

# GLACVCD BOARD OF TRUSTEES MEETING STAFF REPORTS



Thursday, May 11<sup>th</sup>, 2023  
7:00 p.m. Board Meeting  
Santa Fe Springs District Headquarters  
12545 Florence Avenue, Santa Fe Springs, CA 90670

***Trustee Scott Kwong, President***  
***Trustee Marilyn Sanabria, Vice President***  
***Trustee Ali Saleh, Secretary-Treasurer***

*General Manager, Susanne Klueh*  
*Director of Scientific-Technical Services, Steve Vetrone*  
*Director of Operations, Mark Daniel*  
*Director of Communications, Mary-Joy Coburn*  
*Director of Fiscal Operations, Carolyn Weeks*  
*Director of Human Resources, Allison Costa*  
*Board General Counsel, Quinn M. Barrow, Richards, Watson, Gershon*  
*Labor Legal Counsel, Oliver Yee, Liebert, Cassidy, Whitmore*

Copies of staff reports or other written documentation relating to agenda items are available online at <https://www.GLAmosquito.org/board-meetings> and are on file at the District's Headquarters at the Front Office for public inspection.

If you have questions regarding an agenda item, please contact the Front Office Staff at (562) 944-9656 ext. 504 during regular business hours.

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# GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

12545 Florence Avenue, Santa Fe Springs, CA 90670

Office (562) 944-9656 | Fax (562) 944-7976

Email: [info@GLAmosquito.org](mailto:info@GLAmosquito.org) | Website: [www.GLAmosquito.org](http://www.GLAmosquito.org)

## General Manager's Report for May 11, 2023

### Board of Trustees Meeting

In this month's meeting, I present the Board with the proposed District Budget for FY 23/24. As many of you know, we build the budget from the 'bottom up' meaning staff in all departments determine the department's needs and wants and bring them to their supervisors to review and combine in a departmental draft that is passed on to the director for approval and presentation to the general manager. I am proud to say that our fiscally aware and frugal staff have put together a tight operational budget that meets the agency's most pressing needs and could, if need be, be implemented without increasing the assessment. However, it is my sincere belief that this is the time to take a serious look at where we are at and to plan beyond our immediate and most pressing needs. We have been extremely frugal over the years and while that is a good and necessary attribute of a public agency, we have, I believe, neglected some of the growth necessary to carry this agency into the future. We are out of office space in both of our facilities, meeting rooms, libraries, even closets have been converted to safe and usable office space, we are short on fleet and staff parking and spend precious staff time shuffling vehicles around. Due to ever growing needs caused by the arrival of first West Nile Virus and then the invasive *Aedes* species, we keep adding staff without adjusting the span of control in our organizational structure, which is now in serious need for revision. Additionally, we may see previously tropical mosquito-borne diseases like dengue, chikungunya and Zika transmitted to our residents locally, all while we are slowly approaching our \$20 assessment cap. At the same time, we are at the dawn of a new era in mosquito control where Sterile Insect Technology (SIT) will eventually replace traditional control methodology and do better at controlling mosquito populations and the associated disease risk. So, while we must be mindful of our spending limits, I think we need to take action to position ourselves for the long term and we cannot afford to push some of the big issues further down the road.

I am therefore presenting you with an ambitious budget draft designed to meet next year's need while over the next six years also addressing our facility concerns and preparing the agency and our constituents for a Proposition 218 vote to secure the District's financial stability. I am suggesting an unprecedented assessment increase of \$4.30 from \$14.67 per standard single-family parcel to \$18.97. This would allow us to do all the facility improvements and to get a head start on SIT for the benefit of our residents. I will do my best to layout my rationale during the board meeting, but also present options that would in or exclude certain large budget items.

My appreciation goes to our staff for their careful budgeting efforts and to our Finance Director for all the work putting together the numbers and of course to the Budget & Finance Committee for the sincere consideration and discussion and for suggesting moving the draft forward to the full Board for a final decision. I rest assured that with all your varied expertise we will come to a sound decision.

On other news, we on boarded the bulk of our seasonal help this past Monday May 1, 2023, and conducted new hire orientation. While we do not have all the help we need just yet, I trust that our HR team and the operations supervisors will continue to do their very best to help find and vet more potential candidates.

Thanks to continuous cool weather trends, the mosquito season is off to a manageable start, but nevertheless specialists are out working diligently towards reducing mosquito numbers and providing

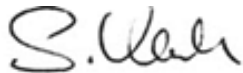
residents with information on how to help their own cause as well as further ours by preventing mosquito breeding in their back yards.

Surveillance conducted by the scientific-technical team show that mosquito numbers are still relatively low for this time of year and no virus activity has yet been detected.

With more in-person outreach opportunities, our community affairs team has been busy around the County as well as working on design and production projects related to the summer outreach campaign. We should soon again be seeing our creative messages on bus and bus shelter advertisement spaces around our service area.

With that, I am looking forward to seeing all of you next week and would like to express my sincere gratitude for your continued support.

Yours truly,

A handwritten signature in cursive script, appearing to read "S. Klueh".

Susanne Klueh  
General Manager

**GREATER LOS ANGELES COUNTY VECTOR CONTROL  
DISTRICT**

**SCIENTIFIC-TECHNICAL REPORT**

**April 2023**

*Steven Vetrone, Director of Scientific Technical Services*

*Tanya Posey, Acting Senior Vector Ecologist*

*Ryan Amick, Nicolas Tremblay, Rande Gallant, & Courtney Chagolla, Vector Ecologists*

*Faiza Haider, Assistant Vector Ecologist*

*Christopher Ortiz & Wesley Dean Collins, Vector Field Assistants*

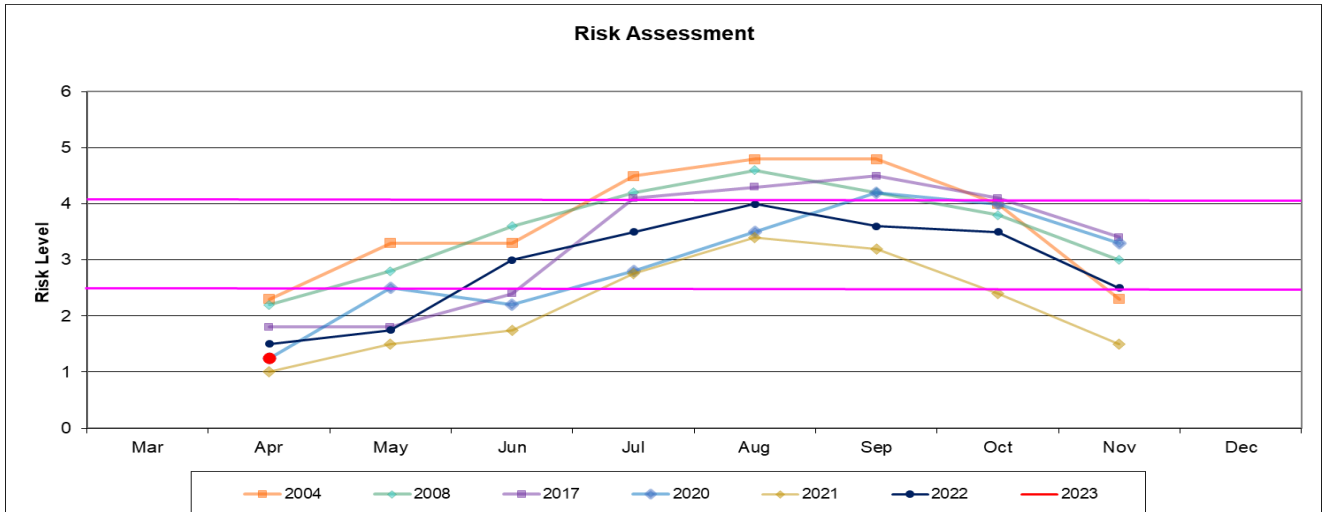
**I. RISK ASSESSMENT**

WN Surveillance Factor	Assessment Value	Benchmark	Value
<b>1. Environmental Conditions</b> High-risk environmental conditions include above- normal temperatures. Urban mosquitoes breeding in municipal water sources may benefit from below normal rainfall.	1	Avg daily temperature during prior half month $\leq 56^{\circ}\text{F}$	<b>2</b>
	2	Avg daily temperature during prior half month $57-65^{\circ}\text{F}$	
	3	Avg daily temperature during prior half month $66-72^{\circ}\text{F}$	
	4	Avg daily temperature during prior half month $73-79^{\circ}\text{F}$	
	5	Avg daily temperature during prior half month $>79^{\circ}\text{F}$	
<b>2. Adult <i>Cx tarsalis</i> and <i>Cx quinquefasciatus</i> abundance</b> Determined by trapping adults, identifying them to species, and comparing numbers to those previously documented for an area and time	1	Vector abundance well below average ( $\leq 50\%$ )	<b>1</b>
	2	Vector abundance below average (51-90%)	
	3	Vector abundance average (91-150%)	
	4	Vector abundance above average (151-300%)	
	5	Vector abundance well above average ( $>300\%$ )	
<b>3. Virus isolation rate in <i>Cx tarsalis</i> and <i>Cx quinquefasciatus</i> mosquitoes</b> Tested in pools of 50. Test results expressed as minimum infection rate (MIR) / 1,000 female mosquitoes tested	1	MIR/ 1000 = 0	<b>1</b>
	2	MIR/ 1000 = 0.1-1.0	
	3	MIR/ 1000 = 1.1-2.0	
	4	MIR/ 1000 = 2.1-5.0	
	5	MIR/ 1000 $>5.0$	
<b>4. Sentinel Chicken Seroconversion</b> Number of chickens in a flock that develop antibodies to WNV. If $>1$ flock is present in a region, number of flocks with seropositive chickens is an additional consideration.	1	No seroconversions	<b>*</b>
	2	1 or more seroconversion over a broad region	
	3	1 or 2 seroconversion in single flock in specific region	
	4	$>2$ seroconversion in one or 1-2 seroconversion in multiple flocks in specific region.	
	5	$>2$ seroconversions in one or more flocks in specific	
<b>5. Dead Bird Infection</b> Includes zoo collections.	1	No WN+ dead birds	<b>1</b>
	2	One or more WN+ dead birds in a broad region	
	3	1 WN+ dead bird in specific region	
	4	2 to 5 WN+ dead birds in specific region	
	5	$>5$ WN+ dead bird + reports of dead birds in specific	
<b>6. Human Cases**</b> This factor is not to be included in the calculation if no cases are detected.	3	One or more human cases in broad region.	<b>**</b>
	4	One human case in specific region	
	5	More than one human case in specific region	
<b>Response Level/ Average Rating</b>		TOTAL	<b>5</b>
Normal Season (1.0-2.5), Emergency Planning (2.6-4.0), Epidemic (4.1-5.0)		AVERAGE	<b>1.25</b>

\* Due to shortages in laying hens after several years of Newcastle Disease in Southern California, the sentinel chicken program is currently suspended.

\*\* Human cases are not calculated in until first case is reported.

## II. GLACVCD MOSQUITO-BORNE DISEASE WATCH



### Summary

- Mosquito abundance in April increased when compared to March. However, overall abundance remains 83% below the 5 yr. average for the month, and 72% below the abundance observed this time last year.
- *Aedes aegypti* abundance remains well below the 5-year average for the month (-75%).
- No WNV+ mosquito samples or dead birds were reported this month within District boundaries.
- No SLE has been detected to date.

<i>Culex</i> Mosquito Pools	Number Tested	WNV Positive	WEE Positive	SLE Positive	Other Positive
This Period	125	0	0	0	0
Year to Date	126	0	0	0	0

Dead Birds	Number Tested	WNV Positive
This Period	7	0
Year to Date	7	0

## III. GLACVCD BLACK FLY & MIDGE SURVEILLANCE

### Black Fly

- Weekly black fly surveys within the Special Assessment Areas of the Los Angeles River and Arroyo Seco Wash will continue, dependent on weather, through mid-November.
- Black fly surveillance efforts temporarily extended to areas of Santa Clarita.
- Black fly abundance for April, on average, continues to be light to moderate.
- Efforts underway to improve surveillance methods to provide more robust quantitative assessments of immature black fly populations.

### Non-Biting Midge Fly

- Weekly midge fly surveillance of the Hansen, San Gabriel River Coastal, and Rio Hondo Spreading Grounds, L.A. Equestrian Center, and Silver Lake Reservoir will continue through mid-November.
- High midge fly abundance was observed in all groundwater replenishment basins through the month of April.
- Monthly reporting of findings to responsible agencies (L.A. Co. Dept. of Public Works & L.A. Dept. of Water and Power) ongoing.

## IV. STERILE INSECT TECHNIQUE (SIT)

- Collaborative work continues with Orange County MVCD and MosquitoMate.
  - Development of Standard Operating Procedures (SOP) for mass rearing and sterilization of *Aedes aegypti* mosquitoes ongoing.
  - Pre- and post-irradiation quality control assessments ongoing

# S-TS STAFF REPORT A

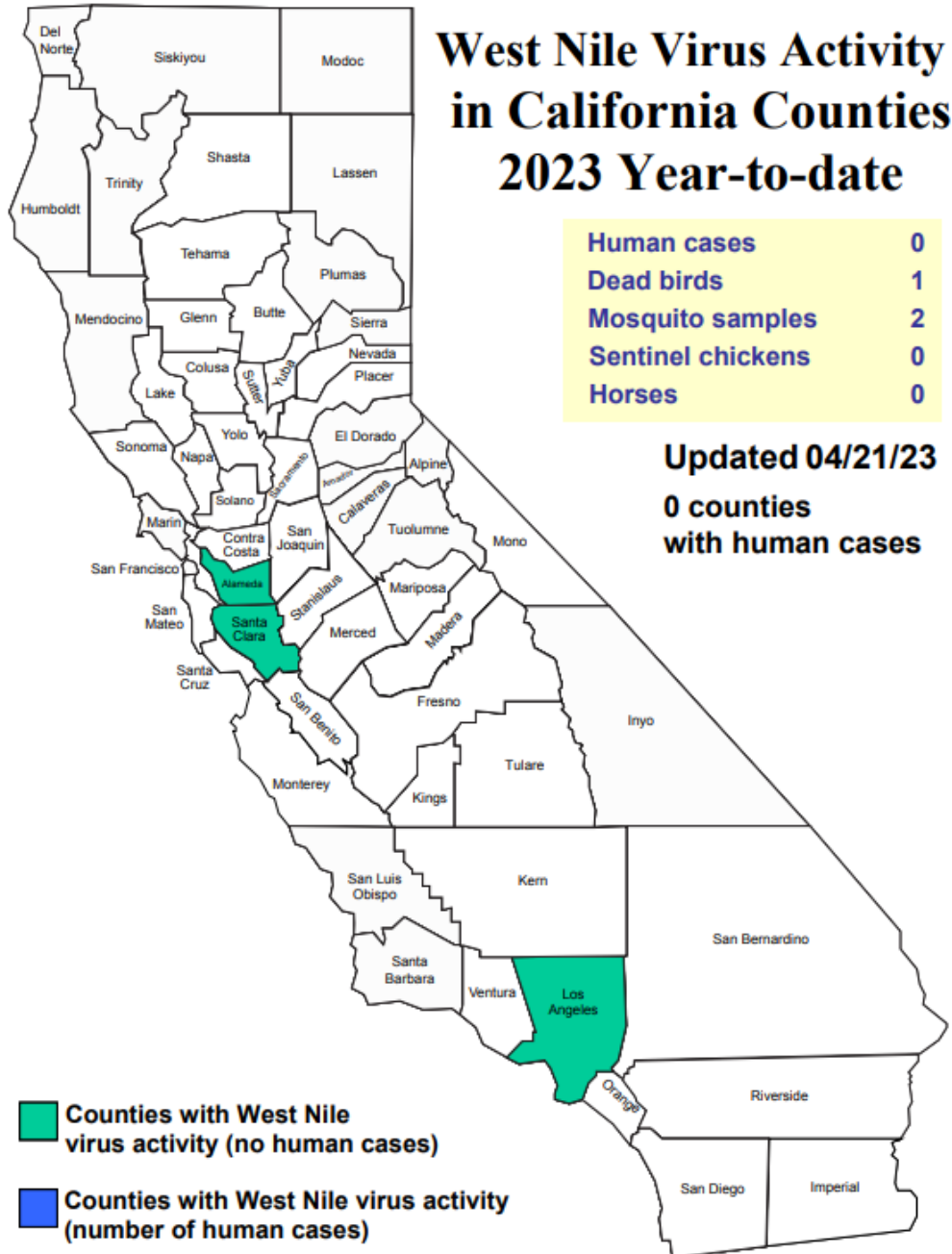
## V. STATEWIDE MOSQUITO-BORNE DISEASE WATCH 2022

Reporting Period: April 01 – April 28, 2023

Human Cases	WNV	SLE	WEE
This Period	0	0	0
Year to Date	0	0	0

Chickens	Tested	WNV Pos	SLE Pos	WEE Pos	Other Pos
This Period	0	0	0	0	0
Year to Date	0	0	0	0	0
Culex Pools	Tested	WNV Pos	SLE Pos	WEE Pos	Other Pos
This Period	1974	2	0	0	0
Year to Date	1974	2	0	0	0
Aedes Pools	Tested	CHIK	DENV	ZIKA	
This Period	4	0	0	0	
Year to Date	4	0	0	0	

Dead Birds	Submitted	WNV Pos
This Period	66	1
Year to Date	66	1



**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT**

**OPERATIONS REPORT**

**April 2023**

*Mark Daniel, Operations Director*  
*Mark Hall, Environmental Program Manager*  
*Maritza Olmos, Operations Manager, Sylmar*  
*Rudy Serrano, Applications Analyst*  
*Yessenia Curiel, Operations Supervisor, USD*  
*Martin Serrano, Operations Supervisor, Headquarters*  
*Fernando Martinez, Facilities & Fleet Maintenance Supervisor*

**Departmental Activities**

**Operations**

- Director completed the recruitment process filling the Operations Manager position in Sylmar.
- Disease outbreak preparation workshop with L.A. Co. Dept. of Public Health Medical Reserve Corp.
- All Operations staff completed Day 2 of the district's 2-day annual safety training program.
- Finalized the Operations budget for fiscal year 2023/2024.
- Performed two waste tire facility inspections for permitting per CCR Sec. 17353 Vector Control Measures.
- Applications Analyst is continuing work on updating the Aedes 3.0 data application.
- Applications Analyst is developing a program to track the District's West Nile virus postings.
- Supervision is continuing interviews to fill this season's MCT positions.
- Supervision attended the Liebert Cassidy Whitmore workshop, Maximizing Performance Through Documentation.

**Environmental Program**

- Stormwater project review and meetings regarding the use of drywells with the City of Glendale.
- Attended the Liebert Cassidy Whitmore training, Maximizing Performance Through Documentation.
- Continuation with the updating of the District's Pesticide Application Plan (PAP) to reflect current formatting and changes to our NPDES permit.
- Taylor Yard Pedestrian Bridge Project: Meetings with LA City BOE to correct and restore the original path of the LA River.

**Facilities & Maintenance**

- Preparing a RFQ for the purchase of (9) new service vehicles
- Repairs to (8) gutter Jeeps including the replacement of the engine main seals and the soft sided passenger doors replaced with hard sided doors.
- Reconfigured (2) USD lead trucks replacing the 2.5-gallon pesticide tanks with larger 10-gallon tanks.

# STAFF REPORT B

- Completed services and repairs at both facilities to (16) service vehicles including (8) 5K services.

## WORK PERFORMED BY DISTRICT

April, 2023

### CONTROL AND OPERATIONS

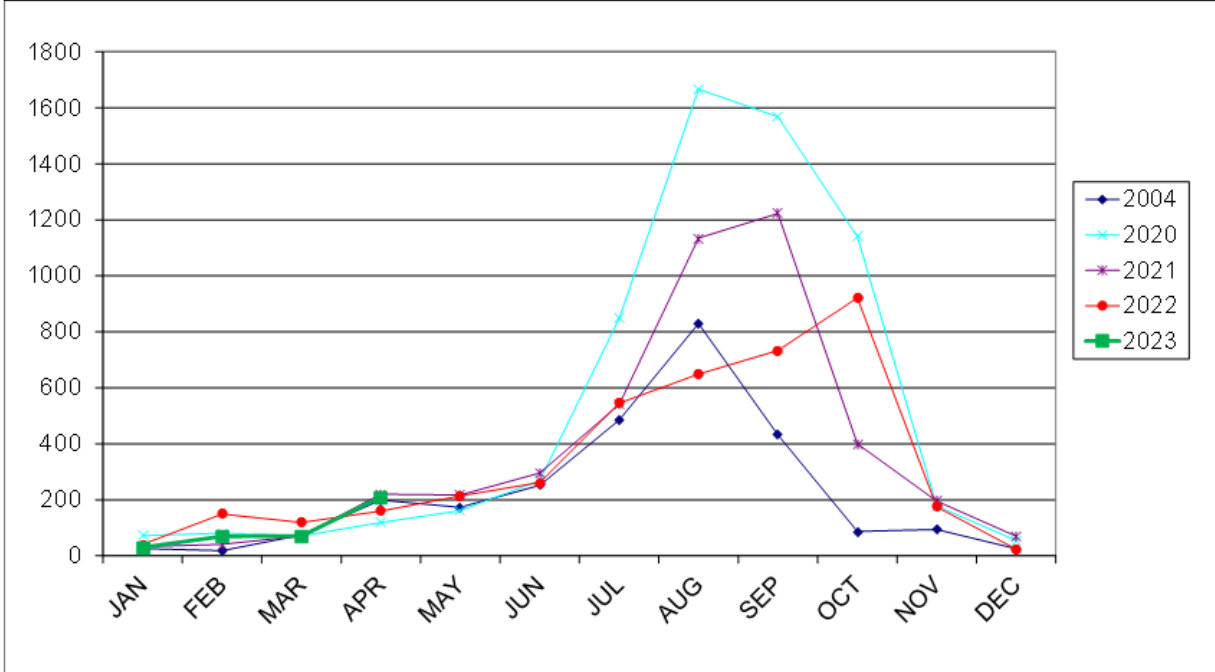
		Hours worked	
		April	2023
Fishing (Mosquitofish)		31	67
Source Reduction		12	214
Mosquito Control	<i>Sources inspected 8,087 / Sources with larvae 3,132</i>	1,977	7,528
Insecticide used:			
Larvicide oils	17.02 gals @ \$45.83 per =	\$ 780.03	
Altosid P35	33.14 lbs @ \$19.47 per =	\$ 645.24	
Altosid Briquets 30 day	5,023 ea @ \$1.30 ea =	\$ 6,529.90	
Altosid Briquets XR	27 ea @ \$4.09 ea =	\$ 110.43	
Altosid Pellets	0.28 lbs @ \$27.63 per =	\$ 7.74	
Altosid Liquid Larvicide	5.12 oz @ \$2.23 per =	\$ 11.42	
Sumilarv WSP	358 ea @ \$1.30 per =	\$ 465.40	
Altosid WSP	83 ea @ \$0.96 per =	\$ 79.68	
Vectobac 12AS	4.18 gals @ \$45.65 per =	\$ 190.82	
Vectobac G	79.12 lbs @ \$2.90 per =	\$ 229.45	
Sumilarv	3.53 oz @ \$1.32 per =	\$ 4.66	
Vectomax FG	185.02 lbs @ \$9.40 per =	\$ 1,739.19	
Vectomax WSP	19 ea @ \$1.92 per =	\$ 36.48	
Natular	0 oz @ \$13.19 per =	\$ -	
Vectolex WDG	0 lbs @ \$59.53 per =	\$ -	
Vectobac WDG	0 lbs @ \$41.60 per =	\$ -	
Midge Control		0	0
Insecticide used:			
Dimilin WP 25%	0 lbs @ \$49.34 per =	\$ -	
Blackfly Control		9	10
Insecticide used:			
Vectobac 12AS	11.91 gals @ \$45.65 per =	\$ 543.69	
Underground Mosquito Control	<i>UGSD inspected 6,596 / UGSD treated 3,180</i>	1,157	4,584
Insecticide used:			
Vectobac 12AS	10.08 gals @ \$45.65 per =	\$ 460.15	
Vectolex WDG	161.05 lbs @ \$60.25 per =	\$ 9,703.28	
Fogging		0	0
Insecticide used:			
Duet	0 oz @ \$2.05 per =	\$ -	
Aquaduet	0 gals @ \$290.69 per =	\$ -	
		<b>Total \$ 21,537.53</b>	
Supervisory		574	2,560
Continuing Education / Training		1,116	3,153
Overtime: Community Outreach		0	0
Mosquito Control		0	0
<u>REPAIR AND MAINTENANCE OF EQUIPMENT</u>			
Vehicles		357	1,262
Spray Equipment		28	178
Buildings and yards		98	1,653
VEHICLE MILEAGE :	<i>April</i> 31,629	<i>2023</i> 93,072	5,359 21,209

### Mosquito Service Request Report



# STAFF REPORT B

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<b>2004</b>	26	18	74	199	173	252	485	829	432	87	94	25
<b>2020</b>	72	81	71	119	161	269	848	1667	1568	1140	178	55
<b>2021</b>	33	41	71	220	217	296	540	1135	1222	400	195	70
<b>2022</b>	41	149	119	160	214	262	545	649	733	921	175	24
<b>2023</b>	30	69	71	210								



## Breakdown of Monthly Service Requests

	Mosquitoes	Midges	Swimming Pools	Fish Ponds	Other	Black Flies	Yellow Jackets	Total Service Request	Mosquitofish Requests	Number of Mosquitofish
ARTESIA	2		1					2		0
BELL								0		0
BELLFLOWER	1		1					1		0
BELL GARDENS								0		0
BURBANK	6		3					6		0
CARSON	1							1		0
CERRITOS								0		0
COMMERCE								0		0
CUDAHY								0		0
DIAMOND BAR	4		3					4		0
DOWNEY	3							3		0
GARDENA	1							1		0
GLENDALE	3		2					3		0
HAWAIIAN GARDENS	2							2		0
HUNTINGTON PARK								0		0
LA CANADA FLINT RIDGE	3		1					3		0
LA HABRA HEIGHTS	1							1		0
LA MIRADA	5		5					5		0
LAKEWOOD	2							2		0
LONG BEACH	7		2					7		0
LOS ANGELES CITY	132		64	2				132	1	10
LOS ANGELES COUNTY	4		3					4		0
LYNWOOD								0		0
MAYWOOD								0		0
MONTEBELLO	1							1		0
NORWALK	2		1					2		0
PARAMOUNT								0		0
PICO RIVERA	1							1		0
SAN FERNANDO	1		1					1		0
SAN MARINO								0		0
SANTA CLARITA	21		11	1				21		0
SANTA FE SPRINGS								0		0
SIGNAL HILL								0		0
SOUTH EL MONTE								0		0
SOUTH GATE								0		0
VERNON								0		0
WHITTIER	7		5					7		0
<b>TOTAL</b>	<b>210</b>	<b>0</b>	<b>103</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>210</b>	<b>1</b>	<b>10</b>

# STAFF REPORT B

## Mosquito Source Activity

City	Non-Pool	Pools	USD Lids	BMP	Gutter Spots	Total Hrs. Activity
ARTESIA	11	4	5	1		2.01
BELL	14	4	57	7		5.69
BELLFLOWER	59	30	36	10		18.19
BELLGARDENS	14	11	69	4		7.13
BURBANK	48	125	9			33.25
CARSON	73	6	18	8		16.35
CERRITOS	79	26	50	21		22.13
CITY OF COMMERCE	16	4	69	23		9.12
CUDAHY	35		1			2.38
DIAMOND BAR	6	52	125	14		22.01
DOWNEY	65	56	495	32		116.62
GARDENA	35	6				5.85
GLENDALE	89	118	292			67.04
HAWAIIAN GARDENS	12	2	2	1		2.12
HUNTINGTON PARK	20	6	119	13		10.91
LA CANADA FLINTRIDGE	10	25	41			11.25
LA HABRA HEIGHTS	9	2	8			4.91
LA MIRADA	29	32	82	14		14.83
LAKEWOOD	111	32	87	6		22.38
LONG BEACH	160	27	105	33	1	39.93
LOS ANGELES CITY	1009	1852	2557	44	13	729.31
LOS ANGELES COUNTY	232	212	371	29		112.76
LYNWOOD	19	16	366	4		49.38
MAYWOOD	17	2	47			4.07
MONTEBELLO	20	42	88	6		10.89
NORWALK	72	49	38	23		24.90
PARAMOUNT	35	12	354	9		35.18
PICO RIVERA	16	46	29	14		8.46
SAN FERNANDO	4	18	42			5.28
SAN MARINO	3	30	22			4.57
SANTA CLARITA	179	126	247			84.94
SANTA FE SPRINGS	67	6	60	29		17.43
SIGNAL HILL	30		145	14		22.48
SOUTH EL MONTE	84	36	149	15		26.70
SOUTH GATE	39	5	64	26		17.47
VERNON	40		182	18		15.40
WHITTIER	79	48	182	30		37.38

Non-Pool, Pools etc Column - Total # of insp for source type

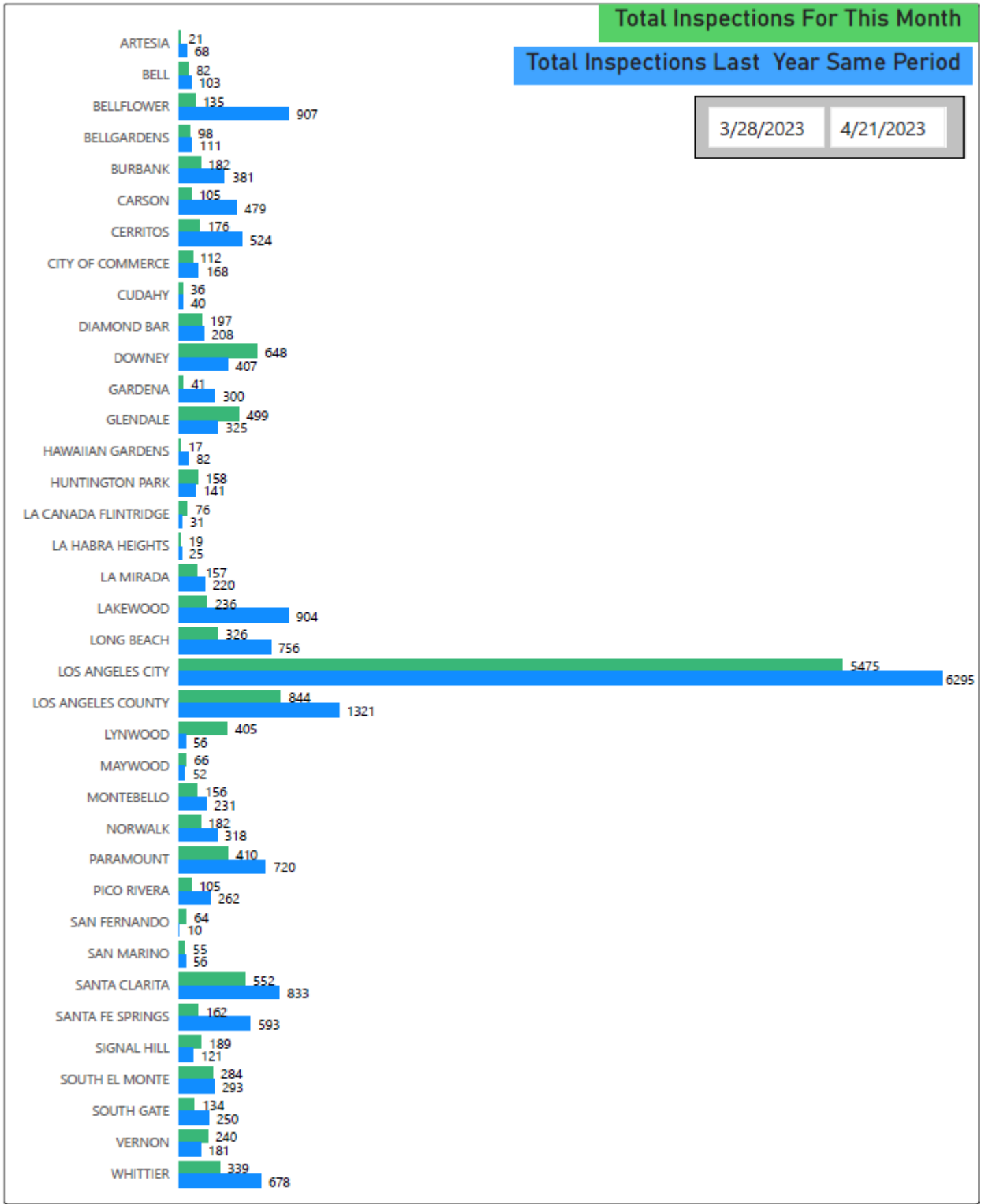
City Column - City name

Total Hrs.Activity Column - Total Activity Hrs for city

3/28/2023

4/21/2023

# STAFF REPORT B



# STAFF REPORT C

## GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

### COMMUNICATIONS REPORT

April 2023

*Mary-Joy Coburn, Director of Communications*  
*Caroline Gongora, Acting Public Information Officer*  
*Liliana Moreno & Diana Garcia, Education Program Coordinators*  
*Thomas Dang & Helen Kuan, Community Liaisons*  
*Vania Pocasangre, Acting Community Liaison*

### Director's Summary

I am thrilled to announce that our Communications Team received two prestigious awards at the California Association of Public Information Officials (CAPIO) Conference; the EPIC Award for “Best Communications Campaign In-House,” and an award of distinction for “Social Media Best Use Overall.” I’d like to give kudos to my team who have worked tirelessly to create and execute these award-winning campaigns. We are proud of the impact we have on our community and the positive recognition that we received from our peers. We also hope these awards bring awareness and prestige to the mosquito control industry and what we do to protect our community from these public health threats.

Additionally, California Mosquito Awareness Week was a tremendous success with the launch of our new segment, “Fireside Chat.” We saw an increase in our viewership and are hopeful for more features for the series. We would also like to thank the Trustees and cities who have shared our social media content on their personal and city social media platforms. We saw 18 cities participate, which is the most we’ve had compared to years past. Some of the posts will be highlighted at the May Board meeting.

Lastly, we finished filming our annual public service announcement and are now entering the post-production phase as we prepare for National Mosquito Control Awareness Week (June 20th – 26th). At this time, we will again contact city staff for partnerships to share our content on multiple city channels to reach residents. Past collaborations include access to digital billboards, interior bus cards, movie-in-the-park events, parks & recreation newsletters, public access channels, and many more. I will be contacting the Trustees while our PIO contacts city personnel.

For the latest updates, visit our official District accounts on Facebook, Twitter, and Instagram @GLAmosquito. You can also find our Education Program on Twitter, Instagram, and TikTok @MosquitoSwatLab.

All the best,



Mary-Joy Coburn  
Director of Communications



Figure 1: Team representatives proudly accepted two prestigious awards at the CAPIO Conference.



Figure 2: The Communications Department pose after a long day of production.



Figure 3: Quiet on the set! The staff, cast, and crew at the filming of this summer's public service announcement.

***Programmatic***

**Public Information**

- Updated contact information and identifying new potential partnerships.
- Scheduled and coordinated presentations and outreach events for the spring and summer months.
- Dropped off mosquito literature to community partners and Mosquito Watch door hangers to residents.
- Worked with staff and talent to film the Summer Campaign’s PSA.
- Shared social media tool kit and newsletter template with cities and community partners to celebrate California Mosquito Awareness Week and increase awareness of mosquitoes and mosquito-borne diseases.

**Community Outreach/Fairs/Events**

<b>Date</b>	<b>Event</b>	<b>City</b>	<b>Reach</b>
04/01	City of STEM / LA Maker Faire	Los Angeles	497
04/08	Spring Jubilee	Castaic	169
04/15	Eco-Friendly Fair in Paramount	Paramount	163
04/22	Sanitation District’s Earth Day Celebration	Whittier	362
04/22	25 <sup>th</sup> Annabella Godwin Play Day	Van Nuys	630
04/29	Assemblymember Anthony Rendon’s Bike Ride & Eco-Resource Fair	South Gate	42
04/29	La Crescenta Hometown Country Fair	La Crescenta	134
		<b>Total in April</b>	<b>1,997</b>

**Literature Drop-Offs**

<b>Date</b>	<b>Event</b>	<b>City</b>	<b>Reach</b>
4/14	Mosquito Watch (MW) Door Hanger Drop-off	Rowland Heights	100
4/14	Literature Drop-off to Watts Towers Arts Center	Watts	30
		<b>Total in April</b>	<b>130</b>

**Educational Outreach**

The Education Program Coordinators (EPCs) conducted nine (9) in-person presentations and one (1) virtual presentation for the month of April in the cities of Lynwood, Norwalk, South Gate and Whittier. The EPCs are gearing up to attend CAPIO 2023 in Monterey, CA for their “Best Social Media Use Overall” award nomination. They continue to create educational social media content and recruit for the Spring 2023 semester targeting hot spot areas.

**SWAT Lab School Visits in April**

<b>School</b>	<b>City</b>	<b># of Students</b>
Rosa Parks Elementary School	Lynwood	54
Paddison Elementary School	Norwalk	68
Mckibben Elementary School	Whittier	64

# STAFF REPORT C

Stanford Avenue Elementary School	South Gate	48
Lakeland Elementary School	Norwalk	27
<b>Total in April</b>		<b>261</b>
<b>Year-to-date</b>		<b>1,557</b>

## Digital Outreach

### GLAmosquito Social Media Chart

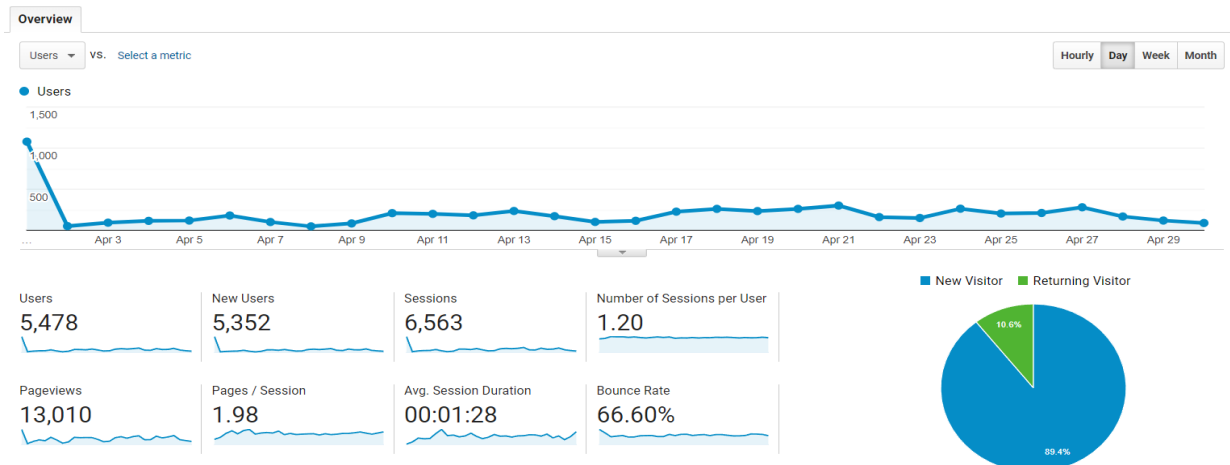
Outreach Medium	Number of Subscribers	Reach
Email List	4,375 (↑ 22)	2,717
Facebook	4,759 (↑ 2)	1,380
Twitter	1,483 (↑ 5)	6,076
Instagram	1,119 (↑ 9)	906
NextDoor	988,139 (↑ 6,780)	0

### SWAT Lab Social Media Chart

Platform	Impressions	Interactions
Instagram	600	64
Twitter	326	17
TikTok	1,599	157
<b>Total in April</b>	<b>2,525</b>	<b>238</b>
<b>Year-to-date</b>	<b>18,389</b>	<b>2,172</b>

### GLAmosquito Website

For the period between April 1<sup>st</sup> through April 30<sup>th</sup>, the District website had 6,563 views.



## STAFF REPORT C

For the latest updates, visit our official District accounts on Facebook, Twitter, and Instagram @GLAmosquito. Don't miss educational and entertaining posts from our Education Program on Twitter, Instagram, and TikTok @MosquitoSwatLab.

### **Media Coverage/Publications**

Total Coverage:

**April 2023: 89**

**Fiscal Year-to-Date: 243**

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT**

**FISCAL REPORT**

**APRIL 2023**

*Carolyn M. Weeks, CPA, Director of Fiscal Operations*

*Yousef Kamara, Accounting Assistant*

*Selina Lopez, Payroll Assistant*

**Departmental Activities**

- Selection of new auditors
- Finished budget
- Finish up the CalPERS buy-backs
- Completed amending prior years quarterly reports
- Cleaning out storage, re-boxing, and shredding old documents
- Filed the State Controller's Compensation Report



## **Breakdown on Financial Statement Categories**

Regular & Limited Term Salaries – Salaries, Overtime, and Payout on Accruals

Employee Taxes – Employer’s cost of employment taxes

Extra Help Salaries – seasonal staff’s salaries

General Benefits - CalPERS retirement and 401(a) funding

Health Benefits – Medical, Dental, Vision and Retirees Medical Premiums

Chemicals – pesticides

Operational Support Equipment – portable spray equipment, support equipment, COVID supplies, and miscellaneous parts and supplies

Uniforms and Accessories – boots, gloves, coveralls, uniform cleaning, caps, accessories, work apparel, logo patches, shields, staff year pins, and protective safety equipment

Communications – wireless telephone, GPS tracking, two-way radios, website services, telephone landlines, and internet connection

Kitchen Materials and Supplies – kitchen supplies and miscellaneous expense

## STAFF REPORT D

VCJPA Insurance – Workers’ Compensation, Liability, Automobile, Group Property, Group Fidelity, Travel, General Fund, and Employee Assistance

Maintenance Automotive – Electrical parts, vehicle registration, brake and suspension, tire, wheels and alignment, cooling system parts and service, body repair, fabrication supplies, hazardous waste, engine and transmission, smog checks, first aid, trans, chassis and drive trans, engine, and miscellaneous parts and service

Office Equipment – Equipment repair, copier expenses, computer supplies, and computer software

Maintenance Buildings/Yards – Towel supply, floor mates, irrigation, landscape maintenance, janitorial maintenance, pond maintenance, interior and exterior supplies, HVAC, fixture and hardware, and security alarm

Scientific-Technical Lab Supplies – Mosquito fish and supplies, reference materials, lab supplies and equipment, field supplies and equipment, and shipping and testing

Memberships – all memberships

Office Expense – Bank and finance fees, postage expenses, office supplies, printing and stationery, payroll processing fees, pre, and post-employment services, tuition reimbursement, and safety/management training

Professional Services – computer consultant, professional/temp services, lawsuit settlements, legal services, NPDES monitoring, CEQA fees, advertising, and audit contract

## **STAFF REPORT D**

Public Information and Education – public info video, supplies and equipment, information materials, photography expenses, educational material and supplies, promotional and educational, public exhibit, media monitoring, and mobile education unit

Special Expense – Property tax administration, LA County Property Tax, meeting/supplies, the board of trustee stipends, and board meeting expenses

Transportation and Travel – Permits and fees, certification renewals, continuing education and seminars, and manager’s auto allowance

Fuel – Fleet fuel

Utilities – utilities, water, and waste disposal

**SUMMARY OF CASH ACCOUNTS**  
**April, Fiscal Year 2022-2023**  
**Carolyn Weeks CPA, Director of Fiscal Operations**

**COUNTY TREASURY - 1010.0**  
Fund Balance - 6/30/22 \$236,694.00

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Deposits/Revenues	476,194	212,526	3,337	2,866	178,207	7,248,041	2,013,743	1,444,487	19,023	5,253,467	16,851,880	16,851,880
YTD	476,194	688,720	692,057	694,913	873,120	8,121,161	10,134,904	11,579,391	11,598,414	16,851,880	16,851,880	16,851,880
Transfer to LAIF 1020.0	-	-	-	-	-	-	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000
YTD	-	-	-	-	-	-	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000
<b>Fund Balance</b>	<b>\$ 712,888</b>	<b>\$ 925,414</b>	<b>\$ 928,751</b>	<b>\$ 931,607</b>	<b>\$ 1,109,814</b>	<b>\$ 8,357,855</b>	<b>\$ 4,371,598</b>	<b>\$ 5,816,085</b>	<b>\$ 5,835,108</b>	<b>\$ 11,088,574</b>	<b>\$ 11,088,574</b>	<b>\$ 11,088,574</b>

**LAIF ACCOUNT - 1020.0**  
Fund Balance - 6/30/22 \$10,384,694.00,  
Deposits (Transfer from County Treasury 1010 or Reserve accounts)

Interest Earned	14,113	14,113	41,207	55,319	55,319	41,440	6,000,000	-	-	-	-	-
YTD	14,113	14,113	55,319	55,319	55,319	96,760	6,096,760	6,096,760	6,096,760	6,096,760	6,096,760	6,096,760
Withdrawals (Transfer to BPB Payable 1016 or Chase Payable 1015)	400,000	1,150,000	450,000	250,000	275,000	225,000	250,000	250,000	200,000	150,000	-	-
YTD	400,000	1,150,000	450,000	250,000	275,000	225,000	250,000	250,000	200,000	150,000	-	-
Withdrawals (Transfer to BPB Payroll 1017)	1,690,000	950,000	800,000	875,000	1,000,000	1,000,000	800,000	900,000	900,000	1,200,000	907,182	-
YTD	1,690,000	950,000	800,000	875,000	1,000,000	1,000,000	800,000	900,000	900,000	1,200,000	907,182	-
YTD	2,090,000	4,190,000	5,440,000	6,565,000	7,840,000	9,065,000	10,115,000	11,265,000	12,365,000	14,622,182	14,622,182	14,622,182
<b>Fund Balance</b>	<b>\$ 8,308,806</b>	<b>\$ 6,208,806</b>	<b>\$ 5,000,013</b>	<b>\$ 3,875,013</b>	<b>\$ 2,600,013</b>	<b>\$ 1,416,453</b>	<b>\$ 6,366,453</b>	<b>\$ 5,216,453</b>	<b>\$ 4,116,453</b>	<b>\$ 1,859,271</b>	<b>\$ 1,859,271</b>	<b>\$ 1,859,271</b>

**CHASE - PAYABLES ACCOUNT 1015.0**  
Fund Balance - 6/30/22 \$186,296

Deposits (Transfer from LAIF 1020)	400,000	1,150,000	450,000	250,000	275,000	225,000	250,000	250,000	200,000	150,000	-	-
YTD	400,000	1,150,000	450,000	250,000	275,000	225,000	250,000	250,000	200,000	150,000	-	-
Deposits (Transfer from BPB Payroll 1018)	-	100,000	-	-	100,000	115,000	75,000	100,000	100,000	300,000	-	-
YTD	-	100,000	-	-	100,000	115,000	75,000	100,000	100,000	300,000	-	-
Misc. Receipts	3,868	811	8,189	1,151	-	-	-	-	4,725	-	-	-
YTD	3,868	811	8,189	1,151	-	-	-	-	4,725	-	-	-
Withdrawals (Transfers to BPB Payroll 1018)	403,868	1,654,679	2,112,868	2,362,868	2,739,019	3,079,019	3,404,019	3,754,019	4,058,744	4,508,744	4,508,744	4,508,744
YTD	403,868	1,654,679	2,112,868	2,362,868	2,739,019	3,079,019	3,404,019	3,754,019	4,058,744	4,508,744	4,508,744	4,508,744
Withdrawals for Payables	524,060	1,163,373	414,784	359,182	353,960	304,842	304,108	361,862	301,048	432,061	-	-
YTD	524,060	1,163,373	414,784	359,182	353,960	304,842	304,108	361,862	301,048	432,061	-	-
YTD	524,060	1,687,433	2,102,217	2,461,400	2,815,360	3,120,202	3,424,310	3,786,172	4,087,220	4,519,281	4,519,281	4,519,281
<b>Account Balance</b>	<b>\$ 66,104</b>	<b>\$ 153,541</b>	<b>\$ 195,947</b>	<b>\$ 87,764</b>	<b>\$ 109,955</b>	<b>\$ 145,114</b>	<b>\$ 166,006</b>	<b>\$ 154,144</b>	<b>\$ 157,821</b>	<b>\$ 175,759</b>	<b>\$ 175,759</b>	<b>\$ 175,759</b>

**CHASE PAYROLL ACCOUNT 1017.0**  
Fund Balance - 6/30/22 \$235,419.00

Deposits (Transfer from LAIF 1020)	1,690,000	950,000	800,000	875,000	1,000,000	1,000,000	800,000	900,000	900,000	1,200,000	-	-
YTD	1,690,000	950,000	800,000	875,000	1,000,000	1,000,000	800,000	900,000	900,000	1,200,000	-	-
Deposits (Transfer from BPB Payroll 1018)	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Misc. Receipts	7,479	8,407	73,798	4,404,684	7,153	6,411,837	7,211,837	8,111,837	9,011,837	10,211,837	10,211,837	10,211,837
YTD	7,479	8,407	73,798	4,404,684	7,153	6,411,837	7,211,837	8,111,837	9,011,837	10,211,837	10,211,837	10,211,837
Withdrawals (Transfers to BPB Payroll 1018)	1,697,479	2,665,886	3,529,684	5,411,837	5,411,837	6,411,837	7,211,837	8,111,837	9,011,837	10,211,837	10,211,837	10,211,837
YTD	1,697,479	2,665,886	3,529,684	5,411,837	5,411,837	6,411,837	7,211,837	8,111,837	9,011,837	10,211,837	10,211,837	10,211,837
Withdrawals for Payables	1,747,590	965,038	829,278	871,201	965,956	930,960	792,318	758,819	727,384	768,221	-	-
YTD	1,747,590	965,038	829,278	871,201	965,956	930,960	792,318	758,819	727,384	768,221	-	-
YTD	1,747,590	2,712,628	3,541,906	4,413,107	5,379,063	6,425,023	7,292,341	8,151,160	8,978,544	10,046,765	10,046,765	10,046,765
<b>Account Balance</b>	<b>\$ 185,308</b>	<b>\$ 178,677</b>	<b>\$ 223,197</b>	<b>\$ 226,996</b>	<b>\$ 268,193</b>	<b>\$ 222,233</b>	<b>\$ 154,915</b>	<b>\$ 196,096</b>	<b>\$ 268,712</b>	<b>\$ 400,491</b>	<b>\$ 400,491</b>	<b>\$ 400,491</b>

**CalTRUST Account Cash Flow - 1019.0**  
Fund Balance - 6/30/22 \$1,045,894.00

Deposits	1,289	-	3,730	-	-	6,425	3,631	-	7,652	4,159	-	-
YTD	1,289	-	3,730	-	-	6,425	3,631	-	7,652	4,159	-	-
Interest Earned	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Withdrawals	1,289	1,289	5,019	5,019	7,544	13,970	17,601	17,601	25,253	29,412	29,412	29,412
YTD	1,289	1,289	5,019	5,019	7,544	13,970	17,601	17,601	25,253	29,412	29,412	29,412
Administrative Expenses	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
<b>Fund Balance</b>	<b>\$ 1,047,183</b>	<b>\$ 1,047,183</b>	<b>\$ 1,050,913</b>	<b>\$ 1,050,913</b>	<b>\$ 1,053,439</b>	<b>\$ 1,059,864</b>	<b>\$ 1,063,495</b>	<b>\$ 1,063,495</b>	<b>\$ 1,063,495</b>	<b>\$ 1,071,147</b>	<b>\$ 1,075,306</b>	<b>\$ 1,075,306</b>

**VCJPA TRUST FUND - 1012.0**  
Fund Balance - 6/30/22 \$1,468,129.00

Deposits	-	-	34	-	-	34	68	-	35	103	-	-
YTD	-	-	34	-	-	34	68	-	35	103	-	-
Interest Earned	-	-	-	-	-	18,366	2,775	-	32,732	115,466	-	-
YTD	-	-	-	-	-	18,366	2,775	-	32,732	115,466	-	-
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Administrative Expenses	-	-	34	-	-	34	68	-	35	103	-	-
YTD	-	-	34	-	-	34	68	-	35	103	-	-
<b>Fund Balance</b>	<b>\$ 1,468,129</b>	<b>\$ 1,468,129</b>	<b>\$ 1,429,850</b>	<b>\$ 1,429,850</b>	<b>\$ 1,429,850</b>	<b>\$ 1,470,836</b>	<b>\$ 1,470,836</b>	<b>\$ 1,470,836</b>	<b>\$ 1,583,492</b>	<b>\$ 1,583,492</b>	<b>\$ 1,583,492</b>	<b>\$ 1,583,492</b>



SUMMARY OF CASH ACCOUNTS  
 April, Fiscal Year 2022-2023  
 Carolyn Weeks CPA, Director of Fiscal Operations

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
<b>Fund Balance</b>	<b>\$ 53,200</b>	<b>\$ 53,200</b>	<b>\$ 53,200</b>	<b>\$ 53,200</b>	<b>\$ 53,200</b>	<b>\$ 53,200</b>	<b>\$ 53,200</b>	<b>\$ 53,200</b>	<b>\$ 53,200</b>	<b>\$ 230,382</b>	<b>\$ 230,382</b>	<b>\$ 230,382</b>

**LAIF ACCOUNT FACILITY EXPANSION PROJECT RESERVES - 1037.1**

Fund Balance - 6/30/22	\$700,000.00
Deposits (Transfers from 1020.0)	-
Interest Earned	-
YTD	-
Withdrawals	-
YTD	-
<b>Fund Balance</b>	<b>\$ 700,000</b>

**LAIF ACCOUNT OPEB DESIGNATED RESERVES - 1027.1**

Fund Balance - 6/30/22	\$1,770,696.00
Deposits (Transfers from 1020.0)	-
Interest Earned	-
YTD	-
Withdrawals	-
YTD	-
<b>Fund Balance</b>	<b>\$ 1,770,696</b>

**LAIF ACCOUNT COMPENSATED ABSENCES RESERVE - 1029.1**

Fund Balance - 6/30/22	\$200,000.00
Deposits (Transfers from 1020.0)	-
Interest Earned	-
YTD	-
Withdrawals	-
YTD	-
<b>Fund Balance</b>	<b>\$ 200,000</b>

**CAITRUST ACCOUNT CAPITAL RESERVES - 1032.1**

Fund Balance - 6/30/22	\$684,370.00
Deposits (Transfers from 1020.0)	-
Interest Earned	3,530
YTD	3,530
Withdrawals	-
YTD	-
<b>Fund Balance</b>	<b>\$ 687,901</b>

**CAITRUST ACCOUNT VEHICLE REPLACEMENT - 1034.1**

Fund Balance - 6/30/22	\$210,590.00
Deposits (Transfers from 1020.0)	-
Interest Earned	1,070
YTD	1,070
Withdrawals	-
YTD	-
<b>Fund Balance</b>	<b>\$ 211,660</b>

<b>CASH BALANCE</b>	<b>\$ 18,924,075</b>	<b>\$ 17,093,835</b>	<b>\$ 15,915,119</b>	<b>\$ 14,882,338</b>	<b>\$ 13,663,679</b>	<b>\$ 19,782,598</b>	<b>\$ 20,716,753</b>	<b>\$ 21,025,097</b>	<b>\$ 20,180,739</b>	<b>\$ 24,247,500</b>	<b>\$ 24,247,500</b>	<b>\$ 24,247,500</b>
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This above information is provided in compliance with the District's Investment Policy.

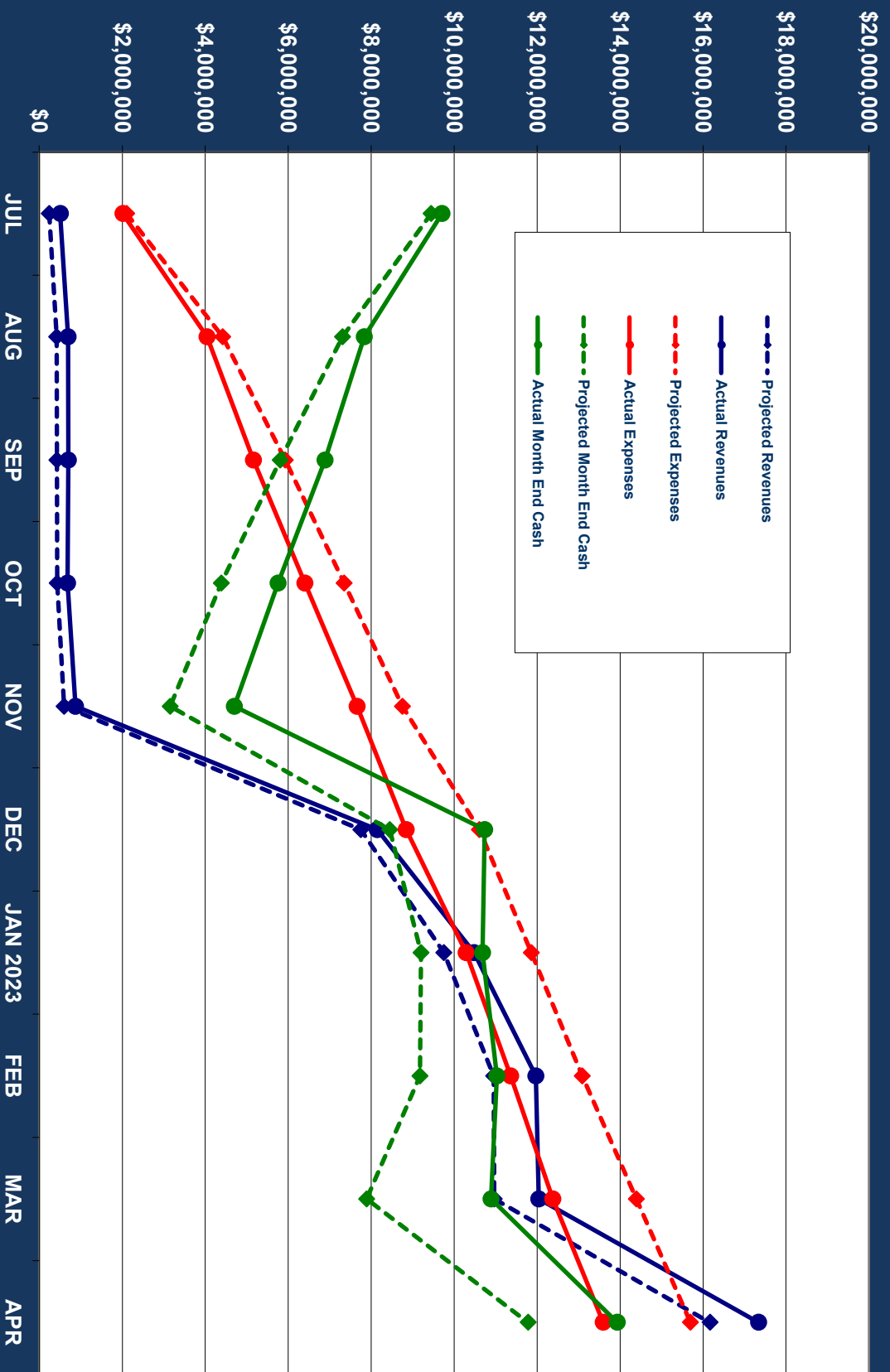
**MONTHLY EXPENSE STATEMENT**  
**April, Fiscal Year 2022-2023**  
**Carolyn M. Weeks CPA, Director of Fiscal Operations**

ACCOUNT	ACTUAL MONTHLY EXPENSE (\$)	BUDGETED MONTHLY EXPENSE (\$)	MONTHLY VARIANCE (\$)	YTD ACTUAL EXPENSE (\$)	YTD BUDGETED EXPENSE (\$)	YTD VARIANCE (\$)
<b><u>Salaries and Benefits</u></b>						
Regular & Limited Term Salaries	\$ 676,684	\$ 700,378	\$ 23,694	\$ 6,797,493	\$ 7,170,950	\$ 373,457
Employee Taxes	15,233	13,271	(1,962)	132,810	200,387	67,577
Extra Help Salaries	7,343	2,300	(5,043)	517,904	530,353	12,448
General Benefits	94,586	107,676	13,090	1,651,431	1,807,742	156,311
Health Benefits	164,559	172,339	7,779	1,679,124	2,184,563	505,439
<b>SUBTOTAL</b>	<b>\$ 958,405</b>	<b>\$ 995,964</b>	<b>\$ 37,559</b>	<b>\$ 10,778,763</b>	<b>\$ 11,893,995</b>	<b>\$ 1,115,232</b>
<b><u>Services and Supplies</u></b>						
Chemicals	\$ 95,756	\$ 64,000	\$ (31,756)	\$ 248,322	\$ 361,500	\$ 113,178
Operational Support Equipment	680	4,900	4,220	14,877	34,564	19,687
Uniforms and Accessories	15,888	8,342	(7,546)	56,723	70,232	13,509
Communications	11,756	29,148	17,392	182,468	216,375	33,907
Kitchen Materials and Supplies	-	625	625	2,835	3,035	200
VCJPA Insurance	-	-	-	800,444	832,582	32,138
Maintenance: Automotive	20,610	22,200	1,590	131,152	205,580	74,428
Office Equipment	4,100	10,912	6,812	65,842	74,557	8,714
Maintenance: Bldgs/Yards	4,458	13,985	9,527	108,871	114,654	5,783
Scientific-Technical Lab Supplies	3,514	9,600	6,086	56,149	68,200	12,051
Memberships	665	-	(665)	24,951	23,999	(952)
Office Expense	4,495	12,677	8,181	78,491	106,672	28,180
Professional Services	14,111	20,500	6,389	166,295	202,000	35,705
Public Information & Education	21,599	18,900	(2,699)	44,900	49,450	4,550
Special Expense	7,669	13,768	6,099	399,891	524,243	124,353
Transportation & Travel	9,596	24,312	14,716	84,347	136,427	52,080
Fuel	10,561	31,959	21,397	224,811	297,201	72,390
Utilities	9,458	10,679	1,221	108,941	104,592	(4,349)
<b>SUBTOTAL</b>	<b>\$ 234,916</b>	<b>\$ 296,506</b>	<b>\$ 61,590</b>	<b>\$ 2,800,311</b>	<b>\$ 3,425,862</b>	<b>\$ 625,552</b>
<b><u>Fixed Assets</u></b>						
Automotive/Specialty Vehicles	\$ -	70,000	\$ 70,000	\$ -	150,500	\$ 150,500
Machinery & Equipment	-	2,000	2,000	2,287	13,000	10,713
Spray Equipment	-	-	-	-	-	-
Computer Equipment	-	-	-	1,019	2,000	981
Laboratory Equipment	-	5,000	5,000	4,524	5,000	476
Public Information/Ed. Equipment	-	-	-	-	-	-
Furniture & Fixtures	-	650	650	-	5,900	5,900
Reserves	-	-	-	-	-	-
Capital Improvements	-	-	-	7,897	32,000	24,103
<b>SUBTOTAL</b>	<b>\$ -</b>	<b>\$ 77,650</b>	<b>\$ 77,650</b>	<b>\$ 15,727</b>	<b>\$ 208,400</b>	<b>\$ 192,673</b>
<b><u>Reserves</u></b>						
Facility Expansion Project Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OPEB Reserve	-	-	-	-	-	-
<b>SUBTOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,193,321</b>	<b>\$ 1,370,120</b>	<b>\$ 176,799</b>	<b>\$ 13,594,800</b>	<b>\$ 15,528,257</b>	<b>\$ 1,933,457</b>





GREATER LOS ANGELES VECTOR CONTROL DISTRICT  
 Chart of Financial Activity: FY 2023



**TABLE FOR CHART JULY 2022 - JUNE 2023**

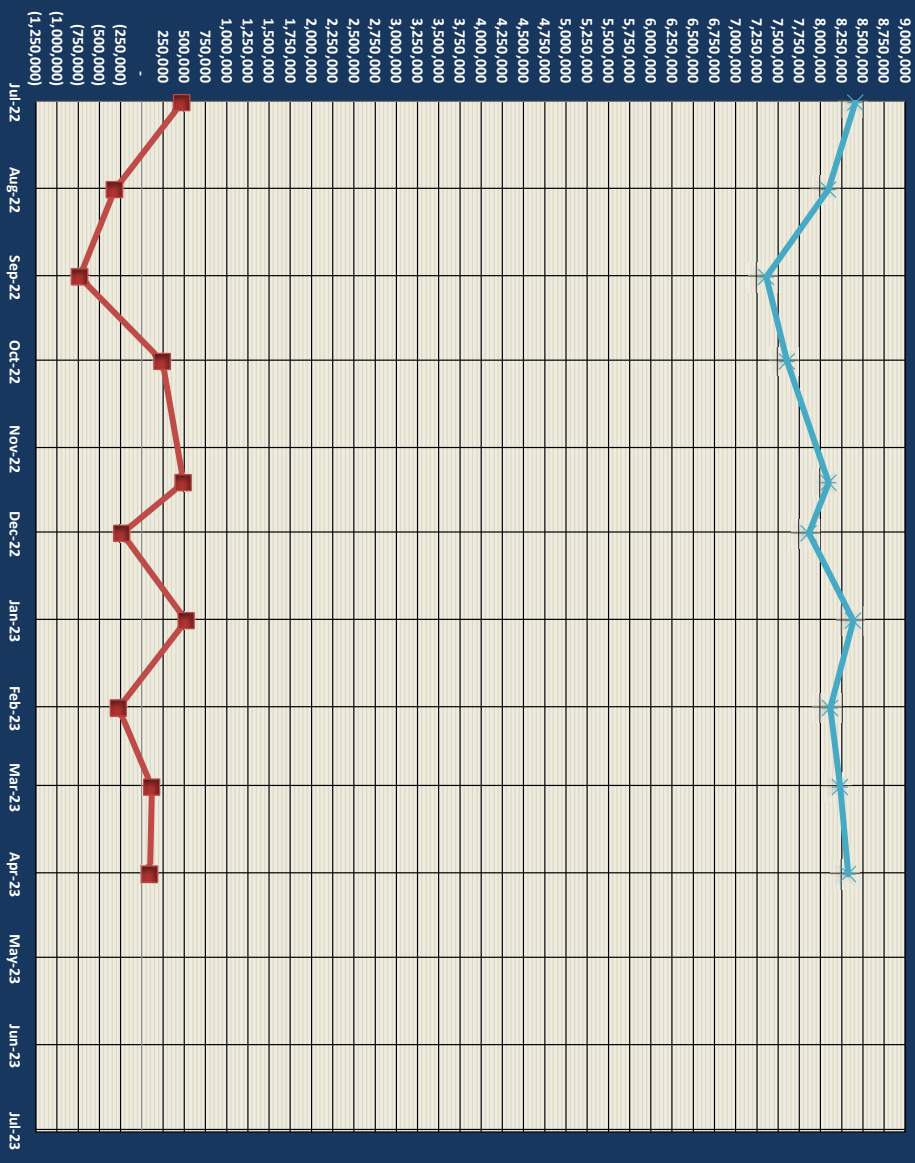
Month	Projected Revenues	Actual Revenues	Projected Expenses	Actual Expenses	Projected Month End Cash	Actual Month End Cash
JUL	240000	504754	2108190	2015273	9442398	9705989
AUG	420000	693824	4420823	4043154	7309766	7830989
SEP	426000	697550	5928853	5164010	5807736	6884719
OCT	427500	677233	7350082	6401264	4388007	5754719
NOV	597500	873148	8753581	7657989	3154508	4703452
DEC	7747500	8146154	10609903	8842293	8448186	10734877
JAN 2023	9752500	10478337	11859604	10290801	9203485	10684877
FEB	10952500	11970799	13088575	11364451	9174514	11029948
MAR	10967500	12041220	14390388	12379973	7887701	10887600
APR	16167500	17340996	15696591	13594800	11781498	13934577
MAY	18167500	0	17103452	0	12374637	0
JUN	18175000	0	19471507	0	10014081	0

SUMMARY of CALPERS CERBT INVESTMENT FUND  
 April, Fiscal Year 2022-2023  
 Carolyn Weeks, CPA, Director of Fiscal Operations

CALPERS CERBT Plan for Pre-Funding OPEB	
Fund Balance - 6/30/22 \$7,939,448.00	
Deposits	
YTD Deposits	
Unrealized Gains/Losses	
YTD Unrealized Gains/Losses	
Administrative Fees	
YTD Administrative Fees	
Fund Balance	

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Deposits	-	-	-	-	-	-	-	-	-	-	-	-
Unrealized Gains/Losses	473,705	(319,569)	(730,189)	244,236	490,785	(230,446)	524,614	(274,044)	119,987	95,075	-	-
YTD Unrealized Gains/Losses	473,705	154,136	(576,053)	(331,817)	158,967	(71,479)	453,135	179,091	299,078	394,153	394,153	394,153
Administrative Fees	582	606	549	536	547	577	589	541	580	577	-	-
YTD Administrative Fees	582	1,188	1,737	2,274	2,821	3,397	3,987	4,528	5,108	5,685	5,685	5,685
Fund Balance	\$ 8,412,572	\$ 8,092,396	\$ 7,361,658	\$ 7,605,357	\$ 8,095,595	\$ 7,864,572	\$ 8,398,596	\$ 8,114,011	\$ 8,233,418	\$ 8,327,916	\$ 8,327,916	\$ 8,327,916

CALPERS CERBT INVESTMENT FUND



■ Unrealized Gains/Losses  
 ● End of the Month Trust Balance

**STAFF REPORT E**

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT**  
**HUMAN RESOURCES DEPARTMENT REPORT**  
**April 2023**

*Allison Costa, Director of Human Resources*  
*Cindy Reyes, Human Resources Analyst*  
*Melissa Munoz, Human Resources Specialist*

**Director's Summary**

Spring has sprung and mosquito season has begun! Pulling into the yard and seeing the jeeps for our Gutters Program parked and ready to deploy is a telling sign that mosquito season is in full swing. The HR team's objectives are driven by each department, so we stay in tune with operational needs through collaboration, job shadowing, and ongoing strategic conversations. This month, we continued to focus on filling our seasonal recruitments, budget planning, and training. We even had a bit of fun before season kicked off the first week of May.

Recruitments

Each year, our goal is to fill 42 seasonal positions by the end of mosquito season. I am happy to report we have filled all seasonal vacancies for our Sylmar location and roughly 90 percent of our vacancies are filled for Santa Fe Springs. Filling the vacancies has been a group effort so I would like to thank the HR team and Operations staff for their hard work and dedication to this season's recruitments.

At the April Board meeting, Mark Daniel shared the Operations Manager position in Sylmar was filled by an internal candidate, so we are diligently working to backfill the vacated Senior Vector Control Specialist (VCS) position. The domino effect of backfilling the Senior position with an internal VCS means upward mobility for current staff and additional recruitments for the HR team to facilitate. We love to see staff learn and grow, so recruitments are joyous occasions. HR is also working on an internal recruitment for the Public Information Officer position, and Mary-Joy Coburn is always a delight to collaborate with when hiring for her department's open vacancies.

FY 23/24 Planning

Next fiscal year's budget planning process has been fun and exciting. This month, our management team attended an additional budget planning meeting to discuss goals and objectives, where we then turned the objectives into a plan of realistic numbers for our General Manager to present to the Board. With a background in finance, budgets are near and dear to my heart. Next month, I'll be completing my third fiscal cycle at the District, so working with a highly-skilled HR team and having a solid understanding of our day-to-day field operations, staffing needs, and fiscal intricacies provides our HR team a positive outlook to an efficient FY 23/24.

Training

The HR team onboarded 24 seasonal employees the first week of May, and the remaining seasonals are being onboarded in the coming weeks. Onboarding employees includes a two-day orientation training and our seasonals are well on their way to quickly acclimate to district operations.

Job shadowing is a great way for the HR team to learn more about GLACVCD's culture, hear about colleague's experiences, and build professional relationships. This month, our HR team shadowed co-workers in the Operations and Communications Departments. The experiences were informative and makes us proud to work alongside skilled professionals who protect and empower our residents. Additionally, management and other staff attended *Maximizing Performance Through Documentation*,

## STAFF REPORT E

*Evaluation, and Corrective Action*, a course from Liebert, Cassidy, Whitmore on best practices to objectively move employees toward acceptable performance standards when proper steps are taken.

### Employee Family Night

GLACVCD prides itself on maintaining a friendly, caring, and hard-working culture, so I give a big thank you to our Trustees for approving the use of additional funds on employee appreciation initiatives to continue our workplace culture. Last month, our employees invited family and friends to join us at a Dodgers game and to spend time together in a relaxed environment before mosquito season. Most of us talk to our families and co-workers about each other, so it was a great way to promote positive relationships and introduce our families to the wonderful people we get to spend our workdays with.

HR is looking forward to another successful season!

Sincerely,



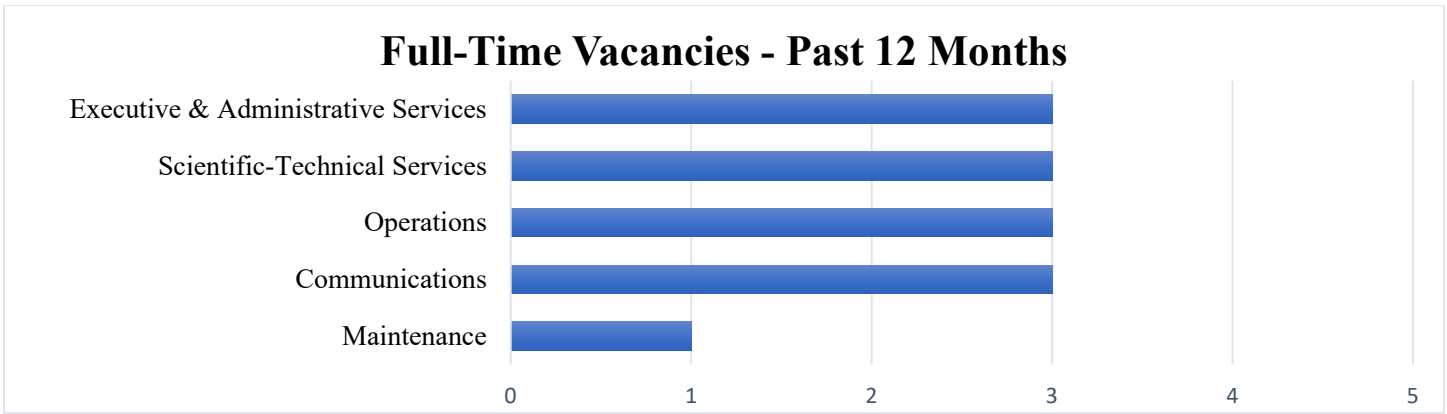
Allison Costa, MBA  
*Director of Human Resources*

### Department Trainings & Workshops

Date	Presenter	Topic	Location
04/06/23	LCW	Maximizing Performance Through Documentation, Evaluation, & Corrective Action	Via Remote Location
04/10/23	GLACVCD	Annual Planning Meeting – Day #2	District Headquarters
04/12/23	AALRR	Avoid Wrongful Termination Lawsuits – What Is Constructive Discharge?	Via Remote Location
04/20/23	VCJPA	Quarterly Board of Director’s Meeting	Via Remote Location

### Employment & Recruitments

Department	# of budgeted positions	# of filled positions	# of vacant positions
<b>Executive &amp; Administrative Services</b>	11	11	0
<b>Scientific-Technical Services</b>	9	9	0
<b>Operations</b>	57	55	2
<b>Communications</b>	8	7	1
<b>Maintenance</b>	6	6	0
<b>Seasonal</b>	42	37	5
<b>Total</b>	<b>133</b>	<b>126</b>	<b>7</b>



**Vacancies**

**Operations.** The Operations Manager was filled by an internal candidate and the Senior VCS position now needs to be backfilled with an in-house candidate. The position will remain limited-term until the Operations Department reorganization is finalized. Backfilling the Senior position with an in-house candidate requires an external recruitment for an Assistant VCS/VCS.

***Senior Vector Control Specialist (Limited-Term).***

- Vacancy Posted: 05/03/23
- Start Date: 05/26/23

***Assistant Vector Control Specialist/Vector Control Specialist.***

- Vacancy Posted: 05/04/23
- Start Date: 07/31/23

**Seasonal Vacancies.** The District has a need to fill forty-two (42) seasonal vacancies during the 2023 mosquito season. With lack of staff in various departments, an additional office aide seasonal vacancy needs to be filled at the Santa Fe Springs location.

***Seasonal Mosquito Control Technician Recruitment Plan (4 Vacancies).***

- Vacancy Posting: Continuous
- Start Date: 06/05/23

***Seasonal Office Aide Recruitment Plan (1 Vacancy).***

- Vacancy Posting: Continuous
- Start Date: 05/22/23

***Seasonal Surveillance Aide Recruitment Plan (1 Vacancy).***

- Vacancy Posting: Continuous
- Start Date: 05/22/23