

**Beach Mosquito Control District
Regular Board Meeting
March 8, 2021**

Call to Order and Roll Call. The regularly scheduled meeting of the Board of Commissioners for the Beach Mosquito Control District was called to order at 5:00 by Commissioner Larry Couch. Commissioner Couch, Commissioner Dean, Commissioner Smith, Legal Counsel Amy Myers, Director James Clauson, and Office Manager Lauren Dee, all present. Also, present employees Technician II Cody Vinson, Maintenance Team Leader Lee Duke, Technician II Danny Hood, and Pilot Larry Kennedy.

Approval of Minutes. Commissioner Dean presented the minutes of the February 8, 2021 meeting and moved that they be accepted as presented. Commissioner Dean made a motion to approve as presented. Commissioner Smith seconded. The motion passed unanimously.

Financial report. Commissioner Smith presented the financial report, noting the total tax revenue received since last meeting. Reviewed the P&L. Some line items over budget, a budget amendment will be completed to move some money from one account to another. Commissioner Couch commented that the District was at 97% collections on the estimated tax revenue. Commissioner Smith stated the Financial should be filed for audit.

Interjected Items Before the Recorded Agenda. Before old business was discussed, the Commission allowed the present employees to speak. Technician II Cody Vinson announced his resignation to the Board of Commissioner, effective March 16, 2021. The following reasons were stated by Cody as to why he decided to resign: harassment and unfair work environment. A lengthy discussion ensued between Cody, Lee, Danny, Director Clauson, and the Commissioners. During this conversation it was addressed that the personnel manual would be followed more closely. Commissioner Couch stated that if an employee performs an offense should result in a write up (according to the employee manual), that Director Clauson is to write the employee up. Commissioner Dean also requested that the District should implement a 'Zero Tolerance' for an employee cussing at another employee. Director Clauson will be addressing these concerns on Wednesday, March 10th during the employee

meeting. Commissioner Smith suggested that employees keep documentation about the events that happen, but also reiterated the importance of bringing the complaint to the attention of a supervisor or the Director. Commissioner Dean told Cody that the District was sorry to lose him as an employee. Commissioner Couch thanked Cody for his 5 years of service. Commissioner Couch stated that if employees feel that they are not able to resolve issues after speaking with the Director, it is in the employee manual that they should bring the issue to a board meeting and discuss the topic in front of the Board.

Also, during this portion of the meeting Director Clauson presented the idea for the Bay County Sheriff's Office using the District's helicopter pad during the times of high rip tide. Pilot Larry Kennedy explained how many minutes it took for the Sheriff's helicopter to make it back to the Sheriff's Office to fuel up and when they have active rescues going on, those minutes could be life or death for someone in the water. Commissioner Dean suggested that if it were cleared by the District's insurance, she had no problem and felt it would be a great idea. Larry confirmed that the insurance liability would fall into the hands of the Sheriff's Office. Legal Counsel Myers stated that she believes an interlocal agreement would cover the District for the purpose of this.

Director Clauson requested to donate the military lift to the Boys and Girls Club of Bay County. Commissioner Smith made a motion to declare the lift surplus and donate it to the Boys and Girls Club of Bay County. Commissioner Dean seconded. Motion passed unanimously.

Old Business.

- A. FMCA Update – Next board meeting March 17. DODD was a success; they were all virtual. We have been filing committee chair seats and trying to streamline meetings. We are still waiting on several Mosquito Districts that have not decided if they will be sustaining members.
- B. Personnel Manual Update – Commissioner Smith noted that most changes were very minor. Went through the employee manual page by page and discussed all changes that Director Clauson was suggesting. We will work on making the changes and have a new draft to look over at the next meeting.
- C. Website Update, Commissioner's Bio and Commissioner's Duties – Commissioner Smith has sent in his Bio and we have it on the website

now. Director Clauson stated if the other Commissioners wanted to email their Bio's that we would get them on the website as well. Director Clauson was also looking into some other Mosquito Control District's and pulling a summary of the Commissioner's duties and responsibilities and he would have a draft before the next meeting.

Attorney Report. Hand Arendall Harrison Sale law firm is working to present some employee law training to the District's employees. The training will be presented by Cole Davis and Julia Maddalena – both have extensive knowledge in harassment and employee law. Director Clauson is working with Cindy (Legal Counsel Myers' Assistant) to solidify a date that the training will take place.

Director report.

- A. Calendar Review – AMCA virtual meeting. Mike, Cindy, and Commissioner Smith presented. Next year the meeting will tentatively be held in Jacksonville, FL. MapVision project meeting coming up March 10. FMCA meeting will be on March 17. Director Clauson will be off from March 29-April 1. Cindy speaking at Rotary Club April 5. Fishing Rodeo at Frank Brown Park is April 17. Florida Mosquito Control Awareness week is April 18-24. May 10-14 is the 23rd Annual Washington Conference, it will be virtual. Rudy is also holding his annual meeting in St. Augustine May 10-12 – he wants Director Clauson to attend since he is the FMCA president.
- B. Operations and COVID Update – Traps were just recently put back out. Starting to see a few mosquitos. Flew the helicopter today and did some larviciding. No service requests yet. COVID update – Danny was around family that tested positive, so he was required to get a test. His test was negative. No other COVID cases. We are still following precautions and reminding people if they are not feeling well to stay home.

New business.

- A. AMCA Virtual, Mike Received Meritorious Service Award – During the AMCA Mike received a Meritorious Service Award. He was nominated by someone on the committee with him. Commissioner Smith congratulated Mike on his award.

- B. IPADs Purchase – Purchase is for 10 IPADs that will be used with the new MapVision. These will take the place of the laptops. Right now, we have Internet Hot Spots to allow the laptops to connect, but the IPADs will have wireless data capabilities. The IPAD prices will be consistent with the State Contract. The laptops will still be used by the technicians and kept at the office for them to check email. Commissioner Smith made a motion to purchase the IPADs. Commissioner Dean seconded. Motion passed unanimously.
- C. Purchase of Natular DT Tablets – The District is looking to purchase 5 cases of Natular DT Tablets in the amount of \$6,410.25. Commissioner Smith made a motion to purchase the Natular DT Tablets. Commissioner Dean seconded. Motion passed unanimously.

Any other announcements:

There being no other business or announcements, the meeting was adjourned at 6:45pm.



Larry Couch, Chairman



John Smith, Treasurer



Joyce Dean, Secretary