

Anastasia Mosquito Control District of St. Johns County

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BOARD OF COMMISSIONERS

Gary Howell, Chairperson
Gina LeBlanc, Vice-Chairperson
Jacqueline Rock, Secretary/Treasurer
Catherine Brandhorst, Commissioner
Jeanne Moeller, Commissioner



DISTRICT DIRECTOR

Dr. Rui-de Xue



Thursday, August 30, 2018

Next Meeting(s):

Thursday, Sept. 13, 2018 – 5:00 P.M. (We will break at 5:30 for the First Public Hearing)

Thursday, September 13, 2018 – 5:30 PM – First Public Hearing

Thursday, Sept. 13, 2018 – (Regular meeting will resume at the conclusion of the First Public Hearing)

MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, August 30, 2018, at 5:00 PM.

Board members in attendance:

Mr. Gary Howell, Chairperson
Mrs. Gina LeBlanc, Vice-Chairperson
Mrs. Jacqueline Rock, Secretary/Treasurer
Mrs. Catherine Brandhorst, Commissioner (*arrived at 5:02 P.M.*)
Mrs. Jeanne Moeller, 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 (*Commissioner Brandhorst arrived 2 min. late*)

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 Moeller
- 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 – July 12, 2018 at 5:00 PM
5. Move Oct. 11, 2018 Board meeting to October 18, 2018 at 5:00 P.M. (*due to Dr. Xue & Commissioner Moeller being in CA. Oct. 7th -11th for SOVE annual mtg.*)
6. Memorandum Of Understandings:
 - a. between AMCD & Zhejiang ITHC, China
 - b. between AMCD and Dallah, Saudia Arabia
7. Helicopter Housing Lease Agreement between St. Johns County Sheriff's Department and AMCD
8. Count Dr. Xue's Work Hours to attend two (2) International Meetings (*Oct. 21-25, 2018 Ningbo, China, "International Forum for Sustainable Vector Management {IFSVM}" and Oct. 27-29, 2018 for 2018 World Life Science Conf., Beijing, China*)
9. Education Specialist, Molly Clark to visit WUXI CDC October, 2018
10. FMCA Annual Meeting, (St. Petersburg, FL), November 4-8, 2018
11. Bid Acceptance with Reb Technologies for Goggles and Cockpit Modification
12. Quarterly Budget Analysis (for 2nd Quarter: April-May-June 2018)
13. Budget Amendments ~ Receipts: \$22,595.47 to Expenditures: (\$22,595.47)

UNFINISHED BUSINESS:

Item 1: Approval of Policy Concerning Board Members Unexcused Absences from Board Meetings

~ Mr. Wayne Flowers, District Attorney (10 min)

- At the Board's direction on July 12, 2018 Board meeting, Mr. Flowers drafted a policy for Board Members Unexcused Absences from Board Meetings, which would instruct Commissioners to attend all board meetings, notify the Director (or his designee) if there is an unavoidable absence and use the Communications Media Technology policy to call into meetings, if feasible, and excused absences from the meetings be excused because of things such as illness of a Commissioner or their family member, death of family member, Board's changing a meeting previously scheduled, or required business travel, etc., the policy also includes guidelines that more than 3 unexcused absences from regular scheduled meetings in any consecutive 12 month period results in the Commissioner being sent a letter and copy of the policy and the letter being read at the next Board meeting. Commissioner Rock asked Mr. Flowers about HIPAA laws in the statement pertaining to illness of a commissioner and Mr. Flowers stated that general illness statement does not defy the HIPAA laws as it doesn't include any detail of the illness or medical record.

A. A motion was made to consider the language of the policy in Paragraph 3 to being changed from "illness of a Commissioner or of a Commissioners family member" to "personal reasons that can stay private".

- Motioned by: Commissioner Rock
- **MOTION DIED FOR LACK OF A SECOND**

B. A motion was made to approve the policy concerning Board Members Unexcused Absences from Board Meetings with the Optional Paragraph, as proposed.

- Motioned by: Commissioner Moeller
- Seconded by: Commissioner Brandhorst
- VOTE: Accepted by Commissioners' Moeller, LeBlanc, Brandhorst, and Howell
- VOTE: Opposed by Commissioner Rock
- **MOTION PASSED 4:1**

Item 2: Update on Equipment for the helicopter (wiring, liquid larvacide & and adulticide units)

~ Mr. Richard Weaver, Data Mgr. (10 min)

- Mr. Weaver stated building 900 is on track to be finished by calendar year end, FDOT approved heliport and it will be given final approval September 9th, slab for the heliport will be poured soon, the temporary storage for the aircraft at the Sheriff's hangar was approved on today's Consent Agenda, the fuel tank will be here next week and the pad is poured, aircraft is ready for pickup which will be next week, aircraft insurance is in place, the Congested Area Plan (CAP) is ready to go, Part 137 Operating Certificate request was submitted to the FAA, Ag Nav System and Aimms 30 ordered, Micronair Nozzles came in today, ADS-B upgrade will be delivered in 2 weeks, NVG will be in next year's budget, helicopter dolly is on the way, we are waiting on the federal government to release the helicopter emergency trailer, ordered lubricants and the aviation budget is being revised as items are purchased.

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

NEW BUSINESS

Item 1: Planning Committee Meeting Report ~ Commissioner Gina LeBlanc (5 min)

- Commissioner LeBlanc on the Planning Committee meeting (July 26, 2018); the wind tunnel slab is poured, the screened enclosures are finished, FPL transformers are to be installed in September and the fuel tank in about 1 week or so.

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

Item 2: Report on Foreign Travel Items ~ Commissioner Jacqueline Rock (5 min)

- Commissioner Rock stated Dibrom (Naled) is banned in the EEU and Puerto Rico is not using it and that caused problems for them after the hurricane. She traveled to: London where there are canals and the citizens don't use screens, the canal water is constantly moving and so it appears they don't have mosquitoes; Scotland (Inverness) lake area and viewed that it was filled with Midges, they use Avon Skin So Soft as the most popular mosquito repellent in the UK; Denmark and Sweden where they have a mosquito control program; Portugal where there are 6.4 million people and they are #34 and the poorest country that she visited in the EEU. Also in Portugal, they have nightly swarms of bats and keep their streets clean and free of garbage.

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

Item 3: Appointment for Seat 3 Update and Approval of Submission Deadline Date ~ Dr. Rui-De Xue (5 min)

- Dr. Xue recommended the Board set a deadline date so that AMCD can do the Recommendation Letter to Commissioner of Agriculture via a Resolution as discussed by the Board in June. He stated two people gave AMCD a copy of their application that they submitted to the Agricultural Commissioner, Mr. Don Girvan and Mr. Edward George.

- Mr. Flowers stated he spoke with a representative at the FDACS, Office of the Commissioner of Agriculture and they told him they would like a recommendation from AMCD for the appointment.
 - A. **A motion was made to set the submission deadline date, for any applications to be in the DACS office, as September 30, 2018, so that AMCD could make a recommendation for the appointment for Seat 3.**
 - Motioned by: Commissioner Brandhorst
 - **MOTION FAILED for LACK of a SECOND**

PUBLIC COMMENT:

- Ms. Trish Becker: Ms. Becker stated there are more than two applications that were submitted to the FDACS, Office of the Commissioner of Agriculture, for consideration of appointment to Seat 3, once it is vacated.
- Mr. Peter Miele: Mr. Miele stated that he also submitted an application to the Agricultural Commissioner for the Seat 3 appointment but did not submit a copy to AMCD.

REPORTS:

1. **Director** ~ Dr. Xue stated there were 178 service requests so far in August, 39 positive sentinel chickens for EEE, 2 horses positive for EEE, and 1 positive chicken for WNV, therefore we have increased fogging efforts in that area. We have 1 imported human case of Dengue Fever in St. Johns County, however, in the last 14 years, we have had No locally acquired human cases for mosquito-borne diseases in St. Johns County. We have 3 interns remaining at this time and two visiting scientist from Jiangsu CDC, China.
2. **Attorney** ~ Mr. Flowers stated he has been working with Mr. Weaver and Dr. Xue on helicopter items and had nothing further to add beyond that.

COMMISSIONER COMMENTS:

Commissioner Moeller ~ prior to 2012, the health department would have a lag time of possibly up to 3 weeks to get results back to us and it only noted any positives and only gave a zip code for that positive. HIPAA laws restricted them from giving more detailed information. We can now get an address of where that positive sentinel chicken was, but only Dr. Xue gets that information to be able to treat the area to keep the public safe and without mosquito-borne diseases.

Commissioner Howell ~ thanked all commissioners and stated that when you get a team that works together, it allows things to move forward. We have it in our heart and mind to protect our people.

Commissioner Brandhorst ~ thanked Mr. Weaver and Mr. Hanna on the budget for the buildings and helicopter and stated the Finance Committee will meet on September 13, 2018 to go over the draft budget.

Commissioner LeBlanc ~ thanked the staff for their hard work.


Commissioner Rock ~ thanked staff for their hard work, Ms. Hall and Mrs. Gaines for online technology to view information and Board Books, Ms. Clark for social media updates, Mr. Weaver for his work on the aircraft safety and functionality, the inspectors for all the hard work they do in the field, and the Board for working together while she was gone.

ATTACHMENTS: ~

1. *Director's Performance Evaluation Form and Process Policy - 2018*

ADJOURNMENT:

Chairperson Howell adjourned the meeting at 6:28 P.M.

ATTEST  
Chairperson, Commissioner Gary Howell Secretary/Treasurer, Commissioner Jaqueline Rock

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.