

MOSQUITO ABATEMENT

ST. TAMMANY PARISH

MINUTES

Board of Commissioners Meeting September 22, 2021

OPEN

The meeting of the Board of Commissioners, St. Tammany Parish Mosquito Abatement District, was called to order at 1:00pm by Chairman David Stuart, via video conference.

Present were Dr. Peter Gerone, Mr. David Stuart, Ms. Kathryn Townsend and Dr. Vicki Traina-Dorge, Commissioners; Mr. Jake Abdalla, Legal Counsel; Dr. Dawn Wesson, Advisor; Dr. Kevin Caillouet, Director; Mr. Calvin Smotherman, Assistant Director; Mr. Chad Simon, Accounting Manager; and Mr. Weber Janssen, IT Specialist. Commissioner A.J. Englande, Jr. and Advisor Ron Francis were absent.

PUBLIC COMMENT PERIOD

Chairman Stuart opened the floor for public comment. No comments were received via email or the meeting chat box.

MINUTES (Appendix 1)

The minutes from the August 18 meeting were presented. Commissioner Traina-Dorge moved to approve the minutes. Commissioner Gerone seconded the motion. The motion carried unanimously.

TREASURER'S REPORT AND CREDIT CARD PURCHASES (Appendix 2)

Accounting Manager Simon presented the Treasurer's Report and summarized August disbursements, revenue, and vendor payments. Commissioner Gerone moved to accept the Treasurer's Report. Commissioner Traina-Dorge seconded the motion. The motion carried with no opposition. The Treasurer's Report was approved in consideration of, and according to, the District's strategic operational and administrative priorities plan.

Commissioner Traina-Dorge reviewed all credit card purchases for the month of August. All charge accounts were found reasonable, accurate and consistent with District purchasing policies. Commissioner Townsend will verify credit card purchases before the October meeting. Commissioner Gerone moved to accept the credit card review. Commissioner Traina-Dorge seconded the motion. The motion carried unanimously.

PUBLIC MEETING PARLIAMENTARY PROCEDURE

Chairman Stuart provided a brief overview of parliamentary procedure for local government meetings. Specifically, once a motion is made, the chair will place the motion before the Board by restating the motion, and then call for discussion. Once all commissioners have been provided an opportunity for a full and free debate, the chair will restate the motion and call for a second, followed by a vote.

COVID-19 STAFF VACCINE CONSIDERATIONS

Director Caillouet asked the Board to reconsider a COVID-19 vaccine mandate for all District personnel. Since the last meeting, the Pfizer-BioNTech COVID-19 vaccine received full FDA approval on August 23. In addition, President Biden issued an Executive Order requiring all private-sector employers with 100 or more employees to ensure workers are either vaccinated or tested biweekly. The Director proposed the following revised resolution for consideration, "By November 1, 2021 require all STPMAD staff and contractors to have received COVID-19 vaccination or subject themselves to biweekly COVID-19 testing at their expense at the STPMAD facility." Biweekly testing would also be required for any employees with religious or medical exemptions from vaccinations.

Discussion followed regarding City of New Orleans, Tulane University, and Department of Defense vaccine mandates, STPMAD core operations and staff protection, the effects of a mandate upon employees, the cost of testing for employees, legality of vaccine mandates, and potential lawsuits.

Following discussion, the Chairman asked Director Caillouet to present his proposed resolution again. The Director stated that "By November 1, 2021 require all STPMAD staff and contractors to have received COVID-19 vaccination or subject themselves to biweekly COVID-19 testing at their expense at the STPMAD facility." Commissioner Traina-Dorge moved to accept the resolution. Commissioner Gerone seconded the motion. The motion carried with Commissioners Gerone, Townsend and Traina-Dorge in favor of the resolution and Chairman Stuart opposed.

HURRICANE IDA IMPACT AND OPERATIONS UPDATE

Director Caillouet provided an update on Hurricane Ida's impact on District operations. A threefold increase in arbovirus trap collections was experienced the week following the storm, exceeding the three-year historical average. Additionally, a 300% increase in *Aedes atlanticus* and a 262% increase in *Psorophora ferox* was noted. Broods of woodland and floodwater mosquitoes emerged from newly created habitat, with multiple reinfestations requiring numerous retreatments. Over the span of four days, aerial operations treated 220,500 acres and ground ULV sprayed 33,500 acres.

OFFICE CLOSURE TIME MANAGEMENT POLICY (Appendix 3)

Director Caillouet stated that the District office occasionally closes during extreme events such as hurricanes, icy road conditions, utility outages, or compromised access to the facility. During these types of closures, all daytime employees receive compensation equivalent to their regular schedules. During the week-long office closure following Hurricane Ida, six field biologists performed essential adult mosquito trap collections for arbovirus testing. The Director requested Board approval of a policy allowing hourly and salaried employees to clock in and out for essential tasks performed during these types of office closures. Hourly employees would "bank" additional hours over the 40-hour workweek, at 1.5 times their hourly rate, as either compensatory or overtime. Salaried employees would apply additional hours toward the required 75 hours per payroll period, but are not eligible for compensatory or overtime. Discussion followed.

Commissioner Traina-Dorge moved to approve the Office Closure Time Management Policy as presented by Director Caillouet. Commissioner Gerone seconded the motion. The motion carried, with no opposition.

BOARD APPROVALS

a. Travel

None

b. Contracts

1. Aircraft Refueler Truck

Director Caillouet asked the Board to rescind the bid awarded to Technology International (\$182,995) for the aircraft refueler truck and reward the bid to Skymark Refuelers (\$159,800). He explained that the bid received from Technology International listed all bid specifications, but Skymark Refuelers only provided a bid price. However, upon further consideration, it was noted that the original bid request did not require vendors to include bid specifications on submitted bids.

Commissioner Gerone moved to rescind the aircraft refueler truck bid awarded to Technology International and to award the bid to Skymark Refuelers. Discussion followed regarding post-award requests for additional information, the absence of language in the original bid requiring vendors to provide a statement of compliance with bid specs, and possible legal repercussions.

The Board concurred that Legal Counsel Abdalla should review both bids before taking action. The item was tabled on a motion by Commissioner Traina-Dorge and seconded by Commissioner Gerone. The motion carried.

2. VDCI Aerial Spraying Addendum for Emergency Applications (Appendix 4)

The Director presented an addendum to the existing contract with emergency aerial services contractor VDCI. In order to receive reimbursement from FEMA for storm-related aerial treatments resulting from Hurricane Ida, the Board must approve this LLA required addendum and demonstrate that landing rates or trap counts exceeded the three-year historical average.

Chairman Stuart entertained discussion on the VDCI addendum. Commissioner Traina-Dorge moved to approve the VDCI Aerial Spraying Addendum for Emergency Applications. Commissioner Gerone seconded the motion. The motion carried without opposition.

c. Director's Time Card (Appendix 5)

Chairman Stuart reviewed and approved the Director's time card for August 15-September 11. Commissioner Gerone made a motion to accept the Director's time card. Commissioner Traina-Dorge seconded the motion. Carried.

ADJOURN

There being no further business, the meeting was adjourned at 2:08pm on a motion by Commissioner Gerone. Commissioner Traina-Dorge seconded the motion. Carried.

Respectfully submitted,

Dr. Peter J. Gerone
Secretary

Appendices

1. Minutes
2. Treasurer's Report
3. Office Closure Management Policy
4. VDCI Addendum
5. Director's Time Card