

**FRESNO WESTSIDE MOSQUITO ABATEMENT DISTRICT
BOARD OF TRUSTEES MEETING
District Office, 2555 N Street, Firebaugh, California**

**November 10, 2021
12:45 p.m.**

AGENDA

Google Meet joining info

Video call link: <https://meet.google.com/xip-rhek-mcy>

Or dial: (US) +1 513-816-1165 PIN: 997 383 005#

More phone numbers: <https://tel.meet/xip-rhek-mcy?pin=6501739461115>

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. REMOTE MEETING AUTHORIZATION

The Board will consider finding under Gov. Code § 54953(e)(3) that a result of the continuing COVID-19 emergency: (i) the board has reconsidered the circumstances of the state of emergency; (ii) renew prior findings that meeting in person would continue to present imminent risks to the health or safety of attendees; and (iii) the authorization for meetings to be held by teleconference pursuant to Gov. Code, § 54953, subd. (e)(1)(C) is renewed.

5. ITEMS GENERAL CONSENT

- a) MINUTES OF THE LAST MEETING
- b) CHECKS FOR RATIFICATION
- c) CHECKS FOR APPROVAL
- d) FINANCIAL REPORTS

6. PUBLIC COMMENT

This portion of the meeting is reserved for persons desiring to address the Board on any public matter within the Board's jurisdiction. The Board President may impose a time limit on said comments.

**7. APPROVAL OF ADDITIONAL ITEMS OF IMMEDIATE NEED TO THE
AGENDA**

(Requires $\frac{2}{3}$ Board approval)

8. STAFF REPORTS AND INFORMATION

- a) **OPERATIONS AND LEGISLATIVE REPORT**
District staff will update the Board on District operations, legislative and regulatory issues, mosquito conditions, staffing, program plans for the oncoming season and other issues of importance to this District.
- b) **MEETING REPORTS**
District staff will present an oral report of all meetings attended since the last board meeting.
- c) **UPCOMING MEETINGS**
District staff will inform the Board of upcoming meetings.

9. ACTION – Action may be taken on any item on the agenda. Items in this section are expected to have action taken at this meeting.

- a) **2022 MEETING SCHEDULE**
The Manager will provide a schedule of the regular Board Meetings for 2022. The Board will also discuss their preferences for lunch prior to the meetings.
- b) **CDPH COOPERATIVE AGREEMENT**
The Manager will present the Cooperative Agreement with CDPH for consideration.
- c) **APPROVAL OF OUT-OF-STATE TRAVEL FOR 2022**
The Board will consider approval of out-of-state travel for the Manager and Staff.
- d) **POLICY #2275 SOCIAL MEDIA**
The Manager will present Policy #2275 Social Media related to employee social media use. This policy will be considered for final approval and possible adoption.
- e) **POLICY # 4010 CODE OF ETHICS**
The Manager will present changes to Policy # 4010 Code of Ethics. The policy will be considered for final approval at the next regular board meeting.

10. TRUSTEE ISSUES

- a) **TRUSTEE REPORTS AND QUESTIONS**

The Trustees will report on mosquito conditions and public opinion in their respective areas. Any questions or problems will be presented to staff.

- b) **TRUSTEE DINNER**

11. REQUEST FOR FUTURE AGENDA ITEMS - The Board President will entertain suggestions for future agenda items.

12. ADJOURNMENT

The next regular meeting of the Board is Thursday, **December 09, 2021.**

Accessible Public Meetings: Upon request, the Fresno Westside Mosquito Abatement District will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and a brief description of the requested materials and preferred alternative format or auxiliary aid or service at least eight (8) days before the meeting. Requests should be sent to: Fresno Westside Mosquito Abatement District, 2555 N Street, Firebaugh, CA 93622 or admin@fresnowestmosquito.com.

DISTRICT FRESNO WESTSIDE MOSQUITO ABATEMENT
2555 N Street - FIREBAUGH, CALIFORNIA, 93622

MINUTES: Board Meeting ----- October 14, 2021
Headquarters ----- Firebaugh, California

TRUSTEES PRESENT: Capuchino, Felker, Fontana (Remote), Williams
TRUSTEES ABSENT: Ram
OTHERS PRESENT: Conlin Reis, Dist. Manager

President Fontana called the meeting to order at 12:47 p.m.

* The Manager presented the annual audit and Manager's Report for FY 2020-21. After some discussion, a motion was made, seconded, and passed unanimously to approve the audit and report as presented.

MOTION: Trustee Felker SECOND: Trustee Capuchino

* President Fontana called for review of the General Consent items. The Quarterly Investment Report was included in these items. Following discussion and review, a motion was made, seconded, and passed unanimously to approve the general consent items, as presented.

MOTION: Trustee Felker SECOND: Trustee Capuchino

There was no public comment.

There were no additions to the agenda.

The Manager provided an overview of mosquito and WNV activity in the region and state.

The Manager provided a brief oral report on District operations, legislative, regulatory and other issues of importance to this District.

The Manager provided a very brief report on meetings he had attended over the past month on behalf of the District.

The Manager informed the Board of upcoming meetings and let them know which meetings he and the staff plan to attend on behalf of the District.

The Manager presented potential changes to Policy #2275 Social Media related to employee social media use. These changes will be considered for final approval at the next regular board meeting.

* The Board considered a resolution under the substantive and procedural requirements of AB 361 to conduct remote teleconference meetings in accordance with the new law. A motion was made, seconded, and passed unanimously to approve the resolution as presented.

MOTION: Trustee Felker SECOND: Trustee Capuchino

Ayes: Felker, Capuchino, Williams, Fontana

Nays: None

Absent/Abstain: Ram (Absent)

Resolution #287

* The Board considered returning to a 4-10 hour schedule for the period of November 29, 2021 through February 18, 2022. After some discussion, a motion was made, seconded and passed unanimously to approve the schedule as presented.

MOTION: Trustee Felker SECOND: Trustee Williams

* The Manager presented the Board information on the potential need for abatement of The Wonderful Company due to continued production of mosquitoes in orchards near the City of Firebaugh. It was the consensus of the Board that if the conditions resume at the beginning of next mosquito season, the District will initiate abatement.

* The Board discussed the annual Personnel Appreciation Luncheon and the November Board Meeting, which were scheduled to occur on November 12, 2021. Due to the observance of Veteran's Day on Thursday November 11, 2021, the Board decided to move both the Luncheon and Board Meeting to Wednesday November 10, 2021. The Manager was directed to find a restaurant to host the luncheon.

MOTION: Trustee Capuchino SECOND: Trustee Felker

The Trustees were asked to report on mosquito conditions and public opinions in their respective areas.

The Trustees would like to host their annual dinner on December 8th, 2021. The Manager was directed to find a suitable location for the event.

There being no further business, the meeting was adjourned at 2:35 p.m. The next regular meeting of the Board will be held on November 10, 2021.

Chairman

Secretary

Fresno Westside Mosquito Abatement District
Checks for Ratification
October 20 through November 9, 2021

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Oct 20 - Nov 9, 21				
10/28/2021		QuickBooks Payroll Service	Created by Payroll Service on 10/20/2021	-14,778.70
10/29/2021		Angela Patlan Diedrich	Case 12 CE FL 04871	-500.00
10/28/2021		QuickBooks Payroll Service	Created by Direct Deposit Service on 10/22...	-1.75
11/01/2021	AutoPay	Blue Shield of California	Health Ins. Premium - September_2021	-4,857.39
11/04/2021	AutoPay	Pacific Gas & Electric Co.	Utilities	-1,341.47
11/01/2021	E-Pay	Mutual of Omaha	Life Ins.	-211.35
10/29/2021	E-Pay	VOYA Institutional Trust Co.	Def Comp	-350.00
10/29/2021	E-Pay	FRESNO WESTSIDE M.A.D.	94-6037648	-6,401.66
10/29/2021	E-Pay	FRESNO WESTSIDE M.A.D.	698-1686-6	-621.75
10/29/2021	E-Pay	Calpers 457	Def Comp	-3,750.00
10/29/2021	E-Pay	FRESNO WESTSIDE M.A.D.	4649627650	-2,115.14
10/29/2021	E-Pay	FRESNO WESTSIDE M.A.D.	4649627650	-7,059.72
10/29/2021	DD1814	Diedrich, Matt	Direct Deposit	0.00
10/29/2021	DD1815	Quigley, Robert	Direct Deposit	0.00
10/29/2021	DD1816	Ramos, Edward	Direct Deposit	0.00
10/29/2021	DD1817	Reis, Conlin	Direct Deposit	0.00
10/29/2021	DD1818	Rowan, Chance D	Direct Deposit	0.00
10/29/2021	DD1819	Verdugo, Alfredo J	Direct Deposit	0.00
10/29/2021	DD1820	Young, Brenda D	Direct Deposit	0.00
10/29/2021	8774	ASI Administrative Solutions	Claims	-158.28
10/29/2021	8775	ASI Administrative Solutions	Admin_November	-292.50
10/29/2021	8776	CCVCJPA	CCVCJPA - Dues	-1,000.00
10/29/2021	8777	CCVCJPA	Dental/Vision - November_2021	-440.03
10/29/2021	8778	SDRMA	Worker's Comp Final audit	-532.70
10/29/2021	8779	Burns, Richard	Pay Period 10/16/2021 - 10/31/2021	-1,802.73
10/29/2021	8780	Chapman, Brian	Pay Period 10/16/2021 - 10/31/2021	-1,620.00
10/29/2021	8781	Howard, Robert C.	Pay Period 10/16/2021 - 10/31/2021	-1,196.85
Oct 20 - Nov 9, 21				-49,032.02

Fresno Westside Mosquito Abatement District
Checks for Approval
November 10 - 17, 2021

Date	Num	Name	Memo	Amount
Nov 10 - 17, 21				
11/12/2021		QuickBooks Payroll Service	Created by Payroll Service on 11/05/2021	-14,778.75
11/15/2021		Angela Patlan Diedrich	Case 12 CE FL 04871	-500.00
11/12/2021		QuickBooks Payroll Service	Created by Direct Deposit Service on 11/05/2021	-1.75
11/15/2021	E-Pay	FRESNO WESTSIDE M.A.D.	FIT, MED, OASDI	-6,264.42
11/15/2021	E-Pay	FRESNO WESTSIDE M.A.D.	CA State Tax	-621.75
11/15/2021	E-Pay	VOYA Institutional Trust Co.	Def Comp	-350.00
11/15/2021	DD1821	Diedrich, Matt	Direct Deposit	0.00
11/15/2021	DD1822	Quigley, Robert	Direct Deposit	0.00
11/15/2021	DD1823	Ramos, Edward	Direct Deposit	0.00
11/15/2021	DD1824	Reis, Conlin	Direct Deposit	0.00
11/15/2021	DD1825	Rowan, Chance D	Direct Deposit	0.00
11/15/2021	DD1826	Verdugo, Alfredo J	Direct Deposit	0.00
11/15/2021	DD1827	Young, Brenda D	Direct Deposit	0.00
11/10/2021	8782	ASI Administrative Solutions	Claims	-1,780.70
11/10/2021	8783	AT&T - CALNET	office phones	-165.18
11/10/2021	8784	Fresno County Tax Collector	VOID:	0.00
11/10/2021	8785	Guthrie Petroleum	870 gallons gas	-3,364.04
11/10/2021	8786	TDC Aero Logistics Inc.	Aircraft Management	-3,915.00
11/10/2021	8787	Conlin D. Reis	Meals: Reis - MVCAC Planning Meeting, San Francis...	-185.00
11/15/2021	8788	Capuchino, S. Leo	Trustee in-lieu_October	-92.35
11/15/2021	8789	Felker, Robert	Trustee in-lieu_October	-92.35
11/15/2021	8790	Fontana, Eric	Trustee in-lieu_October	-92.35
11/15/2021	8791	Williams, Frank	Trustee in-lieu_October	-92.35
11/15/2021	8792	Burns, Richard	Pay Period 11/01/2021 - 11/15/2021	-1,802.74
11/15/2021	8793	Chapman, Brian	Pay Period 11/01/2021 - 11/15/2021	-1,620.01
11/10/2021	8794	Fresno County Tax Collector	2021-22 tax bill	-94.28
11/10/2021	8795	US Bank Corporate Payment Systems	CalCard Payment	-1,749.15
11/17/2021	294724	FRESNO WESTSIDE M.A.D.	VOID: Replenish revolving account	0.00
11/17/2021	294724	FRESNO WESTSIDE M.A.D.	Replenish revolving account	0.00
11/17/2021	294725	FRESNO WESTSIDE M.A.D.	Replenish revolving account	-87,000.00
11/17/2021	294725	FRESNO WESTSIDE M.A.D.	Replenish revolving account	87,000.00
Nov 10 - 17, 21				-37,562.17

Fresno Westside Mosquito Abatement District

Profit & Loss

October 2021

11/09/21

Accrual Basis

	<u>Oct 21</u>	<u>Oct 20</u>
Ordinary Income/Expense		
Income		
District Deposits	672.43	617.62
Interest	677.75	671.54
Other Charge	15,046.63	11,594.95
Taxes - Property	875.54	1,043.61
Total Income	<u>17,272.35</u>	<u>13,927.72</u>
Gross Profit	17,272.35	13,927.72
Expense		
5010 Salaries & Wages	58,427.93	56,378.09
5020 OASDI, Retirement		
5021 OASDI	4,463.05	4,294.36
5022 CalPERS Normal	5,362.70	5,144.11
Total 5020 OASDI, Retirement	<u>9,825.75</u>	<u>9,438.47</u>
5030 Gr. Ins., Unemp.		
5032 Unemp.	0.00	72.07
5033 Health Insurance Premiums	4,498.14	4,560.70
5034 Health Insurance Admin.	292.50	270.00
5035 Health Insurance Claims	3,392.48	326.06
5036 Life/Dental/Vision Ins.	83.25	327.73
5030 Gr. Ins., Unemp. - Other	0.00	0.00
Total 5030 Gr. Ins., Unemp.	<u>8,266.37</u>	<u>5,556.56</u>
5050 Clothing	249.44	266.20
5060 Communications	579.90	183.21
5090 Household	0.00	53.11
5100 Insurance		
5103 Compensation	532.70	0.00
Total 5100 Insurance	<u>532.70</u>	<u>0.00</u>
5120 Equipment Maintenance		
5121 Gas & Oil	3,459.05	1,779.76
5122 Parts, Repairs	499.52	323.65
5123 Shop Expense	5.35	0.00
5125 Parts & Repairs, Aircraft	0.00	600.00
Total 5120 Equipment Maintenance	<u>3,963.92</u>	<u>2,703.41</u>
5130 Bldg and Grounds Maint.	81.24	78.94
5150 Membership and Dues	1,000.00	9,500.00
5170 Office Expense	0.00	63.00
5230 District Special Expense		
5231 Miscellaneous	182.70	0.00
5232 Field Expenses	107.92	0.00
5234 Surveillance	677.59	3,782.37
5235 Public Education	214.87	300.34

Fresno Westside Mosquito Abatement District

Profit & Loss

October 2021

11/09/21

Accrual Basis

	<u>Oct 21</u>	<u>Oct 20</u>
5236 Aerial Management	3,825.00	3,770.00
Total 5230 District Special Expense	5,008.08	7,852.71
5250 Transportation		
5251 Trustees	400.00	400.00
Total 5250 Transportation	400.00	400.00
5260 Utilities	1,434.32	1,271.69
5390 Long Term Debt	66,228.07	0.00
Payroll Expenses	3.50	3.50
Total Expense	<u>156,001.22</u>	<u>93,748.89</u>
Net Ordinary Income	<u>-138,728.87</u>	<u>-79,821.17</u>
Net Income	<u><u>-138,728.87</u></u>	<u><u>-79,821.17</u></u>

Fresno Westside Mosquito Abatement District
Budget Comparison by Account
 July through October 2021

	Jul - Oct 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
District Deposits	672.43	2,700.00	-2,027.57	24.9%
Interest	2,402.30	18,000.00	-15,597.70	13.3%
Other Charge	23,677.44	47,427.00	-23,749.56	49.9%
Taxes - Benefit Assessment	0.00	556,701.00	-556,701.00	0.0%
Taxes - Property	7,748.67	956,518.00	-948,769.33	0.8%
Total Income	34,500.84	1,581,346.00	-1,546,845.16	2.2%
Gross Profit	34,500.84	1,581,346.00	-1,546,845.16	2.2%
Expense				
5010 Salaries & Wages	241,310.47	704,157.00	-462,846.53	34.3%
5020 OASDI, Retirement				
5021 OASDI	18,415.17	53,868.00	-35,452.83	34.2%
5022 CalPERS Normal	21,450.80	64,272.00	-42,821.20	33.4%
5023 Unfunded Accrued Liability	35,240.00	35,240.00	0.00	100.0%
Total 5020 OASDI, Retirement	75,105.97	153,380.00	-78,274.03	49.0%
5030 Gr. Ins., Unemp.				
5032 Unemp.	152.25	4,774.00	-4,621.75	3.2%
5033 Health Insurance Premiums	17,992.56	58,200.00	-40,207.44	30.9%
5034 Health Insurance Admin.	1,170.00	3,900.00	-2,730.00	30.0%
5035 Health Insurance Claims	6,324.09	23,033.00	-16,708.91	27.5%
5036 Life/Dental/Vision Ins.	1,139.52	5,222.00	-4,082.48	21.8%
5030 Gr. Ins., Unemp. - Other	73.32			
Total 5030 Gr. Ins., Unemp.	26,851.74	95,129.00	-68,277.26	28.2%
5040 Insecticide	5,584.11	100,000.00	-94,415.89	5.6%
5050 Clothing	1,117.19	3,518.00	-2,400.81	31.8%
5060 Communications	1,989.43	5,500.00	-3,510.57	36.2%
5090 Household	156.80	500.00	-343.20	31.4%
5100 Insurance				
5101 General, Liability, Auto	36,909.77	36,910.00	-0.23	100.0%
5102 Aircraft	0.00	11,500.00	-11,500.00	0.0%
5103 Compensation	17,164.58	21,000.00	-3,835.42	81.7%
5104 Deductibles	0.00	1,000.00	-1,000.00	0.0%
Total 5100 Insurance	54,074.35	70,410.00	-16,335.65	76.8%
5120 Equipment Maintenance				
5121 Gas & Oil	11,881.27	20,000.00	-8,118.73	59.4%
5122 Parts, Repairs	2,626.03	6,500.00	-3,873.97	40.4%
5123 Shop Expense	49.94	300.00	-250.06	16.6%
5124 Gas & Oil - Aircraft	2,906.40	7,885.00	-4,978.60	36.9%
5125 Parts & Repairs, Aircraft	240.00	9,000.00	-8,760.00	2.7%
Total 5120 Equipment Maintenance	17,703.64	43,685.00	-25,981.36	40.5%
5130 Bldg and Grounds Maint.	563.79	4,000.00	-3,436.21	14.1%
5140 Lab Expenses	0.00	1,000.00	-1,000.00	0.0%

Fresno Westside Mosquito Abatement District
Budget Comparison by Account
 July through October 2021

	Jul - Oct 21	Budget	\$ Over Budget	% of Budget
5150 Membership and Dues	11,850.00	16,800.00	-4,950.00	70.5%
5170 Office Expense	942.75	2,250.00	-1,307.25	41.9%
5180 Professional Services	13,089.71	20,500.00	-7,410.29	63.9%
5200 Equipment Rentals	931.65	1,000.00	-68.35	93.2%
5220 Small Tools	71.59	300.00	-228.41	23.9%
5230 District Special Expense				
5231 Miscellaneous	2,669.94	5,550.00	-2,880.06	48.1%
5232 Field Expenses	982.14	2,500.00	-1,517.86	39.3%
5233 Research	16.92	1,500.00	-1,483.08	1.1%
5234 Surveillance	9,875.15	21,000.00	-11,124.85	47.0%
5235 Public Education	496.89	2,500.00	-2,003.11	19.9%
5236 Aerial Management	8,160.00	20,000.00	-11,840.00	40.8%
5237 Digital Field Data License	0.00	6,200.00	-6,200.00	0.0%
5230 District Special Expense - Other	-7.93			
Total 5230 District Special Expense	22,193.11	59,250.00	-37,056.89	37.5%
5250 Transportation				
5251 Trustees	1,800.00	8,000.00	-6,200.00	22.5%
5252 Travel Expenses	1,274.32	15,400.00	-14,125.68	8.3%
Total 5250 Transportation	3,074.32	23,400.00	-20,325.68	13.1%
5260 Utilities	6,357.49	15,000.00	-8,642.51	42.4%
5340 Fees & Assessments	0.00	3,500.00	-3,500.00	0.0%
5360 Bldg & Grounds Improve.	0.00	5,000.00	-5,000.00	0.0%
5370 Capital Outlay				
5372 Auto	0.00	32,000.00	-32,000.00	0.0%
5375 Field	0.00	75,000.00	-75,000.00	0.0%
Total 5370 Capital Outlay	0.00	107,000.00	-107,000.00	0.0%
5390 Long Term Debt	66,228.07	132,500.00	-66,271.93	50.0%
Payroll Expenses	15.75			
Total Expense	549,211.93	1,567,779.00	-1,018,567.07	35.0%
Net Ordinary Income	-514,711.09	13,567.00	-528,278.09	-3,793.8%
Net Income	-514,711.09	13,567.00	-528,278.09	-3,793.8%

Fresno Westside Mosquito Abatement District
Year to Date Comparison
July through October 2021

	Jul - Oct 21	Jul - Oct 20	\$ Change	% Change
Ordinary Income/Expense				
Income				
District Deposits	672.43	951.05	-278.62	-29.3%
Interest	2,402.30	674.32	1,727.98	256.3%
Other Charge	23,677.44	29,309.61	-5,632.17	-19.2%
Taxes - Benefit Assessment	0.00	82.26	-82.26	-100.0%
Taxes - Property	7,748.67	14,502.82	-6,754.15	-46.6%
Total Income	34,500.84	45,520.06	-11,019.22	-24.2%
Gross Profit	34,500.84	45,520.06	-11,019.22	-24.2%
Expense				
5010 Salaries & Wages	241,310.47	226,259.62	15,050.85	6.7%
5020 OASDI, Retirement				
5021 OASDI	18,415.17	17,257.58	1,157.59	6.7%
5022 CalPERS Normal	21,450.80	20,576.44	874.36	4.3%
5023 Unfunded Accrued Liability	35,240.00	24,801.00	10,439.00	42.1%
Total 5020 OASDI, Retirement	75,105.97	62,635.02	12,470.95	19.9%
5030 Gr. Ins., Unemp.				
5032 Unemp.	152.25	327.45	-175.20	-53.5%
5033 Health Insurance Premiums	17,992.56	18,242.80	-250.24	-1.4%
5034 Health Insurance Admin.	1,170.00	1,080.00	90.00	8.3%
5035 Health Insurance Claims	6,324.09	994.61	5,329.48	535.8%
5036 Life/Dental/Vision Ins.	1,139.52	1,310.92	-171.40	-13.1%
5030 Gr. Ins., Unemp. - Other	73.32	0.00	73.32	100.0%
Total 5030 Gr. Ins., Unemp.	26,851.74	21,955.78	4,895.96	22.3%
5040 Insecticide	5,584.11	36,034.53	-30,450.42	-84.5%
5050 Clothing	1,117.19	1,196.98	-79.79	-6.7%
5060 Communications	1,989.43	1,786.01	203.42	11.4%
5090 Household	156.80	266.62	-109.82	-41.2%
5100 Insurance				
5101 General, Liability, Auto	36,909.77	45,334.77	-8,425.00	-18.6%
5103 Compensation	17,164.58	19,819.45	-2,654.87	-13.4%
Total 5100 Insurance	54,074.35	65,154.22	-11,079.87	-17.0%
5120 Equipment Maintenance				
5121 Gas & Oil	11,881.27	8,302.67	3,578.60	43.1%
5122 Parts, Repairs	2,626.03	4,401.88	-1,775.85	-40.3%
5123 Shop Expense	49.94	31.96	17.98	56.3%
5124 Gas & Oil - Aircraft	2,906.40	1,923.78	982.62	51.1%
5125 Parts & Repairs, Aircraft	240.00	2,720.03	-2,480.03	-91.2%
Total 5120 Equipment Maintenance	17,703.64	17,380.32	323.32	1.9%
5130 Bldg and Grounds Maint.	563.79	430.70	133.09	30.9%
5140 Lab Expenses	0.00	28.06	-28.06	-100.0%
5150 Membership and Dues	11,850.00	10,300.00	1,550.00	15.1%
5170 Office Expense	942.75	368.24	574.51	156.0%

Fresno Westside Mosquito Abatement District
Year to Date Comparison
July through October 2021

	Jul - Oct 21	Jul - Oct 20	\$ Change	% Change
5180 Professional Services	13,089.71	13,188.76	-99.05	-0.8%
5200 Equipment Rentals	931.65	0.00	931.65	100.0%
5220 Small Tools	71.59	0.00	71.59	100.0%
5230 District Special Expense				
5231 Miscellaneous	2,669.94	2,375.07	294.87	12.4%
5232 Field Expenses	982.14	92.50	889.64	961.8%
5233 Research	16.92	0.00	16.92	100.0%
5234 Surveillance	9,875.15	10,594.13	-718.98	-6.8%
5235 Public Education	496.89	320.58	176.31	55.0%
5236 Aerial Management	8,160.00	13,625.00	-5,465.00	-40.1%
5230 District Special Expense - Other	-7.93	0.00	-7.93	-100.0%
Total 5230 District Special Expense	22,193.11	27,007.28	-4,814.17	-17.8%
5250 Transportation				
5251 Trustees	1,800.00	1,900.00	-100.00	-5.3%
5252 Travel Expenses	1,274.32	0.00	1,274.32	100.0%
Total 5250 Transportation	3,074.32	1,900.00	1,174.32	61.8%
5260 Utilities	6,357.49	5,261.64	1,095.85	20.8%
5390 Long Term Debt	66,228.07	66,228.07	0.00	0.0%
Payroll Expenses	15.75	14.00	1.75	12.5%
Total Expense	549,211.93	557,395.85	-8,183.92	-1.5%
Net Ordinary Income	-514,711.09	-511,875.79	-2,835.30	-0.6%
Net Income	-514,711.09	-511,875.79	-2,835.30	-0.6%

Fresno Westside Mosquito Abatement District
Balance Sheet Comparison
As of October 31, 2021

	Oct 31, 21	Oct 31, 20	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
CCVCJPA Deposit	530,348.69	522,561.94	7,786.75	1.5%
Fresno Co. Treasury	1,785,744.90	1,519,847.92	265,896.98	17.5%
Petty Cash	177.11	95.07	82.04	86.3%
Westamerica Bank	72,455.30	59,973.37	12,481.93	20.8%
Total Checking/Savings	2,388,726.00	2,102,478.30	286,247.70	13.6%
Accounts Receivable				
Accounts Receivable	15,046.63	17,320.92	-2,274.29	-13.1%
Total Accounts Receivable	15,046.63	17,320.92	-2,274.29	-13.1%
Total Current Assets	2,403,772.63	2,119,799.22	283,973.41	13.4%
TOTAL ASSETS	2,403,772.63	2,119,799.22	283,973.41	13.4%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	3,998.24	9,124.09	-5,125.85	-56.2%
Total Accounts Payable	3,998.24	9,124.09	-5,125.85	-56.2%
Credit Cards				
US Bank Cal Card	4,118.34	18,933.19	-14,814.85	-78.3%
Total Credit Cards	4,118.34	18,933.19	-14,814.85	-78.3%
Other Current Liabilities				
Accrued vacation	42,748.11	42,748.11	0.00	0.0%
CA-Unemp.	-0.02	72.06	-72.08	-100.0%
Payroll Liabilities	-495.36	-2,032.56	1,537.20	75.6%
Total Other Current Liabilities	42,252.73	40,787.61	1,465.12	3.6%
Total Current Liabilities	50,369.31	68,844.89	-18,475.58	-26.8%
Total Liabilities	50,369.31	68,844.89	-18,475.58	-26.8%
Equity				
Opening Bal Equity	886,698.38	886,698.38	0.00	0.0%
Retained Earnings	1,981,416.03	1,676,131.74	305,284.29	18.2%
Net Income	-514,711.09	-511,875.79	-2,835.30	-0.6%
Total Equity	2,353,403.32	2,050,954.33	302,448.99	14.8%
TOTAL LIABILITIES & EQUITY	2,403,772.63	2,119,799.22	283,973.41	13.4%

Fresno Westside Mosquito Abatement District

Reconciliation Detail

US Bank Cal Card, Period Ending 10/22/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						8,962.50
Cleared Transactions						
Charges and Cash Advances - 17 items						
Bill Pmt -CCard	09/21/2021	Rowan	Sorensen Machine ...	X	-18.74	-18.74
Credit Card Charge	09/21/2021	Rowan	UPS	X	-8.66	-27.40
Bill Pmt -CCard	09/23/2021	Rowan	Manuel's Tire Service	X	-250.19	-277.59
Credit Card Charge	09/27/2021	Reis	Movin Forward Mark...	X	-90.00	-367.59
Credit Card Charge	09/27/2021	Reis	Intuit	X	-67.00	-434.59
Credit Card Charge	09/28/2021	Rowan	UPS	X	-8.66	-443.25
Credit Card Charge	10/01/2021	Reis	Site Ground	X	-179.88	-623.13
Credit Card Charge	10/01/2021	Reis	Mid Valley Disposal	X	-81.24	-704.37
Credit Card Charge	10/03/2021	Reis	Amazon.com	X	-107.92	-812.29
Credit Card Charge	10/05/2021	Verdugo	Reno's Mega Mart	X	-95.01	-907.30
Bill Pmt -CCard	10/08/2021	Reis	Verizon Wireless	X	-361.22	-1,268.52
Credit Card Charge	10/19/2021	Reis	Yeti	X	-182.70	-1,451.22
Credit Card Charge	10/19/2021	Reis	CG Trader	X	-34.99	-1,486.21
Credit Card Charge	10/19/2021	Rowan	UPS	X	-8.67	-1,494.88
Credit Card Charge	10/25/2021	Reis	AT&T Internet	X	-53.50	-1,548.38
Credit Card Charge	11/01/2021	Reis	Amazon.com	X	-107.92	-1,656.30
Bill Pmt -CCard	11/05/2021	Reis	City of Firebaugh	X	-92.85	-1,749.15
Total Charges and Cash Advances					-1,749.15	-1,749.15
Total Cleared Transactions					-1,749.15	-1,749.15
Cleared Balance					1,749.15	10,711.65
Uncleared Transactions						
Charges and Cash Advances - 2 items						
Credit Card Charge	09/25/2021	Reis	AT&T Internet		-53.50	-53.50
Bill Pmt -CCard	10/08/2021	Reis	City of Firebaugh		-92.85	-146.35
Total Charges and Cash Advances					-146.35	-146.35
Payments and Credits - 1 item						
Check	10/19/2021	294723	US Bank Corporate ...		8,962.50	8,962.50
Total Uncleared Transactions					8,816.15	8,816.15
Register Balance as of 10/22/2021					-7,067.00	1,895.50
New Transactions						
Charges and Cash Advances - 10 items						
Bill Pmt -CCard	10/25/2021	Rowan	Ramon's Tire & Auto...		-922.21	-922.21
Bill Pmt -CCard	10/25/2021	Rowan	Linde Gas & Equipm...		-622.77	-1,544.98
Bill Pmt -CCard	10/25/2021	Rowan	UniFirst Corporation		-335.35	-1,880.33
Bill Pmt -CCard	10/25/2021	Rowan	Big G's Auto Center		-268.28	-2,148.61
Bill Pmt -CCard	10/25/2021	Rowan	Tharps Farm Supply...		-95.76	-2,244.37
Credit Card Charge	10/25/2021	Verdugo	AutoZone		-77.73	-2,322.10
Credit Card Charge	10/25/2021	Verdugo	AutoZone		-63.69	-2,385.79
Bill Pmt -CCard	10/25/2021	Rowan	Sorensen Machine ...		-29.12	-2,414.91
Credit Card Charge	10/28/2021	Reis	UPS		-8.70	-2,423.61
Credit Card Charge	11/01/2021	Reis	Mid Valley Disposal		-81.24	-2,504.85
Total Charges and Cash Advances					-2,504.85	-2,504.85

EXPENDITURES BY MONTH

MONTH	2019-20	2020-21	2021-2022
JLY	\$168,085.32	\$177,397.09	\$185,557.07
AUG	\$170,588.11	\$115,521.41	\$113,283.56
SEP	\$156,511.03	\$170,728.46	\$94,370.08
OCT	\$106,202.44	\$93,748.89	\$156,001.22
NOV	\$78,248.39	\$79,815.96	
DEC	\$69,127.27	\$76,349.87	
JAN	\$71,783.30	\$89,205.71	
FEB	\$78,488.31	\$82,333.09	
MAR	\$60,803.27	\$101,305.82	
APR	\$144,397.67	\$159,016.38	
MAY	\$84,214.73	\$92,825.66	
JUN	\$83,767.08	\$148,969.18	
YEAR	\$1,272,216.92	\$1,387,217.52	\$549,211.93

2021-22				
Blue Shield/ASI	PREMIUMS	CLAIMS	ADMIN	TOTAL
July				
9 Employees	\$4,857.39			
Claims		939.47		
Admin			\$292.50	
TOTAL FOR MONTH	\$4,857.39	939.47	\$292.50	\$6,089.36
TOTAL TO DATE	\$4,857.39	939.47	\$292.50	\$6,089.36
August				
9 Employees	\$4,857.39			
Claims		858.31		
Admin			\$292.50	
TOTAL FOR MONTH	\$4,857.39	858.31	\$292.50	\$6,008.20
TOTAL TO DATE	\$9,714.78	1797.78	\$585.00	\$12,097.56
September				
9 Employees	\$4,857.39			
Claims		1133.83		
Admin			\$292.50	
TOTAL FOR MONTH	\$4,857.39	1133.83	\$292.50	\$6,283.72
TOTAL TO DATE	\$14,572.17	2931.61	\$877.50	\$18,381.28
October				
9 Employees	\$4,857.39			
Claims		3392.48		
Admin			\$292.50	
TOTAL FOR MONTH	\$4,857.39	3392.48	\$292.50	\$8,542.37
TOTAL TO DATE	\$19,429.56	6324.09	\$1,170.00	\$26,923.65
November				
9 Employees				
Claims				
Admin				
TOTAL FOR MONTH	\$0.00	0	\$0.00	\$0.00
TOTAL TO DATE	\$19,429.56	6324.09	\$1,170.00	\$26,923.65
December				
9 Employees				
Claims				
Admin				
TOTAL FOR MONTH	\$0.00	0	\$0.00	\$0.00
TOTAL TO DATE	\$19,429.56	6324.09	\$1,170.00	\$26,923.65
January				
9 Employees				
Claims				
Admin & MERP				
TOTAL FOR MONTH	\$0.00	0	\$0.00	\$0.00
TOTAL TO DATE	\$19,429.56	6324.09	\$1,170.00	\$26,923.65
February				
9 Employees				
Claims				
Admin				
Credits				
TOTAL FOR MONTH	\$0.00	0	\$0.00	\$0.00
TOTAL TO DATE	\$19,429.56	6324.09	\$1,170.00	\$26,923.65
March				
9 Employees				
Claims				
Admin				
TOTAL FOR MONTH	\$0.00	0	\$0.00	\$0.00
TOTAL TO DATE	\$19,429.56	6324.09	\$1,170.00	\$26,923.65
April				
9 Employees				
Claims				
Admin				
TOTAL FOR MONTH	\$0.00	0	\$0.00	\$0.00
TOTAL TO DATE	\$19,429.56	6324.09	\$1,170.00	\$26,923.65
May				
9 Employees				
Claims				
Admin				
TOTAL FOR MONTH	\$0.00	0	\$0.00	\$0.00
TOTAL TO DATE	\$19,429.56	6324.09	\$1,170.00	\$26,923.65
June				
9 Employees	\$4,857.39			
Claims				
Admin				
TOTAL FOR MONTH	\$4,857.39	0	\$0.00	\$4,857.39
TOTAL TO DATE	\$24,286.95	6324.09	\$1,170.00	\$31,781.04

TDC Aero Logistics Inc.

19255 Middle Road
Los Banos, CA 93635
(209) 704-3482 Mobile
(209) 827-0653 Fax
www.aerologisticsonline.com



INVOICE
1950

DATE October 2021

NAME Fresno Westside Mosquito Abatement
ADDRESS 2555 N St.
Firebaugh, CA 93622

PHONE

DATE	DESCRIPTION	Hours	Rate	TOTAL
10/2021	Pilot Services	12.1	150.00	1,815.00
10/2021	Call Out		300.00	1,800.00
10/2021	Aircraft Management		300.00	300.00
TOTAL				3,915.00

Payment Due Upon Receipt

TDC Aero Logistics Inc.
Ty D. Cotta - President

Thank you for the opportunity to fly with you.

Fresno Westside Mosquito Abatement District Board Meeting Schedule 2022

Regular Board Meetings are held on the 2nd Thursday of each month.

January 13, 2022

February 10, 2022

March 10, 2022

April 14, 2022

May 12, 2022

June 09, 2022

July 14, 2022

August 11, 2022

September 08, 2022

October 13, 2022

November 10, 2022*

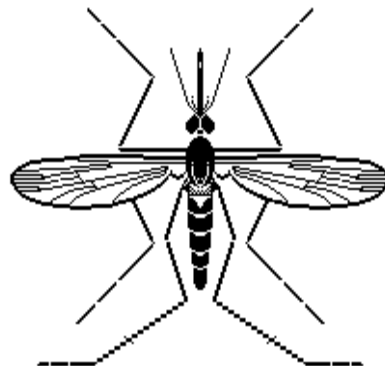
December 08, 2022

Lunch to be determined

Regular board meetings will start at 12:45 p.m. immediately following lunch.

*The November meeting will be preceded by the Employee Appreciation Luncheon which may be held off-site

Meeting dates and luncheon dates are subject to change
Notice will be given if that occurs



As Always, please make sure you let us know if you CANNOT attend. Thanks!

COOPERATIVE AGREEMENT
(PURSUANT TO SECTION 116180, HEALTH AND SAFETY CODE)

Date _____

This Agreement between the California Department of Public Health and

(name and address of local vector control agency)

is effective on January 1, 2022 or on the subsequent date shown above, and expires December 31, 2022. It is subject to renewal by mutual consent thereafter.

Operator ID and/or license number to be listed on Monthly Summary Pesticide Use Reports (PR-ENF-060) for 2022:

Operator ID # _____ License # _____

This agreement may be canceled for cause by either party by giving 30 days advance notice in writing, setting forth the reasons for the termination.

Part I. Pesticides

The vector control agency named herein agrees:

1. To calibrate all application equipment using acceptable techniques before using, and to maintain calibration records for review by the County Agricultural Commissioner.
2. To seek the assistance of the County Agricultural Commissioner in the interpretation of pesticide labeling.
3. To maintain for at least two years for review by the County Agricultural Commissioner a record of each pesticide application showing the target vector, the specific location treated, the size of the source, the formulations and amount of pesticide used, the method and equipment used, the type of habitat treated, the date of the application, and the name of the applicator(s).
4. To submit to the County Agricultural Commissioner each month a Pesticide Use Report, on Department of Pesticide Regulation form PR-ENF-060. The report shall include the manufacturer and product name, the EPA registration number from the label, the amount of each pesticide used, the number of applications of each pesticide, and the total number of applications, per county, per month.
5. To report to the County Agricultural Commissioner and the California Department of Public Health, in a manner specified, any conspicuous or suspected adverse effects upon humans, domestic animals and other non-target organisms, or property from pesticide applications.
6. To require appropriate certification of its employees by the California Department of Public Health in order to verify their competence in using pesticides to control pest and vector organisms, and to maintain continuing education unit information for those employees participating in continuing education.
7. To be inspected by the County Agricultural Commissioner on a regular basis to ensure that local agency activities are in compliance with state laws and regulations relating to pesticide use.

Part II. Environmental Modification

The vector control agency named herein agrees:

To comply with requirements, as specified, of any general permit issued to the California Department of Public Health as the lead agency, pertaining to physical environmental modification to achieve pest and vector prevention.

For California Department of Public Health

For Local Agency

Vicki Kramer, Ph.D.
Chief, Vector-Borne Disease Section

Print Name and Title

Signature

FRESNO WESTSIDE MOSQUITO ABATEMENT DISTRICT

POLICY TITLE: Social Media Policy

POLICY NUMBER: 2275

2275.1 INTRODUCTION

2275.1.1 The purpose of this Social Media Policy is to establish guidance on the safe and acceptable use of social media on behalf of the Fresno Westside Mosquito Abatement District. All employees, elected officials, volunteers, consultants, contractors, and other authorized non-employees using social media on behalf of the District must adhere to this Social Media Policy. The goal of the District's social media communication is to provide content to the public about District topics and services, leading to a more responsive and transparent government, citizen engagement, and a high level of public confidence. District officials and District representatives have the ability to publish articles, facilitate discussions, and communicate information using an assortment of technological media for conducting District business. It is the intent of the District to establish a social media presence on a limited basis to promote better communication with the public. Such participation may include, but is not limited to postings in online forums and discussion boards, blogs, social media sites, and/or social

2275.2 DEFINITIONS

2275.2.1 "District Manager" shall mean the District Manager or his or her designee.

2275.2.2 "Comments Guidelines" shall mean the guidelines described in Section 2275.4.

2275.2.3 "Content" shall mean information, images, audio, video, photographs, hyperlinks, and other means of communicating information or ideas. The Content Guidelines shall be those set forth in Section E.

2275.2.4 "Site Moderator" shall mean the employees designated by the District Manager pursuant to Section D(2).

2275.2.5 "Social Media" shall mean the tools and platforms designed to disseminate content through social interaction, which is facilitated by accessible and scalable technologies through the Internet. These technologies include social networks (i.e.: Facebook, MySpace, GovLoop, LinkedIn, Yahoo Groups, Google Groups), blog/microblogs (i.e.: Twitter), video and photo sharing sites

(i.e.: vlogs, YouTube, Vimeo, Flickr), podcasts, RSS feeds, wikis (i.e.: Wikipedia, Wikispaces), Virtual World sites (i.e.: Second Life), social bookmarking sites (i.e.: Digg, Technorati, del.icio.us), message boards, and online discussion forums.

2275.3 POLICY.

2275.3.1 The District wishes to ensure that communications in online communities made on behalf of the District are in the best interest of the District, consistent with the organization's values and administrative policies. Communications must comply with applicable laws and policies, including those relating to public records, open meetings, conflicts of interest, records retention, privacy and confidentiality (including HIPPA) and information security policies and practices established by the Fresno Westside MAD..

1. District social media sites and the District website shall adhere to applicable local, state, and federal laws, regulations and policies.
2. District social media sites shall be managed consistent with the Brown Act. To that effect, members of the District Board of Trustees and District Commissions/Committees shall not respond to any published postings, or use the site or any form of electronic communication to respond to, blog or engage in serial meetings, or otherwise discuss, deliberate, or express opinions on any issue within the subject matter jurisdiction of the body.
3. The District Manager must allocate sufficient resources to ensure the appropriate review, monitoring and updating of content on social media sites.
4. All social media sites and entries shall clearly indicate that any articles and any other content posted or submitted for posting may be subject to public disclosure.
5. The District reserves the right to restrict or remove any content from social media sites that are contrary to the Content Guidelines (section E) and Comment Guidelines (Section F), in violation of copyright and/or trademark law, or other intellectual property of any third party, in violation of this policy or any other applicable law, or poses a threat to the District technology system or its security.
6. The District reserves the right to remove comments left under an anonymous social media account.
7. The District shall use social media sites as consistently as possible and in conjunction with other established District communication tools.
8. Approved social media sites shall be maintained so as to provide timely, up-to-date information.

- a. Be responsive to questions. The Site Moderator does not have to respond to every comment. Address criticisms constructively answers and/or solutions when possible.
 - b. Be respectful to the District, other employees, and the citizens the District serves.
9. Each social media site shall include an introductory statement which clearly specifies the purpose and topical scope of the site. Where possible, the site shall post a link to the Fresno Westside Mosquito Abatement District website for forms, documents, and additional information.
 10. Do not reference or cite citizens, vendors, clients, customers, co-workers, stakeholders, or others on a social media site without their express consent.
 11. Respect copyright laws and reference or cite sources appropriately.
 12. Links to external social media sites or websites should be approved by the District Manager based on the linked organization's ability to promote objectives conducive to District objectives.

2275.4 OFFICIAL USE OF SOCIAL MEDIA.

Social media sites shall be used for the purpose of disseminating information and notices of interest to the community and for marketing the District. The District Manager may monitor content on all District social media presences to ensure adherence to this Social Media Policy. Violation of the terms may result in the removal of content or accounts from social media sites, restriction from updating District website content, and disciplinary action.

1. To ensure consistent and appropriate use, departments that wish to establish a social media presence must complete a social media plan signed by the District Manager for each site. Information to be provided on this form includes:
 - Social media site name.
 - Planned use of or strategy for the social media presence.
 - Goals and objectives for the social media presence.
 - Intended audience.
 - Resources and personnel assigned to implementation and ongoing support (posting, monitoring, archiving, etc.).
2. Once the social media site is approved by the District Manager, the site content is the responsibility of the designated Site Moderator. The Site Moderator may be any department employee that has agreed to and signed this Social Media Policy and other related District policies, and has been provided the necessary technical training.

3. At the beginning of each month, the Site Moderator shall provide the District Manager with a schedule summarizing all original materials to be posted and a list of accounts from which posts will be shared (reposted).
4. The District Logo shall be used as the account profile picture or background image. Any other image used on a District social media site must be approved by the District Manager's Office.
5. Photos may be posted on District social media sites. These photos must comply with photo consent regulations.
6. Information on a District social media site may be subject to the California Public Records Act. Any content maintained on a District social media site that is related to District business, including a list of subscribers, posted communication, and communication submitted for posting, may be considered a public record and subject to public disclosure. All postings on District social media sites shall be maintained consistent with the Public Records Act.
7. Privacy settings for any District social media account meant for public consumption must be configured to be as open as possible within that network. If permissions cannot be set to automatically allow everyone, anyone wishing to join the District social media site must be approved for inclusion.
8. When the social media site accommodates the posting of District guidelines, the Comments Guidelines detailed in Section F must be posted prominently on all District social media sites.
9. Sites shall clearly state that such sites are maintained by the District and that the sites comply with the District's Social Media Policy.
10. All District social media sites must include the following disclaimers:
 - a. This social media presence acts as a limited public forum and all comments must be limited to the listed topics.
 - b. Comments may be subject to Public Record Act regulations.
 - d. Social Media postings are made in real time and may inadvertently contain errors or omissions. The Fresno Westside Mosquito Abatement District is not responsible for any delays, inaccuracies, errors or omissions arising out of your use of the site or with respect to the material contained on the site, including without limitation, any material posted on the site.
 - e. All logos and icons representative of the Fresno Westside Mosquito Abatement District are the property of the Fresno Westside Mosquito

Abatement District and may not be reproduced without express written permission.

- f. This site may contain content, including but not limited to advertisements or hyperlinks over which the District has no control. The District does not endorse any hyperlink or advertisement placed on District social media sites by the social media site's owners, vendors, or partners.
 - g. The District will remove inappropriate content as soon as possible. Inappropriate content, includes, but not limited to, those items that have obscene language or sexual content, threaten or defame any person or organization, violate the legal ownership interest of another party, promote illegal activity and promote commercial services or products.
 - h. The District disclaims any and all responsibility and liability for any materials that the District deems inappropriate for posting, which cannot be removed in an expeditious and otherwise timely manner.
12. Should the social media profile of the Site Moderator become compromised, the Site Moderator is to immediately report this fact to the District Manager so the profile can be disabled and a new profile can be created. The Site Moderator will remove any information posted due to the account being compromised.

2275.5 CONTENT GUIDELINES.

- 1. The content of District social media sites shall only pertain to District-sponsored or District-endorsed programs, services, and events.
- 2. The District shall have permission or rights to any content posted by the District, including photographs and videos.
- 3. Any employee authorized to post items on any of the District's social media sites shall review, be familiar with, and comply with the social media site's use policies and terms and conditions.
- 4. Any employee authorized to post items on any of the District's social media sites shall not express his or her own personal views or concerns through such postings. Instead, postings on any of the District's social media sites by an authorized District employee shall only reflect the views of the District.
- 5. Postings must contain information that is freely available to the public and not be confidential as defined by any District policy or state or federal law.
- 6. Postings may NOT contain any personal information, except for the names of employees whose job duties include being available for contact by the public.

7. The Comments Guidelines shall be displayed to users or made available by hyperlink on all District social media sites. Any content removed based on these Guidelines must be retained, including the time, date and identity of the poster, when available.
8. The District reserves the right to implement or remove any functionality of its social media site, when deemed appropriate by the District Manager. This includes, but is not limited to, information, articles, pictures, videos or any other form of communication that is posted on a District social media site.
9. Except as expressly provided in this Policy, accessing any social media sites shall comply with all applicable District policies pertaining to communications and the use of the Internet by employees, including e-mail content.
10. Departments will use proper grammar and standard AP style, and will avoid the use of jargon and abbreviations.

2275.6 COMMENTS GUIDELINES.

The intent of this policy is not to restrict the First Amendment rights of members of the public who comment on social media sites in which the District participates, but to allow the Site Moderator to manage comments that are off-topic or may be perceived as highly offensive or egregious. Social media content and comments containing any of the following forms of content shall not be allowed and will be removed:

1. Comments not topically related to the particular subject or article being commented upon, including hyperlinks to material that is not related to the Discussion.
2. Profane language or content.
3. Content that promotes, fosters, or perpetuates discrimination on the basis of race, religion, color, national origin, gender, sexual orientation, marital status, age, or physical or mental disability, or any other protected status.
4. Potentially libelous comments.
5. Personal attacks, insults or threatening language.
6. Sexual content, links to sexual content, or any violation of the District's Harassment Policy.
7. Solicitations of commerce, including commercial promotions and spam.
8. Conduct or encouragement of illegal activity.

9. Information that may tend to compromise the safety or security of the public or public systems.
10. Content that violates a legal ownership interest of any person or legal entity.
11. Private or personal information published without written consent.

2275.7 COMPLIANCE WITH BROWN ACT; AVOIDANCE OF SERIAL MEETINGS

Substantive commenting by members of the Board of Trustees on issues of District business on social media has the potential to violate the Brown Act through creation of a serial meeting. Trustees should refrain from commenting on District social media in a manner that expresses an opinion related to an item of District business. This may include “liking” or otherwise approving of certain posts. Trustees may, and are encouraged to, share and comment on posts providing information to the public regarding mosquito and disease activity, as well as the scheduling of meetings and District events.

Last Updated November, 2021

FRESNO WESTSIDE MOSQUITO ABATEMENT DISTRICT SOCIAL MEDIA POLICY

I have received a copy and read the Fresno Westside Mosquito Abatement District Social Media Policy, and agree to the terms of its use. I understand that violation of this policy may result in disciplinary action, up to and including dismissal.

Employee’s Signature Department

Employee’s Name (Please Print) Title

Date

Keep your original policy and return this signed acknowledgement to Administrative Assistant.

FRESNO WESTSIDE MOSQUITO ABATEMENT DISTRICT

POLICY TITLE: CODE OF ETHICS
POLICY NUMBER: 4010

4010.1 The Board of Trustees of the Fresno Westside Mosquito Abatement District is committed to providing excellence in leadership that results in the provision of the highest quality of services to its constituents. In order to assist in the government of the behavior between and among members of the Board of Trustees, the following rules shall be observed.

4010.1.1 The dignity, style, values and opinions of each Trustee shall be respected.

4010.1.2 Responsiveness and attentive listening in communication is encouraged.

4010.1.3 The needs of the District's constituents should be the priority of the Board of Trustees.

4010.1.4 The primary responsibility of the Board of Trustees is the formulation and evaluation of policy. Routine matters concerning the operational aspects of the District are to be delegated to professional staff members of the District.

4010.1.5 Trustees should commit themselves to emphasizing the positive, avoiding double talk, hidden agendas, gossip, backbiting and other negative forms of interaction.

4010.1.6 Trustees should commit themselves to focusing on issues and not personalities. The presentation of the opinions of others should be encouraged. Cliques and voting blocks based on personalities rather than issues should be avoided.

4010.1.7 Differing viewpoints are healthy in the decision-making process. Individuals have the right to disagree with ideas and opinions, but without being disagreeable. Once the Board of Trustees takes action, Trustees should commit to supporting said action and not create barriers to the implementation of said action.

4010.1.8 Trustees should practice the following:

4010.1.8.1 In seeking clarification on informational items, Trustees may directly approach professional staff members to obtain information needed to supplement, upgrade, or enhance their knowledge to improve decision-making.

4010.1.8.2 In handling complaints from residents and property owners of the District, said complaints should be referred directly to the Manager.

4010.1.8.3 In handling items relating to safety, concerns for safety or hazards should be reported to the Manager or to the District office. Emergency situations should be dealt with immediately by seeking appropriate assistance.

4010.1.8.4 In presenting items for discussion at Board meetings, see Policy # 5020.

4010.1.8.5 In seeking clarification for policy-related concerns, especially those involving personnel, legal action, land acquisition and development, finances and programming, said concerns should be referred directly to the Manager.

4010.1.9 When approached by District personnel concerning District policy, Trustees should direct inquiries to the appropriate staff. The chain of command should be followed.

4010.2.0 The work of the District is a team effort. All individuals should work together in the collaborative process, assisting each other in conducting the affairs of the District.

4010.2.1 When responding to constituent requests and concerns, Trustees should be courteous, responding to individuals in a positive manner and routing their questions through appropriate channels and to responsible management personnel.

4010.2.2 Trustees should develop a working relationship with the Manager wherein current issues, concerns and District projects can be discussed comfortably and openly.

4010.2.3 Trustees should function as a part of the whole. Issues should be brought to the attention of the Board as a whole, rather than to individual members, selectively.

4010.2.4 Trustees are responsible for monitoring the District's progress in attaining its goals and objectives, while pursuing its mission.

4010.2.5 Trustees and administrative employees are given a minimum of two hours of Ethics training every two years, as required by California law.

4010.3.1.3

4010.3.1.4

4010.3.1.6

May 10, 2012