

**CONTRA COSTA COUNTY  
INTEGRATED PEST MANAGEMENT POLICY**  
**2/2/24 DRAFT (Clean Copy)**

To protect public health, County resources and the environment, it is the policy of Contra Costa County to manage pests within County pest management programs in and on County-maintained properties and facilities, using Integrated Pest Management (IPM) principles and techniques.

The mission is to promote the combined use of physical, cultural, biological and chemical control methods to effectively manage pests with minimal risk to humans and the environment.

For the purposes of this policy, the County adopts the Integrated Pest Management definition provided by the University of California Statewide IPM Project: Integrated Pest Management is an ecosystem-based strategy that focuses on long-term prevention of pests or their damage through a combination of techniques such as biological control, habitat manipulation, modification of cultural practices, and use of resistant varieties. Pesticides are used only after monitoring indicates that they are needed according to established guidelines, and treatments are made with the goal of removing only the target organism. Pest control materials are selected and applied in a manner that minimizes risks to human health, beneficial and non-target organisms, and the environment.

The goals of this countywide policy are to:

1. Minimize risks and maximize benefits to the general public, staff and the environment as a result of pest control activities conducted by County staff and contractors.
2. Create, implement and periodically review written IPM plans in applicable County Departments specific to their operational needs and consistent with the U.C. definition above and this policy.
3. Promote availability, public awareness and public input into written county pest management plans and records.
4. Create public awareness of IPM through education.

To achieve these goals the County has established the following objectives

1. Require County departments to routinely use IPM.
2. Require County pest control contracts to incorporate County IPM policies and practices.
3. Require applicable Departments to report annually on the development and implementation of IPM programs.
4. Maintain a County IPM Coordinator position that reports to the County

Administrator and Board of Supervisors.

5. Maintain an IPM Advisory Committee that provides advice to the Board of Supervisors and assists Departments in reviewing pest control alternatives and related costs or impacts.
6. Provide annual IPM training and outreach programs to address the needs of County Departments and employees.

**Require County Departments to Routinely Use Integrated Pest Management:**

- County Departments that manage pests are required to develop one or more written IPM Plans, or the equivalent, and designate a departmental/divisional<sup>1</sup> IPM Coordinator responsible for implementation.
- Department Heads, or their designees shall solicit input from the IPM Advisory Committee on the development and ongoing refinement of departmental/divisional IPM plans and decision-making documentation.

**Require County Pest Control Contracts to Incorporate County IPM Policies and Practices**

- All County Departments that contract for pest management services shall ensure that County IPM policies and practices are incorporated into contracts and adhered to by all licensed pest control contractors performing work on County-maintained properties and facilities. Such contracts shall also include a provision requiring the contractor to use IPM principles and techniques in their service delivery. Prospective contractors should be provided a copy of this policy during the bidding process.

**Require Departments to Report Annually on the Development and Implementation of IPM Programs.**

- Therefore, departmental/divisional IPM Coordinators shall prepare annual reports on department pest control activities to the County Administrator. The department annual reports will be reviewed by the IPM Advisory Committee. The IPM Advisory Committee shall compile the information into an annual report that will be submitted to the County Administrator and the Board of Supervisors.

**Maintain a County IPM Coordinator Position that Reports to the Board of Supervisors.**

- In recognition that development, implementation and oversight of a County IPM Program requires allocation of resources, the position of County IPM Coordinator

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<sup>1</sup> The term “*departmental/divisional*” is used to broadly convey the spectrum of organizational units with IPM responsibilities under this policy. Disparate pest management functions within large departments may be better suited for the implementation of divisional IPM plans and designated divisional IPM coordinators in order to accurately represent considerations unique to specific work units. Departmental IPM plans and coordinators are best suited for small or mid-size departments that manage pests within a single program.

has been established and funded. The County IPM Coordinator serves as a resource for Department Heads to ensure compliance with the County IPM policy. The County IPM Coordinator is required to serve as staff to the IPM Advisory Committee to assist Department Heads in identifying priorities and in acquiring data to properly evaluate pest control needs and appropriate solutions.

- The County IPM Coordinator will provide an annual update to the County Fish and Wildlife Committee.

**Maintain an IPM Advisory Committee that Provides Advice to the Board of Supervisors and Assists Departments in Reviewing Pest Control Alternatives and Related Costs or Impacts.**

- An IPM Advisory Committee has been created. The Advisory Committee serves as a resource to help both Department Heads and the Board of Supervisors periodically review, update, and improve existing programs and the processes used for making pest management decisions.
- Information regarding preferred pest control solutions must include data regarding comparative efficacy, cost, environmental impact and hazards to the public and applicator. Information and recommendations must be based on the best science available.
- The IPM Advisory Committee will also work with the County IPM Coordinator to develop IPM training programs for County Departments, their employees, and applicable vendors and contractors to assist in compliance with the County's IPM policy. Additional support may also be provided to County Departments who wish to develop public outreach programs to address environmental and public health concerns.
- The membership of the IPM Advisory Committee is detailed in the IPM Committee bylaws.

**Provide Annual IPM Training and Outreach Programs to Address the Needs of County Departments and Employees.**

- Training programs will be developed under the direction of the County IPM Coordinator with the concurrence of the IPM Advisory Committee to ensure that County employees understand IPM techniques and County policy. Utilizing resources such as the U.C. Pest Management Guidelines that have been developed by the University of California Statewide IPM Program, training classes on integrated pest management techniques will be developed and made available for County employees.
- Public outreach programs to address environmental and public health concerns will also be developed to complement existing County programs.