

Regular Meeting Minutes
Florida Keys Mosquito Control District
Marathon Office
503 107th Street Marathon, FL 33050

December 15th, 2023 10:15 am

The Board of Commissioners of the Florida Keys Mosquito Control District held a Regular Meeting on December 15, 2023 at the FKMCD Marathon office.

Moment of Silence to Recognize District Five Commissioner Tom McDonald

Present Were: Phillip Goodman, Chairman; Dr. Stanley Zuba, Vice-Chair, Jill Cranney, Commissioner; Brandon Pinder, Commissioner; Andrea Leal, Executive Director; Dirk Smits, Board Attorney.

Employees Present Were: Mikki Coss, Director of Operations; Bruce Holden, Director of Finance; Michael Behrend, Director of Human Resources; Chad Huff, Public Education & Information Officer; Edgar Delacerda, Director of Aerial Operations; Deanna Darias, Executive Assistant; Tony Nunez, Chief Technology Officer.

Invited Guests Present: None

Community Input: None

Approval of Consent Agenda: Chairman Goodman asked the Board if there were any corrections or additions to the agenda, having none a motion was made by Commissioner Cranney, seconded by Commissioner Zuba and passed unanimously to approve the consent agenda.

Approval of Agenda: Chairman Goodman requested to amend the agenda by adding item 11h; Resolution 2023-39 Accept the grant award for the FDACS Contract. A motion was made by Commissioner Cranney, seconded by Commissioner Pinder, and passed unanimously to amend the agenda as described. A motion was made by Commissioner Cranney, seconded by Commissioner Zuba, and passed unanimously to approve the amended agenda.

Treasurer's Report: Due to Commissioner McDonald's unexpected passing, Chairman Goodman informed us that we do not currently have a treasurer; however, elections for the position will take place during the board meeting in January. He mentioned that our Director of Finance, Mr. Holden, and Commissioner McDonald had been collaborating on a few projects. Commissioner McDonald had originally requested that the two of them join the GFOA (Government Finance Officers Association), according to Mr. Holden. However, since the organization offers free training, it was determined that they would take the relevant courses. Mr. Holden was asked by Chairman Goodman to go over the courses and share with the board any that may be suitable to government financing.

Attorney's Report: Board Attorney Dirk Smits reviewed Resolution 2023-34: District Emails that is on the agenda for today.

Director's Report: According to Director Leal, the number of cases of dengue, both locally-acquired and related to travel, is still rising, particularly in Miami-Dade County. She said that the lack of local cases that had been recorded in Monroe County was evidence of the FKMCD staff members' continual focus. She added that it's alarming since some of the more recent cases have dates of onset in December. The board was informed by Director Leal that the number of adult mosquitoes in the area were lower than our historical average. While no ULV missions were recorded in November, granular and liquid larvicide applications

have been performed on a nearly regular schedule which she feels is making a big impact on our *Aedes aegypti* population. The current Commissioner of the Florida Department of Agriculture and Consumer Services (FDACS) paid an on-site visit to the Marathon facility on Friday, December 8, 2023, to gain more knowledge about mosquito control and the ground-breaking FKMCD-Oxitec Mosquito Project. It was an exciting day for FKMCD. Florida Senate Majority Leader Ben Albritton accompanied Florida Commissioner of Agriculture Wilton Simpson on the visit, which began with a personal welcome from County Mayor Holly Raschein. Presentations and a tour of our hangar were part of the visit.

Everything is set up for our dental carrier to change on January 1, 2024.

According to Andrea, a number of FKMCD employees went to FMCA in Cape Coral in November. She mentioned that Dr. Larry Hribar and Heidi Murray gave excellent presentations on their most current research projects, which were finished in 2023.

The commissioners were then informed by Director Leal that the district was working with the Islamorada City Commission and Island Community Church to formally establish agreements for alternate helicopter landing zones. The landing zone has the full approval of the Islamorada council members, and FKMCD is in the process of creating a notification system. In response to Chairman Goodman's request for an update on the Oxitec project, she informed the board that no releases would be made in the upcoming year and that FKMCD and Oxitec are currently in talks about extending their collaboration past the current "Experimental Use Permit," which expires in 2024.

Items for Board Discussion:

10a.) FKMCD Administrative Policies Manual – Updates to the current manual that the board wished to implement were the subject of a lengthy discussion. The decision was made to add a section on ethics training requirements, update the prior commissioners beginning in 1963, fix the commissioners' compensation, and include information on what to do in the event of a vacancy in the commission. These changes will be implemented, and the following month, they will be revisited as an item for action.

10b.) Board Visionary Plans – Every commissioner shared their ideas regarding their personal future goals for the district. Appropriate goals will be incorporated into the district's strategic plan.

Items for Board Review and Action:

11a.) Financial Reports – The Director of Finance, Bruce Holden, delivered an update on the monthly budget analysis and reviewed the state and local accounts. *A motion was made by Commissioner Cranney, seconded by Commissioner Zuba, and passed unanimously*, confirming the Board received the financial information from November of 2023 and the Board requests it be submitted for audit at the appropriate time.

11b.) Resolution 2023-34: District Emails - A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT OF MONROE COUNTY, FLORIDA AUTHORIZING AND APPROVING FLORIDA KEYS MOSQUITO CONTROL DISTRICT EMAILS FOR DISTRICT BUSINESS AND AN ADDITION OF A PUBLIC RECORDS DISCLAIMER ON DISTRICT EMAILS; PROVIDING FOR AN EFFECTIVE DATE. A motion was made by Commissioner Cranney, seconded by Commissioner Pinder, and passed unanimously to adopt Resolution 2023-34 as written.

11c.) Resolution 2023-35: Amend Resolution 2023-27 Voluntary Employee Leave Distribution - A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT AMENDING RESOLUTION 2023-27 TO AUTHORIZE AN INCREASE IN BUYOUT FUNDS FOR ACCRUED EMPLOYEE LEAVE IN FISCAL YEAR 2023-2024; AND PROVIDING FOR AN EFFECTIVE DATE. *A motion was made by Commissioner Cranney, seconded by Commissioner Zuba, and passed unanimously to adopt Resolution 2023-35 as written.*

11d.) Resolution 2023-36: Amend Employee Policy Manual - A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT, AMENDING THE DISTRICT'S PERSONNEL MANUAL; ADOPTING REVISIONS TO CERTAIN POLICIES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *A motion was made by Commissioner Zuba, seconded by Commissioner Cranney, and passed unanimously to adopt Resolution 2023-36 as written.*

11e.) Resolution 2023-37: Approving the Award of RFP 2023-06- A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT, APPROVING THE RECOMMENDATION AND AWARD OF THE RFP 2023-06 EVALUATION COMMITTEE FOR H125 PILOT REFRESHER COURSE TRAINING; AND PROVIDING FOR AN EFFECTIVE DATE. *A motion was made by Commissioner Cranney, seconded by Commissioner Pinder, and passed unanimously to adopt Resolution 2023-37 as written.*

11f.) Resolution 2023-38: Approving the Award of RFP 2023-07 - A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT, APPROVING THE RECOMMENDATION AND AWARD OF THE RFP 2023-07 EVALUATION COMMITTEE FOR HANGAR ROOF REPAIR; AND PROVIDING FOR AN EFFECTIVE DATE. *A motion was made by Commissioner Zuba, seconded by Commissioner Cranney, and passed unanimously to adopt Resolution 2023-38 as written.*

11g.) District Holiday Schedule - Commissioner Cranney requested adding Tuesday, December 26th and Friday, December 29th as a paid holiday in addition to December 25th and January 1st for the District Staff. *A motion was made by Commissioner Cranney, seconded by Commissioner Pinder and passed unanimously to add Tuesday, December 26th and Friday, December 29th, as paid holidays for District staff in 2023.*

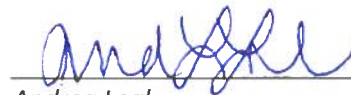
11h.) Resolution 2023-39: - Accepting FDACS Grant Agreement - A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT, ACCEPTING A SUBRECIPIENT GRANT AWARD FROM THE FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES; APPROVING SUBRECIPIENT CONTRACT NO. 30690 FOR ELC GRANT FUNDING. *A motion was made by Commissioner Cranney, seconded by Commissioner Pinder, and passed unanimously to adopt Resolution 2023-39 as written.*

Good of the Order:

- Chairman Goodman discussed the next meeting of the Board to be held on January 16th, 2024, at 1pm, and advised the Board there would be an Audit Committee Meeting, Regular Meeting and a Retiree Healthcare Trust Meeting.

There being no further business to come before the Board the meeting was adjourned.

Respectfully submitted,

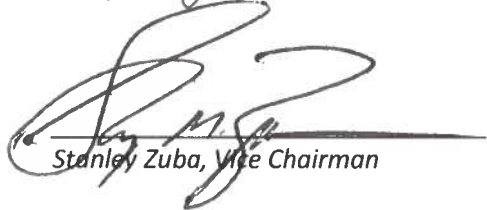


Andrea Leal
Executive Director

Board of Commissioners
Florida Keys Mosquito Control District



Phillip L. Goodman, Chairman



Stanley Zuba, Vice Chairman

For additional information, please refer to www.keysmosquito.org.