

*Board of Trustees:*

*David Schmidl, President, John Sanbrook, Secretary, Lakhvir Ghag, Wade Kirchner, John Link, Ricky Samayoa and Joshua Luce*

Documents & materials relating to an open session agenda item that are provided to the SYMVCD Board less than 72 hours prior to a regular meeting will be available for public inspection. Please contact the District Office at 530 674-5456 or [kvalencia@sutter-yubamvcd.org](mailto:kvalencia@sutter-yubamvcd.org)

**SUTTER-YUBA MOSQUITO & VECTOR CONTROL DISTRICT AGENDA**

701 Bogue Road, Yuba City, CA. (530) 674-5456

Thursday, December 11, 2025, 4:30 P.M.

1. Call to Order
2. Pledge of Allegiance
- motion 3. Emergency Agenda Items
- motion 4. Consent Agenda:  
The Consent Calendar groups together those items which are considered noncontroversial or for which prior policy direction has been given to staff and that requires only routine action by the Board. The Chair will advise the audience that the matters may be adopted in total by one motion; however, the Board may, at its option or upon request of a member of the public, consider any matter separately.
  - A. Minutes of November 13, 2025
  - B. Bills for November 2025
- motion 5. Vector Control JPA Retrospective Adjustment for the Liability Program: Board approval to deposit the refund into the District's VCJPA Member Contingency Fund.
6. Public Comments
7. Manager Comments: The manager will report on the following:
  - a) Written report from MVCAC Planning meeting
  - b) Status of Annual Audit
  - c) District activities
8. Trustee Comments
9. Adjournment

*Any person who needs a disability-related modification or accommodation to participate in this meeting, should contact the District at (530) 674-5456 or by fax at (530) 674-5534. Requests must be made as early as possible and at least 72 hours prior to the meeting for the District to make reasonable arrangements and ensure accessibility.*

## NOVEMBER 13, 2025 MINUTES

The regular meeting of the Sutter-Yuba Mosquito & Vector Control District Board of Trustees was called to order by Board President Schmidl at 4:30 P.M., Thursday, November 13, 2025.

**PRESENT:** President Schmidl, Secretary Sanbrook, Kirchner, Link

**ABSENT:** Samayoa, Ghag

**ALSO PRESENT:** Manager Abshier and General Foreman Songer

**EMERGENCY AGENDA ITEMS:** None

### CONSENT AGENDA:

- A. Minutes of October 9, 2025
- B. Bills for October 2025
- C. Merit increase for Alex Blatt, Mosquito Control Technician II. Blatt is being recommended for a salary increase to be effective November 1, 2025. The salary increase will be from step 2 to step 3, for Mosquito Control Technician II on the salary range schedule.

A motion was made by Link and seconded by Sanbrook approving the consent agenda. The motion was approved with Link, Sanbrook, and Schmidl in favor and Kirchner abstained.

**APPROVAL TO SEND THE DISTRICT MANAGER TO THE MVCAC DECEMBER PLANNING MEETING IN VISALIA, CALIFORNIA, DECEMBER 2-4, 2025:** Abshier presented the estimated travel costs for attendance at the MVCAC (the association) Planning Meeting. The purpose of the meeting is to review the association goals for 2025, explore planning objectives and committee responsibilities for 2026, and hear the incoming president's executive priorities. As Board President, the hotel accommodation is provided by the MVCAC at no cost, except for \$2.40 in fees. Additional expenses include travel using a District vehicle and meals. A motion was made by Kirchner and seconded by Link to approve sending the District Manager to the MVCAC December Planning Meeting in Visalia, California, December 2-4, 2025. The motion was approved by a unanimous vote.

**APPROVAL TO SEND STAFF TO THE VCJPA ANNUAL WORKSHOP FEBRUARY 26-27, 2026:** The District is a member of the Vector Control Joint Powers Agency (VCJPA), which holds an annual workshop to present on various programs offered to its members. These programs include workers' compensation insurance, property and liability coverage, vehicle insurance, and risk mitigation consulting. VCJPA pays costs for one attendee, inclusive of meeting registration, accommodations for the nights of the 25<sup>th</sup> and 26<sup>th</sup>, and some meals. Abshier emphasized the importance of sending two administrative staff members to the conference. The costs for the second attendee will include hotel for two nights, mileage, and meals. A motion was made by Kirchner and seconded by Sanbrook to approve sending staff to the VCJPA annual workshop, scheduled for February 26-27, 2026. The motion was approved unanimously.

**APPROVAL FOR THE PURCHASE OF TWO, 2026, 2-WHEEL DRIVE, ½ TON PICKUPS:** Vehicle bids were requested from five dealers. All prices quoted are the total cost for two, 2026, 2-wheel drive, ½ ton pickups. Warranties offered are the same, at 3-year/36,000 miles for bumper-to-bumper, and 5-year/60,000 miles for powertrain warranty. Downtown Ford of Sacramento submitted the lowest bid at \$77,452.00. Additional bids were received from Larry Geweke Ford of Yuba City at \$79,866.48, Gridley Country Ford of Gridley at \$81,927.83, and Winner Chevrolet of Colfax at \$80,583.70. Lithia Dodge of Yuba City did not respond to the request. All quotes were within the budgeted amount. Abshier noted he prefers to support local business and Larry Geweke Ford has been a dealer with a good history with the District. Abshier recommended approving the bid from Larry Geweke Ford. A motion was made by Schmidl and seconded by Kirchner approving the purchase of two, 2026, ½ ton, 2-wheel drive pickup trucks from Larry Geweke Ford at \$79,866.48. The motion was approved by a unanimous vote.

**WORKERS' COMPENSATION PROGRAM RETROSPECTIVE ADJUSTMENT AS OF JUNE 30, 2025:** Abshier reported that the District recently received an invoice for a retrospective adjustment to the workers' compensation program in the amount of \$4,338. The District's workers' compensation premium for fiscal year 2025-2026 was \$79,975. He explained that when a program year is closed, actual claim activity within the pool is reviewed and adjustments are applied based on those outcomes. Abshier contacted the District's workers' compensation provider, AIMS, to clarify the adjustment and resulting invoice. A significant claim from another district, estimated at approximately \$515,000, was a contributing factor. During that same

retrospective period, the Sutter-Yuba Mosquito & Vector Control District had five claims. Costs associated with the incidents were relatively low. Abshier asked the VCJPA to provide recommendations that may help the District avoid future invoices. A motion was made by Link and seconded by Kirchner to approve payment of the \$4,338 retrospective adjustment invoice from the VCJPA member contingency fund. The motion was approved by unanimous vote.

**PUBLIC COMMENTS:** None

**MANAGER COMMENTS:**

- The District has reported no human West Nile virus (WNV) infection in Yuba County and two human infections in Sutter County to date. Current transmission risk is considered extremely low due to the absence of vector presence and average daily temperatures remaining below 60 degrees.
- Mosquito abundance trapping concluded in mid-October and will resume in May.
- The City of Wheatland is scheduled to appoint a Trustee to fill our vacancy at its November 25th council meeting. The District's trustee vacancy is expected to be filled by the next board meeting in December.
- The VCJPA Member Contingency Fund balance is \$349,289.
- None of the Sutter-Yuba Mosquito & Vector Control District Trustee terms are ending on December 31, 2025.
- Smith & Newell conducted a field visit as a part of the annual audit on October 16<sup>th</sup> to review and verify invoices, payments, receipts and other documents. Smith and Newell still require a completed trial balance to complete their audit which is being held up by the Sutter County Auditor's office. The Sutter County Auditor had not closed their books as of the date of the audit as they are still working out the kinks of a new financial system. Once the audit report from Smith and Newell is available, Abshier will forward it to the Board for review, in advance of the meeting. Link expressed that to get the report timely it may require pressure from the County's leadership, such as the CAO to motivate the Auditor's Office to update and provide the information required by our auditor. Abshier will follow up with Smith & Newell to determine whether they have received a timeline or the required information from the Auditor's Office. If progress remains stalled, Abshier will escalate the issue to the CAO's office.
- District employees will attend continuing education sessions held by the Sutter County Agricultural Department, with two sessions scheduled in November and two in December.
- The MVCAC Sacramento Valley Region continuing education is scheduled for November 19<sup>th</sup> at the Yuba City Veteran's Hall. The cost is \$25 per person, which primarily covers the lunch meal.
- The District office will be closed on Thanksgiving Day and the day after Thanksgiving.

**TRUSTEE COMMENTS:** None

**ADJOURNMENT:** There being no further business, a motion was made by Link and seconded by Kirchner to adjourn the meeting. The motion was approved by a unanimous vote.

President Schmidl adjourned the meeting.

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John Sanbrook, Board Secretary

**Sutter-Yuba Mosquito and Vector control District**

**NOVEMBER 2025 BILLS**

<b>Name</b>	<b>Date</b>	<b>Amount</b>	<b>Other</b>	<b>Total</b>
Airgas	12/11/2025	157.99		157.99
Air & Lube Systems, INC.	"	299.00		299.00
ATT	"	133.31		133.31
Golden Bear Alarms	"	125.00		125.00
Grow West	"	274.88		274.88
Home Depot	"	200.52		200.52
Internal Revenue Service	"	337.73		337.73
Lake, Devin	"	150.00		150.00
Larry Geweke	"	1,068.84		1,068.84
Nor Cal Gloves	"	87.00		87.00
Placer Mosquito & Vector Control District	"	350.00		350.00
Samay, Michael	"	86.52		86.52
Santa Ana, Alfonso	"	649.00		649.00
Shadd Janitorial	"	535.17		535.17
Sutter-Yuba MVCD Petty Cash	"	29.42		29.42
US Bank	"	6,919.34		6,919.34
Wex Bank	"	674.32		674.32
Yuba City Scrap and Steel	"	307.63		307.63
<b>TOTAL</b>		<b>12,385.67</b>	<b>0.00</b>	<b>12,385.67</b>

The above referred to list is herein certified as a true and correct list of allowed claims which have been allowed by the Board of Trustees as dated:12/11/2025

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Signature

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Signature

Members of the MVCAC convened in December for the Association's annual review of progress on the 2025 executive priorities and committee charges, as well as to initiate planning for 2026. The MVCAC operates through ten standing committees, each of which is responsible for ongoing charges and for advancing priorities assigned by the President to support the Association's strategic goals. As MVCAC President last year, I issued a set of executive priorities to guide both the committees and several short-term working groups.

#### **Executive Priorities for 2025**

- **Trustee Manual Update-** The current Trustee Manual, last amended in 2012, requires substantial revision. The document serves as an informational resource for mosquito & vector control district trustees. Planned updates include new sections addressing invasive *Aedes* mosquitoes and associated diseases, district governance, trustee roles and legal responsibilities, and district finance.
- **Improved Association Member Engagement-** To enhance transparency and accessibility, Board meeting agendas and packets have been clarified and reorganized. In addition to meeting minutes, action-item summaries are now distributed to members. Work continues on developing mentorship pathways to prepare member-agency staff for leadership roles within MVCAC.
- **MVCAC Policy Manual Review-** A comprehensive comparison of current practices versus written policies has identified several areas requiring revision. Updates to the Policy Manual are in progress.
- **Engagement with Private Pest Control Professionals-** This priority seeks to broaden industry outreach by engaging in continuing-education presentations for private-sector pest control professionals.
- **Invasive *Aedes* Best Management Practices Guidance Document-** Districts in Southern California have gained operational experience in effective mitigation strategies for invasive *Aedes* mosquitoes. A concise, operations-focused guidance document is being developed to capture and share these best practices statewide.
- **Cybersecurity Best Practices-** The Information Technologies Committee is distributing vetted video resources and other materials to strengthen members' awareness of cybersecurity standards and protective measures.

#### **Executive Priorities for 2026**

Incoming President Paula Macedo has identified mentoring and professional development as her primary priority for 2026, with an emphasis on building capacity among new staff for future roles within MVCAC. Several priorities from 2025 remain ongoing and will continue into the upcoming year. All proposed new and continuing committee charges will be compiled and presented to the MVCAC Board for approval at its February 2026 meeting.

#### **Fourth-Quarter MVCAC Board Meeting Summary**

- Approved two MVCAC nominees for the newly established CDPR Sustainable Pest Management Advisory Board.
- Authorized the development of requests for proposals for both legislative advocacy services and association management services. The current contracts with AMG and KP Public Affairs expire in June 2027, and the Board seeks to benchmark market rates ahead of future contract decisions.
- Confirmed March 10–11, 2026, as the dates for the Association's annual legislative outreach in Sacramento.
- Approved the annual budget report and the Association's audit.
- Authorized copyright selections needed to transition the MVCAC Annual Conference Proceedings to the eScholarship online hosting platform.

#### **Service Provider Performance Evaluation**

Members reviewed the results of a recent survey evaluating the performance of the Association's management and legislative advocacy service providers. The Board discussed areas of strong performance as well as member-identified shortcomings. Each firm will receive feedback summarizing these findings.

Prepared by: Stephen Abshier