPEN SESSION

REPORT FROM CLOSED SESSION

11. BOARD COMMITTEE REPORTS

A. Budget Committee Report

B. Personnel Committee Report

*i. ** Consider approval of proposed pay differential for Administrative Analyst II

C. Executive Committee Report

12. CLOSING COMMENTS

This time is reserved for comments by Board members and/or staff and to identify matters for future Board business.

13. ADJOURNMENT

I hereby certify that the District Board of Trustee Agenda was posted 7 days before the noted meeting.

Natalie Martini, Administrative Analyst II

6/07/2022

Date

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT

JUNE 13, 2022 BOARD SPECIAL MEETING STAFF REPORT

1. No comment

2.* **AUTHORIZATION TO MEET VIA TELECONFERENCE**

- A. Authorization to Meet Via Teleconference Pursuant to Government Code Section 54953, Subdivision (e)(1)(C) – Consider finding by a majority of vote under Gov. Code 54953 (e)(3) that, as result of the COVID-19 emergency, the meeting should be held by teleconference pursuant to Subdivision (e) of Section 54953 of the Government Code.

BACKGROUND AND STATUS:

In light of the Governor’s declaration that a state of emergency exists due to the incidence and spread of the novel coronavirus, and the pandemic caused by the resulting disease COVID-19, the Board should consider whether meeting in person would present imminent risks to the health or safety of meeting attendees.

The Centers for Disease Control indicates that COVID-19 is a highly transmissible virus that is spread when an infected person breathes out droplets and very small particles that contain the virus, and such droplets and particles are breathed in by other people. Since June of 2021, a more infectious variant of the virus, known as the Delta Variant, has emerged and now accounts for the vast majority of COVID-19 cases. Since then other variants continue to emerge.

Although effective vaccines have been approved by the U.S. Food and Drug Administration for emergency use, vaccination rates are slow and have not yet reached a point to significantly control community transmission. As of June 1, 2022, 72.9 % of Californians are fully vaccinated.

Those who become infected with COVID-19 are at risk of serious illness and death. As of June 1, 2022, approximately 997,512 Americans have died from the virus. Many more have been hospitalized with serious illness. Currently, in Contra Costa County, there are 7,131 active COVID-19 cases and 74 people are hospitalized with COVID-19.

On September 20, 2021, the Contra Costa County Health Officer issued recommendations for safely holding public meetings that include recommended measures to promote social distancing. Among the Health Officer’s recommendations, online (teleconferencing) meetings are strongly recommended as those meetings present the lowest risk of transmission of SARS-CoV-2, the virus that causes COVID-19. Having the option to attend the meetings by teleconference would directly reduce the risk of transmission among meeting attendees, including members of the public and agency staff, which has the ancillary effect of reducing risk of serious illness and death as well as reducing community spread of the virus.

In order to accommodate the requests from some Trustees who desire to attend in-person, the District is opening the Board room for a limited number of Trustees to participate in-person.

Trustees may attend in-person if they wish to do so, while others may continue to participate remotely. The District has documented the vaccination status of Trustees and a pre-meeting health screening checklist for in person attendees will also be required. The number of in-person attendees will also be limited to ensure appropriate social distancing is maintained per County Health Officer recommendations. Since these measures are not practically enforceable for public attendees and allowing public attendees would make contact tracing (in the event of an attendee's testing positive for the virus) impossible, the Boardroom will remain closed to the public at this time.

If the authorization to meet by teleconference is not approved by a majority vote, then the meeting will adjourn after this item and the remaining agenda items will be rescheduled to a future in-person meeting.

Recommendation - Move that the Board finds that, as a result of the COVID-19 emergency, meeting in person would present imminent risks to the health or safety of attendees, and the meeting should be held by teleconference as authorized by Subdivision (e) of Section 54943 of the Government Code.

3.* AGENDA MANAGEMENT – Consider order of items.

4. PUBLIC INPUT ON NON-AGENDA ITEMS

5.* CONSENT CALENDAR

A. Minutes of the May 9, 2022 Board of Trustees Meeting (**Pages 8-11**). Approval of Minutes 22-4, Board Meeting held on May 9, 2022.

B. Check Expenditures for payroll & accounts payable for April 2022 (**Pages 12-20**) – Approval of expenditures of April 1, 2022 through April 30, 2022 including:

Accounts payable April 20th checks No. XXXX82 through No. XXXX91
Payroll April 29th check No. XXXX92 through No. XXXX97
Accounts payable April 29th checks No. XXXX98 through No. XXXX04

Accounts Payable Total: \$47,651.83 Payroll Total: \$514.10

C. Direct Deposit Expenditures for payroll & accounts payable – Approval of payroll expenditures of April 1, 2022 through April 30, 2022, including:

Payroll April 4th No. D000018279
Payroll April 15th No. D000018280 through No. D000018311
Payroll April 29th No. D000018312 through No. D000018350
Accounts payable April 7th E000002735
Accounts payable April 14th E000002736
Accounts payable April 20th E000002737 through E000002743
Accounts payable April 21st E000002744
Accounts payable April 29th E000002745 through E000002753

Accounts Payable Total: \$123,603.70 Payroll Total: \$172,163.22

D. Investment Activity for April 2022 (*Pages 21-22*)

E. Financial Report (*Pages 23*)

Recommendation – Approval of the Consent Calendar

6. BOARD AND STAFF REPORTS

A. Board

B. General Manager

C. Staff – staff reports have been submitted and staff will be present to answer any questions (*Pages 24-40*)

D. Legal Counsel

7.* APPROVAL OF UPDATED DISTRICT TRUSTEE COMMITTEE MEMBERS FOR 2022 - The District's Committee list has been updated to include Trustee Wong's selection. (*Pages 41*)

Recommendation – Approval of the 2022 Committees

CLOSED SESSION

8. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957.6 TO REVIEW THE DISTRICT'S POSITION ON SALARY FOR REPRESENTED EMPLOYEES

Agency Negotiators: Paula Macedo, General Manager, and Perry Carlston, Chair of the Personnel Committee

Employee Group: All represented employees (SEIU 1021)

9. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957.6

Agency Negotiators: Paula Macedo, General Manager, and Perry Carlston, Chair of the Personnel Committee

Title: Administrative Analyst II

10. GENERAL COUNSEL PERFORMANCE EVALUATION PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957

RETURN TO OPEN SESSION

REPORT FROM CLOSED SESSION

11. BOARD COMMITTEE REPORTS

- A. Budget Committee Report – Trustee Pay, Chair of the Budget Committee will report on the meeting held on May 16, 2022
- B. Personnel Committee Report – Trustee Carlston, Chair of the Personnel Committee will report on the meeting held on May 23, 2022
 - i. * Consider approval of proposed pay differential for Administrative Analyst II – with the extended absence of the Administrative Services Manager and the Administrative Analyst I, the Administrative Analyst II has taken on additional responsibilities to cover for those absences. In recognition for unusual competencies, circumstances, and increased complexity of the work, the committee is recommending the addition of a pay differential to the Administrative Analyst II base salary. Motion should specify amount (percentage), retroactivity and dates.

Recommendation – Pleasure of the Board

- C. Executive Committee Report – Trustee Krieg, Board President and Chair of the Executive Committee will report on the meeting held on June 6, 2022

12. **CLOSING COMMENTS** - This time is reserved for comments by Board members and/or staff and to identify matters for future Board business.

13. **ADJOURNMENT**

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
BOARD MEETING
MINUTES NO. 22-5

A meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, May 9, 2022, via teleconference.

TRUSTEES PRESENT	Michael Krieg, President Perry Carlston, Vice President Daniel Pellegrini, Secretary Richard Ainsley Warren Clayton Chris Cowen Jon Elam Jim Fitzsimmons James Frankenfield Jennifer Hogan Peggie Howell Kevin Marker James Murray Peter Pay Jim Pinckney Darryl Young
TRUSTEES ABSENT	Randall Diamond Damian Wong
VACANCIES	Antioch El Cerrito Richmond San Pablo
OTHERS PRESENT	Paula Macedo, General Manager Natalie Martini, Administrative Analyst II Steve Schutz, Scientific Program Manager Stacy Stark, Human Resources & Risk Manager David Wexler, Program Supervisor Doug Coty, Bold Polisner Maddow Nelson & Judson, Legal Counsel

1. CALL TO ORDER

Vice President Krieg called the meeting to order at 7:00 p.m.

Roll Call: A roll call indicated that 16 Trustees were present, two Trustees were absent, and there are four vacancies.

Pledge of Allegiance

Trustees Murray and Wong joined the meeting at 7:02 p.m.

2.* AUTHORIZATION TO MEET VIA TELECONFERENCE

- A. Authorization to Meet Via Teleconference Pursuant to Government Code Section 54953, Subdivision (e)(1)(C) – Consider finding that, as result of the COVID-19 emergency, meeting in person would present imminent risks to the health or safety of attendees, and the meeting should be held by teleconference as authorized by and pursuant to Subdivision (e) of Section 54953 of the Government Code.

** Motion was made by Trustee Pellegrini and seconded by Trustee Carlston to approve the authorization to meet via teleconference. *Motion passed unanimously.*

3.* AGENDA MANAGEMENT - Agenda was adopted by rule.

4. PUBLIC INPUT ON NON-AGENDA ITEMS – None

5. PRESENTATION

Michael Krieg, for 10 years of service

6. CONSENT CALENDAR

- A. MINUTES – Approval of Minutes of the April 4, 2022 Board of Trustees Speical Meeting
- B. Approval of expenditures of March 2022, including:
 - Accounts payable March 15th checks No. XXXX51 through No. XXXX58
 - Payroll March 30th check No. XXXX59 through No. XXXX65
 - Accounts payable March 30th checks No. XXXX66 through No. XXXX81
 - Accounts Payable Total: \$72,406.78 Payroll Total: \$601.45
- C. Direct Deposit Expenditures for payroll & accounts payable – Approval of payroll expenditures of March 1, 2022 through March 31, 2022, including:
 - Payroll March 15th No. D000018204 through No. D000018234
 - Payroll March 30th No. D000018235 through No. D000018276
 - Accounts payable March 3rd E000002718
 - Accounts payable March 11th E000002719
 - Accounts payable March 15th E000002720 through E000002728
 - Accounts payable March 15th E000002729 through E000002734
 - Accounts Payable Total: \$117,333.68 Payroll Total: \$181,768.21
- D. Investment Activity for March 2022
- E. Excess Vehicles:
 - 1) 2007 Year model GMC truck with 67,7000 miles (#2)
 - 2) 2005 Year model Chevrolet truck with 77,000 miles (#24)
 - 3) 2004 Year model Chevrolet truck with 111,320 miles (#53)
 - 4) 2006 Year model GMC truck with 87,727 miles (#57)
 - 5) 2003 Year model Argo Conquest with 407.7 hours (#33)
 - 6) 1994 Trailer (#T-6)

Trustee Pinckney thanked Program Supervisor Wexler for his presentation and explanation on the sale of the excess vehicles and timeline for the purchase of new vehicles.

- ** Motion was made by Trustee Pellegrini and seconded by Trustee Pinckney to approve the consent calendar with the minutes amended to correct President Krieg calling the meeting to order instead of Trustee Carlston. *Motion passed unanimously.*

7. BOARD AND STAFF REPORTS

A. BOARD – None

B. GENERAL MANAGER – General Manager Macedo stated the Administration department has been very busy with it being the time for the new budget and preparing items for the audit.

Macedo thanked the trustees in advance for their patience with any requests, as there are currently two employees on leave, and Administrative Analyst II Martini and Human Resources & Risk Manager Stark are the only individuals currently in that department besides the General Manager.

General Manager Macedo mentioned the Budget Committee would be meeting on Thursday, May 19, 2022 at 5:00 p.m. and the Personnel Committee would be meeting on Monday, May 23, 2022, at 6:00 p.m.

C. STAFF – Administrative Analyst II Martini noted that the City of Pleasant Hill recently reappointed Trustee Jennifer Hogan to a four-year term and the City of Oakley reappointed President Krieg to a four-year term.

D. LEGAL – None

- 8. CLOSING COMMENTS** – Trustee Clayton brought up a concern over the legal counsel invoices, and inquired if they should be discussed with the Personnel committee rather than the Executive committee. President Krieg advised the Executive Committee has not had the opportunity to schedule a meeting since the discussion at the last Board meeting, but will meet in June to discuss this topic and consider if any further discussion will be necessary.

Legal Counsel Coty reminded trustees that anyone from the public, as well as any trustee, can attend any committee meetings, and that agendas are always posted on the District’s website, however trustees will need to attend as a member of the public if they are not a part of the committee, and not participate in closed sessions.

- 10. ADJOURNMENT** – 7:22 p.m.

I certify the above minutes were approved as read or corrected at the special meeting of the Board held on June 13, 2022.

Ayes: _____

Noes: _____

Abstain: _____

Absent: _____

Daniel Pellegrini
2022 Secretary, Board of Trustees

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
XXXXXXXX82	4/20/2022	0000328	PG&E					Check Entry Number: 001
			ELECTRIC CHARGES 2/2	4/1/2022	1,304.57	0.00	1,304.57	
		G/L Account: 505036-00		Utilities Electric:General				1,304.57
XXXXXXXX83	4/20/2022	0000608	ADAPCO, Inc.					Check Entry Number: 001
			#130776	3/21/2022	24,048.42	0.00	24,048.42	
		G/L Account: 502008-16		Control Materials - Mosquito Larviciding:Operation				8,384.90
		G/L Account: 502008-16		Control Materials - Mosquito Larviciding:Operation				15,663.52
XXXXXXXX84	4/20/2022	0000760	DMV					Check Entry Number: 001
			LIC NO. AJ6Y44	4/12/2022	54.00	0.00	54.00	
		G/L Account: 500115-00		Permits & Fees:General				54.00
XXXXXXXX85	4/20/2022	0000814	Staples Business Advantage					Check Entry Number: 001
			3503150593	3/23/2022	278.55	0.00	278.55	
		G/L Account: 505020-00		Office Supplies - General:General				278.55
			3503150594	3/23/2022	76.70	0.00	76.70	
		G/L Account: 505020-00		Office Supplies - General:General				76.70
			3503223633	3/24/2022	76.70	0.00	76.70	
		G/L Account: 505020-00		Office Supplies - General:General				76.70
			3504675544	4/6/2022	914.90	0.00	914.90	
		G/L Account: 505020-05		Office Supplies - General:Administration				914.90
			3504820321	4/8/2022	206.24	0.00	206.24	
		G/L Account: 505020-10		Office Supplies - General:Lab				206.24
			Check 0000029585 Total:		1,553.09	0.00	1,553.09	
XXXXXXXX86	4/20/2022	0000975	Reliance Standard Life In					Check Entry Number: 001
			LTD123580_MAY2022	4/19/2022	502.45	0.00	502.45	
		G/L Account: 600150-00		Disability Insurance - General				502.45
			STD162561_MAY2022	4/19/2022	600.81	0.00	600.81	
		G/L Account: 600150-00		Disability Insurance - General				600.81
			Check 0000029586 Total:		1,103.26	0.00	1,103.26	
XXXXXXXX87	4/20/2022	0001061	KBA DOCUMENT SOLUTIONS, LLC					Check Entry Number: 001
			55Y1263699	4/1/2022	146.13	0.00	146.13	
		G/L Account: 504008-00		Printing Supplies:General				146.13
XXXXXXXX88	4/20/2022	0001088	Verizon Wireless					Check Entry Number: 001
			9903808236	4/10/2022	2,149.11	0.00	2,149.11	
		G/L Account: 505035-00		Utilities Cell Phone:General				1,259.11
		G/L Account: 504005-00		I.T Subscriptions:General				890.00
XXXXXXXX89	4/20/2022	0001102	CD & Power					Check Entry Number: 001
			01-55924	2/18/2022	644.19	0.00	644.19	
		G/L Account: 500103-00		B&G Maint Major <\$10K:General				644.19
XXXXXXXX90	4/20/2022	0001111	TireHub					Check Entry Number: 001
			25487546	2/11/2022	1,726.04	0.00	1,726.04	
		G/L Account: 502002-16		Automotive - Repairs:Operations				1,726.04
			26391258	4/4/2022	572.47	0.00	572.47	
		G/L Account: 502002-16		Automotive - Repairs:Operations				572.47
			26408579	4/5/2022	891.48	0.00	891.48	
		G/L Account: 502002-16		Automotive - Repairs:Operations				891.48
			Check 0000029590 Total:		3,189.99	0.00	3,189.99	
XXXXXXXX91	4/20/2022	0001113	Comcast					Check Entry Number: 001
			143972408	4/1/2022	393.41	0.00	393.41	
		G/L Account: 505039-00		Utilities Internet:General				393.41
			143972413	4/1/2022	365.41	0.00	365.41	

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
		G/L Account: 505040-00		Utilities Landline:General			365.41
				Check 000029591 Total:	758.82	0.00	758.82
E000002737	4/20/2022	0000015	Health Care Dental Trust				Check Entry Number: 001
			DENTAL ADMINISTRATIO	4/4/2022	1,884.48	0.00	1,884.48
		G/L Account: 600135-00		Dental Insurance - Active Employees General			1,884.48
			DENTAL-OPERATIONS AN	4/4/2022	2,725.84	0.00	2,725.84
		G/L Account: 600136-00		Dental Insurance: Operations			2,725.84
				Check E000002737 Total:	4,610.32	0.00	4,610.32
				Printed Check Total:			0.00
				Electronic Payment Total:			4,610.32
E000002738	4/20/2022	0000335	Concur Technologies, Inc				Check Entry Number: 001
			1.019E+11	4/6/2022	733.82	0.00	733.82
		G/L Account: 504005-00		I.T Subscriptions:General			733.82
E000002739	4/20/2022	0000710	PandaDoc, Inc.				Check Entry Number: 001
			5059322	3/30/2022	2,073.60	0.00	2,073.60
		G/L Account: 504005-05		I.T Subscriptions:Administration			2,073.60
E000002740	4/20/2022	0000713	Mission Linen Supply				Check Entry Number: 001
			516768144	4/1/2022	177.99	0.00	177.99
		G/L Account: 502021-10		Uniform Rental:Lab			30.97
		G/L Account: 502021-16		Uniform Rental:Operations			147.02
			516812647	4/8/2022	166.90	0.00	166.90
		G/L Account: 502021-10		Uniform Rental:Lab			31.79
		G/L Account: 502021-16		Uniform Rental:Operations			135.11
			516855421	4/15/2022	163.35	0.00	163.35
		G/L Account: 502021-10		Uniform Rental:Lab			31.12
		G/L Account: 502021-16		Uniform Rental:Operations			132.23
				Check E000002740 Total:	508.24	0.00	508.24
				Printed Check Total:			0.00
				Electronic Payment Total:			508.24
E000002741	4/20/2022	0000793	AFLAC				Check Entry Number: 001
			974661	4/11/2022	52.84	0.00	52.84
		G/L Account: 202100-00		Other Disability Insurance - Employee			52.84
E000002742	4/20/2022	0000925	iSolved Benefit Services				Check Entry Number: 001
			1118979172	4/9/2022	96.64	0.00	96.64
		G/L Account: 600175-00		FSA Admin Fee:General			96.64
E000002743	4/20/2022	0011125	CC Real Green Clean				Check Entry Number: 001
			CCM-202204	4/13/2022	1,500.00	0.00	1,500.00
		G/L Account: 500107-00		Janitorial Services:General			1,500.00
				Report Total:	44,527.04	0.00	44,527.04
				Printed Check Total:			34,951.58
				Electronic Payment Total:			9,575.46

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E000002744	4/21/2022	0000375	Great-West Trust Company, LLC (Empower)					Check Entry Number: 001
			4/15/22 100215-01	4/15/2022	5,673.33	0.00	5,673.33	
		G/L Account: 202140-00		457 Deferred Savings Plan				5,673.33
			4/15/22 100215-02	4/15/2022	692.39	0.00	692.39	
		G/L Account: 611300-00		401a- In Lieu of OASDI:General				692.39
			4/15/22 100215-02 YT	4/15/2022	3,969.62	0.00	3,969.62	
		G/L Account: 611300-00		401a- In Lieu of OASDI:General				3,969.62
			Check E000002744 Total:		10,335.34	0.00	10,335.34	
			Printed Check Total:				0.00	
			Electronic Payment Total:				10,335.34	
			Report Total:		10,335.34	0.00	10,335.34	
			Printed Check Total:				0.00	
			Electronic Payment Total:				10,335.34	

Check Register

Journal Posting Date: 4/29/2022

Register Number: CD-000097

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
XXXXXXXX98	4/29/2022	0000011	Vision Service Plan					Check Entry Number: 001
			INV814959242	4/19/2022	486.75	0.00	486.75	
		G/L Account: 600140-00		Vision Insurance - Active Employees				486.75
XXXXXXXX99	4/29/2022	0000328	PG&E					Check Entry Number: 001
			GAS CHARGES 3/17-4/1	4/17/2022	446.65	0.00	446.65	
		G/L Account: 505038-00		Utilities Gas:General				446.65
XXXXXXXX00	4/29/2022	0000399	Contra Costa County - Fleet					Check Entry Number: 001
			704893	4/20/2022	9,121.35	0.00	9,121.35	
		G/L Account: 502001-16		Automotive - Gasoline:Operations				4,413.67
		G/L Account: 502002-16		Automotive - Repairs:Operations				4,707.68
XXXXXXXX01	4/29/2022	0000696	KBA DOCUMENT SOLUTIONS, LLC					Check Entry Number: 001
			8879466	4/21/2022	205.23	0.00	205.23	
		G/L Account: 505027-00		Service & Leasing Contracts:General				205.23
XXXXXXXX02	4/29/2022	0000899	Sun Life Financial					Check Entry Number: 001
			MAY-22	4/20/2022	1,060.51	0.00	1,060.51	
		G/L Account: 202085-00		Employee Voluntary Life Ins - General				522.14
		G/L Account: 600155-00		Life Insurance - General				538.37
XXXXXXXX03	4/29/2022	0000981	Colonial Life					Check Entry Number: 001
			APR-22	4/13/2022	457.26	0.00	457.26	
		G/L Account: 202100-00		Other Disability Insurance - Employee				457.26
XXXXXXXX04	4/29/2022	0000991	BOLD, POLISNER, MADDOW, NELSON & JUDSON					Check Entry Number: 001
			18463	4/8/2022	922.50	0.00	922.50	
		G/L Account: 500110-00		Legal - Counsel General:General				922.50
E000002745	4/29/2022	0000007	SEIU UPE LOCAL 1021-Union Dues					Check Entry Number: 001
			APR-22	4/27/2022	1,972.56	0.00	1,972.56	
		G/L Account: 202150-00		SEIU Local 1021				1,972.56
E000002746	4/29/2022	0000010	CalPERS					Check Entry Number: 001
			MAY-22	4/26/2022	64,894.34	0.00	64,894.34	
		G/L Account: 600165-00		CalPers Medical Admin Fee - Active Employees Gener				111.70
		G/L Account: 600170-00		CalPers Medical Admin Fee - Retirees				50.13
		G/L Account: 202050-00		CalPers Medical - Employee Contribution				7,595.41
		G/L Account: 202040-00		CalPers Medical - Employer Contribution				37,083.48
		G/L Account: 600145-00		Medical Insurance - Retirees				12,436.60
		G/L Account: 202045-00		CalPers Medical - Retiree Contribution				7,617.02
E000002747	4/29/2022	0000486	Bay Alarm Company					Check Entry Number: 001
			5982524220415M	4/15/2022	170.00	0.00	170.00	
		G/L Account: 500116-00		Security Service:General				170.00
E000002748	4/29/2022	0000713	Mission Linen Supply					Check Entry Number: 001
			516642576	3/11/2022	190.73	0.00	190.73	
		G/L Account: 502021-16		Uniform Rental:Operations				154.41
		G/L Account: 502021-10		Uniform Rental:Lab				36.32
			516687925	3/18/2022	161.21	0.00	161.21	
		G/L Account: 502021-16		Uniform Rental:Operations				130.49
		G/L Account: 502021-10		Uniform Rental:Lab				30.72
			516725626	3/25/2022	188.99	0.00	188.99	
		G/L Account: 502021-10		Uniform Rental:Lab				36.00
		G/L Account: 502021-16		Uniform Rental:Operations				152.99
			516895450	4/22/2022	162.24	0.00	162.24	
		G/L Account: 502021-16		Uniform Rental:Operations				131.36
		G/L Account: 502021-10		Uniform Rental:Lab				30.88

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
Check E000002748 Total:					703.17	0.00	703.17	
Printed Check Total:							0.00	
Electronic Payment Total:							703.17	
E000002749	4/29/2022	0000956	Waterlogic Americas LLC					Check Entry Number: 001
			1402105 - SHOP	4/24/2022	102.81	0.00	102.81	
		G/L Account: 505042-00		Water - Drinking:General				102.81
E000002750	4/29/2022	0001077	Banksia Landscape, Inc.					Check Entry Number: 001
			13146	5/1/2022	513.00	0.00	513.00	
		G/L Account: 500109-00		Landscaping Services:General				513.00
E000002751	4/29/2022	0001086	Sage Software Inc.					Check Entry Number: 001
			INV01097026	4/17/2022	1,405.18	0.00	1,405.18	
		G/L Account: 504009-00		Software:General				1,405.18
Report Total:					<u>82,461.31</u>	<u>0.00</u>	<u>82,461.31</u>	
Printed Check Total:							12,700.25	
Electronic Payment Total:							<u>69,761.06</u>	

Check Register

Journal Posting Date: 4/29/2022

Register Number: CD-000098

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E000002752	4/29/2022	0000375	Great-West Trust Company, LLC (Empower)					Check Entry Number: 001
			4/29/22 401A CONTRIB	4/29/2022	692.39	0.00	692.39	
		G/L Account: 611300-00		401a- In Lieu of OASDI:General				692.39
			4/29/22 457 PRE-TAX	4/29/2022	5,673.33	0.00	5,673.33	
		G/L Account: 202140-00		457 Deferred Savings Plan				5,673.33
			Check E000002752 Total:		6,365.72	0.00	6,365.72	
			Printed Check Total:				0.00	
			Electronic Payment Total:				6,365.72	
			Report Total:		6,365.72	0.00	6,365.72	
			Printed Check Total:				0.00	
			Electronic Payment Total:				6,365.72	

Check Register

Journal Posting Date: 4/29/2022

Register Number: CD-000099

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E000002753	4/29/2022	0000452	U.S. BANK CORPORATE PAYMENT SYSTEMS					Check Entry Number: 001
			3/22/2022	3/22/2022	211.36	0.00	211.36	
		G/L Account: 503007-10		Sentinel Bird:Lab				208.47
		G/L Account: 503007-10		Sentinel Bird:Lab				198.00
		G/L Account: 504005-00		I.T Subscriptions:General				2.12
		G/L Account: 504005-00		I.T Subscriptions:General				11.24
			3/23/2022	3/23/2022	422.70	0.00	422.70	
		G/L Account: 503002-10		General Lab Supplies & Materials:Lab				325.83
		G/L Account: 505039-00		Utilities Internet:General				96.87
			3/24/2022	3/24/2022	14.00	0.00	14.00	
		G/L Account: 504005-25		I.T Subscriptions:Public Affairs				14.00
			3/25/2022	3/25/2022	48.99	0.00	48.99	
		G/L Account: 505004-00		Employee - Development:General				34.00
		G/L Account: 504005-16		I.T Subscriptions:Operations				14.99
			3/26/2022	3/26/2022	38.96	0.00	38.96	
		G/L Account: 505021-00		Office Supplies - Janitorial:General				38.96
			3/27/2022	3/27/2022	15.90	0.00	15.90	
		G/L Account: 502015-16		Equipment Small:Operations				15.90
			3/28/2022	3/28/2022	32.91	0.00	32.91	
		G/L Account: 504000-25		Computer Equipment Supplies < \$100:Public Affairs				32.91
			3/29/2022	3/29/2022	76.81	0.00	76.81	
		G/L Account: 505021-00		Office Supplies - Janitorial:General				76.81
			3/30/2022	3/30/2022	326.70	0.00	326.70	
		G/L Account: 502002-16		Automotive - Repairs:Operations				107.22
		G/L Account: 501007-25		Marketing - Design:Public Affairs				12.00
		G/L Account: 502016-16		Safety & PPE:Operations				109.75
		G/L Account: 505006-00		Employee - Meal:General				91.16
		G/L Account: 505006-00		Employee - Meal:General				6.57
			3/31/2022	3/31/2022	587.05	0.00	587.05	
		G/L Account: 505004-00		Employee - Development:General				533.39
		G/L Account: 502017-16		Safety Boots:Operations				16.45
		G/L Account: 502017-16		Safety Boots:Operations				37.21
			4/1/2022	4/1/2022	512.40	0.00	512.40	
		G/L Account: 504005-00		I.T Subscriptions:General				512.40
			4/10/2022	4/10/2022	140.38	0.00	140.38	
		G/L Account: 502004-16		Automotive - Supplies:Operations				100.39
		G/L Account: 504000-05		Computer Equipment Supplies < \$100:Administration				39.99
			4/11/2022	4/11/2022	364.38	0.00	364.38	
		G/L Account: 502016-16		Safety & PPE:Operations				106.40
		G/L Account: 502002-16		Automotive - Repairs:Operations				257.98
			4/12/2022	4/12/2022	1,715.36	0.00	1,715.36	
		G/L Account: 502019-16		Tools & Instruments:Operations				40.11
		G/L Account: 505019-16		Office Keys & Locks:Operations				1,120.55
		G/L Account: 503008-10		Surveillance:Lab				294.90
		G/L Account: 503001-10		Aquaculture:Lab				34.80
		G/L Account: 505044-00		Employment Advertise:General				150.00
		G/L Account: 505044-00		Employment Advertise:General				75.00
			4/13/2022	4/13/2022	818.43	0.00	818.43	
		G/L Account: 503007-10		Sentinel Bird:Lab				221.91
		G/L Account: 502010-16		Control Materials - Vertebrate:Operations				298.26

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
		G/L Account:	502010-16	Control Materials - Vertebrate:Operations			298.26
	4/14/2022			4/14/2022	122.90	0.00	122.90
		G/L Account:	501008-25	Marketing - Displays:Public Affairs			122.90
	4/15/2022			4/15/2022	2,207.44	0.00	2,207.44
		G/L Account:	502013-16	Equipment Repair:Operations			2,067.47
		G/L Account:	503007-10	Sentinel Bird:Lab			40.23
		G/L Account:	502015-16	Equipment Small:Operations			99.74
	4/16/2022			4/16/2022	1,612.41	0.00	1,612.41
		G/L Account:	503007-10	Sentinel Bird:Lab			33.93
		G/L Account:	502010-16	Control Materials - Vertebrate:Operations			1,225.00
		G/L Account:	502009-16	Control Materials - Other:Operations			353.48
	4/19/2022			4/19/2022	159.08	0.00	159.08
		G/L Account:	502016-16	Safety & PPE:Operations			159.08
	4/2/2022			4/2/2022	152.50	0.00	152.50
		G/L Account:	502019-16	Tools & Instruments:Operations			152.50
	4/20/2022			4/20/2022	622.27	0.00	622.27
		G/L Account:	503007-10	Sentinel Bird:Lab			30.64
		G/L Account:	502017-16	Safety Boots:Operations			206.59
		G/L Account:	502017-16	Safety Boots:Operations			165.65
		G/L Account:	502017-16	Safety Boots:Operations			219.39
	4/21/2022			4/21/2022	9.49	0.00	9.49
		G/L Account:	500115-00	Permits & Fees:General			9.49
	4/22/2022			4/22/2022	33.10	0.00	33.10
		G/L Account:	502016-16	Safety & PPE:Operations			33.10
	4/4/2022			4/4/2022	44.00	0.00	44.00
		G/L Account:	504005-05	I.T Subscriptions:Administration			44.00
	4/5/2022			4/5/2022	181.12	0.00	181.12
		G/L Account:	502013-16	Equipment Repair:Operations			90.69
		G/L Account:	503001-10	Aquaculture:Lab			90.43
	4/6/2022			4/6/2022	15.89	0.00	15.89
		G/L Account:	505034-00	Uncategorized Expenses:General			234.43
		G/L Account:	505034-00	Uncategorized Expenses:General			234.43
		G/L Account:	503004-10	Lab Equipment:Lab			15.89
	4/7/2022			4/7/2022	72.91	0.00	72.91
		G/L Account:	501004-25	Marketing - Branded Collateral:Public Affairs			72.91
	4/8/2022			4/8/2022	19.49	0.00	19.49
		G/L Account:	500115-16	Permits & Fees:Operations			7.00
		G/L Account:	504005-00	I.T Subscriptions:General			12.49
	4/9/2022			4/9/2022	633.68	0.00	633.68
		G/L Account:	502005-16	Building & Grounds Materials / Supplies:Operations			383.80
		G/L Account:	504005-25	I.T Subscriptions:Public Affairs			15.96
		G/L Account:	504005-00	I.T Subscriptions:General			233.92
Check E00002753 Total:					11,212.61	0.00	11,212.61
Printed Check Total:							0.00
Electronic Payment Total:							11,212.61
Report Total:					11,212.61	0.00	11,212.61
Printed Check Total:							0.00
Electronic Payment Total:							11,212.61

CONTRA COSTA MOSQUITO & VECTOR CONTROL DISTRICT
UNUSUAL ITEMS LIST (*New Policy Effective May 2021*)

- *Any checks or ACH over the amount of \$10,000.00 (excludes Procurement Policy General Manager Authority items: payroll taxes, employee fringe benefit payments, and aggregate corporate credit card amount).*
- *Any vendor that has not been paid by the District in the past 15 months.*
- *All legal fees over \$5,000.00 in one month*

<i>DATE</i>	<i>CHECK #</i>	<i>AMOUNT OF CHECK</i>	<i>VENDOR & DESCRIPTION</i>
April 20, 2022	XXXXXXXX83	\$24,048.42	ADAPCO, Inc. – Control Materials, Mosquito Larviciding
April 21, 2022	E000002744	\$10,335.34	Great-West Trust Company, LLC (Empower) – 401a & 457 deferral contributions

TRANSACTION ACTIVITY REPORT

Month of April 2022

Transaction Number	Date	Wells Fargo	LAIF	Bank of the West
	Balance	401,414.09	9,936,096.91	461,895.02
1	4/15/2022	8,479.86	8,505.79	
2	4/20/2022	3,053,237.88		
3	4/21/2022	(3,245,025.00)	3,245,000.00	
4	4/28/2022		(270,000.00)	270,000.00
5	4/29/2022	3.64		(514,738.54)
	Balance	218,110.47	12,919,602.70	217,156.48

Transaction Number & Brief Description

- 1 MISC Deposits Wells Fargo (Redevelopment, Medical etc.) + LAIF interest earned for Quarter
- 2 Property Tax Deposit & MISC Deposits Wells Fargo (Redevelopment, Medical etc.)
- 3 Transfer of Property Tax and other Income from Wells Fargo to LAIF + Transfer Fee
- 4 Transfer from LAIF to Bank of the West
- 5 Interest Earned Wells Fargo, Bank of the West clearing of checks from Bank of the West for Payroll & Vendor

I certify that this report reflects all cash transactions and is in conformity with District Policy. The cash flow shown provides sufficient cash flow liquidity to meet the next six months expenditures.

Respectfully submitted,

*Paula Macedo
General Manager*

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
 P.O. Box 942809
 Sacramento, CA 94209-0001
 (916) 653-3001

May 12, 2022

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
 MANAGER
 155 MASON CIRCLE
 CONCORD, CA 94520

[Tran Type Definitions](#)

April 2022 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
4/15/2022	4/14/2022	QRD	1700902	N/A	SYSTEM	8,505.79
4/21/2022	4/21/2022	RD	1703310	N/A	PAULA MACEDO	3,245,000.00
4/28/2022	4/28/2022	RW	1703670	N/A	PAULA MACEDO	-270,000.00

Account Summary

Total Deposit:	3,253,505.79	Beginning Balance:	9,936,096.91
Total Withdrawal:	-270,000.00	Ending Balance:	12,919,602.70

Contra Costa Mosquito and Vector Control District

FY22 Budget Year

(July 1 2021 - June 30 2022)

Board Packet

83% of the Year
completed

	FY22 <i>As of 4/30/22</i>	FY22 Budget	YTD FY22 VS Adopted Budget	ADOPTED FY22 VS FY22 \$
Personnel Costs				
Payroll & OT	2,975,345	3,835,140	77.6%	859,795
Retirement	1,357,846	1,357,846	100.0%	0
OASDI	173,112	249,284	69.4%	76,173
Medicare	41,693	55,610	75.0%	13,917
Health Insurance (Dental / Vision Etc)	477,642	599,415	79.7%	121,773
Unemployment	16,393	21,168	77.4%	4,774
Disability Ins	10,735	12,482	86.0%	1,747
Other Post Employment Benefits	-	215,000	0.0%	215,000
District Paid Health Retiree Cost & Fees	65,613	94,741	69.3%	29,128
Subtotal Personnel Costs	5,052,765	6,440,686	78.5%	1,387,920
Operational Costs				
Professional Services - Legal includes Settlements	170,538	73,000	233.6%	(97,538)
Professional Services - Building & Grounds Maint	3,750	25,000	15.0%	364,068
Professional Services - All Other	138,538	270,850	51.1%	132,312
Public Affairs	2,883	88,000	3.3%	85,117
Lab Services	33,274	45,421	73.3%	12,146
Information & Technology	86,671	206,200	42.0%	119,529
Operations - Control Materials	81,974	122,500	66.9%	40,527
Operations - Aerial	3,532	20,000	17.7%	16,468
Operation and Facilities - All Other	170,994	634,617	26.9%	463,623
General Office Administration - Insurance	347,277	340,811	101.9%	(6,466)
General Office Administration - Trustee Expense	6,725	15,800	42.6%	9,075
General Office - Research	0	20,000	0.0%	20,000
General Office Administration - Employee Travel & Training	19,706	66,500	29.6%	46,794
General Office Administration - Utilities	56,561	111,400	50.8%	54,839
General Office Administration - All Other	392,782	445,800	88.1%	53,018
Subtotal Operational Cost	1,515,205	2,485,899	61.0%	970,693
Capital				
Land				-
Structures and Improvements	0	2,500,000	0.0%	2,500,000
Vehicles	51,842	186,000	27.9%	134,158
Heavy Equipment	0	74,000	0.0%	74,000
Subtotal Capital	51,842	2,760,000	1.9%	2,708,158
Total Expenditures	6,619,813	11,686,584		
Revenues				
Property Taxes	6,106,074	6,538,745	93.4%	432,671
Benefit Assessment	1,971,003	2,073,724	95.0%	102,721
Contract Billing	21,693	50,000	43.4%	28,307
Interest Income (LAIF)	28,405	51,265	55.4%	22,860
Medical Reimbursement	0	82,000	0.0%	82,000
Fixed Asset Disposal	5,650	30,600	18.5%	24,950
Miscellaneous	19,284	66,300	29.1%	47,016
Grant Funds:General	0	-	0.0%	-
Subtotal Revenue	8,152,109	8,892,634	91.7%	740,525
Estimate Ending Balance	1,532,297	-2,793,950		
Designated Reserves POLICY FY 22 (July 21 - Jun 22)				
Bond Reserve	-			
Public Health Emergency	2,500,000			
Capital Improvement	2,314,407			
Emergency Reconstruction Response	500,000			
Operations	4,446,317			
Vehicle & Equipment Replacement	150,000			
IT Equipment Replacement	200,000			
	10,110,724			

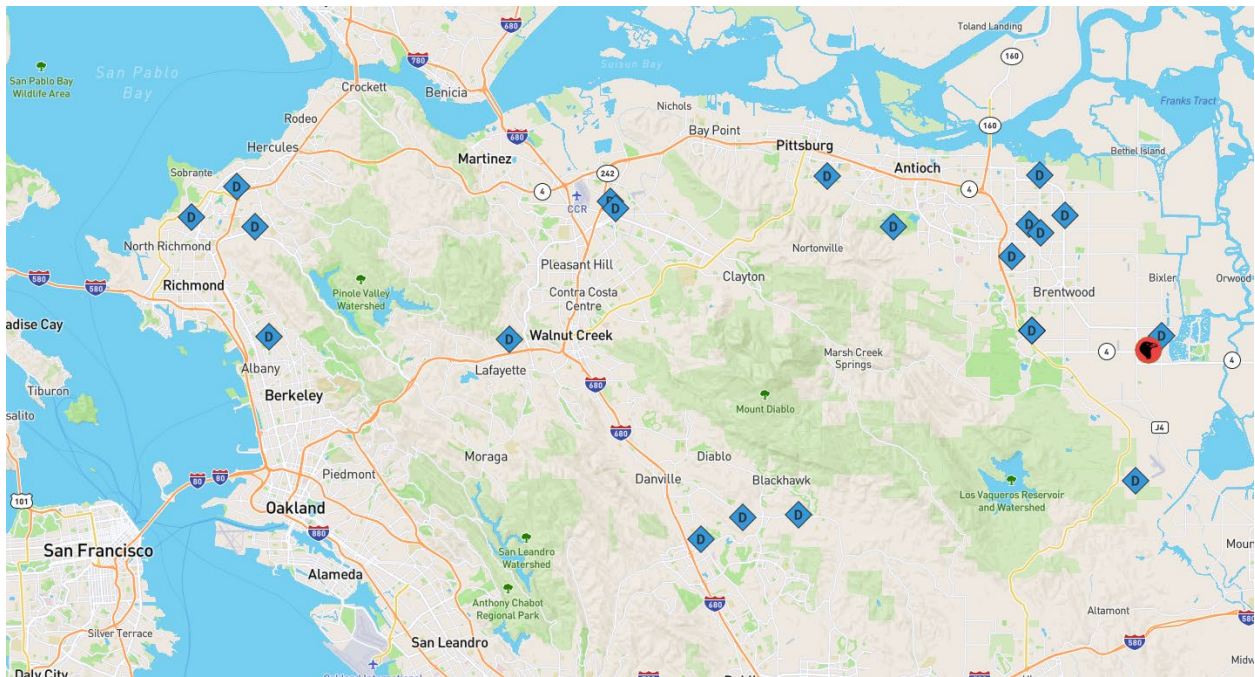
May 2022 Mosquito and Arbovirus Surveillance Report

Updated June 2nd by Steve Schutz, Ph.D., Scientific Programs Manager

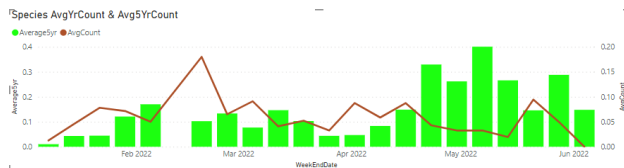
Human cases: No human cases of West Nile virus have been reported in California yet in 2022. One locally acquired case (non-resident) and two non-locally acquired cases (residents) were reported in Contra Costa County last year, and 127 cases were reported statewide in 2021, with 12 fatalities.

Equine cases: Thirteen equine WNV cases were reported statewide last year. An effective vaccine is available for horses; most affected horses are unvaccinated. No equine cases have been reported so far in 2022.

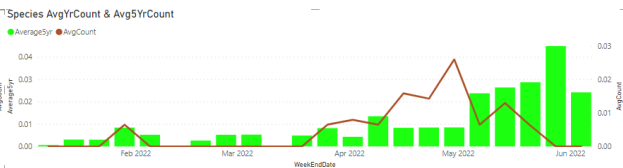
Dead birds: As of June 2nd, 159 dead birds have been reported, 23 birds had been submitted for testing (blue icons on map), one confirmed positive for WNV (Discovery Bay, red icon on map).



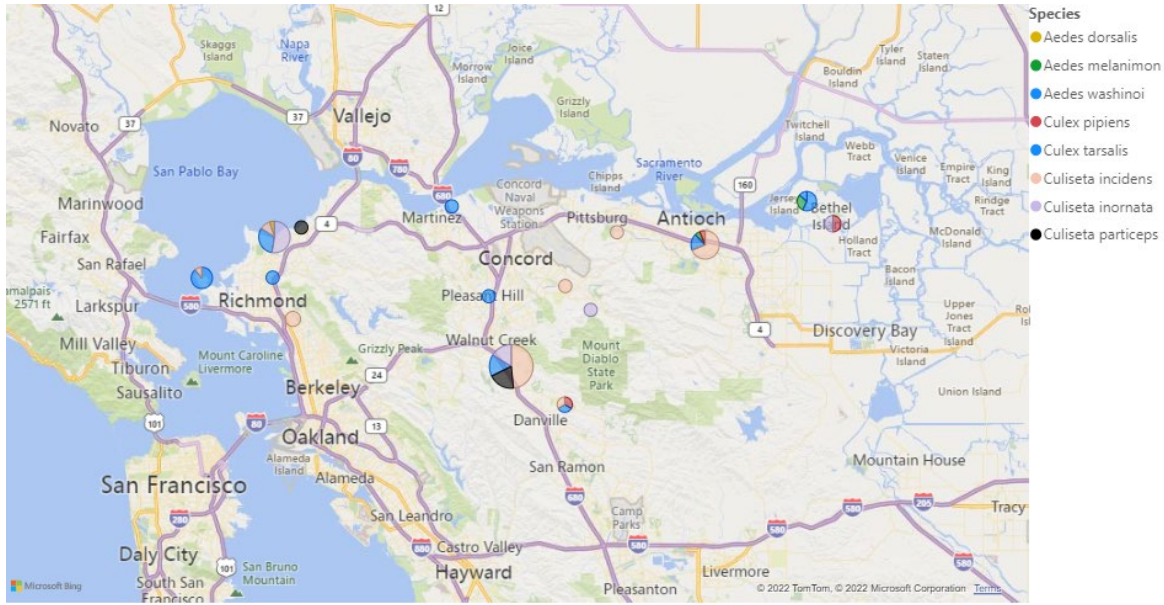
Light trap counts: Twenty-two traps are currently being operated daily year-round, with collections made weekly by field technicians. Countywide *Culex tarsalis* and *Culex pipiens* counts are currently below average.



Culex tarsalis counts (red) vs. 5 year average

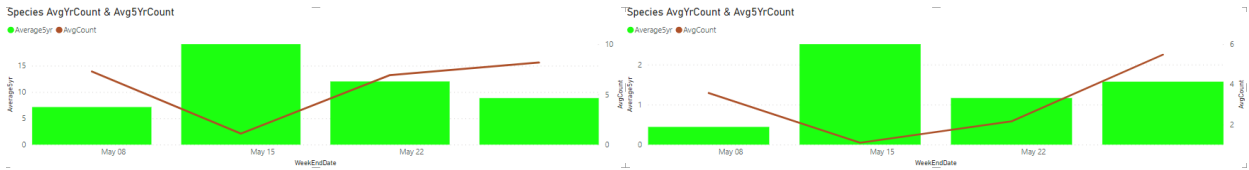


Culex pipiens counts (red) vs. 5 year average



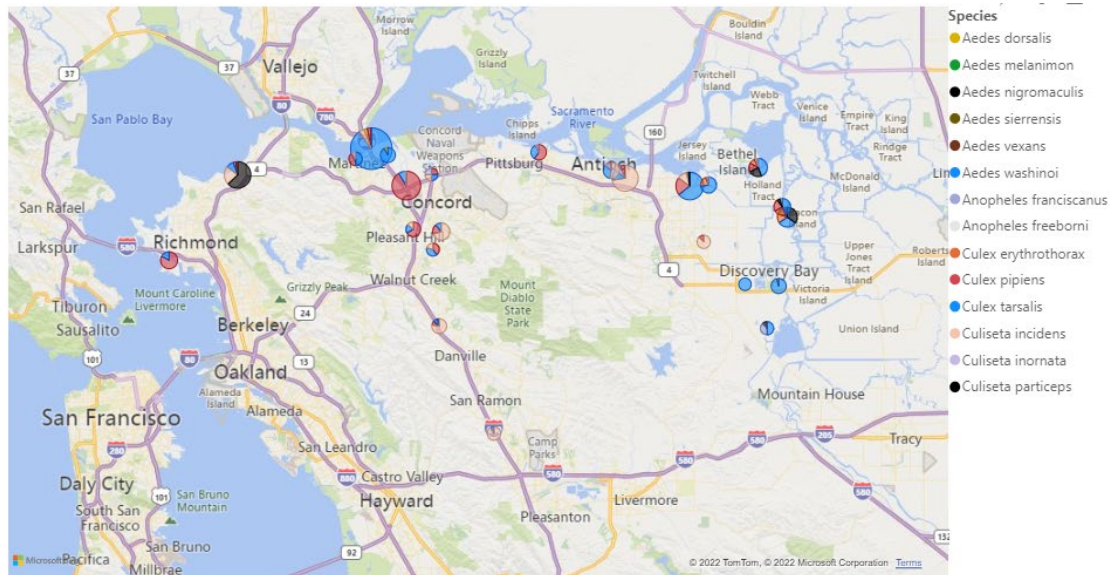
Map showing light trap locations and relative average species counts in May 2022

CO₂ traps: Weekly CO₂ trapping at 23 locations resumed in May. Trap counts are currently above average.



Culex tarsalis counts (red) vs. 5 year average

Culex pipiens counts (red) vs. 5 year average



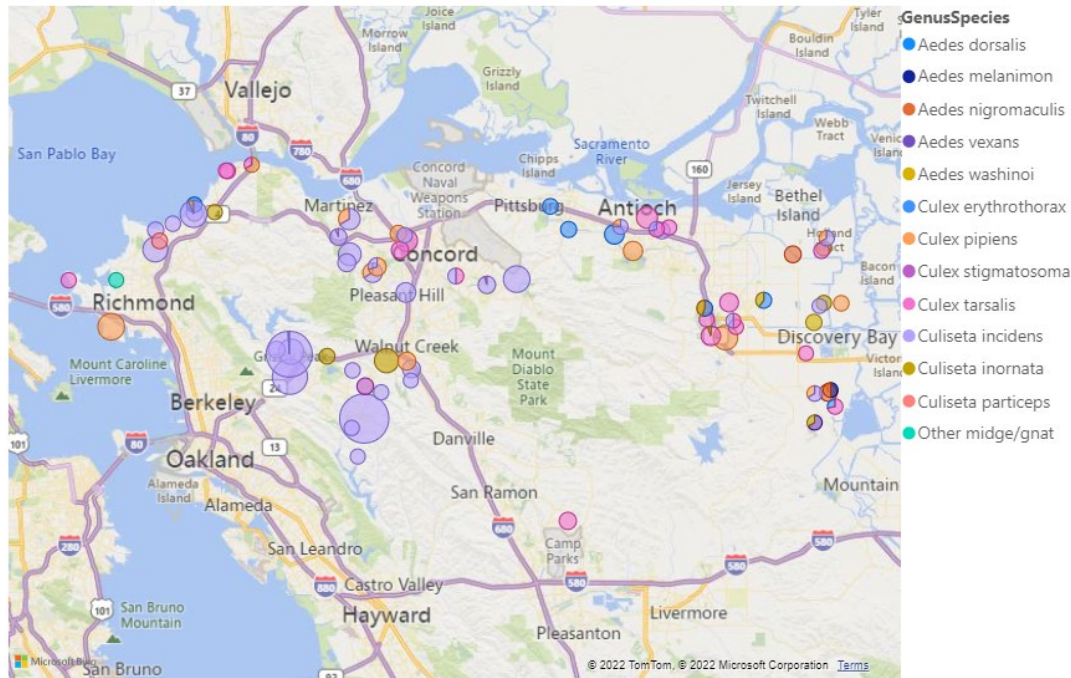
Map showing CO₂ trap locations and relative average species counts in May 2022

'Random' traps: 'Random' trapping will be conducted throughout the surveillance season by Operations employees and Lab staff in selected areas, as needed. Two traps placed near the WNV positive bird at Discovery Bay did not collect any testable samples.

Mosquito testing: In May, 24 pooled samples were submitted, all negative.

Larval samples: Lab staff continues to process larval samples collected by field employees daily, year-round.

Larval Count by Species



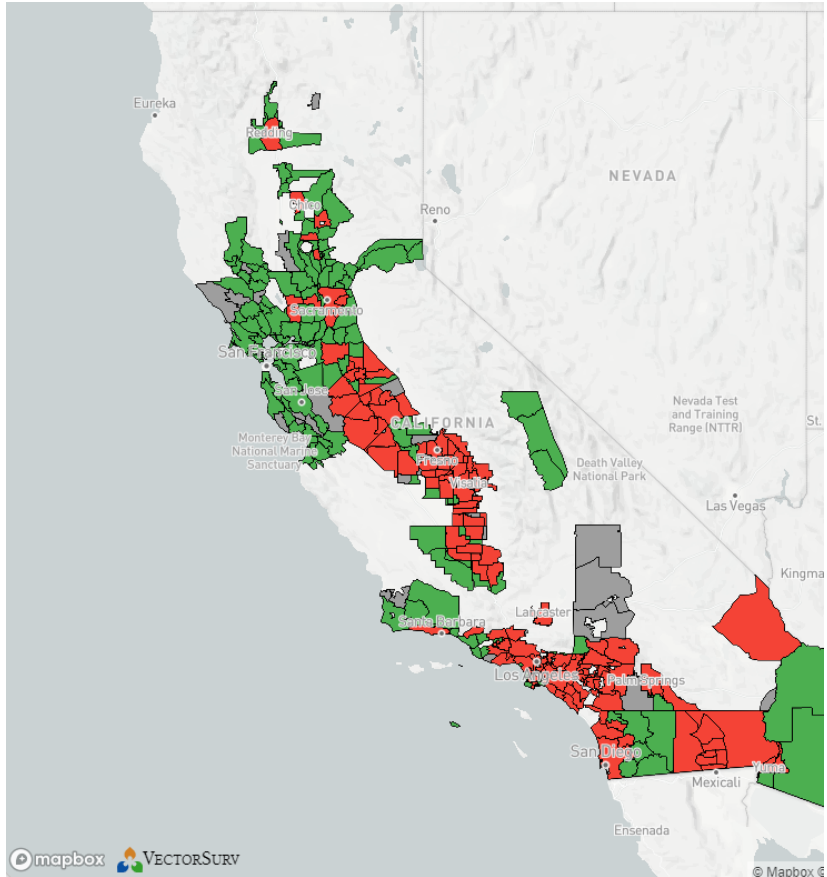
Map showing larval sample locations and relative species counts in May 2022.

Sentinel chickens: No seropositive chickens have been reported statewide through May 31st, including our 4 flocks.

Other projects: Lab staff has collected ticks for CDPH, University of California and University of Nevada-Reno projects on *Rickettsia* and has also provided *Culicoides* (biting midges) to a researcher at UC Riverside studying the distribution of species in California. We are also continuing to work with Leading Edge staff on troubleshooting and refining the MapVision database and field software. Our Scientific Programs Manager completed a revision of the identification guide to Mosquitoes of California for the MVCAC, to include larvae and adults of invasive *Aedes* species, which has been made available online to all member agencies. The MVCAC Lab Technologies Committee is currently collecting high-resolution photographs of key characteristics of California mosquito species from vector control districts statewide, for eventual inclusion in a shared MVCAC photographic library and will also be collecting photographs of other pest/vector species.

Weather conditions: Current average overnight low temperatures are mostly above the 55 degree incubation threshold for West Nile virus. Rainfall totals have been well below average and we are back to drought conditions for the season to date.

Invasive *Aedes*: We will continue to set 'BG Sentinel' traps at suspect locations as needed, but have not yet seen any evidence of invasive *Aedes* species in Contra Costa County. Statewide, *Aedes aegypti* continued to spread last year, with new reports in 2021 from Santa Barbara and as far north as Shasta, and new areas in Sacramento, Yolo and Solano Counties. Map shows locations where *Aedes aegypti* (red) have been detected.



Regional: Through June 2nd, the only West Nile virus activity detected in our region was a positive dead crow near Discovery Bay.

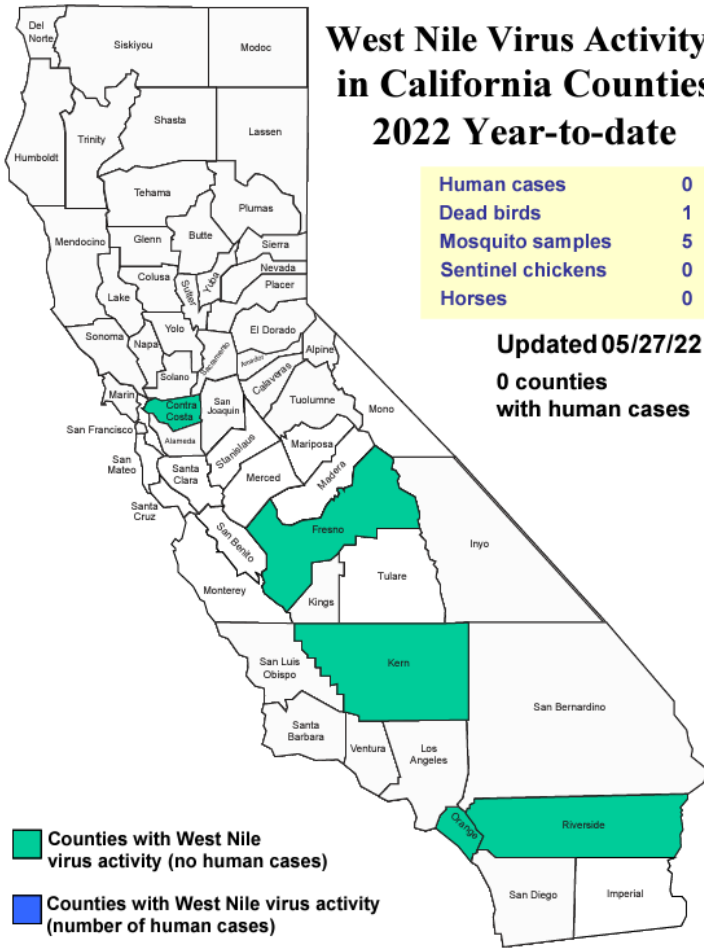
Statewide: Five WNV positive mosquito samples have been reported this year through May 31st, in Fresno, Kern, Orange and Riverside Counties.

West Nile Virus Activity in California Counties 2022 Year-to-date

Human cases	0
Dead birds	1
Mosquito samples	5
Sentinel chickens	0
Horses	0

Updated 05/27/22

0 counties
with human cases



May 2022 Operations Report

Prepared on June 2nd, 2022 by David Wexler, Terry Davis, and Jeremy Shannon,
Program Supervisors

General: Supervisors have participated in interviews for the currently vacant positions of Vector Control Technician and vector Control Aide, have continued to conduct annual training, purchased personal protective equipment (PPE), and secured safety needs for employees. After receiving input from the Ag Inspector, we prototyped and finalized pesticide service containers that are both lockable and securable in order to be in compliance with regulations. In addition, Program Supervisors worked with field employees to find alternate entry routes and ensure continued access to sites that had been reported as being inaccessible.

Service container prototype and final configuration



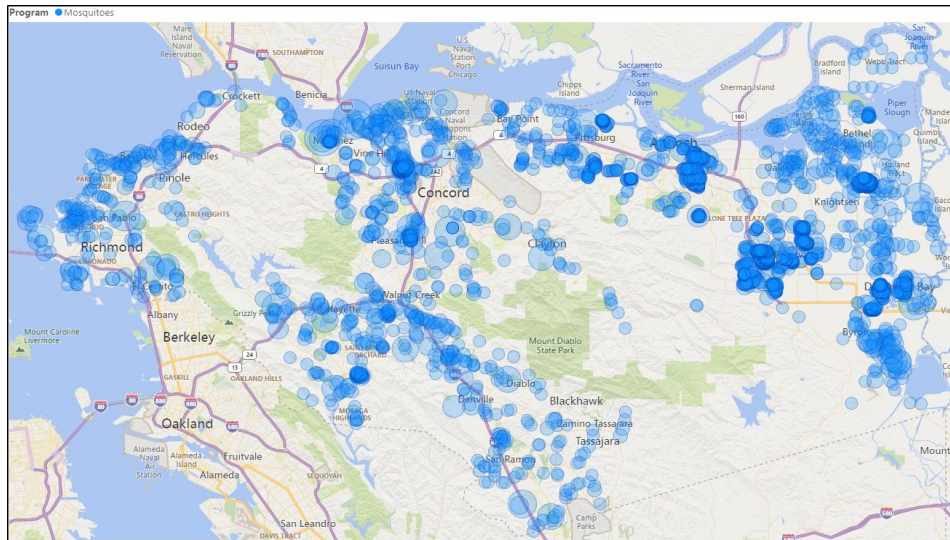
Program Supervisor David Wexler confirming mosquito source access routes



Mosquitoes: In May 2022, we received 43 service requests for mosquitoes and 53 requests for mosquitofish, compared to May 2021, when we received 59 service requests for mosquitoes and 39 for mosquitofish. In addition to service requests, technicians and inspectors recorded 1,237 inspection activities, and 208 larval surveillance actions, and collected 195 adult trap samples (adult samples increased as CO₂ trapping has begun). With the warming temperatures mosquitoes are beginning to become more active. Field staff recorded 945 site treatments during this time to address mosquito production.

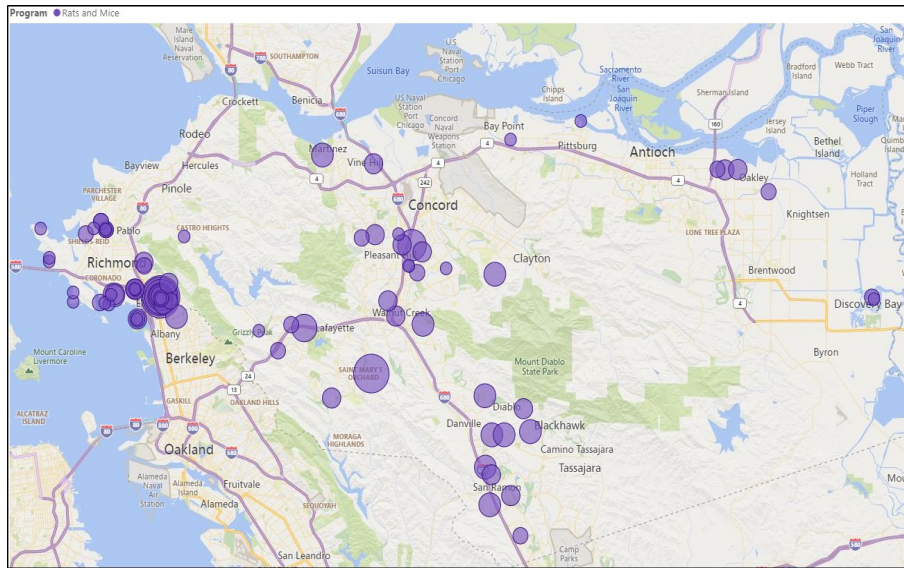


Mosquito Program Actions 5/1/22-5/31/22



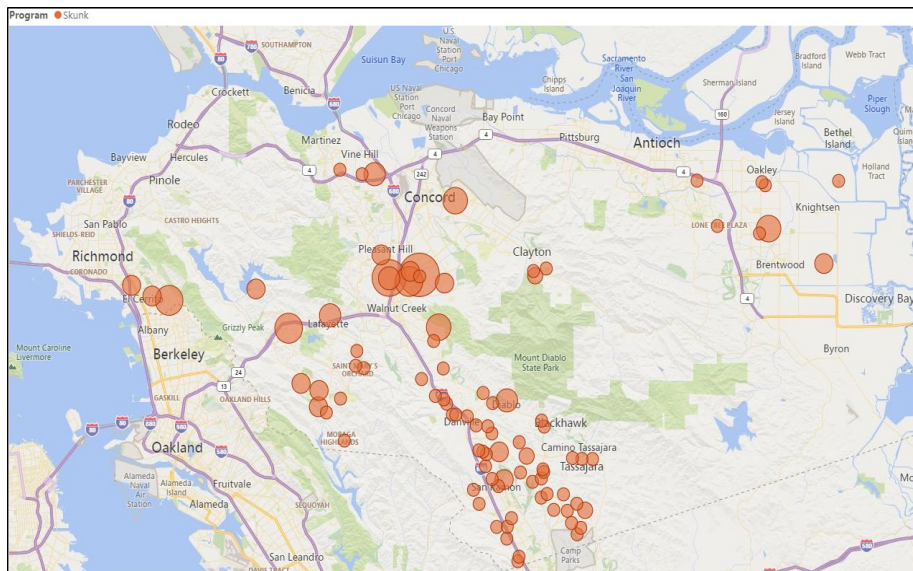
Rodents: In May 2022, we received 42 requests for service for rats and mice, a small drop compared to the 48 we received in May 2021. Rodent inspection training continues in the field with individual inspectors as needed. In addition to service requests, technicians and inspectors recorded 59 inspection activities and continue to evaluate sites within their geographic boundaries for future baiting activities.

Rodent Program Actions 5/1/22-5/31/22



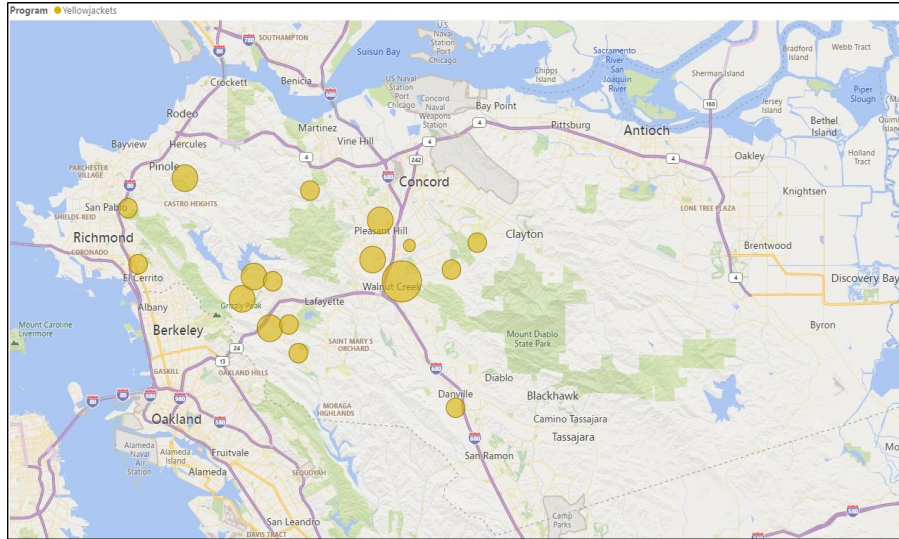
Skunks: The District received 24 service requests for skunks in May 2022, whereas we received 28 in May 2021.

Skunk Program Actions 5/1/22-5/31/22



Yellowjackets: With the warming weather, yellowjackets are emerging from hibernation and becoming more active. We received 22 requests in May 2022 (14 warranted treatment); the District received the same number of requests in May 2021, but only 8 nests warranted treatment at that time.

Yellowjacket Actions 5/1/22-5/31/22



Abatement updates:

- The Rago property has continued to communicate with the District and has been in compliance by not producing mosquitoes (to date).
- Western Farms continues to irrigate (controlled and uncontrolled as seen in the picture below). The large property still needs improvements to its irrigation system before they can be in compliance.



Facility Report:

During the Fall and Winter months field employees work on projects throughout the District facility as needed. Sometimes these projects need to be carried into the Spring months too. Due to the heavy rains at the end of last year, there was a leak from our roof into the main building. The outside of the building was fixed earlier this year and they finished inside in May.



Chris Doll VCI repairing drywall

May 2022 Public Affairs Report to the Board of Trustees
Prepared May 31, 2022 by Nola Woods, Public Affairs Director

Presentations & Events

- Public Affairs Department staff provided a presentation to the Moraga Rotary Club on May 17th.
- Staff provided outreach at a Senior Citizen Health Fair in Brentwood on May 26th.

Advertising

Public Affairs Department staff finalized plans and chose vendors for the 2022 advertising campaign in May. The advertising will begin in June 2022.



Social Media

The District uses a combination of Twitter, Nextdoor, and Facebook to conduct District outreach on social media.

Twitter Activity — Account @CCMosquito

Yearly Comparisons

May 2022 Twitter Activity

1420 Followers
7 Tweets
1234 Impressions
4 Media Engagements
7 Retweets
13 Likes
0 Replies
15 Link Clicks
21 Detail Expands
8 Profile Clicks
8 Profile Visits
4 Mentions

May 2021 Twitter Activity

1388 Followers
10 Tweets
4593 Impressions
15 Media Engagements
7 Retweets
8 Likes
0 Replies
5 Link Clicks
45 Detail Expands
4 Profile Clicks
0 Profile Visits
0 Mentions

Most Popular @ccmosquito tweet May 17, 2022

- 546 Impressions
- 28 Engagements
- 11 Detail Expands
- 8 Link Clicks
- 1 Retweet



Nextdoor Activity

Public Affairs Department staff are evaluating the options available from Nextdoor to the District to disseminate information. Specifically, the Public Affairs Department is looking more closely at paid targeted messaging as needed, as the plan to use free accounts has not come to fruition in the manner that had been described by Nextdoor.

- 179 Recommendations (Concord, Martinez, Richmond, Walnut Creek, San Ramon)
- Reach: 61 Neighborhoods (Concord & Martinez)
- Reach: 21,125 Neighbors (Concord & Martinez)



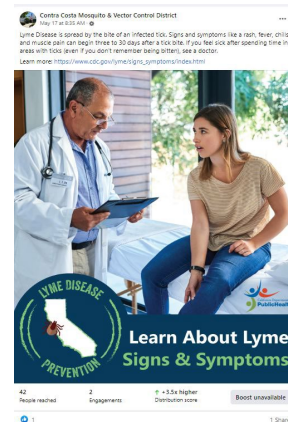
Facebook Activity — Account @CCMosquito

May 2022 Facebook Activity

- 10 Followers
- 7 Posts
- 104 People Reached
- 6 Like
- 3 Link Clicks
- 2 Share

Most Popular @ccmosquito Facebook Post May 17, 2022

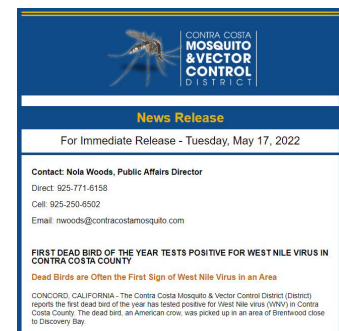
- 10 Followers
- 1 Post
- 1 Like
- 1 Share
- 42 People Reached



Publications

- **Mosquito Bytes Newsletter**
 - Public Affairs staff distributed a Mosquito Bytes newsletter in May 2022.
 - The messages included:
 - The District's 95th Anniversary
 - Information on the District's origins and how over the years, while the name has changed, the District's mission of protecting public health has not.

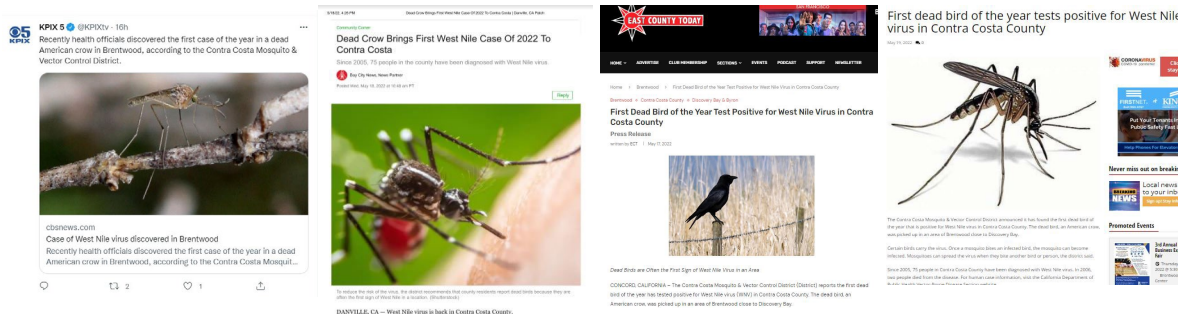
- **News Release**
 - Public Affairs Staff distributed a News Release on May 17, 2022.
 - The focus of the news release was on the discovery of a dead bird, that had been picked up in the area of Brentwood close to Discovery Bay, that tested positive for West Nile virus.
 - This was the first dead bird of the year to test positive for West Nile virus.



News Coverage

The District's first report of a dead bird testing positive for West Nile virus in 2022 garnered news coverage from:

- KPIX5
- KRON4
- East County Today
- Brentwood Press
- Bay City News Service via The Patch



The information was also shared on social media and blog posts.

- **Total Constant Contact Subscribers**
 - Constant Contact is how the District distributes Mosquito Bytes newsletters, Employee Newsletters, Adult Mosquito Control Notifications, and News Releases.
 - May 2022
 - 2850 Subscribers
 - May 2021
 - 2710 Subscribers

Website:

Terms - Website Statistics

- **Users:** Person visiting the website
- **New Users:** New person who, according the website data, has never visited the website before
- **Sessions:** A group of user interactions with the website that take place within a given time frame.
- **Number of Sessions per User:** The total number of sessions divided by the total number of users.
- **Pageviews:** An instance of a page being loaded (or reloaded) in a browser. Pageviews is a metric defined as the total number of pages viewed.
- **Pages/Sessions:** Average of individual pages visited and individual sessions per user.
- **Avg. Session Duration:** Average length of each session
- **Bounce Rate:** Single-page sessions divided by all sessions, or the percentage of all sessions on the website in which users viewed only a single page.

Website Statistics

● **Overview of website visitors (May 1-27, 2022)**



● **Overview of website visitors (May 1-27, 2021)**



- **Top 10 web pages viewed (May 1-27, 2022)**

<input type="checkbox"/>	Page ?	Pageviews ?	Unique Pageviews ?	Avg. Time on Page ?
		12,065 % of Total: 100.00% (12,065)	10,530 % of Total: 100.00% (10,530)	00:02:16 Avg for View: 00:02:16 (0.00%)
<input type="checkbox"/>	1. /rodents_virus_risk.htm	5,482 (45.44%)	5,155 (48.96%)	00:06:04
<input type="checkbox"/>	2. /index.html	2,764 (22.91%)	1,889 (17.94%)	00:01:22
<input type="checkbox"/>	3. /mites.htm	373 (3.09%)	357 (3.39%)	00:07:09
<input type="checkbox"/>	4. /asian_tiger_mosquito.htm	347 (2.88%)	329 (3.12%)	00:03:37
<input type="checkbox"/>	5. /service_request.htm	290 (2.40%)	231 (2.19%)	00:03:26
<input type="checkbox"/>	6. /employment_opportunities.htm	233 (1.93%)	216 (2.05%)	00:02:27
<input type="checkbox"/>	7. /surefire_ways_article.htm	200 (1.66%)	191 (1.81%)	00:03:24
<input type="checkbox"/>	8. /contact.htm	98 (0.81%)	93 (0.88%)	00:01:07
<input type="checkbox"/>	9. /report_dead_bird.htm	96 (0.80%)	86 (0.82%)	00:02:40
<input type="checkbox"/>	10. /invasive_mosquito_species.htm	92 (0.76%)	84 (0.80%)	00:02:48

- **Top 10 web pages viewed (May 1-27, 2021)**

<input type="checkbox"/>	Page ?	Pageviews ?	Unique Pageviews ?	Avg. Time on Page ?
		8,216 % of Total: 100.00% (8,216)	7,229 % of Total: 100.00% (7,229)	00:02:27 Avg for View: 00:02:27 (0.00%)
<input type="checkbox"/>	1. /rodents_virus_risk.htm	3,519 (42.83%)	3,266 (45.18%)	00:06:29
<input type="checkbox"/>	2. /index.html	1,123 (13.67%)	906 (12.53%)	00:01:03
<input type="checkbox"/>	3. /surefire_ways_article.htm	296 (3.60%)	289 (4.00%)	00:02:02
<input type="checkbox"/>	4. /employment_opportunities.htm	287 (3.49%)	219 (3.03%)	00:04:56
<input type="checkbox"/>	5. /mites.htm	267 (3.25%)	254 (3.51%)	00:05:53
<input type="checkbox"/>	6. /service_request.htm	267 (3.25%)	233 (3.22%)	00:02:26
<input type="checkbox"/>	7. /asian_tiger_mosquito.htm	183 (2.23%)	172 (2.38%)	00:06:00
<input type="checkbox"/>	8. /covid_19.htm	166 (2.02%)	143 (1.98%)	00:01:44
<input type="checkbox"/>	9. /free_mosquitofish.htm	109 (1.33%)	95 (1.31%)	00:03:59
<input type="checkbox"/>	10. /agendas_minutes.htm	97 (1.18%)	61 (0.84%)	00:02:07

- **Website device preference (May 1-27, 2022)**

Plot Rows		Secondary dimension	Sort Type: Default	
<input type="checkbox"/>	Device Category ?	Acquisition		
		Users ?	New Users ?	Sessions ?
		8,335 % of Total: 100.00% (8,335)	8,025 % of Total: 100.01% (8,024)	9,463 % of Total: 100.00% (9,463)
<input type="checkbox"/>	1. mobile	5,880 (70.50%)	5,731 (71.41%)	6,699 (70.79%)
<input type="checkbox"/>	2. desktop	2,273 (27.25%)	2,118 (26.39%)	2,561 (27.06%)
<input type="checkbox"/>	3. tablet	188 (2.25%)	176 (2.19%)	203 (2.15%)

- **Website device preference (May 1-27, 2021)**

Device Category ?	Acquisition		
	Users ? ↓	New Users ?	Sessions ?
	5,171 % of Total: 100.00% (5,171)	5,107 % of Total: 100.00% (5,107)	5,978 % of Total: 100.00% (5,978)
<input type="checkbox"/> 1. mobile	3,554 (68.73%)	3,539 (69.30%)	4,041 (67.60%)
<input type="checkbox"/> 2. desktop	1,491 (28.83%)	1,443 (28.26%)	1,798 (30.08%)
<input type="checkbox"/> 3. tablet	126 (2.44%)	125 (2.45%)	139 (2.33%)

Customer Service Program

- **Physical survey cards**
 - Up to 30 are sent out each week year-round to county residents at random
 - The postage-paid cards are sent two weeks after the initial service request
- **“Contact Us” form via the District website**
 - Residents can provide questions, comments, and concerns at any time via [the District website](#).
 - Messages are received in real time.
 - The Public Affairs staff review all incoming online comments from residents and respond as deemed appropriate.
- **Examples of May 2022 Online “Contact Us” submitted comments**
 - Inquiry re: EMBUD employee requesting tick cards.
 - Inquiry re: rat and mouse suppression products.
 - Inquiry re: structural wasp control.

All submitted inquiries were answered accordingly.

- **Examples of May 2022 Survey Card Responses:**

“Employee was very conscientious.”

“I would have liked the technician leave me with mosquito control chemicals.”

“Very timely response and great advice.”

May 2022 Administration Report

Prepared June 3rd by Stacy Stark, HR and Risk Manager,
Natalie Martini, Administrative Analyst II and Wayne Shieh, IT Administrator

IT & Software: During the month of May, IT finalized the transition of the District's internet to high speed and the change in providers. The new high-speed internet enabled the District to move the phone system into VoIP effective May 19th but some enhanced features are still underway. In addition, IT is working on implementing Google Workspace backup solution.

Human Resources & Benefits: This month, Human Resources has been focused on filling the open Vector Control Technician positions as well as hiring season Vector Control Aides. We received a total of 23 applicants, interviewed 12 of them in order to fill 6 positions total. The tentative new hires are in the screening phase with the intention of a June 16th start date. The Time to Fill for the positions was roughly 10 weeks from posting date to start date. We are currently reviewing our Onboarding process to give our new hires the best possible start in their new roles.

Human Resources is continuing to work on a more detailed compensation survey with the Districts in the Coastal Region.

Covid -19: With the recent surge in Covid cases in the County and State population the District has also experienced some related leaves due to Covid and related symptoms. The District is continuing to keep up to date on all Covid regulations and continues to inform employees of them.

Finance/Budget: The Administration/Finance Department is preparing for the end of the fiscal year, and updating the payroll system for the new year. There have been discussions with the Budget Committee regarding the proposed budget and with the auditor regarding dates for meetings and a list of items needed for FY21/22 audit, which is scheduled for August 2022.

General: The Administration department has been working with Operations to help streamline front office customer service and requests for service from the public, due to the current staffing shortage within the department.

**CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
BOARD OF TRUSTEES**

2022 TRUSTEE COMMITTEES

NAME	ADVANCE	AUDIT	BUDGET	EXECUTIVE	PERSONNEL
AINSLEY	X		X		X
CARLSTON	X	X		X	X*
CLAYTON	X				X
COWEN			X		X
DIAMOND					X
ELAM					
FITZSIMMONS		X*			
FRANKENFIELD			X		
HOGAN	X				
HOWELL	X			X	
KRIEG		X		X*	
MARKER			X		
MURRAY	X*		X		X
PAY	X		X*	X	
PELLEGRINI	X	X		X	X
PINCKNEY					
WONG		X			
YOUNG			X		

* CHAIRPERSON

BOARD APPROVAL: _____