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<th><strong>Item</strong></th>
<th><strong>Attachment</strong></th>
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<td>1.</td>
<td>Call to order and roll call</td>
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<td>2.</td>
<td>Announcements</td>
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<td>3.</td>
<td>Consent Calendar</td>
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</table>
| 3.01     | Minutes of the May 1, 2014 Meeting*  
| 4.       | Approval of additional agenda items* |
| 5.       | President’s Report |
| 5.01     | Research pass-through agreements  
| 6.       | Executive Committee Report |
| 7.       | Staff Report |
| 7.01     | Web site redesign |
| 7.02     | Database conversion |
| 7.03     | Hotel/meeting contracting (matrix review)  
| 8.       | Treasurer’s Report |
| 8.01     | MVCAC Financial Statements as of June 30, 2014*  
| 8.02     | MVCAC PBB as of June 30, 2014*  
| 8.03     | NPDES Financial Statements as of June 30, 2014*  
| 8.04     | NPDES PBB as of June 30, 2014*  
| 8.05     | Investment Matrix as of June 30, 2014*  
10. Committee Reports

10.01 Finance 4, 5, 6, 7, 8
10.02 Information Technology
10.03 Integrated Vector Management
10.04 Lab Technologies
10.05 Legislative 9
10.06 Public Relations 10
10.07 Training and Certification 11
10.08 Vector and Vector-Borne Disease 12, 13
10.09 Vector Control Research
10.10 Nominating
10.11 NPDES
10.12 Reeves New Investigator Award
10.13 Regulatory Affairs

11. Reports from MVCAC Regions

11.01 Southern
11.02 South San Joaquin
11.03 North San Joaquin
11.04 Sacramento Valley
11.05 Coastal

12. Reports from Other Agencies

12.01 CVEC 14
12.02 CDPH/VBDS
12.03 VCJPA
12.04 AMCA
12.05 CSDA
12.06 CCDEH
12.07 Mosquito Research Foundation

13. Old Business

14. New Business

15. Additional Approved Agenda Items

16. Adjournment*
MINUTES

Attendees
Craig Downs, Contra Costa MVCD
D. Andrew Cox, Tehama County MVCD
Joel Buettner, Placer MVCD
Kenn Fujioka, San Gabriel Valley MVCD
Peter Bonkrude, Shasta MVCD
Chindi Peavey, Alameda County MAD
David Heft, Turlock MAD
Mike Cavanagh, Kings MAD
Min-Lee Cheng, West Valley MVCD
Doug Walker, Coachella Valley MVCD

Staff
Kimberly Andosca, Associate Executive Director
Sarah Spencer, Membership Specialist
Ed Manning, Advocate

Craig Downs called the meeting to order at 8 a.m. Roll was called and a quorum was confirmed. President Downs acknowledged the passing of long-time MVCAC member Fred Beams. A moment of silence was observed.

Consent Calendar -
Minutes of the February 21, 2014 Meeting

**Motion (Cavanagh/Fujioka): I move we approved the minutes as amended for the February 21, 2014 Board of Directors meeting. Discussion was invited. Motion carried.**

Approval of additional agenda items
None proposed.

President Report
President Downs provided a detailed report/presentation regarding activities of the association since the February meeting that included updates on committee work, convention follow-up and other industry developments. Special attention was paid to the responses of the NPDES fund survey that included individual responses from members. Discussion followed and questions were addressed.

Executive Committee
No additional report.
Staff Report

Associate Executive Andosca gave a brief update on staff activities since the February meeting that included:

- Convention survey results
- The creation of the MVCAC Twitter account
- Chicken orders
- Mosquito pool tests
- Publication of the 2014 Yearbook and distribution plans
- Bank account changes
- Tax return completion
- Legislative day activities
- Mosquito Awareness Week projects
- NPDES report reminders and survey
- Membership database conversion update
- Proceedings collection and coordination
- And a detailed discussion on plans for the updating of the MVCAC website.

Treasurer’s Report

David I’Anson reviewed the following statements:

- MVCAC Financial Statements as of March 31, 2014
- MVCAC PBB as of March 31, 2014
- NPDES Financial Statements as of December 31, 2013
- Investment Matrix as of December 31, 2013

**Motion (Buettner/Bonkrude):** I move we approved the MVCAC statements as reviewed and presented by Treasurer I’Anson. Discussion was invited. **Motion carried.**

Discussion regarding the proposed 2014-2015 Budget followed. Questions were answered specifically with regard to the special project for the dead bird hotline.

**Motion (Cox/Walker):** I move we approved the budget as presented by Treasurer I’Anson. Discussion was invited. **Motion carried.**

Trustee Council Report

Trustee Chair Doug Walker introduced the Trustee Council members present. He further reported that the trustees will discuss topics in their meeting that will include communications, website update and program planning.

Committee Reports

Finance

Mike Alburn reported that the Committee is on track to make the draft budget deadline of March 3 when recommendations are due to the Executive Committee for first review. He
further noted that the committee has met all their charges for working with AMG in completing a smooth transition.

Information Technology
Brian Resinger gave an update regarding the work of the committee, and noted that the IT committee would like to be included in the RFP process for the new website developer. He further noted that the committee will explore ways to automate the CE reporting requirements.

Integrated Vector Management
Jamesina Scott reviewed the committee report provided in the Board packet.

Lab Technologies Committee
Piper Kimball reviewed the work of the committee. She further noted that the committee will now be co-chaired by Nikos Gurfield and Nayer Zahiri.

Legislative
Jeremy Wittie gave a brief overview of the work of the committee and introduced MVCAC advocate Ed Manning. Manning gave a detailed update regarding current legislative efforts. Discussion followed and questions were addressed.

2014 Legislative Day – An overview of the event was given.

Public Relations
Ada Barros reviewed the updated Public Information and Outreach Plan for 2014. She further noted that work with KP marketing/PR staff was underway that included preparation for Mosquito Awareness Week (April 20-26). She noted that due to poor weather, the information will be used during National Mosquito Awareness Week in the summer. She also noted that the committee will work with staff to analyze specific needs for the new MVCAC website.

Training & Certification
Charlie Smith gave an update regarding the work of the committee. He further announced his Emeritus status with Consolidated MAD. President Downs asked any member interested in serving on the committee to contact him.

Vector and Vector-borne Disease
Susanne Kluh gave an update regarding the work and concern areas for the committee.

Vector Control Research
Chair Mary Sorensen gave a report regarding the work of the Committee.

Nominating
No report at this time.

NPDES
Gary Goodman reviewed the status of NPDES. He asked staff to clarify follow-up on reporting. Andosca clarified that reminders had been sent to those districts that were noted as not yet reported.
Reeves New Investigator Award
Jamesina Scott gave an update regarding the award.

Regulatory Affairs
David Heft gave an overview on the current activities of the Regulatory Affairs Committee. Ed Manning gave additional information.

Reports from MVCAC Regions

Southern
Min-Lee Cheng gave a brief report/update.

Southern San Joaquin
Mike Cavanagh gave a brief report/update.

Northern San Joaquin
David Heft gave a brief report/update.

Sacramento Valley
Peter Bonkrude gave a brief report/update.

Coastal
Chindi Peavey gave a brief report/update.

Reports from Other Agencies

CVEC
Bill Reisen gave a brief update.

CDPH/VBDS
Kerry Padgett gave an update.

VCJPA
Jamesina Scott gave an update

AMCA
No report

CSDA
No report.

CCDEH
No report.

Mosquito Research Foundation
Craig Downs gave a brief update/report.
Old Business

None.

New Business

None.

Motion (Buettner/Bonkrude): I move we adjourn the meeting of the MVCAC Board of Directors. Discussion was invited. Motion carried.

Respectfully submitted by,

Robert Achermann
Executive Director
2014 MVCAC Objectives

1. Moving Forward
   a. Transition service providers - completed
   b. Create service provider evaluation process - in progress

2. Legislative
   a. AB 896 - passed assembly; passed senate NR&W; to approps
   b. West Nile Virus and Mosquito and Vector Control Awareness Week - completed
   c. Bill review, establish position - ongoing
   d. Grass roots, strengthen efforts - KP ally development plan

3. Regulatory – NPDES
   a. Permit amended Monitoring and Reporting Program - permit amendments pending
   b. Continue to work on efficient method to add new registered products - permit amendments pending

4. Regulatory – CEQA, working group
   a. Guidelines to be included at local level - in development
   b. White paper/Technical Advisory - in draft
   c. OPR guidelines update - several meetings, mitigation reference pending
   d. OPR checklist - several meetings, future goal/action
   e. Affiliate with/educate stakeholder Associations - in concert with Leg grassroots

5. Regulatory - Storm water issues
   a. Stay abreast of items/MS4 permits - ongoing
   b. Connect with Storm water and water associations - in concert with Leg grassroots

6. Dead bird surveillance
   a. Make decision on funding hotline - completed
   b. Evaluate future of program - ongoing
   c. Current agreement for 2014 only
   d. CDPH looking into technology options - to IT committee?

7. Finance - Address deficit spending
   a. Current dues formula in place since 1991
   b. Current/projected expenditures exceed revenues
   c. Assets $1 mil+
   d. Additional $44,000 (one-time?) for live db hotline

Several changes/additions to MVCAC Administrative Manual being proposed to address deficit spending and reserve levels.
8. Finance - Readdress reserve policy?
   a. for minimum levels
   b. In general
Several changes/additions to MVCAC Administrative Manual being proposed to address
deficit spending and reserve levels.

9. PART
   a. Follow through and evaluate - Jody/Chris status report?

10. Legal
    a. ESA/BiOps – keep close eye on developments - Recent San Pablo refuge BiOp
    b. CWA – keep close eye on, redefining WOTUS - public comment closes July 21
       on new proposed rule (redefinition)

11. Invasive Species
    a. Work w/ CDPH on guidelines - CDPH to report on status

12. Administration
    a. Website - AMG to report on progress
    b. Heim, acknowledge service to association - Identify time and place??
    c. San Diego Annual Conference feedback - completed

13. Administration - new
    a. Room Block policy - AMG to report
    b. 2015 Meeting locations - AMG to report
    c. Conference planning contractor - completed, AMG to take over all roles

14. Communication
    a. Put out summary info after important meetings to all regions - continuous
    b. Include all regions in dialogue, esp. Executive Committee as both San Joaquin
       regions not on Exec Committee in 2014 - being done
    c. Better organized website/archives - in AMG report

15. Publications
    a. Ensure committee year end reports published in proceedings - to be done
    b. Ensure posters published in proceedings - to be done
    c. Proceedings on-line - part of new website??

16. NPDES Coalition Balance
    a. $400,000+ balance
    b. Reduced expenses due to permit changes
    c. Survey results - reported on at spring meeting
Coalition rules state funds are for coalition objectives. Coalition runs in parallel with
duration of five year NPDES permit. Direction is to leave balance alone until end of
current five year permit. If balance at that time develop plan.

17. Research Pass Through agreements - new
    a. New Administrative Manual policy on indirect costs that will cover members
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**Workshop Added**

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**Annual + Spring + Fall**

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Minutes: Finance Committee Santa Rosa, May 2014

The Coalition money is to remain until end of the current permit. David and Craig to work together so funds can earn interest in money market account.

Room block costs need to be understood, Committee to develop letter of support for first night charge when reservations are made to limit wholesale bookings by agencies.

Reserve policies will be introduced by Finance Committee and moved to a vote at summer meeting.

AMG and Finance Committee will review Administrative Manual as time allows. Legislative Committee will be reviewing Chapter 6 with KP.
To: Corporate Members
From: MVCAC Finance Committee

An amendment to the Administrative Manual Exhibit B and a new Exhibit D have been proposed. It is intended that these changes bring current the administrative practices of the Association with the members understanding and desire. These proposed changes will be discussed and action taken at the summer MVCAC Board Meeting.

Appendix B is an update of the Reserves in name and in funding. The intent is to create a strong, flexible reserve with a maximum funding level that is not excessive.

Appendix D defines the dues collection currently in place with some hard dates to assure funds reach the Association in a timely manner. Minimum dues have been set in the Administrative Manual at $350 and remain the same. Maximum dues are capped (currently at $8,000). The Association’s reserve level will determine the cap. There is a one-year lag in adjusting the cap should such be required to allow for budgeting.

As spending increases without identified funding, reserves are depleted. Reduced reserves weaken the Association’s ability to respond quickly to an event or issue. This proposal will increase the cap through triggers related to the reserve. A softening if you will, allowing the Board to make decisions about funding without draconian changes occurring at an accelerated pace.

This does not in any way change the dues structure. The .009 factor remains. It is also not our attempt to address any of the ideas within the Association about restructuring of the dues. Our intention is to create a floor in the reserves after having set a ceiling in Exhibit B.
Appendix B

Mosquito and Vector Control Association of California Reserve Policy Guideline

The mission of MVCAC is to provide quality public information, comprehensive mosquito and vector-borne disease surveillance, training to high professional standards and effective legislative advocacy. In order to achieve that mission, the Association must be financially stable with adequate reserve funds to handle all contractual obligations as well as to participate in environmental research and legal/regulatory efforts and to respond, as needed, in emergency situations.

MVCAC retains all cash reserves in funds designed for specific uses. Such monies are not considered surplus and shall not be made available for use without the express authorization of the Board of Directors.

MVCAC’s Reserve Policy establishes two reserve funds:

Reserve Fund Fund Balance Targets

<table>
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<tr>
<th>Reserve Fund</th>
<th>Fund Balance Targets</th>
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<tr>
<td>Operating Fund Reserve</td>
<td>Sum equal to 50% of annual operating budget</td>
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<tr>
<td>Legal and Regulatory Fund</td>
<td>$500,000</td>
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<tr>
<td>Environmental/Research/Special Projects Fund</td>
<td>$500,000</td>
</tr>
<tr>
<td>Unobligated General Reserve</td>
<td>Sum equal to 100% of annual operating budget</td>
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</table>

The Finance Committee will review reserve levels on an annual basis during the budget process and may recommend the Board of Directors revise the uses, fund balance targets and replenishment procedures, as necessary. Funding priority will be Operating Fund Reserve followed equally by all remaining Unobligated General Reserve. The Board of Directors can, at its discretion, reallocate reserves between funds.

Reserve Funds

**Operating Fund Reserve:** The purpose of this fund is to sustain basic MVCAC operations and core member services should an unexpected (i.e. unbudgeted) decrease in income or unplanned expenses occur. The association should, in accordance with sound financial practices, have a minimum of one half of the annual operational budget in reserve. The Association will maintain a liquid reserve level of 50 percent of operational budget as six months working capital for unplanned expenses.

The target Operating Fund Reserve balance will be based on MVCAC’s annual budget as outlined above and will be established by the Finance Committee and approved by the Board of Directors during the annual budget deliberations. Once the Reserve fund balance is established for each fiscal year, the Board of Directors has the ability to either transfer necessary funds from the general operating budget to achieve this fund Reserve balance or transfer excess funds to the general operating budget or transfer excess funds to the remaining Unobligated General Reserves from the Operating Fund Reserve.

**Replenishment money:** Replenishment funds will come from general MVCAC income sources, including member dues and conference registration fees or transferred from other available funds sources.

**Legal and Regulatory Fund:** The purpose of this reserve fund is to enable MVCAC to support involvement in critical legal or regulatory efforts identified as a challenge or opportunity to the mosquito and vector control field and related public health issues. These funds will be in addition to any annual budget allocation for legal support. The Legal and Regulatory Fund goal will be set at $500,000.
**Replenishment money:** Replenishment funds, when needed, will be solicited from affected agencies or transferred from other available funds.

**Environmental/Research/Special Projects Fund:** The purpose of this reserve fund is to enable MVCAC to support environmental research and special projects as they relate to the mosquito and vector control field and related public health issues. These funds will be in addition to any annual budget allocation for environmental, research or special project funding. The Environmental/Research/Special Project Fund goal will be set at $500,000.

**Replenishment money:** Replenishment funds, when needed, will be solicited from member or transferred from available funds.

Unobligated General Reserve Fund: The purpose of this reserve fund is to enable MVCAC to support efforts related to the mosquito and vector control field and related public health issues. These funds will be in addition to any annual budget allocation. The Unobligated General Reserve Fund goal will be 100% of the annual operating budget.

**Replenishment money:** Replenishment funds will come from general MVCAC income sources, including member dues and conference registration fees or transferred from other available sources.

**Procedures for Use and Replenishment of Reserve Funds**

1. The Board of Directors must approve all expenditures from or inter-fund transfers to/from any of the reserve funds.

2. The Finance Committee, as part of the annual budgeting process, will review the fund activity and make adjustments as necessary to target fund balances and replenishment of money sources. This and any developed replenishment schedule will be subject to approval by the Board of Directors.

3. After all the reserve funds are fully funded consistent with the fund balance targets (or goals), all interest earned on money in the reserve funds may be transferred by the Treasurer to the general fund and used to fund annual operating expenses.

3. Activity and balances of all reserve funds will be included in the quarterly Treasurer’s Report.
Appendix B

Mosquito and Vector Control Association of California Reserve Policy Guideline

The mission of MVCAC is to provide quality public information, comprehensive mosquito and vector-borne disease surveillance, training to high professional standards and effective legislative advocacy. In order to achieve that mission, the Association must be financially stable with adequate reserve funds to handle all contractual obligations as well as to participate in environmental research and legal/regulatory efforts and to respond, as needed, in emergency situations.

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<td>Sum equal to 100% of annual operating budget</td>
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</table>

The Finance Committee will review reserve levels on an annual basis during the budget process and may recommend the Board of Directors revise the uses, fund balance targets and replenishment procedures, as necessary. Funding priority will be Operating Reserve followed by Unobligated General Reserve. The Board of Directors can, at its discretion, reallocate reserves between funds.

Reserve Funds

Operating Reserve: The purpose of this fund is to sustain basic MVCAC operations and core member services should an unexpected (i.e. unbudgeted) decrease in income or unplanned expenses occur. The association should, in accordance with sound financial practices, have a minimum of one half of the annual operational budget in reserve. The Association will maintain a liquid reserve level of 50 percent of operational budget as six months working capital for unplanned expenses.

The target Operating Reserve balance will be based on MVCAC’s annual budget as outlined above and will be established by the Finance Committee and approved by the Board of Directors during the annual budget deliberations. Once the Reserve balance is established for each fiscal year, the Board of Directors has the ability to either transfer necessary funds from the general operating budget to achieve this Reserve balance or transfer excess funds to the general operating budget or transfer excess funds to the Unobligated General Reserves from the Operating Reserve.

Replenishment money: Replenishment funds will come from general MVCAC income sources, including member dues and conference registration fees or transferred from other available sources.

Unobligated General Reserve Fund: The purpose of this reserve fund is to enable MVCAC to support efforts related to the mosquito and vector control field and related public health issues. These funds will be in addition to any annual budget allocation. The Unobligated General Reserve Fund goal will be 100% of the annual operating budget.

Replenishment money: Replenishment funds will come from general MVCAC income sources, including member dues and conference registration fees or transferred from other available sources.
Procedures for Use and Replenishment of Reserve Funds

1. The Board of Directors must approve all expenditures from or inter-fund transfers to/from any of the reserve funds.

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3. Activity and balances of all reserve funds will be included in the quarterly Treasurer’s Report.
Appendix D

Mosquito and Vector Control Association of California Corporate Member Dues

Corporate Members, Article III - Section 2, will provide to the MVCAC Executive Director on an annual basis a completed Corporate Member Fiscal Status Report. This report is necessary for the MVCAC Executive Director to calculate dues for the upcoming fiscal year budget for MVCAC. The report should be submitted no later than August 1.

The Fiscal Status Report will ask for:
1. Total budget expenditures for fiscal year ending June 30, and
2. Capital/ fixed asset expenditures for fiscal year ending June 30.

The Corporate Member Dues will be based on the calculation of total operational expenditures. Operational expenditures for each District are calculated by subtracting capital/ fixed asset expenditures from total budget expenditures (current year). The value for operational expenditures will be multiplied by 0.009, to determine the MVCAC Corporate Member dues (minimum $350) for the coming fiscal year and are due and payable no later than September 1.

Corporate Member Dues are capped according to Total Reserve (Operating and Unobligated) levels in the Budget. The CAP is set as follows:

- $8,000 Cap on Corporate Dues = Total Reserve levels ≥ 100% Operational Expenses ((OE) = Program 200 - 800).
- $10,000 Cap on Corporate Dues = Total Reserve levels > 75% < 100% OE.
- $12,000 Cap on Corporate Dues = Total Reserve levels ≤ 75% OE.

The calculated Dues Cap will be applied in the out year to allow budgeting by Corporate Members.

<table>
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<tr>
<th>FY14-15 Budget</th>
<th>Reserve Level</th>
<th>Dues Cap</th>
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<tbody>
<tr>
<td>100% of OE</td>
<td>$580,650</td>
<td>$8,000 Cap on Corporate Dues = Total Reserve levels ≥ 100% Operational Expenses (OE).</td>
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<tr>
<td>99.9% to 75%</td>
<td>$580,649 to 435,488</td>
<td>$10,000 Cap on Corporate Dues = Total Reserve levels &gt; 75% &lt; 100% OE.</td>
</tr>
<tr>
<td>74.99 to zero</td>
<td>435,487 to zero</td>
<td>$12,000 Cap on Corporate Dues = Total Reserve levels ≤ 75% OE.</td>
</tr>
</tbody>
</table>

{As it stands in real dollars there are $726,746 in Total Reserves for FY 14/15. A cap adjustment would not be in effect for FY 15/16 as we have $580,650 in Operational Expenses or 125% of OE in Total Reserve}
MVCAC Legislative Committee Minutes

Spring 2014 Quarterly Meeting
Santa Rosa, Hyatt Vineyard Creek Hotel
Thursday - May 1 @ 2:25-3:25 PM

1. AB 896 - Wildlife Management Areas
   a. Ed Manning will draft a support letter for AB 896 in rebuttal to the California Waterfowl Association opposition letter by 5/9/2014. This letter will be used during visit with local District Senate Natural Resources and Water Committee members and their staff. Ed will follow up with visits with committee members in Sacramento.
      i. CURRENT STATUS AS OF 6/11/14 – COMPLETE;
   b. Following committee members are responsible for coordinating visit in the District with the assigned NW&R Committee member. Schedule meeting before or by 5/16/2014. Please let me know when you have meetings scheduled.
      i. CURRENT STATUS AS OF 6/11/14 – COMPLETE
      ii. All Senators on the Senate NW&R Committee were reached in Sacramento and in their Districts by KP and MVCAC District staff prior to 6/10/2014 senate committee meeting. The bill passed committee with a 8 to 1 vote and was re-referred to the appropriations committee.

2. MVCAC Leg Day Follow Up - CURRENT STATUS AS OF 6/11/14 – IN PROGRESS
   a. Bob Achermann and Ed Manning will work together to create a “Day in the District” type planning guide for MVCAC membership to use in planning a follow up to our annual Leg Day event in Sacramento. Draft to be completed by 6/30/2014
   b. Forwarded to Leg Committee / PR committee for review and comment prior to summer board meeting.
   c. Can be presented and discussed with Executive Committee and full board by summer board meeting in Milpitas on July 17, 2014 or at bi-weekly phone conference.
   d. Once or if Board approves committee can work on coordinating event (with PR committee?) for fall. This would not be an exact day but be scheduled close to the end of the season to get legislators into the District and discuss
      i. What we do – Protect public health through Integrated Vector Management
      ii. Update on AB 896
      iii. Overview of closing virus season.
      iv. Foster relationship with legislator and his/her staff outside of Sacramento.

3. Legislative Strategic Plan Development - CURRENT STATUS AS OF 6/11/14 – IN PROGRESS
   a. Need an objective to focus legislative plan development with KP. This focus will be used to
      i. Target legislation to be developed and supported.
      ii. Determine key legislators foster relationships with to move that legislation forward
      iii. Identify key stakeholders/potential allies to support our cause.
   b. Based on our discussion from the committee meeting I propose we do the following (get approval from Craig and/or executive committee before)
MVCAC Legislative Committee Minutes

i. Conference calls on June 20th to discuss what the Leg committee sees as Legislative needs. Prior to this phone conference committee will submit to Jeremy the needs they see to compile and send to committee members prior to the phone conference.

ii. Submit report to Board for review and hold a special workshop (?) at the summer board meeting in Milpitas (July 17) with Board members, Leg Committee members, KP/AMG staff and all interested MVCAC membership to discuss various objectives and direction.

iii. Results of this workshop/ discussion can then be used by KP and Leg Committee to flesh out draft Legislative Strategic Plan that can be presented for 2015 at the fall meeting in Sacramento (Oct 22-24) and the planning session in December in Ontario December (4-5).
I. **Introductions** by the group.

II. (a) **MVCAC social media:** Ada Barros reported that the Committee has drafted a social media policy. Sarah Spencer of MVCAC assisted in setting up a Twitter account. It currently has 35 followers. The group discussed keeping the account somewhat active until the official adoption of the social media policy. Changing the Twitter account name was also recommended, and should be done in conjunction with the official adoption of the social media policy. The current name of the account is MVCAC1. Rachel Hickerson of MVCAC asked if the Committee wishes to start a Facebook account. The consensus was to consider this option as a part of the adoption of the social media policy.

(b) **MVCAC website:** As AMG, the Association management team, continues work on transitioning the MVCAC website from its current platform, Ada requested input as to what items should be accessible to the public, e.g. MVCAC background materials. Suggestions from the Committee included items currently on the Committee website, a link to the statewide West Nile virus website, and a clickable map that illustrates locations of districts and who can be contacted to do public presentations. The access could be separated into member services and public services. There was an audience request to make quarterly meeting agendas more easily accessible from the site.

(c) **MVCAC materials review:** As the first iteration of materials in the media kit and legislative packet were developed several years ago, Ada stated that a review of these materials is in order and assigned the task to the Content Development Team. Kelly Middleton will initiate the process.

(d) **Invasive Aedes species materials:** California Department of Public Health (CDPH) has developed a new web page with information about *Aedes aegypti* and *Aedes albopictus*. “Aedes aegypti” aka “Yellow fever mosquito” are terms appearing in the material. Aaron Devencenzi has been collecting material for inclusion into the Committee website and expressed the need to include *Aedes albopictus* information. “Small container breeding” and “invasive Aedes” are suggested terms to use.

(e) **Speakers bureau:** This is a plan to create a core group of individuals available to address questions from the media. It was suggested that a category list be made for the various topics, e.g:

- ♦ Bed bugs
- ♦ Climate change
- ♦ Emerging diseases
- ♦ Endangered species
- ♦ Feral bees
- ♦ Invasive species
- ♦ Pesticide use
- ♦ Surveillance programs
- ♦ Tick-borne diseases
- ♦ West Nile virus and survivors
- ♦ Wild bird species
(f) MVCAC outreach events/partnerships: There was mention of the impact that stray and feral cats have on endangered species of concern to environmental groups and how a partnership might evolve from this.

(g) MVCAC archives: Dan Wilson provided the Committee with packets of information containing the following items:

- Proposal to link a website containing historical archives to the MVCAC public website
- Procedures for conducting oral histories
- Itemized list of historical archive materials in storage

A suggestion was made to develop a template with procedural guidelines for managing the archives in the form of a one-page summary to be submitted to the Executive Committee.

III. (a) Mosquito Awareness Week update: Ada reported that the annual Sacramento event had to be postponed due to rainy weather and will be rescheduled to coincide with National Mosquito Awareness Week. Ada requested that people submit their local event activities to her via email.

(b) Communicating risks to general public after application of materials according to label instructions: Jill Oviatt requested development of a template for a safety sheet for the general public after pesticides are applied according to label instructions. It was suggested to consult the National Pesticide Information Center (npic.orst.org) website for generic information about pesticides and to inquire about the possibility of updating and/or reviewing pesticides or active ingredients not currently listed. It was also suggested that the DPR could potentially list this information, as well.

(c) Mobile apps for vector control/dead bird reporting: Two agencies currently have mobile apps for vector control: San Diego and Santa Clara. The group agreed that these apps may be presented to the association at a future meeting or through CDPH’s West Nile virus Educator calls. Ada encouraged agencies who are interested in learning more about the mobile apps to contact Sharon Untiedt in San Diego and José Colomé in Santa Clara.

IV. There being no more time, the meeting was adjourned.
1. Welcome, roll call and announcements

The Committee meeting commenced at 3:45 pm. Chairman Charlie Smith announced the members present: Bruce Bondi, Kelly Burcham, Mike Niemela, Jill Oviatt, Chindi Peavey, and Brian Reisinger. Chairman Smith also welcomed the Committee’s newest member, Marcia Reed, who expressed a desire to serve several weeks in advance of the meeting. Marcia’s interest in serving on the Committee is greatly appreciated.

2. Vector University

Vector University, a workshop designed by Ashley Freeman of the Vector-Borne Disease Section (VBDS) of California Department of Public Health (CDPH), was held on March 25-26 at the Sacramento-Yolo Mosquito and Vector Control District. This first edition workshop consisted of curricula on mosquito biology and identification, surveillance methods, recognition of invasive species, insecticide resistance mechanisms and monitoring, and mosquito control technologies. As a pilot program, the workshop was limited to 90 attendees, and continuing education units (CEUs) were approved.

Charlie Smith, able to attend only Day 1, reported that it was a very good workshop and that this training should be made available to the entire Association. Communications between Charlie and others who attended Day 2 indicated that the control technologies portion was also very good. Ashley Freeman discussed the design and rationale for having the workshop including items covered, group interaction, and workbooks that were turned in and graded. It is the intention of VBDS to evaluate the program, improve it, and provide future programs for all the Association regions. The Committee collectively agreed that Vector University would be beneficial to everyone.

3. Certification and Continuing Education Program Update

Mike Niemela announced the date of the upcoming Certification Exam, May 15. Review sessions conducted by VBDS personnel will be held on May 6-7 at several locations. This information was previously announced in email communications.

Mike also reported that PowerPoint editions of the training manuals are intended to replace the hard copies. Training for exam materials in Categories A (Pesticides) and C (Invertebrate Vectors) are now available in PowerPoint. Materials for Category B (Mosquitoes) and D (Vertebrate Vectors) are under development but still available in hard copies.

4. CEU Acquisition for 2013-15 Cycles

Charlie Smith provided a spread sheet listing webinars approved for CEU acquisition as well as webinars in the planning stage. Individuals who have agreed to present webinar topics indicated expected presentation dates. The next webinar is scheduled for the end of May followed by one
in June, September, and early autumn. Additional webinars are expected with the goal of completing enough to satisfy the CEU requirement by the end of the year.

Charlie reported that the webinar on cat scratch disease, presented by Denise Bonilla of VBDS, was very good. The speaker was unable to use a functional headset, e.g. Microsoft Live Chat, but made the presentation using her personal laptop that had a built-in microphone. Brian Reisinger said that using a land line call in is another option for the webinar presenter.

Charlie reminded the Committee and the audience that some of the approved webinars provided by outside agencies, e.g. eXtension, have expiration dates. It is important that people who intend to watch archived webinars plan accordingly so as not to miss these opportunities for CEUs.

Suggestions were made by various individuals to explore the possibility of getting speakers from university entomology departments and graduate students.

5. Continuing Education Attendance Records

Rachel Hickerson of MVCAC has been researching the options available to use card scanners to facilitate attendance verification at continuing education events. The gold cards issued by CDPH to certified individuals have bar codes to enable this to be done. This procedure is intended to make the sign in and recordkeeping procedures more efficient by eliminating paper sheets that must be collected and sent to MVCAC as well as time spent transferring the information into the CDPH CE database. The Committee is supportive of using this technology. Because this will require attendees to have their cards with them at the events, it was suggested that the change be phased in beginning with designated events and that a paper sign in procedure be available as a backup only for people who do not have their cards for whatever reason.

6. Adjournment

There being no additional time, the meeting was adjourned at 4:48 pm.
Vector Control Research Committee
Update for MVCAC Board Meeting
17 Jun 2014

➢ Special topic: pass-through funding and overhead charges from University of California

Craig Downs has received the information collected and presented to the committee by Bill Reisen, and has indicated that he will be drafting the policy language for MVCAC stating that MVCAC member agencies do not pay overhead costs when granting research funding.

List of Standing Charges and Updates

➢ Identify and collaborate on investigations at the District level to improve the efficacy and efficiency of IVM programs.

At the spring meeting, the VCR committee identified a list of electronic communication needs for the VCR committee to communicate with each other and to facilitate collaboration among member agencies. This list was submitted to MVCAC leadership (Joel, Craig) and may encompass the needs of other MVCAC committees as well.

➢ Facilitate meetings of district scientific and technical staff, ecologists/biologists to discuss issues involving IVM program successes and areas for improvement

The Southern region held a regional meeting with lead laboratory and operations staff on June 5th at the Greater LA district office. Jeremy Wittie reports that the meeting included discussion of the role and format of future similar meetings, and generally there was enthusiasm for future meetings.

➢ Identify areas that require academic level research that would improve the efficacy and efficiency of IVM programs

The annual list of research requirements, to be delivered to the Mosquito Research Foundation, will be compiled before the fall MVCAC meeting.

➢ Follow and report on recent developments from journal articles and conference attendance

Following a productive discussion at the spring MVCAC meeting, it was concluded that an automated search program to identify journal articles of interest to distribute among interested MVCAC membership would be more practical than a more manual, labor-intensive process. Chris Barker
provided valuable information about existing options for automated updates, and the committee will continue to work toward a system of delivering research updates to MVCAC membership.
2. Review of standing charges
   - Identify and collaborate on investigations at the District level to improve the efficacy and efficiency of IVM programs.
   - Facilitate meetings of district scientific and technical staff, ecologists/biologists to discuss issues involving IVM program successes and areas for improvement.
   - Identify areas that require academic level research that would improve the efficacy and efficiency of IVM programs.
   - Follow and report on recent developments from journal articles and conference attendance.

Mary read aloud the standing charges and reminded everyone that this committee is no longer charged with reviewing grant proposals. The Mosquito Research Foundation (MRF) now has a separate committee to review their grant proposals. The Vector Control Research Committee is now tasked with facilitating research and communication about research between districts/MVCAC member agencies and between districts and research institutions.

3. Report on progress working with IT committee to develop a website, forum, or mailing list to facilitate communication amongst lab staff at MVCAC member agencies. – Jodi Holeman

A discussion including the committee members and audience reached a consensus that the electronic needs of the committee included the following
- The ability to ask questions and have a group discussion (ideally with these discussions archived and searchable).
- The ability to share, organize, and archive documents. Ideally with a search capability.
- Email notification if there are new discussions, posts, or documents. Ideally this would be customizable for the user to get more or less frequent updates.
- Ability to have video conferencing or webinars.
- Ability for any MVCAC member to view information from committees they are or are not part of.
- CDPH staff must be able to access information (for example, they cannot access the Dropbox service).

Other committees have identified very similar needs at this and previous meetings. The new MVCAC management company will be creating a new MVCAC webpage, and the new email and webpage management system meet some or all of the needs of this and the other committees. The IT committee is recommending waiting to see what AMG is able to provide before turning to an outside service.

Joel Buettner requested that the committee please communicate these needs to the MVCAC leadership, so they can look into solutions *ACTION ITEM- Mary Sorensen*.

4. Report on history of regional scientific meetings for Coastal region - Steve Schutz

Steve was unable to attend. Mary read highlights of an email from Steve describing the Coastal region meetings. Those meetings are held quarterly, always in central location (Alameda) and are attended by mosquito control districts, health departments, CDPH, and agriculture departments. Usually 10-15 people attend. Sometimes there are guest speakers, and each person or agency gives a brief oral report about happenings, projects, successes, and difficulties of interest to the group. The meetings last about 2 hours. All agree the meetings are a valuable opportunity to exchange ideas, talk about projects, give advice, and discuss challenges.

5. Discussion of plans for regional scientific meetings for Southern San Joaquin, Southern California – Jodi Holeman, Jeremy Wittie

Jeremy reported that Amber from Orange County proposed Southern Region working groups, including for example a regulatory working group, operations, pesticide resistance, enforcement and abatement, etc., and a scientific working group may fit into this structure. Amber: many agencies are interested and have given feedback on who should participate and what subjects could be addressed. Sub-groups could address specific topics/current events rather than or in addition to a broader scientific group. It will have to be taken into consideration how not to overlap with MVCAC committees but identify gaps in what is needed. These working groups would be smaller with just a few people.

Jodi reported that at the last South San Joaquin regional meeting, she asked if managers wanted their staff to participate in a regional scientific or lab type meeting. All were supportive, and one manager gave feedback that the meetings should be somewhat formal/structured (including an agenda) to justify staff time. For this region twice per year meetings might be better. Lots of enthusiasm was expressed for the idea particularly due to Ae aegypti. Jodi is hoping to have first meeting by the end of May.
Mary stated that geography may be an obstacle for some regions, so a technology solution like the previously-discussed video conferencing may be a good solution. Jodi reminded all attendees that Go to Webinar is available through the MVCAC. To use the go to webinar, contact Kim with AMG. Brian Reisinger is currently producing an MVCAC how-to document, but in the meantime instructions are also available through the Go to Webinar website.

Shaoming stated that there is no enthusiasm in the North San Joaquin region, however those who are interested in attending scientific and laboratory meetings can Coastal, SacValley, or other regional lab meetings in person, or attend remotely through video chat.

6. Discussion of pass-through funding and University of California overhead – Bill Reisen

Currently, from federal grants received by the University of California, 54% of the direct costs are assessed to pay UC for overhead costs (facilities, administration, etc). Historically the MVCAC agencies have not wanted to pay for these costs, rather they want the money they put toward research to go directly to the persons or project being funded. Right now to avoid overhead MVCAC member agencies must pass money through the MRF.

Bill Reisen reported that he contacted the business office in charge of contracts at UC Davis, and learned that they provide an overhead exemption if the non-profit granting entity has in its bylaws a policy stating that they will not pay indirect costs or overhead. If MVCAC created such a policy for all member agencies, then MVCAC agencies could contract directly with UC researchers to provide research funding without the concern of overhead or the necessity to pass funds through the Mosquito Research Foundation. If more information is needed, Bill can provide the contact information for Assistant Director Randi Jenkins.

An MVCAC policy regarding non-payment of overhead would also cover regional grants for research, so long as all the granting agencies were members of MVCAC.

Craig Downs clarified that the MRF will be happy to relinquish the pass-through function and have MVCAC handle the overhead agreement for member agencies.

Joel Buettner requested that the Vector Control Research Committee prepare language for MVCAC to state that member agencies will not pay overhead. *ACTION ITEM* Mary will prepare a draft of this language to be reviewed by first the committee and then the MVCAC leadership.

Joel Buettner also provided as a side note that KP is looking into how to reinstate some kind of legislative funding for University of CA mosquito and vector research, since the previous (MRP) funding was re-allocated by the UC.

7. Discussion of research updates concept and formatting – Mary Sorensen

Interest has been expressed in some way for agency scientific staff to keep up with recent developments in academic research relevant to vector control. Mary presented a draft (included below) of one possible
mechanism of summarizing recent journal articles. Feedback from the committee and audience was positive; however there was a consensus that preparing summaries of articles was too labor-intensive and not sustainable. Bill Reisen suggested that an automated service could be used to provide titles and abstracts of papers containing certain key words and that Chris Barker of UC Davis is particularly knowledgeable about these services. *ACTION ITEM- Mary Sorensen will look into options for automated email updates of recent journal articles*. 
Objective
To provide accessible summaries of current research publications of interest to the MVCAC community.

Format
Articles will be summarized in 2-4 sentences and 60 words or less. Summary authors will consider the relative interest to vector control professionals.

Citations will include the journal name and the DOI (digital object identifier), which allows the article to be located online even if the URL changes over time.

Journal List
Journal of Medical Entomology (6x/year: Jan-Nov)
Journal of Vector Ecology (2x/year: Jun and Dec)
Journal of the American Mosquito Control Association (4x/year: Mar/Jun/Sep/Dec)

Examples

**New adulticides safe for non-targets**
Aerial applications of two new unsynergized pyrethroid mosquito adulticides, Aqua-K-Othrine (2% deltamethrine) and Pesguard (10% d-phonothrine) were not found to cause mortality of honeybees, green lacewings, or predatory beetles. In addition, treated honeybee hives were found to be as healthy as untreated hives. (*Journal of Medical Entomology*, doi.org/10.1603/ME13242)

**Agitation necessary for egg hatch**
Daily agitation of the water surface from day 2-6 post-oviposition led to 83.1% of *Anopheles gambiae* eggs hatching compared to only 1.1% of non-agitated controls. This finding can lead to improved laboratory rearing practices as well as increased understanding of the ecological and evolutionary history of *An. gambiae*. (*Journal of Medical Entomology*, doi.org/10.1603/ME13100)

**Sprinklers deter mosquito oviposition**
Sprinklers operating in the morning and evening reduced Culex spp. eggs and larvae by more than 90% in a 2-year study of small experimental wetland pools containing either alkali bulrush or the larger California bulrush. In the absence of sprinkler treatment, alkali bulrush plots contained fewer late-instar mosquito larvae, possibly due to higher predation. (*Journal of Vector Ecology*, doi.org/10.1111/j.1948-7134.2013.12054.x)

**Grass infusion still the winner for gravid traps**
In a field experiment in Tanzania, a grass infusion was found to collect more gravid female *Culex quinquefasciatus* than either a trap baited with 2% nonanal attractant or an unbaited trap. A separate trial found no difference between nonanal alone and nonanal plus water. (*Journal of the American Mosquito Control Association*, doi.org/10.2987/13-6349.1)
July 2014

The following CVEC activities may be of interest to the MVCAC:

1. **West Nile virus.** The onset of the warm weather has triggered increased WNV activity from Los Angeles through Sacramento, with 196 dead birds and 123 mosquito pools testing positive for virus. Interestingly, this year early virus activity was detected Marin and San Mateo Counties, whereas virus has yet to be detected in Coachella Valley and Riverside County. Oral swab samples collected on RNASound Cards and tested by qRT-PCR have repeatedly detected WNV in dead birds, indicating that this system seems to be working well.

2. **Pesticide Applications and Resistance Testing (PART).** Since the Spring MVCAC Board Meeting, PART has been updated with data import and export tools via either spreadsheet upload or web services. These new features have been released to the Gateway ‘Sandbox’ at [http://sandbox.calsurv.org](http://sandbox.calsurv.org). Instructions on how to use the new import/export mechanisms can be found at [http://trac.calsurv.org/gateway#WebServices](http://trac.calsurv.org/gateway#WebServices).

3. **Dr. A Rizzoli, Fondazione Edmund Mach [FEM], Trento, Italy.** Outbreaks of West Nile virus have occurred repeatedly in northeastern Italy. Dr. Rizzoli and colleagues are interested in improving surveillance and intervention and will be visiting CVEC/UC Davis and the Sacramento-Yolo MVCD during July 2014. CVEC and FEM have formalized a Working Agreement under an Agreement of Cooperation between FEM and UC Davis and she will be discussing possible future collaborations with CVEC.

William K. Reisen, PhD