



Jackson County Vector Control District

555 Mosquito Lane, Central Point, OR 97502

O: (541) 826 – 2199 F: (541) 538 – 2600

www.jcvcd.gov

Notice of Board of Trustee Meeting

Our board of trustees meeting will be held Thursday November 21st, 2024, at 4:30 PM. The board meeting can be attended in person or available via Zoom only. Zoom log-in information for the public can be found at the Districts website: <http://jcvcd.org/>, listed under public meeting notices. Board members will receive their log-in information with a board packet. Please call or email the District office to confirm if you can attend or are having issues logging into Zoom.

Who's Present? Robin Norris, Gary Stevens, Craig Hilty, Cal Lanfear, Karen Adams, Commissioner Dave Dotterrer, Geoff Taylor, Joan Lane, Andrew Partin, Robby Taylor, Mike Taylor (Zoom) Bruce Jackson, Steven Bagley

1. Call to Order Time: 4:30pm

2. **Action:** Approval of the Agenda

Motion: Cal Lanfear

Second: Karen Adams

Vote: Unanimous

3. **Public Input:** None

4. **Informational:** Field Operations- As Written

5. **Informational:** Office Specialist

Karen Adams asked how we track where we get the data from for phone calls, emails, laptops, etc.

Geoff Taylor said it is tracked through the website.

6. **Informational:** Vector Ecologist -As Written

7. **Informational:** District Manager

Karen Adams asked if we are asking for money from an Option Levy for a new lab? Geoff Taylor said yes, that is one of the items we are looking into.

8. **Informational:** FLSA Exempt Salary Increase

Karen Adams asked what does this all mean? Geoff Taylor shared these new federal guidelines, and we will bring all salaried employees up to meet the new regulations starting January 1st, 2025.

9. **Informational:** Website Stats- As Written

10. **Informational:** Option Levy

Commissioner Dave Dotterrer suggested we reach out to RCC to talk about the steps they took for the Option Levy. Karen Adams asked how much money JCVCD is asking for. Geoff Taylor said we are still running numbers to find out what it would cost. Geoff Taylor said we will have an approximate amount to present at the next board meeting. Karen Adams asked what JCVCD would do in 2025 if we find more Aedes Aegypti. Geoff Taylor said it depends on the size and location of the infestation. Karen Adams asked why the board had not seen the Option Levy proposal from Eillen (our attorney) before presenting at the meeting. Robin Norris stated that Geoff Taylor is working on getting the board the information to present to them in the next board meeting in January. Commissioner Dave Dotterrer suggested that Danny is a great resource to help with the Option Levy.



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11. **Action:** Bank Procedures

Geoff Taylor presented the letter stating Jackson County Vector Control District is removing Gary Stevens as a Signatory on Association Accounts.

Motion: Craig Hilty

Second: Cal Lanfear

Vote: Unanimous

12. **Action:** Minutes of October 17th, 2024, Board Meeting

Motion: Craig Hilty

Second: Cal Lanfear

Vote: Unanimous

13. **Action:** Financial Report

A. Printout October bills

Karen Adams asked why it shows accounts payable and does not have the category code on it. Geoff Taylor said he asked the bookkeeper to show the category code on the next financial report.

B. Budget vs. Actual

Motion: Cal Lanfear

Second: Craig Hilty

Vote: Unanimous

14. **Informational:** Applications for open Board of Trustees appointment

Robin Norris stated that next year she is going to motion to have Craig Hilty be the president and she will just be a board member. Robin Norris stated that the procedure of an open Board member is the same as always, and that Jackson County is to appoint board members. Robin Norris shared that the board of JCVCD can make recommendations for a board member and the board will share that with the county commissioner's office.

15. **Action:** 2025 Reappointment of Karen Adams

Karen Adams asked if she must be approved to be on board again. Robin Norris explained that she will have to be approved by the County Commissioner's Office. Karen Adams then asked if she could nominate herself. Robin Norris said yes.

Karen Adams motioned to nominate herself as board member for JCVCD.

Motion: Karen Adams

Second: No Second

Vote: No Vote

Vote to move forward with the list of applications & send letter to JAC BoC:

Motion: Craig Hilty

Second: Cal Lanfear

Vote: 4 Yes: Cal Lanfear, Craig Hilty, Gary Stevens, Robin Norris. 1 Abstain: Karen Adams

16. Confirm Date and Time for next Board Meeting

a. January 16th, 2025, 4:30PM -Board Meeting

17. Approval and recommendations- None

18. Adjourn 5:20pm

Motion: Gary Stevens

Second: Cal Lanfear

Respectively Submitted

Board Secretary/Treasurer