Mosquito and Vector Management District of Santa Barbara County

Regular Meeting of the Board of Trustees
Hope School, Board Room, 3970 La Colina Road, Santa Barbara, CA

November 14, 2013, 2:00 PM

DIRECTIONS TO THE MEETING LOCATION: The building is on the north side of La Colina Road. The Board Room is located at the front of the building towards the street, and the Library is at the center of campus east of the flagpole.

ADA Compliance: In compliance with the Americans with Disabilities Act, special assistance can be obtained by contacting the General Manager at 805-969-5050 extension 222. Notification 48 hours prior to the meeting will facilitate reasonable accommodation in most cases.

Public Records Availability: pursuant to California Government Code Section 54957.5, any public records that are distributed less than 72 hours prior to this meeting to all, or a majority of all, of the Board of Trustee members in connection with any agenda item (other than closed sessions) will be available for public inspection at the time of such distribution or during the Board meeting or at the District office located at 2450 Lillie Ave. in Summerland, CA.

AGENDA

1. ROLL CALL

2. CONFIRMATION OF AGENDA

3. STAFF ANNOUNCEMENTS regarding District business

4. CORRESPONDENCE

5. PUBLIC COMMENT. Time reserved for the public to address the Board of Trustees relative to matters of District business not on the agenda. Comment time regarding specific agenda items will be available during consideration of the particular agenda items.

6. ITEMS OF GENERAL CONSENT. The following items can be approved by a single action of the Board. Items requiring additional discussion may be withdrawn from the listing and addressed in separate actions. [see attachments for each]

   A. Approval of the Minutes of the regular meeting held October 10th, 2013. (pg. 1)
   B. Approval of the Financial Statements for County Fund 4160, for October 2013. (pg. 4)
   C. Approval of the Warrant Register, for October 2013. (pg. 8)
   D. Approval of the Disease Surveillance Report, for October 2013. (pg. 14)
   E. Approval of the District Operations Report, for October 2013. (pg. 16)

7. OLD BUSINESS

   A. Discussion and direction regarding benefits for new employees hired after a specific date—Spreadsheet of health benefit costs has been updated. A recommendation is included. Information about the two tiered system will be presented. (pg. 17)
B. Discussion of Total Compensation Systems Actuarial Review – A draft of the report will be handed out for the trustees to review before consideration of action in December.

C. Discussion Regarding PEPRA, the Public Employees’ Pension Reform Act of 2013— Separation date for General Manager Fausett will be December 8, 2013.

D. Update on recruitment process for General Manager. (pg. 18)

8. NEW BUSINESS.

A. Discussion and/or Approval of California Special District Association Annual Dues— The fee for renewing membership is $2038 for this year. Dues last year were $1896. (pg. 32)

B. Discussion and/or Approval of Santa Barbara County Special District Association Annual Dues— The dues for renewing membership is based on the District’s Operating Revenue. For this coming year the amount is $150. Dues last year were $193.40. (pg. 34)

C. Appointment of Interim General Manager – Effective date for the appointment to begin is December 9, 2013. Consider a salary increase of 10% during the period of service.

D. Discussion and possible action on payout of unused sick leave for the current General Manager. (pg. 35)

9. MANAGER’S REPORT (pg. 36)

10. BOARD ANNOUNCEMENTS

11. CLOSED SESSION – None

12. ADJOURNMENT (next scheduled meeting: Thursday, December 12th, 2pm)

CERTIFICATE OF POSTING

I, Larry Fausett, General Manager of the Mosquito and Vector Management District of Santa Barbara County, verify under penalty of perjury under the laws of the State of California, that the foregoing agenda was posted not less than 72 hours prior to the afore mentioned meeting.

__________________________________________________________________________
Larry Fausett
General Manager
The regular meeting of the Board of Trustees of the Mosquito and Vector Management District of Santa Barbara County was held at 2:00 PM, on Thursday, October 10th, 2013 at the Hope School Board Room, 3970 La Colina Road, Santa Barbara, CA.

1. **ROLL CALL.**

   **TRUSTEES PRESENT:**
   President John Olson
   Trustee Cathy Schlottmann
   Trustee Charlie Blair
   Trustee Patty DeDominic

   **TRUSTEES ABSENT:**
   Trustee Robert Williams
   Secretary Ron Hurd
   Vice-President Susan Swarbrick

   **IN ATTENDANCE:**
   Larry Fausett, General Manager
   Jessica Sprigg, Administrative Assistant
   Gene Sinser, Member of Public

2. **CONFIRMATION OF AGENDA**

   -No changes requested.

3. **STAFF ANNOUNCEMENTS regarding District business.**

   -AB 1235 was passed by the Assembly but vetoed by the Governor. This legislation would have required financial training for special district trustees.

   -Brian Passaro submitted a $3,000 payment at his most recent court hearing. General Manager Fausett will contact the Probation Department to inquire about this and future payments.

4. **CORRESPONDENCE**

   -None.

5. **PUBLIC COMMENT.**

   -None.
6. **ITEMS OF GENERAL CONSENT.** The following items are approved by a single action of the Board. Items requiring additional discussion may be withdrawn from the listing and approved in a separate action.

   a. Approval of Minutes of the Regular Meeting held September 12th, 2013.
   b. Approval of Financial Statements for County Fund 4160, for September 2013.
   c. Approval of the Warrant Register, for September 2013.
   d. Approval of the Disease Surveillance Report, for September 2013.
   e. Approval of the District Operations Report, for September 2013.
   
   - Trustee Schlottmann motioned to approve the Items of General Consent. Seconded by Trustee Blair. Motion carried.

7. **OLD BUSINESS**

   A. **Discussion and direction regarding benefits for new employees hired after a specific date**—Spreadsheets of health benefits costs comparing this year and next are included for information.

   - General Manager Fausett has learned that CalPERS does not have the means to administer a tiered system of benefits for old versus new employees. In order to accomplish this, the District could choose to provide what CalPERS requires as a “statutory minimum” to each employee and vary the supplemental amount accordingly to equal the cost of benefits per employee. Trustee Schlottmann inquired as to which of the plans listed in the spreadsheets are HMO versus PPO and requested that inapplicable plans, such as for Kaiser or plans for retired peace officers, be removed from the list. Trustee DeDominic suggested that General Manager Fausett provide a recommendation that is competitive, but reduced from the current benefit package.

8. **NEW BUSINESS**

   A. **Discussion of Total Compensation Systems Actuarial Review**—General Manager Fausett will pass on Information from our actuary that may have an effect on the benefits plans the District provides current employees and any employees hired in the future.

   - Due to a reasonable, but inaccurate, assumption made by the actuary, there has been a slight delay in the completion of the report. It will be presented to the Board at the next meeting.

   B. **Discussion Regarding PEPRA, the Public Employees’ Pension Reform Act of 2013**—General Manager Fausett will summarize information provided by our Counsel and the Santa Barbara County Employees’ Retirement System with regard to its effect on the District. Pertinent section of the law is attached for reference.

   - A brief discussion occurred wherein the Board was informed that General Manager Fausett will most likely need to tender his resignation prior to the end of this calendar year due to regulations of the PEPRA legislation. Trustee Schlottmann motioned to add ex-agenda item 8D to initiate a General Manager recruitment process due to the fact that this information was obtained subsequent to preparation of the agenda. Trustee Blair seconded and the motion passed unanimously.
C. Discussion and/or Approval for the Operations Manager to Attend the MVCAC Fall Conference in Seaside, CA from October 23rd through the 25th, 2013—Cost estimate is $540. This would come from the Transportation and Travel line item in the budget which has $6,840 in it currently.

-Trustee Schlottmann moved to approve sending Operations Manager Learned to the MVCAC Fall Conference. Seconded by Trustee Blair and passed unanimously.

D. Discussion and Direction Regarding Initiation of Recruitment Process for General Manager—This item was added as an ex-agenda item during discussions under Item 8B.

-President Olson appointed himself, Trustee DeDominic, and either Secretary Hurd or Vice-President Swarbrick to the General Manager Recruitment Committee. Trustee Schlottmann moved to authorize the committee to review and approve the General Manager job description and advertisement. Seconded by Trustee DeDominic and unanimously approved. Trustee Schlottmann also moved to authorize the committee to spend up to $1000 for the recruitment expenses. Seconded by Trustee Blair and unanimously approved.

9. MANAGER’S REPORT

- Operations Manager Learned was side-swiped in a hit-and-run accident on the 154 while returning from mosquito trapping. We have solicited bids for its repair.

10. BOARD ANNOUNCEMENTS

- Trustee Blair reported that the insurance requirements for trustees attending CSDA meeting were dropped and the calculation of member dues was simplified such that members will pay $150 or $300 based on having a budget below or above one million dollars respectively. In light of these changes, Trustee Blair voted to approve the CSDA by-laws.

11. CLOSED SESSION—None.

12. ADJOURNMENT

As there was no further business to be brought before the Board, the meeting was adjourned.

I certify that the above minutes substantially reflect the actions of the Board:

BY: John Olson
Board President

APPROVED: Ron Hurd
Board Secretary
## Revenues

<table>
<thead>
<tr>
<th>Line Item Account</th>
<th>6/30/2014 Fiscal Year Adjusted Budget</th>
<th>10/31/2013 Year-To-Date Actual</th>
<th>6/30/2014 Fiscal Year Variance</th>
<th>6/30/2014 Fiscal Year Pct of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Taxes</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3010 -- Property Tax-Current Secured</td>
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<td>15,406.40</td>
<td>-304,593.60</td>
<td>4.81 %</td>
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<td>3011 -- Property Tax-Unitary</td>
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<td>0.00</td>
<td>-5,100.00</td>
<td>0.00 %</td>
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<td>3020 -- Property Tax-Current Unsecd</td>
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<td>15,097.77</td>
<td>-4,902.23</td>
<td>75.49 %</td>
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<td>3040 -- Property Tax-Prior Secured</td>
<td>0.00</td>
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<td>211.35</td>
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<td>3050 -- Property Tax-Prior Unsecured</td>
<td>400.00</td>
<td>0.00</td>
<td>-400.00</td>
<td>0.00 %</td>
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<td>3054 -- Supplemental Pty Tax-Current</td>
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<td>3056 -- Supplemental Pty Tax-Prior</td>
<td>400.00</td>
<td>419.85</td>
<td>19.85</td>
<td>104.96 %</td>
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<tr>
<td><strong>Taxes</strong></td>
<td>350,500.00</td>
<td>31,488.20</td>
<td>-319,011.80</td>
<td>8.98 %</td>
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<tr>
<td><strong>Use of Money and Property</strong></td>
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<td></td>
<td></td>
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<tr>
<td>3380 -- Interest Income</td>
<td>2,400.00</td>
<td>672.05</td>
<td>-1,727.95</td>
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<td>3381 -- Unrealized Gain/Loss Invstmts</td>
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<td>2,240.45</td>
<td>2,240.45</td>
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<td><strong>Use of Money and Property</strong></td>
<td>2,400.00</td>
<td>2,912.50</td>
<td>512.50</td>
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<td><strong>Intergovernmental Revenue-State</strong></td>
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<tr>
<td>4220 -- Homeowners Property Tax Relief</td>
<td>1,600.00</td>
<td>0.00</td>
<td>-1,600.00</td>
<td>0.00 %</td>
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<tr>
<td><strong>Intergovernmental Revenue-State</strong></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>4220 -- Homeowners Property Tax Relief</td>
<td>1,600.00</td>
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<td>0.00 %</td>
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<td><strong>Intergovernmental Revenue-Other</strong></td>
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<td></td>
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<tr>
<td>4840 -- Other Governmental Agencies</td>
<td>8,000.00</td>
<td>0.00</td>
<td>-8,000.00</td>
<td>0.00 %</td>
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<tr>
<td><strong>Intergovernmental Revenue-Other</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4840 -- Other Governmental Agencies</td>
<td>8,000.00</td>
<td>0.00</td>
<td>-8,000.00</td>
<td>0.00 %</td>
</tr>
<tr>
<td><strong>Charges for Services</strong></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4877 -- Other Special Assessments</td>
<td>508,729.00</td>
<td>-7.69</td>
<td>-508,736.69</td>
<td>0.00 %</td>
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<tr>
<td><strong>Charges for Services</strong></td>
<td>508,729.00</td>
<td>-7.69</td>
<td>-508,736.69</td>
<td>0.00 %</td>
</tr>
<tr>
<td><strong>Miscellaneous Revenue</strong></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>5909 -- Other Miscellaneous Revenue</td>
<td>118,000.00</td>
<td>50,671.36</td>
<td>-67,328.64</td>
<td>42.94 %</td>
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</table>
## Financial Status

Selection Criteria: Fund = 4160  
Accounting Period: CLOSED

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

### Fund 4160 -- Mosquito & Vector Mgt District

<table>
<thead>
<tr>
<th>Line Item Account</th>
<th>6/30/2014 Fiscal Year Adjusted Budget</th>
<th>10/31/2013 Year-To-Date Actual</th>
<th>6/30/2014 Fiscal Year Variance</th>
<th>6/30/2014 Fiscal Year Pct of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Miscellaneous Revenue</td>
<td>118,000.00</td>
<td>50,671.36</td>
<td>-67,328.64</td>
<td>42.94 %</td>
</tr>
<tr>
<td>Revenues</td>
<td>989,229.00</td>
<td>85,064.37</td>
<td>-904,164.63</td>
<td>8.60 %</td>
</tr>
</tbody>
</table>

### Expenditures

#### Salaries and Employee Benefits

- **6100 -- Regular Salaries**: 415,000.00  
  132,883.19  
  282,116.81  
  32.02 %

- **6400 -- Retirement Contribution**: 103,000.00  
  31,693.39  
  71,306.61  
  30.77 %

- **6475 -- Retiree Medical OPEB**: 13,692.00  
  0.00  
  13,692.00  
  0.00 %

- **6500 -- FICA Contribution**: 26,000.00  
  8,220.31  
  17,779.69  
  31.62 %

- **6550 -- FICA/Medicare**: 6,000.00  
  1,922.48  
  4,077.52  
  32.04 %

- **6600 -- Health Insurance Contrib**: 269,354.00  
  36,349.54  
  233,004.46  
  33.24 %

- **6700 -- Unemployment Ins Contribution**: 2,500.00  
  95.20  
  2,404.80  
  3.81 %

#### Services and Supplies

- **7030 -- Clothing and Personal**: 5,000.00  
  1,895.48  
  3,104.52  
  37.91 %

- **7050 -- Communications**: 6,000.00  
  1,517.73  
  4,482.27  
  25.30 %

- **7070 -- Household Expense**: 3,000.00  
  720.00  
  2,280.00  
  24.00 %

- **7090 -- Insurance**: 37,000.00  
  35,844.06  
  1,155.94  
  96.88 %

- **7120 -- Maintenance - Equipment**: 6,000.00  
  1,431.86  
  4,568.14  
  23.86 %

- **7121 -- Operating Supplies**: 9,000.00  
  4,004.03  
  4,995.97  
  44.49 %

- **7124 -- IT Software Maintenance**: 1,500.00  
  0.00  
  1,500.00  
  0.00 %

- **7200 -- MTC-Struct/Impr & Grounds**: 5,000.00  
  0.00  
  5,000.00  
  0.00 %

- **7400 -- Medical, Dental and Lab**: 5,000.00  
  2,138.40  
  2,861.60  
  42.77 %

- **7430 -- Memberships**: 14,000.00  
  7,885.35  
  6,114.65  
  43.02 %

- **7450 -- Office Expense**: 8,000.00  
  2,061.49  
  5,938.51  
  25.77 %

- **7460 -- Professional & Special Service**: 70,000.00  
  30,116.46  
  39,883.54  
  43.02 %

- **7506 -- Administration Fees**: 0.00  
  732.00  
  -732.00  
  --

- **7530 -- Publications & Legal Notices**: 800.00  
  0.00  
  800.00  
  0.00 %
### Financial Status

**Selection Criteria:** Fund = 4160  
**Accounting Period:** CLOSED  
**Layout Options:** Summarized By = Fund, LineItemAccount; Page Break At = Fund

#### Fund 4160 -- Mosquito & Vector Mgt District

<table>
<thead>
<tr>
<th>Line Item Account</th>
<th>6/30/2014 Fiscal Year Adjusted Budget</th>
<th>10/31/2013 Year-To-Date Actual</th>
<th>6/30/2014 Fiscal Year Variance</th>
<th>6/30/2014 Fiscal Year Pct of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>7630 -- Small Tools &amp; Instruments</td>
<td>1,000.00</td>
<td>0.00</td>
<td>1,000.00</td>
<td>0.00 %</td>
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<tr>
<td>7650 -- Special Departmental Expense</td>
<td>75,000.00</td>
<td>41,241.12</td>
<td>33,758.88</td>
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<tr>
<td>7653 -- Training Fees &amp; Supplies</td>
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<td>143.99</td>
<td>3,856.01</td>
<td>3.60 %</td>
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<tr>
<td>7730 -- Transportation and Travel</td>
<td>7,000.00</td>
<td>438.25</td>
<td>6,561.75</td>
<td>6.26 %</td>
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<td>7731 -- Gasoline-Oil-Fuel</td>
<td>13,000.00</td>
<td>3,847.17</td>
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<td>7760 -- Utilities</td>
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<td>1,179.49</td>
<td>3,320.51</td>
<td>26.21 %</td>
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<tr>
<td><strong>Services and Supplies</strong></td>
<td><strong>274,800.00</strong></td>
<td><strong>135,196.88</strong></td>
<td><strong>139,603.12</strong></td>
<td><strong>49.20 %</strong></td>
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<tr>
<td><strong>Other Charges</strong></td>
<td><strong>128,888.00</strong></td>
<td><strong>64,448.00</strong></td>
<td><strong>64,440.00</strong></td>
<td><strong>50.00 %</strong></td>
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<tr>
<td>7860 -- Contrib To Other Agencies</td>
<td>128,888.00</td>
<td>64,448.00</td>
<td>64,440.00</td>
<td>50.00 %</td>
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<td><strong>Expenditures</strong></td>
<td><strong>1,079,234.00</strong></td>
<td><strong>410,808.99</strong></td>
<td><strong>668,425.01</strong></td>
<td><strong>38.06 %</strong></td>
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<td><strong>Other Financing Sources &amp; Uses</strong></td>
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<td><strong>0.00</strong></td>
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<td><strong>0.00 %</strong></td>
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<td><strong>0.00</strong></td>
<td><strong>-128,888.00</strong></td>
<td><strong>0.00 %</strong></td>
</tr>
<tr>
<td><strong>Other Financing Sources &amp; Uses</strong></td>
<td><strong>128,888.00</strong></td>
<td><strong>0.00</strong></td>
<td><strong>-128,888.00</strong></td>
<td><strong>0.00 %</strong></td>
</tr>
</tbody>
</table>

**Changes to Fund Balances**  
**Increase to Committed**  
9840 -- Strategic Reserve | 38,883.00 | 0.00 | 38,883.00 | 0.00 % |
| Increase to Committed | 38,883.00 | 0.00 | 38,883.00 | 0.00 % |
| Changes to Fund Balances | -38,883.00 | 0.00 | 38,883.00 | 0.00 % |

**Mosquito & Vector Mgt District**  
0.00 | -325,744.62 | -325,744.62 | -- |

**Net Financial Impact** | 0.00 | -325,744.62 | -325,744.62 | -- |
## Cash Balances

**Selection Criteria:** Fund = 4160-4161  
**Layout Options:** Summarized By = Fund; Page Break At = Fund

<table>
<thead>
<tr>
<th>Fund</th>
<th>10/1/2013 Beginning Balance</th>
<th>Month-To-Date Cash Receipts (+)</th>
<th>Month-To-Date Treasury Credits (+)</th>
<th>Month-To-Date Warrants and Wire Transfers (-)</th>
<th>Month-To-Date Treasury Debits (-)</th>
<th>10/31/2013 Ending Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>4160 -- Mosquito &amp; Vector Mgt District</td>
<td>652,517.85</td>
<td>13,489.45</td>
<td>31,534.48</td>
<td>45,814.70</td>
<td>65,503.59</td>
<td>586,223.49</td>
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<tr>
<td>4161 -- SB Vector-Cap Asset Reserve</td>
<td>393,096.09</td>
<td>0.00</td>
<td>345.22</td>
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<td>0.00</td>
<td>393,441.31</td>
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<tr>
<td><strong>Total Report</strong></td>
<td><strong>1,045,613.94</strong></td>
<td><strong>13,489.45</strong></td>
<td><strong>31,879.70</strong></td>
<td><strong>45,814.70</strong></td>
<td><strong>65,503.59</strong></td>
<td><strong>979,664.80</strong></td>
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<td>Disbursement</td>
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<td>Dept</td>
<td>Purchase Order</td>
<td>Remit Description</td>
<td>Amount</td>
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<tr>
<td>----------------------------------</td>
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<td>Vendor 000887 -- Charles Blair</td>
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<td>REIMBURSEMENT</td>
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<td>Vendor Link</td>
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<td>Total Charles Blair</td>
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<td>Vendor 002786 -- ERLAB</td>
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## Vendor Disbursements

**From 10/1/2013 to 10/31/2013**

### Selection Criteria: Fund = 4160

**Layout Options:** Summarized By = Fund, Vendor; Page Break At = Fund

### Fund 4160 -- Mosquito & Vector Mgt District

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Vendor Disbursements

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Layout Options: Summarized By = Fund, Vendor; Page Break At = Fund

Fund 4160 -- Mosquito & Vector Mgt District

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**U.S. BANK CORPORATE PAYMENT SYSTEM**

P.O. Box 790428
St. Louis, MO 63179-0428

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### CORPORATE ACCOUNT ACTIVITY

**TOTAL CORPORATE ACTIVITY**: $1,567.09 CR

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### NEW ACTIVITY

**KENNETH W. LEARNED**

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### CUSTOMER SERVICE CALL

800-344-5696

SEND BILLING INQUIRIES TO:

U.S. Bank National Association
C/O U.S. Bancorp Purchasing Card Program
P.O. Box 6235
Fargo, ND 58125-6335

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**AMOUNT DUE**: $644.43

**ACCOUNT BALANCE**: $644.43
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Department: 00000 Total: $644.43
Division: 00000 Total: $644.43
MOSQUITO and VECTOR MANAGEMENT DISTRICT of Santa Barbara County

DISEASE SURVEILLANCE REPORT

October 2013

West Nile Virus Activity
No current West Nile Virus (WNV) activity has been detected in Santa Barbara County in 2013 to date. However, the District did collect a WNV positive mosquito pool from Pismo Beach, San Luis Obispo County in July 2013. To date, 319 human cases of WNV (11 fatal) have been reported from 29 counties. Thirteen confirmed horse cases (5 fatal) have been reported from 7 counties. A total of 1,210 WNV positive dead birds have been reported from 38 counties along with 8 WNV positive dead squirrels from 6 counties. Also, 2,511 mosquito pools from 27 California counties have tested positive for the disease. A total of 478 sentinel chickens from 111 flocks in 26 counties have tested WNV positive. Ventura County has reported 2 human cases, 8 dead birds, and 1 dead squirrel, mostly from Simi Valley. San Luis Obispo County has reported one WNV positive dead bird from Paso Robles in addition to the mosquito pool from Pismo Beach.

Statistics for California WNV activity can be found online at www.westnile.ca.gov. National statistics for WNV can be found at the National Centers for Disease Control and Prevention website at www.cdc.gov.

Yellow Fever Mosquito Update
Yellow Fever Mosquitoes (Aedes aegypti) have been found in additional areas of Fresno County in the cities of Fowler and Fresno. More have also been found in San Mateo County, mostly as larvae, in the vicinity of that county’s initial find. The Yellow Fever Mosquito is not native to California and is capable of transmitting diseases including Yellow Fever, Dengue Fever, Chikungunya Virus, and West Nile Virus to humans. Eradication efforts are continuing.

West Nile Virus Dead Bird Submissions
The District sampled one dead bird in October 2013 using the new submission protocol (see below). The bird, a Crow from Goleta, was negative for WNV. All dead wild birds that have been tested in 2013 to date have been negative for current WNV infection.

Discussions have begun between the Mosquito and Vector Control Association of California and the California Department of Public Health over the future of the Dead Bird Hotline. Agencies submitting dead bird samples may have to help pay for live operators at the Hotline.

The dead bird submission protocol has changed as of September 1, 2013. The California Animal Health and Food Safety Laboratory will no longer accept dead bird carcasses. Citizens can still report dead birds to the California Department of Public Health’s (DPH) toll free West Nile Virus Dead Bird Hotline (1-877-968-2473 or 1-877-WNV-BIRD) or online at www.westnile.ca.gov. However, only Corvids (Crows, Ravens, Jays, and Magpies) will be authorized for testing. Local agencies will pick up the dead birds and collect samples via oral swabs that are transferred to RNase cards. The RNase cards are dried for at least two hours then mailed to the U.C. Davis Center for Vector-Borne Diseases where the samples will be analyzed for West Nile Virus.

Live Mosquito-Borne Virus Surveillance
There have been no further WNV positive mosquito pools submitted by the District since the one positive pool from Pismo Beach in July. Nine mosquito trapping surveys were conducted by District personnel in October 2013. These are probably the last trapping surveys of the year. The surveys are listed in the table below. The District has submitted 439 mosquito pools for laboratory analysis in 2013 to date. All except the one pool from Pismo Beach in July have tested negative for WNV and other mosquito-borne viruses.
<table>
<thead>
<tr>
<th>LOCATION</th>
<th>DATE</th>
<th>NUMBER of MOSQUITOES</th>
<th>NUMBER of TRAPS</th>
<th>MOSQUITOES PER TRAP NIGHT*</th>
<th>POOLS SUBMITTED</th>
<th>RESULT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lake Los Carneros, Goleta</td>
<td>10/2-3/13</td>
<td>181</td>
<td>12</td>
<td>15.1</td>
<td>0</td>
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<tr>
<td>Riverview Park, Buellton</td>
<td>10/7-8/13</td>
<td>15</td>
<td>4</td>
<td>3.8</td>
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<tr>
<td>Alamo Pintado Creek, Los Olivos</td>
<td>10/7-8/13</td>
<td>1</td>
<td>3</td>
<td>0.3</td>
<td>0</td>
<td>N.A.</td>
</tr>
<tr>
<td>Leroy Park, Guadalupe</td>
<td>10/7-8/13</td>
<td>12</td>
<td>7</td>
<td>1.7</td>
<td>0</td>
<td>N.A.</td>
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<tr>
<td>UCSB/Santa Barbara Airport Bluffs</td>
<td>10/10-11/13</td>
<td>101</td>
<td>12</td>
<td>8.4</td>
<td>0</td>
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<tr>
<td>East end of Burton Mesa Blvd., Mission Hills</td>
<td>10/21-22/13</td>
<td>2</td>
<td>4</td>
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<tr>
<td>Bailey Wetland, Lompoc</td>
<td>10/21-22/13</td>
<td>4</td>
<td>3</td>
<td>1.3</td>
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</tr>
<tr>
<td>Santa Ynez River @ Floradale Ave., Lompoc</td>
<td>10/21-22/13</td>
<td>4</td>
<td>2</td>
<td>0.5</td>
<td>0</td>
<td>N.A.</td>
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<tr>
<td>River Park, Lompoc</td>
<td>10/21-22/13</td>
<td>1</td>
<td>3</td>
<td>0.3</td>
<td>0</td>
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</tr>
</tbody>
</table>

*Mosquitoes Per Trap Night = Number of Mosquitoes ÷ (Number of Traps x 1 Night)*

This surveillance technique utilizes battery-powered traps that use dry ice as a source of carbon dioxide to attract adult female mosquitoes that are actively seeking a blood meal. The live female mosquitoes are taken into the District’s laboratory where they are anesthetized with triethylamine under the fume hood. They are then separated by species using a stereo zoom microscope and placed into “pools.” The pools (1 pool = up to 50 adult female mosquitoes of a single species collected at one place at one time) are stored in the District’s ultra-low temperature freezer at -70ºC until they can be submitted to the U.C. Davis Center for Vector-Borne Diseases at Davis, California where they are analyzed for the presence of live mosquito-borne viruses including WNV.

**Sentinel Chicken Flocks**
District personnel continue to take blood samples from the District’s 5 sentinel chicken flocks every two weeks. All samples tested to date have been negative for WNV and other mosquito-borne viruses.

Samples of blood are collected from each chicken on strips of filter paper and dried overnight. They are then submitted to the California Department of Public Health Vector-Borne Disease Laboratory at Richmond, California where they are analyzed for antibodies to WNV and other mosquito-borne viruses.

**WINTER MOSQUITO (Culiseta inornata)**
Probably California’s largest mosquito species, the Winter Mosquito is active from late-September until mid-May as its name would suggest. Adult females are inactive (aestivate) during the warm summer months while males die off. Immature stages live in freshwater and brackish water wetlands as well as urban mosquito breeding sources. Adult females have been documented to be infected with a California Encephalitis group virus, but its effect on humans is not well studied.
## Report of District Operations - October 2013

<table>
<thead>
<tr>
<th>Location</th>
<th>Inspection Hours</th>
<th>Treatment Hours</th>
<th>Service Requests</th>
<th>Mosquitofish Requests</th>
<th>Standing Water Reports</th>
<th>Inspection Hours</th>
<th>Treatment Hours</th>
<th>Service Requests</th>
<th>Mosquitofish Requests</th>
<th>Standing Water Reports</th>
<th>Total Inspection Hours</th>
<th>Service Requests</th>
<th>WNV Birds</th>
<th>Chickens</th>
<th>Mosquito Pools</th>
<th>Identifications, Green Pools, Ticks, etc.</th>
<th>Total hours devoted to zone</th>
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<td>City of Goleta</td>
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<td><strong>1.5</strong></td>
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<td><strong>Year to Date</strong></td>
<td><strong>1,742.0</strong></td>
<td><strong>798.0</strong></td>
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<td><strong>109</strong></td>
<td><strong>11</strong></td>
<td><strong>82.0</strong></td>
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<td><strong>64</strong></td>
<td><strong>85.0</strong></td>
<td><strong>39</strong></td>
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<td><strong>405.0</strong></td>
<td><strong>45.0</strong></td>
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### This Month Year to Date
- Total Inspection Hours: 114.0 1,772.0
- Total Treatment Hours: 110.0 668.0
- Total Mileage: 3,305.0 38,187.0
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<th>Plan Name</th>
<th>Employee Only</th>
<th>Employee &amp;1 Dependent</th>
<th>Employee &amp;2+ Dependents</th>
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<td>Anthem Traditional HMO</td>
<td>$ 592.20</td>
<td>$ 1,184.40</td>
<td>$ 1,539.72</td>
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<td>Blue Shield Access+</td>
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<td>$ 1,086.42</td>
<td>$ 1,412.35</td>
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<td>PERS Choice</td>
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<td>$ 1,224.50</td>
<td>$ 1,591.85</td>
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<table>
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<tr>
<th>Plan Name</th>
<th>2013 Rates</th>
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<tbody>
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<td>$ 643.93</td>
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<td>Vision</td>
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<td>Dental</td>
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</table>

| Total                      | $ 724.53      |

<table>
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<tr>
<th>Plan Name</th>
<th>Type</th>
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</thead>
<tbody>
<tr>
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<td>Vision</td>
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<td>Dental</td>
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<td>$ 1,300.00</td>
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</tbody>
</table>

Monthly Premiums for Contracting Agencies

Other Southern California Region, Santa Barbara & other counties

Effective Date: 1/1/2014 - 12/31/2014

Basic Monthly Rate (B)
RECRUITING PROPOSAL

FOR

MOSQUITO VECTOR MANAGEMENT

Santa Barbara County

OCTOBER 25, 2013
EXECUTIVE SUMMARY

We Handle the Details You Make the Decisions.

Your People Professionals works with companies in aligning HR strategy with their overall performance by managing the recruiting, regulatory, operational, risk management and compliance challenges associated with human resources. We work closely with clients to offer multi-disciplinary solutions that strive to make their people a sustainable source of competitive advantage.

Like any professional service, ours is infinitely configurable and we take advantage of that by offering clients exactly what fits their needs rather than taking the one-size fits all strategy of some HR companies.

The old model of recruiting was broken, so we fixed it. Gone are the days when recruiting was an administrative activity. Now it needs to be repositioned as a strategic weapon! YPP’s Your SmartSource Hiring System is that weapon! We utilize state of the art recruitment practices supported by leading edge technology. With Your SmartSource you'll experience a strategic partnership with a Your SmartSource professional that allows you to focus on core business activities.

It’s no secret that the importance of attracting and retaining top talent is likely to lead to better employee performance and long-term business success. With Your SmartSource, the hiring decision is part of an integrated system, beginning with a carefully thought out recruitment plan that, as part of the first phase of the system, creates a competitive advantage that identifies what skills will be needed to execute your firms strategic goals. The next phase of Your SmartSource system provides you with the most comprehensive candidate profile and an unbiased opinion that allows you to make a well informed hiring decision.

Your SmartSource is the right resource at the right time with the right skills. Your SmartSource utilizes HR professionals that can make sure the details are done right so you can focus on picking the right person with the best available information. From reference checks to skills testing to personality assessments a Your SmartSource Professional is right there helping you with each step in the critical process of selecting the FUTURE of your business.

Your SmartSource professionals have a complete hiring infrastructure. From on-line applications to testing to salary survey information, they have all the details that you expect from a professional in this field. Your SmartSource professionals also have access to our database of applicants that we have built over the years as well as access to many other sources of candidates that are not readily accessible to all employers.

Your SmartSource staff is not just a person it’s a team. Your SmartSource professionals have immediate access to certified HR Managers, Payroll Specialists, and many other HR Professionals. This team has seen it all and they know how to make things happen. From marketing the position to the final offer, this team knows how to get it done.
RECRUITING AND ONBOARDING PLAN

Your SmartSource™ Hiring System is designed to make your recruiting process more efficient and effective. It involves a collaborative effort between our recruiting staff and appointed liaison. Your selected hiring manager would be our primary contact throughout the process. We will consult with this person as well as other key management personnel for strategic analysis and planning to tailor this Recruiting Plan.

Once you approve this Recruiting Plan which will include job postings and assessments, we’ll be ready to begin the recruiting process. This will involve the following workflow:

- Your position will be posted on the approved sites including any specialized locations used to target a particular skill-set related to the position. We will search our internal database for candidates.

- As candidates apply for the position, YPP will do an initial review to determine if the candidate meets the minimum qualifications for the position. If there are any key requirements that you need a candidate to have, we can insert screening questions that each candidate must answer when applying to determine if they state that they have such skills/experience.

- Those candidates with the minimum qualifications will be immediately referred to the board/hiring manager for further review.

- Point of contact will confirm to us any of these candidates that are to be evaluated further for the position.

- Within one work day of approval, we will contact the candidate to schedule our evaluation process. This includes completion of a detailed application, approved skills tests, and a pre-screen interview.

- YPP will provide qualified candidates’ paperwork to the hiring manager along with our recommendation, to determine which candidates will be interviewed by key personnel.

- YPP will coordinate the interviews and sit in on the interviews if desired.

- Final results on the top candidates will be reviewed with hiring manager and other key personnel to help identify the most qualified candidate for the position and discuss a job offer.

- YPP will extend the offer of employment and prepare a written offer letter to the candidate. If negotiations for salary, benefits, moving costs, etc. are necessary, YPP will conduct those negotiations.

Our hourly fee for the recruitment process is $85 per hour plus any advertising, background checks, and assessment fees. For detailed example see sample Engagement Proposal (attached).
ADVANTAGES OF THE

➢ Saves Time
  o Your SmartSource has a dedicated recruiter that works directly with your liaison to ensure prompt and concise communication

➢ Improves Hiring Intelligence
  o HR expertise and systems bring best practices in screening candidates
  o We know how to extract information from candidates that is useful to your hiring needs

➢ Simplifies Regulatory Compliance
  o HR experts know what needs to be done and when
  o Brings advanced and validated testing tools to improve what you know about a candidate

➢ Expert Advisor to Your Hiring Manager
  o We are involved in hiring every day
  o We have over 20 years of hiring systems development experience
  o We have existing business partnerships for specialized requirements like background tests and drug testing

➢ Reduces Traditional Recruiting Costs
  o By replacing your valued resources with Your SmartSource Hiring System, we can focus on the job of finding the best people for your business while you focus on the business of your business.
  o YPP invests in shared advertisement that creates leverage for your business
  o YPP has existing applicants in its database

To get these tasks off your desk and done, partner with YPP’s Your SmartSource Professionals. We can help you make the best and most informed hiring decision possible.
YPP ASSESSMENTS: $30 EACH

**A CRITICAL MEASURE**

These assessments are designed and validated as performance predictors - revealing whether a candidate has a grasp of the subject, and how they compare to other candidates worldwide. This can help predict the likelihood of job success.

**ACROSS THE SPECTRUM**

From light industrial to high-end clerical, these assessments cover a wide range of job positions where basic business skills are key. A multitude of industries have benefited from screening with these assessments, including Telecommunications, Insurance, Retail Sales, Utilities and Health Care. Each assessment measures core skills in reasoning, perceptual speed, verbal comprehension and numerical ability. They can be administered alone or in a test battery for comprehensive feedback about a candidate’s skills.

Below is a summary of just a few of the assessments we have available. With more information about the position, we can tailor these to meet the expectations for the position. **Skills tests are ALWAYS evaluated on a case by case basis in order to meet your needs.** For full list or to identify any particular skill set, please contact jason@ypp.com.

- **ANALYTICAL** - The Analytical Skills test focuses on evaluating the cognitive skills that are traditionally considered analytical. Such skills include determining the next in a sequence, identifying differences, drawing comparisons, visualizing written cues, as well as delineating between linear relations.

- **MISCROSOFT OFFICE** - We have test of varying degrees of difficulties for the entire Office suite.

- **FINANCIAL AND ACCOUNTING** - Full array of testing from entry level to full on executive financial management.
ProfileXT: $195

Given the prospect of landing a new job or promotion, candidates, especially skilled candidates, may tell you exactly what you want to hear rather than the truth. In addition to this, determining a candidate’s likelihood for success in a position or organization often depends on more than just their ability to perform the necessary tasks.

Understanding the way a candidate will fit into the organization is key to increasing success in the hiring process. The ProfileXT (PXT) is a great tool for measuring that very thing.

The “job matching” feature of the PXT is unique, and it enables you to evaluate an individual relative to the qualities required to successfully perform in a specific job. It is used throughout the employee life cycle for selection, on-boarding, managing and strategic workforce planning.

The PXT is an extensive and customizable look into candidate’s core traits and how they relate to the position, other personalities in the work environment, and the organization as a whole. We recommend issuing it to candidates that are in the final stages of selection, usually, after a first interview with hiring managers when a candidate is being considered as a finalist for a position.

See the included brochure for more details on this powerful and fully validated tool and how it can work for you.

Step One Survey II: $28

The Step One Survey II® (SOSII) is a brief pre-hire assessment that measures an individual’s basic work-related values. It is used primarily as a screening tool early in the candidate selection process.

“It’s a startling fact – employee theft and fraud averages $9.00 a day per employee! That’s about $2,000 per employee subtracted from your bottom line every year.” (Profiles International) In addition to theft, SOSII helps organizations reduce hiring risk in a quick and cost effective manner. It is a scientifically designed assessment tool that determine if a candidate can be trusted, drug free, dependable, and hard working. See attached brochure for further information.
Criminal Background—Pricing varies depending on candidates address history. $30 and up.

Having a clear understanding of an applicant’s criminal history can save an employer time and money, while protecting them against potential liability. Despite the tremendous value of this process, there are a variety of ways to do criminal background checks with varying degrees of accuracy. Your People Professionals uses the following method for verifying criminal history on potential employees:

**STEP ONE: Identity Verification—Social Security Search**

This search is used to verify an applicants’ identity using the social security number provided on the application. With this number and Header Data information from a credit report, every possible name and address ever associated with this social security number is analyzed. This will determine: (1) that the applicant is who they say they are; and (2) that they have their own legitimate social security number.

**STEP TWO: Criminal Background Search—Manual County Criminal**

This Search also provides AKA’s and an address history. This information is then used as the basis for running Manual County Criminal Background Checks using each of the applicants’ aliases and on the applicants’ current county of residence as well as each of the previous counties they resided in. This is a manual report, NOT a database search. The distinction is that a Court Runner physically enters the county courthouse to access the court records to ensure access to the most up-to-date and accurate information. Other than the Live Scan Fingerprinting Process used by the FBI, Department of Justice, and state and local law enforcement agencies, this is the most comprehensive criminal background search procedure available.

**Drug Testing: $50**

**Social Intelligence: $50**

This background screening service enables employers to navigate the complicated legal landscape of social media with clear, consistent, and insightful results. Using a combination of automated and manual review processes, Social Intelligence Hiring ignores information that is not allowable in the hiring process, such as the “protected class” characteristics defined by federal anti-discrimination law (race, religion, national origin, age, sex, familial status, sexual orientation, disability status, and other qualities that are not allowed to be used as decision points). Therefore, job candidates are protected from discrimination based on these characteristics and, in turn, employers are protected from charges of discrimination.
NationSearch
Proudly and Appreciatively Presents
The
Background Screening Proposal
For:

Mosquito and Vector Management District
Santa Barbra, California
Larry Fausett
lfausett@mvmdistrict.org
805-966-5050

10/25/2013

Presented by:
Olivia Grenham

NationSearch
11184 Huron St. #13
Northglenn, CO  80234

www.NationSearch.com

P: 800-827-9550 F: 800-827-6118
Local P: 303-202-2620 F: 303-202-2641
olivia@nationsearch.com
Executive Summary:

NationSearch provides full support to its clients by developing strong relationships, and channels of communication. We truly practice one-on-one client contact and person-to-person exchanges. We do not use voice mail unless absolutely necessary. When a client contacts NationSearch, a member of our team will answer the phone and personally assist the caller, immediately.

NationSearch prides itself in providing a comprehensive screening service. Many companies provide instant database information, which is more often than not lacking the information you are looking for. However our philosophy and ethic is that a full comprehensive criminal screening package assists our clients with making a more informed decision. We offer a very broad scope of services in order to best assist our clients in achieving the desired results, while at the same time keeping our pricing at a very competitive level. NationSearch strives to provide the most comprehensive information in a cost effective, yet thorough, manner.

NationSearch also manages the data in a streamlined manner. We have the ability to tie together the background screening report, to the Adverse Action Letter, to the Applicant Tracking Systems, Drug Screening and E-verify systems. Thus allowing our clients to better track and maintain the total recruitment/ HR process.

Mission Statement:

Customer service needs are our first priority. NationSearch strives to be accountable to our long established platform of instituting the highest level of ethical standard and commitment to our clients. Our integrity is woven throughout the process of delivering on our promises, fulfilling our commitments and continually investing in the quality of relationship with our clients. To that end, we are committed to delivering the highest levels of professionalism and experience, creative, quality solutions and timely, responsive services, while offering extremely competitive pricing.

Simply stated, “Do unto others as you would have them do unto you!”
NationSearch provides the most up-to-date, quality and timely information to assist your company with making the right hiring decision.

We have 35 years of experience in the pre-employment background screening industry, and can offer you a variety of screening services to meet your needs. Our clients range from Fortune 500 to small businesses and our goal is the same...to assist you in making a good hiring decision.

Negligent hiring is a real concern in today’s market, as is your cost management. This is why we design customized packages that are tailor made for each of our clients.

NationSearch provides easy to read and understand report formats, and our turnaround time is anywhere from instant to 48 hours, depending upon the type of search and the scope of the areas being searched.

Our average turnaround time is 7 hours.

Additionally, we offer staffing services

At NationSearch, we direct our endeavors toward facilitating a win-win situation for both clients and employee talent. We use comprehensive background screening and staffing solutions that will match our clients with fully vetted talent.

Our one-stop solution will give you a well-qualified and thoroughly screened candidate pool. You won’t have to wade through hundreds of resumes or worry about candidates who do not meet licensing or compliance requirements. Contact us for more information.

The following are our Background Screening Package options that will deliver a very thorough and comprehensive screening of your applicants.

Please note: The packages listed are our most popular. We can create any package to suit your hiring needs.
Possible Packages for GM position

Option 1 - Recommended

Extensive Comprehensive Screening – $50.00*  2nd states $25.00* ea.
Search Includes:  (Felony and Misdemeanor charges)

- Social Security Number/Address Trace
- State Specific Sex Offender Registry Search
- County Criminal Search*(statewide when possible)
- Department of Corrections Search (DOC)
- Federal Criminal, State Specific , District Court Records Search
- Nationwide Criminal Database/Sex Offender Search
- Education Verification*(highest degree reached)
- Employment Verification*
- Credit Report (credentialled clients only)
- OFAC/SDN
- Motor Vehicle Search*

*Access fees may apply

Option 2

Comprehensive Criminal – $32.00*,  2nd states $25.00* ea.
Search Includes:  (Felony and Misdemeanor charges)

- Social Security Number/Address Trace
- State Specific Sex Offender Registry Search
- County Criminal Records Search (statewide where allowed)*
- Department of Corrections Search (DOC)
- Federal Criminal, State Specific , District Court Records Search
- Nationwide Criminal Database/Sex Offender Search
- Motor Vehicle Search*

*Access fees may apply

We can customize any package to fit your needs.
Possible Packages for Employees

Option 1

Extensive Comprehensive Screening—$19.00
Search Includes:  (Felony and Misdemeanor charges)

Social Security Number/Address Trace
County Criminal Search*(statewide when possible)
Nationwide Criminal Database/Sex Offender Search

*Access fees may apply

Option 2

Comprehensive Criminal—$27.00*, 2nd states $25.00* ea.
Search Includes:  (Felony and Misdemeanor charges)

Social Security Number/Address Trace
State Specific Sex Offender Registry Search
County Criminal Records Search (statewide where allowed)*
Department of Corrections Search (DOC)
Federal Criminal, State Specific , District Court Records Search
Nationwide Criminal Database/Sex Offender Search

*Access fees may apply

We can work with you to customize any package that fits your needs.

About becoming credentialed to receive credit reports: A 3rd party would come to investigate and assess if credit reports for pre-employment purposes are appropriate for the client. A fee is associated.
Relax, We’ve Got This

While we strive to offer the most comprehensive screenings at a cost effective rate, inevitably, in some states we will run into access fees. Our goal is to make you aware of such fees up front so they are well informed when making decisions.

The NationSearch difference is Quality Assurance and customer service. All of your searches go through our Quality Control system which identifies how the information was found and the identifiers that were used to determine if the information is appropriate for your applicant. No information is released until it is verified.

Each client is assigned one point of contact for all searches and requests. The customer service member will follow through on all of your searches and be able to communicate with you, our client, in a timely and knowledgeable manner. When you call during business hours, we will answer the phone, and assist you on the spot. No long hold times, and no voice mail.

Note of importance regarding the Instant Nationwide Database Search

Please be advised that each state, county, city, and sex offender registry dispenses only information that meets their individual practices and protocols of release. Identifiers will vary by each data source, and as a result this data source should not be the sole determining factor for placement. A comprehensive criminal search or a county search should also be included. Please acknowledge your understanding of this with your initials ________.

NationSearch complies with all federal guidelines, FCRA practices and EEOC practices.

Thank you for your time and attention in advance. Please feel free to contact me with any questions or concerns you may have.

Please indicate which option(s) you prefer by placing an “X” next to the option(s) you choose.

Regards,

Olivia Grenham, Client Relations – NationSearch, LLC.

Proposal Accepted: ____________________________ Date: ________________

(Authorized Representative)
ALA CARTE PRICING

Adverse Action Notice (includes postage) - $5.50
Background Check Notification Letter - $5.50
Instant Credit Check - $12.00
Federal Criminal Records Search - $6.50
Department of Corrections (DOC) Criminal Records Search - $10.00
Nationwide Criminal Records Database Search - $12.00
Colorado Courts Criminal Records Search (all counties) - $9.50
Denver General Sessions - $6.50
Statewide Criminal Records Check (in states that allow a statewide search) - $8.00**
County Criminal Records Search (price per county) - $6.00**
County Civil Search - $10.00**
Motor Vehicle Driving Record Search - $8.00**
Professional License Verification – $7.00**
OIG/GSA Search (Office of Inspector General and General Services Administration - $4.00
OFAC/SDN Search (Office of Foreign Asset Control and Specially Designated Nationals) Global Terrorist Search - $6.00
Alias Search – $8.00
State Specific Sex Offender Registry Search - $5.00
National Sex Offender Registry Search - $8.00
Social Security Number Trace/Verification - $4.00
Education Verification (highest degree earned) - $12.00**
Employment Verification (each) - $10.00**
I-9 Validation/E-verify - $4.00
Reference check (each) - $6.00
EPLS/LDP Search/BIS Denied Persons List - $4.00
Banking Enforcement Search - $4.00
Interpol Most Wanted - $4.00

**Access fees are fees that are charged by the various entities. The fees vary in cost, and are subject to change, by the entity, at any time. NationSearch charges these fees back to the client in the amount incurred…there is no mark-up.

NationSearch is happy to bundle a customized package or packages to perfectly fit your needs at a much reduced price from ala carte pricing.
California Special Districts Association
1112 I Street, Suite 200
Sacramento, CA 95814
Phone: (916) 442-7887 Fax: (916) 442-7889
Toll-Free Phone: (877) 924-2732

Mosquito & Vector Management District of Santa Barbara County
PO Box 1389
Summerland, CA 93067-1389

(Please note if address correction needed.)

2014 Membership Dues-Regular
Total 2,038.00

Full payment due no later than January 1, 2014
Thank you for your membership in the California Special Districts Association. We appreciate your prompt payment.

To view dues categories, please visit the CSDA Transparency page at www.cdsa.net.

OBRA 1993 prohibits taxpayers from deducting, for federal income tax purposes, the portion of membership dues that are allocable to the lobbying activities of trade organization. The nondeductible portion of your dues is estimated to be 8%.

California Special Districts Association
1112 I Street, Suite 200
Sacramento, CA 95814

REMITTANCE STUB
(Please Return)

106 RM-Regular Member

Mosquito & Vector Management District of
Santa Barbara County
PO Box 1389
Summerland, CA 93067-1389

CREDIT CARD PAYMENTS - may be submitted by mail or by fax to (916) 442-7889

CIRCLE TYPE: [VISA] [MC] [AMEX] [DISCOVER]  EXP_
CARDHOLDER NAME: _______________________________  AMOUNT: _______________________________
CARD NUMBER _______________________________  AUTH SIGNATURE: _______________________________
CC BILLING ADDRESS (IF DIFFERENT): ___________________________________________________________
Here's a big “Thank you!” for Renewing Membership!

District members that renew CSDA membership by January 1, 2014 will receive access to web-based AB 1234 Ethics Compliance training for their entire Board of Directors. Details are below:

- To take advantage of this offer, your 2014 dues payment must be received in the CSDA office by January 1, 2014.
- The offer applies only to the web-based, on-demand training.
- Access to this training will be available between January 1 and February 28, 2014 only.
- Renewed members will receive access instructions via email. These instructions will be emailed to everyone within your agency with an email address on file.
- To receive credit for the training, participating members must complete a 10 question test and return it to CSDA by March 14, 2014. Certificates of compliance will be mailed to all participants in April.
- Please contact Travis Wills, Member Services Coordinator, with any questions regarding your invoice or this special offer: travisw@csda.net or 877.924.2732.
October 1, 2013

Mosquito & Vector Management District
P.O. Box 1389
Summerland, CA 93067

Subject: 2014 Santa Barbara County Chapter Special Districts Association Membership Renewal

Dear Member:

We, the SBCCSDA, are a local chapter of the California Special District Association (CSDA) providing legislative, jurisdictional, political, and operational seminars, over monthly dinners that focus on the unique needs of the special districts in Santa Barbara County.

As a service provider in our community, you are very wise participating in our activities and learning about our unique needs. We look forward with our continued partnership with you.

The board has requested that the current dues be assessed according to the association new bylaws, which are:

SECTION 3. ANNUAL DUES

A. **Annual dues shall be due and payable on or before the first day of January of each calendar year.** New members shall pay their annual dues at the time they are approved for membership in the Association, but new membership dues for the initial year shall be prorated as the date an application for membership is approved.

B. **Regular Members shall pay the sum of $300.00 if they have an annual budget of $1 million or more, or $150.00 if they have an annual budget of less than $1 million.**

C. **Associate Members dues shall be $50.00 per year.**

Please send a list of participating board members and employees, total amount of your operating budget, and payment by January 1, 2014 to SBCCSDA, P.O. Box 667, Santa Ynez, CA 93460.

Thank you for your continued partnership with the SBCCSDA. If you have any questions, please give me a call at 688-3008.

Best regards

Bobbie Martin, SBCCSDA Treasurer

A County Chapter of the California Special Districts Association

<table>
<thead>
<tr>
<th>John McInnes</th>
<th>Richard Shaikewitz</th>
<th>Bobbie Martin</th>
<th>Craig Geyer</th>
<th>Jack Cunningham</th>
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<tbody>
<tr>
<td>President</td>
<td>Vice President</td>
<td>Treasurer</td>
<td>Secretary</td>
<td>Past President</td>
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Information to accompany Item 8D

This information is provided to help the Board make an informed decision about whether or not to pay the current General Manager for unused accrued sick leave.

Our personnel manual has a provision for making such a payment. The language in the manual says on page 19:

3.08 Sick Leave

Full-time employees accrue sick leave at the rate of 96 hours per year. The accrual for part-time employees is pro-rated based upon the number of hours worked. Accruals for sick leave begin on the first day of employment and may be used by non-probationary employees as time is accrued, except as described in section 2.03 (A). The minimum amount of sick leave that may be used is 0.25 hours. Sick leave is to be utilized for non-work related illness or injury or for medical/dental appointments. Up to one-half of the accrued annual sick leave may be used to care for an employee’s ill child, spouse, parent, domestic partner, child of a domestic partner or legal dependent. Absences of longer than four (4) days will require medical evidence of the illness and/or medical certification of fitness to return to work before sick leave will be awarded. Sick leave is accumulated from year to year with a maximum accrual of 2088 hours. No payment will be made for unused accrued sick leave upon separation from service for employees with less than five years of employment with the District. Employees with five or more years of employment with the District will be paid 50% of up to 480 hours of their accrued sick leave upon separation of service if the employee is not exchanging sick leave for service credit.

One option would be for the Board to adopt a change in the policy to allow a separation payout to be done after 1 year of service.

Another option would be for the Board to make a onetime exception to the policy that specifically addresses this unusual situation.

On December 8 I will have 181 hours of unused accrued sick leave.
General Manager’s Report on District Activities
Board of Trustees Meeting
November 14, 2013

1. Participated in conference call with the Vector Borne Disease Division of the California Department of Public Health. Some revisions to the dead bird protocol and notification procedures were described along with an update about *Aedes aegypti*.

2. Talked about PEPRA issue with Ms. Boutwell.

3. The Silverado sideswipe damage has been repaired. VCJPA has paid the claim minus the deductible.

4. Worked on Benefit issues for future employees as discussed at the October Board meeting.

5. Talked to representative at PERS about the “two tiered” health benefits structure.

6. Checked with the District Attorney’s office and the Probation Department about restitution payment. Three thousand dollars have been paid and we have deposited the check. Seven thousand one hundred and fifteen remain to be paid.

7. Worked on recruitment for the new General Manager. Including generating and/or editing the job announcement, job description and application form. Reviewing documents and discussing options with the Search Committee and counsel as well as developing a time line. Got job announcement posted on web sites as approved by the Search Committee and placed an ad with the Independent. Gathered information on firms that can provide recruitment services including background checks.

8. Kenny and I met with representatives from UCSB to discuss adding the Ocean Meadows Golf Course property into the Mosquito Management Plan and MOU that we have with them for other breeding sources on UCSB property.
9. Met with realtor that contacted Ron about a property in Goleta that might be of interest to us.

10. Talked to Steve Wagner, Director of Public Works and discussed the idea of co-locating our facility with the City of Goleta.