

# **FOUR RIVERS VECTOR CONTROL DISTRICT**

56478 SOLAR DRIVE, BEND, OR 97707  
WWW.FOURRIVERSVECTORCONTROLDISTRICT.COM

## **Agenda**

### **Board of Trustees – Work Session Meeting**

**August 13, 2025 – 5:30 p.m.**

***Work sessions are intended for discussion purposes only. The Board will not take any formal action or make decisions during this session. Any items requiring a vote will be scheduled for a regular meeting agenda.***

**Call to order**

**Roll Call**

#### **New Business – Discussion Items**

- a) Board review of receipts/transactions from January 2023 – present
  - a. Review receipts, transactions, and bank statements for the period of January 2023-Present. This is for information and clarification purposes only. No decisions will be made.
- b) Credit Card and Checking account usage
  - a. Review general spending practices, controls, and oversight policies. Individual employee transactions will not be discussed in open session. No decisions will be made.
- c) Employee drug screening implementation and policy details
  - a. Review potential implementation process and policy considerations. No decisions will be made.
- d) Company vehicle usage, mileage, GPS tracking, fuel usage
  - a. Review of vehicle usage practices, mileage reports, GPS tracking program, and potential policy updates. No decisions will be made.
- e) Online Purchases and Shipments Procedures
  - a. Review of policies and procedures. No decisions will be made.
- f) Office Hours and Phone Coverage; Customer Service Training
  - a. Review office hours and phone response policies. No decisions will be made.
- g) Passwords, Combinations, and Access
  - a. Review policy of passwords, lock combinations, policy identifies which positions (not individuals) are authorized for access. No decisions will be made.

**Adjourn Meeting**