

MOSQUITO ABATEMENT

ST. TAMMANY PARISH

MINUTES

Board of Commissioners Meeting
March 18, 2026

1. Call to Order – The meeting of the Board of Commissioners, St. Tammany Parish Mosquito Abatement District, was called to order at 1:01 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, Mr. Tod Klotzbach, and Mr. David Billiot. District employees present were Dr. Kevin Caillouet, Executive Director; Chad Simon, Finance Director, Jennifer Bushnell, PIO, Isik Unlu Research Entomologist, and Sarah Malasovich, HR and Office Manager. Also present was Jake Abdalla, former legal advisor, and Field Biologist Mark Bunch. Laila Racevskis and Valerie Seidel from the Balmoral Group joined virtually.
2. Public Comment – No other members of the public were present. Chairwoman Traina-Dorge recognized Mr. Abdalla for his service as legal advisor and presented to Mr. Abdalla a plaque. Mr. Abdalla spoke words of gratitude and recognition for the commissioners and staff.

Chairperson Traina-Dorge requested a motion to move item 4.c. Service Review – Balmoral Group to this time. Said motion was made by Commissioner Townsend, seconded by Commissioner Billiot and carried.

4. c. Service Review – Balmoral Group - Laila Racevskis and Valerie Seidel from the Balmoral Group introduced themselves and spoke regarding the proposal set forth for the questions and concerns about the service review that were expressed. Ms. Racevskis proceeded to detail the project overview, expressing the detailed steps that will be undertaken if the district moves forward with this process, mentioning that there is a possibility of decreasing the cost by about \$20,000 by scaling back site visits and still provide defensible results. Ms. Seidel then asked for any questions from the District; Commissioner Klotzbach asked what the timeline for this project would be. Ms. Racevskis stated that it would be completed approximately in September. Commissioner Klotzbach asked for clarity on the hours estimate, which was provided to be around 350 hours but could be scaled back. Mr. Klotzbach asked what the final deliverables would look like and Ms. Racevskis referred to Florida reviews where, though the criteria was different, the process was similar and showed expenditures v. revenue, the use of staff resources, using subject matter experts, etc., would then make statements that demonstrate conclusions about efficiency, use of equipment, etc. Additional discussion ensued. Commissioner Klotzbach asked for the revised cost; Ms. Racevskis stated it would be around \$55,000. At 1:29 p.m. the representatives

from the Balmoral group left the meeting. Commissioner Billiot asked about the timeline alongside the millage renewal; Executive Director Caillouet stated that the benefit would be to present this in response to the 2027 budget which will be proposed in the October timeframe. Discussion regarding the workload capabilities of the staff ensued. Commissioner Klotzbach stated appreciation to Executive Director Caillouet for pushing back to the group, resulting in a significant cost savings. Chairperson Traina-Dorge stated that the process of this evaluation is critical. Commissioner Klotzbach mentioned concerns about the optics and the timing. Chairperson Traina-Dorge stated that the process itself makes a statement that the District is intending to confirm that best practices are undertaken in the best interest of the tax payers. Commissioner Townsend stated that the audit, the enhanced audit and varied reviews that are undertaken have still led to questions, so if there was a single source subject matter expert review, at a cost savings, there would be value. Additionally, this report will identify deficiencies that can be addressed as well, stating that this report would answer a lot of questions. Commissioner Boyer asked why we are doing this, stating that the motivation is implicit in the benefits to be gained from this process. Additional discussion ensued. Commissioner Boyer also stated that an approachable non-scientific-language version would be valuable to provide to the public. Chairperson Traina-Dorge asked for a motion to approve moving this proposal, contingent upon an updated proposal coming in with a price of under \$57,000.00. So moved by Commissioner Townsend, seconded by Commissioner Boyer, and carried.

Commissioner Klotzbach asked about the contingency plans for hurricanes; Executive Director Caillouet summarized the impact to mosquito activity and the district's responses to that activity.

3. Board Approvals

- a. Approval of minutes ^(Appendix 1) – February 25 - A motion to approve these minutes was made by Commissioner Billiot, seconded by Commissioner Klotzbach, and carried.
- b. Credit card purchases – Commissioner Klotzbach reviewed the credit card statements and associated documentation for February 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 Billiot, and carried. Commissioner Billiot will review the March purchases for the April meeting.
- c. Travel – AMCA Washington Pre-Travel ^(Appendix 2)- Commissioner Boyer – due to budgetary constraints, Commissioner Boyer will not be attending that event. Commissioner Billiot asked about the details of the AMCA conference and Executive Director Caillouet detailed the AMCA conference information. Discussion regarding the benefits of the conferences and other travel questions ensued. Executive Director Caillouet suggested that the board could create some guidelines regarding their own travel and budget, including perhaps frequency of opportunity. Commissioner Klotzbach recommended that all that attend conferences then provide a report on the points learned at the conferences and meetings attended.

- d. Executive Director's Time Card and Leave (Appendix 3) – February, 2026 - Chairperson Traina-Dorge reviewed the Executive Director's Time Card and Leave for and found all to be in good order. A motion to approve the time card was made by Commissioner Townsend, seconded by Commissioner Boyer, and carried.
- e. Bids (none)
- f. Contracts (Appendices 4 – 8)
 - i. Aircraft Hull and Liability Insurance – Gallagher – not available at this time.
 - ii. Bond Renewal – CNA Surety – This bond renewal for \$245 offers public official protection.
 - iii. Semi-Field Barrier Treatment Efficacy Testing Trial – Syngenta
 - iv. Aerial ULV Adulticiding Efficacy Trial – Agrosience Services Contract
 - v. Consulting Contract – Dr. Jane Bonds
 - vi. Consulting Contract – Dr. Ilia Rochlin

Dr. Isik Unlu detailed items iii-vi and explained what these contracts entailed. Items iii and iv will result in payments to the district for trials of products. The remaining two contracts engage statistics experts utilizing funding from the projects as well. Additional discussion regarding these projects ensued, including some questions regarding the projected costs and payment of these projects.

A motion to approve contracts ii-vi was made by Commissioner Boyer, seconded by Commissioner Klotzbach and carried.

4. Old Business

- a. Integrated Mosquito Management Plan 2026 – Executive Director Caillouet reviewed the IMM timeline, noting that no public comments were received regarding the proposed IMM for 2026. A motion to approve the IMM for 2026 was made by Commissioner Billiot, seconded by Commissioner Townsend, and carried.
- b. Legislation Discussion – Executive Director Caillouet reviewed the council meeting to make certain commissioners were up to speed on the events of the council meeting last week. Executive Director Caillouet stated that the speakers evoked that the concerns are not about mosquitoes but rather focus on whether the council should have budgetary control over a special district. Additional discussion ensued. A proposal to postpone the millage election was presented and discussed. Chairperson Traina-Dorge congratulated Commissioner Boyer on his reappointment.
- d. Tier 2.1 Personal Financial Disclosure Statements – Due May 15, 2026

Commissioner Townsend asked for an update on employee morale; Mark Bunch, mosquito biologist, responded that things are better but that there is still some level of discomfort. Mark stated that the joint meeting with the staff was welcomed. Additional feedback regarding concerns of budgetary control and the impact that may have on morale ensued.

5. New Business

- a. Treasurer's Report (Appendix 9) – Finance Director Simon presented the Treasurer's Report, summarizing February 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 and budget to actual comparisons. Discussion about assigned funds ensued. A motion to approve the Treasurer's Report was made by Commissioner Townsend, seconded by Commissioner Klotzbach, and carried.
- b. Incidents and Claims Report – There were no new incidents or updates on previous incidents to report.
- c. Audit Compliance Questionnaire Resolution – Chairperson Traina-Dorge read into record the required resolution, presented on a motion by Commissioner Townsend, seconded by Commissioner Billiot, and carried.

6. Calendar of Events –

- February 25, March 18, April 15 – STPMAD BOC Meeting
- February 25 – VFW tours STPMAD Facility
- February 27 – NTCC Grant Planning
- March 3, 10, 18 – Millage Renewal
- March 4 – Lake Shore Villages HOA
- March 5 – Ouachita Parish MCD visit
- March 10 – Special Larviciders meeting
- March 10 – GIS District
- March 10 – Tulane Public Health Careers Seminar
- March 11 – Madisonville Junior High
- March 11 – Mayfield Elementary
- March 12 – Youth Wellness Fair
- March 12 – NTCC Grant Planning
- March 13 – LHS Career Day
- March 17-18 – STPMAD Training Days
- March 17 – NAACP Greater Covington
- March 18 – Covington Elementary
- March 19 – Northshore Democratic Women's Club
- March 19 – Pineview Middle
- March 20 – Northlake Christian
- March 20 – Pontchartrain Elementary
- March 20 – Mid-infrared spectroscopy
- March 21 – Slidell Arts Evening
- March 21 – Lakeview Hospital Ready-Start-Grow Day
- March 24 – Covington High
- March 24, 31, April 7, 14 – Millage Review planning
- March 25 – STP Council Agenda Review Millage Presentation
- March 25 – Lancaster Elementary
- March 25 – Slidell Junior High

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- March 25 – Property/Casualty Insurance review LDCV
- March 25 – Council Agenda Review Meeting
- March 27 – Covington Block Party
- April 1 – Lacombe VFW
- April 1 – Special STPMAD Board of Commissioners
Executive Director Caillouet stated that the April 1 meeting time will not work and requested a time on either Tuesday, March 31, or Thursday, April 2. Discussion about those times ensued. The Board agreed to April 2 at 1:00 p.m.
- April 1 – STPMAD Staff Meeting
- April 3 – Good Friday Holiday
- April 4 – Kiwanis of Covington Youth Wellness
- April 8 – Folsom Community Women in Business
- April 9 – STP Council Millage Presentation
- April 10 – Little Oak STEAM
- April 14 – GIS District
- April 14 – Meadowlake HOA

Commissioner Klotzbach asked if there are any educational opportunities where information can be disseminated about the services provided and tips about mosquito season. PIO Jennifer Bushnell stated that there will be post cards, direct mailers, and that the district uses social media for educational opportunities. Commissioner Klotzbach suggested that in the interest of public safety additional information distributions could be spread perhaps with notifications as is done by the Parish Government.

7. Mosquito Control Report – Executive Director Caillouet shared the top five species, with *Culex salinarius* being the most active in February. He compared year-to-year data noting that counts remain low but are beginning to increase with warming temperatures and rainfall. A motion to accept this report was made by Commissioner Townsend, seconded by Commissioner Boyer, and carried.
8. Director's Evaluation – Executive Session – A motion to go into Executive Session for the purpose of the Executive Director's performance evaluation was made by Commissioner Townsend, seconded by Commissioner Billiot, and carried. The meeting entered Executive Session at 3:39 p.m. The meeting exited executive session and returned to a public meeting at 4:07 pm on a motion made by Commissioner Boyer, seconded by Commissioner Townsend, and carried.

The board awarded Dr. Caillouet a performance score of 5.7 with very favorable comments, stating that he has done an excellent job and sharing ideas for greater effectiveness and suggestions for the coming year. Executive Director Caillouet voiced his appreciation for these suggestions and stated that improvements will be forthcoming. The Board recognized Dr. Caillouet's commitment and made a note on the record that Dr. Caillouet is forgoing any merit increase due in light of budgetary constraints, which the board found commendable. The Board praised

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Dr. Caillouet's achievements in the last year. Finally, the Commissioner Boyer requested that the website be updated to reflect the new board members (pictures).

9. Adjournment – A motion to adjourn the meeting at 4:18 p.m. was made by Commissioner Townsend, seconded by Commissioner Boyer and carried.

Respectfully submitted

Glen Boyer

Glen Boyer
Secretary/Treasurer

Appendices 1 – Minutes from 2/25

Appendix 2 – Pre Travel Washington AMCA

Appendix 3 – Executive Director's Time Card

Appendix 4 – CNA Surety Renewal

Appendix 5 – Syngenta Contract

Appendix 6 – Agrosience Services Contract

Appendix 7 – Dr. Jane Bonds Contract

Appendix 8 – Dr. Ilia Rochlin Contract

Appendix 9 – Treasurer's Report