

Regular Board Meeting Minutes

Indian River Mosquito Control District

July 11, 2023 @ 9:00 AM

The Indian River Mosquito Control District Board of Commissioners held a regular meeting on July 11, 2023 at the District Office.

Present: Janice Broda (Chair), Anna Kirkland (Vice-Chair) and Matt Erpenbeck (Secretary/Treasurer)

Staff: Sherry Burroughs (Executive Director), Lisa Ridley (Director of Finance & Administrative Support Services), Michael Hart (Director of Operations), Peter Jiang (Director of Scientific Programs), and Melanie Pacot-Stansberry (Payroll Specialist).

Visitors: Richard Kirkland, Christine Noll-Rahn (CRI)

I. **Call to Order-** Chair Broda called the meeting to order at 9:00 AM.

II. **Pledge of Allegiance**

III. **Approval of Meeting Minutes for June 6th, 2023 (Attachment A)**

Commissioner Erpenbeck made the motion to approve the minutes. The Board unanimously approved; motion passed.

IV. **Financial Report (Attachment B)**

Commissioner Kirkland made the motion to accept and file the financial report for audit. The Board unanimously approved; motion passed.

V. **Public Comment-** None

VI. **Old Business**

A. OPPAGA Performance Review

Sherry reported that Craig Diamond, Balmoral Group, informed her that we should receive a copy of the draft report by July 28th. The report will be emailed to each Commissioner for their review and recommendations in order to compile any responses. We will have one week to provide our comments, as they are due by August 4th.

B. Audit Committee – Firm Ranking, Delegation of Designee for Negotiation

The audit committee tabled the firm ranking discussion to allow staff to consult legal counsel regarding the technical score tie between Mauldin & Jenkins and Grau & Associates. The Commissioners collectively elected Lisa Ridley as the designee to complete negotiation.

Commissioner Kirkland made the motion to delegate Lisa Ridley as the Designee for Negotiation. The Board unanimously approved; motion passed.

VII. **New Business**

A. Draft Budget for FY 2023-2024 (Attachment C)

Lisa presented the Draft Detail Work Plan Budget Options for FY 2023-2024. Commissioner Broda made a motion to approve Staff's recommendation for Option #2 at a millage rate of .2400 and total budget of \$6,041,415 motion not seconded; motion failed.

Commissioner Kirkland made the motion to approve the draft budget Option #1 at the millage rate of .2500. Commissioner Erpenbeck seconded. Commissioner Broda opposed. The Board approved; motion passed.

B. Procurement Policy Update (Attachment D)

Lisa presented the amendment to the procurement policy 2023-001 that includes statutory prompt payment language.

Commissioner Erpenbeck made the motion to approve the amended procurement policy. The Board unanimously approved; motion passed.

C. Reserve Policy 2023-001 (Attachment E)

Staff prepared the reserve fund balance policy for Board approval. The approved policy will meet Strategic Objective number 2; Goal number 1: Achieve Sustainable Funding Sources.

Commissioner Erpenbeck made the motion to approve the reserve policy. The Board unanimously approved; motion passed.

VIII. Director's Report

- **Monthly Board Report:** Staff are available to answer questions from the monthly Board report submitted with the Board packet.
- **Aerial Assessment:** Mark Latham is tentatively scheduled to visit the District in late July to conduct the aerial analysis.
- **St. Lucie Spoil Island Agreement:** Roger Jacobsen, Director St. Lucie County MCD, indicated they would be assuming responsibilities for treatment of the St. Lucie spoil islands. We will work with them on a transition plan.
- Staff presented a few pictures from the outreach event at the Imagine School for their Summer Camp program.
- **FASD District Manager of the Year:** Sherry was awarded the Director of the Year award at the June annual meeting.
- **FASD Board of Directors:** In June, Sherry was elected to the FASD Board to represent Mosquito Control, along with Eric Jackson of Lee County MCD.
- **Peter Jiang** provided the Commissioners with an update from the Science section on Malaria and what the District is actively doing to prepare by working with many agencies for the best plan of action. Peter also provided information on some of the testing he is performing on resistance.
- The Research Entomologist position has been accepted by Abdullah Alomar and he will be joining the District once he completes his PhD.
- Commissioner Broda asked Peter to name the hotspots where the Anopheles mosquitos are found within our District- Regency Park, Antilles, Jungle Trail, Powerline Rd & Post Office in Sebastian.
- Commissioner Broda mentioned it would be wise to include something on the website regarding Anopheles and Malaria with graphics to make sure the message is out there for the public. Staff stated there is a press release from the Health Department and links to the CDC and other links regarding the Malaria situation in the state and around the country.

IX. Commissioner's Comments-

- During the Director's Report Commissioner Broda stated the website treatment map did not include areas to be treated by aerial larvicide. She requested to know if the alert notification for aerial treatment is being prevented on certain web browsers with pop-up blocking features. Staff to inquire with MapVision.
- Commissioner Kirkland asked if the Ethics Training Webinar could be completed via Zoom and if it would count towards the annual Ethics training requirements. Staff to advise prior to webinar.
- Commissioner Erpenbeck congratulated Sherry for the FASD recognition as Director of the Year as well as being selected for the FASD Board of Directors to represent Mosquito Control.
- Commissioner Broda requested an update on the status of the boardroom improvements for televised meetings. Staff are anticipating completion by the next Board meeting in August.

X. Upcoming Meetings and Events

- Regular Board Meeting – August 8th, 2023 @ 9:00 AM
- OPEB & Regular Board Meeting – September 5th, 2023 @ 9:00 AM
- Tentative Budget Hearing – September 12th, 2023 @ 5:01 PM
- Final Budget Hearing – September 21st, 2023 at 5:01 PM
- FASD Quarterly Meeting, Ft. Lauderdale – October 11-12th, 2023
- FMCA Annual Meeting, Port Charlotte – November 13th -16th, 2023

XI. Adjournment

Commissioner Erpenbeck made the motion to adjourn. The Board unanimously approved; the meeting was adjourned at 9:53 AM.

Attest: M. Erpenbeck

Greg Kirkland