

**MINUTES OF THE
SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT
19 January 2023
BOARD MEETING**

Presiding: Carlton Christensen, Board Chair 2023

Time: 12:33 p.m.

Place: 2215 North 2200 West, Salt Lake City, UT 84116

Trustees Present: Carlton Christensen, Chair
Dr Shireen Mooers, Vice-Chair
Amanda Barth (Attended Virtually)
Van Turner
Neil Vickers, Ph.D.

Others Present: Ary Faraji, Ph.D., Executive Director
Gregory White, Ph.D., Assistant Director
Aleta Fairbanks, CPA, CFO
Christopher Bibbs, Ph. D., Lab Director (Attended during Item 11)
Michele Rehbein, Ph.D., Education Specialist (Attended during Items
9 - 11)

1. Roll Call:

Trustee Christensen called the meeting to order at 12:33 p.m. It was confirmed that the meeting was being recorded, and the Trustees had no conflicts of interest.

2. Passing of the Gavel and Board Elections:

Because the Board Bylaws stipulate that the "Vice-Chairperson automatically ascends to the office of Chairperson at the end of the Chairperson's term", Trustee Christensen officially ascended to the Board Chair position for 2023. However, nominations were open for Vice-Chair. Trustee Vickers made a motion that Trustee Mooers serve as Vice-Chair during 2023. This motion was seconded by Trustee Turner, and it carried with all in favor.

In gratitude for Trustee Turner's service and dedication in protecting public health and enhancing the quality of life of Salt Lake residents, Trustee Christensen presented

Trustee Turner with a plaque recognizing his notable leadership as Board Chairperson during 2022. Trustee Christensen added a few personal insights about Trustee Turner's willingness to give his whole heart and soul to all of his endeavors. In addition to devoting time to the Salt Lake City Mosquito Abatement District, he also served the community as a Salt Lake City Councilman for twelve years. The District has been very fortunate for his commitment to serve as a Trustee, and the Board Members sincerely expressed their appreciation for his constant guidance and support. Trustee Turner warmly accepted the plaque and stated that it has been a pleasure to serve.

3. Approval of the 15 December 2022 Minutes of the Board of Trustees:

The Board Members were provided an opportunity to review the pending minutes of November's regular Board Meeting prior to this meeting, and no modifications were necessary. Trustee Turner made a motion to approve the 15 December 2022 Board Meeting Minutes; Trustee Mooers seconded the motion, and it passed unanimously.

4. Approval of the 15 December 2022 Public Hearing Minutes of the 2022 Budget Amendments and 2023 Proposed Budget:

Trustee Mooers made a motion to approve the 15 December 2022 Public Hearing Minutes of the 2022 Budget Amendments and 2023 Proposed Budget. Trustee Barth seconded the motion, and it carried with all in favor.

5. Presentation of the December 2022 Financial Statements and Approval of Bills for Payment:

Copies of December's Financial Statements had been distributed to the Trustees before the Board Meeting. CFO Fairbanks reviewed the Financial Statements with the Board; all expenditures were presented, with special attention being paid to items over \$1,000. Documentation for all payments had been reviewed when the checks were signed; the Balance Sheets and a folder containing all of the supporting invoices were circulated. Trustee Vickers made a motion to approve the December 2022 Financial Statements and the bills for payment, and his motion carried unanimously after being seconded by Trustee Barth.

6. Discussion and Approval of Resolution Number 1a-19-2023 Regarding Trustee Compensation:

Members of the Board had previously discussed modifying the stipend for their service. Utah Code Section 17B-1-307 stipulates that members of a board of trustees may receive compensation for their service up to \$5,000 per year, in addition to actual expenditures for traveling, meetings, or business connected with the Board. Effective 1

January 2023, Resolution Number 1a-19-2023 limits Trustee compensation to \$4,800 per year (plus taxes) for regularly-held monthly Board Meetings. The compensation would be divided into twelve (12) equal monthly amounts. Because a member of the Board is treated as an employee for federal tax purposes, the amount that a local district pays for employer-matching employment taxes does not constitute compensation [Utah Code Section 17B-1-307 (1) (d)]. Trustees must attend a regularly-scheduled monthly Board Meeting to be eligible for that month's full compensation (\$400). Because Trustees provide a valuable service to the District outside of monthly Board meetings, Trustees are eligible for half compensation (\$200) for that given month, regardless of Board Meeting attendance. All Tier I and Tier II Board Members are classified as "Part-Time Ineligible" and do not qualify for Utah Retirement Systems benefits.

Trustee Turner made a motion to approve Resolution Number 1a-19-2023 Regarding Trustee Compensation. This motion was unanimously approved after being seconded by Trustee Vickers.

7. Discussion and Approval of 2023 Board Calendar:

After some discussion, the Trustees opted to retain the calendar of dates that was previously posted on the Public Notice Website. Trustee Christensen, the 2023 Board Chair, has some obligations that will prevent him from attending a few of 2023's Board Meetings. The Vice Chair will be able to conduct those meetings, if needed. Trustee Mooers made a motion to approve the calendar of dates that was included in this month's Board Packet. Christensen seconded the motion, and it passed with a unanimous vote.

8. Discussion and Approval for SLCMAD External Grants:

The Board had a lengthy discussion about the District participating in external grants, and the following issues were raised: 1) Does the grant meet our mission? 2) Priority grants should be identified. 3) What is the benefit to the public? 4) What is the percentage of effort required from the District's personnel, and 5) What impact will the grant have on the District's other activities? The nine grants were briefly discussed, they all will bring value to the tax payers, and their dollar amounts range from \$0 to \$1.75 million annually. The District would be collaborators providing expert consulting and varying assistance for most of the grants; hence, no monetary allocation may be needed on some. The District would be the Principal Investigator for three of the grants: two of the grants are \$2,500 each, and the CDC-RFA-CK-23-005 "Life Elevated in the Intermountain West Through STEPPES (Standardization of Training, Evaluation, Partnerships, Prevention, Efficacy, and Surveillance)" with SLCMAD as PI would be \$1.75 million annually for five years. Of course, this grant is currently the greatest priority; it will require separate documentation and accounting records to be maintained, and it will necessitate extra effort outside of regular work hours. The grant will pay staff for after-hour work performed, and the District will be reimbursed directly for any work that must occur during normal work hours.

Trustee Mooers made a motion to approve the nine external grants that were included in agenda item 8 of the 19 January 2023 Board Meeting. The motion was seconded by Trustee Barth and approved with all in favor. The Trustees would like to discuss the approval of additional external grants during the 16 February 2023 Board Meeting and asked staff to prepare a policy outlining steps on how the Board should approach individual grants in the future and resolve any inherent concerns. Executive Director Faraji will consult with legal counsel and sister agencies that have existing policies on external grants and will report back to the Board.

9. Discussion and Approval for SLCMAD External Grants Procedures (Overhead Costs, Office Expenses, Salary Recovery, Employee Compensation, Equipment Purchases)

Executive Director Faraji will put together a policy and procedure covering the overhead costs of external grants and present it at the next Board Meeting. However, because the CDC-RFA-CK-23-005 grant is due 3 February 2023 and a monetary value needs to be included in the application, he requested some immediate guidance for this \$1.75 million grant. Trustee Barth indicated that USU's agreed-upon reduced financial handling for the grants when she's the PI is 17.5%. Trustee Turner made a motion giving Executive Director Faraji the discretion of setting a rate between 10% and 20%, leaning towards 17.5%, as he moves forward with the negotiations for the two CDC grants. This motion was seconded by Trustee Vickers and carried unanimously.

10. Discussion and Approval for SLCMAD to Participate in the Entomological Society of America's Public Health Entomology for All (PHEFA) Internship Program:

Education Specialist Rehbein is spearheading the PHEFA Internship Program, and she provided the Board with an overview. This is a partnership between the CDC and ESA; the District has been selected to offer both college and high school internships for underserved populations. We have an MOU in place. Depending on the applications we receive, we are planning to host one to three college students for ten weeks during the summer and up to five high school students for ten days. This is a new program that is still being crafted, but this should be a good way to advocate an interest in science. A motion to approve the Memorandum of Understanding for the Public Health Entomology for All 2023 Internship Program was made by Trustee Barth, seconded by Trustee Vickers, and passed with all in favor.

11. Discussion and Approval for SLCMAD to Participate in the University of Utah's Science Research Initiative Program (SRI):

Lab Director Bibbs gave a brief overview of the University of Utah's SRI Program. We have been successfully involved in the University's Community Engaged Learning

program; and, upon recommendation, we were selected to participate on a trial basis because we are not faculty affiliated. Freshmen can apply for this science enhancement scholarship program. The students are required to complete one semester, and they may extend up to two more semesters. Three students will be working with the District, and the University will give them credit for a one-hour course. We are focusing on applied research. Each student will select a small side project that can help the District, provided they are able to get some decent results from manipulating our data. We are also hoping that this program will generate additional summer employees for us.

Trustee Barth congratulated the staff on being selected to participate in this program; it is quite a vote of confidence. She made a motion to approve participation in the University of Utah's Science Research Initiative Program. This motion was unanimously approved after being seconded by Trustee Vickers.

12. Report on Attended and Reminder/Approval of Upcoming Training/Meetings:

- **Florida Fly-In, 11-13 January 2023**

The District's Unmanned Aircraft Systems (UAS) Pilot, Urban Supervisor Sorensen, attended and presented at the Florida Mosquito Control Association's event during 11-13 January 2023. This was a good opportunity for him to gather information while networking with others who conduct helicopter and drone programs in their Districts.

- **Montana Mosquito & Vector Control Association, 11-13 January 2023**

Lab Director Bibbs participated remotely and provided a talk on mosquito biology at this conference.

- **MVCAC, 29-31 January 2023**

Executive Director Faraji, Assistant Director White, and Education Specialist Rehbein will attend and present talks at the Mosquito and Vector Control Association of California's annual conference this year. Education Specialist Rehbein will spend an extra day interacting with some of the local mosquito control districts and experiencing first-hand how they conduct their educational programs.

- **West Central Mosquito & Vector Control Association, 8-10 February 2023**

Trustee Barth has been invited to speak at the WCMVCA conference on pollinator conservation, which will cover the relationship between pesticides and pollinators. She will find out if WCMVCA will be covering any of her expenses. Executive Director Faraji will also be attending this conference; he is currently on the board, but he will be stepping off after this meeting.

- **Southshore Wetlands & Wildlife Management, Inc., 11 February 2023**

This year, we invited the members of Southshore Wetlands & Wildlife Management to hold their annual meeting at our District. Representatives from the duck clubs, Audubon, Friends of the Great Salt Lake, etc. will be in attendance. Executive Director Faraji will speak about our operations and some of our challenges/needs. The business meeting will be at 8:00 a.m., and the meeting will be open to the public at 9:00 a.m., and the Board was invited to attend.

- **Clarke Mosquito Control Appreciative Inquiry, 14-16 February 2023**

Clarke Mosquito Control is a very green, environmentally-conscious company that provides surveillance and control products, and the company periodically participates in strategic planning in order to discover what is working well and to identify areas where improvements can be made. The District has been invited to participate in this factfinding event through a process called Appreciative Inquiry, and Assistant Director White will be in attendance. The exchange of information will be beneficial to us as well as Clarke Mosquito Control, and it will help define the direction mosquito control will go in the future. Although Clarke has indicated that they will cover all expenses, in order to avoid a conflict of interest, the District will cover all of the expenses incurred to attend this meeting.

- **American Mosquito Control Association, 27 February – 3 March 2023**

Trustee Vickers and several members of staff will be attending the American Mosquito Control Association's innovative meeting this year. It will be an enlightening experience for everyone who participates in the conference.

- **AMCA Washington Day, 15-17 May 2023**

The AMCA Washington Day event is the legislative day when we get to meet with our federal representatives on Capitol Hill in Washington D.C. and discuss issues that impact public health and vector control.

13. Executive Director's Report:

The Board Members were given a few updates, which included the following: 1) A part-time Maintenance Assistant has been hired to help staff with general facility maintenance chores. We hope to be able to increase his hours once the mosquito season begins. 2) One of the CEL students, Angelena Todaro, has been hired on a part-time basis to assist with mosquito blood meal data analysis and other molecular laboratory needs. 3) One of the four applicants for our Biologist position has shown a lot of interest and has actually visited the District in person. 4) Jenna Crowder will report on her bee project in February. 5) The retention ponds at the front of the building are extremely full, even though we have been pumping the excessive water to our back field on a regular basis. Executive

Director Faraji has reached out to the City to see if we are able to divert some of this excess to the ditch in front of the building so the water can eventually find its way to the Great Salt Lake. 6) One employee submitted 14½ hours for working in the office and then flying to Georgia. The Department of Labor states, "Travel away from home is clearly work time when it cuts across the employee's workday. The time is not only hours worked on regular working days during normal working hours but also during corresponding hours on nonworking days. As an enforcement policy the Division will not consider as work time that time spent in travel away from home outside of regular working hours as a passenger on an airplane, train, boat, bus, or automobile." The employee understood the Department of Labor's regulation, but this individual remained displeased with the reduced compensation hours. Additional policies may be needed to ensure no misunderstandings about meeting attendance occur in the future. 7) Even though there is still at least a seven-month wait for new trucks, we were able to locate a truck that can be used for our drone program. The dealer was willing to convert it to a flatbed and let us retain the original bed. 8) We responded to a GRAMA request for all communications containing several key words in relation to the Spartan Mosquito Eradicator. Executive Director Faraji will not need to be deposed or give sworn evidence because the parties involved in the suit decided to settle. 9) The Utah Public Health Association has approached the District about creating some videos for the benefit of public health. Education Specialist Rehbein is the primary contact for this endeavor, and she has already completed one interview with UPHA. 10) Trustee Vicker's term expired 31 December 2022. Executive Director Faraji spoke with Sam Owen, Salt Lake City Council Staff, who indicated that it will most likely take a while for the SLC Council to reappoint/appoint a trustee. Because Trustee Vickers has agreed to continue serving until an official appointment is finalized, we will wait for an official response from the City. 11) Councilman Dugan has requested a meeting with Executive Director Faraji to discuss potential pesticides and mosquito control. He has an interest in the "forever chemicals" (PFAS), and he has asked if any of our products have tested positive for PFAS. He was informed that Clarke Mosquito Control did have a product that was in receptacles containing PFAS, but the containers had been recalled and replaced. The District was only in possession of a couple of small containers that were replaced. We have also obtained two official letters from pesticide manufacturing companies ensuring that no PFAS are contained in their products. Executive Director Faraji was informed that Councilman Dugan might be interested in conducting an independent test verifying no PFAS exist in the products we utilize. We would cooperate fully; but, as this testing will entail additional costs, we would be interested in knowing who will be paying for the testing.

14. Probable Agenda Items for 16 February 2023 Board Meeting:

- Construction Update
- Executive Director's Report
- Grants Updates
- Bylaws Changes
- Grant Approval Policy

15. Public Comment:

There were no members of the public present.

16. Adjournment:

Trustees Mooers and Turner made and seconded a motion to adjourn the meeting at 2:59 p.m., which passed unanimously. The 16 February 2023 Regular Monthly Board Meeting will be held at 12:30 p.m.

Ary Faraji, Executive Director

Date

Carlton Christensen, Chair 2023

Date