

AGENDA
1078th MEETING OF THE BOARD OF TRUSTEES
OF THE ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT
APRIL 8TH, 2020

TIME: 5:00 P.M.
PLACE: Teleconference Only, **see below**
TRUSTEES: Wendi Poulson President, City of Alameda
P. Robert Beatty, Vice-President, City of Berkeley
Betsy Cooley, Secretary, City of Emeryville
Cathy Roache, County-at-Large
Shawn Kumagai, City of Dublin
George Young, City of Fremont
Elisa Marquez, City of Hayward
James N. Doggett, City of Livermore
Eric Hentschke, City of Newark
Jan O. Washburn, City of Oakland
City of Piedmont, vacant
Julie Testa, City of Pleasanton
Victor Aguilar, City of San Leandro
Subru Bhat, City of Union City

1. Call to order.
2. Roll call.
3. President Poulson invites any member of the public to speak at this time on any issue relevant to the District. (Each individual is limited to three minutes).
4. Approval of the minutes of the 1077th meeting held March 11th, 2020 (**Board action required**)
5. Staff report on the District's response to COVID-19 (Information only)
 - a. Board President Declaration declaring an alteration to the regular board meeting location due to a local emergency caused by the COVID-19 Pandemic
 - b. General Manager Promulgation of Orders and Regulations Due to Local Emergency Caused by the Coronavirus Pandemic
 - i. 3/12/2020
 - ii. 3/16/2020
 - c. Governor Newsom Executive Orders
 - i. N-25-20
 - ii. N-29-20
 - iii. N-33-20
 - d. Department of Labor Employee Rights Poster
 - e. District's Social Distance Protocol
6. First draft of the 2020-21 budget for discussion (Information only)
7. Financial Reports as of March 31st, 2020: (Information only).
 - a. Check Register
 - b. Income Statement

- c. Investments, reserves, and cash report
 - d. Balance Sheet
8. Presentation of the Monthly Staff Report (Information only).
 9. Presentation of the Manager's Report (Information only).
 - a. Trustee & Staff Anniversaries
 - b. Expired certificates: AB1234- Doggett
 - c. Ad-Hoc General Manager Evaluation Committee Procedure Document
 - d. LAFCo annexation application update
 10. Board President asks for reports on conferences and seminars attended by Trustees.
 11. Board President asks for announcements from members of the Board.
 12. Board President asks trustees for items to be added to the agenda for the next Board meeting.
 13. Adjournment.

RESIDENTS ATTENDING THE MEETING MAY SPEAK ON ANY AGENDA ITEM AT THEIR REQUEST.

Please Note: Board Meetings are accessible to people with disabilities and others who need assistance. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to observe and/or participate in this meeting and access meeting-related materials should contact Ryan Clausnitzer at least 48 hours before the meeting at 510-783-7744 or acmad@mosquitoes.org.

IMPORANT NOTICE REGARDING COVID-19 AND TELECONFERENCED MEETINGS:

Based on the mandates by the Governor in Executive Order 33-20 and the County Public Health Officer to shelter in place and the guidance from the CDC, to minimize the spread of the coronavirus, please note the following changes to the District's ordinary meeting procedures:

- The District offices are not open to the public at this time.
- The meeting will be conducted via teleconference using Zoom. (See Executive Order 29-20)
- All members of the public seeking to observe and/or to address the local legislative body may participate in the meeting telephonically or otherwise electronically in the manner described below.

HOW TO OBSERVE THE MEETING:

Telephone: Listen to the meeting live by calling Zoom at **(669) 900-6833**

Enter the **Meeting ID#** 721 623 982 followed by the pound (#) key.

Computer: Watch the live streaming of the meeting from a computer by navigating to <https://zoom.us/j/721623982>

Mobile: Log in through the Zoom mobile app on a smartphone and enter **Meeting ID#** 721 623 982

HOW TO SUBMIT PUBLIC COMMENTS:

Before the Meeting: Please email your comments to acmad@mosquitoes.org, write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the meeting (not to exceed three minutes at staff's cadence), prominently write "Read Aloud at Meeting" at the top of the email. All comments received before 12:00 PM the day of the meeting will be included as an agenda supplement on the District's website under the relevant meeting date and provided to the Trustees at the meeting. Comments received after this time will be treated as contemporaneous comments.

Contemporaneous Comments: During the meeting, the Board President or designee will announce the opportunity to make public comments and identify the cut off time for submission. Please email your comments to acmad@mosquitoes.org, write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. Once the public comment period is closed, all comments timely received will be read aloud at the meeting (not to exceed three minutes at staff's cadence). Comments received after the close of the public comment period will be added to the record after the meeting.

MINUTES

1077th MEETING OF THE BOARD OF TRUSTEES OF THE ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT

March 11th, 2020

TIME: 5:00 P.M.
PLACE: Office of the District, 23187 Connecticut Street, Hayward
TELECONFERENCE OPTION: call-in number: 510-783-7745
Washington Marriott Wardman Park
Business Center, 2600 Woodley Road NW, Washington DC, 20008
TRUSTEES: Wendi Poulson, President, City of Alameda
P. Robert Beatty, Vice-President, City of Berkeley
Betsy Cooley, Secretary, City of Emeryville
Cathy Roache, County-at-Large
Shawn Kumagai, City of Dublin
George Young, City of Fremont
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James N. Doggett, City of Livermore
Eric Hentschke, City of Newark
Jan O. Washburn, City of Oakland
City of Piedmont, vacant
Julie Testa, City of Pleasanton
Victor Aguilar, City of San Leandro
Subru Bhat, City of Union City

1. Board President Poulson called the regularly scheduled board meeting to order at 5:01 P.M.
2. Trustees Poulson, Beatty, Cooley, Roache, Young, Marquez, Hentschke, Washburn and Bhat were present. Trustees Kumagai, Doggett, Testa and Aguilar were absent. Vice-President Beatty asked about logistics of teleconference options. The General Manager answered: the teleconference location must be posted on the agenda and on the outside door of the physical location with public access. Board members must call from within represented city if he or she is to be counted towards a quorum and participate in action agenda items. Trustee Roache asked if these stipulations were in compliance with the Brown Act (yes).
3. Board President Poulson invited members of the public to speak on any issue relevant to the District. Vector Biologist Jeremy Sette was present to record the minutes.
4. Presentation of the President's Award Plaque to Past Board President Eric Hentschke by President Wendi Poulson. President Poulson presented the President's Award Plaque to Past Board President Eric Hentschke and the General Manager thanked Trustee Hentschke for his exemplary service.
5. Approval of minutes of the 1076th meeting held February 12th, 2020.
Motion: Trustee Washburn moved to approve the minutes
Second: Trustee Marquez
Vote: motion carries: unanimous.
6. Report from the Finance Committee regarding the 1st draft of the 2020-21 budget
Discussion:

Secretary Cooley reported on the 1st draft of the 2020-21 budget on behalf of the Finance Committee. The General Manager explained the general timeline of the budget process.

7. Presentation of the Financial Reports as of February 29th, 2020.

Discussion:

The General Manager presented the Financial Reports as of February 29th, 2020 and fielded the following discussion. Trustee Roache asked how much the charging stations cost to install (will get more exact number but the stations were several hundred and the entire charging station was a change order over \$20,000). Trustee Hentschke asked how much it costs to charge cars (at the moment, there is only one full electric vehicle owned by staff along with two plug-in hybrids, will look into and monitor costs as the monitoring capability is further explored).

8. Presentation of the Monthly Staff Report for March 2020.

Discussion:

The General Manager presented the Monthly Staff Report for March 2020 and fielded the following discussion. President Poulson asked if mosquito fish that were being picked up by residents at the District were used for unmaintained swimming pools (yes, along with ponds and other man-made water structures). Trustee Beatty asked if the 4.24 mosquitoes-per-trap per day number was typical (this time of year, yes, especially in the New Jersey Light Traps). Trustee Washburn commented that higher numbers of mosquitoes in those traps usually are due to spikes of mosquito abundance, particularly *Culex erythrothorax*. President Poulson, in response to hearing that District-related Public Education events had been canceled due to Covid-19 concerns, asked what the District's response would be (there are several factors influencing the District's decision to possibly send employees home and he will be informing the Board as the situation develops). Vice-President Beatty noted that it is difficult to work from home for certain employees. Secretary Cooley suggested waiting until next month's meeting to further discuss policy options. Vice-President Beatty asked if the District was under Alameda County's jurisdiction (no, the District is a Special District, solely under the authority of the Board of Trustees with power granted by the State of California). Trustee Marquez commented that the City of Hayward is allowing remote work but noted the differences per work classifications. Vice-President Beatty confirmed the same situation is at UC Berkeley and commented that there may be other state-wide policies that may impact employees and guide the District. Trustee Roache asked if the Governor might step in (yes, but to allow employees to be paid with working, funding must be a component). The General Manager noted that the District will also follow OSHA guidelines for employees working in the office or in the field. Secretary Cooley commented that it can be difficult to diagnose those who have the Covid-19 virus, as they can be asymptomatic for days. Trustee Bhat asked if the Board needed to make emergency decisions about Covid-19, could the Board act before the next Board Meeting (yes, but an Emergency or Special Meeting would have to be noticed). President Poulson asked for further clarification on if there was a policy about sending employees home and expressed concern about employees who could not work from home, mainly operations staff, and if they would receive pay if forced to not work, due to Covid-19 risk concerns (those employees would most likely have to use any PTO they had accrued if a flexible arrangement cannot be made). Vice-President Beatty brought up that a "Pandemic Policy" may be something to consider discussing at an upcoming meeting. Trustee Hentschke suggested maybe setting a definitive date for an Emergency Meeting. Trustee Washburn recommended waiting until the next Board Meeting instead. Secretary Cooley again suggested having an official discussion put in the agenda for the next Board Meeting. The General Manager then presented information relating to the MVCAC informational packet titled "Ongoing State Funding is Critical for Mosquito Surveillance and Research" and continued to field the following discussion. Vice-President Beatty asked if the CA disease case numbers were derived from the Public Health Department (yes) and expressed surprise at the number 81 for the number of mosquito and vector and public health agencies (some Districts are single-employee). Vice-President Beatty also asked about why LAFCo does solve this seemingly inefficiency system (each county LAFCo operates differently). Trustee Marquez asked if the MVCAC Legislation Day was held annually (yes).

9. Presentation of the Manager's Report for March 2020.

Discussion:

The General Manager presented the Manager's Report for March 2020 and fielded the following discussion. The General Manager congratulated Trustee Marquez for her five-year anniversary as a Board member and was awarded the District pewter belt buckle. Vector Biologist John Busam, Regulatory and Public Affairs Director Erika Castillo and Vector Biologist Nick Appice were each recognized for their anniversaries of service: 18, 18 and 6 years, respectively. Trustee Roache asked if the General Manager had emailed out the Form 700 (it was in the Board packet but will send out directly to her). Trustees Marquez and Bhat each confirmed that they would finish their forms by the upcoming weekend. President Poulson asked if the AMCA, the conference that had been canceled due to Covid-19 concerns, was the conference in which the district presented on BG Sentinel performance (no, that was the MVCAC annual conference). Trustee Washburn asked if the District would be getting reimbursed for AMCA-related expenses (Alaska Air is giving credit, the hotels have been refunded and the AMCA registration fees are still undecided). The General Manager asked Trustee Marquez what JPA Hayward was a part of (Trustee Marquez answered that she is unsure off the top of her head and their City Attorney is the main JPA contact). Secretary Cooley asked why Vector Biologist Sarah Erspamer would not be serving Emeryville anymore. Sarah Erspamer and Neil Campbell had switched zones on January 1st, 2020 and Erspamer would now be in Zone 8 and Campbell in Zone 1. President Poulson along with Trustees Beatty and Cooley expressed appreciation for the work Erspamer did in their cities. President Poulson asked if the ACSDA Annual Dinner had been canceled, due to Covid-19 concerns (yes).

10. Board President Poulson asked for reports on conferences and seminars attended by Trustees. Trustee Washburn related his experience at the end of February working with Vector Biologist John Busam to find specific mosquito parasites in Marin and then subsequently identifying and studying them in the District lab with Stanford, San Mateo Mosquito and Vector Control District, and international researchers. Trustee Washburn commended Busam on his ability to quickly find the mosquitoes they were looking for.

11. Board President Poulson asked for announcements from the Board. The General Manager asked Board Members to distribute the Biennial Annual Reports, if possible, to their respective City Council members. Trustee Roache asked if she should give them to the Board of Supervisors (the General Manager (yes)).

12. Board President Poulson asked trustees for items to be added to the agenda for the next Board meeting. A discussion on a possible Pandemic Policy will be added to the agenda. Trustee Roache noted that government employees were considered disaster employees.

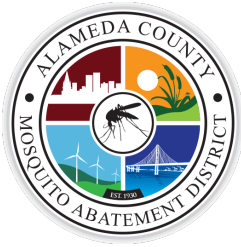
13. The meeting adjourned at 6:00 P.M.

Respectfully submitted,

Approved as written and/or corrected
at the 1078th meeting of the Board of
Trustees held April 8th, 2020

Wendi Poulson, President
BOARD OF TRUSTEES

Betsy Cooley, Secretary
BOARD OF TRUSTEES



23187 Connecticut Street
Hayward, CA 94545

T: (510) 783-7744
F: (510) 783-3903

acmad@mosquitoes.org

Board of Trustees

President

Wendi Poulson

Alameda

Vice-President

Robert Beatty

Berkeley

Secretary

Betsy Cooley

Emeryville

Cathy Roache

County at Large

Shawn Kumagai

Dublin

George Young

Fremont

Elisa Márquez

Hayward

James N. Doggett

Livermore

Jan O. Washburn

Oakland

Eric Hentschke

Newark

vacant

Piedmont

Julie Testa

Pleasanton

Victor Aguilar

San Leandro

Subru Bhat

Union City

Ryan Clausnitzer

General Manager

How the District is controlling mosquitoes during the COVID-19 pandemic

The General Manager sent a memo to all District employees on March 12th, 2020, the day after the District's March 11th Regular Board meeting, clarifying existing policies while sharing guidance documents from the Alameda County Health Services Agency and the California Department of Public Health.

Since then, and through the shelter-in-place order which came on March 16th 2020 which triggered an additional memo to staff and Trustees, the District has continued operations uninterrupted as essential workers defined by the both the Alameda County Health Officer and Governor of California. We provide these essential services because of our ability to adapt by:

- Working remotely if possible
- Limiting office work to the General Manager, Mechanical Specialist, Operations Supervisor, and a member of the lab staff who follow social distancing and regular sanitize hand-contact surfaces
- Field staff either reporting directly from their home or reporting to work before leaving for the field and avoiding human contact. This is achieved through our tablet-based database, clock-in payroll application, and GPS tracking of District property.
- Communicating to the public through social media platforms, a press release, and newsletter our ability to continue adjusted service delivery
- Joining daily calls with the Alameda County Office of Emergency Services as a member of the Emergency Managers Association
- Staying abreast of all human-resource and financial changes
- Temporarily adjusting Board meetings to a teleconference

It is our duty to protect the residents of Alameda County from the threat of mosquitoes and the illnesses they carry while providing a safe working environment for our employees.



23187 Connecticut Street
Hayward, CA 94545

T: (510) 783-7744
F: (510) 783-3903

acmad@mosquitoes.org

March 30, 2020

Board of Trustees

President

Wendi Poulson

Alameda

Vice-President

Robert Beatty

Berkeley

Secretary

Betsy Cooley

Emeryville

Cathy Roache

County at Large

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General Manager

DECLARATION OF THE BOARD PRESIDENT ALTERING THE REGULAR MEETING LOCATION DUE TO A LOCAL EMERGENCY CAUSED BY THE COVID-19 PANDEMIC

WHEREAS, the Alameda County Mosquito Abatement District ("District") is an independent special district and the meetings of its legislative body are open and public in compliance with the legal requirements of the Ralph M. Brown Act (Government Code § 54950 et seq.); and

WHEREAS, due to the COVID-19 pandemic, we are in a state of emergency, as established by the Governor on March 4, 2020 via Proclamation; and

WHEREAS, on March 16, 2020, the Alameda County Public Health Officer issued a shelter in place order which affects the District's entire service area and requires alterations to the District's normal business practices; and

WHEREAS, on March 12th and 16th, 2020, the General Manager promulgated certain rules and orders establishing alternative staffing levels, temporarily closing District facilities to the public, and altering the public services provided in order to ensure social distancing and protect the life and property of the District, its employees, and the residents of Alameda County; and

WHEREAS, on March 19, 2020, the Governor issued Executive Order N-33-20 directing all individuals living in the State of California to stay home or at their place of residence, except as to maintain continuity of operations of specified critical infrastructure; and

WHEREAS, the Governor identified a list of Essential Critical Infrastructure Workers to help state, local, tribal and industry partners as they work to protect communities. This list includes critical government workers and identifies exterminators and other service providers as necessary to maintain safety and sanitation; and

WHEREAS, it is necessary to continue to have meetings of the various legislative bodies of the District in order to maintain the critical public health and safety services and operations provided; and

WHEREAS, Section 54954(a) of the Brown Act requires that the District specify its regular meeting time and place by ordinance, resolution or bylaws; and

WHEREAS, the District's regular meeting place has been established as the conference room of the District's office in Hayward by District Policy 105.1 of the District Policy Manual, and

WHEREAS, Government Code section 54954(e) and District Policy 105.3 allows the Board President to designate an alternate location for the meetings to take place if, due to an emergency, it is unsafe to meet in the designated location; and

WHEREAS, on March 17, 2020, the Governor issued Executive Order N-29-20 which authorized meetings of local legislative bodies to be held by teleconference or other electronic means as long as notice is provided to the public and the meeting is made accessible in specified ways to allow the public to observe and participate; and

WHEREAS, it is my intent to allow the Board and its other legislative bodies to continue to hold meetings in order to receive information, provide direction, and make decisions on behalf of the District while still complying with social distancing requirements during the pendency of this pandemic;

NOW, THEREFORE, on behalf of the District, I, Wendi Poulson, President of the Board of Trustees, hereby find and declare all of the following:

1. The above referenced recitals are true and correct and material to the adoption of this Declaration.
2. The District offices at 23187 Connecticut Street, Hayward CA 94545 shall be temporarily closed to the public.
3. The regular meetings of the Board, and any and all other meetings of the District's legislative bodies that are subject to the Brown Act, may be held via teleconference or other electronic means, in the manner set forth in the sample agenda notice attached to this Declaration, which may be updated, from time to time, in the actual agenda notice for the meeting of the legislative body.
4. All members of the public seeking to observe and/or to address the local legislative body may participate in the meeting telephonically or otherwise electronically in the manner set forth in the sample agenda notice attached to this Declaration, which may be updated, from time to time, in the actual agenda notice for the meeting of the legislative body.
5. This Declaration shall take effect immediately and shall remain in effect only during the period in which state or local public health officials have imposed or recommended social distancing measures.

This Declaration is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the District, its departments, officers, employees, contractors, or any other person.

IN WITNESS HEREOF, I have hereunto set my hand this 30th day of March 2020.

DocuSigned by:
Wendi Poulson
1C33F430D1A740F...

President, Board of Trustees
Alameda County Mosquito Abatement District

ATTEST:

DocuSigned by:
Betsy Cooley
A246F3E79A08480...

Secretary, Board of Trustees
Alameda County Mosquito Abatement District

WHEREAS, Government Code section 54954(e) and District Policy 105.3 allows the Board President to designate an alternate location for the meetings to take place if, due to an emergency, it is unsafe to meet in the designated location; and

WHEREAS, on March 17, 2020, the Governor issued Executive Order N-29-20 which authorized meetings of local legislative bodies to be held by teleconference or other electronic means as long as notice is provided to the public and the meeting is made accessible in specified ways to allow the public to observe and participate; and

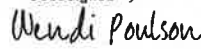
WHEREAS, it is my intent to allow the Board and its other legislative bodies to continue to hold meetings in order to receive information, provide direction, and make decisions on behalf of the District while still complying with social distancing requirements during the pendency of this pandemic;

NOW, THEREFORE, on behalf of the District, I, Wendi Poulson, President of the Board of Trustees, hereby find and declare all of the following:

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IN WITNESS HEREOF, I have hereunto set my hand this 30th day of March 2020.

DocuSigned by:

 Wendi Poulson
 President, Board of Trustees
 Alameda County Mosquito Abatement District

ATTEST:

DocuSigned by:

 Betsy Cooley
 Secretary, Board of Trustees
 Alameda County Mosquito Abatement District

their District truck home.

- a. If you are unable to park in a protected off-street parking, you will have to come in.
 - b. Working together will only be accepted with prior authorization from your supervisor, or me.
- iii. Lab staff may return to the office to pick up supplies, but avoid contact with other District staff if they are here.

Again, this is a developing issue and many of the above suggestions are a direct result from conversations with ACMAD staff. Please come by if you have any questions or concerns about this, I am open to ideas. Our safety is paramount and mosquitoes will continue to breed, completing both mandates is our goal.

Thank you-



Ryan Clausnitzer

General Manager

23187 Connecticut St., Hayward, CA 94545

Direct 510-925-1756 | **Main** 510-783-7744

ryan@mosquitoes.org

| www.mosquitoes.org



From: [Ryan Clausnitzer](#)
To: [ALL ACMAD](#); [Aguilar Jr, Victor](#); [Betsy Cooley](#); ["Elisa Marquez"](#); [Eric Hentschke \(ehentschke@yahoo.com\)](#); ["George Young"](#); ["James Doggett"](#); ["Jan O. WASHBURN"](#); [Julie Testa](#); [Lisa Tarnow](#); [Roache, Cathy, CDA](#); [Robert Beatty](#); [Shawn Kumagai](#); [Subru Bhat](#); ["Wendi L. Poulson"](#)
Subject: ACMAD: Health Officer Order (DO NOT REPLY ALL)
Date: Monday, March 16, 2020 2:36:44 PM
Attachments: [Final Order to Shelter In Place -- Alameda withSignature.pdf](#)
[Alameda County Press Release 20200316 HHS 6CoPHOrder -- FINAL.pdf](#)
[image009.png](#)
Importance: High

Hello ACMAD Staff & Trustees-

As you may be aware, the Health Officer of Alameda County (along with other Bay Area Counties) ordered a Shelter in Place this afternoon (see attached) effective midnight tonight. This shelter in place exempts "essential services/ activities/ businesses". The excerpt below includes "exterminators" along with "minimum basic operations" to maintain the value of the business.

- f. For the purposes of this Order, "Essential Businesses" means:
- i. Healthcare Operations and Essential Infrastructure;
 - ii. Grocery stores, certified farmers' markets, farm and produce stands, supermarkets, food banks, convenience stores, and other establishments engaged in the retail sale of canned food, dry goods, fresh fruits and vegetables, pet supply, fresh meats, fish, and poultry, and any other household consumer products (such as cleaning and personal care products). This includes stores that sell groceries and also sell other non-grocery products, and products necessary to maintaining the safety, sanitation, and essential operation of residences;
 - iii. Food cultivation, including farming, livestock, and fishing;
 - iv. Businesses that provide food, shelter, and social services, and other necessities of life for economically disadvantaged or otherwise needy individuals;
 - v. Newspapers, television, radio, and other media services;
 - vi. Gas stations and auto-supply, auto-repair, and related facilities;
 - vii. Banks and related financial institutions;
 - viii. Hardware stores;
 - ix. Plumbers, electricians, exterminators, and other service providers who provide services that are necessary to maintaining the safety, sanitation, and essential operation of residences, Essential Activities, and Essential Businesses;
- g. For the purposes of this Order, "Minimum Basic Operations" include the following, provided that employees comply with Social Distancing Requirements as defined this Section, to the extent possible, while carrying out such operations:
- i. The minimum necessary activities to maintain the value of the business's inventory, ensure security, process payroll and employee benefits, or for related functions.
 - ii. The minimum necessary activities to facilitate employees of the business being able to continue to work remotely from their residences.

From this definition, and by the nature of our work, ACMAD staff are able to continue their work either remotely (support staff will work from home), or in the field. This allows staff to not deduct from their leave balances unless they are sick or on vacation.

While our phone lines will be open, we will no longer accept requests for service--that includes interactions other than reports of "biting complaints" or "standing water".

To follow these guidelines, and based on the nature of COVID-19, social distancing is paramount.

1. I will be at the District from 7:30am-4pm unless I tell you otherwise (or I or my family becomes ill). You can always reach my cell phone.
2. All preplanned office meetings are called off until this shelter in place is lifted.
3. Field staff, tell me, or your supervisor, if/when you are coming in to pick up your truck and equipment and keep at least 6 feet from other

- employees. This includes the locker rooms (only 2 people at a time, in different sides). Keep your phone on you at all times.
4. Support staff, you must be available during working hours and please update your supervisor on the status of your projects.
 5. Trustees, I will need to meet one of you at the end of next week (Th-26 or F-27) in the morning to sign checks.

The District has always taken care of its own and the public it serves. I am also open to suggestions and comments on this unprecedented (and developing) situation.

Please take care, be safe, and enjoy the extra time with your loved ones.

Sincerely,



Ryan Clausnitzer

General Manager

23187 Connecticut St., Hayward, CA 94545

Direct 510-925-1756 | **Main** 510-783-7744

ryan@mosquitoes.org

| www.mosquitoes.org



EXECUTIVE DEPARTMENT
STATE OF CALIFORNIA

EXECUTIVE ORDER N-25-20

WHEREAS on March 4, 2020, I proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19; and

WHEREAS despite sustained efforts, the virus remains a threat, and further efforts to control the spread of the virus to reduce and minimize the risk of infection are needed; and

WHEREAS state and local public health officials may, as they deem necessary in the interest of public health, issue guidance limiting or recommending limitations upon attendance at public assemblies, conferences, or other mass events, which could cause the cancellation of such gatherings through no fault or responsibility of the parties involved, thereby constituting a force majeure; and

WHEREAS the Department of Public Health is maintaining up-to-date guidance relating to COVID-19, available to the public at <http://cdph.ca.gov/covid19>; and

WHEREAS the State of California and local governments, in collaboration with the Federal government, continue sustained efforts to minimize the spread and mitigate the effects of COVID-19; and

WHEREAS there is a need to secure numerous facilities to accommodate quarantine, isolation, or medical treatment of individuals testing positive for or exposed to COVID-19; and

WHEREAS, many individuals who have developmental disabilities and receive services through regional centers funded by the Department of Developmental Services also have chronic medical conditions that make them more susceptible to serious symptoms of COVID-19, and it is critical that they continue to receive their services while also protecting their own health and the general public health; and

WHEREAS individuals exposed to COVID-19 may be temporarily unable to report to work due to illness caused by COVID-19 or quarantines related to COVID-19 and individuals directly affected by COVID-19 may experience potential loss of income, health care and medical coverage, and ability to pay for housing and basic needs, thereby placing increased demands on already strained regional and local health and safety resources such as shelters and food banks; and

WHEREAS in the interest of public health and safety, it is necessary to exercise my authority under the Emergency Services Act, specifically Government Code section 8572, to ensure adequate facilities exist to address the impacts of COVID-19; and

WHEREAS under the provisions of Government Code section 8571, I find that strict compliance with various statutes and regulations specified in this order would prevent, hinder, or delay appropriate actions to prevent and mitigate the effects of the COVID-19 pandemic.

NOW, THEREFORE, I, GAVIN NEWSOM, Governor of the State of California, in accordance with the authority vested in me by the State Constitution and statutes of the State of California, and in particular, Government Code sections 8567, 8571 and 8572, do hereby issue the following order to become effective immediately:

IT IS HEREBY ORDERED THAT:

1. All residents are to heed any orders and guidance of state and local public health officials, including but not limited to the imposition of social distancing measures, to control the spread of COVID-19.
2. For the period that began January 24, 2020 through the duration of this emergency, the Employment Development Department shall have the discretion to waive the one-week waiting period in Unemployment Insurance Code section 2627(b)(1) for disability insurance applicants who are unemployed and disabled as a result of the COVID-19, and who are otherwise eligible for disability insurance benefits.
3. For the period that began January 24, 2020 through the duration of this emergency, the Employment Development Department shall have the discretion to waive the one-week waiting period in Unemployment Insurance Code section 1253(d) for unemployment insurance applicants who are unemployed as a result of the COVID-19, and who are otherwise eligible for unemployment insurance benefits.
4. Notwithstanding Health and Safety Code section 1797.172(b), during the course of this emergency, the Director of the Emergency Medical Services Authority shall have the authority to implement additions to local optional scopes of practice without first consulting with a committee of local EMS medical directors named by the EMS Medical Directors Association of California.
5. In order to quickly provide relief from interest and penalties, the provisions of the Revenue and Taxation Code that apply to the taxes and fees administered by the Department of Tax and Fee Administration, requiring the filing of a statement under penalty of perjury setting forth the facts for a claim for relief, are suspended for a period of 60 days after the date of this Order for any individuals or businesses who are unable to file a timely tax return or make a timely payment as a result of complying with a state or local public health official's imposition or recommendation of social distancing measures related to COVID-19.
6. The Franchise Tax Board, the Board of Equalization, the Department of Tax and Fee Administration, and the Office of Tax Appeals shall use their administrative powers where appropriate to provide those individuals and businesses impacted by complying with a state or local public health official's imposition or recommendation of social

distancing measures related to COVID-19 with the extensions for filing, payment, audits, billing, notices, assessments, claims for refund, and relief from subsequent penalties and interest.

7. The Governor's Office of Emergency Services shall ensure adequate state staffing during this emergency. Consistent with applicable federal law, work hour limitations for retired annuitants, permanent and intermittent personnel, and state management and senior supervisors, are suspended. Furthermore, reinstatement and work hour limitations in Government Code sections 21220, 21224(a), and 7522.56(b), (d), (f), and (g), and the time limitations in Government Code section 19888.1 and California Code of Regulations, title 2, sections 300-303 are suspended. The Director of the California Department of Human Resources must be notified of any individual employed pursuant to these waivers.
8. The California Health and Human Services Agency and the Office of Emergency Services shall identify, and shall otherwise be prepared to make available—including through the execution of any necessary contracts or other agreements and, if necessary, through the exercise of the State's power to commandeer property – hotels and other places of temporary residence, medical facilities, and other facilities that are suitable for use as places of temporary residence or medical facilities as necessary for quarantining, isolating, or treating individuals who test positive for COVID-19 or who have had a high-risk exposure and are thought to be in the incubation period.
9. The certification and licensure requirements of California Code of Regulations, Title 17, section 1079 and Business and Professions Code section 1206.5 are suspended as to all persons who meet the requirements under the Clinical Laboratory Improvement Amendments of section 353 of the Public Health Service Act for high complexity testing and who are performing analysis of samples to test for SARS-CoV-2, the virus that causes COVID-19, in any certified public health laboratory or licensed clinical laboratory.
10. To ensure that individuals with developmental disabilities continue to receive the services and supports mandated by their individual program plans threatened by disruptions caused by COVID-19, the Director of the Department of Developmental Services may issue directives waiving any provision or requirement of the Lanterman Developmental Disabilities Services Act, the California Early Intervention Services Act, and the accompanying regulations of Title 17, Division 2 of the California Code of Regulations. A directive may delegate to the regional centers any authority granted to the Department by law where the Director believes such delegation is necessary to ensure services to individuals with developmental disabilities. The Director shall describe the need justifying the waiver granted in each directive and articulate how the waiver is necessary to protect the public health or safety from the threat of COVID-19 or necessary to ensure that services to individuals with developmental disabilities are not disrupted. Any waiver granted by a directive shall expire 30 days from the date of its issuance. The Director may grant one or more 30-day extensions if the waiver continues to be necessary

to protect health or safety or to ensure delivery of services. The Director shall rescind a waiver once it is no longer necessary to protect public health or safety or ensure delivery of services. Any waivers and extensions granted pursuant to this paragraph shall be posted on the Department's website.

11. Notwithstanding any other provision of state or local law, including the Bagley-Keene Act or the Brown Act, a local legislative body or state body is authorized to hold public meetings via teleconferencing and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to attend and to address the local legislative body or state body, during the period in which state or local public officials impose or recommend measures to promote social distancing, including but not limited to limitations on public events. All requirements in both the Bagley-Keene Act and the Brown Act expressly or impliedly requiring the physical presence of members, the clerk or other personnel of the body, or of the public as a condition of participation in or quorum for a public meeting are hereby waived.

In particular, any otherwise-applicable requirements that

- (i) state and local bodies notice each teleconference location from which a member will be participating in a public meeting;
- (ii) each teleconference location be accessible to the public;
- (iii) members of the public may address the body at each teleconference conference location;
- (iv) state and local bodies post agendas at all teleconference locations;
- (v) at least one member of the state body be physically present at the location specified in the notice of the meeting; and
- (vi) during teleconference meetings, a least a quorum of the members of the local body participate from locations within the boundaries of the territory over which the local body exercises jurisdiction

are hereby suspended, on the conditions that:

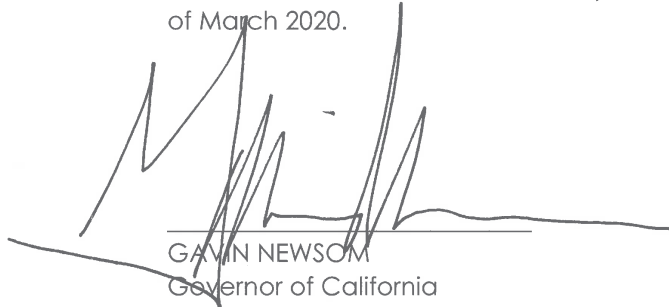
- (i) each state or local body must give advance notice of each public meeting, according to the timeframe otherwise prescribed by the Bagley-Keene Act or the Brown Act, and using the means otherwise prescribed by the Bagley-Keene Act or the Brown Act, as applicable; and
- (ii) consistent with the notice requirement in paragraph (i), each state or local body must notice at least one publicly accessible location from which members of the public shall have the right to observe and offer public comment at the public meeting, consistent with the public's rights of access and public comment otherwise provided for by the Bagley-Keene Act and the Brown Act, as applicable (including, but not limited to, the requirement that such rights of access and public comment be made available in a manner consistent with the Americans with Disabilities Act).

In addition to the mandatory conditions set forth above, all state and local bodies are urged to use sound discretion and to make reasonable efforts to adhere as closely as reasonably possible to the provisions of the Bagley-Keene Act and the Brown Act, and other applicable local laws regulating the conduct of public meetings, in order to maximize transparency and provide the public access to their meetings.

IT IS FURTHER ORDERED that as soon as hereafter possible, this Order be filed in the Office of the Secretary of State and that widespread publicity and notice be given of this Order.

This Order is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the State of California, its agencies, departments, entities, officers, employees, or any other person.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 12th day of March 2020.



A handwritten signature in black ink, appearing to read 'Gavin Newsom', is written over a horizontal line. The signature is stylized and somewhat messy.

GAVIN NEWSOM
Governor of California

ATTEST:

ALEX PADILLA
Secretary of State

**EXECUTIVE DEPARTMENT
STATE OF CALIFORNIA**

EXECUTIVE ORDER N-29-20

WHEREAS on March 4, 2020, I proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19; and

WHEREAS despite sustained efforts, the virus continues to spread and is impacting nearly all sectors of California; and

WHEREAS the threat of COVID-19 has resulted in serious and ongoing economic harms, in particular to some of the most vulnerable Californians; and

WHEREAS time bound eligibility redeterminations are required for Medi-Cal, CalFresh, CalWORKs, Cash Assistance Program for Immigrants, California Food Assistance Program, and In Home Supportive Services beneficiaries to continue their benefits, in accordance with processes established by the Department of Social Services, the Department of Health Care Services, and the Federal Government; and

WHEREAS social distancing recommendations or Orders as well as a statewide imperative for critical employees to focus on health needs may prevent Medi-Cal, CalFresh, CalWORKs, Cash Assistance Program for Immigrants, California Food Assistance Program, and In Home Supportive Services beneficiaries from obtaining in-person eligibility redeterminations; and

WHEREAS under the provisions of Government Code section 8571, I find that strict compliance with various statutes and regulations specified in this order would prevent, hinder, or delay appropriate actions to prevent and mitigate the effects of the COVID-19 pandemic.

NOW, THEREFORE, I, GAVIN NEWSOM, Governor of the State of California, in accordance with the authority vested in me by the State Constitution and statutes of the State of California, and in particular, Government Code sections 8567 and 8571, do hereby issue the following order to become effective immediately:

IT IS HEREBY ORDERED THAT:

1. As to individuals currently eligible for benefits under Medi-Cal, CalFresh, CalWORKs, the Cash Assistance Program for Immigrants, the California Food Assistance Program, or In Home Supportive Services benefits, and to the extent necessary to allow such individuals to maintain eligibility for such benefits, any state law, including but not limited to California Code of Regulations, Title 22, section 50189(a) and Welfare and Institutions Code sections 18940 and 11265, that would require redetermination of such benefits is suspended for a period of 90 days from the date of this Order. This Order shall be construed to be consistent with applicable federal laws, including but not limited to Code of Federal Regulations, Title 42, section 435.912, subdivision (e), as interpreted by the Centers for Medicare and Medicaid Services (in guidance issued on January 30, 2018) to permit the extension of

otherwise-applicable Medicaid time limits in emergency situations.

2. Through June 17, 2020, any month or partial month in which California Work Opportunity and Responsibility to Kids (CalWORKs) aid or services are received pursuant to Welfare and Institutions Code Section 11200 et seq. shall not be counted for purposes of the 48-month time limit set forth in Welfare and Institutions Code Section 11454. Any waiver of this time limit shall not be applied if it will exceed the federal time limits set forth in Code of Federal Regulations, Title 45, section 264.1.
3. Paragraph 11 of Executive Order N-25-20 (March 12, 2020) is withdrawn and superseded by the following text:

Notwithstanding any other provision of state or local law (including, but not limited to, the Bagley-Keene Act or the Brown Act), and subject to the notice and accessibility requirements set forth below, a local legislative body or state body is authorized to hold public meetings via teleconferencing and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to observe and to address the local legislative body or state body. All requirements in both the Bagley-Keene Act and the Brown Act expressly or impliedly requiring the physical presence of members, the clerk or other personnel of the body, or of the public as a condition of participation in or quorum for a public meeting are hereby waived.

In particular, any otherwise-applicable requirements that

- (i) state and local bodies notice each teleconference location from which a member will be participating in a public meeting;
- (ii) each teleconference location be accessible to the public;
- (iii) members of the public may address the body at each teleconference conference location;
- (iv) state and local bodies post agendas at all teleconference locations;
- (v) at least one member of the state body be physically present at the location specified in the notice of the meeting; and
- (vi) during teleconference meetings, a least a quorum of the members of the local body participate from locations within the boundaries of the territory over which the local body exercises jurisdiction

are hereby suspended.

A local legislative body or state body that holds a meeting via teleconferencing and allows members of the public to observe and address the meeting telephonically or otherwise electronically, consistent with the notice and accessibility requirements set forth below, shall have satisfied any requirement that the body allow

members of the public to attend the meeting and offer public comment. Such a body need not make available any physical location from which members of the public may observe the meeting and offer public comment.

Accessibility Requirements: If a local legislative body or state body holds a meeting via teleconferencing and allows members of the public to observe and address the meeting telephonically or otherwise electronically, the body shall also:

- (i) Implement a procedure for receiving and swiftly resolving requests for reasonable modification or accommodation from individuals with disabilities, consistent with the Americans with Disabilities Act and resolving any doubt whatsoever in favor of accessibility; and
- (ii) Advertise that procedure each time notice is given of the means by which members of the public may observe the meeting and offer public comment, pursuant to subparagraph (ii) of the Notice Requirements below.

Notice Requirements: Except to the extent this Order expressly provides otherwise, each local legislative body and state body shall:

- (i) Give advance notice of the time of, and post the agenda for, each public meeting according to the timeframes otherwise prescribed by the Bagley-Keene Act or the Brown Act, and using the means otherwise prescribed by the Bagley-Keene Act or the Brown Act, as applicable; and
- (ii) In each instance in which notice of the time of the meeting is otherwise given or the agenda for the meeting is otherwise posted, also give notice of the means by which members of the public may observe the meeting and offer public comment. As to any instance in which there is a change in such means of public observation and comment, or any instance prior to the issuance of this Order in which the time of the meeting has been noticed or the agenda for the meeting has been posted without also including notice of such means, a body may satisfy this requirement by advertising such means using "the most rapid means of communication available at the time" within the meaning of Government Code, section 54954, subdivision (e); this shall include, but need not be limited to, posting such means on the body's Internet website.

All of the foregoing provisions concerning the conduct of public meetings shall apply only during the period in which state or local public health officials have imposed or recommended social distancing measures.

All state and local bodies are urged to use sound discretion and to make reasonable efforts to adhere as closely as reasonably possible to the provisions of the Bagley-Keene Act and the Brown Act, and other applicable local laws regulating the conduct of public meetings, in order to maximize transparency and provide the public access to their meetings.

IT IS FURTHER ORDERED that as soon as hereafter possible, this Order be filed in the Office of the Secretary of State and that widespread publicity and notice be given of this Order.

This Order is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the State of California, its agencies, departments, entities, officers, employees, or any other person.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 17th day of March 2020.



GAVIN NEWSOM
Governor of California

ATTEST:

ALEX PADILLA
Secretary of State

EXECUTIVE DEPARTMENT
STATE OF CALIFORNIA

EXECUTIVE ORDER N-33-20

WHEREAS on March 4, 2020, I proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19; and

WHEREAS in a short period of time, COVID-19 has rapidly spread throughout California, necessitating updated and more stringent guidance from federal, state, and local public health officials; and

WHEREAS for the preservation of public health and safety throughout the entire State of California, I find it necessary for all Californians to heed the State public health directives from the Department of Public Health.

NOW, THEREFORE, I, GAVIN NEWSOM, Governor of the State of California, in accordance with the authority vested in me by the State Constitution and statutes of the State of California, and in particular, Government Code sections 8567, 8627, and 8665 do hereby issue the following Order to become effective immediately:

IT IS HEREBY ORDERED THAT:

- 1) To preserve the public health and safety, and to ensure the healthcare delivery system is capable of serving all, and prioritizing those at the highest risk and vulnerability, all residents are directed to immediately heed the current State public health directives, which I ordered the Department of Public Health to develop for the current statewide status of COVID-19. Those directives are consistent with the March 19, 2020, Memorandum on Identification of Essential Critical Infrastructure Workers During COVID-19 Response, found at: <https://covid19.ca.gov/>. Those directives follow:

ORDER OF THE STATE PUBLIC HEALTH OFFICER
March 19, 2020

To protect public health, I as State Public Health Officer and Director of the California Department of Public Health order all individuals living in the State of California to stay home or at their place of residence except as needed to maintain continuity of operations of the federal critical infrastructure sectors, as outlined at <https://www.cisa.gov/identifying-critical-infrastructure-during-covid-19>. In addition, and in consultation with the Director of the Governor's Office of Emergency Services, I may designate additional sectors as critical in order to protect the health and well-being of all Californians.

Pursuant to the authority under the Health and Safety Code 120125, 120140, 131080, 120130(c), 120135, 120145, 120175 and 120150, this order is to go into effect immediately and shall stay in effect until further notice.

The federal government has identified 16 critical infrastructure sectors whose assets, systems, and networks, whether physical or virtual, are considered so vital to the United States that their incapacitation or

destruction would have a debilitating effect on security, economic security, public health or safety, or any combination thereof. I order that Californians working in these 16 critical infrastructure sectors may continue their work because of the importance of these sectors to Californians' health and well-being.

This Order is being issued to protect the public health of Californians. The California Department of Public Health looks to establish consistency across the state in order to ensure that we mitigate the impact of COVID-19. Our goal is simple, we want to bend the curve, and disrupt the spread of the virus.

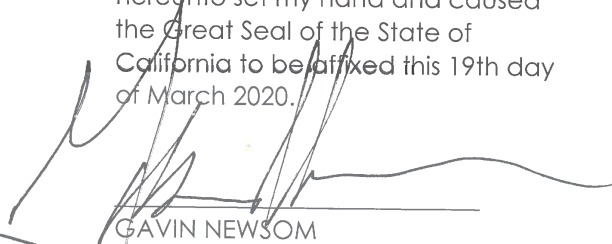
The supply chain must continue, and Californians must have access to such necessities as food, prescriptions, and health care. When people need to leave their homes or places of residence, whether to obtain or perform the functions above, or to otherwise facilitate authorized necessary activities, they should at all times practice social distancing.

- 2) The healthcare delivery system shall prioritize services to serving those who are the sickest and shall prioritize resources, including personal protective equipment, for the providers providing direct care to them.
- 3) The Office of Emergency Services is directed to take necessary steps to ensure compliance with this Order.
- 4) This Order shall be enforceable pursuant to California law, including, but not limited to, Government Code section 8665.

IT IS FURTHER ORDERED that as soon as hereafter possible, this Order be filed in the Office of the Secretary of State and that widespread publicity and notice be given of this Order.

This Order is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the State of California, its agencies, departments, entities, officers, employees, or any other person.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 19th day of March 2020.



GAVIN NEWSOM
Governor of California

ATTEST:



ALEX PADILLA
Secretary of State



EMPLOYEE RIGHTS

PAID SICK LEAVE AND EXPANDED FAMILY AND MEDICAL LEAVE UNDER THE FAMILIES FIRST CORONAVIRUS RESPONSE ACT

The **Families First Coronavirus Response Act (FFCRA or Act)** requires certain employers to provide their employees with paid sick leave and expanded family and medical leave for specified reasons related to COVID-19. These provisions will apply from April 1, 2020 through December 31, 2020.

▶ PAID LEAVE ENTITLEMENTS

Generally, employers covered under the Act must provide employees:

Up to two weeks (80 hours, or a part-time employee's two-week equivalent) of paid sick leave based on the higher of their regular rate of pay, or the applicable state or Federal minimum wage, paid at:

- 100% for qualifying reasons #1-3 below, up to \$511 daily and \$5,110 total;
- $\frac{2}{3}$ for qualifying reasons #4 and 6 below, up to \$200 daily and \$2,000 total; and
- Up to 12 weeks of paid sick leave and expanded family and medical leave paid at $\frac{2}{3}$ for qualifying reason #5 below for up to \$200 daily and \$12,000 total.

A part-time employee is eligible for leave for the number of hours that the employee is normally scheduled to work over that period.

▶ ELIGIBLE EMPLOYEES

In general, employees of private sector employers with fewer than 500 employees, and certain public sector employers, are eligible for up to two weeks of fully or partially paid sick leave for COVID-19 related reasons (see below). *Employees who have been employed for at least 30 days* prior to their leave request may be eligible for up to an additional 10 weeks of partially paid expanded family and medical leave for reason #5 below.

▶ QUALIFYING REASONS FOR LEAVE RELATED TO COVID-19

An employee is entitled to take leave related to COVID-19 if the employee is unable to work, including unable to **telework**, because the employee:

- | | |
|---|---|
| <ol style="list-style-type: none">1. is subject to a Federal, State, or local quarantine or isolation order related to COVID-19;2. has been advised by a health care provider to self-quarantine related to COVID-19;3. is experiencing COVID-19 symptoms and is seeking a medical diagnosis;4. is caring for an individual subject to an order described in (1) or self-quarantine as described in (2); | <ol style="list-style-type: none">5. is caring for his or her child whose school or place of care is closed (or child care provider is unavailable) due to COVID-19 related reasons; or6. is experiencing any other substantially-similar condition specified by the U.S. Department of Health and Human Services. |
|---|---|

▶ ENFORCEMENT

The U.S. Department of Labor's Wage and Hour Division (WHD) has the authority to investigate and enforce compliance with the FFCRA. Employers may not discharge, discipline, or otherwise discriminate against any employee who lawfully takes paid sick leave or expanded family and medical leave under the FFCRA, files a complaint, or institutes a proceeding under or related to this Act. Employers in violation of the provisions of the FFCRA will be subject to penalties and enforcement by WHD.



WAGE AND HOUR DIVISION
UNITED STATES DEPARTMENT OF LABOR

For additional information
or to file a complaint:
1-866-487-9243
TTY: 1-877-889-5627
dol.gov/agencies/whd



WH1422 REV 03/20

Appendix A: Social Distancing Protocol

Business name: Alameda County Mosquito Abatement District

Facility Address: 23187 Connecticut Street, Hayward, CA 94545

Approximate gross square footage of space open to the public: 1,000ft²

Businesses must implement all applicable measures listed below, and be prepared to explain why any measure that is not implemented is inapplicable to the business.

Signage:

- ✓ Signage at each public entrance of the facility to inform all employees and customers that they should: avoid entering the facility if they have a cough or fever; maintain a minimum six-foot distance from one another; sneeze and cough into a cloth or tissue or, if not available, into one's elbow; and not shake hands or engage in any unnecessary physical contact.
- ✓ Signage posting a copy of the Social Distancing Protocol at each public entrance to the facility.

Measures To Protect Employee Health (check all that apply to the facility):

- ✓ Everyone who can carry out their work duties from home has been directed to do so.
- ✓ All employees have been told not to come to work if sick.
- ✓ Symptom checks are being conducted before employees may enter the work space.
- ✓ All desks or individual work stations are separated by at least six feet.
- ✓ Break rooms, bathrooms, and other common areas are being disinfected frequently, on the following schedule:
 - Break rooms: All hand-contact surfaces twice daily
 - Bathrooms: All hand-contact surfaces twice daily
- ✓ Disinfectant and related supplies are available to all employees at the following location(s): Sanitizing spray given to every field and office employee
- ✓ Hand sanitizer effective against COVID-19 is available to all employees at the following location(s): Sanitizer is provided at technician table
- ✓ Soap and water are available to all employees at the following location(s): Bathrooms and in trucks
- ✓ Copies of this Protocol have been distributed to all employees.

Measures To Prevent Crowds From Gathering (check all that apply to the facility):

- ✓ Limit the number of customers in the store at any one time to **0** which allows for customers and employees to easily maintain at least six-foot distance from one another at all practicable times.
- ✓ Post an employee at the door to ensure that the maximum number of customers in the facility set forth above is not exceeded.

You may contact the following person with any questions or comments about this protocol:

Name: Ryan Clausnitzer

Phone number: 510-783-7744

	Budget 20/21	% budget change	Budget 19/20	Actual 18/19	Budget 18/19	Actual 17/18	Budget 17/18	Actual 16/17	Budget 16/17	Actual 15/16	Budget 15/16
REVENUES											
Ad Valorem Property Taxes	\$ 2,300,000	-8%	\$ 2,494,800	\$ 2,325,861	\$ 2,268,000	\$2,054,129	\$2,007,044	\$2,029,076	\$1,823,586	\$1,892,482	\$1,616,830
Special Tax (net of Admin)	\$ 772,800	-8%	\$ 841,491	\$ 1,939,212	\$ 844,239	\$2,026,453	\$812,884	\$821,676	\$802,259	\$817,114	\$801,014
Benefit Assessment (net of Admin)	\$ 1,048,800	-8%	\$ 1,145,315		\$ 1,150,260		\$1,116,162	\$1,128,235	\$1,096,858	\$1,471,235	\$1,017,089
Redevelopment				\$ 250,284		\$236,382	\$0	\$180,474	\$0	\$171,178	
Interest earned	\$ 30,000	0%	\$ 30,000	\$ 167,488	\$ 30,000	\$25,505	\$8,000	\$34,156	\$8,000	\$27,303	\$4,000
Charges for Services	\$ -		\$ -	\$ -	\$ -	\$0	\$0	\$0	\$0	\$0	\$0
Sale of Property and Equipment, misc	\$ 5,000	0%	\$ 5,000	\$ 2,289	\$ 5,000	\$86,661	\$5,000	\$20,824	\$5,000	\$1,155	\$5,000
Reimburses Retiree Health Benefits from OPEB	\$ 163,630	0%	\$ 163,630	\$ 170,667	\$ 179,229	\$178,460	\$179,271	\$170,229	\$170,909	\$149,986	\$130,000
Reimburse Management fees for OPEB	\$ 25,000	0%	\$ 25,000	\$ 25,000	\$ 22,000	\$22,000	\$22,100	\$22,790	\$22,100	\$18,107	\$15,000
Total Revenue	\$ 4,345,230	-8%	\$ 4,705,236	\$ 4,855,801	\$ 4,476,728	\$4,607,590	\$4,150,461	\$4,366,903	\$3,928,713	\$4,180,831	\$3,588,933
EXPENDITURES											
Salaries (<i>including deferred comp.</i>)	\$ 2,190,625	8%	\$ 2,035,791	\$ 1,894,209	\$ 1,933,182	\$1,744,412	\$1,761,305	\$1,677,469	\$1,700,594	\$1,661,234	\$1,573,549
CalPERS Retirement	\$ 423,350	17%	\$ 360,538	\$ 310,838	\$ 301,812	\$262,107	\$253,662	\$219,892	\$222,589	\$205,340	\$202,026
Medicare & Social Security	\$ 33,077	7%	\$ 30,843	\$ 25,149	\$ 28,031	\$23,564	\$25,881	\$21,368	\$24,659	\$21,160	\$26,781
Fringe Benefits	\$ 522,852	4%	\$ 502,043	\$ 452,960	\$ 508,680	\$449,954	\$506,368	\$453,877	\$500,000	\$554,630	\$417,556
Total Salaries, Retirement, & Benefits (pgs. 2,3)	\$ 3,169,904	8%	\$ 2,929,215	\$ 2,683,156	\$ 2,771,705	\$2,480,037	\$2,547,216	\$2,372,606	\$2,447,842	\$2,442,364	\$2,219,912
Service & Supplies (Clothing & Personal supplies)	\$ 10,000	25%	\$ 8,000	\$ 8,899	\$ 6,000	\$7,309	\$8,500	\$8,955	\$8,500	\$7,169	\$8,500
Service & Supplies (Laundry services & supplies)	\$ 15,000	18%	\$ 12,750	\$ 12,603	\$ 9,500	\$9,819	\$9,000	\$8,840	\$9,000	\$7,162	\$9,000
Utilities	\$ 12,000	-5%	\$ 12,600	\$ 30,161	\$ 36,500	\$29,830	\$38,000	\$27,084	\$35,900	\$22,415	\$22,000
Small tools and instruments	\$ 3,000	0%	\$ 3,000	\$ 2,211	\$ 2,500	\$8,376	\$8,500	\$2,513	\$2,500	\$1,155	\$1,500
Maintenance (Landscaping & Facility)	\$ 25,000	0%	\$ 25,000	\$ 13,673	\$ 25,000	\$21,375	\$28,600	\$19,503	\$15,000	\$6,739	\$15,000
Maintenance (Equipment)	\$ 35,000	0%	\$ 35,000	\$ 43,629	\$ 35,000	\$43,585	\$45,000	\$27,051	\$45,000	\$24,175	\$40,000
Transportation, travel, training, & board	\$ 122,400	-9%	\$ 134,260	\$ 98,433	\$ 134,210	\$131,330	\$156,810	\$124,827	\$176,800	\$75,326	\$121,600
Professional services	\$ 176,200	4%	\$ 169,320	\$ 115,324	\$ 190,620	\$100,563	\$184,770	\$82,082	\$142,000	\$159,499	\$172,500
Memberships, dues, & insurance	\$ 23,337	3%	\$ 22,655	\$ 20,774	\$ 21,152	\$15,933	\$22,130	\$20,191	\$22,935	\$14,540	\$20,625
Insurance - VCJPA & EAP	\$ 131,116	-2%	\$ 133,546	\$ 124,688	\$ 123,351	\$131,393	\$133,810	\$113,867	\$115,138	\$106,268	\$151,902
Community education	\$ 38,575	-4%	\$ 40,000	\$ 34,861	\$ 33,000	\$64,109	\$53,000	\$40,222	\$33,000	\$12,450	\$33,000
Operations	\$ 241,000	5%	\$ 228,500	\$ 206,731	\$ 234,000	\$178,129	\$260,800	\$176,758	\$240,000	\$187,490	\$217,000
Household expenses	\$ 16,750	6%	\$ 15,850	\$ 18,594	\$ 19,000	\$18,101	\$20,010	\$17,373	\$5,000	\$13,790	\$13,950
Office expenses	\$ 12,000	-17%	\$ 14,500	\$ 11,796	\$ 15,100	\$10,753	\$13,050	\$18,590	\$14,480	\$14,195	\$21,400
Information Technology/ Communication	\$ 111,400	-5%	\$ 117,100	\$ 108,886	\$ 122,200	\$102,855	\$109,600	\$54,128	\$63,650	\$32,756	\$65,770
Laboratory supplies	\$ 139,000	1%	\$ 137,000	\$ 118,148	\$ 118,148	\$113,961	\$105,000	\$80,008	\$83,444	\$76,130	\$79,240
Total Staff Budget (pg. 4)	\$ 1,111,778	0%	\$ 1,109,081	\$ 969,411	\$ 1,125,281	\$987,421	\$1,173,580	\$821,993	\$1,078,397	\$780,944	\$985,642
Contingency	\$ 50,000	0%	\$ 50,000	\$ 50,000	\$ 50,000	\$1,039	\$25,000	\$1,039	\$25,000	\$25,000	\$25,000
Total Expenditures	\$ 4,331,681	6%	\$ 4,088,296	\$ 3,652,567	\$ 3,946,706	\$3,468,497	\$3,985,796	\$3,649,516	\$4,046,239	\$3,625,554	\$3,648,110
SURPLUS (DEFICIT)	\$ 13,549	-98%	\$ 616,940		\$ 530,021						
CASH CARRIED OVER (pg. 5)	\$ 88,244	-82%	\$ 485,003		\$ 1,269,782						
SURPLUS (DEFICIT) AFTER OPERATIONAL CASH NEEDS	\$ 101,793	-91%	\$ 1,101,943		\$ 1,799,803						
RESERVE ACCOUNT ALLOCATIONS											
	Transfers	Proposed funded %	Budget 19/20	Actual 18/19	Budget 2018/19	Budget 2017/18					
VCJPA Contingency Fund	\$ -	110%	\$ (51,332)		\$ -	\$50,000					
PARS: Rate Stabilization	\$ -	108%	\$ 500,000	\$ 1,064,536	\$ 500,000	\$500,000					
CAMP: Public Health Emergency	\$ -	105%	\$ -	\$ 516,771	\$ -	\$500,000					
CAMP: Repair and Replace (pg. 6)	\$ 194,338	27%	\$ 1,196,000	\$ 336,821	\$ 193,853	\$1,000,000					
CAMP: Operating reserve	\$ (0)	79%	\$ (594,057)	\$ 1,909,413	\$ 855,950	\$1,000,000					
CAMP: Capital reserve	\$ (92,545)	100%	\$ 51,332	\$ 231,329	\$ 131,752	\$0					
Total reserve allocations (pg. 7)	\$ 101,793	88%	\$ 1,101,943	\$ 4,058,870	\$ 1,799,803						
SURPLUS (DEFICIT) AFTER RESERVE ALLOCATIONS	\$ -		\$ -		\$ -						

Salaries 7/1/20 - 6/31/21

Date of hire	Position	2020/21 4%	Longevity	Longevity Amount	New Salary	# mo	Subtotal	Deferred Comp.	(per pay period)
Jul-99	VS5	\$ 9,574.53	4%	\$ 382.98	\$ 9,957.51	12	\$ 119,490	\$ 597.45	\$ 24.89
Mar-14	VB2	\$ 8,991.31	1%	\$ 89.91	\$ 9,081.22	12	\$ 108,975	\$ 544.87	\$ 22.70
Aug-18	Asso. VS3	\$ 7,405.63	0%	\$ -	\$ 7,405.63	7	\$ 51,839	\$ 259.20	\$ 18.51
	Asso. VS4	\$ 7,782.37	0%	\$ -	\$ 7,782.37	5	\$ 38,912	\$ 194.56	\$ 19.46
Apr-02	VB2	\$ 8,991.31	3%	\$ 269.74	\$ 9,261.05	12	\$ 111,133	\$ 555.66	\$ 23.15
Nov-03	VB2	\$ 8,991.31	3%	\$ 269.74	\$ 9,261.05	12	\$ 111,133	\$ 555.66	\$ 23.15
Mar-02	RPA5	\$ 9,666.16	3%	\$ 289.98	\$ 9,956.14	12	\$ 119,474	\$ 597.37	\$ 24.89
Jul-15	Mgr	\$ 13,776.43	1%	\$ 137.76	\$ 13,914.20	12	\$ 166,970		
Sep-15	VB1	\$ 8,564.02	0%	\$ -	\$ 8,564.02	2.5	\$ 21,410	\$ 107.05	\$ 21.41
	VB2	\$ 8,991.31	1%	\$ 89.91	\$ 9,081.22	9.5	\$ 86,272	\$ 431.36	\$ 22.70
Jul-15	IT5	\$ 9,620.34	1%	\$ 96.20	\$ 9,716.54	12	\$ 116,599	\$ 582.99	\$ 24.29
Nov-19	MCT1	\$ 6,711.28	0%	\$ -	\$ 6,711.28	4	\$ 26,845	\$ 134.23	\$ 16.78
	MCT2	\$ 7,046.82	0%	\$ -	\$ 7,046.82	6	\$ 42,281	\$ 211.40	\$ 17.62
	MCT3	\$ 7,399.14	0%	\$ -	\$ 7,399.14	2	\$ 14,798	\$ 73.99	\$ 18.50
Jul-15	LAB5	\$ 10,859.05	1%	\$ 108.59	\$ 10,967.64	12	\$ 131,612	\$ 658.06	\$ 27.42
Jul-91	Sup 5	\$ 10,860.24	5%	\$ 543.01	\$ 11,403.25	12	\$ 136,839	\$ 684.20	\$ 28.51
Apr-16	Admin5	\$ 6,026.35	0%	\$ -	\$ 6,026.35	9	\$ 54,237	\$ 271.19	\$ 15.07
	Admin5	\$ 6,026.35	1%	\$ 60.26	\$ 6,086.62	3	\$ 18,260	\$ 91.30	\$ 15.22
Apr-14	VB2	\$ 8,991.31	1%	\$ 89.91	\$ 9,081.22	12	\$ 108,975	\$ 544.87	\$ 22.70
Sep-15	VB2	\$ 8,991.31	0%	\$ -	\$ 8,991.31	2.5	\$ 22,478	\$ 112.39	\$ 22.48
	VB2	\$ 8,991.31	1%	\$ 89.91	\$ 9,081.22	9.5	\$ 86,272	\$ 431.36	\$ 22.70
May-15	VB2	\$ 8,991.31	1%	\$ 89.91	\$ 9,081.22	12	\$ 108,975	\$ 544.87	\$ 22.70
Feb-15	Mech 5	\$ 9,392.12	1%	\$ 93.92	\$ 9,486.04	12	\$ 113,832	\$ 569.16	\$ 23.72
		\$ 7,666.67	0%	\$ -	\$ 7,666.67	11	\$ 84,333	\$ 421.67	\$ 17.57

12 \$ 2,001,943 \$ 9,174.86

Seasonals:

Rate (ave)	#	Hours
\$ 18.00	9	1,000
		\$162,000
Unemployment	\$ 16,000.00	\$5,508.00
		\$167,508.00

CalPERS Ret.	\$ 423,350
Seasonals	\$ 167,508
Subtotal	\$ 2,592,800
Mgr 457	\$ 12,000.00
Staff 457	\$ 9,175
Medicare tax	\$ 31,457
Social Security	\$1,620
Grand Total	\$ 2,645,432.13

CalPERS	Wages	Employer rate	Unfunded Liability Payment	Total PERS Payments
11.746% Classic	\$ 1,114,374.65	\$ 130,894.45	\$ 223,400.00	\$ 354,294.45
7.600% Pepra	\$ 887,567.98	\$ 67,455.17	\$ 1,600	\$ 69,055.17
	\$ 2,001,942.63			\$ 423,349.61

CalPERS		Next Year											
Plan	Current Year	Health Rates	Total Health	Dental Rates	Total Dental	Life Ins.	Total Life	Vision	Total Vision	SDI	Benefit Cost		
Code	Health Rates	(est)	Costs			Rates =	Insurance	Rates			per person		
3753	1,898.13	2,049.98	23,688.66	251.93	3,023.16	9.25	111.00	33.01	396.12		27,218.94		
1041	730.05	788.45	9,111.02	94.06	1,128.72	9.25	111.00	13.40	160.80		10,511.54		
1041	730.05	788.45	9,111.02	94.06	1,128.72	9.25	111.00	13.40	160.80		10,511.54		
1043	1,898.13	2,049.98	23,688.66	251.93	3,023.16	9.25	111.00	33.01	396.12		27,218.94		
1041	730.05	788.45	9,111.02	94.06	1,128.72	9.25	111.00	13.40	160.80		10,511.54		
1043	1,898.13	2,049.98	23,688.66	251.93	3,023.16	9.25	111.00	33.01	396.12		27,218.94		
4503	1,898.13	2,049.98	23,688.66	251.93	3,023.16	9.25	111.00	33.01	396.12		27,218.94		
1042	1,460.10	1,576.91	18,222.05	94.06	1,128.72	9.25	111.00	13.40	160.80		19,622.57		
4542	1,460.10	1,576.91	18,222.05	161.05	1,932.60	9.25	111.00	20.81	249.72		20,515.37		
1041	730.05	788.45	9,111.02	94.06	1,128.72	9.25	111.00	13.40	160.80		10,511.54		
1042	1,460.10	1,576.91	18,222.05	161.05	1,932.60	9.25	111.00	20.81	249.72		20,515.37		
1062	1,460.10	1,576.91	18,222.05	251.93	3,023.16	9.25	111.00	20.81	249.72		21,605.93		
1042	1,460.10	1,576.91	18,222.05	94.06	1,128.72	9.25	111.00	13.40	160.80		19,622.57		
1041	730.05	788.45	9,111.02	94.06	1,128.72	9.25	111.00	13.40	160.80		10,511.54		
1042	1,460.10	1,576.91	18,222.05	94.06	1,128.72	9.25	111.00	13.40	160.80		19,622.57		
1042	1,460.10	1,576.91	18,222.05	94.06	1,128.72	9.25	111.00	13.40	160.80		19,622.57		
1043	1,898.13	2,049.98	23,688.66	251.93	3,023.16	9.25	111.00	33.01	396.12		27,218.94		
1041	730.05	788.45	9,111.02	94.06	1,128.72	9.25	111.00	13.40	160.80		9,460.39		
	24,091.65		300,663.79	2,680.22	33,291.36	157.25	1,998.00	348.08	4,337.76	18,478.42	357,718.18		
			1,503.32								1,503.32		
			302,167.11		33,291.36		1,998.00		4,337.76	18,478.42	359,221.50		

CalPERS		Next Year											
Plan	Current Year	Health Rates	Total Health	Dental 2019	Total Dental	Life Ins.	Total Life	Vision	Total Vision	SDI	Benefit Cost		
Code	Health Rates	(est)	Costs	Rates		Rates	Ins.	Rates			per person		
1141	323.74	349.64	4,040.28	-	1,500.00			33.01	396.12		5,936.40		
3391	394.83	426.42	4,927.48	94.06	1,128.72			33.01	396.12		6,452.32		
1041	768.25	829.71	9,587.76	94.06	1,128.72			33.01	396.12		11,112.60		
1321	394.83	426.42	4,927.48	94.06	1,128.72			33.01	396.12		6,452.32		
0	-	-	-	94.06	1,128.72			33.01	396.12		1,524.84		
3322	720.82	778.49	8,995.83	161.05	1,932.60			33.01	396.12		11,324.55		
1161	360.41	389.24	4,497.92	101.58	1,219.02			33.01	396.12		6,113.05		
1042	1,536.50	1,659.42	19,175.52	161.05	1,932.60			33.01	202.80		21,310.92		
3291	813.47	878.55	10,152.11	94.06	1,128.72			33.01	396.12		11,676.95		
1321	394.83	426.42	4,927.48	-	1,500.00			33.01	396.12		6,823.60		
3342	720.82	778.49	8,995.83	161.05	1,932.60			33.01	396.12		11,324.55		
1142	647.48	699.28	8,080.55	161.05	1,932.60			33.01	396.12		10,409.27		
1042	647.48	699.28	8,080.55	161.05	1,932.60			33.01	396.12		10,409.27		
1032	1,375.98	1,486.06	17,172.23	161.05	1,932.60			33.01	396.12		19,500.95		
1043	1,536.50	1,659.42	19,175.52	251.93	3,023.16			33.01	396.12		22,594.80		
	10,635.94		132,736.53		24,481.38			495.15	5,748.48		162,966.39		
	.5% Admin Costs=		663.68								663.68		
			133,400.21		24,481.38				5,748.48		163,630.07		
			435,567.32		57,772.74		1,998.00		10,086.24	18,478.42	522,851.57		

Fringe Benefits

BUDGET CATEGORY	Budget 20/21	Budget 19/20	% change	Actual 18/19	Budget 18/19	Actual 17/18
SERVICE AND SUPPLIES						
Clothing and personal supplies (purchased)	\$ 10,000	\$ 8,000	25%	\$ 8,899	\$ 6,000	\$ 7,309
Laundry service and supplies (rented)	\$ 15,000	\$ 12,750	18%	\$ 12,603	\$ 9,500	\$ 9,819
UTILITIES						
Garbage (Waste Mgmt)	\$ 4,000	\$ 4,000	0%	\$ 3,080	\$ 3,500	\$ 3,167
PG & E	\$ 3,500	\$ 2,600	35%	\$ 23,408	\$ 26,000	\$ 22,677
Hayward Water & Sewage	\$ 4,500	\$ 6,000	-25%	\$ 3,673	\$ 7,000	\$ 2,002
SMALL TOOLS AND INSTRUMENTS	\$ 3,000	\$ 3,000	0%	\$ 2,211	\$ 2,500	\$ 8,376
MAINTENANCE						
Landscaping service	\$ 5,000	\$ 5,000	0%	\$ 2,855	\$ 5,000	\$ 3,540
Facility Maintenance	\$ 20,000	\$ 20,000	0%	\$ 10,818	\$ 20,000	\$ 17,835
Maintenance of equipment	\$ 35,000	\$ 35,000	0%	\$ 43,629	\$ 35,000	\$ 43,585
TRANSPORTATION, TRAVEL, TRAINING, & BOARD						
Fuel and GPS (WexMart)	\$ 52,000	\$ 50,000	4%	\$ 45,040	\$ 50,000	\$ 40,971
Meetings, conferences, & travel	\$ 31,000	\$ 35,000	-11%	\$ 27,927	\$ 35,000	\$ 33,372
Board meeting expenses	\$ 650	\$ 650	0%	\$ 620	\$ 600	\$ 648
Board payments in lieu	\$ 15,000	\$ 18,900	-21%	\$ 13,200	\$ 18,900	\$ 13,900
Board plaques and nameplates	\$ 250	\$ 500	-50%	\$ 138	\$ 500	\$ -
Continuing Education fees	\$ 3,500	\$ 4,210	-17%	\$ 2,327	\$ 4,210	\$ -
Staff Training (staff development/ college courses)	\$ 20,000	\$ 25,000	-20%	\$ 9,181	\$ 25,000	\$ 42,439
PROFESSIONAL SERVICES						
Audit	\$ 14,000	\$ 13,000	8%	\$ 11,650	\$ 14,000	\$ 11,650
Actuarial reports	\$ 4,700	\$ 700	571%	\$ 2,575	\$ 4,000	\$ 700
Helicopter service	\$ 35,000	\$ 35,000	0%	\$ 5,154	\$ 35,000	\$ -
Legal Services	\$ 5,000	\$ 5,000	0%	\$ 3,363	\$ 12,000	\$ 2,404
MVCAC Research Foundation	\$ 5,000	\$ 5,000	0%	\$ 5,000	\$ 5,000	\$ -
Tax collection service (SCI)	\$ 35,000	\$ 33,000	6%	\$ 33,352	\$ 32,000	\$ 32,366
Payroll service (OnePoint)	\$ 11,000	\$ 11,000	0%	\$ 8,544	\$ 10,000	\$ 8,864
Environmental consultant/ EcoAtlas	\$ 25,000	\$ 25,000	0%	\$ -	\$ 25,000	\$ -
HR Services (RGS & other)	\$ 10,000	\$ 10,000	0%	\$ 9,484	\$ 15,000	\$ 11,431
OPEB management (PFM)	\$ 25,000	\$ 25,000	0%	\$ 20,507	\$ 22,000	\$ 24,898
Financial advising	\$ 5,000	\$ 5,000	0%	\$ 14,681	\$ 15,000	\$ 8,250
Pre-employment physicals	\$ 1,500	\$ 1,620	-7%	\$ 1,014	\$ 1,620	\$ -
MEMBERSHIPS, DUES & SUBSCRIPTIONS	\$ 23,337	\$ 22,655	3%	\$ 20,774	\$ 21,152	\$ 15,933
AMCA (sustaining membership)	\$ 4,500	\$ 4,000	13%	\$ -	\$ 2,500	\$ -
CSDA	\$ 5,150	\$ 5,000	3%	\$ -	\$ 5,000	\$ -
MVCAC	\$ 12,500	\$ 12,500	0%	\$ -	\$ 12,000	\$ -
LAFCo	\$ 580	\$ 780	-26%	\$ -	\$ 790	\$ -
Misc (ACSDA, REHS, HAZWOPR, ESA, EMA, AMA)	\$ 607	\$ 375	62%	\$ -	\$ 862	\$ -
INSURANCE - VCJPA	\$ 130,236	\$ 132,666	-2%	\$ 124,034	\$ 122,471	\$ 130,739
Employee Assistant Program	\$ 880	\$ 880	0%	\$ 654	\$ 880	\$ 654
COMMUNITY EDUCATION	\$ 38,575	\$ 40,000	-4%	\$ 34,861	\$ 33,000	\$ 64,109
OPERATIONS						
Pesticides	\$ 190,000	\$ 180,000		\$ 168,430	\$ 180,000	\$ 116,853
Field supplies (dippers etc)	\$ 5,000	\$ 2,500	100%	\$ 639	\$ 2,500	\$ 1,307
Mosquitofish program	\$ 3,500	\$ 3,500	0%	\$ 2,974	\$ 4,000	\$ 2,663
Spray equipment	\$ 10,000	\$ 10,000	0%	\$ 5,212	\$ 15,000	\$ 8,624
Safety	\$ 8,500	\$ 8,500	0%	\$ 8,148	\$ 8,500	\$ 7,881
Aerial Pool Survey	\$ 20,000	\$ 20,000	0%	\$ 20,000	\$ 20,000	\$ 33,908
Permits	\$ 4,000	\$ 4,000		\$ 1,328	\$ 4,000	\$ 6,893
HOUSEHOLD EXPENSES						
Janitorial service	\$ 7,500	\$ 7,000	7%	\$ 4,920	\$ 6,000	\$ 5,220
Supplies (+ emergency)	\$ 2,850	\$ 2,850	0%	\$ 1,688	\$ 2,000	\$ 3,407
Alarm service	\$ 6,400	\$ 6,000	7%	\$ 11,986	\$ 11,000	\$ 8,986
OFFICE EXPENSES	\$ 12,000	\$ 14,500	-17%	\$ 11,796	\$ 15,100	\$ 10,753
IT/ COMMUNICATIONS		\$ 77,800		\$ 74,516	\$ 81,400	
IT Expenses	\$ 70,000					
Telephone Service & Internet	\$ 10,000	\$ 9,900	1%	\$ 10,297	\$ 14,400	\$ -
Website hosting	\$ 2,400	\$ 2,400	0%	\$ 2,400	\$ 2,400	\$ -
Cell phone service	\$ 22,000	\$ 20,000	10%	\$ 18,044	\$ 18,000	\$ -
Microsoft Office 365	\$ 5,000	\$ 5,000	0%	\$ 3,510	\$ 4,000	\$ -
Azure Server Hosting	\$ 2,000	\$ 2,000	0%	\$ 119	\$ 2,000	\$ -
LABORATORY SUPPLIES						\$ 113,961
Mosquito and pathogen monitoring	\$ 100,000	\$ 98,000	2%	\$ 86,000		
Insecticide resistance	\$ 17,000	\$ 17,000	0%	\$ 15,200		
Research	\$ 22,000	\$ 22,000	0%	\$ 16,948		
Total	\$ 1,111,778	\$ 1,109,081	0%	\$ 946,903	\$ 1,135,524	\$ 958,078

Estimate of Cash Carryover from Fiscal Year 19/20 to 20/21

LAIF, County, and BoFW Balances as of January 31 2020

February check batch #1

February check batch #2

Balance as of February 28 2020

March check batch #1

TRANSFER FROM REPAIR AND REPLACE

March check batch #2

Balance as of March 31 2020

April check batch #1

April check batch #2

Balance as of April 30 2020

Deposit

May check batch #1

May check batch #2

Balance as of May 31 2020

June check batch #1

June check batch #2

Balance as of June 30 2020

Totals

Unused capital projects

Operational requirement (July-December)

Estimated Cash Carried Over

	debits	credits	balance
LAIF, County, and BoFW Balances as of January 31 2020			\$ 1,920,000
February check batch #1	\$ 129,790		\$ 1,790,210
February check batch #2	\$ 191,650		\$ 1,598,560
Balance as of February 28 2020			\$ 2,019,391
March check batch #1	\$ 141,000		\$ 1,878,391
TRANSFER FROM REPAIR AND REPLACE		320,000	
March check batch #2	\$ 137,000		\$ 1,741,391
Balance as of March 31 2020			\$ 2,066,921 <i>estimates below</i>
April check batch #1	\$ 150,000		\$ 1,916,921
April check batch #2	\$ 150,000		\$ 1,766,921
Balance as of April 30 2020			\$ 1,766,921
Deposit		1,900,000	
May check batch #1	\$ 150,000		\$ 3,516,921
May check batch #2	\$ 150,000		\$ 3,366,921
Balance as of May 31 2020			\$ 3,366,921
June check batch #1	\$ 175,000		\$ 3,191,921
June check batch #2	\$ 175,000		\$ 3,016,921
Balance as of June 30 2020			
Totals	\$ 1,228,000	\$ 2,220,000	\$ 3,016,921
Unused capital projects			\$ 103,500
Operational requirement (July-December)			\$ 3,032,177
Estimated Cash Carried Over			\$ 88,244

CAPITAL EXPENDITURES					
	2018-19	2018-19	2019-20	2019-20	2020-2021
		Capital expenses not purchased			
Curation & Larval ID Room	\$61,199		\$61,199		
Remodel Project	\$258,550		\$21,550		
V35 Lab Truck	\$39,474		\$2,000		
Lab centrifuge	\$10,000				
Carports, Wash Rack, & Interior Paint	\$27,000		\$27,000		
Shop & Facility Inventory Program	\$5,000		\$5,000		
UAS	\$30,000		\$30,000		
Total	\$431,223		\$146,749		
Capital Reserve (new assets & non-capital projects)				Items not purchased	
Treatment UAS			\$52,000	\$10,000	
Waterproof UAS			\$11,000	\$11,000	
Larvicide rig			\$17,000	\$0	
Lab centrifuge			\$10,500	\$10,500	
Exterior and interior painting			\$39,000	\$39,000	
Interior Flooring			\$75,000	\$33,000	
Total			\$204,500	\$103,500	
Repair and Replace (replacement assets)					
V40 (Sarah)			\$40,000	\$0	
V45 (Nick)			\$40,000	\$0	
Total			\$80,000	\$103,500	
Capital Reserve (new assets & non-capital projects)					
Exterior & carport painting					\$39,000
Lobby display					\$20,000
Total					\$59,000
Repair and Replace (replacement assets)					\$0

<u>Fund</u>	<u>Target Level</u>	<u>Current Level</u>	<u>Transfers</u>	<u>Current Funded %</u>	<u>Proposed Funded %</u>
VCJPA Member Contingency fund ¹	\$327,918	\$359,799	\$0	100%	110%
LAIF--Operating Fund ²	NA	\$1,574,049	\$0	NA	NA
OPEB ³	NA	\$4,324,358	\$0	100%	100%
CalPERS Retirement Fund ⁴	\$12,080,425	\$9,177,513	\$0	76%	76%
PARS: Pension Rate Stabilization ²	\$1,500,000	\$1,612,854	\$0	108%	108%
CAMP: Public Health Emergency ²	\$500,000	\$524,468	\$0	105%	105%
CAMP: Repair and Replace ²	\$4,319,711	\$974,765	\$194,338	23%	27%
CAMP: Operating reserve ²	\$2,452,978	\$1,937,856	\$0	79%	79%
CAMP: Capital reserve ²	\$59,000	\$151,545	-\$92,545	0%	100%
<u>TOTAL</u>			\$101,793		

¹ As of December 31st 2019

² As of March 31st 2020

³ As of February 28th 2020

⁴ As of June 30th 2018

Alameda County Mosquito Abatement Dist.

Check Register

For the Period From Mar 1, 2020 to Mar 15, 2020

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Amount
2081	3/13/20	Adapco	17,819.19
2082	3/13/20	Airgas	75.92
2083	3/13/20	Argo Adventure	103.58
2084	3/13/20	AT&T	65.57
2085	3/13/20	Bay Alarm	509.25
2086	3/13/20	Bay Central Printing	1,848.19
2087	3/13/20	Beck's Shoes	376.79
2088	3/13/20	CalPERS 457	2,668.64
2089	3/13/20	Castillo, Erika	104.65
2090	3/13/20	Cintas	626.71
2091	3/13/20	Coverall North America, Inc.	495.00
2092	3/13/20	Delta Dental	4,639.89
2093	3/13/20	Ferdan, Robert	104.54
2094	3/13/20	Grainger	97.85
2095	3/13/20	Stapleton, Haas- Eric	116.63
2096	3/13/20	Industrial Park Landscape Maintenance	226.00
2097	3/13/20	NBC Supply Corp	282.61
2098	3/13/20	PC Professional	577.50
2099	3/13/20	PFM Asset Management	3,419.31
2100	3/13/20	PG&E	845.63
2101	3/13/20	Robles, Michelle	71.24
2102	3/13/20	Technical Safety Services, LLC	343.00
2103	3/13/20	Techniclean	92.33
2104	3/13/20	The Hartford	81.48
2105	3/13/20	Voya Institutional Trust Company	177.41
2106	3/13/20	VSP	695.41
2107	3/13/20	Waste Management of Alameda County	272.16
2108	3/13/20	U.S Bank Corporate Payment System	23,722.61
ACH	3/13/20	Alameda County Mosquito Abatement Dist	70,248.26
ACH	3/13/20	CalPERS Retirement	12,804.62
Total Expenditures - March 15, 2020			143,511.97

Alameda County Mosquito Abatement Dist.
Check Register
 For the Period From Mar 16, 2020 to Mar 31, 2020

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Amount
2109	3/16/20	County of Alameda	5,000.00
2110	3/26/20	Airgas	273.93
2111	3/26/20	Alco Sheet Metal and Heating, Inc.	405.00
2112	3/26/20	Bay Alarm	509.25
2113	3/26/20	Beck's Shoes	172.04
2114	3/26/20	CalPERS 457	2,668.64
2115	3/26/20	California Department of Public Health	120.00
2116	3/26/20	Cintas	330.42
2117	3/26/20	Grainger	104.44
2118	3/26/20	Mar-Len Supply, Inc.	293.60
2119	3/26/20	NBC Supply Corp	329.25
2120	3/26/20	PG&E	1,220.50
2121	3/26/20	Pitney Bowes	94.82
2123	3/26/20	Techniclean	121.56
2124	3/26/20	USA Automotive Supply & Lubricant	600.00
2125	3/26/20	Verizon	1,397.86
2126	3/26/20	Voya Institutional Trust Company	177.41
2127	3/26/20	VSP	695.41
2128	3/26/20	WEX Bank	2,695.07
2129	3/26/20	Hentschke, Eric Armin	100.00
2130	3/26/20	Young, George	100.00
ACH	3/26/20	Payroll	72,448.87
ACH	3/26/20	Beatty, Robert .P	100.00
ACH	3/26/20	Bhat, Subrahmanya Y	100.00
ACH	3/26/20	CalPERS Health	33,582.29
ACH	3/26/20	CalPERS Retirement	12,842.01
ACH	3/26/20	Cooley, Elizabeth	100.00
ACH	3/26/20	Marquez, Elisa	100.00
ACH	3/26/20	Poulson, Wendi Lynn	100.00
ACH	3/26/20	Roache, Cathy J Pinkerton.	100.00
ACH	3/26/20	Washburn, Jan	100.00

Voided check: 2122

Total Expenditures - March 31, 2020 136,982.37

**Alameda County Mosquito Abatement District
Income Statement
March 31, 2020. (9 of 12 mth, 75%)**

REVENUES	Actual 2017/18	Actual 2018/19 ¹	Current Month	Year to Date 2019/20	Budget 2019/20	Actual vs Budget
Total Revenue	\$ 4,623,350.00	\$ 4,063,848.12	\$ 94,319.94	\$ 2,901,899.22	\$ 4,705,236.00	62%

EXPENDITURES	Actual 2017/18	Actual 2018/19 ¹	Current Month ²	Year to Date 2019/20	Budget 2019/20	Actual vs Budget
Salaries	\$1,744,412	\$ 1,894,209.00	\$ 157,450.85	\$ 1,498,773.41	\$2,425,552	62%
CalPERS Retirement	\$262,107	\$ 310,838.00	\$ 14,493.39	\$ 320,506.41	\$360,538	89%
Medicare	\$23,564	\$ 25,149.00	\$ 2,091.62	\$ 19,846.86	\$30,843	64%
Fringe Benefits	\$449,954	\$ 452,960.00	\$ 39,694.48	\$ 348,126.89	\$502,043	69%
Total Salaries, Retirement, & Benefits	\$2,480,037	\$ 2,683,156.00	\$213,730	\$2,187,254	\$3,318,976	66%
Clothing and personal supplies (purchased)	\$ 7,308.71	\$ 8,899.00	\$ 673.31	\$ 4,056.44	\$8,000	51%
Laundry service and supplies (rented)	\$ 9,819.37	\$ 12,603.00	\$ 694.30	\$ 8,545.20	\$12,750	67%
Utilities	\$ 29,830.25	\$ 30,161.00	\$ 2,338.29	\$ 22,608.28	\$12,600	179%
Communications-IT	\$ 102,855.59	\$ 108,868.00	\$ 4,192.79	\$ 45,831.61	\$117,100	39%
Maintenance: structures & improvements	\$ 21,374.70	\$ 13,673.00	\$ 989.25	\$ 13,998.65	\$25,000	56%
Maintenance of equipment	\$ 43,585.45	\$ 43,629.00	\$ 2,692.95	\$ 12,761.80	\$35,000	36%
Transportation, travel, training, & board	\$ 131,330.43	\$ 98,433.00	\$ 13,348.93	\$ 78,798.46	\$134,260	59%
Professional services	\$ 100,563.13	\$ 115,324.00	\$ 8,419.31	\$ 85,918.71	\$169,320	51%
Memberships, dues, & subscriptions	\$ 15,933.00	\$ 20,774.00	\$ -	\$ 22,359.00	\$22,655	99%
Insurance - (VCJPA, UAS)	\$ 131,392.69	\$ 124,688.00	\$ -	\$ 133,577.76	\$133,546	100%
Community education	\$ 64,109.47	\$ 34,861.00	\$ 4,217.94	\$ 14,619.06	\$40,000	37%
Operations	\$ 176,000.00	\$ 206,731.00	\$ 19,710.51	\$ 89,098.56	\$228,500	39%
Household expenses	\$ 18,101.06	\$ 18,655.00	\$ 1,727.39	\$ 11,655.15	\$15,850	74%
Office expenses	\$ 10,753.26	\$ 11,795.67	\$ 2,851.53	\$ 9,947.54	\$14,500	69%
Laboratory supplies	\$ 113,768.06	\$ 95,640.00	\$ 2,110.12	\$ 74,790.21	\$137,000	55%
Small tools and instruments	\$ 8,376.29	\$ 2,211.00	\$ 193.66	\$ 1,181.17	\$3,000	39%
Total Staff Budget	\$ 985,101.46	\$ 946,945.67	\$ 64,160.28	\$ 629,747.60	\$1,109,081	57%
Total Operating Expenditures	\$ 3,465,138.55	\$ 3,630,101.67	\$ 277,890.62	\$ 2,817,001.17	\$4,428,057	64%

1 - As of June 30, 2019.

2 - Total Operating Expenditures in current month do not match the check register due to accounts receivable, capital purchases, and petty cash transactions.

**Alameda County Mosquito Abatement District
Investment, Reserves, and Cash Balance Report
March 31, 2020. (9 of 12 mth, 75%)**

Account #	Investment Accounts	Beginning Balance	Deposits	Withdrawals	Interest Activity	Ending Balance
1004	LAIF ¹	\$ 1,531,048.79	\$ 183,000.00	\$ (140,000.00)	\$ -	\$ 1,574,048.79
1005	OPEB Fund ²	\$ 4,487,394.10	\$ -	\$ -	\$ (163,036.16)	\$ 4,324,357.94
1006	VCJPA Member Contingency	\$ 359,799.00	\$ -	\$ -	\$ -	\$ 359,799.00
1008	CAMP: Repair and Replace ¹	\$ 1,295,857.08	\$ -	\$ (322,659.10)	\$ 1,566.79	\$ 974,764.77
1009	CAMP: Public Health Emergency	\$ 523,804.00	\$ -	\$ -	\$ 664.35	\$ 524,468.35
1010	CAMP: Operating Reserve	\$ 1,935,400.79	\$ -	\$ -	\$ 2,454.71	\$ 1,937,855.50
1011	CAMP: Capital Reserve Fund	\$ 151,352.69	\$ -	\$ -	\$ 191.96	\$ 151,544.65
1012	PARS: Pension Stabilization ³	\$ 1,637,462.13	\$ -	\$ -	\$ (24,608.31)	\$ 1,612,853.82
	Total	\$ 11,922,118.58	\$ 183,000.00	\$ (462,659.10)	\$ (182,766.66)	\$ 11,459,692.82

Cash Accounts	Beginning Balance	Withdrawals	Activity	Ending Balance
1001 Bank of America (Payroll Account) *	\$ 115,456.67			\$ 108,700.57
1002 Bank of The West (Transfer Account) *	\$ 362,600.71			\$ 301,446.62
1003 County Account	\$ 284,802.18		\$ (93,377.10)	\$ 191,425.08
1013 Petty Cash	\$ 308.73	\$ -	\$ (55.38)	\$ 253.35
Total	\$ 763,168.29	\$ -	\$ (93,432.48)	\$ 601,825.62

1 - Transferred \$322,659.10 from CAMP: Repair and Replace to Bank of the West. Transferred \$183,000.00 from Bank of the West to LAIF.

2 - OPEB ending balance is as of February 29, 2020. Will be updated once the report is available.

3- PARS - Pension Stabilization balance is as of February 29, 2020.

* - Ending balance differs from beginning balance due to checks clearing the account.

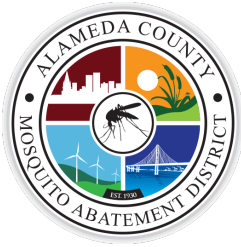
Alameda County Mosquito Abatement Dist.
Balance Sheet
March 31, 2020

ASSETS

Current Assets		
Cash	\$	1,612,853.82
Bank of America payroll		110,322.70
Bank of the West		390,795.12
County		191,425.08
Cash with LAIF		1,574,048.79
VCJPA- Member Contingency		359,799.00
CAMP - Repair and Replace		974,764.77
CAMP - Public Health Emergency		524,468.35
CAMP - Operating Reserve		1,937,855.50
CAMP - Capital Reserve Fund		151,544.65
Petty cash		<u>253.35</u>
Total Current Assets		7,828,131.13
Property and Equipment		
Acc Dep - equipment	(1,306,032.43)	
Acc Dep - stru & improv	(2,349,631.01)	
Acc Dep - conts in progress	5,523.00	
Construction in progress	590,279.99	
Equipment	1,699,506.64	
Structure/improvement	4,638,621.62	
Land	<u>61,406.00</u>	
Total Property and Equipment		3,339,673.81
Other Assets		
Net OPEB Asset	<u>716,666.00</u>	
Total Other Assets		<u>716,666.00</u>
Total Assets		<u>\$ 11,884,470.94</u>

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts payable	\$	104,296.43
Acc payroll/vacation		187,668.43
Def inflow - 75		41,760.00
Def inflow pen defer GASB 68		809,861.00
Defer outflow pen cont GASB 68		(818,392.00)
Net pension liability GASB 68		<u>2,642,666.00</u>
Total Current Liabilities		<u>2,967,859.86</u>
Total Liabilities		2,967,859.86
Capital		
Designated fund balances	4,100,295.19	
Investment in general fixed as	4,637,374.11	
Net Income	<u>178,941.78</u>	
Total Capital		<u>8,916,611.08</u>
Total Liabilities & Capital		<u>\$ 11,884,470.94</u>



23187 Connecticut Street
Hayward, CA 94545

T: (510) 783-7744
F: (510) 783-3903

acmad@mosquitoes.org

MONTHLY STAFF REPORT – March 2020

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1. OPERATIONS REPORT

As mandates for response to COVID-19 progressed during the month of March operations staff adopted these guidelines while still conducting ACMAD operations in the field. Sanitizing and social distancing were incorporated at District facilities and in the field on a consistent basis. Throughout the evolving situation, operations staff continued to inspect and treat mosquito sources throughout Alameda county. Our mission to control larval mosquitoes continued with these extra safety measures in place. While being aware of all the uncertainty this pandemic has caused the people of our county (and the world), operations have remained determined to continue controlling mosquitoes that can transmit other viruses. Operations staff will continue to adapt to changes and adopt new measures as this situation evolves.

Rainfall events in March resulted in two different sets of circumstances for operations. There was enough rainfall to flush many catch basins, canals and creeks. This “flushing action” eliminated larval *Culex tarsalis* and *Culex pipiens* from many areas. This slowed the production of both species which are of paramount concern because of their ability to transmit West Nile virus and other mosquito-borne illnesses. The other result of the March rains was another round of egg-hatching of both *Aedes squamiger* and *Aedes washinoi*. Operations staff were quick to respond to these late hatches by conducting treatments in numerous sources. Hatches of eggs of these species, late in the season, means a rapid progression through larval stages to adult if left untreated. Post-treatment inspections as well as trap data from the lab indicated that these treatments were successful. Operations will continue to monitor both winter and spring mosquito breeding sources in the coming months. The focus will continue to shift towards sources that can produce *Culex spp.* mosquitoes in the months to come. Controlling larvae of these species will be essential to limiting the numbers of adult mosquitoes in the environment that can potentially transmit disease to both humans and animals. During the latter part of March, operations staff noted significantly higher numbers of people in parks, along marshes, creeks and trails. This increase in human activity in these environments has also increased the potential for people to be exposed to mosquitoes that could carry disease. This has even further magnified the need for operations to continue controlling mosquito populations county-wide.

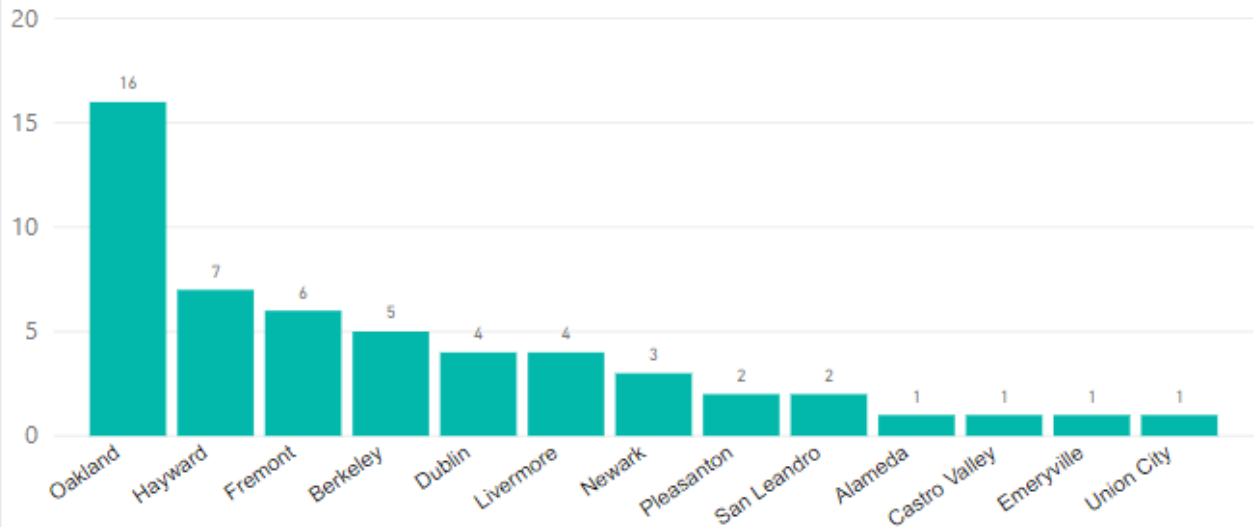
Requests for service from the public in March were well below the ten-year average for the month. Of the fifty-two requests received by the district thirty-four were requests for mosquito fish. Operations continued to conduct service request responses throughout March but added extra precautionary measures into place. Service request responses often involve entering private properties, primarily back yards, and speaking directly with the public. Social distancing, using gloves when coming into contact with surfaces, and sanitizing/hand washing on a regular basis became a routine part of the process. These measures will continue to remain in place moving forward. Our goal is to continue our essential mission to the people of Alameda county and to protect the public and district staff while doing so.

Field Operations Supervisor
Joseph Huston

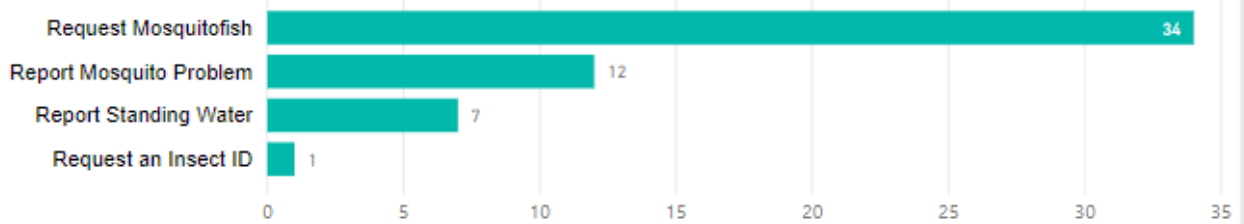
1. Service Requests

March SR Count	March 10 Year Min Count	March 10 Year Max Count	March 10 Year Average
52	52	233	105.30

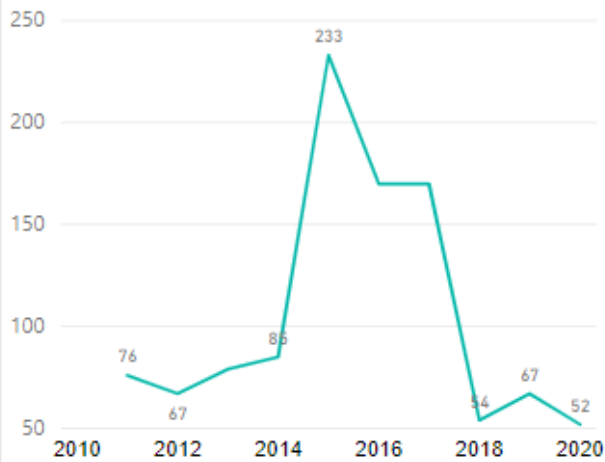
March SR Count by City



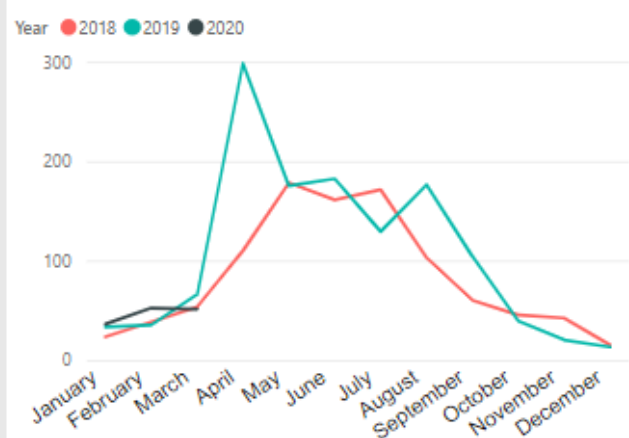
March Count by SR Type



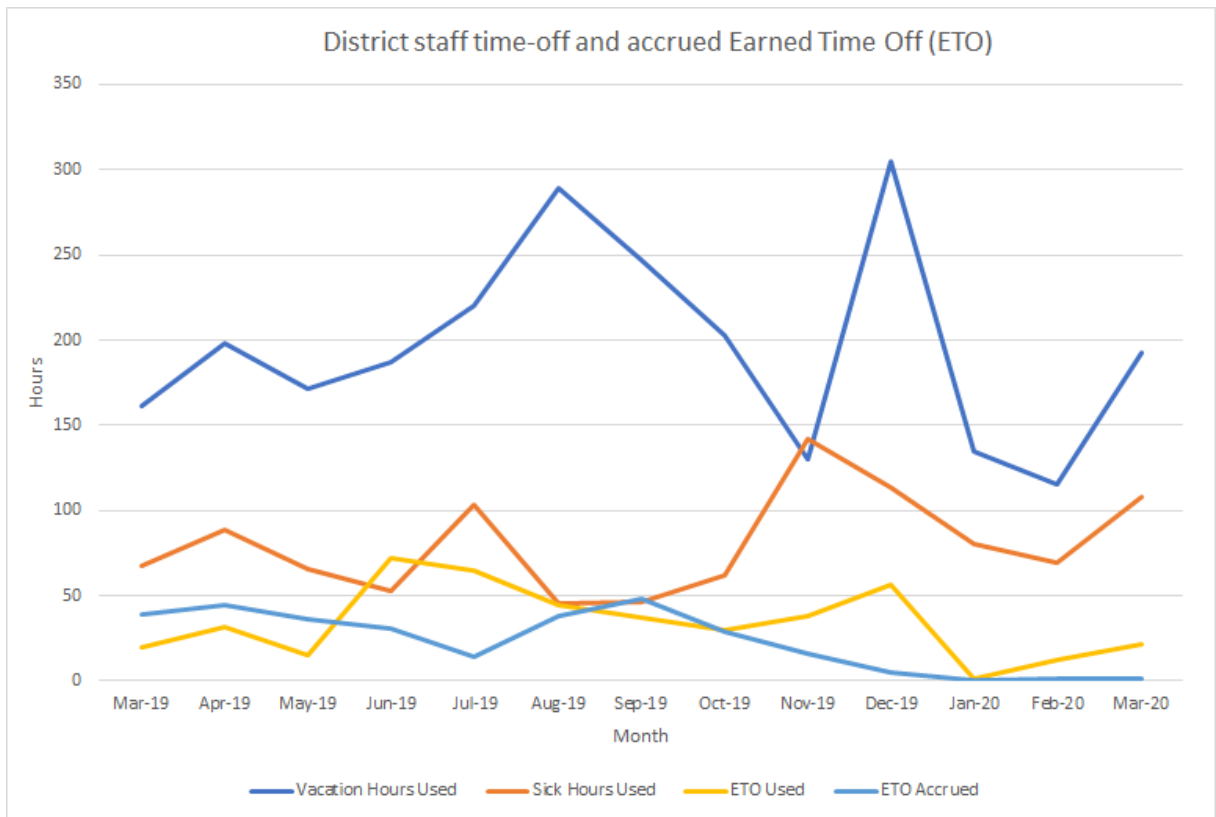
March SR's by Year - 10 Year History



Year Over Year Comparison



2. Activity Report



3. New Equipment Assessment

On March 12, 2020 ACMAD conducted a test operation of our new truck-mounted A1 Super Duty Mist Blower with a rotary atomizer using VectoBac WDG larvicide (Figure 1; the larvicide was dyed red so that blower calibration could be assessed). This piece of equipment has been used successfully around the state and country to control invasive *Aedes* mosquito larvae utilizing wide area larvicide spray (WALS). The A1 Super Duty Mist Blower produces a mist of fine droplets that can travel several hundred feet in the right conditions. The goal is to deliver larvicide to cryptic, hard to access sites such as small containers, plant saucers, and other standing water in areas like backyards that may harbor mosquito larvae.

The operation was a joint effort of operations staff, the mechanical specialist, and the district lab. Also in attendance to observe this trial were operations staff members from several mosquito and vector control districts from neighboring counties and an inspector from the Alameda County Department of Agriculture. A representative from Valent Biosciences with extensive experience with the use and testing of this equipment was also part of the test/calibration process. This equipment assessment had several facets: testing the equipment in a field setting, calibrating the droplet sizes emitted and distances traveled, and testing the effectiveness of the larvicide that was applied.

The study was conducted in a grassland setting that abutted an elevated levee. Larva bioassay cups were placed at 20-foot intervals from the A1 Super Duty Mist Blower (Figure 2). After the application of VectoBac WDG larvicide, the bioassay cups were brought to the ACMAD lab where they were filled with water and mosquito larvae. Larval mortality was monitored for 24 hours. The results of the study demonstrated that the A1 Super Duty Mist Blower delivered lethal quantities of larvicide to bioassay cups that were placed up to 280 feet away (the maximum distance that was evaluated; Figure 3). Lower mortality was observed in cups that were placed immediately adjacent to the path driven by the truck, likely because the larvicide was blown vertically. Larvicide droplet size was within the range that provides effective larvicide deposition (not shown).

In summary: the test went very well, the wind conditions were ideal, the A-1 functioned well, the droplets were in the right size spectrum and distributed well across the test site, and the larvicide killed a majority of the mosquito larvae exposed to the treated cups. The positive results from this test are the first step towards utilizing the A1

Super Duty Mist Blower for marsh larvicide treatments and in ACMAD's continued efforts to be prepared for the arrival of invasive *Aedes* mosquitoes.



Figure 1. WALs application assessment. Truck-mounted A1 Super Duty Mist Blower applying VectoBac WDG that was dyed red for calibration purposes.

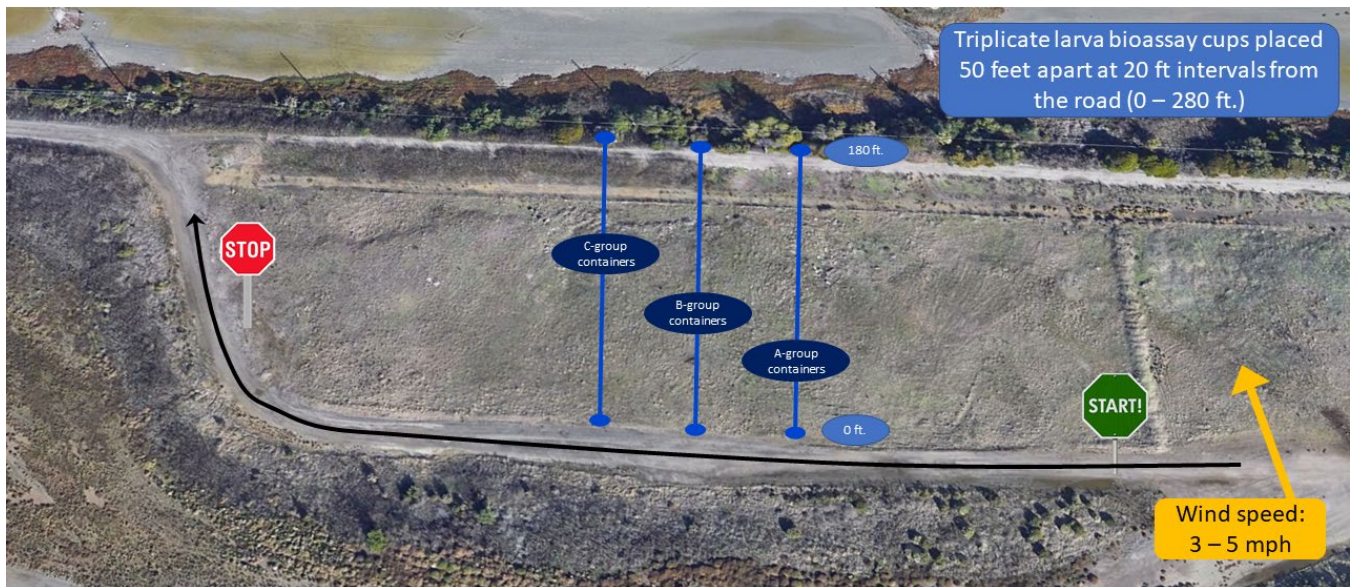


Figure 2. WALs application site. Driving path of the truck-mounted A1 Super Duty Mist Blower (black line) and location of larval bioassay cups (blue lines; $n = 3$ replicate lines of cups). Larval bioassay cups were placed in unobstructed sites at 20-foot intervals from the side of the road to the top of the levy prior to the WALs application ($n = 42$ bioassay cups). Twenty minutes after the application was completed the bioassay cups were collected and returned to ACMAD Lab for analysis.

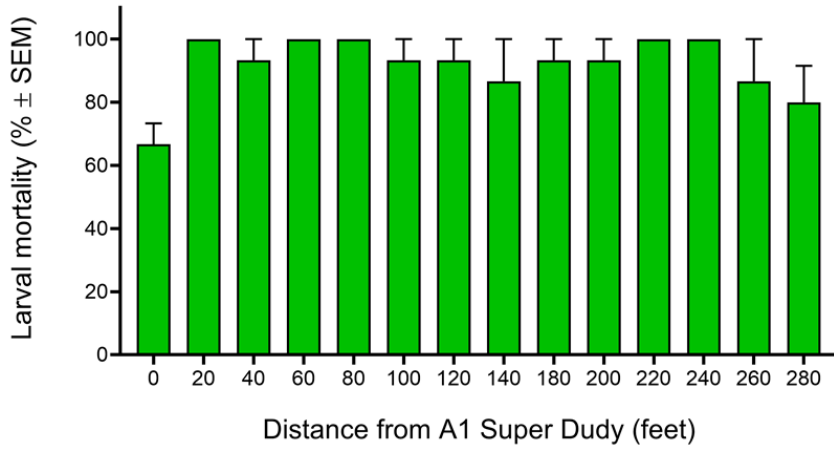
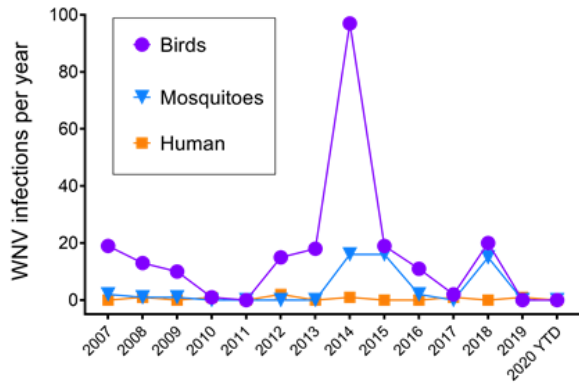


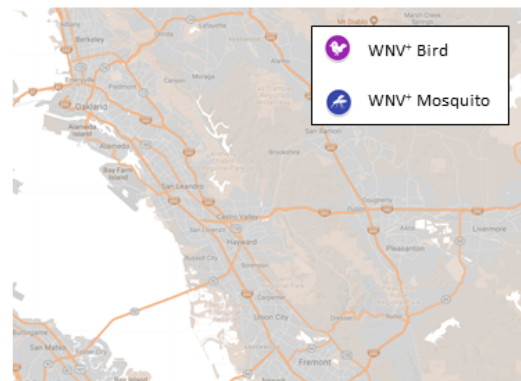
Figure 3. Mortality of *Culex quinquefasciatus* larvae placed in unobstructed WALs bioassay cups. Each bioassay cup was filled with distilled water and 5 *Cx. quinquefasciatus* larvae and monitored over a 24 h period for mortality. Larvae were not killed in control bioassay cups that were placed at 0, 40 and 80 feet from the A1 Super Duty Mist Blower and covered with a bucket (n = 3). Additional bioassay cups were placed in obstructed areas within the WALs treatment area that produced slightly lower larval mortality compared to unobstructed bioassay cups (not shown).

4. WNV Activity

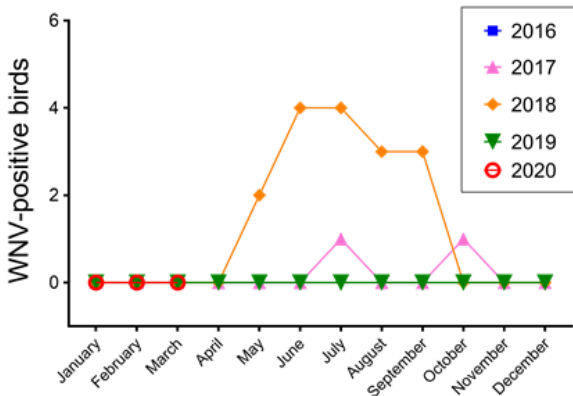
WNV infections detected in Alameda County
2005 – 2020 YTD



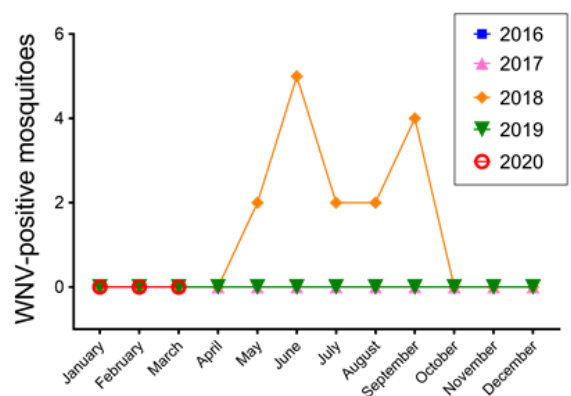
Locations of WNV-infected mosquitoes and birds
collected in Alameda County during 2020



WNV-infected birds collected in
Alameda County



WNV-infected mosquitoes collected in
Alameda County



2. LAB

Summary

- West Nile virus (WNV) was not detected in birds or mosquitoes during March 2020.
- Mosquito abundance during March 2020 as measured using encephalitis virus survey (EVS) traps that were baited with CO₂ and NJL was similar relative to the same time period of the two prior years.
- A total of 416 mosquitoes were captured in traps during March 2020.

Arbovirus Monitoring

- WNV was not detected in birds or mosquitoes during the month of March 2020.
- None of the mosquitoes or birds that were collected during 2020 were found to contain Saint Louis encephalitis virus (SLEV) or Western equine encephalitis virus (WEEV).

Native Mosquito Abundance

- Mosquito abundance monitoring with EVS traps resumed county-wide during mid-March 2020. Over the course of 60 trap nights, a total of 321 mosquitoes were captured in EVS traps (5.35 mosquitoes per trap night; Figure 1). For March of 2019, 254 mosquitoes were captured in EVS traps, while for 2018, 770 mosquitoes were collected (over half of the mosquitoes collected during March 2018 were *Culex erythrothorax* from a single trap night). *Aedes washioni*, which is not a WNV vector but a very aggressive biter, was the most common species collected in the EVS CO₂ traps during March 2020, representing 39% of the mosquitoes that were collected (Figure 2). The greatest number of mosquitoes were collected in Coyote Hills Regional Park (Figure 3).
- Mosquito abundance, as measured using NJLT, also remained very low for March 2020 (0.45 mosquitoes / trap night, respectively; total of 95 mosquitoes over 210 trap nights; Figure 4). In contrast, during February 2018 and 2019, 0.80 and 1.02 mosquitoes were collected per trap night, respectively. *Culiseta incidens*, which is not a WNV vector, was most abundant species collected in NJLT during March 2020 (Figure 5). The greatest number of mosquitoes were collected in the Berkeley NJLT during March 2020 (Figure 6).

Invasive Aedes Monitoring

- Invasive *Aedes* mosquitoes have not been detected in any mosquito trap placed in Alameda County during 2020.

FIGURES

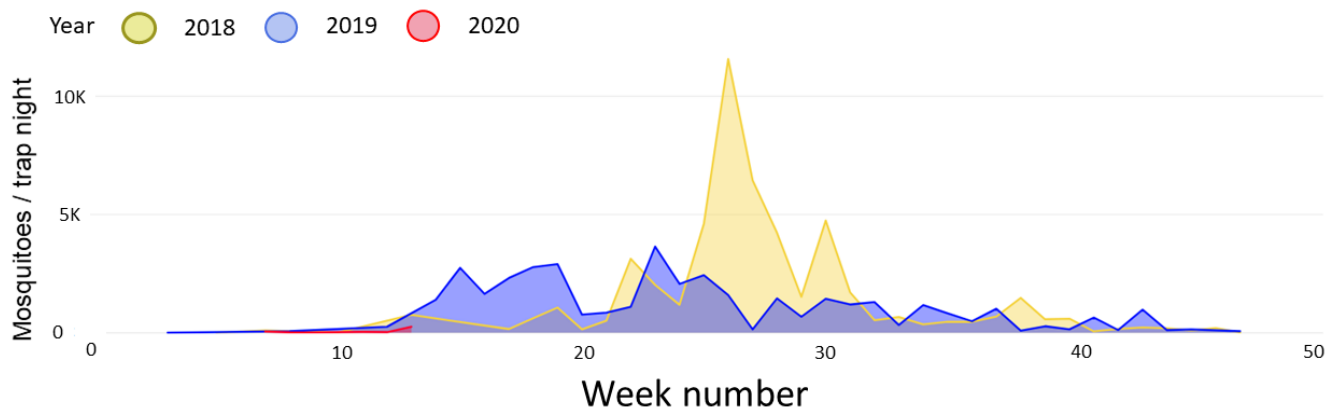


Figure 1. Mosquitoes captured in EVS CO₂ traps from 2018 – 2020. A total of 321 mosquitoes were captured in EVS CO₂ traps during March 2020 and identified to species.

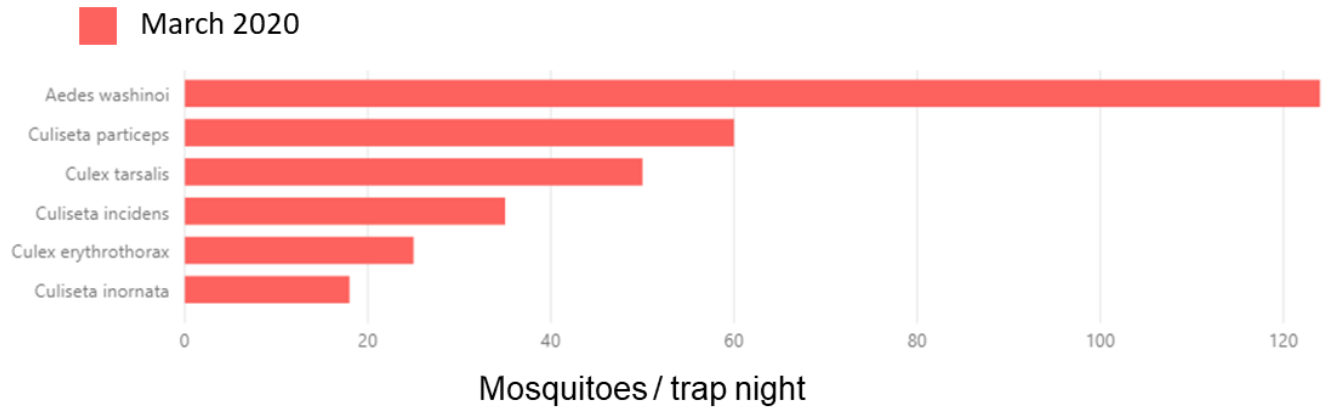


Figure 2. The six-most abundant species of mosquito captured during March 2020 using EVS CO₂ traps.

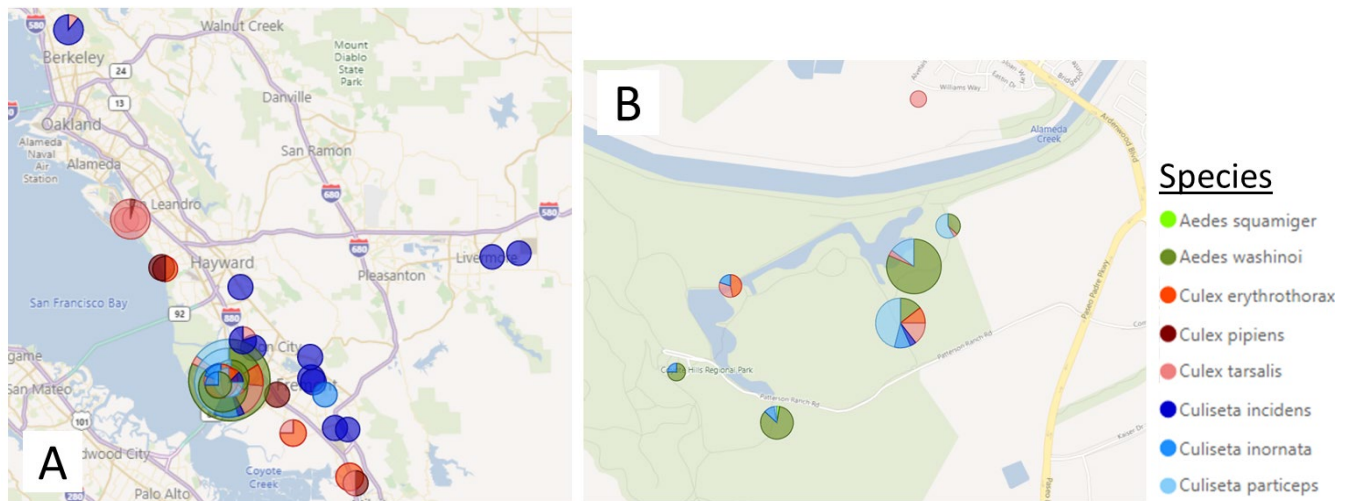


Figure 3. Mosquito abundance by trap site evaluated using EVS CO₂ traps. Pie charts over trap sites indicate the distribution of mosquito species collected at the trap site. The size of the pie charts indicates the relative number of mosquitoes at each site during March 2020. (A) Entirety of Alameda County. (B) Coyote Hills Regional Park where mosquito abundance was highest during March 2020.

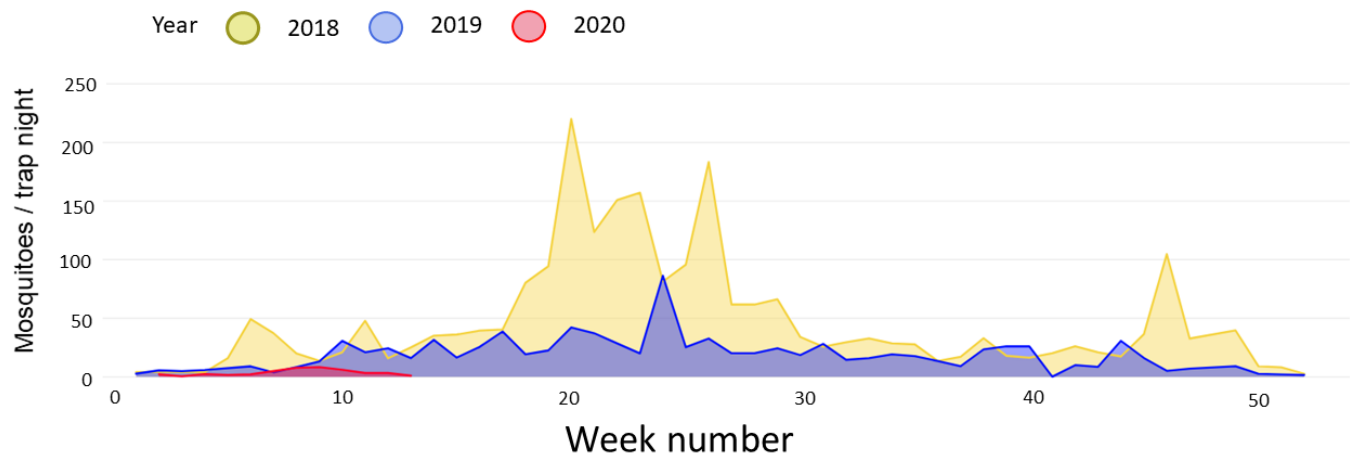


Figure 4. Mosquitoes captured in NJLT from 2018-2020. A total of 95 mosquitoes were captured in NJLT during March 2020 and identified to species.

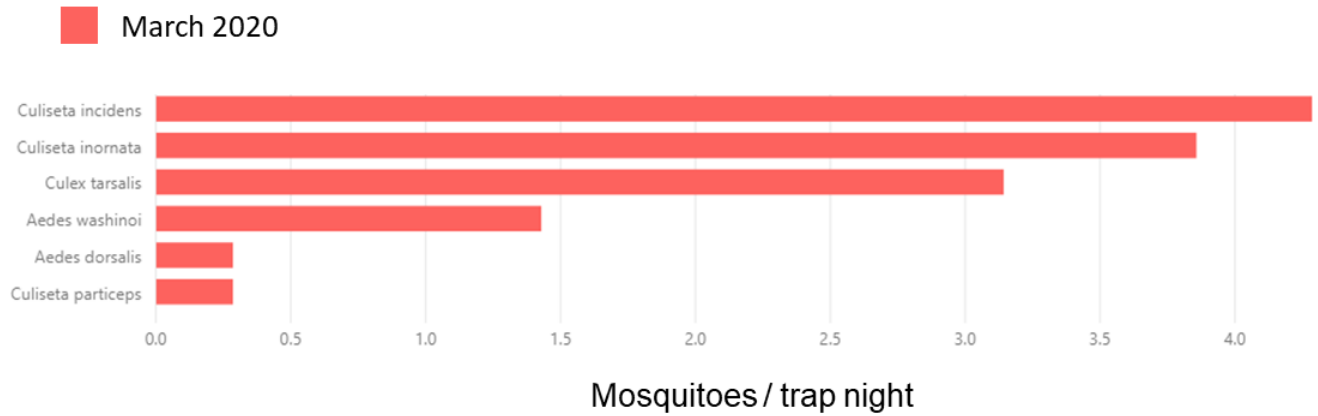


Figure 5. The six-most abundant species of mosquito captured during March 2020 in NJLT.

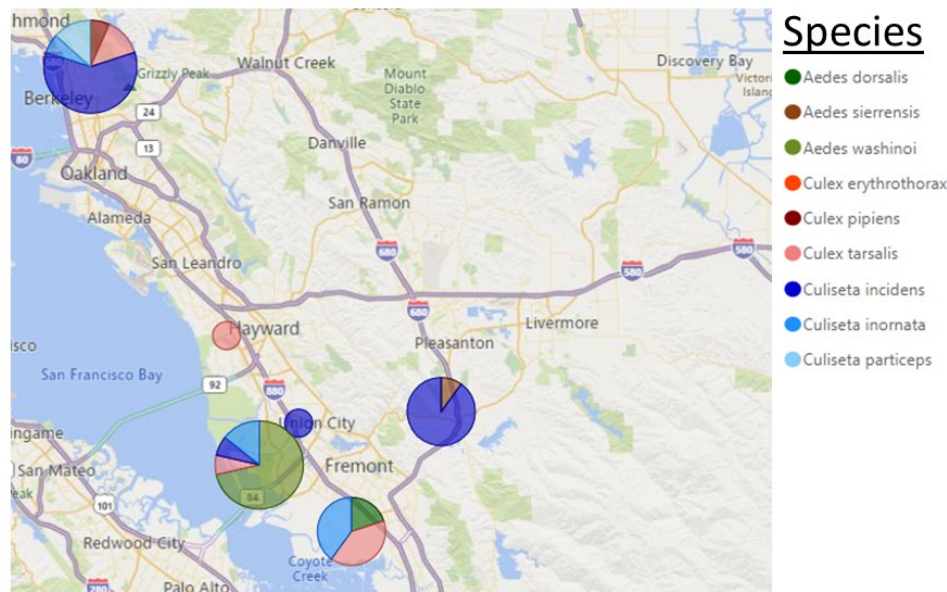


Figure 6. Geographic distribution of mosquito abundance in Alameda County evaluated using NJLT. Pie charts over trap sites indicate the distribution of mosquito species collected at the trap site.

3. PUBLIC EDUCATION

A. Events

i. Upcoming

- No events currently planned

B. Google Analytics

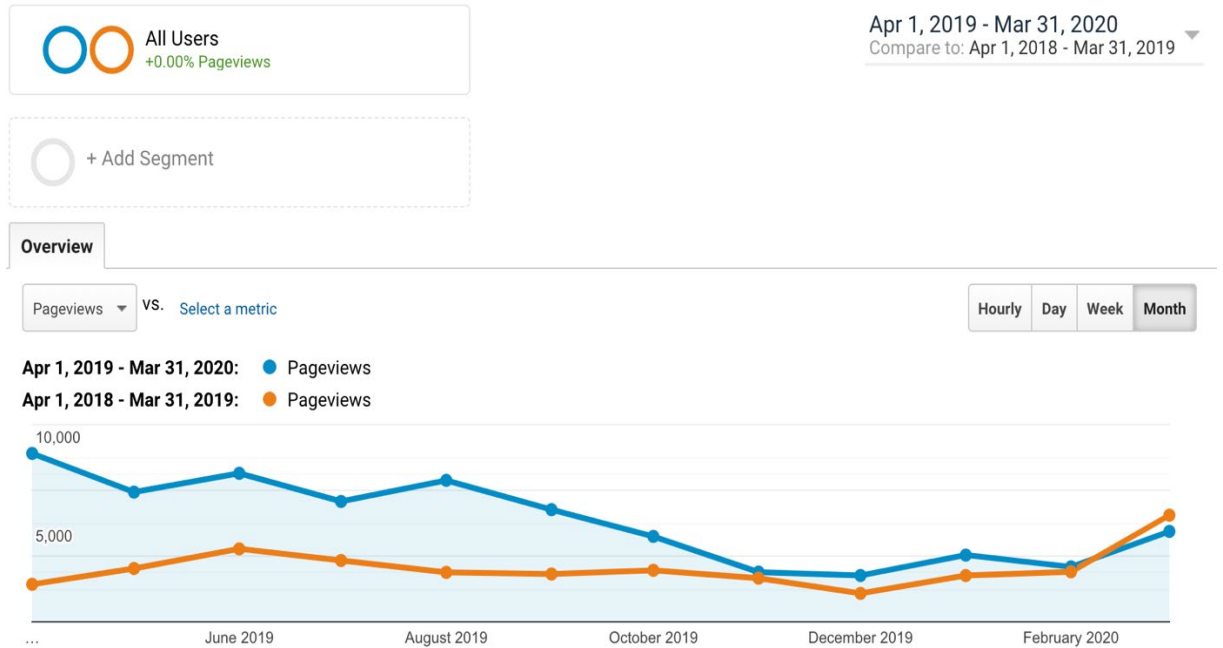


Figure 1. Comparison of website users over the past two years

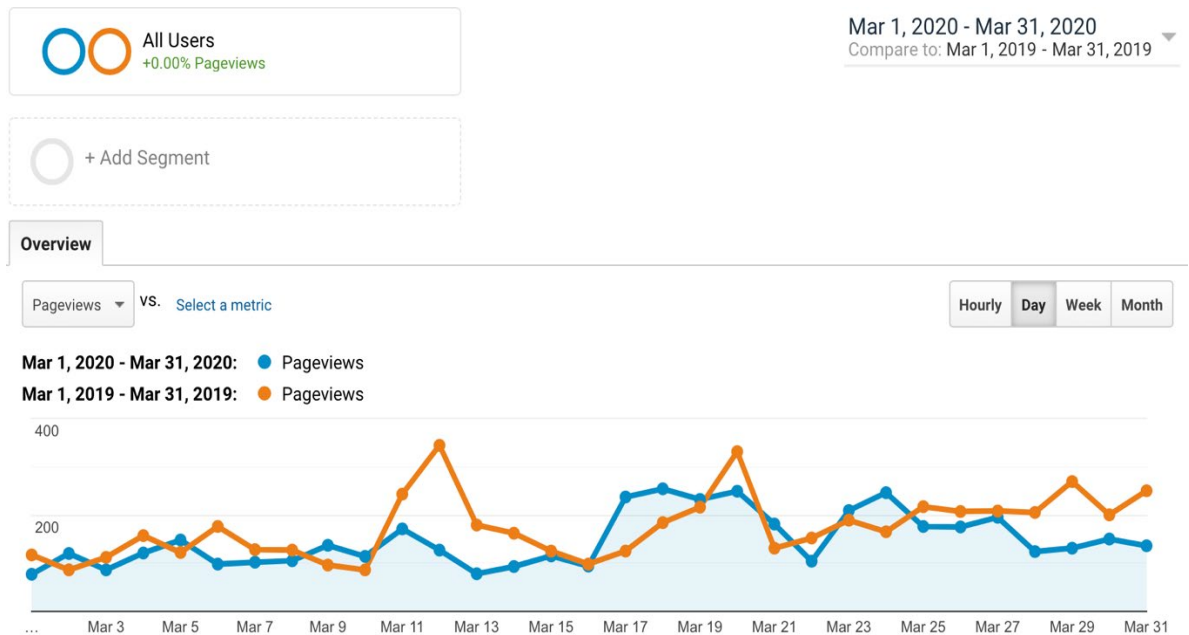
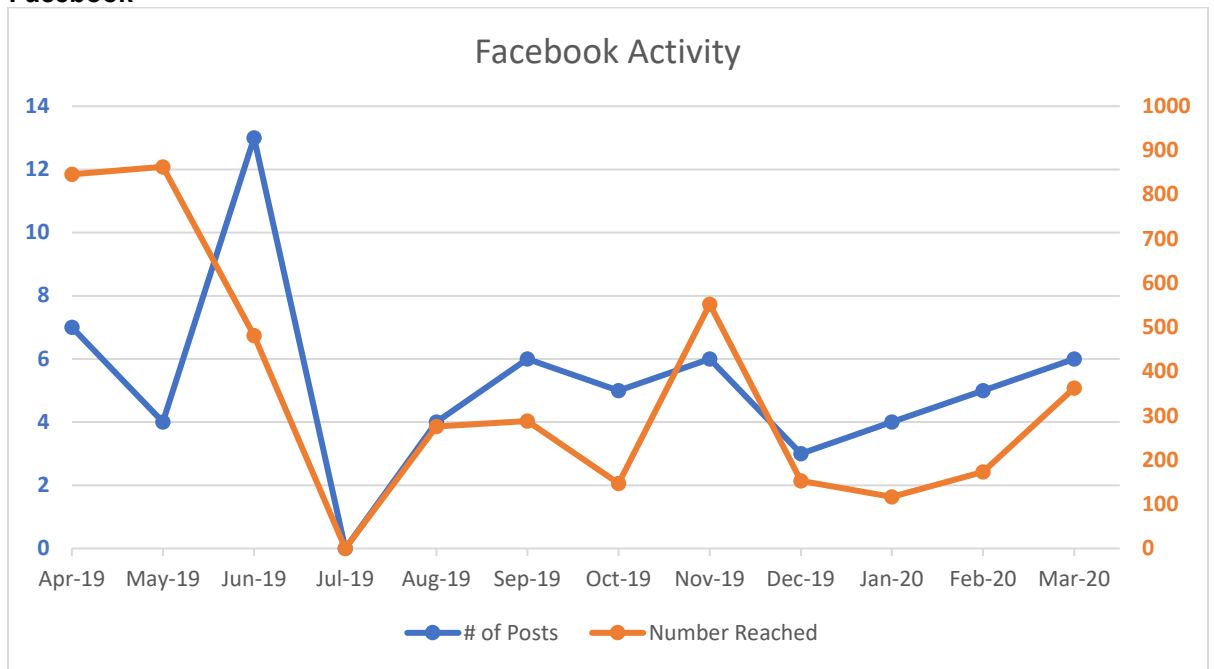


Figure 2. Comparison of website users over the past two years for March.

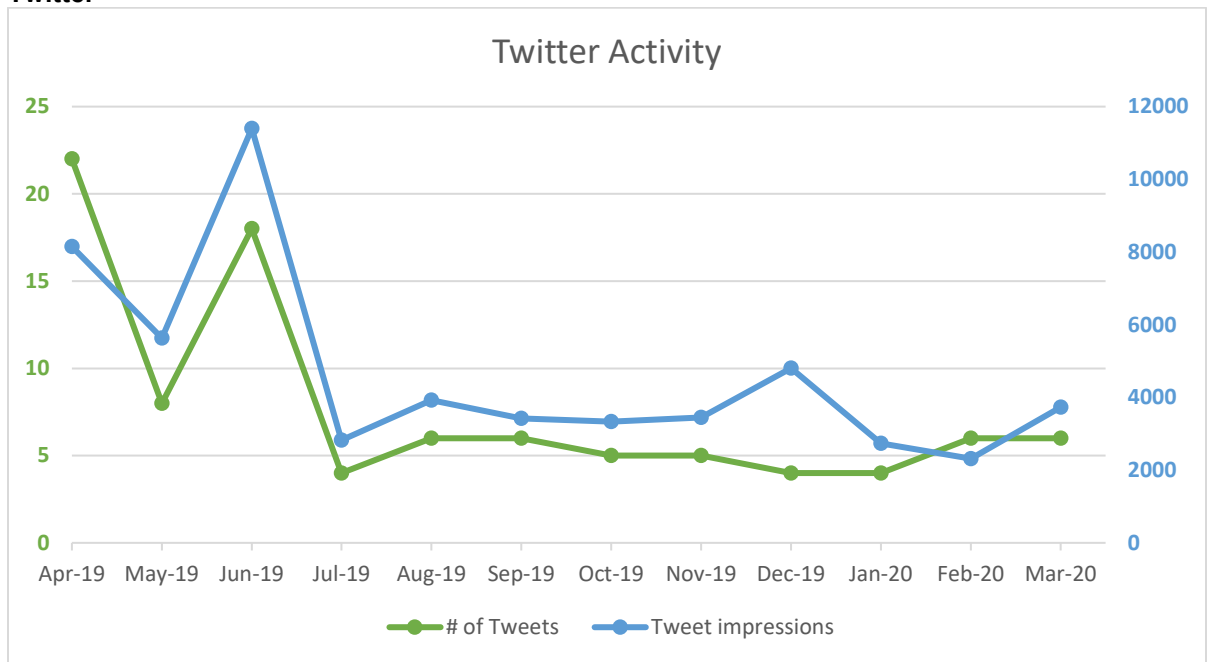
C. Facebook



Total Number of Followers: 214 (Up from 209 in February)

March's Most Popular Post: Our office may be closed to the public, but our staff is still hard at work to make sure mosquitoes don't ruin your time outdoors! Make sure to use insect repellent while you're outdoors just in case. 🌸🦟🌻 (photo)

D. Twitter



Number of Profile Visits in March: 19

Total Number of Followers (New This Month): 700 (Up from 697 in February)

Top March Tweet: Our office may be closed to the public, but our staff is still hard at work to make sure mosquitoes don't ruin your time outdoors! Make sure to use insect repellent while you're outdoors just in case. 🌸🦟🌻 (photo)

E. Other Outreach Platforms

i. Nextdoor



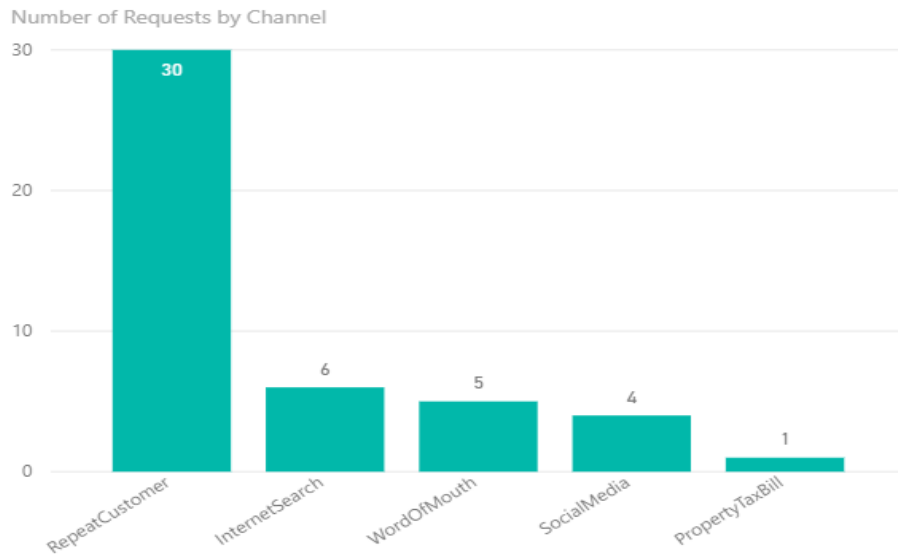

Alameda County Mosquito Abatement District
 Alameda County Mosquito Abatement District
MOSQUITOES.ORG

17 Mar · Subscribers of Alameda County

 Thank
  Comment
   30
  26 · 23625 Impressions

Post to inform Alameda County subscribers of the changes to District operations in response to COVID-19 and the essential services that will continue.

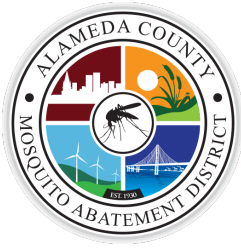
F. Service Request Referral Summary



Note: Billboard, Sign, or Poster, Movie Theater Ad, Internet Ad, Phone Book, Event, News Story, District Vehicle or Employee and Other are also options for this question but were not included on this chart because they were not selected in March.

4. LEGISLATIVE UPDATE:

Nothing new to report.



23187 Connecticut Street
Hayward, CA 94545

T: (510) 783-7744
F: (510) 783-3903

acmad@mosquitoes.org

Trustee & Staff Anniversary Recognitions:

Board of Trustees

President

Wendi Poulson

Alameda

Vice-President

Robert Beatty

Berkeley

Secretary

Betsy Cooley

Emeryville

Cathy Roache

County at Large

Shawn Kumagai

Dublin

George Young

Fremont

Elisa Márquez

Hayward

James N. Doggett

Livermore

Jan O. Washburn

Oakland

Eric Hentschke

Newark

vacant

Piedmont

Julie Testa

Pleasanton

Victor Aguilar

San Leandro

Subru Bhat

Union City

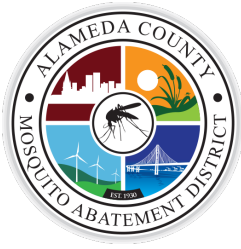
Ryan Clausnitzer

General Manager

Background:

ACMAD is pleased to recognize and thank the following Trustees & Staff on their anniversaries in the month of April

Trustee	City	Years of Service	Anniversary Date
Robert Beatty	Berkeley	4	April 26th
Employee	Title	Years of Service	Anniversary Date
Michelle Robles	Accounting Associate	4	April 1st
Tom McMahon	Vector Biologist	6	April 17th



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Ryan Clausnitzer

General Manager

ACMAD Manager Evaluation Committee Annual Evaluation Process

Annually in June, the General Manager (GM) is evaluated by the Manager Evaluation Committee (the "committee") which consists of the current Board President, the past Board President, and the future Board President. The following timeline will attempt to assist those Trustees assigned to this task:

1. April regular Board meeting (2nd Wednesday of April)

An information item in the Manager's report will remind the committee that the evaluation will be due by the June's meeting.

2. Post-April regular board meeting

The GM will contact the committee members with copies of a blank evaluation form, a self-evaluation, along with the signed evaluation from the prior year.

The committee, led by the current Board President, will coordinate a meeting time with the other committee members to discuss and complete the evaluation.

3. *At least one week before June regular board meeting*

The Board President will contact the GM to set up a meeting to discuss the completed evaluation, giving her/him time to review before the June Board meeting. The GM and the committee have the option to meet prior to the June meeting to sign off on the evaluation, and discuss any updates related to compensation which could include a salary survey based on the San Mateo, Contra Costa, Napa, and Marin/Sonoma mosquito districts.

4. Prior to the June regular Board meeting

The Board President, and/or the committee, will meet with the GM prior to the regular board meeting to agree on the evaluation and compensation agreement.

5. June regular Board meeting

After the GM leaves the board room, the committee will provide printed copies of the evaluation to the Board in a closed session for discussion, collecting them after. The committee will also recommend the compensation for the following fiscal year.

The Board will come out of closed session, rejoined by the GM, where the Board President will report out the compensation request and ask for a motion to approve this action.