

Anastasia Mosquito Control District of St. Johns County

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BOARD OF COMMISSIONERS

Gary Howell, Chairperson
Jeanne Moeller, Vice-Chairperson
Gina LeBlanc, Secretary/Treasurer
Don Girvan, Commissioner
Trish Becker, Commissioner



DISTRICT DIRECTOR

Dr. Rui-de Xue



Thursday, March 14, 2019

Next Meeting(s): Thursday, April 11, 2019 – 5:00 PM

MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, March 14, 2019, at 5:00 P.M.

Board members in attendance:

Mr. Gary Howell, Chairperson
Mrs. Gina LeBlanc, Vice-Chairperson
Mrs. Jeanne Moeller, Commissioner
Mr. Don Girvan, Commissioner
Mrs. Trish Becker, Commissioner

Also in attendance:

Dr. Rui-De Xue, Director
Mr. Wayne Flowers, Attorney

Chairperson Howell called the meeting to order.

Commissioner Howell led the invocation and the Pledge of Allegiance to the flag.

ROLL CALL: Chairperson Howell noted ~ All were present

CITIZEN PARTICIPATION: For Items not on the Agenda ~ None

APPROVAL OF AGENDA: Chairperson Howell called for approval of the Agenda.

A. A motion was made to approve the Agenda as presented.

- Motioned by: Commissioner Becker
- Seconded by: Commissioner LeBlanc
- VOTE accepted unanimously by all commissioners
- **MOTION PASSED UNANIMOUSLY**

APPROVAL OF CONSENT AGENDA: Chairperson Howell called for approval of the Consent Agenda.

A. A motion was made to approve the Consent Agenda as presented.

- Motioned by: Commissioner Moeller
- Seconded by: Commissioner LeBlanc
- VOTE: Accepted unanimously by all commissioners
- **MOTION PASSED UNANIMOUSLY**

Consent Items ~ APPROVAL OF:

1. Treasurer's Report
2. Vouchers (*Cancelled Checks*)
3. Chemical Inventory
4. Minutes: Regular Board Meeting – February 14, 2019 at 5:00 PM
5. AMCA Annual Meeting Report (Feb. 25 – March 1, 2019)
6. Dr. Rui-De Xue to attend WHO Innovative Strategies for Vector Control Meeting (June 11-13, 2019)
7. NACCHO Contract Subaward Agreement
8. Budget Amendments ~ \$11, 755.13 in Receipts to Expenditures for Personal Services, Benefits, and Rentals/Leases

UNFINISHED BUSINESS:

Item 1: DISCUSSION ON MANPOWER NUMBERS ~ Dr. Rui-De Xue

- Dr. Xue noted that the Staffing Numbers Policy states we should obtain no less than 25 full time employees, we have centralized all stations to one and we are just beginning our air program this year. He recommended that the Board to postpone this item until next year so that we can recommend how many we need after we assess the air program, best practices, etc. Commissioner Moeller stated she would like the policy itself rewritten at a later date to not show explicit numbers or be vague in any way, but to put a cap on the number of employees at AMCD.

A. A motion was made to put this item on hold until March of 2020, based on Dr. Xue's recommendation.

- Motioned by: Commissioner Moeller
- Seconded by: Commissioner Girvan
- VOTE: Accepted unanimously by all commissioners
- **MOTION PASSED UNANIMOUSLY**

Item 2: DISCUSSION AND APPROVAL OF A & P AIRCRAFT MECHANIC JOB DESCRIPTION ~ Mr. Richard Weaver

- Mr. Weaver stated this job would be a full time position, however, this person would work part time as the Aircraft Mechanic and part time doing other duties, such as, but not limited to, applications, inspections, etc. Dr. Xue stated he talked to Lee County, Manatee County and Volusia County to set the pay scale at \$50 to \$70 thousand dollars, depending on their experience; 20 hours would be paid at the aircraft mechanic rate and 20 hours would be paid at the other job rate. Commissioners stated they wanted a salary survey done and brought back to the board.

A. A motion was made to approve staff to do a salary survey, to include ranges and to figure a time to recruit someone.

- Motioned by: Commissioner Girvan
- Seconded by: Commissioner Moeller

- Mr. Weaver explained that the salary survey was already done by Dr. Xue and the salary range will be part of the FY19/20 budget process in July and then final approved in September 2019 for October 1, 2019 beginning. At this time, staff is requesting approval of the job description.

- **Commissioner Girvan Withdrew his Motion**

B. A motion was made to accept the job description for A & P Aircraft Mechanic as presented.

- Motioned by: Commissioner Girvan
- Seconded by: Commissioner Moeller
- VOTE: Accepted unanimously by all commissioners
- **MOTION PASSED UNANIMOUSLY**

NEW BUSINESS

Item 1: EDUCATION COMMITTEE MEETING REPORT (2-14-19 AT 4:00 P.M.) ~ Commissioner Trish Becker

- Commissioner Becker stated everyone is getting ready for the Workshop and the 70th anniversary celebration; the Open House will be Thursday, 6-27-19 from 4-7 P.M.; there will be different stations inside and outside and will be family friendly, also the feedback at Liberty Pines Middle School was really good.

- **THERE WAS NO MOTION ON THIS ITEM**

Item 2: DISCUSSION AND APPROVAL OF COLLABORATION GRANT APPLICATION (CDC) FOR SIT ~ Dr. Rui-De Xue

- Dr. Xue; the CDC, DEP, and State DOH, has hurricane relief funds of 1.2 million dollars, only for operations, so CDC Suggested we apply for the grant; UF will be lead and AMCD will partner for the Grant; USDA will produce male mosquitoes; \$186,000 will be for one full time biologist with benefits and one technician; they will use downtown St. Augustine area and will need money for the BG traps and lure.

A. A motion was made to approve the proposal for staff and Dr. Xue to apply for the SIT Grant.

- Motioned by: Commissioner Moeller
- Seconded by: Commissioner LeBlanc
- VOTE: Accepted unanimously by all commissioners
- **MOTION PASSED UNANIMOUSLY**

Item 3: DISCUSSION AND APPROVAL OF COLLABORATION GRANT APPLICATIONS (FDACS) FOR KEYSTONE VIRUS SURVEY ~ Dr. Caroline Efstathion

- Dr. Efstathion; FDACS suggested we apply for the FDACS grant for Keystone Virus Research. Shands sees 100 cases, virus transmitted by *Aedes atlanticus* of neuro virus, mostly feeds on

squirrels, rabbits, but occasionally on humans; AMCD would collect mosquitoes, do a general screening and if positives were found, would send them to the lab to identify, the grant would be approximately \$100,000 for an intern, labs, etc.; this mosquito is common and the most numerous all over St. Johns County, the study would be on three species; *Aedes informatus*, *Aedes albopictus*, and *Aedes atlanticus*, and on the effect of the virus, as there is not much information on this yet but is similar to other viruses.

- A. **A motion was made to approve the proposal for staff and Dr. Xue to apply for the FDACS Grant for the Keystone Virus Survey.**
- Motioned by: Commissioner Moeller
 - Seconded by: Commissioner LeBlanc
 - VOTE: Accepted unanimously by all commissioners
 - **MOTION PASSED UNANIMOUSLY**

REPORTS:

1. **Director** ~ Dr. Xue; the AMCA annual meeting in February was one of the largest, he received the Presidential Citation Award, we are ready for the 16th annual Workshop, the 70th celebration cake cutting will be at break time on Tuesday, March 26, 2019 and the dinner/lecture will be at 6 P.M. in the helicopter hangar, people have been getting upset when he talks about the construction delay; on Monday the visiting scientist from Sri Lanka will join us for 6 months and she will move into the housing building, the chicken houses should be in soon for the chickens, is concerned about the hangar being completed for the March 26th banquet and lecture, appreciates the Board's support.
2. **Attorney** ~ Mr. Flowers; has nothing to report this month.

COMMISSIONER COMMENTS:

Commissioner Becker ~ Dr. Xue was recognized and received a plaque at the SOVE meeting, March 4th she spoke to St. Augustine Beach City Commissioners on a ban of Styrofoam, plastic bags, etc. and on container breeding mosquitoes, she and Commissioner Moeller spoke to the Environmental Caucus group on March 12th, keeping yards free of mosquitoes.

Commissioner LeBlanc ~ thanked the staff for all they do.

Commissioner Girvan ~ pertaining to the discussion at the February Board meeting on chicken manure, he spoke to Terra Freeman, Master Gardener's Director, and they would consider taking it, however, their tractor is broken and they don't have the money to fix it, he wanted to know if we could help pay for the tractor to be fixed. Mr. Weaver stated we got approval from the County Utility Department to hook up to the county utilities, we just have to cart away the solid manure and suggested we hook a cart up to a four wheeler and wheel it over to the St. Johns County Agricultural Center for the Master Gardeners. Commissioner Girvan stated we need to send an MOU to them to agree to it, Dr. Xue suggested a meeting be set up with them. Thanked all for the good job they do.

Commissioner Moeller ~ pertaining to last month's Board discussion on expanding into other counties; we need to have a record of all numbers of calls that we get from those areas for data history; she and Commissioner Becker spoke at the Environmental Caucus which was advertised on our website, will be speaking in April at the Hastings Rotary, in May at the Women's Leadership

Institute, and in June at the Democratic Club, will be accompanied by Commissioner Becker in Tallahassee next week and has 6 appointments for their group, seeing a total of 11 people, thanked the staff for all they do.

Commissioner Howell ~ appreciates the Commissioners' working together and named several individuals of the staff by name in appreciation for all they do.

ATTACHMENTS: ~

1. None

ADJOURNMENT:

Chairperson Howell adjourned the meeting at 6:16 P.M.

ATTEST 

Chairperson, Commissioner Gary Howell



Secretary/Treasurer, Commissioner Gina LeBlanc

These minutes are not intended to be a verbatim transcript of this meeting and could easily be misinterpreted by a reader who was not present. To obtain a full and accurate record of the meeting, an individual should view/listen to the entire proceedings via the District's DVD visual/recording system.