

MOSQUITO ABATEMENT

ST. TAMMANY PARISH

MINUTES

Board of Commissioners Meeting
November 19, 2025

1. Call to Order – The meeting of the Board of Commissioners, St. Tammany Parish Mosquito Abatement District, was called to order at 1:03 p.m. by Chairperson Vicki Traina-Dorge, at the St. Tammany Parish Mosquito Abatement District, 62436 Airport Road, Slidell, LA.
Present was a quorum consisting of Dr. Vicki Traina-Dorge, Mrs. Kathryn Townsend, Mr. Glen Boyer, and Mr. Trey Blossman. Advisors Dawn Wesson and Jake Abdalla were also present. District employees present were Dr. Kevin Caillouet, Executive Director; Calvin Smotherman, Deputy Director, Chad Simon, Finance Director, Weber Janssen, IT Manager, and Sarah Malasovich, HR and Office Manager. District employees Josh Foulon, Briana Hornsby, Anthony Baldini and Mark Bunch were present as well, as was Margaret Frazier, as members of the public. Parish President Mike Cooper attended to introduce the new board member he had appointed, Mr. Blossman, and then left the meeting. Legal Counsel Trey Paulsen joined the meeting virtually at 1:07 p.m.
2. Public Comment – No other members of the public were present.
3. Board Approvals
 - a. Approval of Minutes (Appendices 1 – 3) – October 15, 28, and November 3 - A motion to approve these minutes was made by Commissioner Townsend, seconded by Commissioner Boyer, and carried.
 - b. Credit card purchases – Commissioner Boyer reviewed the credit card statements and associated documentation for October expenditures and found them to be in good order. A motion to approve the credit card purchases was made by Commissioner Townsend seconded by Commissioner Boyer, and carried. Commissioner Traina-Dorge will review the November and December purchases for the January meeting.

A motion to move agenda item 5.g. *Executive Session to discuss litigation re: STPMAD v. St. Tammany Parish* next was made by Commissioner Boyer, seconded by Commissioner Blossman, carried.

A motion to enter executive session at 1:09 p.m. was made by Commissioner Blossman, seconded by Boyer, and carried.

A motion to exit executive session and return to a public meeting at 1:44 p.m. was made by Commissioner Townsend, seconded by Commissioner Blossman, and carried.

- c. Travel – Executive Director Caillouet notified the Commissioners that LMCA in Baton Rouge and AMCA in Portland Oregon meetings are approaching and invited the Commissioners to indicate if they wish to attend either of these.
 - d. Executive Director's Time Card and Leave^(Appendix 4) – October, 2025 - Chairperson Traina-Dorge reviewed the Executive Director's Time Card and Leave for October, 2025 and found all to be in good order. A motion to approve the time card was made by Commissioner Townsend, seconded by Commissioner Blossman, and carried.
 - e. Bids – Insecticide and Herbicide bids. Deputy Director Smotherman described the bids that were received and opened at a public meeting on Friday, November 14. A table of the bids was shared to the board members. Mr. Smotherman stated that the low bid for each product is recommended for award; where there are multiple bids with the same bid, the purchasing will be made to each of the tied bidders. Discussion regarding the different products ensued. A motion to accept these recommendations was made by Commissioner Boyer, seconded by Commissioner Blossman and carried.
 - f. Contracts
 - i. Cell Phone Tower – Vertical Bridge – the board will hold off on this contract pending continued legal review.
 - ii. Tick Collaboration – LA Dept. of Health MOU – LA Dept of Health will purchase reagents for tick-borne pathogen diagnostics to be used at the STPMAD offices for testing from CDC monies (not tax dollars). A motion to accept this contract was made by Commissioner Blossman, seconded by Commissioner Townsend and carried.
4. Old Business
- a. Health and Ancillary Benefits - Executive Director Caillouet shared the price structure for employee benefits and dependents' costs, with a proposed 80% or 50% cost share. Employee Josh Foulon spoke as a member of the public to protest losing the dependents' costs shares, as the motion previously was to eliminate the merit increase for 2025 as a trade-off for the cost of benefits. Discussion ensued. A motion to cost share the premiums for dependents to 80% District/20% employees was made by Commissioner Boyer, seconded by Commissioner Townsend, and carried. A motion to renew the ancillary benefits in their existing 50/50 structure was made by Commissioner Townsend, seconded by Commissioner Boyer, and carried.
 - b. 2026 Salary Range – At the October meeting, a Cost of living increase of 2.9% was presented, but the board committed to foregoing a merit increase for 2025. Executive Director Caillouet suggested reinstating the merit increase possibility to offset the pay cut that a health insurance premium cost share would create for most employees. Additional discussion ensued. Commissioner Townsend asked the employees present to speak about the impact this might have on them. Following additional discussion, a motion to table merit increases until March, 2026 was made by Commissioner Blossman, seconded by Commissioner Boyer and carried. The salary range for 2026, with the adjustments from the CPI cost of living increase and indicative of the salary ranges presented in the salary survey of 2025, was presented by Executive Director Caillouet. Discussion ensued. A motion to

accept the range was presented by Commissioner Townsend, seconded by Commissioner Blossman, and carried.

5. New Business

- a. Treasurer's Report^(Appendix 9) – Finance Director Simon presented the Treasurer's Report, summarizing October disbursements, revenue and vendor payments, and reviewed the balances of the accounts, highlighting some larger dollar income and expenses as well as the assigned funds disbursements. A motion to approve the Treasurer's Report was made by Commissioner Townsend, seconded by Commissioner Boyer, and carried.
- b. Adoption of the 2026 Operating Budget and Budget Resolution- A motion to present the resolution was made by Commissioner Townsend, seconded by Commissioner Boyer, and carried. Chairperson Traina-Dorge read into record the resolution, which had a unanimous roll-call vote and carried with no absences or abstains.
- c. Millage Election Resolution – Chairperson Traina-Dorge read into record the Resolution, which had a unanimous roll-call vote and carried with no absences or abstains.
- d. Proposed Capital Projects Outreach and Public Hearing Policy – Executive Director Caillouet presented a new policy for capital projects that are greater than \$500,000. These projects would be presented with details and town hall meetings to ensure ongoing transparency. With approval, this policy will be added to the administrative and personnel policy manuals. A motion to approve this policy was made by Commissioner Blossman, seconded 2 Townsend carried.
- e. Review of Administrative and Personnel Policy Manuals – A motion to accept the 2026 Personnel and Administrative Policy Manuals was made by Commissioner Townsend, seconded by Commissioner Blossman, and carried.
- f. Vehicular Insurance – This item was tabled.
- g. Incidents and Claims Report – Executive Director Caillouet detailed a complaint with a cease-and-desist received from a resident, explaining how exclusion policies work and detailing the communications that have taken place.
- h. Calendar of Events (no meeting in December) – there is no calendar of events available.
- i. Mosquito Control Report – Deputy Director Smotherman shared the mosquito report for October, noting that the counts of *Mansonia* mosquitoes remains very high. Other active breeds, including *Culex quinquefasciatus*, *Aedes nigripalpus* and *Culex salinarius* are not excessive. Larvicide treatments covered approximately 1000 miles. Ground adulticide missions covered approximately 58,000 acres. Aerial adulticide missions covered approximately 60,000 acres.

6. Adjournment – A motion to adjourn the meeting at 3:16 p.m. was made by Commissioner Townsend, seconded by Commissioner Boyer and carried.

Respectfully submitted

A handwritten signature in cursive script that reads "Glen Boyer".

Glen Boyer
Secretary/Treasurer

Appendix 1 – Minutes from October 15
Appendix 2 – Minutes from October 28
Appendix 3 – Minutes from November 3
Appendix 4 – Executive Director October Time Card
Appendix 5 – Vertical Bridge Contract
Appendix 6 – LA Dept of Health MOU
Appendix 7 – Treasurer's Report
Appendix 8 – Budget Resolution
Appendix 9 – Millage Election Resolution