

Commissioner Burke called to order the regularly scheduled meeting of the Lee County Mosquito/Hyacinth Control Districts (LCMHCD) on 2/23/2023 at 10:00 a.m. in the William Opp Training Center at the Districts' headquarters, 15191 Homestead Road, Lehigh Acres, Florida 33971.

PRESENT:

Seat 1- Commissioner Ed Brantley
Seat 2- Commissioner Brian Farrar
Seat 3- Commissioner Mike Ellis
Seat 4- Commissioner Steve Bowen, Secretary/Treasurer
Seat 5- Commissioner William Burke, Chairman
Seat 6- Commissioner Thomas B. Hart, Vice Chairman
Seat 7- Commissioner Bruce Scott
Legal Counsel- John Agnew

STAFF:

Executive Director- Dr. David Hoel
Assistant Director- Aaron Lloyd, not present
Deputy Director, Public Information and Education- Eric Jackson
Deputy Director, Lee County Hyacinth Control District- Kevin Watts
Chief Financial Officer- Sean O'Neill
Human Resources Director- Jackie Small
Senior Program Analyst- Thais Pineda Alfonso
Network Support Technician- Joel Canova
Manager, Fleet Maintenance- Brian Campbell
Community Engagement Coordinator- Jamie Fowler
Executive Administrative Assistant- Sabina Vilarchao

VISITORS:

None

PUBLIC COMMENTS:

The following citizens addressed the Board: None

MINUTES APPROVAL:

Commissioner Burke requested a motion for approval of the 01/26/2023 LCMHCD 10180 Board meeting minutes. Commissioner Farrar moved to approve the 01/26/2023 minutes. Commissioner Ellis seconded the motion to approve the minutes as presented. The Board unanimously approved, motion passed.

LEE COUNTY HEALTH DEPARTMENT REPORT: Arielle Ghanem, Biological Administrator of Communicable Diseases, Director, provided an update:

https://www.floridahealth.gov/diseases-and-conditions/mosquito-borne-diseases/_documents/2023-week4-arbovirus-surveillance-report.pdf

CONSENT AGENDA:

10181_ Surplus

Commissioner Burke asked “I noticed one of the trucks was purchased in 2006, at which point is a vehicle deemed surplus?” “Brian Campbell responded “This truck had 115,000 miles on it, and we just got 5 new Colorado’s. Therefore, we replace the vehicles as we go. This will be the last truck for the next 10 to 15 years. The trucks we currently have are 2017 and up.”

Commissioner Burke requested a motion for approval of the consent agenda item. Commissioner Ellis moved to approve the consent agenda. Commissioner Brantley seconded the motion. The Board unanimously approved, motion passed.

OLD BUSINESS:

None

NEW BUSINESS:

10182_ Strategic Plan, OPPAGA review

Executive Director, Dr. Hoel, presented a detailed plan by department for the District’s goals over the next 5 years. Previously, a SWOT (strengths, weaknesses, opportunities, threats) analysis was written for LCMCD to serve as a forward planning tool. This plan lacked detailed planning which is outlined more thoroughly in the 2023-2027 Strategic Plan. The various departmental units of the District have listed the goals that they intend to accomplish over the next 5 years. Management has reviewed these goals and kept those that are most pertinent for maximizing the operational effectiveness of LCMCD.

Commissioner Ellis commented “The Mission Statement will need to be cleaned up a little bit, and I like the background. However, I don’t see the Strategic Plan, what has been presented was more an Operational Plan. I suggest listing 7 or 8 key areas of what are we going to do, and where we want to be in 5 years. Your Strategic Plan should be concise, simple statements that tells commissioners where are we going to be in 5 years.”

Commissioner Brantley asked “Once we get the Strategic Plan updated, is this something the Board will be voting on?” Dr. Hoel responded “Yes, I think so.” John Agnew added “From my perspective, since the Strategic Plan is a policy driven thing, the policy should be driven by the Board, and so you’ll want your fingerprints on the vision statement. Therefore, I would recommend that it be a formal adoption process.”

Commissioner Brantley asked “When this is approved, is there any plan to follow up or do periodic check-ins to see how we’re tracking to our strategic plan? I know this might be more on the operational side, but at least once a year.”

Commissioner Ellis commented “I agree, the Mission, Vision, and Strategic Plan should come from the Board and Administration of this organization, it needs to be approved by us. I would suggest maybe twice a year we have a report on the Strategic Plan, and how we’re progressing to keep it in motion.”

Commissioner Farrar commented “Quite often these organizations with the strategic plan and the operational plan, also mirrors the CIP program. When you’re looking at the large budget item and you’re planning for the next 5, even 10 years out, the key components of the CIP should be included.”

Commissioner Brantley commented “When the OPPAGA reviews takes place, my suggestion would be have the draft ready, and mention pending final approval.”

Commissioner Hart commented “What is the plan? Will you have a draft that we will vote on the 23rd of next month?” Dr. Hoel responded “Yes, that’s correct.”

Commissioner Ellis commented “It’s important we don’t rush this, and I’m aware this is a busy month. We should review what you have at the next meeting, and discuss it further. If it’s not completed then we will need to pass it over to the next

Board meeting. If anyone feels it's not enough, then maybe we do need a workshop."

Commissioner Burke commented "Yes, I agree. This will have our fingerprints all over it. It will be what we project to the public about our organization for the next 5 years. It's a time crunch to try to finalize it by the next Board meeting in March. Therefore, I'm open to a separate workshop."

Commissioner Hart asked "Is there some guidance that has pushed us to produce a plan? Dr. Hoel responded "Yes, there's a 96 question OPPAGA questionnaire that was presented to all independent mosquito control districts. Sean has been working on per the OPPAGA review."

Commissioner Hart asked "What are the requests? Dr. Hoel responded "They're looking for duplication of work within a county."

Commissioner Brantley asked "With the strategic plan, do we have anything in writing from a process control that says we need to have one right now?" Eric Jackson responded "No, I don't believe there's anything stating it."

Commissioner Bowen commented "I would like to make a recommendation, Commissioner Ellis be appointed to assist LCMCD on putting together a Strategic Plan."

Commissioner Burke requested a motion to appoint Commissioner Ellis to assist LCMCD on developing the Strategic Plan. Commissioner Hart made the motion. Commissioner Bowen seconded the motion. The Board unanimously approved, motion passed.

10183_ Heliport fuel cabinets

Executive Director, Dr. Hoel, presented the details regarding the purchase of fueling cabinets, provided estimated costs, and dates for the future purchase.

Hurricane Ian caused substantial damage to the infrastructure at the heliports' fuel and pesticide stations. Staff has researched purchasing fuel cabinets to use for both fuel and pesticide loading at each heliport. Each cabinet has pumps, switches, plumbing, and hose reels needed for the fueling process and each cabinet can be disconnected and transported to a safe location prior to another hurricane. All cabinets will be uniform which will allow streamlined purchasing of repair parts. Staff approached four vendors to determine costs for this project; three of the vendors responded with pricing. After reviewing the vendors' responses it was determined that the cabinets would have to be bid out using the District's Request for Proposal procedure from the Purchasing Policy since the total for all heliports combined would exceed \$150,000.

The total cost from the vendor providing the best value to the Districts is \$355,100. The breakdown by heliport is below:

- Winkler Road: two cabinets \$102,200
- Woodstock: two cabinets \$102,200
- Bowman's Beach: three cabinets \$150,700

Construction and delivery time from the vendor is 38 to 42 weeks.

Commissioner Hart asked "Are these 7 identical cabinets that we're purchasing?" Dr. Hoel responded "Yes, these cabinets are capable of pumping both fuel and insecticide, and the goal, like our , is to keep them uniform."

OPERATIONS & FACILITIES REPORT: Assistant Director, Aaron Lloyd, was not present for an update. Executive Director, Dr. Hoel updated the Board.

Operations report– Mosquito counts are low right now throughout Lee County. However, we're still sending our ULV Truck Operators out on occasion; Sanibel Island, parts of Lehigh Acres and Cape Coral have been busy. Treatments have included import dengue cases. We setup traps in various areas and conducted disease sweeps looking for larvae. Service requests have been reported, but citizens are dealing with *Culicoides* mostly on Sanibel and Captiva. Field inspectors are concentrating on

cleaning up heliports and trimming access trails. In addition, we just provided a 3 day in-house training for 8 continuing education units for our field staff.

Facilities report– Two shade hangers have been repaired, and now have new covers. We’re taking the third one down as it was deemed not needed. We’ve hooked up a new pump, repaired pipes, and now have running water at Woodstock. Bowman’s Beach heliport sheds are gone. Those were severely damaged after being blown through the fence during the hurricane. At the District, we’re cleaning up the grounds now in preparation for the Open House, March 25, 2023.

EXECUTIVE DIRECTOR'S REPORT: Executive Director, Dr. Hoel, updated the Board.

Aircraft update– One of the Airbus helicopters is down for its 12 month inspection and related repairs. However, we have plenty of aircraft available. The Beechcraft 762 is down for a biennial inspection, and some repairs include a new engine fire warning system that’s being installed. One of our DC-3s, N146MC, is down for all events, and won’t be ready by our next board meeting. The final Airbus 867 has a new granular flow detection system installed, and is currently awaiting a software fix from AgNav to finish the testing.

Dodd Short Courses, Gainesville – Twenty-two staff members went up to Gainesville. Dodd is now offering 33 courses on a wide variety of subjects.

Collaboration with Pima County (AZ) health department – We received a letter of request for support from Dr. Teresa Colin, Director of Pima County Health Department, asking for assistance with training. Evaluation and partnership with their vector control program which hasn’t been around very long. They plan on visiting LCMCD to obtain training, funding for the support will be provided by CDC.

Community Disaster Loan Program – This was brought up as a possibility to fill in for financial gaps due to losses from the hurricane. Follow up from last Board meeting was that we had a shortfall, but our CFO, Sean O’Neill, has received another payment since then. LCMCD is sufficient right now on revenues. Therefore, LCMCD has decided not to move forward with this loan request.

Fort Myers Beach thank you letter – The City of Fort Myers Beach sent LCMCD a letter of appreciation for the donation of the Inzecto Mosquito Traps. They’re still operational through the use of trailers off of Lazy Lane Drive.

Board meeting at IMAG – Eric Jackson suggested we could possibly have our April Board meeting at the IMAG. They would be willing to accommodate us, if we decide to have our meeting there. LCMCD has a really nice mosquito display at IMAG now. There’s some educational material for the general public to see as they enter.

Commissioner Hart asked “So if we tried to do this in April, it sounds like we’re going to try to adopt our Strategic Plan, and I’m not sure I want to do that? When is our school program going to be coming up where the teachers explain what they’ve been doing?” Eric Jackson responded “We try to the review at the end of the school year, usually takes place in June.”

Commissioner Burke commented “I’m in favor of a board meeting at the IMAG. It’s a unique opportunity for a lot more input and more public involvement.”

Commissioner Farrar commented “It’s a great idea, however, I prefer we have it later in the year.”

Hole Montes runway update – LCMCD had Hole Montes representatives come out and look at our pads. Last year we got some cost estimates on what it would cost to fix the center runway, and it would take 3 years, costing 3 to 4 million dollars. We decided not to move forward with replacing the entire runway, instead looking to repairing individual slabs.

Commissioner Bowen asked “Do we have a report that gives us an assessment on the quantity of deteriorating slabs that

need to be addressed?" Dr. Hoel responded "I went out and checked. Some either have sunken corners, or they have a huge crack in them that requires repairing. I tagged 29 slabs."

FISCAL REVIEW;

10184_ LCMCD

10185_ LCHCD

Commissioner Bowen presented the LCMCD Treasurer's report for January 2023. Commissioner Bowen moved to approve the Mosquito Control District financials, 10184_ LCMCD. Commissioner Farrar seconded the motion. The Board approved unanimously, motion passed.

Commissioner Bowen presented the LCHCD Treasurer's report for January 2023. Commissioner Bowen moved to approve the Hyacinth Control District financials, 10185_ LCHCD. Commissioner Hart seconded the motion. The Board approved unanimously, motion passed.

COMMISSIONERS COMMENTS:

Commissioner Hart commented "I didn't hear what you said, the Arizona Health Department is visiting LCMD for training on what?" Dr. Hoel responded "On a CDC centers for disease control and prevention grant. There are 5 regional centers of excellence around the United States. There's one facility located on the west coast, and they supply money for training for vector control, Mosquito control agencies throughout the country.

Commissioner Hart asked "How long is the training program? The Arizona Health Department is coming to the district for training on what exactly?" Dr. Hoel responded "They'll be down for 2 or 3 weeks; field vector control activities."

Commissioner Hart asked "Fort Myers Beach thank you letter, do we know what our expenses were to treat after the hurricane for them?" Dr. Hoel responded "We didn't do any treatments for them, we donated Insecto mosquito traps."

No further business, Commissioner Burke requested for a motion to adjourn. Commissioner Bowen made a motion to adjourn. Commissioner Brantley seconded the motion. The meeting adjourned at 11:11 a.m.



Commissioner William Burke, Chairman

Term: November 2020 – November 2024



Commissioner Stephen Bowen, Secretary/Treasurer

Term: November 2022 – November 2026