

Regular Board Meeting

Indian River Mosquito Control District
November 12th, 2024 @ 9:00 AM

The Indian River Mosquito Control District Board of Commissioners held a regular meeting on November 12th, 2024, at the District Office.

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

Visitors: Terry McGinn, Paul Amos (Rossway Swan), and Janice Rustin (Lewis, Longman, & Walker)

Staff: Sherry Burroughs (Executive Director), Michael Hart (Director of Operations), Dr. Peter Jiang (Director of Science), Claudia Alvarado (Director of Finance), Tamar Rivera (Human Resource Generalist), Kevin Kinney (IT Manager), Johanna Avril (Community Relations Specialist), and Melanie Pacot-Stansberry (Payroll Specialist)

I. **Call to Order:** Commissioner Kirkland called the meeting to order at 9:00 AM.

II. **Pledge of Allegiance**

III. **Approval of the Agenda**

IV. **Approval of Meeting Minutes – October 15th, 2024** (Attachment A)

Commissioner Broda made the motion to approve the October 15th, 2024, meeting minutes. The Board unanimously approved; motion passed.

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

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

VI. **Public Comment-** Terry McGinn provided public comment.

VII. **Old Business**

A. Legal Services RFQ 2024-01 Presentations

Paul Amos, with Rossway Swan and Janice Rustin, with Lewis, Longman, and Walker provided presentations to the Board outlining the legal services they provide. Paul noted that his firm would need to use referral for employment law and lobbying services, although they could provide review of employee handbook.

After discussion, **Commissioner Broda made the motion to ask the Executive Director to negotiate with John Amos because of his extensive local knowledge and experience that will be of great value to the District. Commissioner Kirkland seconded.** Commissioner Erpenbeck stated that he felt that Lewis, Longman, & Walker was the superior choice for several reasons. They provide basic legal representation, lobbying and employment law, along with their institutional knowledge as a result serving as our attorney for the last 10 years, in addition to a lower hourly rate. **Commissioners Kirkland and Broda approved; Commissioner Erpenbeck opposed; motion passed.**

Terry McGinn provided public comment.

B. ITB Employee Handbook Review- Update

Tamar reported that the bid was issued on October 25th and no questions were received by the

deadline of November 8th. The bid will close on December 6th, 2024. Staff will analyze and present findings to the Board at the December 10th, 2024 Board meeting for award. The final draft of revisions to the handbook is due February 7th.

Commissioner Broda requested to receive copies of the bid documents. Sherry indicated that prior discussions regarding submitting RFPs and bids to the Board may be a conflict of interest. She requested direction from the Board if they wanted to change the method utilized in handling such documents. No direction was given.

VIII. New Business

A. Audit Engagement and Examination Approval (Attachment C)

Claudia presented the audit engagement and examination approval letter to retain Mauldin and Jenkins for their second year of auditing the financial records with an increase of \$500, as previously presented.

Commissioner Broda made the motion to engage Mauldin & Jenkins to do our audit this year for fee of \$18,500. The Board unanimously approved; motion passed.

B. Wire Transfer Approval Form (Attachment D)

Claudia requested authorization to utilize a wire transfer approval form to substitute for a check that requires two signatures for approval when initiating any wire or ACH transfers moving forward. The form will serve as documentation of approval of any transfer or expense of funds.

Commissioner Broda made the motion to approve the wire transfer approval form. The Board unanimously approved; motion passed.

C. Communications Plan (Attachment E)

Johanna presented the communication plan as specified within the strategic plan. It is a working document that outlines our communication strategies. The document will be updated and presented to the Board on a quarterly basis. Commissioner Broda noted to utilize caution with volunteer organization and time commitments, as they can be timing consuming.

Commissioner Broda made the motion to approve the communications plan. The Board unanimously approved; motion passed.

D. Indian River Lagoon National Estuary Program Grant Application

Johanna informed the Board that staff is working on a \$25K grant application to be used for RIM management and restoration projects, emphasizing citizen engagement in the IRL. The District is interested in constructing a living shoreline along one of the impoundments. The District would be required to contribute \$10,000 match, which would be expensed in fiscal year 2025-2026 to apply. Staff is seeking Board approval to proceed with the submittal of the grant application and allocate \$10,000 match in the FY2025-2026 budget.

Commissioner Broda made the motion to allocate \$10,000 to apply for the Indian River Lagoon National Estuary Program Grant Application. The Board unanimously approved; motion passed.

IX. Director's Report-

Sherry provided an update of the monthly District operations, disease surveillance, and project updates, summarized below.

- **Mosquito Populations:**

- This month, the average number of mosquitoes collected by CDC traps—both inland and coastal—was generally much higher than the average from the past three years (2021-2023).
- Notably, some trap locations, such as Fellsmere_FS, VLE, and Antilles, saw increases of 2 to 7 times their usual counts.
- The dominant mosquito species identified was *Culex nigripalpus*, making up 78-98% of all samples, with Island Drive being the only exception, where *Deinocerites cancer* was the predominant species collected.
- The rise in mosquito populations at both inland and coastal sites is clearly linked to increased rainfall throughout October and the impact of Hurricane Milton

- **Arbovirus Activity:**

District:

- Confirmed chicken positive for West Nile Oct 17 bleed date in Fellsmere
- Last week two confirmed WNV birds from 10/25 bleed at Youth Ranch and Landfill (YTD
- Parity remained below 30% indicating a lower risk of transmission.

Statewide:

- West Nile Virus – 5 humans (YTD 14), 4 horses and 244 chickens (YTD 622)
- St. Louis encephalitis – 4 chickens
- Eastern equine encephalitis – 4 chickens
- Dengue – 137 imported and 15 local cases; YTD 688 travel-associated cases & 55 local cases
- Oropouche virus – 2 imported cases, YTD 88
- Mosquito borne advisory: 18 counties - Alachua, Brevard, Broward, Citrus, Hernando, Holmes, Madison, Manatee, Martin, Nassau, Orange, Pinellas, Polk, Putnam, Sarasota, Seminole, Sumter, and Volusia.
- Mosquito borne alert: 9 counties - Bay, Duval, Hillsborough, Marion, Miami-Dade, Monroe, Palm Beach, Pasco and Walton County

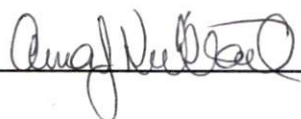
- **Research:**

- Aedes distribution project – paused due to Hurricane Milton and a low number of eggs collected in ovitraps.
- The Science team will now focus on *Culex* mosquitos' resistance testing for the upcoming months.
- Additionally, the ELC project funded by CDC, in collaboration with the Florida Medical Entomology Lab, has been initiated, and results will be reported next month.

- **Operations:**

- 1 aerial mission of 591 acres on 10/4 and 1 drone mission on 10/28; 87% below the 36-year average (1,107 acres).
- Staff received 124 service requests (91 via the website, 31 by phone, 2 by email) which is 23% above the 36-year average of 95.

- 53 ULV missions, totaling 842.85 miles were conducted (33% below the 36-year average of 1118). Winds prevented ground treatments and post hurricane staff conducted early morning and late evening treatments to treat as much as possible over two days (10/15 & 10/16).
 - Continuing discussions with Leading Edge regarding reporting needs
 - **Community Relations Update** – Johie reported the following:
 - Website soft launch will be December 10th
 - Open House will be April 26th
 - Staff’s Thanksgiving Potluck will be November 27th
 - Participating in the Vero Beach Parade on December 7th
 - **OTHER ACTIVIES**
 - Health Screening on Wednesday November 20th
 - Leadership Training on November 21st for foreman, supervisors, managers and directors
 - Peter submitted his resignation this morning, his last official day is November 22nd
 - John Beidler will be recognized at the AMCA’s Memorial Lecture. The Lecture will be provided by Gordon Patterson and is quite timely with the District’s centennial year.
 - New microphone system has been installed and operational
- X. Commissioner’s Comments
Commissioner Broda – Would like to consider instituting Zoom
Commissioner Erpenbeck – none
Commissioner Kirkland – none
- XI. Upcoming Meetings
- Regular Board Meeting - December 10th, 2024 at 9:00 AM
 - FASD Quarterly Meeting - January 9-10th, 2025
 - OPEB Board Meeting – January 14th, 2025 at 9:00 AM
 - Regular Board Meeting – January 14th, 2025 at 9:05 AM
 - DODD Short Courses – January 27th- 31st, 2025
- XII. Adjournment
Commissioner Erpenbeck made the motion to adjourn. The Board unanimously approved; the meeting was adjourned at 10:38 AM.

Attest:  _____

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