

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 | Website: www.GLAmosquito.org

IMPORTANT NOTICE

The regular meeting of the
Board of Trustees of the Greater Los Angeles County Vector Control District
will be held:

Thursday, October 12, 2023, at 7:00 p.m. at the Santa Fe Springs Headquarters

For your information, the following materials are enclosed:

AGENDA ITEMS

- **Minutes 2023-09 (Exhibit A) (p6)**
- Requisition Schedule **Resolution 2023-23 (Exhibit B) (p13)**
- Consideration of District's FY 23/24 Goals Status Report for the first quarter (**EXHIBIT C**) (p24)
- Consideration of **Resolution 2023-24** Resolution Adopting a Complimentary Tickets or Passes Policy Pursuant to the FPPC (**EXHIBIT D**) (p29)
- Consideration of GLACVCD Job Classifications: 2023-24 to reclassify Director of Human Resources to Human Resources Manager and add Assistant General Manager position. (**EXHIBIT E**) (p37)

STAFF REPORTS

- Manager's Report (p1)
- Scientific-Technical Services Report for September 2023 (**Staff Report A**) (p2)
- Operations Report for September 2023 (**Staff Report B**) (p8)
- Communications Report for September 2023 (**Staff Report C**) (p13)
- Fiscal Report for September 2023 (**Staff Report D**) (p17)
- Human Resources Report for September 2023 (**Staff Report E**) (p19)

GLACVCD BOARD OF TRUSTEES MEETING AGENDA & EXHIBITS



Thursday, October 12th, 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 Kluh
Director of Scientific-Technical Services, Steve Vetrone
Director of Operations, Mark Daniel
Acting Public Information Officers, Caroline Gongora & Helen Kuan
Finance Manager, Vacant
Director of Human Resources, Allison Costa
Board General Counsel, Quinn M. Barrow, Richards, Watson, & Gershon
Labor Legal Counsel, Oliver Yee, Liebert Cassidy Whitmore
Clerk of the Board, Araceli Hernandez

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.

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability-related modification or accommodation in order to participate in a meeting, including auxiliary aids or services, may request such modification or accommodation from the front office at (562)944.9656 ext. 504. Notification 48 business hours prior to the meeting will enable the facility staff to make reasonable arrangements to assure accessibility to the meeting.

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Board of Trustees

PRESIDENT

Scott Kwong, San Marino

VICE PRESIDENT

Marilyn Sanabria, Huntington Park

SECRETARY-TREASURER

Ali Saleh, Bell

ARTESIA

Melissa Ramoso

BURBANK

Dr. Jeff D. Wassem

COMMERCE

Leonard Mendoza

DOWNEY

Robert Kiefer

HAWAIIAN GARDENS

Luis Roa

LA MIRADA

John Lewis

LOS ANGELES CITY

Steven Appleton

MAYWOOD

Jessica Torres

PARAMOUNT

Isabel Aguayo

SAN FERNANDO

Sylvia Ballin

SOUTH EL MONTE

Hector Delgado

WHITTIER

Jessica Martinez

BELL GARDENS

Pedro Aceituno

CARSON

Jim Dear

CUDAHY

Daisy Lomeli

GARDENA

Paulette Francis

LA CAÑADA FLINTRIDGE

Leonard Pieroni

LAKESWOOD

Steve Croft

LOS ANGELES COUNTY

Steven A. Goldsworthy

MONTEBELLO

Avik Cordeiro

PICO RIVERA

Gustavo V. Camacho

SANTA FE SPRINGS

William K. Rounds

SOUTH GATE

Vacant

BELLFLOWER

Sonny R. Santa Ines

CERRITOS

Mark W. Bollman

DIAMOND BAR

Ruth Low

GLENDALE

Stephen Ryfle

LA HABRA HEIGHTS

Catherine Houwen

LONG BEACH

Emily Holman

LYNWOOD

Rita Soto

NORWALK

Margarita L. Rios

SANTA CLARITA

Heidi Heinrich

SIGNAL HILL

Robert D. Copeland

VERNON

Leticia Lopez

GENERAL MANAGER

Susanne Klüh

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A G E N D A

THE REGULAR MEETING OF THE BOARD OF TRUSTEES

Thursday, October 12, 2023

District Office
12545 Florence Avenue
Santa Fe Springs, CA 90670

1. **CALL TO ORDER**

2. **QUORUM (ROLL) CALL**

3. **INVOCATION**

4. **PLEDGE OF ALLEGIANCE**

5. **CORRESPONDENCE**

6. **INTRODUCTIONS**

(Introductions requested by staff or Trustees of persons attending the meeting are made at this time).

7. **PUBLIC COMMENT**

(This time is reserved for members of the public to address the Board relative to matters of business on and off the agenda. Comments will be limited to three minutes per person).

8. **CONSENT AGENDA (8.1 – 8.4)**

(VOTE REQUIRED)

- 8.1 Consideration of **Minutes 2023-09** of regular Board Meeting held on September 14th, 2023. ***(EXHIBIT A)***
- 8.2 Consideration of **Resolution 2023-23** Authorizing Payment of Attached Requisition September 1st through September 30th, 2023 ***(EXHIBIT B)***
- 8.3 Consideration of District’s FY 23/24 Goals Status Report for the first quarter. ***(EXHIBIT C)***

Summary: Upon adoption of the District’s FY 23/24 Budget, the Board of Trustees requested a quarterly update on the status of departmental goals enumerated in the budget document.

- 8.4 Consideration of **Resolution No. 2023-24** A Resolution of The Greater Los Angeles County Vector Control District Board of Trustees Adopting a Complimentary Tickets or Passes Policy Pursuant to Fair Political Practices Commission Regulation 18944.1 ***(EXHIBIT D)***

9. **ANNOUNCEMENT OF TRUSTEES’ TERM OF OFFICE TO EXPIRE JANUARY 1, 2024**

Summary: The General Manager has mailed correspondence advising the following named government bodies that the two or four-year term of office of its representative will expire at 12 p.m. on January 1, 2024, and has requested that they reappoint the trustee representative or successor for the next two- or four-year term of office according to Division 3, Chapter 1, Article 3, Sections 2024 et. Seq. of the State Health and Safety Code.

Trustee Representative

Ali Saleh
Mark Bollman
Leonard Mendoza
Ruth Low
Robert Kiefer
Paulette Francis
Stephen Ryfle
Steve Croft
John Lewis
Leonard Pieroni
Rita Soto
Scott Kwong
Vacant
Hector Delgado

Governing Bodies

Bell
Cerritos
Commerce
Diamond Bar
Downey
Gardena
Glendale
Lakewood
La Mirada
La Canada Flintridge
Lynwood
San Marino
South Gate
South El Monte

10. **COMMITTEE REPORTS**

10.1 Personnel Committee Report

Steve Croft, Chair

10.1.a Discussion and consideration of the following:

1. Reorganization of Administrative Department

- a. Consideration of GLACVCD Job Classifications: 2023-24 to reclassify Director of Human Resources to Human Resources Manager and add Assistant General Manager position. ***(EXHIBIT E) (VOTE REQUIRED)***

11. **CLOSED SESSION**

11.1 CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(d)(4)

Based on existing facts and circumstances, the Board of Trustees of the Greater Los Angeles County Vector Control District is deciding whether to initiate litigation

Number of potential cases: 1

11.2 CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: 10643 Glenoaks Blvd. Los Angeles, CA 91334

Agency negotiator: Ad Hoc Facility Expansion Committee in collaboration with the General Manager

Negotiating parties: Glenoaks Partners, LLC

Under negotiation: purchase contract

12. **STAFF PROGRAM REPORTS: September 2023**

- | | |
|--|-------------------------------------|
| 12.1 Manager's Report | S. Kluh, General Manager |
| 12.2 Scientific-Technical (Staff Report A) | S. Vetrone, Sci.-Tech Services Dir. |
| 12.3 Operations (Staff Report B) | M. Daniel, Operations Dir. |
| 12.4 Communications (Staff Report C) | C. Gongora & H. Kuan, Acting PIO's |
| 12.5 Fiscal (Staff Report D) | Vacant, Finance Manager |
| 12.6 Human Resources (Staff Report E) | A. Costa, Human Resources Dir. |
| 12.7 General Counsel Report | Q. Barrow, General Counsel |

13. **OTHER**

The Board may consider items not on the agenda provided that the Board complies with the Government Code (Brown Act) §54954.2(b).

14. **ADJOURNMENT**

The next Board of Trustees meeting will be scheduled on Thursday, November 9th, 2023, at 7:00 p.m. at the District's headquarters at 12545 Florence Avenue, Santa Fe Springs.

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT
MINUTES NO. 2023-09**

The regular meeting of the Board of Trustees of the Greater Los Angeles County Vector Control District held at 7:00 p.m. on Thursday, September 14, 2023, at the District office at 12545 Florence Avenue, Santa Fe Springs, California.

TRUSTEES PRESENT

Melissa Ramoso, *City of Artesia*
Pedro Aceituno, *City of Bell Gardens*
Sonny Santa Ines, *City of Bellflower*
Dr. Jeff Wassem, *City of Burbank*
Jim Dear, *City of Carson*
Mark Bollman, *City of Cerritos*
Leonard Mendoza, *City of Commerce*
Daisy Lomeli, *City of Cudahy* *7:17 p.m.
Ruth Low, *City of Diamond Bar*
Robert Kiefer, *City of Downey*
Stephen Ryfle, *City of Glendale*
Luis Roa, *City of Hawaiian Gardens*
Marilyn Sanabria, Vice President- *City of Huntington Park*
Leonard Pieroni, *City of La Cañada Flintridge*
Catherine Houwen, *City of La Habra Heights*
Emily Holman, *City of Long Beach*
Steve Appleton, *City of Los Angeles*
Steven Goldsworthy, *Los Angeles County*
Rita Soto, *City of Lynwood* *7:13 p.m.
Avik Cordeiro, *City of Montebello*
Margarita Rios, *City of Norwalk*
Isabel Aguayo, *City of Paramount*
Gustavo Camacho, *City of Pico Rivera* *7:16 p.m.
Heidi Heinrich, *City of Santa Clarita*
William K. Rounds, *City of Santa Fe Springs*
Sylvia Ballin, *City of San Fernando*
Scott Kwong, President- *City of San Marino*
Hector Delgado, *City of South El Monte*
Leticia Lopez, *City of Vernon*
Jessica Martinez, *City of Whittier*

TRUSTEES ABSENT (EXCUSED)

TRUSTEES ABSENT

Ali Saleh, Secretary-Treasurer- *City of Bell*
Paulette Francis, *City of Gardena*
John Lewis, *City of La Mirada*
Steve Croft, *City of Lakewood*
Jessica Torres, *City of Maywood*
Robert D. Copeland, *City of Signal Hill*
Vacant, *City of Southgate*

OTHERS PRESENT

Susanne Klueh, General Manager
Steve Vetrone, Sci-Tech. Director
Mark Daniel, Director of Operations
Helen Kuan, Acting Public Information Officer
Allison Costa, Director of Human Resources
Quinn Barrow, General Counsel
Danyelle-Frakes-Lewis, IT/GIS Specialist
Shirley Kim,
Araceli Hernandez, Clerk of the Board/Executive Assistant

* Denotes time of late arrival (vote tallies on agenda items reflect actual Trustees present at time of vote)

1. CALL TO ORDER

Board President Kwong called the meeting to order at 7:06 p.m.

2. QUORUM (ROLL) CALL

Following roll call, it was recorded that 27 Trustees were present, nine were absent, with one vacant seat. Three Trustees joined meeting after roll call, bringing the total to 30 Trustees present, six absent, and the one vacant seat.

3. INVOCATION

Trustee Bollman (Cerritos) led the invocation.

4. PLEDGE OF ALLEGIANCE

Trustee Goldsworthy (LA County) led the Pledge of Allegiance.

5. CORRESPONDENCE

NONE

6. INTRODUCTIONS

NONE

7. PUBLIC COMMENT

NONE

8. CONSENT AGENDA (8.1 – 8.9)

(VOTE REQUIRED)

8.1 Consideration of **Minutes 2023-08** of regular Board Meeting held on August 10th, 2023. ***(EXHIBIT A)***

8.2 Consideration of **Resolution 2023-19** Authorizing Payment of Attached Requisition August 1st through August 30th, 2023 ***(EXHIBIT B)***

8.3 Consideration of a Joint Tax Sharing Resolution, related to the annexation of SCV-1130. This resolution authorizes the Sanitation Districts of Los Angeles County and GLACVCD to collectively approve and accept the negotiated exchange of ad valorem property tax revenue resulting from the annexation of the subject territory identified in the resolution to provide revenue to the Santa Clarita Valley Sanitation District. A copy of the letter from the Sanitation Districts of Los Angeles County requesting this resolution is attached. ***(EXHIBIT C)***

Analysis: Similar to previous L.A. County tax sharing resolutions and seek to generate revenue to partially fund the services of SCV-1130, as noted above. Similar resolutions have previously been adopted by the Board; SCV- 1130, relates to funding for the operation and maintenance of off-site disposal of sewage. Although the District gives up a negligible share of its ad valorem property taxes in these exchanges, in subsequent years, that amount would generally be regained, if not exceeded, due to an increase in property values associated with services provided by the Sanitation Districts.

8.4 Consideration of Consideration of one (1) County of Los Angeles Negotiated Tax Exchange Resolution (NTER), related to the annexation of the territory known as

Project Tract No. 56-1221. This resolution authorizes the County of Los Angeles and GLACVCD to collectively approve and accept the negotiated exchange of ad valorem property tax revenue resulting from the annexation of the subject territories identified in the resolutions to provide revenue to the County Lighting Maintenance Districts (CLMD) 1687. A copy of the letter from the County of Los Angeles Department of Public Works requesting this resolution is attached. **(EXHIBIT D)**

Analysis: The NTER from the County of Los Angeles is similar to previous L.A. County tax sharing resolutions and seeks to generate revenue to partially fund the services of CLMD 1687. Similar resolutions have previously been adopted by the Board. These Petitions relate to funding for the operation and maintenance of new street lighting services for properties in Los Angeles County. Although the District gives up a negligible share of its ad valorem property taxes in these exchanges, in subsequent years, that amount would generally be regained, if not exceeded, due to an increase in property values associated with services provided by the CLMD.

- 8.5 Consideration of **Resolution 2023-20** Authorizing Risk Manager to have authority to review any legal claims. **(EXHIBIT E)**
- 8.6 Consideration of **Resolution 2023-21** Authorizing money transfers by the General Manager upon vacancy of the Director of Fiscal Operations Services position. **(EXHIBIT F)**
- 8.7 Consideration of **Resolution 2023-22** Approving agreement between the District and Eide Bailly LLP for Interim Director of Fiscal Operations Services. **(EXHIBIT G)**
- 8.8 Consideration of using outside recruiting service for new Fiscal Operations Department vacancy **(EXHIBIT H)**
- 8.9 Consideration of contract renewal proposal for OPEB actuarial projects with McLeod & Watts. **(EXHIBIT I)**

Summary: A report on the District's actuarial report providing financial information about the other post-employment benefit (OPEB) liabilities.

President Kwong asked for a motion to approve the consent agenda. Motioned by Trustee Dear (Carson) and seconded by Trustee Santa Ines (Bellflower). President Kwong asked if there was any discussion. No discussion ensued. Approved unanimously with 27 votes.

YES: Artesia, Bell Gardens, Bellflower, Burbank, Carson, Cerritos, Commerce, Diamond Bar, Downey, Glendale, Hawaiian Gardens, Huntington Park, La Cañada Flintridge, La Habra Heights, Long Beach, LA City, Los Angeles County, Montebello, Norwalk, Paramount, San Fernando, San Marino, Santa Clarita, Santa Fe Springs, South El Monte, Vernon, Whittier.

NO: NONE

ABSTAIN: NONE

ABSENT: Bell, Cudahy, Gardena, Lakewood, La Mirada, Lynwood, Maywood, Pico Rivera, Signal Hill, South Gate.

**9. CONSIDERATION AND VOTE FOR SPECIAL DISTRICT LAFCO ALTERNATE MEMBER, VOTING MEMBER FOR THE TERM ENDING MAY 2026 (EXHIBIT J)
(VOTE REQUIRED)**

*Summary: The Board should vote for one candidate for the position on the ballot for Special District LAFCO Alternate for the ballot item to fill the vacancy term ending May 2026. The candidate receiving the highest number of votes will be declared the Special District **Alternate Member** to LAFCO. Ballot must be returned by 5:00 p.m. on October 27, 2023.*

President Kwong asked for staff to provide information on item number 9 on agenda. General Manager Susanne Kluh stated this item was discussed at the August 2023 Board Meeting where LAFCO sought candidate(s) who would seek election to fill unfinished alternate representative terms expiring May 2026. GM Kluh stated Trustee Appleton (LA City) is the candidate on ballot and asked for a motion. Motioned by Trustee Bollman (Cerritos) and seconded by Trustee Goldsworthy (LA County). President Kwong asked if there was any discussion. No discussion ensued. Approved unanimously with 27 votes.

YES: Artesia, Bell Gardens, Bellflower, Burbank, Carson, Cerritos, Commerce, Diamond Bar, Downey, Glendale, Hawaiian Gardens, Huntington Park, La Cañada Flintridge, La Habra Heights, Long Beach, LA City, Los Angeles County, Montebello, Norwalk, Paramount, San Fernando, San Marino, Santa Clarita, Santa Fe Springs, South El Monte, Vernon, Whittier.

NO: NONE

ABSTAIN: NONE

ABSENT: Bell, Cudahy, Gardena, Lakewood, La Mirada, Lynwood, Maywood, Pico Rivera, Signal Hill, South Gate.

10. COMMITTEE REPORTS

10.1 Personnel Committee Report

Sylvia Ballin, Chair

10.1.a Discussion and consideration of the following:

1. Reorganization of Communications and Finance Departments

- a. Consideration of GLACVCD Job Classifications: 2023-24 removing Director of Communications and Director of Fiscal Operations, and including Communications Manager, Finance Manager, and Finance Analyst. **(EXHIBIT K) (VOTE REQUIRED)**

Trustee Heinrich (Santa Clarita) shared Personnel Committee met on September 7th, 2023, to discuss items on agenda. General Manager Susanne Klueh shared PowerPoint presentation to explain reclassification of Director of Fiscal Operations and Director of Communications to Fiscal Operations Manager and Communications Manager, respectively, while adding two interim Finance Analyst positions. Trustee Goldsworthy (LA County) asked question regarding the addition of Finance Analyst positions and compensating staff at higher amount, what would the outcome be after. GM Klueh stated there is a plan that will lead to a reorganization and incumbents have opportunity of those higher positions. Trustee Ryfle (Glendale) asked question regarding reclassification of Director positions. Director of Human Resources, Allison Costa, stated manager level would provide realistic expectation of salary to incumbents applying. Trustee Kiefer (Downey) asked question regarding the remainder of Director positions. GM Klueh stated there are no plans to reclassify Director of Operations and Director of Scientific Technical Services positions, but more information would be provided regarding the additional changes to the organization of the administrative branch during the October Board Meeting. Discussion continued regarding reclassification of Director positions with Trustee Santa Ines (Bellflower), Trustee Catherine Houwen (La Habra Heights), Trustee Bollman (Cerritos), Trustee Low (Diamond Bar), and Trustee Goldsworthy (LA County). Trustee Heinrich (Santa Clarita) provided recap and stated when Personnel Committee met on September 7th, 2023, Personnel Committee members voted unanimously to reclassify Director of Fiscal Operations and Director of Communications to manager positions and create two interim Finance Analyst positions and asked for motion.

Motioned by Trustee Ballin (Santa Clarita) and seconded by Trustee Bollman (Cerritos). President Kwong asked if there was any discussion. No discussion ensued. Approved unanimously with 30 votes.

YES: Artesia, Bell Gardens, Bellflower, Burbank, Carson, Cerritos, Commerce, Cudahy, Diamond Bar, Downey, Glendale, Hawaiian Gardens, Huntington Park, La Cañada Flintridge, La Habra Heights, Long Beach, LA City, Los Angeles County, Lynwood, Montebello, Norwalk, Paramount, Pico Rivera, San Fernando, San Marino, Santa Clarita, Santa Fe Springs, South El Monte, Vernon, Whittier.

NO: NONE

ABSTAIN: NONE

ABSENT: Bell, Gardena, Lakewood, La Mirada, Maywood, Signal Hill, South Gate.

11. CLOSED SESSION

11.1 Conference with Legal Counsel (ANTICIPATED LITIGATION)

(Government Code Section 54956.9(d)(2)(E)(1))

Number of Cases: 1

A point has been reached where, in the opinion of the Board of Trustees on the advice of the General Counsel, based upon existing facts and circumstances, there is a significant exposure to litigation against the District. (Additional information sent under separate cover).

11.2 CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(d)(4)

Based on existing facts and circumstances, the Board of Trustees of the Greater Los Angeles County Vector Control District is deciding whether to initiate litigation

Number of potential cases: 1

11.3 CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: 10643 Glenoaks Blvd. Los Angeles, CA 91334

Agency negotiator: Ad Hoc Facility Expansion Committee in collaboration with the General Manager

Negotiating parties: Glenoaks Partners, LLC

Under negotiation: purchase contract

General Counsel, Quinn Barrow, stated there was no reportable action taken on the three items identified on the agenda.

12. STAFF PROGRAM REPORTS: August 2023

12.1 Manager's Report

S. Kluh, General Manager

General Manager, Susanne Kluh, did not add anything to report. No questions or discussion ensued.

12.2 Scientific-Technical (Staff Report A)

S. Vetrone, Sci.-Tech Services Dir.

Director of Scientific-Technical Services, Steve Vetrone, updated board on positive mosquito samples as they have increased to 148 for the season; last year there were 227. Director Vetrone stated in addition there are 10 positive West Nile Virus dead birds; last year there were 22. Director Vetrone also shared three additional human cases of WNV were reported, with a total of 6 this season; one of those cases have been reported as fatalities by the LA County Health Department. No questions or discussion ensued.

12.3 Operations (Staff Report B)

M. Daniel, Operations Dir.

Director of Operations, Mark Daniel, stated Tropical Storm Hillary led dry swimming pools to be filled with water and staff have worked diligently to get them dried up again. Director Daniel also stated with the uptick in WNV, staff are working routes efficiently to get better coverage of District area. Director Daniel also shared Operations Supervisor positions have been filled, as well as Jr. Programmer position. No questions or discussion ensued.

12.4 Communications (Staff Report C) C. Gongora & H. Kuan, Acting PIO's

Acting Public Information Officer, Helen Kuan, highlighted and thanked cities who have spread the message of West Nile Virus where detection of virus has occurred and cities who share District's business on their agency's website. No questions or discussion ensued.

12.5 Fiscal (Staff Report D) Vacant, Fiscal Operations Dir.

Fiscal Operations Director position is vacant. General Manager Susanne Kluh did not have items to report. No questions or discussion ensued.

12.6 Human Resources (Staff Report E) A. Costa, Human Resources Dir.

Director of Human Resources, Allison Costa, did not add to report. No questions or discussion ensued.

12.7 General Counsel Report Q. Barrow, General Counsel

General Counsel, Quinn Barrow, did not add to report. No questions or discussion ensued.

13. OTHER

The Board may consider items not on the agenda provided that the Board complies with the Government Code (Brown Act) §54954.2(b).

NONE

14. ADJOURNMENT

President Kwong adjourned meeting at 9:02 p.m. The next Board of Trustees meeting will be scheduled on Thursday, October 12th, 2023, at 7:00 p.m. at the District's headquarters at 12545 Florence Avenue, Santa Fe Springs.

RESOLUTION NO. 2023-23

**A RESOLUTION OF THE BOARD OF TRUSTEES OF
THE GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT
RATIFYING AND AUTHORIZING THE PAYMENT
OF CERTAIN CLAIMS AND DEMANDS**

CERTIFICATION

In accordance with Section 2000.0 of the District's Accounting Procedures Policy, the Director of Fiscal Operations hereby certifies to the accuracy of the Requisition Schedule attached to this resolution and to the availability of funds for the payment of expenses set forth in that Requisition Schedule.

Finance Manager

**THE BOARD OF TRUSTEES OF THE GREATER LOS ANGELES COUNTY
VECTOR CONTROL DISTRICT DETERMINES AND RESOLVES AS FOLLOWS:**

Section 1: The claims and demands set forth in the attached Requisition Schedule are ratified and approved in the amounts set forth as follows:

**A. In the amount of \$449,052.93 as issued, signed, and released as
Check Nos. 4734 through 4764 .**

Section 2: The Secretary-Treasurer is directed to certify to the adoption of the resolution.
PASSED, APPROVED, AND ADOPTED this 12th day of October 2023.

President

I, _____, Secretary-Treasurer of the Greater Los Angeles County Vector Control District, hereby certify that Resolution No. 2023-24 was duly adopted by the Board of Trustees at its regular meeting held on October 12th, 2023.

Secretary-Treasurer

Greater L.A. County Vector Control Dist
Cash Disbursements Journal
For the Period From Sep 1, 2023 to Sep 30, 2023

Filter Criteria includes: Report order is by Date. Report is printed in Detail

Date	Check #	Account ID	Name	Invoice Number	Line Description	Check Total	Debit Amount
9/14/23	ACH	5170-A-70	U.S. BENCOR/MidAmerica	September 2023 MidAmerica	MidAmerica Retirees and Tier IV HRA	Check Total:	<u>-26,733.86</u>
9/19/23	ACH	5170-A-70	PERS	100000017258031	September 2023 Health and medical premiums	Check Total:	<u>-134,746.46</u>
9/19/23	4734	5420-A-62	A & B TIRE	Invoice: 24726	flat repair		25.00
9/19/23	4734	5420-A-62	A & B TIRE	Invoice: 24727	flat repair		20.00
9/19/23	4734	5420-A-62	A & B TIRE	Invoice: 24738	flat repair		20.00
9/19/23	4734	5420-A-62	A & B TIRE	Invoice: 24756	flat repair		20.00
9/19/23	4734	5420-A-62	A & B TIRE	Invoice: 24764	flat repair		20.00
9/19/23	4734	5420-A-62	A & B TIRE	Invoice: 24763	flat repair		20.00
9/19/23	4734	5420-A-62	A & B TIRE	Invoice: 24766	2 of Yokohama tires		721.75
						Check Total:	<u>-846.75</u>
9/19/23	4735	2391-A-10	American Fidelity Assurance Company	Invoice: 2164583A	AF URM FSA		890.37
9/19/23	4735	2391-A-10	American Fidelity Assurance Company	Invoice: 2164586A	AF URM FSA		890.37
						Check Total:	<u>-1,780.74</u>
9/19/23	4736	5769-A-52	Caroline Gongora	Invoice: CAGO.6.89	A4 catalog stand	Check Total:	<u>-6.89</u>
9/19/23	4737	5325-B-23	CINTAS #053	Invoice: 4160666765	Uniforms, towels, floor mats cleaned, andjanitorial service		406.38
9/19/23	4737	5325-B-23	CINTAS #053	Invoice: 4164759502	Uniforms, towels, floor mats cleaned, andjanitorial service		392.90
9/19/23	4737	5325-B-23	CINTAS #053	Invoice: 4161982749	Uniforms, towels, floor mats cleaned, andjanitorial service		404.01
9/19/23	4737	5325-B-23	CINTAS #053	Invoice: 4165462489	Uniforms, towels, floor mats cleaned, andjanitorial service		472.16
9/19/23	4737	5325-A-22	CINTAS #053	Invoice: 4166103689	Uniforms, towels, floor mats cleaned, andjanitorial service		503.58
9/19/23	4737	5325-B-23	CINTAS #053	Invoice: 4166182629	Uniforms, towels, floor mats cleaned, andjanitorial service		412.90
9/19/23	4737	5325-A-22	CINTAS #053	Invoice: 4166822496	Uniforms, towels, floor mats cleaned, andjanitorial service		428.83
9/19/23	4737	5325-A-22	CINTAS #053	Invoice: 4167483667	Uniforms, towels, floor mats cleaned, andjanitorial service		457.75
						Check Total:	<u>-3,478.51</u>
9/19/23	4738	5815-B-63	Clean Net of Southern California, Inc	Invoice: SCA0069771	Janitorial service		697.00
9/19/23	4738	5815-A-62	Clean Net of Southern California, Inc	Invoice: SCA0069772	monthly janitorial service		1,165.00
						Check Total:	<u>-1,862.00</u>
9/19/23	4739	5160-A-22	Fidelity Security Life Ins./Eyemed	Invoice: 165922632	Vision insurance - EyeMed	Check Total:	<u>-1,687.60</u>
9/19/23	ACH	5485-A-22	EXXONMOBIL FLEET	Invoice: 91772771	monthly fiel charges for District fleet	Check Total:	<u>-33,425.00</u>
9/19/23	4741	5667-A-10	Government Finance Officers Association	Invoice: 3087293	CON_SM1 Org. Assessment & ERP Advisory Services	Check Total:	<u>-2,500.00</u>

Greater L.A. County Vector Control Dist
Cash Disbursements Journal
For the Period From Sep 1, 2023 to Sep 30, 2023

Filter Criteria includes: Report order is by Date. Report is printed in Detail

Date	Check #	Account ID	Name	Invoice Number	Line Description	Check Total	Debit Amount
9/19/23	4742	5880-B-63	LA DEPT WATER & POWER	Invoice: 079750100000003093.3	Electric charges (8/14/23-9/14/23)		3,093.30
9/19/23	4742	5885-B-63	LA DEPT WATER & POWER	Invoice: 1797501000000023.49	water charges (8/14/23-9/14/23)		23.49
						Check Total:	<u>-3,116.79</u>
9/19/23	4743	5855-A-62	LB Johnson Hardware	Invoice: 961938	fixtures and hardware		85.86
9/19/23	4743	5499-A-62	LB Johnson Hardware	Invoice: 961992	maint. misc. items		22.07
9/19/23	4743	5499-A-62	LB Johnson Hardware	Invoice: 961993	misc. maint. parts		19.87
9/19/23	4743	5499-A-62	LB Johnson Hardware	Invoice: 962113	interior/exterior supplies		165.74
9/19/23	4743	5499-A-62	LB Johnson Hardware	Invoice: 962112	maint. parts and supplies		36.43
9/19/23	4743	5855-A-62	LB Johnson Hardware	Invoice: 962119	eye bolts		5.27
9/19/23	4743	5855-A-62	LB Johnson Hardware	Invoice: 962111	hex nut finish		4.64
9/19/23	4743	5499-A-62	LB Johnson Hardware	Invoice: 962130	misc. items - maintenance		16.11
						Check Total:	<u>-355.99</u>
9/19/23	4744	5810-B-63	LANDSCO	Invoice: 6264	monthly landscape maintenance	Check Total:	<u>-357.00</u>
9/19/23	4745	5735-A-22	MARK HALL	Invoice: MHAL.43.41	Storm Con 2023 expense reimbursement	Check Total:	<u>-43.41</u>
9/19/23	4746	5680-A-10	NIGRO & NIGRO	Invoice: 18717	Interim Fieldwork June 30, 2023	Check Total:	<u>-11,000.00</u>
9/19/23	4747	5415-A-62	O'Reilly Auto Parts/ first call	Invoice: 3075-235112	Marine grease, car wash		23.67
9/19/23	4747	5435-A-62	O'Reilly Auto Parts/ first call	Invoice: 3075-238701	wiper fluid		9.41
9/19/23	4747	5480-A-62	O'Reilly Auto Parts/ first call	Invoice: 3075-238702	Oil, air filter and motor oil		87.92
						Check Total:	<u>-121.00</u>
9/19/23	4748	5670-A-10	RICHARDS, WATSON & GERSHON	Invoice: 243871	Special Counsel Services		687.50
9/19/23	4748	5670-A-10	RICHARDS, WATSON & GERSHON	Invoice: 243870	General - prof. services through July 31, 2023		202.50
9/19/23	4748	5670-A-10	RICHARDS, WATSON & GERSHON	Invoice: 243872	Board Meetings through July 31, 2023		675.00
						Check Total:	<u>-1,565.00</u>
9/19/23	4749	5880-A-62	SOUTHERN CA. EDISON	Invoice: STMT09132023P2C10	Electricity - bill (8/14/23-9/12/23)	Check Total:	<u>-8,735.52</u>
9/19/23	4750	5810-A-62	SIAPIN HORTICULTURE	Invoice: 59408	Monthly landscape maintenance for August 2023	Check Total:	<u>-1,330.00</u>
9/19/23	4751	5133-A-22	Standard Insurance Company	Invoice: 09012023.6686.39	Short-term disability, Lincoln National - life	Check Total:	<u>-6,686.39</u>
9/29/23	4752	5420-A-62	A & B TIRE	Invoice: 24805	1 Hamkook tire for #47	Check Total:	<u>-123.30</u>
9/29/23	4753	2394-A-10	AMERICAN FIDELITY ASSURANCE CO.	Invoice: D637404	Life insurance American Fidelity	Check Total:	<u>-6,919.44</u>

Greater L.A. County Vector Control Dist
Cash Disbursements Journal
For the Period From Sep 1, 2023 to Sep 30, 2023

Filter Criteria includes: Report order is by Date. Report is printed in Detail

Date	Check #	Account ID	Name	Invoice Number	Line Description	Check Total	Debit Amount
9/29/23	4754	5640-A-10	KEENAN & ASSOCIATES	Invoice: 296210	Installment 4 of 12	Check Total:	<u>-1,666.00</u>
9/29/23	4755	5625-A-10	PITNEY BOWES GLOBAL FINANCIAL LLC	Invoice: 3846.9152023.806.50	postage	Check Total:	<u>-806.50</u>
9/29/23	4756	5310-A-22	Cindy Reyes	Invoice: REYE.237.04	safety work boots reimbursement	Check Total:	<u>-237.04</u>
9/29/23	4757	5155-A-22	Standard Life Insurance Company	Invoice: 09012023.12247.72	Dental insurance - SFS		12,247.72
9/29/23	4757	2242-A-10	Standard Life Insurance Company	Invoice: Sep.2023COBRA.127.08	Sept. 2023 COBRA		127.08
						Check Total:	<u>-12,374.80</u>
9/29/23	4758	5727-A-42	CA Dept. of Public Health	Invoice: 9282023.702.00	CDPH Vector-borne Disease - Exam fee	Check Total:	<u>-702.00</u>
9/29/23	4759	5520-A-32	Airgas Dry Ice	Invoice: 091523-3093	dry ice		627.35
9/29/23	4759	5520-B-33	Airgas Dry Ice	Invoice: 091523-3093	dry ice		627.86
9/29/23	4759	5540-A-32	Airgas Dry Ice	Invoice: 091523-3093	dry ice		627.86
9/29/23	4759	5540-B-33	Airgas Dry Ice	Invoice: 091523-3093	dry ice		628.33
9/29/23	4759	5735-A-22	AirBnB	Invoice: 091523-0399	San Diego Conference		398.96
9/29/23	4759	5735-A-22	Grove Las Vegas	Invoice: 091523-0399	Conference meals		6.49
9/29/23	4759	5735-A-22	Great AM Bagle	Invoice: 091523-0399	Conference meals		7.42
9/29/23	4759	5735-A-22	Chilis	Invoice: 091523-0399	Conference meals		18.78
9/29/23	4759	5735-A-22	Sheraton Dallas	Invoice: 091523-0399	Dallas Sheraton - 2 nights		533.10
9/29/23	4759	5735-A-22	Fresh Market	Invoice: 091523-0399	Conference meals		8.23
9/29/23	4759	5735-A-22	Woodstock Pizza, Inc.	Invoice: 091523-0399	Conference meals - San Diego		40.50
9/29/23	4759	5735-A-22	The Broken Yolk	Invoice: 091523-0399	Conference meals - San Diego		59.74
9/29/23	4759	5510-A-32	Westcoast Industries	Invoice: 091523-0925	Nitrile gloves		711.86
9/29/23	4759	5510-B-33	Amazon	Invoice: 091523-0925	lab supplies		168.07
9/29/23	4759	5520-B-33	Henco Pet Vet Distribution	Invoice: 091523-0925	field supplies and equipments		100.17
9/29/23	4759	5260-A-62	Western Scientific	Invoice: 091523-0925	support equipments		470.00
9/29/23	4759	5520-B-33	Amazon	Invoice: 091523-0925	field supplies		37.20
9/29/23	4759	5540-B-33	MVCAC	Invoice: 091523-0925	shipping and testing		7,898.00
9/29/23	4759	5510-A-32	Amazon	Invoice: 091523-0925	lab supplies		165.72
9/29/23	4759	5707-A-10	Panera Bread	Invoice: 091523-2276	meeting supplies		183.47
9/29/23	4759	5735-A-10	CSDA	Invoice: 091523-2276	CSDA registration		200.00
9/29/23	4759	5707-A-10	Costco	Invoice: 091523-2276	meeting supplies		165.38
9/29/23	4759	5707-A-10	Ralphs	Invoice: 091523-4011	meeting supplies		26.98
9/29/23	4759	5655-A-42	Amazon	Invoice: 091523-4585	office supplies		5.14
9/29/23	4759	5210-A-42	Target Specialty Products	Invoice: 091523-4585	chemicals and compounds		713.95
9/29/23	4759	5210-A-42	Target Specialty Products	Invoice: 091523-4585	Sumilarv, 40 bags		2,855.75

Greater L.A. County Vector Control Dist
Cash Disbursements Journal
For the Period From Sep 1, 2023 to Sep 30, 2023

Filter Criteria includes: Report order is by Date. Report is printed in Detail

Date	Check #	Account ID	Name	Invoice Number	Line Description	Check Total	Debit Amount
9/29/23	4759	5485-B-43	ExxonMobil	Invoice: 091523-4585	fuel		120.00
9/29/23	4759	5485-A-42	ExxonMobil	Invoice: 091523-4585	fuel		108.08
9/29/23	4759	5360-A-42	Westcoast Industries	Invoice: 091523-4585	protective safety equipments		371.35
9/29/23	4759	5260-A-42	Amazon	Invoice: 091523-4585	support equipments		208.59
9/29/23	4759	5360-B-43	Home Depot	Invoice: 091523-4585	protective safety equipments		10.89
9/29/23	4759	5790-A-53	Sylmar Cleaners	Invoice: 091523-4585	Public exhibit expense		44.00
9/29/23	4759	5360-A-42	Westcoast Industries	Invoice: 091523-4585	protective safety equipments		351.38
9/29/23	4759	5707-B-43	Yum Yum Donuts	Invoice: 091523-4585	meeting supplies		17.99
9/29/23	4759	5655-B-43	Grammarly	Invoice: 091523-4585	office supplies		144.00
9/29/23	4759	5260-A-42	Safety Depot	Invoice: 091523-4585	support equipment		217.69
9/29/23	4759	5485-B-43	ExxonMobil	Invoice: 091523-4585	fuel		129.90
9/29/23	4759	5707-B-43	Yum Yum Donuts	Invoice: 091523-4585	meeting supplies		17.99
9/29/23	4759	5877-B-63	Spectrum	Invoice: 091523-4668	Sylmar internet Service		1,415.00
9/29/23	4759	5880-A-62	So Cal gas Co.	Invoice: 091523-5099	So Cal gas Co. - utility		64.77
9/29/23	4759	5885-A-62	City of SFS	Invoice: 091523-1470	domestic service		386.26
9/29/23	4759	5885-A-62	City of SFS	Invoice: 091523-1470	fire service meter		137.93
9/29/23	4759	5885-A-62	City of SFS	Invoice: 091523-1470	reclaimed water service		1,192.34
9/29/23	4759	5640-A-10	Intermedia.net	Invoice: 091523-9535	website services		2,120.00
9/29/23	4759	5640-A-10	Intermedia.net	Invoice: 091523-9535	website services		1,616.04
9/29/23	4759	5877-A-62	Frontier Communications	Invoice: 091523-7995	SFS Internet		1,055.26
9/29/23	4759	5707-A-22	Stater Bros	Invoice: 091523-4747	meeting supplies		34.91
9/29/23	4759	5707-A-22	Stater Bros	Invoice: 091523-4747	meeting supplies		23.56
9/29/23	4759	5655-B-23	USPS	Invoice: 091523-4747	office supplies		285.12
9/29/23	4759	5640-A-10	zoom.us	Invoice: 091523-4635	zoom service		33.58
9/29/23	4759	5640-A-10	Google	Invoice: 091523-4635	Google suite		39.70
9/29/23	4759	5620-A-52	Fiverr	Invoice: 091523-7701	computer software expenses		44.70
9/29/23	4759	5620-A-52	Google	Invoice: 091523-7701	computer software expenses		9.99
9/29/23	4759	5769-A-52	Michaels Stores	Invoice: 091523-7701	returns from Michaels Stores		-5.28
9/29/23	4759	5640-A-52	Zingle	Invoice: 091523-7701	website services		229.00
9/29/23	4759	5620-A-52	Mailchimp	Invoice: 091523-7701	computer software expenses		80.00
9/29/23	4759	5640-A-52	Getstreamline.com	Invoice: 091523-7701	website services		497.00
9/29/23	4759	5640-A-52	Getstreamline.com	Invoice: 091523-7701	website services		18.00
9/29/23	4759	5620-A-52	Canva	Invoice: 091523-7701	computer software expenses		119.40
9/29/23	4759	5640-A-52	Kwesforms	Invoice: 091523-7701	website services		29.00
9/29/23	4759	5735-A-52	Hilton Hotels	Invoice: 091523-7701	Conference		229.19
9/29/23	4759	5655-A-52	Target.com	Invoice: 091523-7701	office supplies		10.01
9/29/23	4759	5620-A-52	Linktree	Invoice: 091523-7701	computer software expenses		9.00
9/29/23	4759	5787-A-53	Amazon	Invoice: 091523-7719	promo materials		76.25
9/29/23	4759	5790-A-53	Amazon	Invoice: 091523-7719	public exhibit expenses		8.83

Greater L.A. County Vector Control Dist
Cash Disbursements Journal
For the Period From Sep 1, 2023 to Sep 30, 2023

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9/29/23	4759	5790-A-52	Amazon	Invoice: 091523-7719	public exhibit expenses		85.18
9/29/23	4759	5787-A-53	Geiger	Invoice: 091523-7719	promo materials		449.22
9/29/23	4759	5345-A-52	Amazon	Invoice: 091523-7719	Credit - Amazon		-65.69
9/29/23	4759	5787-A-53	Geiger	Invoice: 091523-7719	promo materials		1,791.16
9/29/23	4759	5787-A-53	Amazon	Invoice: 091523-7719	promo materials		46.77
9/29/23	4759	5210-A-42	Adapco	Invoice: 091523-5940	chemicals and compounds		25,169.68
9/29/23	4759	5210-A-42	Adapco	Invoice: 091523-5940	chemicals and compounds		31,267.08
9/29/23	4759	5210-B-43	Adapco	Invoice: 091523-5940	chemicals and compounds		30,984.13
9/29/23	4759	5210-A-22	Adapco	Invoice: 091523-5940	chemicals and compounds		11,349.74
9/29/23	4759	5210-B-43	Adapco	Invoice: 091523-5940	chemicals and compounds		-3,880.80
9/29/23	4759	5620-A-22	Liquid Web	Invoice: 091523-9515	computer software expenses		1,668.42
9/29/23	4759	5620-A-22	Fiverr	Invoice: 091523-9515	computer software expenses		211.00
9/29/23	4759	5620-A-22	Adobe Acropro	Invoice: 091523-9515	computer software expenses		19.99
9/29/23	4759	5620-A-22	PluralSight	Invoice: 091523-9515	computer software expenses		22.50
9/29/23	4759	5620-A-22	PluralSight	Invoice: 091523-9515	computer software expenses		29.00
9/29/23	4759	5620-A-22	MSFT	Invoice: 091523-9515	computer software expenses		79.92
9/29/23	4759	5620-A-22	Google	Invoice: 091523-9515	computer software expenses - cloud		21.23
9/29/23	4759	5345-A-22	M&M Embroidery	Invoice: 091523-9741	embroidery		17.60
9/29/23	4759	5360-A-22	Rx Safety	Invoice: 091523-9741	RX Safety - credit		-117.00
9/29/23	4759	5310-A-22	Red Wing Shoes	Invoice: 091523-9741	safety work boots		250.00
9/29/23	4759	6031-A-22	Notebookshop.com	Invoice: 091523-9741	Laptop - Jonathan T.		3,033.92
9/29/23	4759	5260-A-22	Grainger	Invoice: 091523-9741	squeegie		99.29
9/29/23	4759	5260-A-22	Amazon	Invoice: 091523-9741	support equipments		35.33
9/29/23	4759	5260-A-22	Amazon	Invoice: 091523-9741	support equipments		15.46
9/29/23	4759	5260-A-22	Amazon	Invoice: 091523-9741	support equipments		276.22
9/29/23	4759	5520-A-32	Amazon	Invoice: 091523-9741	field supplies		276.22
9/29/23	4759	5520-A-32	Amazon	Invoice: 091523-9741	field supplies		276.22
9/29/23	4759	5625-A-10	UPS Store	Invoice: 091523-0808	postage		72.08
9/29/23	4759	5709-A-10	Vons	Invoice: 091523-0808	wellness program		25.00
9/29/23	4759	5707-A-10	Panera Bread	Invoice: 091523-0808	meeting supplies		93.04
9/29/23	4759	5707-A-10	Wateria	Invoice: 091523-4770	meeting supplies		24.75
9/29/23	4759	5260-A-42	Amazon	Invoice: 091523-4770	Credit - Amazon		-325.78
9/29/23	4759	5260-A-42	Zoro Tools Inc.	Invoice: 091523-4770	support equipments		16.89
9/29/23	4759	5485-A-42	ExxonMobil	Invoice: 091523-4770	fuel		134.79
9/29/23	4759	5345-A-32	M&M Embroidery	Invoice: 091523-9233	embroidery		79.20
9/29/23	4759	5510-A-32	Amazon	Invoice: 091523-9233	lab supplies		224.21
9/29/23	4759	5707-A-10	Costco	Invoice: 091523-9233	meeting supplies - KAP survey lunch		47.96
9/29/23	4759	5632-B-23	Amazon	Invoice: 091523-0410	mobile equipments		28.44
9/29/23	4759	5655-A-10	Amazon	Invoice: 091523-0410	office supplies		251.84

Greater L.A. County Vector Control Dist
Cash Disbursements Journal
For the Period From Sep 1, 2023 to Sep 30, 2023

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9/29/23	4759	5260-B-23	Amazon	Invoice: 091523-0410	support equipments		128.10
9/29/23	4759	5625-B-23	USPS	Invoice: 091523-0410	postage		34.24
9/29/23	4759	5655-B-23	Office Depot	Invoice: 091523-0410	office supplies		11.38
9/29/23	4759	5655-B-23	Office Depot	Invoice: 091523-0410	office supplies		23.75
9/29/23	4759	5655-B-23	Office Depot	Invoice: 091523-0410	office supplies - credit		-23.75
9/29/23	4759	5260-B-23	Amazon	Invoice: 091523-0410	support equipments		228.86
9/29/23	4759	5655-A-10	Amazon	Invoice: 091523-0410	office supplies		32.84
9/29/23	4759	5655-B-23	Amazon	Invoice: 091523-0410	office supplies		51.15
9/29/23	4759	5210-B-23	Veseris	Invoice: 091523-0410	chemicals and compounds		4,952.34
9/29/23	4759	5655-A-10	Varidesk	Invoice: 091523-0410	office supplies		71.18
9/29/23	4759	5260-B-23	Home Depot	Invoice: 091523-0410	support equipments		8.83
9/29/23	4759	5260-B-23	Home Depot	Invoice: 091523-0410	support equipments		32.98
9/29/23	4759	5260-B-23	Amazon	Invoice: 091523-0410	support equipments		206.57
9/29/23	4759	5260-B-23	Amazon	Invoice: 091523-0410	support equipments - credit		-228.86
9/29/23	4759	5655-B-23	Office Depot	Invoice: 091523-0410	office supplies		58.22
9/29/23	4759	5540-B-33	UPS	Invoice: 091523-5230	shipping and testing		15.77
9/29/23	4759	5540-B-33	UPS	Invoice: 091523-5230	shipping and testing		65.14
9/29/23	4759	5540-B-33	UPS	Invoice: 091523-5230	shipping and testing		19.93
9/29/23	4759	5540-A-32	UPS	Invoice: 091523-5230	shipping and testing		139.08
9/29/23	4759	5655-A-10	Staples	Invoice: 091523-8762	office supplies		36.90
9/29/23	4759	5707-A-10	Islands Cerritos	Invoice: 091523-8762	meeting		117.93
9/29/23	4759	5655-A-10	Staples	Invoice: 091523-8762	office supplies		24.85
9/29/23	4759	5625-A-10	USPS	Invoice: 091523-8762	USPS - postage		21.18
9/29/23	4759	5735-A-10	Hilton Hotels	Invoice: 091523-8762	Hilton Hotels - conf.		229.19
9/29/23	4759	5617-A-52	Notebookshop.com	Invoice: 091523-7722	Notebookshop (laptop repair)		42.71
9/29/23	4759	5619-B-23	Hershey Business Products	Invoice: 091523-7722	equipment repair		118.15
9/29/23	4759	5617-A-52	Notebookshop.com	Invoice: 091523-7722	exchange dock for correct one		76.65
9/29/23	4759	5499-A-62	Amazon	Invoice: 091523-7722	Misc. items and parts		33.02
9/29/23	4759	5499-A-62	Amazon	Invoice: 091523-7722	Misc. items and parts		36.44
9/29/23	4759	5877-B-63	Dynalink Communications	Invoice: 091523-7722	Internet, backup		134.48
9/29/23	4759	5707-A-10	The Flame Broiler	Invoice: 091523-1099	meeting supplies		45.80
9/29/23	4759	5735-A-10	Mission Hills	Invoice: 091523-1099	conference		341.53
9/29/23	4759	5707-A-10	Costco	Invoice: 091523-1099	meeting supplies		51.69
9/29/23	4759	5705-A-10	Target	Invoice: 091523-1099	Pre/post employment screen		18.68
9/29/23	4759	5707-A-10	Chipotle	Invoice: 091523-1099	Meeting supplies		59.33
9/29/23	4759	5625-A-10	The UPS Store	Invoice: 091523-1099	postage		21.51
9/29/23	4759	5499-A-62	Home Depot	Invoice: 091523-2320	Misc. items and parts		100.22
9/29/23	4759	5825-A-62	Home Depot	Invoice: 091523-2320	interior/exterior supplies		8.80
9/29/23	4759	5445-A-62	AF Metal Sales, Inc.	Invoice: 091523-2320	fabrication supplies		33.69

Greater L.A. County Vector Control Dist
Cash Disbursements Journal
For the Period From Sep 1, 2023 to Sep 30, 2023

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Date	Check #	Account ID	Name	Invoice Number	Line Description	Check Total	Debit Amount
9/29/23	4759	5825-A-62	Home Depot	Invoice: 091523-2320	interior/exterior supplies		58.65
9/29/23	4759	5825-A-62	Home Depot	Invoice: 091523-2320	interior/exterior supplies		89.00
9/29/23	4759	5485-A-62	ExxonMobil	Invoice: 091523-2320	fuel for gas cans		90.00
9/29/23	4759	5499-A-62	O'Reilly Auto Parts	Invoice: 091523-2320	O'Reilly - batteries, 6 count		847.71
9/29/23	4759	5825-A-62	Home Depot	Invoice: 091523-2320	interior/exterior supplies		131.20
9/29/23	4759	5707-A-10	Wal-Mart	Invoice: 091523-2320	meeting supplies		59.94
9/29/23	4759	5260-A-62	Farmchem Corp	Invoice: 091523-4095	support equipments		462.69
9/29/23	4759	5755-A-62	Smart & Final	Invoice: 091523-4095	kitchen supplies		52.11
9/29/23	4759	5260-A-62	Spraying Systems	Invoice: 091523-4095	spray nozzles		160.16
9/29/23	4759	5260-A-62	Partspak.com	Invoice: 091523-4095	support equipments		141.86
9/29/23	4759	5499-A-62	Shell Land	Invoice: 091523-9392	Misc. Maint. Parts		2,009.38
9/29/23	4759	5499-A-62	Shell Land	Invoice: 091523-9392	Misc. Maint. Parts		2,009.38
9/29/23	4759	5499-A-62	Harbor Freight Tools	Invoice: 091523-9392	Misc. Maint. Parts - returns		-99.22
9/29/23	4759	5499-A-62	Harbor Freight Tools	Invoice: 091523-9392	Misc. Maint. Parts		518.16
9/29/23	4759	5480-B-63	H&H auto Parts	Invoice: 091523-7302	engine maintenance		215.36
9/29/23	4759	5499-B-63	H&H auto Parts	Invoice: 091523-7302	misc. maint. Parts		190.79
9/29/23	4759	5310-A-62	Work Boot Warehouse	Invoice: 091523-7302	safety work boots		199.99
9/29/23	4759	5499-B-63	Harbor Freight Tools	Invoice: 091523-7302	shop tools		390.76
9/29/23	4759	5499-B-63	Harbor Freight Tools	Invoice: 091523-7302	shop tools		166.40
9/29/23	4759	5499-B-63	Home Depot	Invoice: 091523-7302	shop tools		70.88
9/29/23	4759	5485-B-63	ExxonMobil	Invoice: 091523-7302	fuel		87.06
9/29/23	4759	5420-B-63	Sergio's Auto Repair	Invoice: 091523-7302	4 new tires for #44		201.87
9/29/23	4759	5415-B-63	Argo Adventure	Invoice: 091523-7302	Argo brakes		490.11
9/29/23	4759	5735-A-10	CSDA	Invoice: 091523-5970	conference registration		625.00
9/29/23	4759	5735-A-10	CalPERS Cvent	Invoice: 091523-5970	CalPERS Event		499.00
9/29/23	4759	58900-A-62	Republic Services	Invoice: 091523-1747	trash pickup		846.61
9/29/23	4759	5890-B-63	Republic Services	Invoice: 091523-1747	trash pickup		354.79
9/29/23	4759	5825-A-62	Best RV Self Storage	Invoice: 091523-3982	RV storage		295.00
9/29/23	4759	5415-A-62	Harbor Freight Tools	Invoice: 091523-3982	brake and suspension		99.21
9/29/23	4759	5825-A-62	Amazon	Invoice: 091523-3982	interior/exterior supplies		32.19
9/29/23	4759	5435-A-62	Amazon	Invoice: 091523-3982	body repair		104.86
9/29/23	4759	5499-A-62	Amazon	Invoice: 091523-3982	misc. maint. Parts		10.22
9/29/23	4759	5415-A-62	Amazon	Invoice: 091523-3982	brake and suspension		112.16
9/29/23	4759	5400-A-62	Amazon	Invoice: 091523-3982	electric parts - maintenance		44.93
9/29/23	4759	5855-A-62	Amazon	Invoice: 091523-3982	fixtures and hardware		24.94
9/29/23	4759	5499-A-62	Amazon	Invoice: 091523-3982	misc. maint. Parts		44.30
9/29/23	4759	5260-A-62	Zoro Tools Inc.	Invoice: 091523-3982	intake filter for air compressor		51.61
9/29/23	4759	5400-A-62	Amazon	Invoice: 091523-3982	electric parts - maintenance		17.07
9/29/23	4759	5400-A-62	Amazon	Invoice: 091523-3982	electric parts - maintenance		29.53

Greater L.A. County Vector Control Dist
Cash Disbursements Journal
For the Period From Sep 1, 2023 to Sep 30, 2023

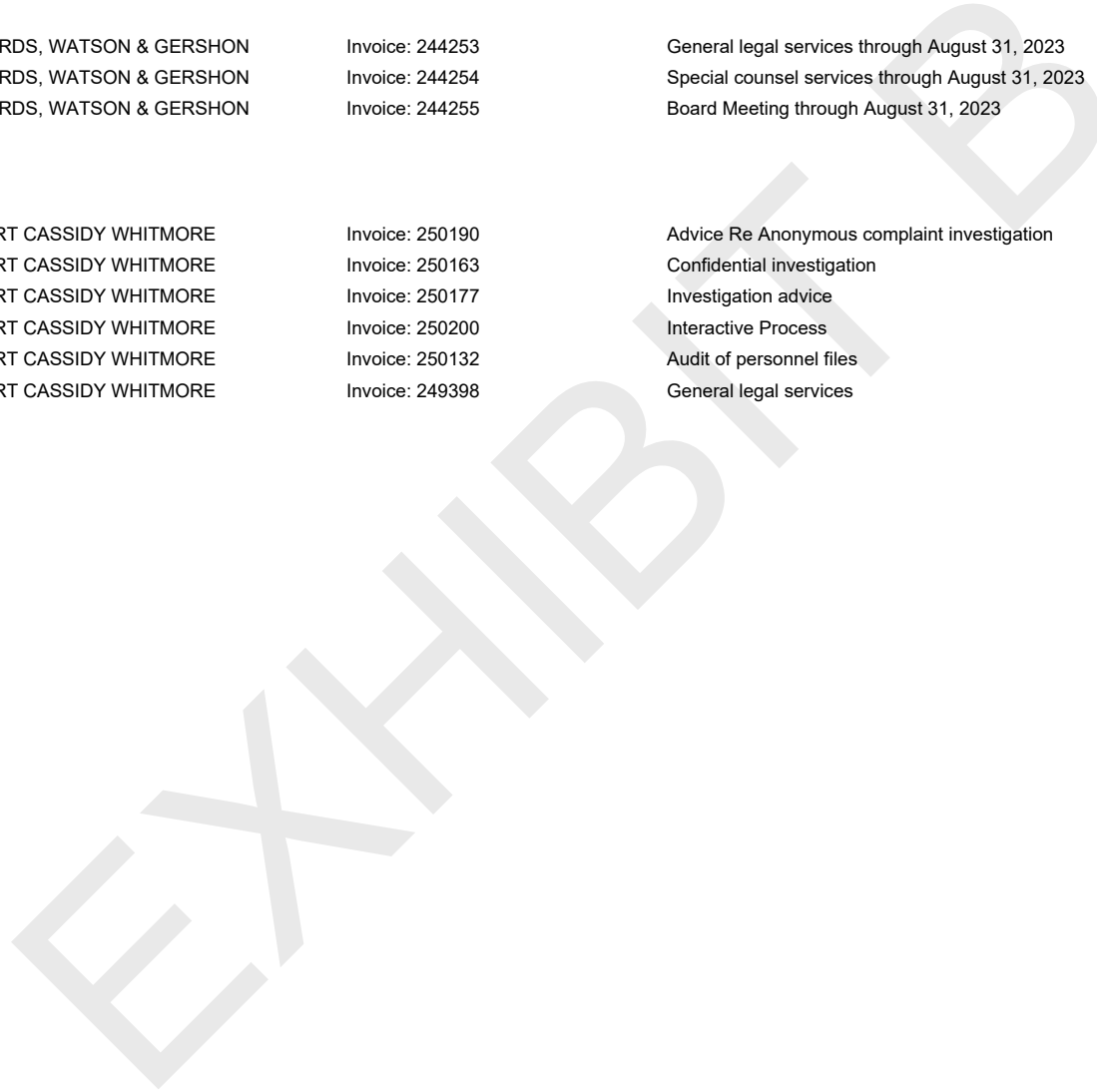
Filter Criteria includes: Report order is by Date. Report is printed in Detail

Date	Check #	Account ID	Name	Invoice Number	Line Description	Check Total	Debit Amount
9/29/23	4759	5499-A-62	Lus Lighthouse	Invoice: 091523-3982	misc. maint. Parts		182.50
9/29/23	4759	5499-A-62	Costco	Invoice: 091523-3982	misc. maint. Parts		137.75
9/29/23	4759	5400-A-62	Amazon	Invoice: 091523-3982	electric parts - maintenance		72.55
9/29/23	4759	5707-A-10	Portos bakery	Invoice: 091523-3982	meeting supplies		81.54
9/29/23	4759	5815-A-62	Zoro Tools Inc.	Invoice: 091523-3982	pro shop towels		65.20
9/29/23	4759	5499-A-62	Home Depot	Invoice: 091523-3982	misc. maint. Parts		216.81
9/29/23	4759	5415-A-62	Amazon	Invoice: 091523-3982	brake and suspension		55.05
9/29/23	4759	5415-A-62	Amazon	Invoice: 091523-3982	brake and suspension		198.88
9/29/23	4759	5499-A-62	Amazon	Invoice: 091523-3982	Misc. maint. Parts		22.58
9/29/23	4759	5499-A-62	Amazon	Invoice: 091523-3982	Misc. maint parts		36.23
9/29/23	4759	5825-A-62	Best RV Self Storage	Invoice: 091523-3982	RV storage		275.00
9/29/23	4759	5815-A-62	Zoro Tools Inc.	Invoice: 091523-3982	janitorial supplies		426.15
9/29/23	4759	5499-A-62	Amazon	Invoice: 091523-3982	Misc. Maint. Parts		18.05
9/29/23	4759	5825-A-62	Hi-Tech Graphics	Invoice: 091523-3982	wall signs		32.98
9/29/23	4759	5499-A-62	Walmart	Invoice: 091523-3982	misc. maint. Parts		41.16
9/29/23	4759	5825-A-62	Accesspros.com	Invoice: 091523-3982	interior/exterior supplies		168.13
9/29/23	4759	5755-A-62	Smart & Final	Invoice: 091523-3982	kitchen supplies		31.92
9/29/23	4759	5499-A-62	Home Depot	Invoice: 091523-3982	misc. maint. Parts		216.81
9/29/23	4759	5825-B-63	Amazon	Invoice: 091523-3982	interior/exterior supplies		69.63
9/29/23	4759	5755-A-62	Costco	Invoice: 091523-3982	kitchen supplies		107.61
9/29/23	4759	5499-A-62	Home Depot	Invoice: 091523-3982	misc. maint. Parts		50.58
9/29/23	4759	5260-A-62	Harbor Freight Tools	Invoice: 091523-3982	support equipments		418.94
9/29/23	4759	5260-A-62	Amazon	Invoice: 091523-3982	support equipments		22.09
9/29/23	4759	5260-A-62	Amazon	Invoice: 091523-3982	support equipments		8.82
9/29/23	4759	5499-A-62	Harbor Freight Tools	Invoice: 091523-3982	msic. Maint. Parts		418.94
9/29/23	4759	5260-A-62	Amazon	Invoice: 091523-3982	support equipments		29.50
9/29/23	4759	5499-A-62	Amazon	Invoice: 091523-3982	misc. maint. Parts		15.46
9/29/23	4759	5260-B-63	Amazon	Invoice: 091523-3982	support equipments		128.11
9/29/23	4759	5475-B-63	Amazon	Invoice: 091523-3982	transmission		29.23
9/29/23	4759	5499-A-62	Lus Lighthouse	Invoice: 091523-3982	misc. maint. Parts		3,452.53
9/29/23	4759	5499-B-63	Discount Tire Web	Invoice: 091523-4111	Tires		1,338.48
9/29/23	4759	5415-B-63	Moparpartsgiants.com	Invoice: 091523-4111	Anti-lock brake system		2,954.42
9/29/23	4759	5499-B-63	Argo Adventure	Invoice: 091523-4111	Argo maintenance		1,588.72
9/29/23	4759	5499-B-63	Valley Locksmith	Invoice: 091523-4111	key copies and locks		903.42
9/29/23	4759	5400-B-63	All Electronics Corp.	Invoice: 091523-4111	shop supplies, first aid supplies for new vehicles		651.31
9/29/23	4759	5480-B-63	Sergio's Auto Repair	Invoice: 091523-4111	engine repair		2,410.30
9/29/23	4759	5630-A-22	Verizon Wireless	Invoice: 091523-5263	monthly wireless cellphones, tablets, extra data and GPS		2,686.79
9/29/23	4759	5630-B-23	Verizon Wireless	Invoice: 091523-5263	monthly wireless cellphones, tablets, extra data and GPS		2,686.79
Check Total:							<u>-174,239.06</u>

**Greater L.A. County Vector Control Dist
Cash Disbursements Journal
For the Period From Sep 1, 2023 to Sep 30, 2023**

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Date	Check #	Account ID	Name	Invoice Number	Line Description	Check Total	Debit Amount	
9/29/23	4763	5670-A-10	RICHARDS, WATSON & GERSHON	Invoice: 244253	General legal services through August 31, 2023		1,161.58	
9/29/23	4763	5670-A-10	RICHARDS, WATSON & GERSHON	Invoice: 244254	Special counsel services through August 31, 2023		4,262.50	
9/29/23	4763	5670-A-10	RICHARDS, WATSON & GERSHON	Invoice: 244255	Board Meeting through August 31, 2023		720.00	
						Check Total:	<u>-6,144.08</u>	
9/29/23	4764	5670-A-10	LIEBERT CASSIDY WHITMORE	Invoice: 250190	Advice Re Anonymous complaint investigation		1,389.50	
9/29/23	4764	5670-A-10	LIEBERT CASSIDY WHITMORE	Invoice: 250163	Confidential investigation		1,165.00	
9/29/23	4764	5670-A-10	LIEBERT CASSIDY WHITMORE	Invoice: 250177	Investigation advice		342.50	
9/29/23	4764	5670-A-10	LIEBERT CASSIDY WHITMORE	Invoice: 250200	Interactive Process		262.50	
9/29/23	4764	5670-A-10	LIEBERT CASSIDY WHITMORE	Invoice: 250132	Audit of personnel files		2,258.80	
9/29/23	4764	5670-A-10	LIEBERT CASSIDY WHITMORE	Invoice: 249398	General legal services		43.50	
						Check Total:	<u>-5,461.80</u>	
							<u><u>-449,052.93</u></u>	
Total								



**TOTAL SALARIES
FOR SEPTEMBER 2023**

EMPLOYEE	15TH PAYROLL	30TH PAYROLL	TOTAL
<u>ADMINISTRATION-SFS</u>			
Total Administration-SFS	40,199.45	43,639.67	83,839.12
<u>PUBLIC HEALTH - GRANT</u>			
Total Public Health - Grant	-	-	-
<u>OPERATIONS-SFS</u>			
Total Operations-SFS	81,936.56	90,035.82	171,972.38
<u>OPERATIONS-SYLMAR</u>			
Total Operations-Sylmar	64,740.17	71,984.46	136,724.63
<u>UNDERGROUND-SFS</u>			
Total Underground-SFS	42,420.57	50,591.20	93,011.77
<u>UNDERGROUND-SYLMAR</u>			
Total Underground-Sylmar	201,726.32	17,317.97	219,044.29
SCIENTIFIC - TECH-SFS			
Total Scientific-Tech-SFS	22,417.25	23,315.45	45,732.70
SCIENTIFIC - TECH-SYLMAR			
Total Scientific-Tech-Sylmar	12,709.42	13,582.28	26,291.70
PUBLIC INFORMATION			
Total Public Information	13,751.69	16,699.97	30,451.66
EDUCATION PROGRAM			
Total Education Program	6,662.33	8,037.60	14,699.93
MAINTENANCE-SFS			
Total Maintenance-SFS	14,425.56	17,302.27	31,727.83
MAINTENANCE-SYLMAR			
Total Maintenance-Sylmar	6,529.60	6,864.40	13,394.00
SEASONAL OPS			
Total Seasonal Ops	35,633.70	42,886.21	78,519.91
Total Gross Payroll	543,152.62	402,257.30	945,409.92
Employer Taxes	34,563.18	39,810.42	74,373.60
Employee Benefits*	42,247.94	46,719.17	88,967.11
Trustee Payroll	2,750.00	-	2,750.00
	-	-	-
Total Payroll	622,713.74	488,786.89	1,111,500.63

*Employee benefits includes the amount contributed by the District to PERS retirement and the 401(a).

Greater Los Angeles County Vector Control District

TWELVE MONTH STRATEGIC OBJECTIVES

FY 2023-2024

July 1, 2023 – June 31, 2024

Progress Report (October 2023)

	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1.	Executive/ Administration	Complete a comprehensive compensation and classification study to ensure classification systems are accurate and up-to-date and align market/internal pay structures		X		
2.		Migrate archived documents to OneDrive using established Document Retention Policy.		X		
3.		Develop a centralized Policy and Procedures Guide for compliance and smooth workflow.			X	Ongoing, multi-year project
4.		Implement electronic form signatures District-wide using Adobe Acrobat.	X			
5.		Develop and implement a digitized interview process for efficiency.		X		
6.		Implement Operations Reorganization objectives.		X		
7.		Enhance inter-department relationships with employees through in-house committees (e.g. Employee Fund Committee, Benefits Committee, etc.).		X		
8.		Develop an in-house Leadership Program to invest in current and future leaders within the District.		X		

	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
9.		Complete LAFCO annexation of district adjacent areas without vector control services.				Not yet reinitiated.
1.	Scientific-Technical Services	Conduct Mark-Release-Recapture studies of pre- and post-irradiation <i>Aedes aegypti</i> male mosquitoes in proposed SIT release areas.		X		Ongoing, multi-year project. Pre-irradiation MRR release is scheduled for October 2023.
2.		Evaluate and formalize irradiation sterilization protocols for <i>Aedes aegypti</i> males.		X		
3.		Continue to evaluate sugar-baits for disease surveillance as a replacement for sentinel chickens		X		
4.		Conduct field trials for Nyguard in underground storm drain systems.	X			Product deemed impractical for use in USDS.
5.		Conduct population age structure evaluation of <i>Aedes aegypti</i> to better assess the potential risk of arboviral transmission.		X		Specimen collection phase complete. Collaborative work with UC Davis is ongoing.
6.		Complete pesticide resistance evaluation of Methoprene on <i>Culex quinquefasciatus</i> and <i>Aedes aegypti</i> mosquitoes.		X		Resistance assays for <i>Culex</i> are complete.
7.		Continue to maintain high surveillance standards.		X		
1.	Operations	Work with each City's planning department or County planning to incorporate mosquito minimization measures and review as part of their building requirements.		X		

	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
2.		Document application code and logically group project scripts for simplified program troubleshooting, modification, and long-term sustainability. Work with each City's planning department or County planning to incorporate mosquito minimization measures and review as part of their building requirements.		X		
3.		Revamp Gutter, Aedes and BMP applications to utilize offline data caching and other performance enhancements techniques. Document application code and logically group project scripts for simplified program troubleshooting, modification, and long-term sustainability		X		
4.		Implement new treatment strategy to decrease cycle time. Revamp Gutter, Aedes and BMP applications to utilize offline data caching and other performance enhancements techniques.		X		
5.		Improve team collaboration and build stronger communication between departments. Implement new treatment strategy to decrease cycle time.		X		
6.		Build a support system that will allow us to be more efficient in human cases and door to door campaigns. Improve team collaboration and build stronger communication between departments.		X		
7.		Develop Aedes emergency disease outbreak response preparedness (Flowchart, field rehearsal, and equipment training) Build a support system that will allow us to be more efficient in human cases and door to door campaigns.		X		
1.	Communications	Launch annual summer campaign to encourage resident participation to take action against mosquitoes; explore new modes of distribution.	X			

	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
2.		Utilize online surveys to gauge residents' knowledge, practices, and barriers; develop incentives to participate in surveys. Launch annual summer campaign to encourage resident participation to take action against mosquitoes; explore new modes of distribution.			X	On hold, may launch a resident survey next year
3.		Increase city partnerships to help share District Spring and Summer Campaign via social media or other city platforms; measure cost-savings. Utilize online surveys to gauge residents' knowledge, practices, and barriers; develop incentives to participate in surveys		X		Cities have shared our messaging on their social media, website, public access channels, billboards, marquees, and newsletters/newspapers
4.		Meet with staff at each local legislative office, and target presentations to city councils in communities where additional outreach support is needed. Increase city partnerships to help share District Spring and Summer Campaign via social media or other city platforms; measure cost-savings.		X		Staff has meet with the representatives from LA City council members and LA County Supervisors to establish partnerships and discuss District services
5.		Continue use of novel outreach modalities (video, music) to target unique user groups, motivate change, and evaluate knowledge and actions taken to reduce risks. Partner with various departments and personnel to help highlight work conducted by the District. Meet with staff at each local legislative office, and target presentations to city councils in communities where additional outreach support is needed.		X		The use of photo and video to highlight the District's services and staff
1.	Facilities & Maintenance	Make repairs to leaky areas of the tile roof at the Santa Fe Springs facility.		X		Secured one estimate, creating an RFP to send out.

	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
2.		Install new carpet in the board room walkway areas and various offices. Make repairs to leaky areas of the tile roof at the Santa Fe Springs facility.		X		Should complete during 3 rd quarter of fiscal year.
3.		Move server and copier room to their new/old location to create more office space. Install new carpet in the board room walkway areas and various offices.			X	Waiting Expansion project before continuing with the move
4.		Secure prevailing wage complaint developer for Santa Fe Springs office remodeling. Move server and copier room to their new/old location to create more office space.			X	
5.		Install cooling and heating elements at the vehicle service area in Santa Fe Springs garage. Secure prevailing wage complaint developer for Santa Fe Springs office remodeling.		X		Scheduling during 4 th quarter of fiscal year
6.		Field readiness setup of vehicle purchases from FY 22/23 savings. Install cooling and heating elements at the vehicle service area in Santa Fe Springs garage.		X		Approximately half was done with vehicle setups.
7.		Complete mechanical overhaul of two (2) right-hand gutter Jeeps to extend lifespan of difficult to replace vehicles. Field readiness setup of vehicle purchases from FY 22/23 savings.		X		To be completed during the off season. During 2 nd and 3 rd quarters of fiscal year.
9.		Complete creation of additional parking spaces at Santa Fe Springs office by removing decorative rock filled dividers and an underused, fenced outside storage area.		X		To be completed during the off season. During 2 nd and 3 rd quarters of fiscal year.

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 Website: www.GLAmosquito.org

PRESIDENT

Scott T. Kwong, San Marino

VICE PRESIDENT

Marilyn Sanabria, Huntington Park

SECRETARY-TREASURER

Ali Saleh, Bell

GENERAL MANAGER

Susanne Klüh

EXHIBIT D

To: GLACVCD Board of Trustees
From: Susanne Klüh, General Manager
Date: October 12, 2023
Subject: Recommendation that the Board of Trustees:
Adopt Resolution No. 2033-24, a Resolution of the Greater Los Angeles County Vector Control District Board of Trustees adopting a complimentary ticket or passes policy pursuant to Fair Political Practices Commission regulation 18944.1

ARTESIA
Melissa Ramoso
BELL GARDENS
Pedro Aceituno
BELLFLOWER
Sonny R. Santa Ines
BURBANK
Dr. Jeff D. Wassem
CARSON
Jim Dear
CERRITOS
Mark W. Bollman
COMMERCE
Leonard Mendoza
CUDAHY
Daisy Lomeli
DIAMOND BAR
Ruth M. Low
DOWNEY
Robert Kiefer
GARDENA
Paulette C. Francis
GLENDALE
Steve Ryfle
HAWAIIAN GARDENS
Luis Roa
LA CAÑADA FLINTRIDGE
Leonard Pieroni
LA HABRA HEIGHTS
Catherine Houven
LAKEWOOD
Steve Craft
LA MIRADA
John Lewis
LONG BEACH
Emily Holman
LOS ANGELES CITY
Steven Appleton
LOS ANGELES COUNTY
Steven A. Goldsworthy
LYNWOOD
Rita Soto
MAYWOOD
Jessica Torres
MONTEBELLO
Avik Cordeiro
NORWALK
Margarita L. Rios
PARAMOUNT
Isabel Aguayo
PICO RIVERA
Gustavo V. Camacho
SAN FERNANDO
Sylvia Ballin
SANTA CLARITA
Heidi Heinrich
SANTA FE SPRINGS
William K. Rounds
SIGNAL HILL
Robert D. Copeland
SOUTH EL MONTE
Hector Delgado
SOUTH GATE
Vacant
VERNON
Leticia Lopez
WHITTIER
Jessica Martinez

The Greater Los Angeles County Vector Control District (the “District”) is a government agency subject to the Political Reform Act (Cal. Gov. Code §§ 81000 et. seq.), including reporting requirements for gifts and income received by the Board of Directors, officials, and employees. Pursuant to California Fair Political Practices Commission (FPPC) regulation section 18944.1, tickets and passes are not considered gifts under the Political Reform Act when the following criteria are satisfied: (i) the ticket or pass is distributed and used consistent with a written policy adopted by the agency’s governing body; (ii) the distribution of the ticket or pass is reported on FPPC Form 802; (iii) the ticket or pass is not earmarked by an outside source for use by a specific agency official; and (iv) the ticket or pass is distributed in the sole discretion of the agency.

The proposed policy entitled “Greater Los Angeles County Vector Control District Policy Regarding the Distribution of Complimentary Tickets or Passes Pursuant to FPPC Regulation 18994.1,” included as Attachment A to Resolution No. 2023-24, is consistent with the requirements of section 18944.1 and, if approved, would exempt tickets and passes distributed under the policy from the gift and income reporting requirements under the Political Reform Act.

ACTION: ADOPT RESOLUTION ADOPTING A COMPLIMENTARY TICKETS OR PASSES POLICY PURSUANT TO FAIR POLITICAL PRACTICES COMMISSION REGULATION 18944.1

**GREATER LOS ANGELES COUNTY
VECTOR CONTROL DISTRICT**

RESOLUTION NO. 2023-24

A RESOLUTION OF THE GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT BOARD OF TRUSTEES ADOPTING A COMPLIMENTARY TICKETS OR PASSES POLICY PURSUANT TO FAIR POLITICAL PRACTICES COMMISSION REGULATION 18944.1

THE BOARD OF TRUSTEES OF THE GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT HEREBY RESOLVES AS FOLLOWS:

SECTION 1. Fair Political Practices Commission Regulation 18944.1 requires the Board of Trustees of the Greater Los Angeles County Vector Control District (the “Board”) to adopt a written policy governing the distribution of complimentary tickets and passes that includes a statement describing the public purpose to be accomplished by such policy.

SECTION 2. The Board hereby approves and adopts the “Greater Los Angeles County Vector Control District Policy Regarding the Distribution of Complimentary Tickets or Passes Pursuant to FPPC Regulation 18994.1” attached hereto as Attachment A and on file in the office of the District Secretary.

SECTION 3. The Board hereby directs the District Secretary to post the policy on the District’s website.

SECTION 4. The District Secretary shall certify to the passage and adoption of this resolution.

APPROVED AND ADOPTED by the Board of Trustees of the GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT at a regular meeting thereof held on October 12th, 2023, by the following vote:

AYES: _____
NOES: _____
ABSTAIN: _____
ABSENT: _____

President

ATTEST:

Secretary-Treasurer

ATTACHMENT A

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT POLICY REGARDING THE DISTRIBUTION OF COMPLIMENTARY TICKETS OR PASSES PURSUANT TO FPPC REGULATION 18944.1

Section 1. Purpose of Policy.

The purpose of this policy is to establish a fair and equitable process for the distribution of complimentary tickets or passes to the District in compliance with the requirements of Section 18944.1 of the Fair Political Practices Commission Regulations. This Policy is subject to all applicable FPPC Regulations and the provisions of the Political Reform Act, as now exist or may hereafter be added or amended.

Section 2. Definitions.

Unless otherwise expressly provided herein, words and terms used in this Policy shall have the same meaning as that ascribed to such words and terms in the California Political Reform Act of 1974 (Government Code Sections 81000, et seq., as the same may from time to time be amended) and the Fair Political Practices Commission ("FPPC") Regulations (Title 2, Division 6 of the California Code of Regulations, Sections 18110 et seq., as the same may from time to time be amended).

A. "District" shall mean and include the Greater Los Angeles County Vector Control District, and any other affiliated agency created or activated by the Board of Trustees of the Greater Los Angeles County Vector Control District, and any departments, boards and commissions thereof.

B. "District Official" shall mean every officer, agent and employee of the District who is obligated to file an Annual Statement of Economic Interests (FPPC Form 700) under state law or the District's current conflict of interest code.

C. "District Venue" shall mean and refer to any facility owned, controlled or operated by the District.

D. "FPPC" shall mean and refer to the California Fair Political Practices Commission.

E. "FPPC Regulations" shall mean the Fair Political Practices Commission regulations contained in Title 2, Division 6 of the California Code of Regulations, Section 18110 et. seq., as the same may be amended from time to time.

F. "Immediate family" shall mean and refer to the spouse and dependent children of the District Official. The term spouse includes registered domestic partners recognized by state law and dependant children shall mean a child, including an adoptive child or stepchild, of a District Official who is under 18 years old and who the District Official is entitled to claim as a dependent on his or her federal tax return.

G. "Pass(es)" shall have the meaning ascribed in Section 18946 of the FPPC Regulations and which currently defines a "pass" as a ticket that provides repeated access, entry, or admission to a facility or series of events and for which similar passes are sold to the public.

H. "Policy" shall mean and refer to this Policy Regarding the Distribution of Complimentary Tickets or Passes Pursuant to FPPC Regulation 18944.1.

ATTACHMENT A

I. "Ticket(s)" shall have the meaning ascribed in Regulation 18946 and which currently defines a "ticket" as anything that provides access, entry, or admission to a specific future event or function and for which similar tickets are sold to the public to view, listen to, or otherwise take advantage of the attraction or activity for which the ticket is sold and includes any benefits that the ticket provides.

Section 3. Application of Policy

A. This policy shall be applicable to every officer, agent and employee of the District who is obligated to file an Annual Statement of Economic Interests (Form 700) under state law or the District's current Conflict of Interest Code.

B. This Policy governs the distribution of Tickets or Passes by the District to a District Official or at the behest of a District Official that are either:

1. Gratuitously provided to the District by an outside source;
2. Acquired by the District by purchase;
3. Acquired by the District as consideration pursuant to the terms of a contract for the use of a District Venue; or
4. Acquired and distributed by the District in any other manner.

C. This Policy does not apply to:

1. *Other items of value.* Any other item of value provided to the District or any District Official, regardless of whether received gratuitously or for which consideration is provided.
2. *Sources other than the District.* Tickets or Passes provided by sources other than the District.
3. *Taxable income.* A Ticket or Pass received by a District Official from the District where both the District Official and the District treat and report the value of the Ticket or Pass as income consistent with applicable state and federal income tax laws and the Ticket or Pass is reported as income pursuant to the provisions of this Policy.
4. *Reimbursement.* A Ticket or Pass received by a District Official from the District if such District Official reimburses the District for the Ticket or Pass within 30 days of receipt.
5. *Ceremonial roles.* A Ticket or Pass provided to a District Official so that the District Official may perform a ceremonial role as that term is defined in Regulation 18942.3 3 as long as the District complies with the posting provisions in Section 10 of this Policy.

ATTACHMENT A

Section 4. General Provisions.

- A. No Right to Tickets or Passes. The use of complimentary Tickets or Passes is a privilege extended by the District and not the right of any person to which the privilege may from time to time be extended.
- B. Limitation on Transfer of Tickets or Passes. Tickets or Passes distributed to a District Official pursuant to this Policy shall not be transferred to any other person, except to members of such District Official's Immediate Family or no more than one guest solely for their attendance at the event. If a District Official transfers a Ticket or Pass he or she has received from the District to another person, as opposed to returning the Ticket or Pass to the District for redistribution, then the value of the Ticket or Pass he or she transfers shall constitute a gift to him or her and shall be reportable as provided by the regulations of the FPPC.
- C. Prohibition Against Sale of or Receiving Reimbursement for Tickets or Passes. No person who receives a Ticket or Pass pursuant to this policy shall sell or receive reimbursement for the value of such Ticket or Pass.
- D. No Disproportionate Use. There shall be no disproportionate use of Tickets or Passes by any District Board of Trustees member, the District General Manager or any department head.

Section 6. Ticket Administrator

- A. The District Board of Trustees delegates the authority to the District General Manager or his/her designee to be the Ticket Administrator for purposes of implementing the provisions of this Policy.
- B. The Ticket Administrator shall have the authority, in his or her sole discretion, to establish procedures for the distribution of Tickets or Passes in accordance with this Policy. Such authority includes the power to distribute such a Ticket or Pass to the District General Manager provided that doing so is otherwise consistent with this Policy. All requests for Tickets or Passes that fall within the scope of this Policy shall be made in accordance with the procedures established by the Ticket Administrator.
- C. The Ticket Administrator, in his or her sole discretion, may revoke or suspend the Ticket or Pass privileges of any person who violates any provision of this Policy or the procedures established by the Ticket Administrator for the distribution of Tickets or Passes.
- D. The Ticket Administrator shall determine the fair value of Tickets or Passes distributed by the District for purposes of reporting pursuant to Section 10 of this Policy.
- E. For the purpose of implementing this policy, and completing and posting the FPPC California Form 802, the Ticket Administrator shall be the General Manager or his/her designee.

Section 7. Conditions Under Which Tickets or Passes May be Distributed to District Officials and are not Considered a Gift Under the Political Reform Act.

- A. The Ticket Administrator must distribute complimentary Tickets or Passes to District Officials only pursuant to this Policy.

ATTACHMENT A

B. The Ticket or Pass is not earmarked by an outside source for use by specific District Official(s). The Ticket Administrator must determine, in its sole discretion, who uses the Ticket or Pass.

C. The Ticket or Pass must be reported pursuant to Section 10 of this Policy.

D. The distribution of the Tickets or Passes to, or at the behest of, the District Official accomplishes or furthers one or more of the following governmental and/or public purposes:

1. Promotion of business activity, growth or development within the District.
2. Promotion of intergovernmental relations and/or cooperation and coordination of resources with other governmental agencies, including, but not limited to, attendance at an event with or by elected or appointed public officials from other jurisdictions, their staff members and their guests.
3. Economic or business development purposes on behalf of the District.
4. Promotion of District resources and/or facilities available to District residents.
5. Promotion of District-run, sponsored or supported community events, activities or programs.
6. To monitor and evaluate the value of District-run, sponsored or supported community events, activities or programs to the District including but not limited to evaluation of the venue, quality of performances and compliance with District policies, agreements and other requirements.
7. Promotion and evaluation of events, activities or programs at District venues, including but not limited to evaluation of the venue, quality of performances and compliance with District policies, agreements and other requirements.
8. Promoting, supporting and/or showing appreciation for programs or services rendered by charitable and non-profit organizations benefiting District residents.
9. Promotion of District activities on a local, state, national or worldwide scale.
10. Business retention or attraction on a local, state, national or worldwide scale.
11. Promotion of District recognition, visibility, and/or profile on a local, state, national or worldwide scale.
12. Encouraging District resident and business support for and attendance at local events.
13. Encouraging participants in District sponsored programs to attend local events.
14. Attracting or rewarding volunteer public service.
15. Attracting and retaining highly qualified employees in the District service.

ATTACHMENT A

16. Recognizing or rewarding meritorious service by a District employee.
17. Promoting enhanced District employee performance or morale.
18. Encouraging resident and business support for and attendance at local events.
19. Promotion of public exposure to, and awareness of, the various activities, and educational experiences, and facilities available to the public within the District.
20. Economic or business development purposes on behalf of the District.
21. As an incident to the above public purposes, allowing for the Immediate Family of the District Official or no more than one guest to accompany the District Official to events to accomplish any of the purposes listed in this Resolution.

Section 8. Tickets or Passes Distributed at the Behest of a District Official.

- A. Only the following District Officials shall have authority to behest Tickets or Passes: District Board of Trustees Members and the District General Manager.
- B. Tickets or Passes shall be distributed at the behest of a District Official only for one or more public purposes set forth in Section 7.D. above.
- C. If Tickets or Passes are distributed at the behest of a District Official, such District Official shall not use one of the Tickets or Passes so distributed to attend the event.

Section 9. Other Benefits

- A. The distribution of Tickets or Passes pursuant to this Policy shall not constitute a "gift" to the District Official receiving the Ticket or Pass, however, other benefits, such as food or beverage or other gifts provided to the District Official that are not part of the admission provided by the complimentary Ticket or Pass, will need to be accounted for as gifts.
- B. If the District receives complimentary Tickets or Passes that are earmarked for particular District Officials, then the Tickets or Passes are considered gifts to that particular District Official. If these Tickets or Passes are not returned unused to the provider within thirty (30) days of receipt, then the District Official must comply with the applicable FPPC gift limit regulations and reporting regulations.

Section 10. Posting and Disclosure Requirements

- A. This Policy and Form 802 reports required by Section 18944.1 of the FPPC Regulations shall be posted on the District's website as required by that Section.
- B. The distribution of Tickets or Passes pursuant to this Policy shall be documented by the preparation and certification of Fair Political Practices Commission Form 802. Within forty-five (45) calendar days of the distribution of a Ticket or Pass, the Ticket Administrator shall prepare and certify a Form 802 and shall post it on the District's Website and a link to the website that

ATTACHMENT A

displays the District's Form 802s shall be e-mailed to the FPPC in order for the FPPC to post the link on its website.

C. This Policy and the District's Form 802s are public records and are subject to inspection and copying under Government Code Section 81008.

Policy adopted by the District Board of Trustees by Resolution No.2023-24 on October 12th, 2023.

EXHIBIT D

**Greater Los Angeles County Vector Control District
Job Classifications: 2023-24**

<u>Exempt</u>	<u>Salary Range</u>	<u># of Employees</u>
Clerk of the Board/Executive Assistant (Part-Time)	36	1
Finance Analyst	36	1
Human Resources Analyst	36	1
Applications Analyst	43	1
Environmental Program Manager	43	1
Communications Manager	47	1
Finance Manager	47	1
Human Resources Manager	47	1
Information Technology Administrator	47	1
Operations Manager	47	2
Director of Human Resources	50	4
Director of Operations	51	1
Director of Scientific-Technical Services	51	1
Assistant General Manager	57	1

<u>Non-Exempt</u>	<u>Salary Range</u>	<u># of Employees</u>
Maintenance Worker/Janitor	10	1
Vector Field Assistant	10	2
Operations Assistant	16	1
Community Outreach Assistant	18	1
Administrative Assistant	19	2
Accounting Assistant	24	1
Human Resources Specialist	24	1
Junior Programmer (Part-Time)	24	1
Payroll Assistant	24	1
Community Liaison	28	3
Education Program Coordinator	29	2
Assistant Vector Control Specialist	30	4
Maintenance Technician	32	5
Operations Projects Specialist	32	1
Vector Control Specialist	32	38
Assistant Vector Ecologist	34	1
Public Information Officer	36	1
Senior Vector Control Specialist	36	2
GIS/IT Specialist	39	1
Vector Ecologist	40	4
Facilities & Fleet Maintenance Supervisor	41	1
Senior Vector Ecologist	42	1
Operations Supervisor	43	6

<u>Seasonal Help</u>	<u>Salary Range</u>	<u># of Seasonals</u>
Mosquito Control Technician	6	42

<u>General Manager and Board of Trustees</u>	<u>Salary</u>	<u># of Trustees</u>
General Manager	Contract + \$500/mo. Auto allowance	1
Board of Trustees	No compensation. Up to \$100/mo. reimbursement for expenses (<i>per CA Health & Safety Code 2030</i>)	37

Greater Los Angeles County Vector Control District
Salary Range Schedule: 2023-24

Salary Range	Annually					Monthly					Per Pay Period					Hourly								
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4
46	105,888	111,182	116,741	122,578	128,707	8,824	9,265	9,728	10,215	10,726	4,411.98	4,632.56	4,864.21	5,107.42	5,362.79	50.91	53.45	56.13	58.93	61.88				
47	108,535	113,962	119,660	125,643	131,925	9,045	9,497	9,972	10,470	10,994	4,522.28	4,748.40	4,985.82	5,235.11	5,496.86	52.18	54.79	57.53	60.41	63.43				
48	111,248	116,811	122,611	128,784	135,223	9,271	9,734	10,221	10,732	11,269	4,635.34	4,867.11	5,110.46	5,365.98	5,634.28	53.48	56.16	58.97	61.92	65.01				
49	114,029	119,731	125,717	132,003	138,603	9,502	9,978	10,476	11,000	11,550	4,751.22	4,988.78	5,238.22	5,500.13	5,775.14	54.82	57.56	60.44	63.46	66.64				
50	116,860	122,724	128,860	135,303	142,068	9,740	10,227	10,738	11,275	11,839	4,870.00	5,113.50	5,367.64	5,637.68	5,919.52	56.19	59.00	61.95	65.05	68.30				
51	119,802	125,792	132,082	138,686	145,620	9,984	10,483	11,007	11,557	12,135	4,991.75	5,241.34	5,503.41	5,778.58	6,067.51	57.60	60.48	63.50	66.68	70.01				
52	122,797	128,937	135,364	142,153	149,261	10,233	10,745	11,282	11,846	12,438	5,116.55	5,372.37	5,640.99	5,923.04	6,219.19	59.04	61.99	65.09	68.34	71.76				
53	125,867	132,160	138,768	145,707	152,992	10,489	11,013	11,564	12,142	12,749	5,244.46	5,506.68	5,782.02	6,071.12	6,374.67	60.51	63.54	66.72	70.05	73.55				
54	129,014	135,464	142,238	149,350	156,817	10,751	11,289	11,853	12,446	13,068	5,375.57	5,644.35	5,926.57	6,222.90	6,534.04	62.03	65.13	68.38	71.80	75.39				
55	132,239	138,851	145,794	153,083	160,737	11,020	11,571	12,149	12,757	13,395	5,509.96	5,785.46	6,074.73	6,378.47	6,697.39	63.58	66.76	70.09	73.60	77.28				
56	135,545	142,322	149,438	156,910	164,756	11,295	11,860	12,453	13,076	13,730	5,647.71	5,930.10	6,226.60	6,537.93	6,864.83	65.17	68.42	71.85	75.44	79.21				
57	138,934	145,880	153,174	160,833	168,875	11,578	12,157	12,765	13,403	14,073	5,788.90	6,078.35	6,382.27	6,701.38	7,036.45	66.80	70.13	73.64	77.32	81.19				
58	142,407	149,527	157,004	164,854	173,097	11,867	12,461	13,084	13,738	14,425	5,933.63	6,230.31	6,541.82	6,868.91	7,212.36	68.46	71.89	75.48	79.26	83.22				
59	145,967	153,266	160,929	168,975	177,424	12,164	12,772	13,411	14,081	14,785	6,081.97	6,386.06	6,705.37	7,040.64	7,392.67	70.18	73.69	77.37	81.24	85.30				
60	149,616	157,097	164,952	173,200	181,860	12,468	13,091	13,746	14,433	15,155	6,234.02	6,545.72	6,873.00	7,216.65	7,577.48	71.93	75.53	79.30	83.27	87.43				
61	153,357	161,025	169,076	177,530	186,406	12,780	13,419	14,090	14,794	15,534	6,389.87	6,709.36	7,044.83	7,397.07	7,766.92	73.73	77.42	81.29	85.35	89.62				
62	157,191	165,050	173,303	181,968	191,066	13,099	13,754	14,442	15,164	15,922	6,549.61	6,877.09	7,220.95	7,582.00	7,961.09	75.57	79.35	83.32	87.48	91.86				
63	161,120	169,176	177,635	186,517	195,843	13,427	14,098	14,803	15,543	16,320	6,713.35	7,049.02	7,401.47	7,771.55	8,160.12	77.46	81.33	85.40	89.67	94.16				
64	165,148	173,406	182,076	191,180	200,739	13,762	14,450	15,173	15,932	16,728	6,881.19	7,225.25	7,586.51	7,966.83	8,364.13	79.40	83.37	87.54	91.91	96.51				
65	169,277	177,741	186,628	195,960	205,757	14,106	14,812	15,552	16,330	17,146	7,063.22	7,405.88	7,776.17	8,164.98	8,573.23	81.38	85.45	89.73	94.21	98.92				
66	173,509	182,185	191,294	200,858	210,901	14,459	15,182	15,941	16,738	17,575	7,229.55	7,591.02	7,970.58	8,369.10	8,787.56	83.42	87.59	91.97	96.57	101.39				
67	177,847	186,739	196,076	205,880	216,174	14,821	15,562	16,340	17,157	18,014	7,410.29	7,780.80	8,169.84	8,578.33	9,007.25	85.50	89.78	94.27	98.98	103.93				
68	182,293	191,408	200,978	211,027	221,578	15,191	15,951	16,748	17,586	18,465	7,595.54	7,975.32	8,374.09	8,792.79	9,232.43	87.64	92.02	96.62	101.46	106.53				
69	186,850	196,193	206,003	216,303	227,118	15,571	16,349	17,167	18,025	18,926	7,785.43	8,174.70	8,584.42	9,012.61	9,463.24	89.83	94.32	99.04	103.99	109.19				
70	191,522	201,098	211,153	221,710	232,796	15,960	16,758	17,596	18,476	19,400	7,980.07	8,379.07	8,798.02	9,237.92	9,699.82	92.08	96.68	101.52	106.59	111.92				
71	196,310	206,125	216,431	227,253	238,616	16,359	17,177	18,036	18,938	19,885	8,179.57	8,588.55	9,017.97	9,468.87	9,942.32	94.38	99.10	104.05	109.26	114.72				
72	201,217	211,278	221,842	232,934	244,581	16,768	17,607	18,487	19,411	20,382	8,384.06	8,803.26	9,243.42	9,705.59	10,190.87	96.74	101.58	106.65	111.99	117.59				
73	206,248	216,560	227,388	238,758	250,696	17,187	18,047	18,949	19,896	20,891	8,593.66	9,023.34	9,474.51	9,948.23	10,445.65	99.16	104.12	109.32	114.79	120.53				
74	211,404	221,974	233,073	244,727	256,963	17,617	18,498	19,423	20,394	21,414	8,808.50	9,248.93	9,711.37	10,196.94	10,706.79	101.64	106.72	112.05	117.66	123.54				
75	216,689	227,524	238,900	250,845	263,367	18,057	18,960	19,908	20,904	21,944	9,028.71	9,480.15	9,954.16	10,451.86	10,974.46	104.18	109.39	114.86	120.60	126.63				
76	222,106	233,212	244,872	257,116	269,972	18,509	19,434	20,406	21,426	22,498	9,254.43	9,717.15	10,203.01	10,713.16	11,248.82	106.78	112.12	117.73	123.61	129.79				
77	227,659	239,042	250,994	263,544	276,721	18,972	19,920	20,916	21,962	23,060	9,485.79	9,960.08	10,458.09	10,980.99	11,530.04	109.45	114.92	120.67	126.70	133.04				
78	233,350	245,018	257,269	270,132	283,639	19,446	20,418	21,439	22,511	23,637	9,722.94	10,209.08	10,719.54	11,255.51	11,818.29	112.19	117.80	123.69	129.87	136.36				
79	239,184	251,143	263,701	276,886	290,730	19,932	20,929	21,975	23,074	24,227	9,966.01	10,464.31	10,987.53	11,536.90	12,113.75	114.99	120.74	126.78	133.12	139.77				
80	245,164	257,422	270,293	283,808	297,988	20,430	21,452	22,524	23,651	24,833	10,215.16	10,725.92	11,262.21	11,825.32	12,416.59	117.87	123.76	129.95	136.45	143.27				