



# Orange County Mosquito and Vector Control District

Serving Orange County Since 1947

**EXECUTIVE COMMITTEE NOVEMBER 16 AT 2:00 PM**

**NOTICE AND AGENDA  
OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES  
THURSDAY NOVEMBER 16, 2023  
919<sup>th</sup> REGULAR MEETING 3:00 P.M.  
13001 GARDEN GROVE BLVD.  
GARDEN GROVE, CA 92843  
WEBSITE ADDRESS: [www.ocvector.org](http://www.ocvector.org)  
REGULAR MEETING 3:00 P.M.**

**A. PLEDGE OF ALLEGIANCE AND ROLL CALL**

1. Call business meeting to order 3:00 p.m.
2. Pledge of Allegiance
3. Roll Call - (If absences occur, consider whether to deem those absences excused based on facts presented for the absence — such determination shall be the permission required by law.)

PRESIDENT:	Peggy Huang	Yorba Linda
VICE-PRESIDENT:	Craig Green	Placentia
SECRETARY:	Cecilia Hupp	Brea

Aliso Viejo	Richard Hurt	Lake Forest	Robert Pequeño
Anaheim	Lucille Kring	Los Alamitos	Tanya Doby
Brea	Cecilia Hupp	Mission Viejo	Bob Ruesch
Buena Park	Joyce Ahn	Newport Beach	Erik Weigand
Costa Mesa	William Turpit	Orange	Jon Dumitru
Cypress	Bonnie Peat	Placentia	Craig Green
Dana Point	John Gabbard	Rancho Santa Margarita	April Josephson
Fountain Valley	Kim Constantine	San Clemente	Steve Knoblock
Fullerton	Fred Jung	San Juan Capistrano	John Taylor
Garden Grove	Stephanie Klopfenstein	Santa Ana	Nelida Mendoza
Huntington Beach	Mike Posey	Seal Beach	Nathan Steele
Irvine	Tammy Kim	Stanton	Gary Taylor
La Habra	James Gomez	Tustin	Rebecca Gomez
La Palma	Debbie S. Baker	Villa Park	Crystal Miles
Laguna Beach	Mark Orgill	Westminster	Amy Phan West
Laguna Hills	Erica Pezold	Yorba Linda	Peggy Huang
Laguna Niguel	Gene Johns	County of Orange	Elizabeth Guillen-Merchant
Laguna Woods	Shari Horne		

**B. PUBLIC COMMENTS:**

**(Individual Public Comments may be limited to a 3-minute or less time limit)**

During Public Comments, the public may address the Board on any issue within the District's jurisdiction which is not on the agenda. The public may comment on any item on the agenda at the time that item is before the Board for consideration. Any person wishing to speak must come up and speak from the lectern. There will be no dialog between the Board and the commenter. Any clarifying questions from the Board must go through the Board President.

**C. PRESENTATIONS:**

1. District Staff will give a presentation entitled "We Didn't Start the Fire"

**D. OCMVCD COMMITTEE REPORTS TO THE BOARD OF TRUSTEES:**

1. Executive Committee

**E. CONSENT CALENDAR:**

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion. Any member of the Board may pull an item from the Consent Calendar for additional clarification or action.

1. Approve the DRAFT Minutes for the regular meeting on October 19, 2023
2. Approve Warrant Register for September 2023 (Exhibit A)
3. Approve Monthly Financial Report for September 2023 (Exhibit A)
4. Adopt Resolution No. 567 Updating and Amending the Orange County Mosquito and Vector Control District Conflict of Interest Code for 2023 (Exhibit A, B)
5. Approve the Orange County Mosquito and Vector Control District's Payroll Schedule for FY 23-24 as Required by all CalPERS Contracted Agencies (Exhibit A)

**F. BUSINESS ITEMS: NONE**

**G. INFORMATIONAL ITEMS ONLY: (NO ACTION NECESSARY)**

1. Staff Presentation: Staff will give an update on vector activity in Orange County
2. Staff Presentation: Staff will give an update on outreach activity in Orange County
3. Staff Presentation: Staff will give an update on operations activity in Orange County
4. Trustee Terms of Office to Expire on January 1, 2024 at 11:59 AM
5. Receive and File Laboratory Reports – Included in agenda packet

**H. PRESIDENT'S REPORT AND TRUSTEE COMMENTS:**

**I. DISTRICT MANAGER REPORT: Discussion and Possible Action**

**J. DISTRICT LEGAL COUNSEL REPORT: Discussion and Possible Action**

**K. CORRESPONDENCE: Discussion and Possible Action**

1. Staff reports from conferences attended in October, 2023

**L. FUTURE AGENDA ITEMS:**

**M. ADJOURNMENT:**

1. Adjourn to the next regular meeting on December 21, 2023 starting at 3:00 p.m. at the Orange County Mosquito and Vector Control District offices, 13001 Garden Grove Blvd., Garden Grove, CA 92843.



## EXECUTIVE COMMITTEE MEETING NOTICE NOVEMBER 16, 2023 2:00 PM

TO: Executive Committee  
Peggy Huang, President  
Craig Green, Vice President  
Cecilia Hupp, Secretary  
James Gomez, Past President

Yorba Linda  
Placentia  
Brea  
La Habra

FROM: Tawnia Pett, Executive Assistant/Clerk of the Board

RE: Executive Committee Meeting:  
Thursday, November 16, 2023 2:00 PM  
[www.ocvector.org](http://www.ocvector.org)

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### AGENDA

1. Call Meeting to Order and Roll Call
2. Public Comments
3. Adjourn to Closed Session:
  - a. Government Code Section: 54957 (performance evaluation):  
Position: District Manager
4. Reconvene to Open Session: Report of any required disclosures of action in closed session
5. Discuss Strategic Plan Process
6. Adjourn

tep

**MINUTES OF THE 918<sup>th</sup> MEETING**

**BOARD OF TRUSTEES  
Orange County Mosquito and Vector Control District**

TIME: 3:00 P.M. October 19, 2023

PLACE: 13001 Garden Grove Blvd., Garden Grove, CA 92843

PRESIDENT:	Peggy Huang	Yorba Linda
VICE PRESIDENT:	Craig Green	Placentia
SECRETARY:	Cecilia Hupp	Brea

**TRUSTEES PRESENT:**

Anaheim	Lucille Kring	Los Alamitos	Tanya Doby
Buena Park	Joyce Ahn	Mission Viejo	Bob Ruesch
Cypress	Bonnie Peat	Newport Beach	Erik Weigand
Fountain Valley	Kim Constantine	Orange	Jon Dumitru
Fullerton	Fred Jung	Placentia	Craig Green
Garden Grove	Stephanie Klopfenstein	Rancho Santa Margarita	April Josephson
Huntington Beach	Mike Posey	San Clemente	Steve Knoblock
Irvine	Tammy Kim	San Juan Capistrano	John Taylor
La Habra	James Gomez	Seal Beach	Nathan Steele
La Palma	Debbie S. Baker	Stanton	Gary Taylor
Laguna Beach	Mark Orgill	Tustin	Rebecca Gomez
Laguna Hills	Erika Pezold	Yorba Linda	Peggy Huang
Laguna Niguel	Gene Johns	County of Orange	Liz Guillen-Merchant
Laguna Woods	Shari Horne		

**TRUSTEES ABSENT:**

Aliso Viejo	Richard Hurt	Lake Forest	Robert Pequeño
Brea	Cecilia Hupp	Santa Ana	Nelida Mendoza
Costa Mesa	Bill Turpit	Villa Park	Crystal Miles
Dana Point	John Gabbard	Westminster	Amy Phan West

Trustees Hupp, Pequeño, and Miles had an excused absence.

**OTHERS PRESENT:**

Lora Young, District Manager  
Amber Semrow, Director of Scientific Technical Services  
Steve Shepherd, Director of Operations  
Tawnia Pett, Executive Assistant/Clerk of the Board  
Alexandra Halfman, District Counsel

**A. Opening:**

1. **Call the Business Meeting to Order:** President Huang called the meeting to order at 3:00 P.M.
2. **Pledge of Allegiance:** President Huang asked Trustee Weigand to lead the Pledge of Allegiance.
3. **Roll Call:** Twenty-seven Trustees were present out of the current Board membership of 35.

**B. Public Comments: None****C. Presentations:**

1. Staff gave a presentation entitled "Invasive *Aedes* Update"

**D. OCMVCD Committee Reports to the Board of Trustees:**

1. **Joint Committee Meeting: Budget & Finance and Building, Property, & Equipment Committees:** Budget & Finance Committee Chair G. Taylor reported that Kosmont Realty gave a market update and discussed a potential new facility. Staff gave an update on the current facility and updates that will be needed in the next few years. Staff also presented on current funding and the capacity for a new facility. The committee also reviewed three SIT facility options.
2. **Policy and Personnel Committee:** Committee Chair R. Gomez reported that the committee recommended the board approve the HR Analyst series position and the Claims Policy update.

**E. Consent Calendar: Items for Approval by General Consent:**

On motion from Trustee Kring, seconded by Trustee Jung, and approved by unanimous vote, the Board of Trustees approved Consent Calendar Items E.2 through E.3 Agenda Item E.1 was passed by majority vote due to absences at the previous Board Meeting (Abstained: Trustee Weigand).

Ayes: Trustees Kring, Ahn, Peat, Constantine, Jung, Klopfenstein, Posey, Kim, J. Gomez, Baker, Orgill, Pezold, Johns, Horne, Doby, Ruesch, Weigand, Dumitru, Green, Josephson, Knoblock, J. Taylor, Steele, G. Taylor, R. Gomez, Huang, and Guillen-Merchant.

Noes: None.

Abstained: None.

Absent: Trustees Hurt, Hupp, Turpit, Gabbard, Pequeño, Mendoza, Miles, and West.

1. **Approval of Minutes:** Approved, without reading, the minutes of 917<sup>th</sup> Meeting of the Board of Trustees held August 17, 2023.
2. **Approved Warrant Register for July and August 2023: (Exhibit A, B)** Received and filed.
3. **Approved Monthly Financial Report for July and August 2023: (Exhibit A, B)** Received and filed.

**F. Business Items:**

1. **Adopted Resolution No. 565 Approving Addition of Human Resources Analyst Series Job Descriptions and the Positions in Orange County Mosquito and Vector Control District's Position Schedule: (Exhibit A, B, C)** On motion from Trustee J. Gomez, seconded by Trustee Jung, and approved by unanimous vote, the Board of Trustees adopted Resolution No. 565 approving the addition of the Human Resources Analyst series job descriptions and adding the positions to the Orange County Mosquito and Vector Control District's position schedule.

Ayes: Trustees Kring, Ahn, Peat, Constantine, Jung, Klopfenstein, Posey, Kim, J. Gomez, Baker, Orgill, Pezold, Johns, Horne, Doby, Ruesch, Weigand, Dumitru, Green, Josephson, Knoblock, J. Taylor, Steele, G. Taylor, R. Gomez, Huang, and Guillen-Merchant.

Noes: None.

Abstained: None.

Absent: Trustees Hurt, Hupp, Turpit, Gabbard, Pequeño, Mendoza, Miles, and West.

2. **Adopted Resolution No. 566 Approving Update to Policy No. 56: Claims Policy: (Exhibit A, B)** On motion from Trustee Ruesch, seconded by Trustee Kring, and approved by unanimous vote, the Board of Trustees adopted Resolution No. 566 approving the update to Policy No. 56: Claims Policy.

Ayes: Trustees Kring, Ahn, Peat, Constantine, Jung, Klopfenstein, Posey, Kim, J. Gomez, Baker, Orgill, Pezold, Johns, Horne, Doby, Ruesch, Weigand, Dumitru, Green, Josephson, Knoblock, J. Taylor, Steele, G. Taylor, R. Gomez, Huang, and Guillen-Merchant.

Noes: None.

Abstained: None.

Absent: Trustees Hurt, Hupp, Turpit, Gabbard, Pequeño, Mendoza, Miles, and West.

**G. Informational Items Only (No Action Necessary):**

1. **Staff Presentation:** Director of Scientific Technical Services Semrow gave an update of vector activity in Orange County.
2. **Staff Presentation:** District Manager Young gave an update of outreach activity in Orange County.
3. **Staff Presentation:** Director of Operations Shepherd gave an update of operations activity in Orange County.
4. **Received and Filed Laboratory Reports – Included in agenda packet**

**H. President's Report and Trustee Comments:**

1. President Huang introduced the new Trustee from Newport Beach, Trustee Weigand.
2. Trustee Pezold wants outreach on dog heartworm on our social media.

**I. District Manager's Report:** District Manager Young reported:

1. Some Seasonal Employees left today and the rest will be leaving in November.
2. The MVCAC Annual Conference is in Monterey January 21-24, 2024. Contact Clerk of the Board Pett if you want to attend the conference.

J. **District Counsel Report:** District Counsel Halfman reported:

1. The District acquired a forced entry inspection warrant for a property.

K. **Correspondence:**

1. Staff reports from conferences attended in August and September, 2023.

L. **Future Agenda Items: None**

M. **Adjournment:**

1. President Huang adjourned the meeting at 3:43 P.M. to a regular meeting on Thursday, November 16, 2023.

I certify that the above minutes substantially reflect the actions taken by the Board of Trustees at its meeting held October 19, 2023.

  
\_\_\_\_\_  
Lora B. Young, District Manager

Approved as written and/or corrected by the Board of Trustees at its \_\_\_\_\_  
\_\_\_\_\_ meeting held \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Cecilia Hupp, Secretary





# ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

November 16, 2023

## AGENDA REPORT

### AGENDA ITEM E.2

**Prepared By:** Tan Nguyen, Finance Manager  
**Submitted By:** Lora Young, District Manager

#### Agenda Title:

Approve Warrant Register for September 2023

#### Recommended Action:

Receive and file.

#### Executive Summary:

Receive and file payment of September warrant register dated November 16, 2023, in the amount of \$605,324.59 as presented by in-house check runs dated September 7, 14, 18, 21, 28, and 30, 2023.

#### Strategic Plan Compliance:

Complies with PRIORITY AREA 11: Fiscal Responsibility/Financial, GOAL 11.1: Conduct the Business and Operational Functions of the District in the most cost efficient and effective manner that prioritizes both fiscal and fiduciary responsibility to the residents of Orange County by ensuring a robust system of financial checks and balances are in place.

#### Fiscal Impact:

**What Amount is being requested?** N/A

**Is the Amount Requested Budgeted in the Current Fiscal Year?**

**If No, What Funds Are Requested?**

#### Previous Relevant Board Actions for This Item:

#### Exhibits:

**Exhibit A:** September 2023 Warrant Report

# ORANGE COUNTY MOSQUITO & VECTOR CONTROL DISTRICT

REGISTER OF DEMANDS November 16, 2023

## ACCOUNTS PAYABLE REGISTER

<b>ORANGE COUNTY MOSQUITO &amp; VECTOR CONTROL DISTRICT</b>		
REGISTER OF DEMANDS - AP REGISTER 11/16/23		
AP/Check Run	9/7/2023	47,124.12
AP/Check Run	9/14/2023	71,445.71
AP/Check Run	9/21/2023	94,801.62
AP/Check Run	9/28/2023	95,605.13
AP/Check Run	9/30/2023	25,821.17
P/R CalPERS1	9/18/2023	46,450.90
P/R EDD	9/18/2023	12,581.66
P/R EEASSOC	9/18/2023	735.00
P/R ICMA	9/18/2023	23,760.81
P/R IRS	9/18/2023	39,953.62
P/R NATION	9/18/2023	4,795.00
P/R TASC	9/18/2023	1,964.88
P/R USB	9/18/2023	3,482.50
P/R CalPERS1	9/28/2023	46,704.46
P/R EDD	9/28/2023	12,772.77
P/R EEASSOC	9/28/2023	735.00
P/R ICMA	9/28/2023	23,760.81
P/R IRS	9/28/2023	40,990.14
P/R NATION	9/28/2023	4,795.00
P/R TASC	9/28/2023	1,964.88
P/R USB	9/28/2023	4,000.95
P/R TASC	9/30/2023	1,078.46
<b>Total</b>		<b>605,324.59</b>

I hereby certify that the claims or demands covered by the foregoing listed warrants have been audited as to the accuracy and availability of funds for payment thereof. Subscribed and sworn on this 16<sup>th</sup> day of NOVEMBER 2023.

  
\_\_\_\_\_  
Lora Young, District Manager

  
\_\_\_\_\_  
Tan Nguyen, Finance Manager

# Accounts Payable

## Checks by Date - Summary by Check Date

User: dmedina@ocvector.org  
 Printed: 10/16/2023 10:09 AM



Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	FEDEX	Federal Express Corp.	09/07/2023	21.40
ACH	IRON	Iron Mountain Records Mgmt, Inc.	09/07/2023	310.34
ACH	LINDE	LINDE GAS & EQUIPMENT INC.	09/07/2023	596.54
ACH	SPECTRUM	Charter Communications	09/07/2023	832.77
ACH	TARGET	Target Specialty Products	09/07/2023	15,519.92
ACH	VERIZON	Verizon Wireless Services LLC	09/07/2023	6,005.22
ACH	Pett	Tawnia Pett	09/07/2023	66.34
27908	BLACKHL	BLACKHOLE TECHNOLOGIES INC	09/07/2023	50.00
27909	CINTAS	Cintas Corporation No. 2	09/07/2023	1,817.11
27910	CLARKE	Clarke Mosquito Control Prod Inc.	09/07/2023	132.27
27911	DELIRA A	Anthony De Lira	09/07/2023	200.00
27912	GFS	Governmental Financial Services	09/07/2023	2,240.00
27913	JUST	JUST TIRES	09/07/2023	1,585.57
27914	LIVESCAN	A Livescan Center OC Inc.	09/07/2023	20.00
27915	MARTIN D	Daniel Martinez	09/07/2023	575.00
27916	MARY ANN	Mary Ann Liebert, Inc. Publishers	09/07/2023	946.00
27917	PUREAIR	THANH NGUYEN	09/07/2023	891.00
27918	QDOXS	Q Document Solutions, Inc,	09/07/2023	325.08
27919	S&R	S & R A/C And Heating, Inc.	09/07/2023	247.50
27920	SCE	Southern Calif. Edison	09/07/2023	12,126.32
27921	Sea Life	Sea Life Designs, Inc.	09/07/2023	1,385.74
27922	UCD VET	UC Regents/UC Davis	09/07/2023	405.00
27923	WALKING	The Walking Man, Inc.	09/07/2023	825.00
Total for 9/7/2023:				47,124.12
ACH	GG DISP	Republic Waste Svcs of So. Calif., LLC	09/14/2023	2,015.70
ACH	GRAINGER	Grainger	09/14/2023	217.74
ACH	PAC LIFT	PACIFIC LIFT AND EQUIPMENT COMP	09/14/2023	13,306.65
ACH	SPECTRUM	Charter Communications	09/14/2023	1,494.00
ACH	TARGET	Target Specialty Products	09/14/2023	1,616.90
27924	ALARM	Thomas E. Kindschi	09/14/2023	270.00
27925	AMAZON	AMAZON CAPITAL SERVICES	09/14/2023	5,256.92
27926	AT&T	AT&T	09/14/2023	64.23
27927	CINTAS	Cintas Corporation No. 2	09/14/2023	1,519.87
27928	CITIES	Cities Digital, Inc.	09/14/2023	1,632.00
27929	CLARKE	Clarke Mosquito Control Prod Inc.	09/14/2023	294.19
27930	GENESEE	Genesee Scientific Corporation	09/14/2023	109.44
27931	HARBORPA	HARBOR PAINT & BODY	09/14/2023	1,619.14
27932	HARPER	Harper & Burns, LLP	09/14/2023	2,564.90
27933	HOME DEP	Home Depot Credit Services	09/14/2023	813.01
27934	LIFE	Life Technologies	09/14/2023	5,536.87
27935	LOOKMEDI	LOOK MEDIA USA LLC	09/14/2023	8,190.00
27936	NOR-LAKE	NOR-LAKE INCORPORATED	09/14/2023	16,455.43
27937	OFFICE	OFFICE DEPOT, INC.	09/14/2023	67.40
27938	PUREAIR	THANH NGUYEN	09/14/2023	478.00
27939	R H	Robert Half International, Inc.	09/14/2023	2,693.86

Check No	Vendor No	Vendor Name	Check Date	Check Amount
27940	SCG	Southern Calif. Gas Co.	09/14/2023	31.35
27941	SMART	Smart & Final Stores Corp	09/14/2023	96.23
27942	SPARK	Sparkletts	09/14/2023	1,902.51
27943	WESTCOAS	RJ International	09/14/2023	3,199.37
Total for 9/14/2023:				71,445.71
ACH	EEASSOC	OCVCD Employee Association	09/18/2023	735.00
ACH	ICMA	MissionSquare Retirement (ICMA)	09/18/2023	23,760.81
ACH	USB	PARS/U.S. Bank N.A. Minnesota	09/18/2023	3,482.50
ACH	CalPERS1	CalPERS	09/18/2023	46,450.90
ACH	EDD	Employment Development Dept.	09/18/2023	12,581.66
ACH	IRS	Internal Revenue Service	09/18/2023	39,953.62
ACH	NATION	Nationwide Retirement Solutions	09/18/2023	4,795.00
ACH	TASC	Total Administrative Services Corp.	09/18/2023	1,964.88
Total for 9/18/2023:				133,724.37
ACH	ADAPCO	ADAPCO, INC.	09/21/2023	24,217.94
ACH	GENEWIZ	Azenta US, Inc.	09/21/2023	88.00
ACH	GRAINGER	Grainger	09/21/2023	21.87
ACH	LINDE	LINDE GAS & EQUIPMENT INC.	09/21/2023	1,658.36
ACH	TARGET	Target Specialty Products	09/21/2023	25,915.15
27944	ARCHIES	Archies Towing	09/21/2023	375.00
27945	AUTO Z	Auto Zone, Inc.	09/21/2023	2,188.21
27946	CAGATE	California Gate & Entry System	09/21/2023	240.03
27947	CINTAS	Cintas Corporation No. 2	09/21/2023	1,534.37
27948	CLARKE	Clarke Mosquito Control Prod Inc.	09/21/2023	26,317.50
27949	Demsey	Demsey, Filliger & Associates, LLC	09/21/2023	500.00
27950	DOJ	State of California	09/21/2023	49.00
27951	GOMEZMIC	MICHAEL GOMEZ	09/21/2023	97.30
27952	HASFIN	Quadient Finance USA, Inc	09/21/2023	1,126.34
27953	LOOKMEDI	LOOK MEDIA USA LLC	09/21/2023	4,410.00
27954	OCCJ	Orange Coast Chrysler Jeep	09/21/2023	110.34
27955	PARS	Public Agency Retirement Svcs	09/21/2023	300.00
27956	PROACTIV	Proactive Work Health Medical Center, Inc.	09/21/2023	234.00
27957	R H	Robert Half International, Inc.	09/21/2023	2,100.87
27958	STAPLES	Staples Business Advantage	09/21/2023	75.72
27959	WOODRUFF	Woodruff & Smart	09/21/2023	2,625.00
27960	XEROX	Xerox Financial Services	09/21/2023	616.62
Total for 9/21/2023:				94,801.62
ACH	CalPERS1	CalPERS	09/28/2023	46,704.46
ACH	EDD	Employment Development Dept.	09/28/2023	12,772.77
ACH	IRS	Internal Revenue Service	09/28/2023	40,990.14
ACH	NATION	Nationwide Retirement Solutions	09/28/2023	4,795.00
ACH	TASC	Total Administrative Services Corp.	09/28/2023	1,964.88
ACH	EEASSOC	OCVCD Employee Association	09/28/2023	735.00
ACH	ICMA	MissionSquare Retirement (ICMA)	09/28/2023	23,760.81
ACH	USB	PARS/U.S. Bank N.A. Minnesota	09/28/2023	4,000.95
ACH	ARIASA	Adina Arias	09/28/2023	234.05
ACH	BENNETT	Stephen Bennett	09/28/2023	234.05
ACH	BLAYLOCK	Viki Blaylock	09/28/2023	83.05
ACH	BOBBITT	Catherine Bobbitt	09/28/2023	234.05
ACH	CAMPBELL	JAMES CAMPBELL	09/28/2023	116.50

Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	CAVILEER	Raymond Cavileer	09/28/2023	234.05
ACH	CUMMINGS	Robert F. Cummings	09/28/2023	234.05
ACH	DAIKER	John Daiker	09/28/2023	260.80
ACH	EDISON	SUZANNE R. EDISON	09/28/2023	329.80
ACH	EVER	SANDRA EVERINGHAM	09/28/2023	104.90
ACH	FOGARTY	Carrie Fogarty	09/28/2023	234.05
ACH	Goedhart	Gerard Goedhart	09/28/2023	234.05
ACH	HOWARD	RICHARD J HOWARD	09/28/2023	714.26
ACH	Huff	Robert Huff	09/28/2023	234.05
ACH	KELLER	JUSTINE KELLER	09/28/2023	116.50
ACH	KIMBALL	Deborah Kimball	09/28/2023	234.05
ACH	KOENIG	Steve Koenig	09/28/2023	234.05
ACH	LACHANCE	Glenn LaChance	09/28/2023	362.40
ACH	LOUGHNER	LINDA LOUGHNER	09/28/2023	243.00
ACH	MCCARTY	Danny McCarty	09/28/2023	234.05
ACH	MILLER J	Jon Miller	09/28/2023	234.05
ACH	MONTANI	Karen Montani	09/28/2023	100.07
ACH	NIEWOLA	Urszula Niewola	09/28/2023	234.05
ACH	PARSONS	John Parsons	09/28/2023	234.05
ACH	Plummer	John Clark Plummer	09/28/2023	234.05
ACH	POSPISIL	Terry Pospisil	09/28/2023	234.05
ACH	REES	JETTE REES	09/28/2023	170.10
ACH	Rehders	Renee Rehders	09/28/2023	234.05
ACH	REINIG	Allyson Reinig	09/28/2023	234.05
ACH	Reisin	Caroline Reisinger	09/28/2023	234.05
ACH	RINCON	Claudio Rincon	09/28/2023	234.05
ACH	RODRIG	Agripino Rodriguez	09/28/2023	234.05
ACH	SHAW	LAWRENCE SHAW	09/28/2023	234.05
ACH	SIPE	Russell Sipe	09/28/2023	234.05
ACH	FM	CARDMEMBER SERVICE	09/28/2023	14,064.07
ACH	CLA	CLIFTON LARSON ALLEN LLP	09/28/2023	5,300.00
27961	AT T FAX	AT&T	09/28/2023	357.71
27962	CDFW	State of California	09/28/2023	400.00
27963	CINTAS	Cintas Corporation No. 2	09/28/2023	825.73
27964	CLARKE	Clarke Mosquito Control Prod Inc.	09/28/2023	2,126.83
27965	CROWN	Crown Maintenance	09/28/2023	249.00
27966	DOORKING	DOORKING INC	09/28/2023	43.95
27967	HILLS	Hill's Bros. Lock & Safe, Inc.	09/28/2023	47.85
27968	INSIGHT	Insight Public Sector, Inc.	09/28/2023	311.85
27969	KWEST	K'WEST Printing	09/28/2023	12,158.39
27970	LIFE	Life Technologies	09/28/2023	4,023.62
27971	OFFICE	OFFICE DEPOT, INC.	09/28/2023	138.08
27972	PUREAIR	THANH NGUYEN	09/28/2023	650.00
27973	QDOXS	Q Document Solutions, Inc,	09/28/2023	199.25
27974	R H	Robert Half International, Inc.	09/28/2023	1,855.21
27975	S&R	S & R A/C And Heating, Inc.	09/28/2023	2,792.54
27976	SCE	Southern Calif. Edison	09/28/2023	11,842.46
27977	SCI	SCI Consulting Group	09/28/2023	24,280.58
27978	STAPLES	Staples Business Advantage	09/28/2023	2,393.96
27979	TOYOTAGG	Toyota Place	09/28/2023	64.35
27980	WALKING	The Walking Man, Inc.	09/28/2023	3,325.00
27981	WESTCOAS	RJ International	09/28/2023	170.17
Total for 9/28/2023:				231,329.14

Check No	Vendor No	Vendor Name	Check Date	Check Amount
Report Total (143 checks):				578,424.96



# ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

November 16, 2023

## AGENDA REPORT

### AGENDA ITEM E.3

**Prepared By:** Tan Nguyen, Finance Manager  
**Submitted By:** Lora Young, District Manager

#### Agenda Title:

Approve Monthly Financial Report for September 2023

#### Recommended Action:

Receive and file

#### Executive Summary:

Receive and file the Orange County Mosquito and Vector Control District Monthly Financial Report for September 2023.

#### Strategic Plan Compliance:

Complies with PRIORITY AREA 11: Fiscal Responsibility/Financial, GOAL 11.1: Conduct the Business and Operational Functions of the District in the most cost efficient and effective manner that prioritizes both fiscal and fiduciary responsibility to the residents of Orange County by ensuring a robust system of financial checks and balances are in place.

#### Fiscal Impact:

**What Amount is being requested?** N/A

**Is the Amount Requested Budgeted in the Current Fiscal Year?**

**If No, What Funds Are Requested?**

#### Previous Relevant Board Actions for This Item:

#### Exhibits:

**Exhibit A:** Monthly Financial Report for September 2023

**Orange County Mosquito and Vector Control District**  
**Monthly Financial Report**  
**Month Ending September 30, 2023**

Fund No.	Fund	Cash Balance 8/31/2023	Revenue	Expenditures	Transfers	Accrual Adjustment	Cash Balance 9/30/2023	Cash Balance 9/30/2022
10	Operating	\$ 8,483,939	\$ 96,822	\$ 1,174,898	\$ -	\$ 4,963	\$ 7,410,826	\$ 5,177,586
20	Vehicle Replacement	613,344	717	-	-	-	614,061	604,432
30	Liability Reserve	370,860	434	-	-	-	371,294	365,457
40	Equipment Replacement	840,979	982	-	-	-	841,961	828,726
50	Emergency Vector Control	1,683,790	1,968	-	-	-	1,685,758	1,659,258
60	Facility Improvement	13,430,291	28,840	3,628	-	-	13,455,503	12,566,215
70	Habitat Remediation	100,002	-	-	-	-	100,002	100,002
90	Retiree Medical Insurance	55,451	2,161	7,985	-	(10,054)	39,573	(149,493)
95	Retirement Contingency	305,659	357	-	-	-	306,016	5,464
99	Payroll Clearing	73,868	-	-	-	18,389	92,257	368,559
		<b>\$ 25,958,183</b>	<b>\$ 132,281</b>	<b>\$ 1,186,511</b>	<b>\$ -</b>	<b>\$ 13,298</b>	<b>\$ 24,917,251</b>	<b>\$ 21,526,206</b>

1,186,510.63

Cash & Investment Balances:		Monthly Yield
California LAIF	\$ 16,839,994	3.534%
O.C. Treasurer	1,787,301	4.024%
Stifel Brokerage account		
Cash sweep account	11,243	0.10%
Fixed income - Muni (par)	1,980,000	2.65%
Fixed income - other (par)	3,122,000	3.46%
Insured bank deposit program	225,482	5.00%
Unamortized premium/(discount) on investments	64,449	n/a
F&M Checking	642,616	n/a
Payroll Checking	234,160	n/a
F&M HBP	6	0.05%
Petty Cash - Checking	10,000	n/a
<b>Total Cash and Investments</b>	<b>\$ 24,917,251</b>	

Section 115 Irrevocable Trust Balances:		3-month return
PARS Post-Employment Benefits Trust	\$ 4,401,146	-3.25%
PARS Pension Trust	2,759,317	-3.28%
<b>Total PARS Trust Balances</b>	<b>\$ 7,160,463</b>	

  
Lora Young  
District Manager

  
Tan Nguyen  
Finance Manager

**Monthly Cash Flow**

Month	Revenue	Expenditures	Transfers	Accrual Adjustment	Monthly Cash Flow	Prior Year Comparison
July	\$ 32,297	\$ 1,387,051	\$ -	\$ 624,848	\$ (729,906)	\$ (622,621)
August	30,623	2,010,850	-	(583,632)	(2,563,859)	(1,889,267)
September	132,281	1,186,511	-	13,298	(1,040,932)	(1,507,550)
October					-	(796,117)
November					-	1,249,248
December					-	6,048,040
January					-	(49,352)
February					-	(1,066,827)
March					-	(226,582)
April					-	4,222,389
May					-	(34,011)
June					-	(1,621,046)
<b>Total YTD</b>	<b>\$ 195,201</b>	<b>\$ 4,584,412</b>	<b>\$ -</b>	<b>\$ 54,514</b>	<b>\$ (4,334,697)</b>	<b>\$ 3,706,304</b>



## STIFEL ACCOUNT STATEMENT

4156 1 1 1 SNFSNF001 R R 010-020p 003  
**ORANGE COUNTY MOSQUITO &  
VECTOR CONTROL DISTRICT**  
13001 GARDEN GROVE BLVD  
GARDEN GROVE CA 92843-2102

*Your Financial Advisor (LU04):*  
SANDRA HEDSTROM WHEELER  
Telephone: (805) 783-2921

*Office Serving Your Account:*  
4460 BROAD STREET  
SUITE 210  
SAN LUIS OBISPO, CA 93401

### PRIMARY INVESTMENT OBJECTIVE: Income

### RISK TOLERANCE: Moderate

For a full definition of this objective and risk tolerance, including the use of margin, please see [www.stifel.com](http://www.stifel.com), IMPORTANT DISCLOSURES, or contact your Financial Advisor. If you have any questions concerning your investment objective or risk tolerance, or wish to make a change, please contact your Financial Advisor or the Branch Manager for this office.

### TRADING TAX LOT RELIEF METHOD: First In, First Out

### INVESTOR UPDATE

At June 30, 2023, Stifel, Nicolaus & Company, Incorporated had net capital of \$456,504,461 or \$433,927,621 in excess of the minimum requirement of \$22,576,840. The June 30, 2023 Statement of Financial Condition is available at no charge by calling (800) 488-0970 or logging onto [www.stifel.com](http://www.stifel.com).

### ACCOUNT PROTECTION

Stifel, Nicolaus & Company, Incorporated provides up to \$150 million of coverage for securities held in client accounts, of which \$1.15 million may be in cash deposits. Ask your Financial Advisor for more details.

Thank you for allowing Stifel to serve you. In order to protect your rights, including rights under the Securities Investor Protection Act (SIPA), please promptly report, in writing, any inaccuracies or discrepancies in this account or statement to the Compliance Department of Stifel at the address below. If you have any questions regarding your account or this statement, please contact your Financial Advisor or the Branch Manager for this office. For additional information regarding your Stifel account, please refer to the current Stifel Account Agreement and Disclosure Booklet, which is available at [www.stifel.com/disclosures/account-agreement](http://www.stifel.com/disclosures/account-agreement).

### PORTFOLIO SUMMARY

	September 30	August 31
Net Cash Equivalents **	11,243.06	63,607.29
Net Portfolio Assets held at Stifel <sup>4</sup>	5,117,658.73	5,062,179.23
Net Portfolio Assets not held at Stifel		
<b>Net Portfolio Value</b>	<b>\$5,128,901.79</b>	<b>\$5,125,786.52</b>

### YOUR CHANGE IN PORTFOLIO VALUE

	September 30	August 31
Net Cash Flow (Inflows/Outflows) <sup>2</sup>		
Securities Transferred In/Out		
Income and Distributions	11,433.53	11,086.09
Change in Securities Value	-8,318.26	7,150.65
<b>Net Change in Portfolio Value</b>	<b>\$3,115.27</b>	<b>\$18,236.74</b>

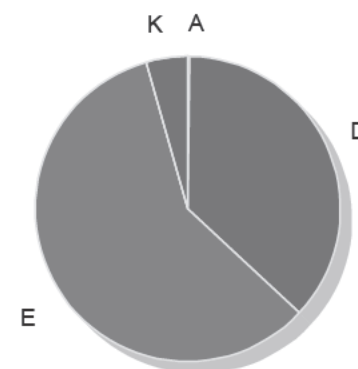
\*\* See the Stifel Insured Bank Deposit Program Disclosure Statements for additional information.

<sup>2</sup> Does not include cost or proceeds for buy or sell transactions.

<sup>4</sup> Includes balances which are FDIC insured bank deposits, not cash held in your Securities Account and not covered by SIPC.

### YOUR ASSET SUMMARY

	Value on September 30, 2023 (\$)	Percentage of your account
A Net Cash Equivalents**	11,243.06	0.22%
D Fixed Income-Muni	1,882,609.75	36.71%
E Fixed Income-Other	3,009,567.39	58.68%
K Stifel Smart Rate <sup>4</sup>	225,481.59	4.40%
<b>Total Assets</b>	<b>\$5,128,901.79</b>	<b>100.00%</b>





**ASSET SUMMARY**

	Value as of <b>September 30, 2023</b>				Gains/(-)Losses		
	<i>At Stifel</i>	<i>Not at Stifel</i>	<i>Total</i>	<i>% of assets *</i>	<i>Unrealized</i>	<i>Realized</i>	
						<i>This Period</i>	<i>Year-to-date</i>
Cash	3,509.59		3,509.59	0.07%			
Cash Sweep**	7,733.47		7,733.47	0.15%			
Margin Balance							
<b>A. Net Cash Equivalents</b>	<b>\$11,243.06</b>		<b>\$11,243.06</b>	<b>0.22%</b>			
B. Equities							
C. Preferreds							
D. Fixed Income-Muni	1,882,609.75		1,882,609.75	36.71%	-142,543.21		
E. Fixed Income-Other	3,009,567.39		3,009,567.39	58.68%	-125,230.19		
F. Mutual Funds							
G. Unit Investment Trusts							
H. Insurance Products							
I. Alternative Investments							
J. Other Investments							
K. Stifel Smart Rate Program **	225,481.59		225,481.59	4.40%			
<b>Net Portfolio Assets</b>	<b>\$5,117,658.73</b>	<b>\$0.00</b>	<b>\$5,117,658.73</b>	<b>99.78%</b>	<b>-\$267,773.40</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Net Portfolio Value</b>	<b>\$5,128,901.79</b>	<b>\$0.00</b>	<b>\$5,128,901.79</b>	<b>100.00%</b>	<b>-\$267,773.40</b>	<b>\$0.00</b>	<b>\$0.00</b>

**INCOME & DISTRIBUTION SUMMARY**

	<i>Security Type</i>	<i>Year-to-date</i>	<i>This period</i>
Dividends	Tax-Exempt		
	Taxable		
Interest	Tax-Exempt	1,650.00	
	Taxable	118,315.89	11,433.53
Capital Gain Distributions			
Return of Principal			
Other			
<b>Total Income &amp; Distributions</b>		<b>\$119,965.89</b>	<b>\$11,433.53</b>

**INFORMATION SUMMARY**

	<i>Security Type</i>	<i>Year-to-date</i>	<i>This period</i>
Accrued Interest Paid	Tax-Exempt		
	Taxable	6,591.19	
Accrued Interest Received	Tax-Exempt		
	Taxable		
Gross Proceeds		600,000.00	
Federal Withholding			
Foreign Taxes Paid			
Margin Interest Charged			

\* Please note "% of assets" figures are shown gross of any amounts owed to Stifel and/or net short positions.

\*\* Include balances which are FDIC insured bank deposits, not cash held in your Securities Account and not covered by SIPC.

## ASSET DETAILS

This section shows the cash equivalents and/or securities in your account. Prices obtained from outside sources are considered reliable but are not guaranteed by Stifel. Actual prices may vary, and upon sale, you may receive more or less than your original purchase price. Contact your Financial Advisor for current price quotes. Gain/Loss is provided for informational purposes only. Cost basis may be adjusted for, but not limited to, amortization, accretion, principal paydowns, capital changes, listed option premiums, gifting rules, inheritance step-up, or wash sales. The Gain/Loss information should not be used for tax preparation without the assistance of your tax advisor. Lot detail quantity displayed is truncated to the one thousandth of a share.

### NET CASH EQUIVALENTS

	<i>Current value</i>	<i>Cost Basis</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
CASH	3,509.59	3,509.59		
STIFEL FDIC INSURED	7,733.47	7,733.47	11.60	0.15%
<b>Total Net Cash Equivalents</b>	<b>\$11,243.06</b>	<b>\$11,243.06</b>	<b>\$11.60</b>	<b>0.10%</b>

#### STIFEL INSURED BANK DEPOSIT PROGRAM

Funds deposited through the Stifel Insured Bank Deposit Program (the "Program") may be deposited at multiple banks. The Program's Disclosure Statement is available at [www.stifel.com/disclosures/account-agreement](http://www.stifel.com/disclosures/account-agreement). The deposits are not covered by the Securities Investor Protection Corporation ("SIPC"). Deposits are insured by the FDIC within applicable limits.

Balances in the Program or in any money market fund offered as an available fund for Cash Investment Services at Stifel, subject to applicable limits, can be liquidated upon request and the proceeds returned to your securities account or can be distributed directly to you with the proper withdrawal form on file.

### PORTFOLIO ASSETS - HELD AT STIFEL

<b>Fixed Income-Muni</b>	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income<sup>6</sup></i>	<i>Unrealized Gain/(-)Loss<sup>10</sup></i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
CONNECTICUT ST SER A B/E TXBL CPN 1.998% DUE 07/01/24 DTD 06/11/20 FC 01/01/21 CUSIP: 20772KJW0 <i>Original Cost: 112,753.90</i>	S&P: AA- Moody: Aa3 <b>Cash</b>	110,000	97.3840 107,122.40	100.4768 110,524.52	549.45	-3,402.12	2,197.80	2.05%
KANSAS ST DEV FIN AUTH REV ATHLETIC FACS K ST SER B 2 B/E TXBL CPN 4.083% DUE 07/01/24 DTD 03/01/12 FC 07/01/12 CUSIP: 485429MF8 <i>Original Cost: 77,557.81</i>	S&P: A- Moody: A1 <b>Cash</b>	70,000	98.7380 69,116.60	102.3048 71,613.36	714.53	-2,496.76	2,858.10	4.14%



**ASSET DETAILS (continued)**

**PORTFOLIO ASSETS - HELD AT STIFEL (continued)**

<b>Fixed Income-Muni</b>	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income<sup>6</sup></i>	<i>Unrealized Gain/(-)Loss<sup>10</sup></i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
AMARILLO TX HOTEL OCCUP TAX REV AGM B/E TXBL CPN 3.070% DUE 08/15/24 DTD 03/15/16 FC 02/15/17 CUSIP: 023039AF7 <i>Original Cost: 80,422.25</i>	S&P: AA <b>Cash</b>	75,000	97.6790 73,259.25	101.9962 76,497.15	294.21	-3,237.90	2,302.50	3.14%
MIAMI DADE CNTY FL AVIATION REV RFDG SER B B/E TXBL CPN 2.504% DUE 10/01/24 DTD 08/25/16 FC 10/01/16 CUSIP: 59333PV39 <i>Original Cost: 208,207.00</i>	S&P: A <b>Cash</b>	200,000	96.8690 193,738.00	101.0414 202,082.81	2,504.00	-8,344.81	5,008.00	2.58%
SAN DIEGO CA CONVNTN CTR EXPANSION FING AUTH LSE REV RFDG B/E TXBL CPN 1.677% DUE 04/15/25 DTD 07/08/20 FC 10/15/20 CUSIP: 79727LBS7 <i>Original Cost: 173,029.30</i>	S&P: AA- <b>Cash</b>	170,000	93.9450 159,706.50	100.6509 171,106.49	1,314.58	-11,399.99	2,850.90	1.79%
NEW YORK NY CITY HSG DEV CORP MLTIFAM HSG REV SER E B/E CPN 3.000% DUE 05/01/25 DTD 09/24/14 FC 11/01/14 CALL 10/30/23 @ 100.000 CUSIP: 64972CBF9 <i>Original Cost: 117,294.45</i>	S&P: AA+ Moody: Aa2 <b>Cash</b>	110,000	98.4930 108,342.30	100.0000 110,000.00	1,375.00	-1,657.70	3,300.00	3.05%
SUFFOLK CNTY NY RFDG SER C AGM B/E TXBL CPN 1.607% DUE 06/15/25 DTD 11/18/20 FC 12/15/20 CUSIP: 86476PE20 <i>Original Cost: 252,280.00</i>	S&P: AA <b>Cash</b>	250,000	93.1230 232,807.50	100.3474 250,868.57	1,182.93	-18,061.07	4,017.50	1.73%

## ASSET DETAILS (continued)

### PORTFOLIO ASSETS - HELD AT STIFEL (continued)

<b>Fixed Income-Muni</b>	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income<sup>6</sup></i>	<i>Unrealized Gain/(-)Loss<sup>10</sup></i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
FLORIDA ST BRD ADMIN FIN CORP REV SER A B/E TXBL CPN 1.258% DUE 07/01/25 DTD 09/16/20 FC 01/01/21 CUSIP: 341271AD6 <i>Original Cost: 101,351.00</i>	S&P: AA Moody: Aa3 <b>Cash</b>	100,000	92.8320 92,832.00	100.6231 100,623.11	314.50	-7,791.11	1,258.00	1.36%
KENTUCKY HSG CORP REV SER B B/E TXBL CPN 3.312% DUE 07/01/25 DTD 12/01/16 FC 07/01/17 CUSIP: 49130TVJ2 <i>Original Cost: 216,995.00</i>	S&P: AAA Moody: Aaa <b>Cash</b>	200,000	95.3750 190,750.00	103.6381 207,276.26	1,656.00	-16,526.26	6,624.00	3.47%
CLEVELAND OH INCM TAX REV RFDG SUB LEIN SER A 1 B/E TXBL CPN 1.985% DUE 10/01/25 DTD 02/26/20 FC 10/01/20 CUSIP: 186387VE3 <i>Original Cost: 104,395.00</i>	S&P: AA Moody: Aa3 <b>Cash</b>	100,000	93.3290 93,329.00	101.8162 101,816.19	992.50	-8,487.19	1,985.00	2.13%
STEPHENSON CNTY IL SCH DIST 145 FREEPORT RFDG AGM B/E TXBL CPN 1.750% DUE 10/01/25 DTD 11/24/20 FC 04/01/21 CUSIP: 858892MD1 <i>Original Cost: 103,005.00</i>	S&P: AA <b>Cash</b>	100,000	92.8200 92,820.00	101.2600 101,260.03	875.00	-8,440.03	1,750.00	1.89%
BAY AREA TOLL AUTH CA TOLL BRDG REV SAN FRANCISO F 1 B/E TXBL CPN 2.425% DUE 04/01/26 DTD 09/26/19 FC 04/01/20 CUSIP: 072024WR9 <i>Original Cost: 133,472.85</i>	S&P: AA Moody: Aa3 <b>Cash</b>	125,000	93.3160 116,645.00	103.5274 129,409.28	1,515.63	-12,764.28	3,031.25	2.60%

## ASSET DETAILS (continued)

### PORTFOLIO ASSETS - HELD AT STIFEL (continued)

<b>Fixed Income-Muni</b>	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income<sup>6</sup></i>	<i>Unrealized Gain/(-)Loss<sup>10</sup></i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
UNIVERSITY CA REV RFDG GENL SER AS B/E TXBL CPN 2.587% DUE 05/15/26 DTD 04/20/16 FC 11/15/16 CUSIP: 91412GE27 <i>Original Cost: 161,363.00</i>	S&P: AA Moody: Aa2 <b>Cash</b>	150,000	93.3360 140,004.00	104.0337 156,050.62	1,465.97	-16,046.62	3,880.50	2.77%
MASSACHUSETTS EDL FING AUTH ED LN ISSUE L SR SER A REV B/E TXBL CPN 4.038% DUE 07/01/26 DTD 06/13/18 FC 01/01/19 CUSIP: 57563RPM5 <i>Original Cost: 248,805.20</i>	S&P: AA <b>Cash</b>	220,000	96.4260 212,137.20	107.2839 236,024.57	2,220.90	-23,887.37	8,883.60	4.19%
<b>Total Fixed Income-Muni</b>		<b>1,980,000</b>	<b>\$1,882,609.75</b>	<b>\$2,025,152.96</b>	<b>\$16,975.20</b>	<b>-\$142,543.21</b>	<b>\$49,947.15</b>	<b>2.65%</b>
Municipal Bonds held may or may not be tax free. Please consult with your tax advisor.								
<b>Fixed Income-Other</b>	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income<sup>6</sup></i>	<i>Unrealized Gain/(-)Loss<sup>10</sup></i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
U S TREASURY NOTE CPN 2.875% DUE 09/30/23 DTD 09/30/18 FC 03/31/19 CUSIP: 9128285D8	Moody: Aaa <b>Cash</b>	120,000	100.0000 120,000.00	99.9875 119,985.05	9.43	14.95	3,450.00	2.88%
CITIGROUP GBL MKTS HLDG MEDIUM TERM NOTE CPN 5.200% DUE 11/30/23 DTD 11/30/22 FC 12/30/22 CUSIP: 17330YDC1 <i>Original Cost: 251,255.00</i>	S&P: A Moody: A2 <b>Cash</b>	250,000	99.7790 249,447.50	100.0855 250,213.85	36.11	-766.35	13,000.00	5.21%
BMW BANK OF NORTH AMER SALT LAKE CITY UT CD FDIC #35141 CPN 1.650% DUE 02/28/24 DTD 02/28/20 FC 08/28/20 CUSIP: 05580AVB7	<b>Cash</b>	200,000	98.4280 " 196,856.00	100.0000 200,000.00	307.40	-3,144.00	3,300.00	1.68%
SANTANDER UK PLC NOTE CPN 4.000% DUE 03/13/24 DTD 03/13/14 FC 09/13/14 CUSIP: 80283LAJ2	S&P: A Moody: A1 <b>Cash</b>	175,000	99.0190 173,283.25	98.8029 172,905.00	350.00	378.25	7,000.00	4.04%

## ASSET DETAILS (continued)

### PORTFOLIO ASSETS - HELD AT STIFEL (continued)

<b>Fixed Income-Other</b>	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income<sup>6</sup></i>	<i>Unrealized Gain/(-)Loss<sup>10</sup></i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
U S TREASURY NOTE CPN 2.500% DUE 05/15/24 DTD 05/15/14 FC 11/15/14 CUSIP: 912828WJ5 <i>Original Cost: 251,268.32</i>	Moody: Aaa <b>Cash</b>	250,000	98.1720 245,430.00	100.1555 250,388.67	2,360.73	-4,958.67	6,250.00	2.55%
U S TREASURY NOTE CPN 3.000% DUE 06/30/24 DTD 06/30/22 FC 12/31/22 CUSIP: 91282CEX5	Moody: Aaa <b>Cash</b>	100,000	98.1840 98,184.00	99.5147 99,514.72	758.15	-1,330.72	3,000.00	3.06%
ROGERS MEM HOSP INC BOND CPN 2.383% DUE 07/01/24 DTD 08/28/19 FC 01/01/20 CUSIP: 775200AE8 <i>Original Cost: 104,880.00</i>	S&P: A <b>Cash</b>	100,000	97.1040 97,104.00	100.9659 100,965.90	595.75	-3,861.90	2,383.00	2.45%
U S TREASURY NOTE CPN 2.250% DUE 10/31/24 DTD 10/31/17 FC 04/30/18 CUSIP: 9128283D0 <i>Original Cost: 103,230.00</i>	Moody: Aaa <b>Cash</b>	100,000	96.6720 96,672.00	101.2716 101,271.65	941.57	-4,599.65	2,250.00	2.33%
SOUTHERN CA EDISON CO 1ST & RFDG MTG BOND SER E CPN 3.700% DUE 08/01/25 DTD 08/02/18 FC 02/01/19 CALL 06/01/25 @ 100.000 CUSIP: 842400GN7 <i>Original Cost: 150,425.00</i>	S&P: A- Moody: A2 <b>Cash</b>	150,000	96.1860 144,279.00	100.1645 150,246.70	925.00	-5,967.70	5,550.00	3.85%
SOCIETE GENERALE UNSECD MEDIUM TERM NOTE STEP CPN 1.150% DUE 08/19/25 DTD 08/19/20 FC 02/19/21 CALL 11/19/23 @ 100.000 CUSIP: 83369MD25	S&P: A Moody: A1 <b>Cash</b>	50,000	88.5350 44,267.50	98.5100 49,255.00	67.08	-4,987.50	575.00	1.30%
REALTY INCOME CORP NOTE CPN 4.625% DUE 11/01/25 DTD 11/01/21 FC 05/01/22 CALL 09/01/25 @ 100.000 CUSIP: 756109BE3	S&P: A- Moody: A3 <b>Cash</b>	200,000	97.8020 195,604.00	99.7385 199,477.00	3,854.17	-3,873.00	9,250.00	4.73%

## ASSET DETAILS (continued)

### PORTFOLIO ASSETS - HELD AT STIFEL (continued)

<b>Fixed Income-Other</b>	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income<sup>6</sup></i>	<i>Unrealized Gain/(-)Loss<sup>10</sup></i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
BMO HARRIS BANK NA CHICAGO IL CD FDIC #16571 CLLB CPN 3.000% DUE 11/26/25 DTD 05/26/22 FC 08/26/22 CALL 11/26/23 @ 100.000 CUSIP: 05600XFJ4	<b>Cash</b>	145,000	94.8440" 137,523.80	100.0000 145,000.00	429.04	-7,476.20	4,350.00	3.16%
SIMON PPTY GRP LP NOTE CPN 3.300% DUE 01/15/26 DTD 01/13/16 FC 07/15/16 CALL 10/15/25 @ 100.000 CUSIP: 828807CW5 <i>Original Cost: 131,249.00</i>	S&P: A- Moody: A3 <b>Cash</b>	120,000	94.9210 113,905.20	104.6855 125,622.57	836.00	-11,717.37	3,960.00	3.48%
MORGAN STANLEY SR NOTE CPN 3.875% DUE 01/27/26 DTD 01/27/16 FC 07/27/16 CUSIP: 61746BDZ6 <i>Original Cost: 100,291.00</i>	S&P: A- Moody: A1 <b>Cash</b>	100,000	95.6200 95,620.00	100.2045 100,204.50	688.89	-4,584.50	3,875.00	4.05%
LEGG MASON INC SR NOTE CPN 4.750% DUE 03/15/26 DTD 03/22/16 FC 09/15/16 CUSIP: 524901AV7 <i>Original Cost: 130,942.50</i>	S&P: A Moody: A2 <b>Cash</b>	125,000	97.7550 122,193.75	103.1155 128,894.32	263.89	-6,700.57	5,937.50	4.86%
CUSTOMERS BANK PHOENIXVILLE PA CD FDIC #34444 CPN 5.000% DUE 03/31/26 DTD 03/31/23 FC 09/30/23 CUSIP: 23204HNV6	<b>Cash</b>	140,000	98.8790" 138,430.60	100.0000 140,000.00	19.18	-1,569.40	7,000.00	5.06%
BANK AMERICA CORP SR NOTE CPN 3.500% DUE 04/19/26 DTD 04/19/16 FC 10/19/16 CUSIP: 06051GFX2 <i>Original Cost: 105,286.00</i>	S&P: A- Moody: A1 <b>Cash</b>	100,000	94.4260 94,426.00	103.3248 103,324.83	1,575.00	-8,898.83	3,500.00	3.71%



**ASSET DETAILS (continued)**

**PORTFOLIO ASSETS - HELD AT STIFEL (continued)**

<b>Fixed Income-Other</b>	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income<sup>6</sup></i>	<i>Unrealized Gain/(-)Loss<sup>10</sup></i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
FEDL HOME LOAN BANK BOND CPN 0.940% DUE 05/26/26 DTD 05/26/21 FC 11/26/21 CALL 11/26/21 @ 100.000 CUSIP: 3130AMH39	S&P: AA+ Moody: Aaa <b>Cash</b>	135,000	89.6710 121,055.85	100.0000 135,000.00	440.63	-13,944.15	1,269.00	1.05%
BROOKFIELD FIN INC GTD NOTE CPN 4.250% DUE 06/02/26 DTD 06/02/16 FC 12/02/16 CALL 03/02/26 @ 100.000 CUSIP: 11271LAA0	S&P: A- Moody: A3 <b>Cash</b>	115,000	95.8900 110,273.50	98.1793 112,906.25	1,615.59	-2,632.75	4,887.50	4.43%
FEDL FARM CREDIT BANK BOND CPN 0.900% DUE 06/15/26 DTD 06/15/21 FC 12/15/21 CALL 10/06/23 @ 100.000 CUSIP: 3133EMH21	S&P: AA+ Moody: Aaa <b>Cash</b>	50,000	89.3420 44,671.00	99.8897 49,944.87	132.50	-5,273.87	450.00	1.01%
U S TREASURY NOTE CPN 2.250% DUE 02/15/27 DTD 02/15/17 FC 08/15/17 CUSIP: 912828V98 <i>Original Cost: 101,787.19</i>	Moody: Aaa <b>Cash</b>	98,000	92.2930 90,447.14	102.6024 100,550.40	281.62	-10,103.26	2,205.00	2.44%
FEDL HOME LOAN BANK BOND CPN 2.010% DUE 02/25/27 DTD 02/25/22 FC 08/25/22 CALL 05/25/22 @ 100.000 CUSIP: 3130AQUD3	S&P: AA+ Moody: Aaa <b>Cash</b>	100,000	90.3530 90,353.00	98.7550 98,755.00	201.00	-8,402.00	2,010.00	2.22%
STATE BANK OF INDIA NEW YORK NY CD FDIC #33682 CPN 2.200% DUE 03/10/27 DTD 03/10/22 FC 09/10/22 CUSIP: 856285J36	<b>Cash</b>	59,000	90.2500" 53,247.50	100.0000 59,000.00	74.68	-5,752.50	1,298.00	2.44%

## ASSET DETAILS (continued)

### PORTFOLIO ASSETS - HELD AT STIFEL (continued)

<b>Fixed Income-Other</b>	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income<sup>6</sup></i>	<i>Unrealized Gain/(-)Loss<sup>10</sup></i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
CANADIAN IMPERIAL BANK SR GLBL MEDIUM TERM NOTE CPN 5.250% DUE 12/30/27 DTD 12/30/22 FC 06/30/23 CALL 12/30/24 @ 100.000 CUSIP: 13607XEB9 <i>Original Cost: 141,804.70</i>	S&P: A- Moody: A2 <b>Cash</b>	140,000	97.3520 136,292.80	100.9795 141,371.30	1,857.92	-5,078.50	7,350.00	5.39%
<b>Total Fixed Income-Other</b>		<b>3,122,000</b>	<b>\$3,009,567.39</b>	<b>\$3,134,797.58</b>	<b>\$18,621.33</b>	<b>-\$125,230.19</b>	<b>\$104,100.00</b>	<b>3.46%</b>
Principal Protected Notes are subject to the credit risk of the issuer. Principal Protected Market Linked CDs are subject to applicable limits.								
<b>Stifel Smart Rate Program</b>	<i>Symbol/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>		<i>Unrealized Gain/(-)Loss<sup>10</sup></i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
STIFEL SMART RATE STIFEL BANK & TRUST ID: 998606305 <i>Interest Option: Reinvest</i>	<b>Cash</b>	225,481.590	1.0000 225,481.59	1.0000 225,481.59		0.00	11,274.07	5.00%
<b>Total Stifel Smart Rate Program</b>			<b>\$225,481.59</b>	<b>\$225,481.59</b>		<b>\$0.00</b>	<b>\$11,274.07</b>	<b>5.00%</b>
Stifel Smart Rate is a FDIC insured bank deposit held in Stifel's name for the benefit of clients, not cash held in your securities account and not covered by SIPC.								
<b>Total Portfolio Assets - Held at Stifel</b>			<b>\$5,117,658.73</b>	<b>\$5,385,432.13</b>		<b>-\$267,773.40</b>	<b>\$165,321.22</b>	<b>3.23%</b>
<b>Total Net Portfolio Value</b>			<b>\$5,128,901.79</b>	<b>\$5,396,675.19</b>		<b>-\$267,773.40</b>	<b>\$165,332.82</b>	<b>3.22%</b>

## FOOTNOTE DEFINITIONS

- <sup>6</sup> **Accrued Income:** Accrued Income amounts are provided for informational purposes only and are not included as part of the Net Portfolio Value. Accrued Income represents the sum of accrued interest and accrued dividends on securities positions, but which Stifel has not yet received. Stifel cannot guarantee the accuracy of the Accrued Income, which may be subject to change. Accrued Income amounts are not covered by SIPC and should not be relied upon for making investment decisions.
- <sup>10</sup> Please note "Unrealized Gain/(-)Loss" does not equal the total current value minus the total cost if any value or cost amounts are missing. Unrealized gains or losses are provided for your information only and should not be used for tax purposes.
- " The price assigned to this instrument may have been provided by a national pricing service and is derived from a 'market-driven pricing model.'  
This price may not be the actual price you would receive in the event of a sale prior to the maturity of the C.D. Additional information is available upon request.



ACTIVITY SUMMARY				CASH EQUIVALENTS		
Type of Activity	Activity	Year-to-date	This period	Cash	Cash Sweep	Margin
<b>Opening Balance - Net Cash Equivalents</b>			<b>\$63,607.29</b>	<b>\$0.00</b>	<b>\$63,607.29</b>	<b>\$0.00</b>
Buy and Sell Transactions	Assets Bought	-713,354.48	-63,797.76	-63,797.76		
	Assets Sold/Redeemed	600,000.00				
Deposits	Deposits Made To Your Account					
Withdrawals	Withdrawals From Your Account					
Income and Distributions	Income and Distributions	119,965.89	11,433.53	11,433.53		
Cash Sweep Activity	Cash Sweep Activity			55,873.82	-55,873.82	
Margin Interest	Margin Interest Charged					
Other	Other Transactions					
Cash Management Activity	Card Activity					
	ACH/ATM Activity					
Checkwriting Activity	Checks You Wrote					
<b>Closing Balance - Net Cash Equivalents</b>			<b>\$11,243.06</b>	<b>\$3,509.59</b>	<b>\$7,733.47</b>	<b>\$0.00</b>
Securities Transferred	Securities Transferred In/Out					

ACTIVITY DETAILS						CASH EQUIVALENTS			
						This period	Cash	Cash Sweep	Margin
<b>Opening Balance - Net Cash Equivalents</b>						<b>\$63,607.29</b>	<b>\$0.00</b>	<b>\$63,607.29</b>	<b>\$0.00</b>
<b>Assets Bought</b>									
Date	Activity	Quantity	Price	Description	Total	Cash	Cash Sweep	Margin	
9/8/2023	Asset Bought	63,000.000	1.0000	STIFEL SMART RATE STIFEL BANK & TRUST ID: 998606305	-63,000.00	-63,000.00			
9/26/2023	Interest Reinvest	797.760		STIFEL SMART RATE STIFEL BANK & TRUST ID: 998606305	-797.76	-797.76			
	****note****			REINVEST AT 1.000					
<b>Total Assets Bought</b>					<b>-\$63,797.76</b>	<b>-\$63,797.76</b>			



**ACTIVITY DETAILS continued**

**CASH EQUIVALENTS continued**

**Income and Distributions**

<i>Date</i>	<i>Activity</i>	<i>Quantity</i>	<i>Description</i>	<i>Total</i>	<i>Cash</i>	<i>Cash Sweep</i>	<i>Margin</i>
9/11/2023	Interest		STATE BANK OF INDIA NEW YORK NY CD FDIC #33682 CPN 2.200% DUE 03/10/27 DTD 03/10/22 FC 09/10/22 091023 59,000 CUSIP: 856285J36	654.33	654.33		
9/13/2023	Interest		SANTANDER UK PLC NOTE CPN 4.000% DUE 03/13/24 DTD 03/13/14 FC 09/13/14 091323 175,000 CUSIP: 80283LAJ2	3,500.00	3,500.00		
9/15/2023	Interest		LEGG MASON INC SR NOTE CPN 4.750% DUE 03/15/26 DTD 03/22/16 FC 09/15/16 091523 125,000 CUSIP: 524901AV7	2,968.75	2,968.75		
9/26/2023	Interest		STIFEL SMART RATE STIFEL BANK & TRUST 092523 224,683.83000 ID: 998606305	797.76	797.76		
9/29/2023	Interest		STIFEL FDIC INSURED BANK DEPOSIT PROGRAM 092923 7,733 CUSIP: 09999844	3.10	3.10		
9/29/2023	Interest		CUSTOMERS BANK PHOENIXVILLE PA CD FDIC #34444 CPN 5.000% DUE 03/31/26 DTD 03/31/23 FC 09/30/23 093023 140,000 CUSIP: 23204HNV6	3,509.59	3,509.59		
<b>Total Income and Distributions</b>				<b>\$11,433.53</b>	<b>\$11,433.53</b>		



**ACTIVITY DETAILS continued** **CASH EQUIVALENTS continued**

Cash Sweep Activity						
Date	Activity	Description	Total	Cash	Cash Sweep	Margin
9/11/2023	Sale	STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		63,000.00	-63,000.00	
9/12/2023	Purchase	STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		-654.33	654.33	
9/14/2023	Purchase	STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		-3,500.00	3,500.00	
9/18/2023	Purchase	STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		-2,968.75	2,968.75	
9/29/2023	Purchase	STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		-3.10	3.10	
<b>Total Cash Sweep Activity</b>			<b>\$0.00</b>	<b>\$55,873.82</b>	<b>-\$55,873.82</b>	

	<i>This period</i>	<i>Cash</i>	<i>Cash Sweep</i>	<i>Margin</i>
<b>Closing Balance - Net Cash Equivalents</b>	<b>\$11,243.06</b>	<b>\$3,509.59</b>	<b>\$7,733.47</b>	<b>\$0.00</b>

**REALIZED GAINS/(-)LOSSES**

This section provides estimated realized gains or losses for informational purposes only. Cost basis may be adjusted due to, but not limited to, the following: amortization, accretion, principal paydowns, capital changes, listed option premiums, gifting rules, inheritance step-up, or wash sales. Unless another method was in effect at the time of the trade, the trading tax lot relief method indicated on the first page of the statement was used to calculate gains or losses. Please review this information carefully for accuracy, and contact your Financial Advisor with any questions.

	<i>Closing Transaction</i>	<i>Date Acquired</i>	<i>Date Sold</i>	<i>Quantity</i>	<i>Cost Basis</i>	<i>Sale Proceeds</i>	<i>Realized Gain/(-)Loss**</i>
<b>Fixed Income-Muni</b>							
FARRELL PA AREA SCH DIST AGM B/E CUSIP: 311690HM6	REDEEMED	02/25/21	08/15/23	50,000	50,000.00	50,000.00	N/A (LT)
WATAUGA CNTY NC RFDG REV B/E TXBL CUSIP: 94109SAT8	REDEEMED	05/11/20	06/01/23	110,000	110,000.00	110,000.00	N/A (LT)
<b>Total Fixed Income-Muni</b>					<b>\$160,000.00</b>	<b>\$160,000.00</b>	<b>\$0.00</b>

\*\* Please note "Realized Gain/(-)Loss" does not equal total sale proceeds minus total cost basis if any cost basis amounts are missing.

**REALIZED GAINS/(-)LOSSES continued**

	<i>Closing Transaction</i>	<i>Date Acquired</i>	<i>Date Sold</i>	<i>Quantity</i>	<i>Cost Basis</i>	<i>Sale Proceeds</i>	<i>Realized Gain/(-)Loss**</i>
<b>Fixed Income-Other</b>							
AMERICAN EXPRESS NATL BK SANDY UT CD CUSIP: 02589AB50	REDEEMED	03/27/20	03/31/23	100,000	100,000.00	100,000.00	N/A (LT)
CAPITAL ONE BANK USA NA GLEN ALLEN VA CD CUSIP: 14042TDF1	REDEEMED	04/03/20	04/10/23	240,000	240,000.00	240,000.00	N/A (LT)
MICROSOFT CORP NOTE CUSIP: 594918AT1	REDEEMED	01/14/20	05/01/23	100,000	100,000.00	100,000.00	N/A (LT)
<b>Total Fixed Income-Other</b>					<b>\$440,000.00</b>	<b>\$440,000.00</b>	<b>\$0.00</b>
<b>Total Realized Gains/(-)Losses</b>					<b>\$600,000.00</b>	<b>\$600,000.00</b>	<b>\$0.00</b>
<b>Total Net Short-Term (ST)</b>					<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Net Long-Term (LT)</b>					<b>\$600,000.00</b>	<b>\$600,000.00</b>	<b>\$0.00</b>
<b>Total Net Other-Term (OT)</b>					<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

\*\* Please note "Realized Gain/(-)Loss" does not equal total sale proceeds minus total cost basis if any cost basis amounts are missing.



**Stifel Insured Bank Deposit Program**

Amount(s) listed below include accrued interest in the amount of \$3.10. The rate at month-end was 0.15%.

Description	Location	Previous Month Value	Current Month Value
Stifel Trust Company NA	St. Louis, MO	\$11,010.64	\$7,731.31
Stifel Bank and Trust	St. Louis, MO	\$52,596.65	\$2.16
Closing Balance - Stifel Insured Bank Deposit Program			\$7,733.47

**Stifel Smart Rate Program**

Amount(s) listed below include accrued interest in the amount of \$797.76.\* The rate at month-end for the Stifel Smart Rate Program was 5.00%.

Description	Location	Previous Month Value	Current Month Value
Stifel Bank & Trust	St. Louis, MO	\$161,683.83	\$225,481.59
Closing Balance - Stifel Smart Rate Program			\$225,481.59**

Your deposit balances at each Program Bank are eligible for insurance by the FDIC within applicable limits. The deposit balances are not insured by SIPC. Please refer to the Stifel Insured Bank Deposit Program Disclosure Statement and the Stifel Insured Bank Deposit Program for Retirement Accounts Disclosure Statement which are available at [www.stifel.com/disclosures/account-agreement](http://www.stifel.com/disclosures/account-agreement) or from your Financial Advisor.

Stifel Smart Rate Program balances are bank deposits, which are eligible for insurance by the FDIC within applicable limits. Deposits in the Stifel Smart Rate Program with Stifel Bank, member FDIC, Stifel Bank & Trust, member FDIC, Stifel Trust Company, N.A., member FDIC, or Stifel Trust Company Delaware, N.A., member FDIC are reflected here for your convenience and are not cash held in your securities account(s). Stifel Smart Rate Program deposits are not insured by SIPC. For additional information and terms and conditions concerning these deposits, see the Stifel Smart Rate Program Disclosure which is available at [www.stifel.com/disclosures](http://www.stifel.com/disclosures) or from your Financial Advisor.

\* The interest accrual period for the Stifel Smart Rate Program is measured from the 26th of the previous month through the 25th of the current month. The accrued interest amount is based on this accrual period, not a calendar month.

\*\* The closing balance reflects deposits and withdrawals before the applicable cutoff time on the last business day of the month, regardless of when the transaction settles.

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# STIFEL

## Certain Definitions

“**Stifel**” means Stifel, Nicolaus & Company, Incorporated, Member SIPC and NYSE.

“**Stifel Banks**” means affiliated banks of Stifel, which may include Stifel Bank & Trust, Member Federal Deposit Insurance Corporation (“FDIC”); Stifel Bank, Member FDIC; Stifel Trust Company, National Association, Member FDIC; and Stifel Trust Company Delaware, National Association, Member FDIC. **Unless otherwise specified, products purchased from or held by Stifel in a securities account are not insured by the FDIC, are not deposits or other obligations of the Stifel Banks, are not guaranteed by the Stifel Banks, and are subject to investment risk, including possible loss of the principal.**

“**Stifel Smart Rate Program**” refers to a money market deposit account at Stifel Bank & Trust, Stifel Bank, Stifel Trust Company, N.A., or Stifel Trust Company Delaware, N.A., each an affiliate of Stifel, which is made available to eligible clients of Stifel. The deposits are insured by the FDIC, within applicable limits, and are not cash held in your securities account. For additional information and terms and conditions concerning these deposits, see the Stifel Smart Rate Program Disclosure, which is available at [www.stifel.com/disclosures](http://www.stifel.com/disclosures) or from your Financial Advisor.

## Account Disclosures

**Errors and Inquiries** – You should review this statement carefully and notify the Manager of the Office servicing your account of anything you believe to be incorrect. Any verbal communications should be re confirmed in writing to protect your rights, including rights under SIPA. All statements furnished to you shall be considered accurate, complete, and acknowledged by you unless you report any inaccuracies to the Manager. Instructions and inquiries should be directed to your Financial Advisor. When making inquiries, please mention your account number. Please notify us promptly of any change of address.

**Investment Objective** – All clients are requested to promptly notify us of any material change in their investment objective or financial situation in order to assist us in maintaining current background and financial information.

**Pricing and Rating of Securities**– The pricing of securities displayed on your statement is derived from various sources and, in some cases, may be higher or lower than the price you would actually receive in the market. If we cannot obtain a price, “N/A” appears. For securities listed on an exchange or trading continually in an active marketplace, the prices reflect market quotations at the close of your statement period. For securities trading less frequently, we rely on third party pricing services or a computerized pricing model, which may not always reflect actual market values. Similarly, some insurance product values provided by outside carriers may be valued as of a date other than the statement date. Bond ratings of securities were obtained from various rating services. There is no guarantee with respect to their accuracy. For current price quotes, please contact your Financial Advisor.

**Cost Basis Information** – All information provided with respect to cost basis is derived from transactions in the account or information supplied by other sources. There is no guarantee as to the accuracy of cost basis information or the profit and loss information provided for tax lots designated as noncovered. Stifel uses the first in, first out method when calculating the realized gain or loss on sale transactions unless a specific identification is made prior to settlement date. The gain or loss provided on your statement is informational only and should not be used for tax reporting. A 1099 including the cost basis for sale proceeds from covered tax lots will be provided after year end for tax reporting. Please inform your Financial Advisor if a cost basis is not accurate.

**Transaction Dates** – All securities transactions are reflected on a trade date basis. Settlement of trades will normally occur in three business days unless stated differently on your trade confirmation. Title to securities sold to you where Stifel has acted as principal shall remain with Stifel until the entire purchase price is received or until the settlement date, whichever is later.

**Custody of Securities** – Securities held by Stifel, Nicolaus & Company, Incorporated for you, but which are not registered in your name, may be commingled with identical securities being held for other clients by our Correspondent, the Depository Trust Company, or in similar systems.

**Assets Held Away** – You may purchase certain assets through Stifel, which will be held at a custodial institution other than Stifel. Where available, we include information about these assets on your statement. The custodial institution is responsible, however, for providing year end tax reporting information (Form 1099) and separate periodic statements, which may vary from the information included on your Stifel statement because of different reporting periods. Your Stifel statements may also reflect other assets “not held” at Stifel, in addition to those held by a custodial institution. The value and nature of these investments is generally provided by you. Stifel does not guarantee the accuracy of the information with respect to the value of these investments as reflected on your statement. Assets held away are not covered by Stifel SIPC.

**Estimated Annual Income and Yields** – Estimated annual income and yields are calculated by annualizing the most recent distribution and do not reflect historical experience or project future results. The yield information for the money market funds is based on historical performance; future yields will fluctuate. These figures have been obtained from sources believed to be reliable, but no assurance can be made as to accuracy. Before investing in any of these funds, carefully read the prospectus, which is available through your Financial Advisor.

**Order Routing and Payment for Order Flow** – In order to access a wide variety of execution venues, the firm does participate in the maker/taker model. Certain exchanges and other trading centers to which the firm routes equities and options orders have implemented fee structures under which broker dealer participants may receive rebates on certain orders. Under these fee structures, participants are charged a fee for orders that take liquidity from the venue, and provided a rebate for orders that add liquidity to the venue. Rebates received by the firm from a venue during any time period may or may not exceed the fees paid by the firm to the venue during that time period. Fees and/or rebates from all venues are subject to change. Stifel will provide customers additional information regarding average net fees/rebates paid/received upon written request. For venues from which Stifel receives a rebate, Stifel is considered to be receiving payment for order flow.

Additional information will be provided upon written request, and certain order routing information is available online at [www.stifel.com/disclosures/best](http://www.stifel.com/disclosures/best) execution. On request of a customer and at no fee, Stifel will disclose to such customer the identity of the venue to which such customer’s orders were routed for execution in the six months prior to the request, whether the orders were directed orders or non directed orders, and the time of the transactions, if any, that resulted from such orders. Orders may be routed and executed internally through Stifel’s trading desk. In such instances, Stifel stands to share in 100% of remuneration received (in the case of orders executed as agent) or profits or losses generated (in the case of orders executed as principal) as a result of internalizing such orders. Customers may mail their inquiries to: Stifel Attn: Equity Trading Compliance, One South Street, Baltimore, Maryland 21202.

**Tax Information** – Although your statement may describe certain items as Federally tax exempt, this is for information purposes only. When reporting your taxes, please rely exclusively on the substitute Form 1099 you will receive from us after year end for your taxable accounts. (For Retirement Accounts, Form 1099R will report distributions from the account rather than income and dividends or proceeds from sales.)

**SIPC Protection** – Stifel is a member of the Securities Investor Protection Corporation (SIPC). SIPC coverage protects securities customers of its members up to \$500,000 (including \$250,000 for claims for cash). An explanatory brochure is available upon request or at [www.sipc.org](http://www.sipc.org), or investors may contact SIPC at (202) 371 8300. Stifel has purchased additional securities coverage of \$149,500,000 and cash coverage of \$900,000 for a total of \$150,000,000 of securities coverage and \$1,150,000 of cash coverage, subject to the terms and conditions of the policy, with an aggregate limit of \$300,000,000. (For more information, visit: [www.stifel.com/disclosures/asset](http://www.stifel.com/disclosures/asset) protection.) This coverage does not protect against market losses and does not cover securities not held by Stifel.

**LIBOR Transition** – Stifel is preparing for the discontinuation of LIBOR (the London Interbank Offered Rate), a key benchmark rate, to new alternative rates. Regulators have called for a market wide transition away from LIBOR. Certain investments you hold might use LIBOR as a benchmark. You should prepare for LIBOR to be discontinued and understand how this change may impact your investments. We have established a webpage as a resource for clients containing important information, including risks and disclosures regarding the LIBOR transition at [www.stifel.com/disclosures/LIBOR](http://www.stifel.com/disclosures/LIBOR) 21.

**Margin Accounts** – If you have a margin account, this is a combined statement of your margin account and special memorandum account (“SMA”) maintained for you under Section 220.5 of Regulation T issued by the Board of Governors of the Federal Reserve System. The permanent record of the (“SMA”) as required by Regulation T is available for your inspection upon request. If you have applied for margin privileges and have been approved, you may borrow money from Stifel in exchange for pledging assets in your account as collateral for any outstanding margin loan. The amount you may borrow is based on Regulation T, Stifel’s internal policies, and the value of securities in your margin account. Securities held in a margin account are identified by the word “margin” on your statement. Stifel reserves the right to limit margin purchases and short sales and to alter its margin requirements and due dates for house or other margin calls in accordance with the Firm’s guidelines, market conditions, and regulatory margin requirements.

# STIFEL

## Account Disclosures Continued

**Margin Account Interest Charges** – The margin interest period includes the second to last day of the prior statement period through the third day prior to the last day of the current statement period. The margin interest charge is computed by multiplying the rate of interest by the average net daily settled debit balance and a fraction, the numerator of which is the number of days the debit balance existed, and the denominator of which is three hundred sixty (360). The rate of interest is determined by the cost of borrowing money and is subject to change without notice. The average net daily settled debit balance includes any settled credit and settled debit balances in your cash and margin accounts during the period. Please review the “Statement of Credit Terms” you have already received for further information.

**Fully Paid Lending Participants** – Without waiving any rights given to you, it is understood and agreed that the provisions of the Securities Investor Protection Act of 1970 may not protect the lender with respect to loaned securities hereunder and that, therefore, the collateral held for you may constitute the only source of satisfaction of Stifel’s obligations in the event Stifel fails to return the loaned securities.

**Late Charges** – If transactions in your account result in a debit balance in your cash account and you do not make payment by the settlement date, you may be subject to interest charges.

**Free Credit Balances** – Customer Free Credit Balances may be used in this Firm’s business subject to the limitations of 17CFR Section 240, 15c3 3 under The Securities Exchange Act of 1934. You have the right to receive from us in the course of normal business operations, upon demand, the delivery of: a) any Free Credit Balances to which you are entitled, b) any Fully Paid Securities to which you are entitled, c) any Securities purchased on margin upon full payment of any indebtedness to us. If you participate in Cash Management Accounts, the payment to you of a Free Credit Balance may be subject to the cancellation of any commitment made in respect to your account for the payment of checks, automated clearing house (ACH) payments, ATM Card or Point of Sale transaction charges, or other debit card transactions.

**Option Accounts** – 1) Commissions and other charges related to the execution of option transactions have been included on confirmations for such transactions, which have already been sent to you, and copies of confirmations are available upon request; 2) should you have any changes in your investment objective or current financial situation, you should advise your investment professional immediately; and 3) assignment notices for option contracts are allocated among client short positions pursuant to an automated procedure that randomly selects from all client short option positions those contracts that are subject to assignment, which includes positions established on the day of assignment. Additional information pertaining to the procedures used for random selection is available upon request.

**Complaints** – Complaints relating to your account(s) may be directed to Stifel, Legal Department, 501 North Broadway, St. Louis, Missouri 63102 or by phoning (800) 488 0970 or (314) 342 2000.

**Lost Certificates** – In the event your statement indicates that securities were delivered out of your account in certificate form and you have not received them, it is understood that you will notify Stifel immediately in writing. If written notification is received within 120 calendar days after the delivery date, as reflected on your statement, the certificate will be replaced free of charge. Thereafter, a fee for replacement may apply.

**Dividend Reinvestment** – (Optional) The dollar amount of Mutual Fund distributions, Money Market Fund income, or dividends on other securities shown on your statement may have been reinvested into additional shares. You will not receive confirmations for these reinvestment transactions. However, information pertaining to these transactions which would otherwise appear on confirmations will be furnished to you upon written request. In dividend reinvestment transactions, Stifel may act as your agent and receive payment for order flow. The source and nature of such payment will be furnished to you upon written request to Stifel or your introducing firm. If Stifel is currently a market maker in the eligible security, Stifel will purchase, as principal for you, additional shares at the opening market price.

**Stifel Information** – A Statement of Financial Condition of Stifel, Nicolaus & Company, Incorporated is available for your inspection at any of our offices, or a copy will be mailed to you upon request.

**Investor Education and Protection** – Under the Public Disclosure Program, the Financial Industry Regulatory Authority (“FINRA”) provides certain information regarding the disciplinary history of FINRA members and their associated persons via FINRA’s BrokerCheck Hotline (toll free (800) 289 9999) or on the FINRA website at [www.finra.org](http://www.finra.org), including an investor brochure that includes information describing FINRA BrokerCheck. Stifel, Nicolaus & Company, Incorporated is registered with the U.S. Securities and Exchange Commission and the Municipal Securities Rulemaking Board (“MSRB”). Additional information may be obtained from the MSRB website at [www.msrb.org](http://www.msrb.org), including an investor brochure that is posted on the website describing the protections that may be provided by the MSRB rules and how to file a complaint with an appropriate regulatory authority.

**ERISA Section 408(b)(2) Notice** – For Service Provider Fee Disclosures under ERISA 408(b)(2), please see [www.stifel.com/disclosures/ERISA](http://www.stifel.com/disclosures/ERISA). Please direct any questions you may have to your Financial Advisor.

**Notification of Change in Circumstances and Availability of Investment Advisory Disclosure Brochures** – In the event that there are any material changes in your financial situation, investment objective(s), risk tolerance, or instructions regarding your account(s), please promptly report such changes to your Financial Advisor to ensure that your investment advisory accounts are being managed based on the most current information. You should review Stifel’s Form ADV Part 2A (Disclosure Brochure) for information and disclosures relating to Stifel’s investment advisory services (available at: [www.stifel.com/disclosures/investment advisory services/program disclosures](http://www.stifel.com/disclosures/investment%20advisory%20services/program%20disclosures)), including (but not limited to) a discussion of the various conflicts of interest to which our firm may be subject in the provision of investment advisory services to you.

## Account Verification Information

In accordance with Securities and Exchange Commission Rules and the USA Patriot Act of 2001, all brokerage firms are required to periodically update certain client information. If the information provided below is correct, no further action on your part is required. However, if there are any discrepancies, please note them, sign where indicated, and return the form to the address listed below.

<p><b>Registration and Mailing Address:</b> ORANGE COUNTY MOSQUITO &amp; VECTOR CONTROL DISTRICT 13001 GARDEN GROVE BLVD GARDEN GROVE CA 92843-2102</p> <p><b>Business Phone Number:</b> (714) 971-2421</p> <p><b>Primary Owner</b> <b>Legal Name:</b> ORANGE COUNTY MOSQUITO &amp; VECTOR CONTROL DISTRICT</p> <p><b>Legal Address:</b> 13001 GARDEN GROVE BLVD GARDEN GROVE, CA 92843-2102</p> <p><b>Business Phone Number:</b> (714) 971-2421</p> <p><b>Financial Information</b> <b>Annual Income:</b> \$250,000 TO \$499,999 <b>Net Worth:</b> \$1,000,000 TO \$2,999,999 <b>Liquid Net Worth:</b> \$1,000,000 TO \$2,999,999 <b>Tax Bracket:</b> Exempt</p> <p><b>Primary Investment Objective: Income</b> An investment objective for a client seeking a portfolio producing current income while recognizing and accepting market and issuer risks inherent in investments of this type. Portfolios for individuals seeking income above the market average carry higher risks and can be more volatile than the general market.</p> <p><b>Risk Tolerance: Moderate</b></p>	<p><i>(continuation from previous column)</i> A Moderate investor values reducing risks and enhancing returns equally. This investor is willing to accept modest risks to seek higher long-term returns. A Moderate investor may endure a short-term loss of principal and lower degree of liquidity in exchange for long-term appreciation.</p> <p><b>Client Risk Assessment:</b></p> <ul style="list-style-type: none"> <li>• The client believes that protecting the principal value of this investment is somewhat more important than maximizing long-term returns.</li> <li>• The client is willing to accept moderate risk in order to achieve somewhat higher long-term returns. Both reducing risk and enhancing returns are important to the client.</li> <li>• The client is willing to tolerate a 5% to 10% loss in any one-year period before seriously considering liquidation of this investment account.</li> <li>• On a long-term basis, an average annual rate of return of 4% to 6% per year best reflects the client's objective for "total return" on this investment account.</li> <li>• Waiting several years in an attempt to recover from losses incurred in an extended down market is somewhat unacceptable to the client.</li> <li>• The client is fairly confident there is sufficient income to provide for any current financial needs and adequate resources for potential emergencies.</li> <li>• The client expects this investment account to provide a regular source of income in 6 to 10 years.</li> <li>• The client intends to maintain this investment account for 6 to 10 years.</li> <li>• The client expects to begin taking principal withdrawals from this investment account in 6 to 10 years.</li> <li>• This investment account represents 41% to 60% of the client's total investable assets (excluding primary residence).</li> <li>• The client has some prior experience with and understanding of the concept of investment risk related to stocks, bonds, mutual funds, and other investments (excluding primary residence).</li> <li>• The client believes that portfolio returns should be evaluated over a time frame of 1 to 3 years.</li> </ul> <p><b>Associated Parties Authorized to Act on this Account:</b></p>	<p><i>(continuation from previous column)</i> NHAT B NGUYEN RICHARD J HOWARD</p> <p><b>Trusted Contact:</b> CLIENT DECLINED TO PROVIDE</p>
---	---	--

Signature: \_\_\_\_\_

Joint Signature: \_\_\_\_\_

SANDRA HEDSTROM WHEELER | (805) 783-2921  
4460 BROAD STREET | SUITE 210 | SAN LUIS OBISPO, CA 93401

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COUNTY OF ORANGE  
**OFFICE OF THE TREASURER-TAX COLLECTOR**  
 Shari L. Freidenrich, CPA, CCMT, CPFA, ACPFIM  
 P. O. BOX 4515  
 SANTA ANA, CA 92702-4515



[octreasurer.com/publicfunds](http://octreasurer.com/publicfunds)  
 September 30, 2023

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT**

**Fund Number :** [REDACTED]

**SEPTEMBER 2023 STATEMENT**

**INVESTMENT BALANCE IN OCIP**

**Transactions**

<u>Transaction Date</u>	<u>Transaction Description</u>	<u>Authorized Signer</u>	<u>Amount</u>
09/01/2023	August 2023 Investment Admin Fee		\$ (75.94)
09/27/2023	June 2023 Interest Paid		\$ 5,466.46

**Summary**

Total Deposit:	\$	5,466.46	Beginning Balance:	\$	1,781,910.23
Total Withdrawal:	\$	(75.94)	Ending Balance:	\$	1,787,300.75

# California State Treasurer Fiona Ma, CPA



Local Agency Investment Fund  
P.O. Box 942809  
Sacramento, CA 94209-0001  
(916) 653-3001

October 16, 2023

[LAIF Home](#)  
[PMIA Average Monthly Yields](#)

## ORANGE COUNTY VECTOR CONTROL DISTRICT

DIRECTOR OF ADMINISTRATIVE SERVICES  
13001 GARDEN GROVE BLVD  
GARDEN GROVE, CA 92843

[Tran Type Definitions](#)



Account Number: [REDACTED]

September 2023 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
9/12/2023	9/12/2023	RW	1738455	N/A	TAN NGUYEN	-1,500,000.00

### Account Summary

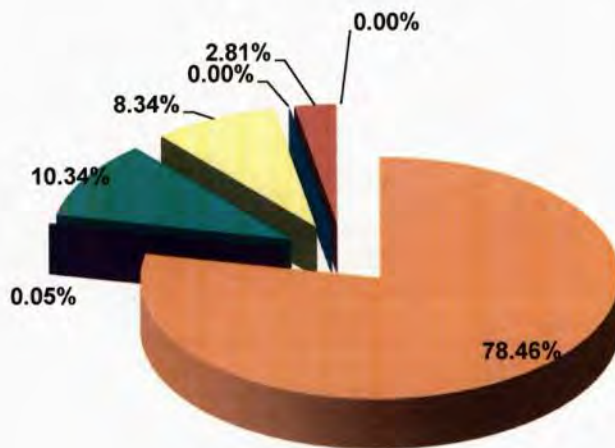
Total Deposit:	0.00	Beginning Balance:	18,339,994.36
Total Withdrawal:	-1,500,000.00	Ending Balance:	16,839,994.36

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT - INVESTMENT SUMMARY Q1 FY 2023**

BASED ON FACE VALUE AT MATURITY

	STIFEL	LAIF	OCIP	Combined Total
Pooled Investment	\$0	\$16,839,994	\$1,787,301	\$18,627,295
Cash or Money Markets	\$11,243	\$0	\$0	\$11,243
Corporate Bonds & Notes	\$2,454,000	\$0	\$0	\$2,454,000
Municipal Bonds	\$1,980,000	\$0	\$0	\$1,980,000
Govt. Backed CMO Securities	\$0	\$0	\$0	\$0
US Bonds	\$668,000	\$0	\$0	\$668,000
Government Securities	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$5,113,243</b>	<b>\$16,839,994</b>	<b>\$1,787,301</b>	<b>\$23,740,538</b>

**Investment Portfolio Summary**



*[Signature]*  
 Lora Young  
 District Manager

*[Signature]*  
 Tan Nguyen  
 Finance Manager

	STIFEL	LAIF	OCERS	Combined Total
<b><u>Municipal Bonds</u></b>				
Connecticut St	\$110,000.00	\$0.00	\$0.00	\$110,000.00
Kansas ST DEV FIN AUT	\$70,000.00	\$0.00	\$0.00	\$70,000.00
Amarillo, TX HOTEL TAX REV	\$75,000.00	\$0.00	\$0.00	\$75,000.00
Miami Dade Cnty FL Aviation Bonds	\$200,000.00	\$0.00	\$0.00	\$200,000.00
San Diego CONVNTN	\$170,000.00	\$0.00	\$0.00	\$170,000.00
New York, NY HSG DEV	\$110,000.00	\$0.00	\$0.00	\$110,000.00
Suffolk CNTY NY	\$250,000.00	\$0.00	\$0.00	\$250,000.00
Florida ST BRD ADMIN FIN	\$100,000.00	\$0.00	\$0.00	\$100,000.00
Kentucky HSG Corp REV	\$200,000.00	\$0.00	\$0.00	\$200,000.00
Cleveland OH INCM TAX	\$100,000.00	\$0.00	\$0.00	\$100,000.00
Stephenson CNTY IL SCHL	\$100,000.00	\$0.00	\$0.00	\$100,000.00
Bay Area TOLL AUTH	\$125,000.00	\$0.00	\$0.00	\$125,000.00
University CA REV	\$150,000.00	\$0.00	\$0.00	\$150,000.00
Massachusetts EDL FING AUTH	\$220,000.00	\$0.00	\$0.00	\$220,000.00
<b>Totals</b>	<b>\$1,980,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,980,000.00</b>
			<b>% of total fund</b>	<b>8.34%</b>

	STIFEL	LAIF	OCERS	Combined Total
<b><u>Government Backed CMO Securities</u></b>				
GNMA	\$0.00	\$0.00	\$0.00	\$0.00
<b>Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
			<b>% of total fund</b>	<b>0.00%</b>

	STIFEL	LAIF	OCERS	Combined Total
<b><u>Government Securities</u></b>				
FNMA	\$0.00	\$0.00	\$0.00	\$0.00
<b>Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
			<b>% of total fund</b>	<b>0.00%</b>

	STIFEL	LAIF	OCERS	Combined Total
<b><u>US Bonds</u></b>				
US Treasury Bill	\$120,000.00	\$0.00	\$0.00	\$120,000.00
US Treasury Bill	\$250,000.00	\$0.00	\$0.00	\$250,000.00
US Treasury Bill	\$100,000.00	\$0.00	\$0.00	\$100,000.00
US Treasury Bill	\$100,000.00	\$0.00	\$0.00	\$100,000.00
US Treasury Bill	\$98,000.00	\$0.00	\$0.00	\$98,000.00
	<b>\$668,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$668,000.00</b>
				<b>2.81%</b>

				<b>\$23,740,538.17</b>
<b>Grand Total</b>	<b>\$5,113,243.06</b>	<b>\$16,839,994.36</b>	<b>\$1,787,300.75</b>	<b>\$23,740,538.17</b>





# ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

October 19, 2023

## AGENDA REPORT

### AGENDA ITEM E.4

**Prepared By:** Lora Young, District Manager

**Submitted By:** Lora Young, District Manager

#### Agenda Title:

Adopt Resolution No. 567 Updating and Amending the Orange County Mosquito and Vector Control District Conflict of Interest Code for 2023

#### Recommended Action:

Adopt Resolution No. 567 and Approve Amending the Conflict of Interest Codes for the Orange County Mosquito and Vector Control District to add Director of Human Resources and Senior Human Resources Analyst job titles

#### Executive Summary:

In September 2022, the District passed Resolution No. 542 updating the conflict of interest code. Since that time, the position of Director of Human Resources and Senior Human Resources Analyst has been added to the District.

#### Existing Positions Subject to the Code:

Trustees, District Manager, Director of Communications, Director of Operations, Director of Scientific Technical Services, Consultants, Legal Counsel, Administrative Specialists, Executive Assistant/Clerk of the Board, Finance Manager, Fleet and Equipment Maintenance Coordinator, GIS Coordinator, Information Technology Analyst, Information Technology Coordinator, Information Technology Manager, IVM Compliance Officer, Operations Supervisor, Public Information Officer, Accounting Specialist, and Vector Reduction Coordinator.

#### Positions Subject to This Action:

Director of Human Resources and Senior Human Resources Analyst are added.

#### Strategic Plan Compliance:

PRIORITY AREA 11: Fiscal Responsibility/Financial

GOAL 11.1: Conduct the Business and Operational Functions of the District in the most cost efficient and effective manner that prioritizes both fiscal and fiduciary responsibility to the residents of Orange County.

**Fiscal Impact:**

**What Amount is being requested?** N/A

**Is the Amount Requested Budgeted in the Current Fiscal Year?**

**If No, What Funds Are Requested?**

**Previous Relevant Board Actions for This Item:**

Adopted Resolution No. 542 September 15, 2022 Updating Conflict of Interest Code

**Exhibits:**

**Exhibit A:** Conflict of Interest Code

**Exhibit B:** Resolution No. 567



# Conflict of Interest Code EXHIBIT A

**Entity: Other Misc Authorities, Districts and Commissions**

**Agency: Orange County Mosquito and Vector Control District**

Position	Disclosure Category	Files With
Accounting Supervisor	OC-01	COB
Administrative Specialist	OC-01	COB
Board Trustee	OC-01	COB
Consultant	OC-30	COB
Director of Communications	OC-01	COB
Director of Operations	OC-01	COB
Director of Scientific Technical Services	OC-01	COB
District Counsel	OC-30	COB
District Manager	OC-01	COB
Executive Assistant/Clerk of the Board	OC-01	COB
Finance Manager	OC-01	COB
Fleet and Equipment Maintenance Coordinator	OC-01	COB
GIS Coordinator	OC-01	COB
Information Technology Analyst	OC-01	COB
Information Technology Coordinator	OC-01	COB
Information Technology Manager	OC-01	COB
IVM Compliance Officer	OC-01	COB
Operations Supervisor	OC-01	COB
Public Information Officer	OC-01	COB
Vector Reduction Coordinator	OC-01	COB

**Total: 20**



## Disclosure Descriptions EXHIBIT B

**Entity:** Other Misc Authorities, Districts and Commissions  
**Agency:** Orange County Mosquito and Vector Control District

Disclosure Category	Disclosure Description
OC-01	All interests in real property in Orange County, the authority or the District as applicable, as well as investments, business positions and sources of income (including gifts, loans and travel payments).
OC-30	Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest category in the code subject to the following limitation: The County Department Head/Director/General Manager/Superintendent/etc. may determine that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure required. The determination of disclosure is a public record and shall be filed with the Form 700 and retained by the Filing Officer for public inspection.

**RESOLUTION NO. 567**

**A RESOLUTION OF THE BOARD OF TRUSTEES  
OF THE ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
AMENDING THE CONFLICT OF INTEREST CODE**

WHEREAS, the Political Reform Act of 1974, Government Code Section 81000 et seq., and Government Code Section 87311 requires state and local government agencies to adopt and amend a Conflict of Interest Code biennially; and

WHEREAS, the Fair Political Practices Commission has adopted a regulation found at California Code of Regulations, Title 2, Section 18730, which contains the terms of a standard Conflict of Interest Code which may be adopted by reference and is attached and included as a part of this Resolution; and

WHEREAS, it is necessary to amend the Conflict of Interest Code to reflect the new position of Director of Human Resources and Senior Human Resources Analyst.

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees amends the Orange County Mosquito and Vector Control District Conflict of Interest Code as set forth in the attached Conflict of Interest Code.

PASSED, APPROVED, and ADOPTED by the Board of Trustees of the Orange County Mosquito and Vector Control District at its regular meeting thereof held on the 16<sup>th</sup> day of November 2023, at 13001 Garden Grove Blvd., Garden Grove, California, 92843.

---

Peggy Huang, President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Trustees of the Orange County Mosquito and Vector Control District at a regularly scheduled meeting, held on November 16, 2023:

---

Cecilia Hupp, Secretary

APPROVED AS TO FORM:

---

Alan R. Burns, District Counsel



# ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

November 16, 2023

## AGENDA REPORT

### AGENDA ITEM E.5

**Prepared By:** Tan Nguyen, Finance Manager  
**Submitted By:** Lora Young, District Manager

#### Agenda Title:

Approve the Orange County Mosquito and Vector Control District's Payroll Schedule for FY 23-24 as required by all CalPERS Contracted Agencies

#### Recommended Action:

The District Manager recommends that the Board of Trustees approve the Orange County Mosquito and Vector Control District's Payroll Schedule for FY 23-24 as required by all CalPERS Publicly Available Pay Schedule Contracted Agencies.

#### Executive Summary

As part of a CalPERS Contracted Agency, the Public Employees' Pension Reform Act of 2013 (PEPRA) requires member agencies to annually provide CalPERS with a Publicly Available Pay Schedule in compliance with the Public Employees' Retirement Law (PERL), Public Employees' Pension Reform Act of 2013 (PEPRA), and Title 2 of the California Code of Regulations (CCR).

The Orange County Mosquito and Vector Control District's Payroll Schedule meets all requirements of a Publicly Available Pay Schedule and will be posted to the District's website.

#### Fiscal Impact: None

**What Amount is being requested? No Request**

**Is the Amount Requested Budgeted in the Current Fiscal Year? Yes**

**If No, What Funds Are Requested? N/A**

**Previous Relevant Board Actions for This Item:**  
N/A

#### Exhibits:

**Exhibit A:** OCMVCD Publicly Available Pay Schedule

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
PAYROLL SCHEDULE - REGULAR SALARIES - HOURLY  
EFFECTIVE 07/01/2023**

Pay Range #	Full-Time Staff	1	2	3	4	5	6	7	8	9
N/A	District Manager	\$88.95 - \$110.51								
A-44	Accounting Specialist	\$30.59	\$31.43	\$32.30	\$33.19	\$34.09	\$35.03	\$35.99	\$36.98	\$37.99
A-53	Accounting Supervisor	\$39.05	\$40.12	\$41.23	\$42.36	\$43.52	\$44.72	\$45.95	\$47.22	\$48.51
A-40	Administrative Assistant	\$27.45	\$28.18	\$28.96	\$29.76	\$30.59	\$31.43	\$32.30	\$33.19	\$34.09
A-44	Administrative Specialist - Lab	\$30.59	\$31.43	\$32.30	\$33.19	\$34.09	\$35.03	\$35.99	\$36.98	\$37.99
A-44	Administrative Specialist - OPS	\$30.59	\$31.43	\$32.30	\$33.19	\$34.09	\$35.03	\$35.99	\$36.98	\$37.99
A-53	Assistant Biologist	\$39.05	\$40.12	\$41.23	\$42.36	\$43.52	\$44.72	\$45.95	\$47.22	\$48.51
A-40	Assistant Fish Program	\$27.45	\$28.18	\$28.96	\$29.76	\$30.59	\$31.43	\$32.30	\$33.19	\$34.09
A-53	Assistant Vector Ecologist	\$39.05	\$40.12	\$41.23	\$42.36	\$43.52	\$44.72	\$45.95	\$47.22	\$48.51
A-58	Biologist	\$44.72	\$45.95	\$47.22	\$48.51	\$49.85	\$51.22	\$52.61	\$54.08	\$55.57
A-44	Communications Specialist	\$30.59	\$31.43	\$32.30	\$33.19	\$34.09	\$35.03	\$35.99	\$36.98	\$37.99
A-36	Customer Service Representative I	\$24.63	\$25.30	\$26.00	\$26.69	\$27.45	\$28.18	\$28.96	\$29.76	\$30.59
A-40	Customer Service Representative II	\$27.45	\$28.18	\$28.96	\$29.76	\$30.59	\$31.43	\$32.30	\$33.19	\$34.09
A-44	Data Application Specialist	\$30.59	\$31.43	\$32.30	\$33.19	\$34.09	\$35.03	\$35.99	\$36.98	\$37.99
A-65	Director of Administrative Services	\$54.08	\$55.57	\$57.09	\$58.65	\$60.26	\$61.91	\$63.63	\$65.36	\$67.17
A-65	Director of Communications	\$54.08	\$55.57	\$57.09	\$58.65	\$60.26	\$61.91	\$63.63	\$65.36	\$67.17
A-65	Director of Human Resources	\$54.08	\$55.57	\$57.09	\$58.65	\$60.26	\$61.91	\$63.63	\$65.36	\$67.17
A-65	Director of Operations	\$54.08	\$55.57	\$57.09	\$58.65	\$60.26	\$61.91	\$63.63	\$65.36	\$67.17
A-65	Director of Scientific Technical Services	\$54.08	\$55.57	\$57.09	\$58.65	\$60.26	\$61.91	\$63.63	\$65.36	\$67.17
A-53	Education Coordinator	\$39.05	\$40.12	\$41.23	\$42.36	\$43.52	\$44.72	\$45.95	\$47.22	\$48.51
A-58	Executive Assistant/Clerk of the Board	\$44.72	\$45.95	\$47.22	\$48.51	\$49.85	\$51.22	\$52.61	\$54.08	\$55.57
A-43	Facilities Maintenance Technician	\$29.76	\$30.59	\$31.43	\$32.30	\$33.19	\$34.09	\$35.03	\$35.99	\$36.98
A-64	Finance Manager	\$52.61	\$54.08	\$55.57	\$57.09	\$58.65	\$60.26	\$61.91	\$63.63	\$65.36
A-55	Fleet and Equipment Services Coordinator	\$41.23	\$42.36	\$43.52	\$44.72	\$45.95	\$47.22	\$48.51	\$49.85	\$51.22
A-50	Fleet and Equipment Services Mechanic	\$35.99	\$36.98	\$37.99	\$39.05	\$40.12	\$41.23	\$42.36	\$43.52	\$44.72
A-43	Fleet and Equipment Services Technician	\$29.76	\$30.59	\$31.43	\$32.30	\$33.19	\$34.09	\$35.03	\$35.99	\$36.98
A-55	GIS Coordinator	\$41.23	\$42.36	\$43.52	\$44.72	\$45.95	\$47.22	\$48.51	\$49.85	\$51.22
A-52	Human Resources Analyst I	\$37.99	\$39.05	\$40.12	\$41.23	\$42.36	\$43.52	\$44.72	\$45.95	\$47.22
A-55	Human Resources Analyst II	\$41.23	\$42.36	\$43.52	\$44.72	\$45.95	\$47.22	\$48.51	\$49.85	\$51.22
A-64	Human Resources Manager	\$52.61	\$54.08	\$55.57	\$57.09	\$58.65	\$60.26	\$61.91	\$63.63	\$65.36
A-44	Human Resources Specialist	\$30.59	\$31.43	\$32.30	\$33.19	\$34.09	\$35.03	\$35.99	\$36.98	\$37.99
A-59	Information Technology Analyst	\$45.95	\$47.22	\$48.51	\$49.85	\$51.22	\$52.61	\$54.08	\$55.57	\$57.09
A-50	Information Technology Coordinator	\$35.99	\$36.98	\$37.99	\$39.05	\$40.12	\$41.23	\$42.36	\$43.52	\$44.72
A-64	Information Technology Manager	\$52.61	\$54.08	\$55.57	\$57.09	\$58.65	\$60.26	\$61.91	\$63.63	\$65.36
A-58	IVM Compliance Coordinator	\$44.72	\$45.95	\$47.22	\$48.51	\$49.85	\$51.22	\$52.61	\$54.08	\$55.57
A-40	LT Lab Tech	\$27.45	\$28.18	\$28.96	\$29.76	\$30.59	\$31.43	\$32.30	\$33.19	\$34.09
A-48	Maintenance Worker	\$34.09	\$35.03	\$35.99	\$36.98	\$37.99	\$39.05	\$40.12	\$41.23	\$42.36
A-58	Microbiologist	\$44.72	\$45.95	\$47.22	\$48.51	\$49.85	\$51.22	\$52.61	\$54.08	\$55.57
A-55	Operations Coordinator	\$41.23	\$42.36	\$43.52	\$44.72	\$45.95	\$47.22	\$48.51	\$49.85	\$51.22
A-58	Operations Supervisor	\$44.72	\$45.95	\$47.22	\$48.51	\$49.85	\$51.22	\$52.61	\$54.08	\$55.57
A-36	Operations Support Technician	\$24.63	\$25.30	\$26.00	\$26.69	\$27.45	\$28.18	\$28.96	\$29.76	\$30.59
A-53	Public Affairs Coordinator	\$39.05	\$40.12	\$41.23	\$42.36	\$43.52	\$44.72	\$45.95	\$47.22	\$48.51
A-54	Public Information Officer	\$40.12	\$41.23	\$42.36	\$43.52	\$44.72	\$45.95	\$47.22	\$48.51	\$49.85
A-52	Senior Accountant	\$37.99	\$39.05	\$40.12	\$41.23	\$42.36	\$43.52	\$44.72	\$45.95	\$47.22
A-59	Senior Human Resources Analyst	\$45.95	\$47.22	\$48.51	\$49.85	\$51.22	\$52.61	\$54.08	\$55.57	\$57.09
A-58	Urban Water Program Manager	\$44.72	\$45.95	\$47.22	\$48.51	\$49.85	\$51.22	\$52.61	\$54.08	\$55.57
A-40	Vector Control Inspector I	\$27.45	\$28.18	\$28.96	\$29.76	\$30.59	\$31.43	\$32.30	\$33.19	\$34.09
A-50	Vector Control Inspector II	\$35.99	\$36.98	\$37.99	\$39.05	\$40.12	\$41.23	\$42.36	\$43.52	\$44.72
A-55	Vector Control Inspector III	\$41.23	\$42.36	\$43.52	\$44.72	\$45.95	\$47.22	\$48.51	\$49.85	\$51.22
A-58	Vector Ecologist	\$44.72	\$45.95	\$47.22	\$48.51	\$49.85	\$51.22	\$52.61	\$54.08	\$55.57
A-55	Vector Reduction Coordinator	\$41.23	\$42.36	\$43.52	\$44.72	\$45.95	\$47.22	\$48.51	\$49.85	\$51.22





# ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

November 16, 2023

## AGENDA REPORT

### AGENDA ITEM G.4

**Prepared By:** Tawnia Pett, Executive Assistant/Clerk of the Board  
**Submitted By:** Lora Young, District Manager

#### Agenda Title:

Trustee Terms of Office to Expire on January 1, 2024 at 11:59 AM

#### Recommended Action:

Receive and File

#### Executive Summary:

The following Trustee terms of office will expire on January 1, 2024 at 11:59 AM.

**Bolded City/County has appointed a representative:**

Trustee Representative	Governing Body	Date of Appointment
Lucille Kring	Anaheim	December 2023
<b>Cecilia Hupp</b>	<b>Brea</b>	<b>November 7, 2023 4 Yr Term</b>
Bonnie Peat	Cypress	January 8, 2024
Kim Constantine	Fountain Valley	December 19, 2023
Fred Jung	Fullerton	December 2023 or January 2024
Mike Posey	Huntington Beach	December 19, 2023
Tammy Kim	Irvine	January 9, 2024
Debbie Baker	La Palma	December 12, 2023
Erica Pezold	Laguna Hills	January 9, 2024
Robert Pequeño	Lake Forest	December 19, 2023
Tanya Doby	Los Alamitos	December 18, 2023
Bob Ruesch	Mission Viejo	January 9, 2024
Jon Dumitru	Orange	November 14, 2023
Steve Knoblock	San Clemente	December 5, 2023
Nelida Mendoza	Santa Ana	TBD
Rebecca Gomez	Tustin	December 2023
Crystal Miles	Villa Park	TBD

#### Strategic Plan Compliance:

Complies with PRIORITY AREA 1: Collaboration and Engagement with Partner Agencies, Stakeholders, and the Public, GOAL 1.2: Improve public awareness and information sharing.

**Fiscal Impact:**

**What Amount is being requested?** N/A

**Is the Amount Requested Budgeted in the Current Fiscal Year?**

**If No, What Funds Are Requested?**

**Previous Relevant Board Actions for This Item:**

**Exhibits:**

# Orb Weaver Spiders



Fir0002, flagstafffotos.com.au

Class	Order	Family	Species
Arachnida	Araneae	Araneidae	2,500+ species

## Range

Worldwide distribution with several hundred species occurring north of Mexico

## Habitat

Large variety of habitats from temperate to tropical, in rural as well as urban areas.

## Niche

They build their circular webs in open areas suspended between whatever objects are available. They are often found in gardens

## Diet

**Nature:** feed on insects and other arthropods caught in their webs  
**Captivity:** 1 cricket or moth or fly per week

## Reproduction

**Growth:** gradual, molts several times until it reaches adulthood  
**Egg:** 2,500+ eggs may be laid at one time by the larger orb weaver. The mass of eggs is covered with a silken sheet to produce an egg sac. Eggs are laid in the fall.  
**Immature:** In some species the eggs hatch soon, in others not until the following spring. After hatching from the egg, the spiderlings will remain in the egg sac, where they are nourished by yolk material inside their abdomen, until after their first molt.

## Physical Characteristics

**Mouthparts:** chelicerate, spider jaws are tipped by fangs with a duct from a poison gland opening at the end of each  
**Legs:** 8 legs  
**Spinnerets:** these structures are located at the base of the abdomen and are used for producing silk  
**Eyes:** 8 eyes  
**Egg:** many eggs are laid within a silken egg sac  
**Immature:** white at first, gaining color with each molt

### Adult

**Color:** each species is distinctly colored and patterned  
**Size:** range in size from a few mm to several inches. The males are smaller than the females and can be distinguished by their dark, rounded palps (these look like little boxing gloves in front of their face).  
**Body:** come in many shapes but those found in the Bay Area tend to have large rounded abdomens sometimes with pointed protrusions.

## Some Common S.F. Bay Area Species

Black and Yellow Argiope (*Argiope aurantia*)  
 Shamrock or Pumpkin Spider (*Araneus trifolium*)  
 Banded Argiope (*Argiope trifasciata*)

## Special Adaptations

**Web:** The intricate circular webs that these spiders build help them to capture prey. Although they can't see very well, the spiders are sensitive to any vibrations in the web. When an insect has been caught in the sticky threads the spider wraps it in silk (before or after biting it) and carries it to the center or hub of the web to be eaten.

**Poison:** almost all spiders have venom glands but most, including the orb weavers, are not poisonous to humans. These spiders use their venom to subdue their prey.

## Sources

(2) (17) (37)



SaveNature.Org

## Big spiders are all over San Diego. Here's why

There are more orb weaver spiders locally this season, thanks to this year's very wet spring and winter

By **Eric S. Page** and **NBC 7 Staff** • Published September 21, 2023 • Updated on September 21, 2023 at 9:57 am



*Getty Images*

An orb weaver spider photographed in 2007

They're baaack.

Orb weaver spider "season" is upon us in San Diego County, and this time, locals are seeing — and getting creeped out — by more of the spiders than usual.

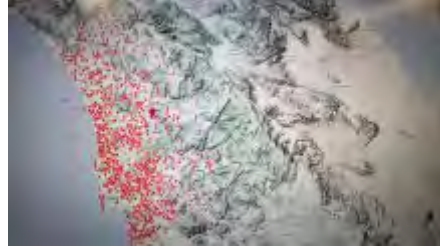
According to the San Diego County Communications Office, it's not so much the arachnid's season but simply a matter of the little critters are all grown up and are making themselves — and their big webs — felt in a big way.

Chris Conlan, the supervising vector ecologist who has been with the County's Vector Control Program for more than two decades, said that rain creates more vegetation across San Diego County and, in turn, more insects and spiders. This means orb weaver spiders have more tiny bugs to eat and they're well-fed and thriving.

### **Big spiders are all over San Diego. Here's why**

The Araneidae commonly build those iconic spiral, wheel-shaped webs often found in gardens, fields and forests — those webs you get caught in walking to your car or front door. Conlan has called the panicky dance moves to get out of those sticky webs “the crazy spider dance.”

Orb weavers are a family of spiders, not a single species, that come in various sizes and colors, and are classified by their intricate web spinning, which they usually complete over the course of a couple of days. They are very, very successful — and have spread around the globe, of the most part. Thousands of the critters have been spotted in California and reported to iNaturalist.



That's a lot of orb weavers reported to iNaturalist.org

The web of an orb weaver spider can sometimes be so large it stretches from a house to a car, or between trees.

### **Local**

While orb weaver spiders may look — or feel menacing, if you're particularly unlucky — they're generally not. They can bite but will usually only do so if threatened. They tend to run off quickly if something big — like a human — rips through their web.

You may want to walk around with a stick or a hand out in front of you this time of year to detect orb weaver webs before running into them face first. It's also smart to avoid walking between objects that the spiders might use as anchor points for their webs.

Sadly, they may not be around for long — winter cooldown means they're numbers will diminish considerably.



# Orange County Mosquito and Vector Control District

*A Public Health Agency Serving Orange County Since 1947*

## Conference and Meeting Report

*Staff of the Orange County Mosquito and Vector Control District and its Board of Directors attend a variety of educational seminars, conferences and symposia annually. This report provides a brief summary of the event attended, and the organizational value of that attendance to the District.*

**Staff Name and Title:** Lora Young, District Manager

**Name of Conference/Event:** CALPERS Education Forum

**Date:** October 2, 2023 – October 4, 2023

**Location:** Los Angeles, California

The CALPERS Annual Education Forum was held in downtown Los Angeles in 2023. I had the opportunity to attend, and the educational sessions were informative in providing basic CALPERS information to more advanced process changes.

For the educational forum you are required to pre-register for the sessions prior to the event. I chose to register for more of the basic requirement sessions, which would provide me with a framework on how CALPERS registers its members, the benefits of different programs, and investment strategies of the organization in the past and moving forward.

The educational sessions were informative in providing the key information needed on who to contact in different situations and provided how contracted agencies can help their employees have the correct forms and information listed on the website. I found the conference to be beneficial in providing an overview of the pension program and the opportunity to learn more in-depth information on the different needed to run a successful program.

**Date:** November 1, 2023

**Signed:** 

**Print Name:** Lora Young



# Orange County Mosquito and Vector Control District

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## Conference and Meeting Report

*Staff of the Orange County Mosquito and Vector Control District and its Board of Directors attend a variety of educational seminars, conferences and symposia annually. This report provides a brief summary of the event attended, and the organizational value of that attendance to the District.*

**Staff Name and Title:** Sandra Vera, Director of Human Resources

**Name of Conference/Event:** CalPERS Educational Forum 2023

**Date:** 10/02/23 – 10/04/23

**Location:** Los Angeles, CA

I attended the 2023 CalPERS Education Forum in Los Angeles, CA from October 2, 2023 – October 4, 2023. The conference is a great opportunity to come together and discuss a shared purpose of public agencies throughout the state of California, while managing their health, retirement benefits and obtaining critical legislative updates. This conference allows for a variety of educational sessions that are addressing our specific needs, connect one-on-one with CalPERS experts, discuss issues that are facing our organization, hear from the CalPERS experts and network with colleagues around the state.

The keynote speaker Erica Dhawan had a very impactful message regarding Communication| Maniacal Clarity: Reimagine Leadership To Drive Impactful Innovation. The ability to integrate her message in daily work and life scenarios allows for a clearer and more effective mode of communication with anyone.

There were several sessions that I attended including: More Than Just a Retirement System, Advanced Health Business Rules, Social Security & the CalPERS Pension Connection, Health Data: Reports, Transactions, & Billing, Membership Basics, The Employer's Role in the Disability Retirement Process, and Understanding Your CalPERS Retirement Benefits. The workshops provide both general and specific information for the human resource professionals and allowed for an opportunity to address specific agency questions.

Vendor exhibits and booths also provided insightful information to learn about the different provisions for the benefit plans as well as discuss individual agency questions with the CalPERS staff. The conference also provided the opportunity to collaborate with local/statewide agencies including other special districts where we can exchange ideas and experiences to better improve our processes and avoid liabilities. In general, this conference was very beneficial in updates, networking, and additional resources.

**Date:** 10/18/2023

**Signed:** 

**Print Name:** Sandra Vera



# Orange County Mosquito and Vector Control District

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## Conference and Meeting Report

*Staff of the Orange County Mosquito and Vector Control District and its Board of Directors attend a variety of educational seminars, conferences and symposia annually. This report provides a brief summary of the event attended, and the organizational value of that attendance to the District.*

**Staff Name and Title:** Amber Semrow, Director of Scientific Technical Services

**Name of Conference/Event:** MVCAC Fall Quarterly Meeting

**Date:** October 3 – 4, 2023

**Location:** Hilton Palm Springs

I attended the Mosquito and Vector Control Association of California (MVCAC) Fall Quarterly Meeting last month in Palm Springs. The first day was comprised of several committee meetings. Those most applicable to the lab included the following. The Cal SURV Committee reported new developments to the functions of the database for end users. The Laboratory Technologies Committee discussed facilitating a 3D printing workshop at the upcoming annual conference. The Integrated Vector Management (IVM) Committee discussed work they accomplished this year and our Biologist, Mike Saba, who chairs the Mosquitofish Sub-committee, gave an excellent report on all the guest speakers who presented at each of their meetings in 2023, so far. The Vector and Vector Borne Disease Committee discussed the challenges and opportunities regarding the requirement of submitting a written extended abstract or paper if presenting at annual meetings. The SIT Ad Hoc Committee provided general updates and solicited us to give a presentation at their upcoming meeting on our SIT Joint Pilot Project with the Greater Los Angeles County Vector Control District.

On the second day, the MVCAC Board met to discuss general business and the upcoming annual conference in Monterey next January. It is beneficial to engage, coordinate, and network with our colleagues across the state at these meetings.

Date: 11/1/23

Signed: *Amber Semrow*

Print Name: Amber Semrow





# Orange County Mosquito and Vector Control District

*A Public Health Agency Serving Orange County Since 1947*

## Conference and Meeting Report

*Staff of the Orange County Mosquito and Vector Control District and its Board of Directors attend a variety of educational seminars, conferences and symposia annually. This report provides a brief summary of the event attended, and the organizational value of that attendance to the District.*

**Staff Name and Title:** Steve Shepherd – Director of Operations

**Name of Conference/Event:** MVCAC Fall Meeting 2023

**Date:** October 3-4, 2023

**Location:** Palm Springs, CA

I am writing to provide you with a summary of the key learnings and insights shared during committee meetings held from October 3 to October 4, 2023. The meeting was a valuable opportunity for networking, sharing knowledge, and staying updated on critical topics in our field.

Tuesday, October 3, 2023:

1. Public Relations: The conference began with a focus on Public Relations in vector control. One of the key takeaways was the importance of effective communication with the public and stakeholders. Clear and transparent communication plays a significant role in building trust and garnering support for our initiatives.

2. IT: The IT session highlighted the latest technological advancements in our field. We learned about innovative software solutions and data management tools that can streamline our operations and improve efficiency.

3. Cal SURV: The California Surveillance program was discussed, emphasizing the need for robust data collection and analysis to monitor vector populations. This information is crucial for making informed decisions and targeting control efforts effectively.

4. Training and Certification: The importance of ongoing training and certification programs for our staff was underscored. Continuous education ensures that our workforce remains skilled and updated on the latest techniques and safety protocols.

5. Lab Technologies: The Lab Technologies session explored advancements in laboratory techniques used in vector control. We gained insights into how modern technology can enhance our ability to

identify and analyze vectors efficiently.

6. IVM: Integrated Vector Management (IVM) was discussed as an effective approach to controlling vectors. We learned about successful IVM strategies and their application in various settings.

7. Vector and Vector Borne Diseases: This session delved into the latest research and findings related to vector-borne diseases. Understanding the vectors' role in disease transmission is vital for developing effective prevention and control measures.

8. Vector Control Research: The Vector Control Research session highlighted ongoing research projects and their potential impact on our field. Staying informed about research findings is essential for adapting our strategies to emerging challenges.

9. SIT Ad Hoc: The SIT Ad Hoc session discussed strategies for implementing Sterile Insect Techniques (SIT) effectively. SIT is a promising tool for vector control that warrants further exploration.

10. Drone Ad Hoc: The day concluded with a discussion on the use of drones in vector control. Drones have the potential to revolutionize surveillance and control efforts, offering cost-effective and efficient solutions.

Day 2 - Wednesday, October 4, 2023:

1. Legislative & Regulatory: The day started with a discussion on legislative and regulatory matters impacting our field. Staying informed about changes in regulations is essential for compliance and effective planning.

2. Board Meeting: The conference concluded with a board meeting, during which important decisions and actions were discussed and finalized.

Overall, the conference provided valuable insights into the latest developments, strategies, and technologies in vector control. It emphasized the importance of collaboration, communication, and staying informed to effectively address the challenges in our field. I believe that the knowledge and connections gained during this conference will be instrumental in our continued efforts to protect public health.

Date: 10/5/2023

Signed: *Steve Shepherd*

Print Name: Steve Shepherd



# Orange County Mosquito and Vector Control District

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## Conference and Meeting Report

*Staff of the Orange County Mosquito and Vector Control District and its Board of Directors attend a variety of educational seminars, conferences and symposia annually. This report provides a brief summary of the event attended, and the organizational value of that attendance to the District.*

**Staff Name and Title:** Tawnia Pett, Executive Assistant/Clerk of the Board

**Name of Conference/Event:** MVCAC Fall Quarterly Meeting

**Date:** October 2-4, 2023

**Location:** Palm Springs, CA

I attended the MVCAC Fall Quarterly meeting October 2-4 in Palm Springs, CA. The Fall and Spring Quarterly Meetings are predominately committee update meetings and the association board meeting.

The committee meetings: Public Relations, IT, Cal SURV, Training and Certification, Lab Technologies, IVM (Integrated Vector Management), Vector and Vector-Borne Diseases, Vector Control Research, SIT Ad Hoc, Drone Ad Hoc, Legislative, and Regulatory all meet to give updates on what is going on with the committee tasks that they were charges with for the year and to ask for feedback as to what else they should add to their tasks for the year. The updates and interaction with the audience are very informative because the attendees are helping shape the direction of the committees for the rest of the year or helping shape long term projects that will take multiple years to finish.

The association board meetings are always one of the highlights of the meetings because so many topics are discussed. This agenda focused on where the 2026 annual conference would be held, (after a long discussion still undecided but somewhere in southern California), what the association finances are, and reports from other associations and groups that MVCAC is part of.

Overall it was a very informative meeting and helpful in shaping the future of the association.

Date: October 9, 2023

Signed: Tawnia Pett

Dept Mgr Signature: *JBY*

Print Name: Tawnia Pett



# Orange County Mosquito and Vector Control District

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## Conference and Meeting Report

*Staff of the Orange County Mosquito and Vector Control District and its Board of Directors attend a variety of educational seminars, conferences and symposia annually. This report provides a brief summary of the event attended, and the organizational value of that attendance to the District.*

**Staff Name and Title:** Sandra Vera, Director of Human Resources

**Name of Conference/Event:** Springbrook Activate Conference 2023

**Date:** 10/26/2023 – 10/27/2023

**Location:** Las Vegas, NV

I attended the Springbrook Activate Conference 2023 in Las Vegas, NV from October 26, 2023 – October 27, 2023. The conference is an opportunity to stay abreast of our Finance/Human Resources Information System while receiving new methodologies and best business practices in these areas. This conference allows for a variety of educational sessions that are addressing our specific needs, to hear from Springbrook's experts, network with colleagues from around the country and learn from their experiences.

The morning address from the Robert Bonavito Chief Executive Officer was engaging and informative as he shared how like many other areas of technology, financial/human resources information systems are continually evolving and require software engineering to stay abreast and forwarding thinking. The conference aimed to explore the intersection of technology, governance, and citizen engagement in the digital era.

There were several sessions that I attended including: Cybersecurity 101 Risk Awareness, Springbrook Payroll, Timesheets, Project Management, Communicating in a Crisis, Security & Internal Controls, Budgeting – New Period/Multi-Year. The workshops provide both general and specific information for the finance and human resource professionals and allowed for an opportunity to address specific agency questions.

It was structured to allow us to attend training sessions, general sessions, and many offering CPE credits. The conference also provided the opportunity to collaborate with local and statewide agencies including other special districts with whom we can share knowledge and collaborate. Being new to this software platform, this conference was very beneficial with a general overview, updates, networking, and additional training resources.

**Date:** 10/31/2023

**Signed:** 

**Print Name:** Sandra Vera



# Orange County Mosquito and Vector Control District

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## Conference and Meeting Report

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**Staff Name and Title:** Tan Nguyen, Finance Manager

**Name of Conference/Event:** Springbrook Activate Conference

**Date:** October 25-27

**Location:** Las Vegas, NV

The Springbrook Activate held their annual training and conference in Las Vegas Nevada this year. Springbrook is the software system that the District utilizes, the system is tailored to government organizations and is especially made for medium size municipalities and Districts like OCMVCD.

The training that was offered was not conceptual but very technical in nature and it dealt directly with what we do in the District on a daily basis. The topics and classes that were offered were both relevant and provided real world examples. There were usually time slots offered in the morning and 3 in the afternoon, each time slots usually have at least 3 difference training one can attend. Each training or classes typically last 1 ½ hours.

There were different course tracks, such as the Finance Track or HR Track. Staff attended mostly the Finance and HR training.

Wednesday evening was registration and introduction as some staff arrived Wednesday evening. Thursday was a busy day as classes ran from 8AM till 5:30PM with individual training sprinkled throughout. The District is constantly looking to improve its processes, especially with regards to payroll and timeclocks. I was interested in the payroll classes, classes that dealt with FMLA and timeclock classes. Friday classes also started early but only ran till 1pm and I was able to attend all of Friday's classes. One of the technical problems we're able to solved at the conference is the ability to separate FMLA overtime which the District will likely implement as this will be a cost savings for the District.

The training also provides an opportunity to network with other finance, accounting and HR professionals from across the US and locally such as the group from the Costa Mesa Sanitary District.

Date: 10/31/2023

Signed: 

Print Name: Tan Nguyen



# Orange County Mosquito and Vector Control District

*A Public Health Agency Serving Orange County Since 1947*

## Conference and Meeting Report

*Staff of the Orange County Mosquito and Vector Control District and its Board of Directors attend a variety of educational seminars, conferences and symposia annually. This report provides a brief summary of the event attended, and the organizational value of that attendance to the District.*

**Staff Name and Title:** Daniel Medina – Accounting Specialist

**Name of Conference/Event:** Springbrook Activate

**Date:** 10/25/2023 – 10/27/2023

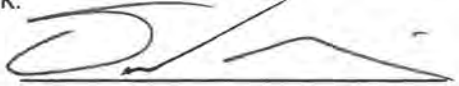
**Location:** Vdara – Las Vegas, NV


The purpose of this event was to provide training, information, and resources to better understand and operate the main Accounting and Human Resources operating system for OCMVCD. Over the course of two days, 12 hours of training were provided in fields such as cyber security, billing, payroll, budgeting, cash receipts, imports and exports, purchase order workflows, timesheets, project management, & new operating features for year 2024 and beyond.

During my time at the event, I was able to demonstrate proficiencies and understanding in finance, billing, and payroll and received CPE credits in those fields. The conference went in depth into the subject matter as well as provided examples and streamlined processes in order to complete daily, weekly, monthly, and quarterly tasks. Each day was broken up into 1 hour sessions going over different subject matters. Each presenter was a representative of springbrook and provided tools and system modules to help solve problems in regards to common workflow situations. After the presenter finished, the room was open for questions and answers which provided further insight on difficult subjects or unique system solutions to problems in day to day accounting.

Some of the best sessions, were in regards to payroll, imports and exports, timesheets, and workflow. These were some of the most helpful to me personally since it would allow me to streamline processes as well as provide oversight in sensitive areas within the system. For example: establishing workflows will provide in system checks and balances, insuring employees can only enter, view, edit, or approve certain functions based on established roles. Imports and exports establish a program that would allow custom reports to be imported into the system (such as custom excel worksheets) or exported out for custom reporting/auditing. In conclusion, the value of this conference was in the tools provided, the discussions generated, and the resources gained in solving problems with Springbrook.

Date: 10/30/2023

Signed: 

Dept Mgr Signature: 

Print Name: Daniel Medina



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"Materials related to an item on the Agenda submitted after distribution of the agenda packet are available for public inspection in the District Office located at Orange County Mosquito and Vector Control District offices, 13001 Garden Grove Blvd., Garden Grove, CA 92843 during normal business hours."