

GLACVCD BOARD OF TRUSTEES MEETING STAFF REPORTS



Thursday, January 11th, 2024

7:00 p.m. Board Meeting
Santa Fe Springs District Headquarters
12545 Florence Avenue, Santa Fe Springs, CA 90670

Vacant, President
Trustee Marilyn Sanabria, Vice President
Trustee Ali Saleh, Secretary-Treasurer

General Manager, Susanne Klueh
Assistant General Manager, Allison Costa
Director of Scientific-Technical Services, Steve Vetrone
Director of Operations, Mark Daniel
Acting Public Information Officers, Caroline Gongora & Helen Kuan
Communications Manager, David Pailin Jr.
Finance Manager, Vacant
Acting Human Resources Manager, Cindy Reyes
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.

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.

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@glacvcd.org | Website: www.glacvcd.org

General Managers' Report for January 11, 2024

Board of Trustees Meeting

Happy New Year 2024! As every year, we again bid a warm welcome to new and returning Trustees alike and wish for a very happy and healthy year for all of us! We hope you all enjoyed restful holidays surrounded by family and friends.

Early next week, the management team will start the annual planning process to identify goals and needs to ensure another successful mosquito control season during the spring, summer and fall of 2024. As usual, we will also be trying to anticipate what's to come for the next three to five years. Top priorities remain the prudent use of current fiscal year budget means, identifying upcoming season minimum staffing needs, plans for remodeling the new Pacoima building for the relocation of the Sylmar office as well as expansion needs in Santa Fe Springs. High priorities are continuing the development of the Sterile Insect Technique (SIT) program and planning the outreach campaign that will take the agency all the way to a crucial Proposition 218 vote in the fall of 2025.

Local transmission of Dengue in Los Angeles County for the first time in history in the cities of Pasadena and Long Beach will have lasting implications for vector control efforts in the area and we are evaluating all of our potential response options in anticipation of the potential more frequent and widespread transmission of tropical diseases by local mosquitoes.

As we welcome the short winter weather break, field staff stay busy with equipment, vehicle, and facility maintenance projects, continuing education and safety and management training. Scientific-Technical staff are preparing the first irradiation trials for the SIT program and are putting the finishing touches on their presentations for the upcoming MVCAC and AMCA annual conferences in Monterey, CA and Dallas, TX. Communications staff are also working on presentations for said conferences and are planning the outreach campaigns and activities for 2024. Finance and Human Resources staff are strategizing with our contracted finance consultant from Eide Bailly on the first phases of implementation and transition to a new finance and personnel management system, as well as calendar year-end closing procedures for all employees. With the start of each year, new laws and regulations go into effect and we are working with our labor attorneys to update policies for Board approval in the coming months.

Finally, each January, Trustees are asked to complete a committee interest spreadsheet to serve on various Board committees for the year. If you are interested in serving on one or more committees, please complete the enclosed spreadsheet with your preferences and return it to Araceli Hernandez (ahernandez@GLAmosquito.org) by January 20th, 2024. Our incoming Board President, Marilyn Sanabria, will recommend committee appointments to be ratified by the Board at the meeting on February 8th, 2024.

With that, we are looking forward to working with staff and all of you towards another safe and productive year.

Sincerely,



Susanne Klueh
General Manager



Allison Costa
Assistant General Manager

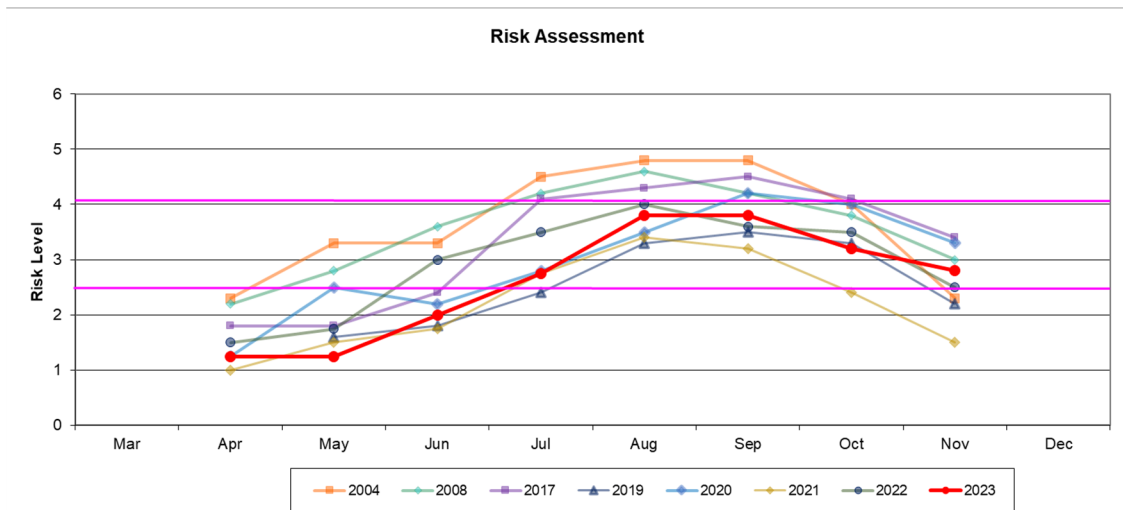
GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

**SCIENTIFIC-TECHNICAL REPORT
December 2023**

Steven Vetrone, Director of Scientific Technical Services
Tanya Posey, Acting Senior Vector Ecologist
Ryan Amick, Nicolas Tremblay, Rande Gallant, & Courtney Chagolla, Vector Ecologists
Christie Miranda, Limited-Term Assistant Vector Ecologist
Christopher Ortiz & Wesley Dean Collins, Vector Field Assistants

I. RISK ASSESSMENT

To maximize available resources, mosquito samples were not submitted for testing in December, and the State Health Department discontinued the dead bird program for the winter. Thus, the Risk Assessment for December cannot be calculated.

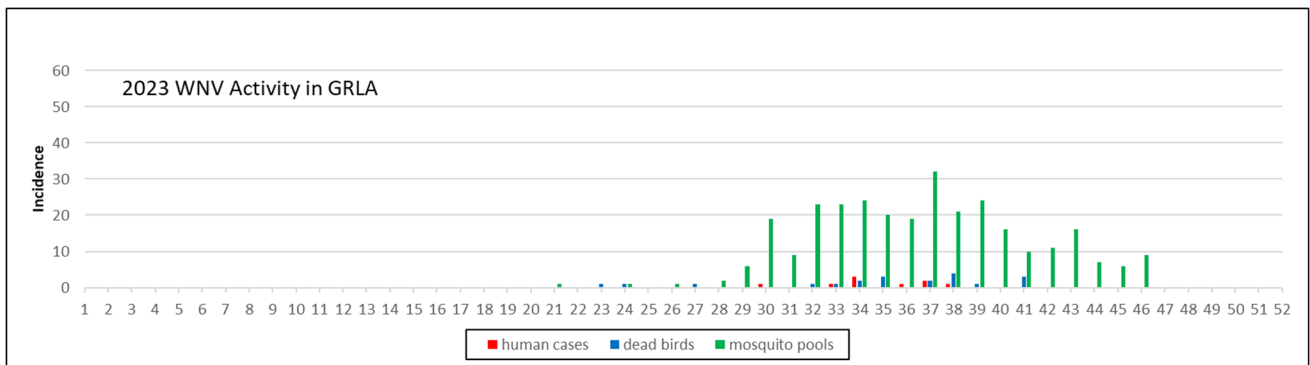
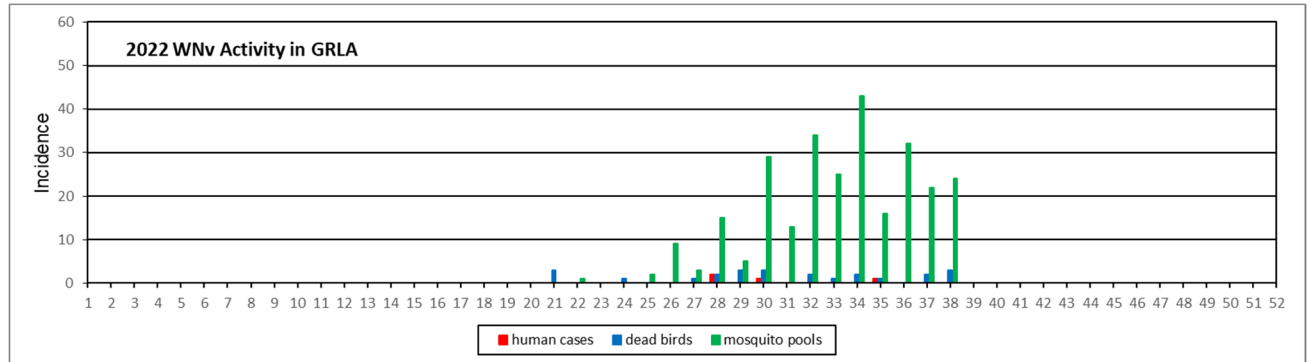
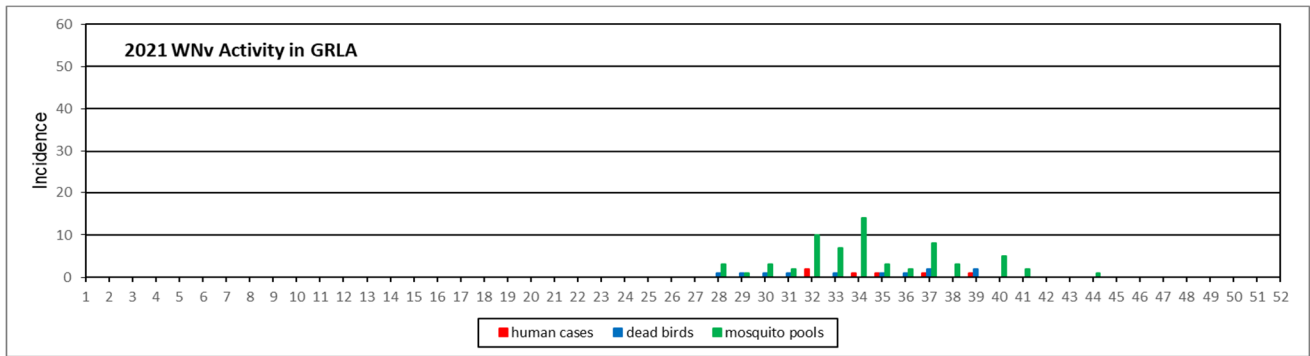


II. GLACVCD MOSQUITO-BORNE DISEASE WATCH SUMMARY

- No WNV human cases were reported within District boundaries in December.
- In 2023, 69 WNV human cases have been reported in Los Angeles County. The Los Angeles County Department of Public Health (LACDPH) has identified eight human WNV cases within the District service area.
- One St. Louis encephalitis virus (SLE) human case was detected this year within the District service area.
- The LACDPH confirmed seven travel-related dengue virus cases within District boundaries in 2023.
 - Two locally transmitted human dengue cases were identified in Pasadena and Long Beach in 2023.

<i>Culex</i> Mosquito Pools	Number Tested	WNV Positive	WEE Positive	SLE Positive	Other Positive
This Period	0	0	0	0	0
Year to Date	2100	300	0	0	0

Dead Birds	Number Tested	WNV Positive
This Period	0	0
Year to Date	69	20



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 have concluded for 2023 and will resume in March 2024.

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 has concluded for the season and will resume in March 2024.

IV. STERILE INSECT TECHNIQUE (SIT)

- Collaborative work continues with Orange County MVCD and MosquitoMate.
- Irradiation dose optimization trials and post-irradiation quality control assessments are ongoing.
- Preparations are underway to increase rearing capacity to support initial targeted releases of X-ray sterilized male *Aedes aegypti* in Spring 2024.

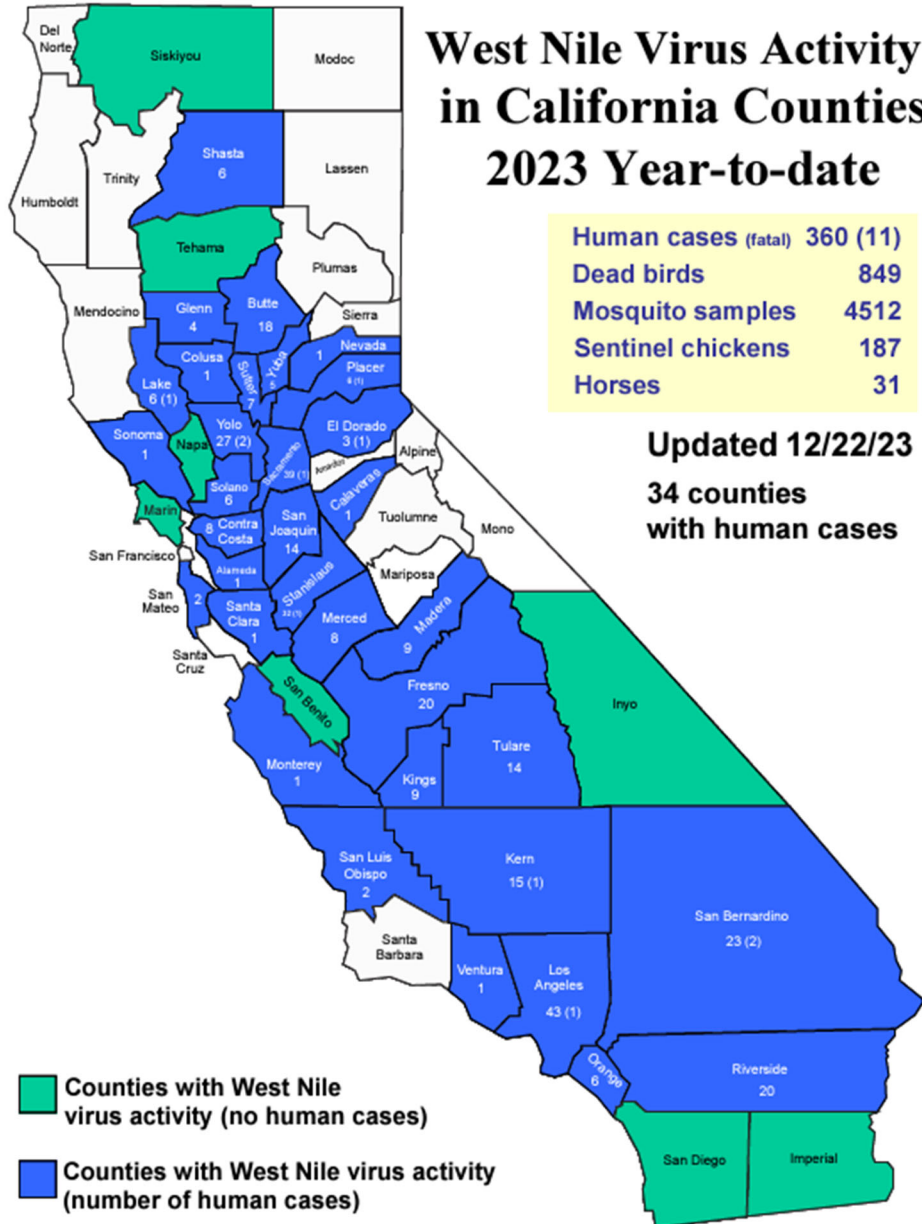
V. STATEWIDE MOSQUITO-BORNE DISEASE WATCH 2023

Reporting Period: December 01 – December 22, 2023

Human Cases	WNV	SLE	WEE
This Period	0	0	0
Year to Date	343	16	0

Chickens	Tested	WNV Pos	SLE Pos	WEE Pos	Other Pos
This Period	0	0	0	0	0
Year to Date	3,704	187	1	0	0
Culex Pools	Tested	WNV Pos	SLE Pos	WEE Pos	Other Pos
This Period	0	0	1	0	0
Year to Date	52,375	4,512	728	0	0
Aedes Pools	Tested	CHIK	DENV	ZIKA	
This Period	0	0	0	0	
Year to Date	1,104	0	0	0	

Dead Birds	Submitted	WNV Pos
This Period	0	0
Year to Date	1,953	849



GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

OPERATIONS REPORT

December 2023

Mark Daniel, Operations Director

Rudy Serrano, Applications Analyst

Yessenia Curiel, Operations Supervisor, USD

Mark Hall, Environmental Program Manager

Martin Serrano, Operations Manager, Headquarters

Fernando Martinez, Facilities & Fleet Maintenance Supervisor

Departmental Activities

Operations

- Operations staff conducted extensive door to door campaigns for (5) reported human Dengue cases in Echo Park, Florence-Graham, Arleta, Van Nuys, and Sherman Oaks.
- Operations conducted an ULV adulticiding operation around the reported human Dengue case in Arleta.
- Operations is conducting cross training between programs starting with 2-person routes, BMPs, and USDs.
- Applications Analyst researching the details for implementing a distributed version control system for software development.
- Operations is rolling out and training on the new BMP 2.0 application to all field staff.
- Operations Managers and Supervisors attended the District's Leadership Training sessions 1 & 2.
- Operations supervision has started training staff on the current edition of the Employee Handbook.
- Managers and Supervisors conducting ongoing field observations and employee performance evaluations.
- Operations headed up the donations for this year's Adopt-A-Family charitable Christmas giving.

Environmental Program

- Attended the City of San Fernando Regional Stormwater Project Meeting.
- Coordinating vault repairs with Frontier Communications on old General Telephone utility vaults.
- Working with Contech Engineered Solution on vector access into a new stormwater trash capture device for State Water Resources Control Board certification.
- Participated in the district's Leadership Training sessions 1 & 2.
- Conducted a review and provided comments to City of L.A. BOE on the Sepulveda Basin Vision Plan regarding the potential vector control issues and the mosquito minimization measures needed.

Facilities & Maintenance

- Completed annual smog inspection on (25) vehicles between Santa Fe Springs and Sylmar.
- Completed services and repairs at both facilities to (26) service vehicles including (16) 5K services.

STAFF REPORT B

- Secured the grounds of the new building in Pacoima by repairing the perimeter wrought iron fencing and gates.
- Working with Bay Alarm to secure the Pacoima facility with an alarm system and security cameras.

WORK PERFORMED BY DISTRICT

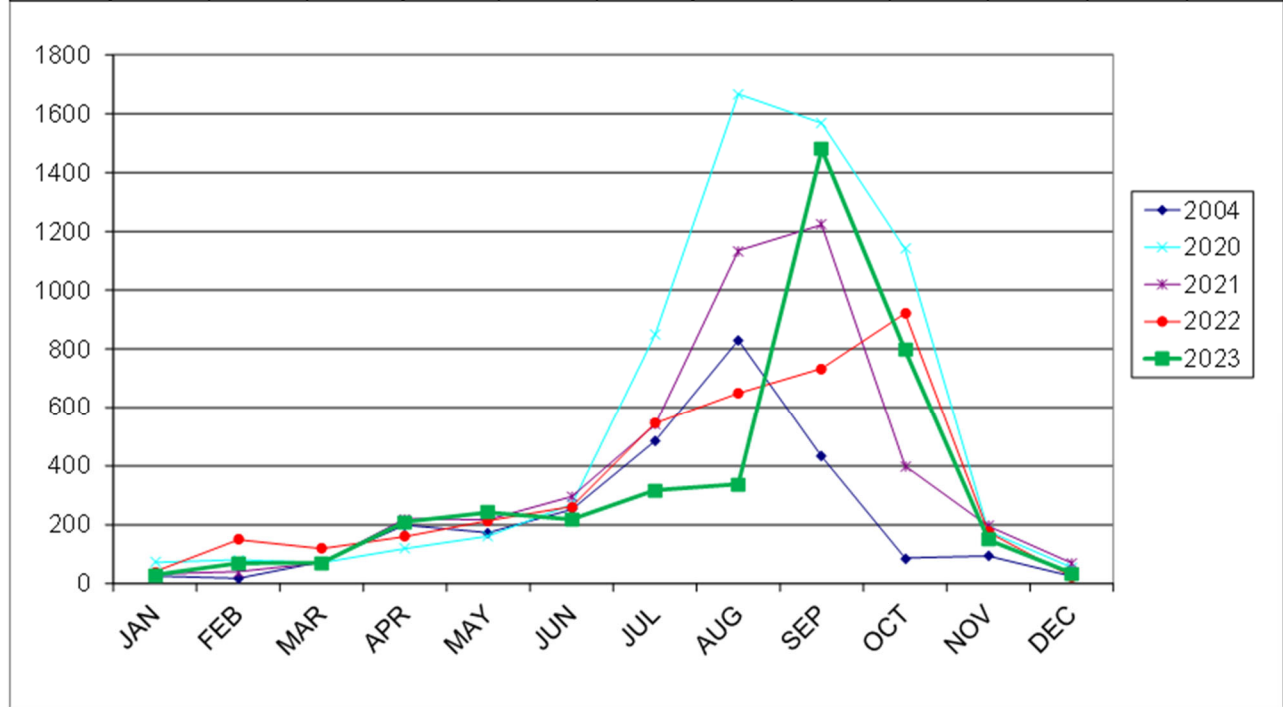
December, 2023

CONTROL AND OPERATIONS

		Hours worked	
		December	2023
Fishing (Mosquitofish)		29	333
Source Reduction		2	261
Mosquito Control	<i>Sources inspected 11,908 / Sources with larvae 4,542</i>	2,602	45,870
Insecticide used:			
Larvicide oils	24.65 gals @ \$45.83 per =	\$ 1,129.71	
Altosid P35	28.8 lbs @ \$19.47 per =	\$ 560.74	
Altosid Briquets 30 day	2,274 ea @ \$1.30 ea. =	\$ 2,956.20	
Altosid Briquets XR	92 ea @ \$4.09 ea. =	\$ 376.28	
Altosid Pellets	2.23 lbs @ \$27.63 per =	\$ 61.61	
Altosid Liquid Larvicide	0 oz @ \$2.23 per =	\$ -	
Sumilarv WSP	769 ea @ \$1.62 per =	\$ 1,245.78	
Altosid WSP	156 ea @ \$0.96 per =	\$ 149.76	
Vectobac 12AS	15.89 gals @ \$45.65 per =	\$ 725.38	
Vectobac G	98.11 lbs @ \$2.90 per =	\$ 284.52	
Sumilarv	0 oz @ \$1.32 per =	\$ -	
Vectomax FG	338.93 lbs @ \$9.40 per =	\$ 3,185.94	
Vectomax WSP	66 ea @ \$1.92 per =	\$ 126.72	
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 =	\$ -	
Black fly Control		11	532
Insecticide used:			
Vectobac 12AS	13.97 gals @ \$45.65 per =	\$ 637.73	
Underground Mosquito Control	<i>UGSD inspected 4,888 / UGSD treated 1,128</i>	939	20,377
Insecticide used:			
Vectobac 12AS	2.33 gals @ \$45.65 per =	\$ 106.36	
Vectolex WDG	37.3 lbs @ \$60.25 per =	\$ 2,247.33	
Fogging		18	39
Insecticide used:			
Duet	0.44 oz @ \$2.05 per =	\$ 0.90	
Aquaduet	0 gals @ \$290.69 per =	\$ -	
		Total \$ 13,794.96	
Supervisory		919	9,786
Continuing Education / Training		51	4,773
Overtime: Community Outreach		0	136
Mosquito Control		0	1,432
<u>REPAIR AND MAINTENANCE OF EQUIPMENT</u>			
Vehicles		344	3,819
Spray Equipment		66	553
Buildings and yards		243	3,006
		<i>December</i>	<i>2023</i>
VEHICLE MILEAGE :	30,254	507,886	5,224 90,917

Mosquito Service Request Report

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2004	26	18	74	199	173	252	485	829	432	87	94	25
2020	72	81	71	119	161	269	848	1667	1568	1140	178	55
2021	33	41	71	220	217	296	540	1135	1222	400	195	70
2022	41	149	119	160	214	262	545	649	733	921	175	24
2023	30	69	71	210	242	218	317	338	1479	796	149	36



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	1							1		0
BELL	1		1					1		0
BELLFLOWER	3							3		0
BELL GARDENS								0		0
BURBANK	1							1		0
CARSON	1							1		0
CERRITOS								0		0
COMMERCE								0		0
CUDAHY								0		0
DIAMOND BAR								0		0
DOWNEY	1		1					1		0
GARDENA								0		0
GLENDALE	1			1				1		0
HAWAIIAN GARDENS								0		0
HUNTINGTON PARK								0		0
LA CANADA FLINTRIDGE								0		0
LA HABRA HEIGHTS								0		0
LA MIRADA								0		0
LAKEWOOD	1		1					1		0
LONG BEACH	1							1		0
LOS ANGELES CITY	21		2	1				21		0
LOS ANGELES COUNTY								0		0
LYNWOOD								0		0
MAYWOOD								0		0
MONTEBELLO								0		0
NORWALK	1			1				1		0
PARAMOUNT								0		0
PICO RIVERA								0		0
SAN FERNANDO								0		0
SAN MARINO								0		0
SANTA CLARITA								0		0
SANTA FE SPRINGS								0		0
SIGNAL HILL	1							1		0
SOUTH EL MONTE								0		0
SOUTH GATE								0		0
VERNON								0		0
WHITTIER	2							2		0
TOTAL	36	0	5	3	0	0	0	36	0	0

Mosquito Source Activity

City	Non-Pool	Pools	USD Lids	BMP	Gutter Spots	Total Hrs. Activity
ARTESIA	11	6	74			6.11
BELL	12	1	1			0.80
BELLFLOWER	73	9	36			18.13
BELLGARDENS	35	4	31			7.26
BURBANK	92	21	41	22		32.05
CARSON	90	1	163	55		48.56
CERRITOS	103	39	143			23.48
CITY OF COMMERCE	43	6		1		7.95
CUDAHY	24		29			3.06
DIAMOND BAR	4	19				4.22
DOWNEY	71	35	49			21.84
GARDENA	51		69	54		23.25
GLENDALE	212	36	196	9		62.80
HAWAIIAN GARDENS	19	3				2.01
HUNTINGTON PARK	12	1	90	5		7.17
LA CANADA FLINTRIDGE	4	7				3.17
LA HABRA HEIGHTS	15	4				3.70
LA MIRADA	32	28				13.62
LAKEWOOD	94	15	116			23.87
LONG BEACH	127	30	39			26.26
LOS ANGELES CITY	2478	618	2297	372	11	833.94
LOS ANGELES COUNTY	405	61	193	21		118.35
LYNWOOD	16	1	21			3.50
MAYWOOD	17	1				1.08
MONTEBELLO	68	5	7			8.11
NORWALK	60	27				14.36
PARAMOUNT	75	11	47			17.12
PICO RIVERA	58	32	307			26.02
SAN FERNANDO	11	1	46			5.63
SAN MARINO	6	7	1	1		1.70
SANTA CLARITA	703	60	494		1	196.02
SANTA FE SPRINGS	56	2	61	13		15.92
SIGNAL HILL	27	3				2.61
SOUTH EL MONTE	73	35	134			21.16
SOUTH GATE	41	1	151	4		14.95
VERNON	42		1			2.50
WHITTIER	48	36	49			19.80

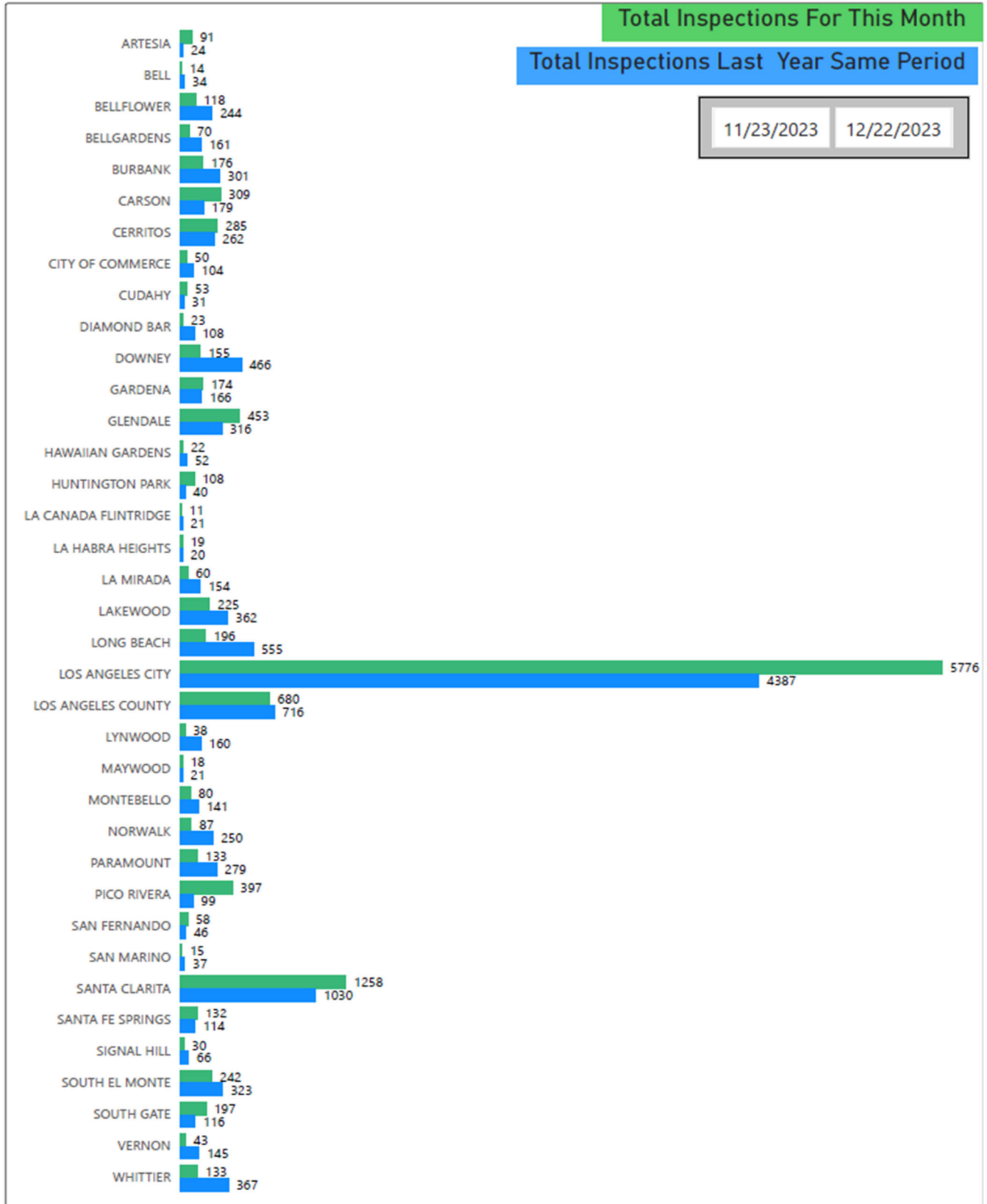
Non-Pool, Pools etc Column - Total # of insp for source type

11/23/2023 12/22/2023

City Column - City name

Total Hrs.Activity Column - Total Activity Hrs for city

STAFF REPORT B



GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

COMMUNICATIONS REPORT

December 2023

*David Pailin Jr., Communications Manager
Caroline Gongora & Helen Kuan, Acting Public Information Officers
Diana Garcia & Liliana Moreno, Education Program Coordinators
Thomas Dang, Community Liaison*

Communication Manager’s Summary

Dear Board of Trustees,

December was a time for preparation, assessment, and planning for the Communications Department. This preparation was marked by the completion of the District's emergency response collateral, development of the MVCAC Aedes Fact Sheet, enhancement of the GLACVCD logo, and conceptualization of the Fiscal Year Dashboard.

As legacy projects came to a close, infrastructure for the coming year was put into place, starting with the onboarding of the Communications Manager. Moreover, the Communications Team participated in an internal 360-degree assessment as well as a department-wide personality profile designed to increase team effectiveness.

The Education Program concluded a successful year of engaging future leaders on mosquito safety and awareness, with presentations at seven elementary schools educating over 580 students.

Lastly, Community Outreach met to discuss timelines and campaign messaging with the Orange County Vector Control District, crafting a plan of action for the joint Sterile Insect Technique Project, set to be launched in 2024.

In this time of transitions and new beginnings, the Communications Department is excited to support the District's Board, Departments, and residents by taking a data-focused approach to create maximum value.

Sincerely,

David Pailin Jr.

David Pailin Jr.
Communications Manager

Programmatic

Public Information

- Assisted Operations with door-to-door campaigns and answering phone calls from the public.
- Working on Emergency Preparation documents
- Updated Greater Los Angeles County Vector Control District Website

Community Outreach/ Events / Presentations

Date	Event	City	Reach
12/12	Community Resource Fair	Pico Rivera	30

Educational Outreach

In December, the EPCs conducted a number of Mobile Unit presentations in the cities of Pico Rivera, La Crescenta-Montrose, Downey, Bell, Cerritos, La Mirada, and Whittier. The EPCs also continued to create social media content promoting the education program.

Education Program

School Name	City	Students
South Ranchito Dual Language Academy	Pico Rivera	111
Mountain Avenue Elementary	La Crescenta-Montrose	71
Rio San Gabriel Elementary School	Downey	146
Corona Avenue Elementary	Bell	121
Joe A. Gonsalves Elementary School	Cerritos	81
Foster Road Elementary	La Mirada	70
Ceres Elementary	Whittier	58
	Total in December	588

Digital Outreach

GLAmosquito Social Media Chart

Outreach Medium	Number of Subscribers	Reach
Email List	4,454 (↑ 3)	2,790
Facebook	4,788	2,715
Twitter	1,504	1,196
Instagram	1,264	727
Nextdoor	1,076,560 (↑ 13,893)	0

GLAmosquito Website

For the period between December 1st through December 31st, the District website had 3,581 views with 36 Service Requests

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

FISCAL REPORT

December 2023

Vacant, Finance Manager

Yousef Kamara, Acting Finance Analyst

Selina Lopez, Acting Finance Analyst

In the transitional period after the previous department director's departure from the district, we continue providing limited standardized reporting compared to previous months and we will be working towards a new format for the Finance Departments staff report.

Departmental Activities:

Fiscal Consultant Firm Eide Bailly:

- Facilitating financial audit
- Evaluation of finance department processes and activities
- General ledger reconciliation
- Training finance staff on best practices and standardized procedures

Finance Analysts

- Run payroll for employees & Trustees
- Process checks for payables
- Compose Board Package reports
- Upload 457 & 401a contributions for employees
- Upload payables into Sage 50
- Process CalCard statements from all staff with credit cards
- Weekly department meetings & cross-trainings
- Reconcile information across finance and payroll software for accuracy
- Collaborate with HR on multiple ongoing projects

STAFF REPORT E

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

Vacant, Human Resources Manager
Cindy Reyes, Acting Human Resources Manager
Melissa Munoz, Human Resources Specialist

Manager's Summary

As the last month of the year, December is a time for celebration, reflection, and anticipation for the future. During December, Human Resources had the pleasure of kickstarting holiday celebrations by leading the planning and coordination of our annual holiday potluck. The fun-filled event allowed staff to connect, create memories, and enjoy delicious potluck dishes. Additionally, our team had the opportunity this month to reflect on our year, close out pending items, and plan for the new year.

In December, Human Resources continued to work on our Classification and Compensation Study. We conducted the final employee meetings where we discussed job descriptions and Knowledge, Skills, & Abilities Questionnaires. Our team compiled meeting notes and are starting the next step in the Study. The next step is to compare job duties to positions in other districts and cities.

Moreover, Human Resources evaluated day-to-day processes for increased efficiency. We met with the Communications Team to discuss their administrative needs and continue to set a plan for streamlined administrative procedures; specifically, addressing the barriers to proof of insurance coverage for classroom presentations. We also look to the future by meeting with the Operations Team to debrief on past seasonal recruitments and plan for upcoming seasonal recruitments. Lastly, our department continues to offer administrative support to the Assistant General Manager as we carry out the Administration Reorganization, implement a new human resources information system, and prepare for the next fiscal year.

We are excited for the new year and our department looks forward to enhancing relationships with all departments, vendors, and staff. We also strive to continue offering high-quality customer service while maintaining efficiency. In turn, we hope our enhanced relationships and can-do attitude exceeds the needs of the District.

Sincerely,



Cindy Reyes, MPA, IPMA-SCP
Acting Human Resources Manager

STAFF REPORT E

Department Trainings & Workshops

Date	Presenter	Topic	Location
12/07/23	CalPERS	Finding More Margin	Via Remote Location
12/20/23	GLACVCD	GLACVCD's Leadership Training Program: Employee Handbook Review – Sick Leave	District Headquarters
12/21/23	Adobe	Building Brand Creativity, Consistency, and Communications	Via Remote Location
12/21/23	PSHRA	Year in Review: Public Eye Looks Back at the Stories that Shaped 2023	Via Remote Location

Vacancies

Department	# of budgeted positions	# of filled positions	# of vacant positions
Executive & Administrative Services	12	10	2
Scientific-Technical Services	9	9	0
Operations	59	53	6
Communications	8	6	2
Maintenance	7	7	0
Total	95	85	10

Finance. The Finance Manager position is currently vacant and requires an external recruitment. CPS HR is facilitating all phases of the recruitment, which we anticipate to be completed within four (4) months.

Finance Manager.

- Vacancy Posted: 10/23/23
- Application Review: 11/26/23
- Interviews: 01/04/24 & 01/10/24

Human Resources. The Human Resources Manager position is currently vacant and requires an external recruitment. The position is currently being filled as an acting role by an internal candidate.

Human Resources Manager.

- Vacancy Posted: 12/07/23

Operations. The Operations Projects Specialist position is newly created and will be an internal recruitment. The remaining positions in the Operations Reorganization will be filled during the off-season.

Operations Projects Specialist.

- Vacancy Posted: TBD – Finalizing Job Description

Senior Vector Control Specialist/Vector Control Specialist/Assistant Vector Control Specialist.

- Vacancies Posted: TBD – on hold