

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT
EXECUTIVE BOARD MEETING MINUTES NO. 2020-03**

The emergency meeting of the Executive Board of the Greater Los Angeles County Vector Control District was held at 4:00 p.m. on Wednesday, March 18, 2020, at the District office at 12545 Florence Avenue, Santa Fe Springs, California, and via teleconference.

TRUSTEES PRESENT

Steve Appleton, President (*City of Los Angeles*)

Heidi Heinrich, Vice-President (*City of Santa Clarita*)

TRUSTEES ABSENT - EXCUSED

Emily Holman Sec-Treasurer (*City of Long Beach*)

OTHERS PRESENT

Truc Dever, *General Manager*

Mark Daniel, *Director of Operations*

Susanne Klueh, *Director of Scientific-Technical Services*

Mary-Joy Coburn, *Director of Community Affairs*

Jamie Hebein, *Acting Director of Human Resources*

Danyelle Frakes-Lewis, *GIS/IT Help Desk*

Quinn Barrow, *Legal Counsel*

Stephanie Cao, *Legal Counsel*

1. CALL TO ORDER

President Appleton called the meeting to order at 4:04 P.M.

2. QUORUM (ROLL) CALL

Following roll call, it was recorded that two Trustees were present out of the current Executive Board membership of three.

3. MATTERS BEFORE THE EXECUTIVE BOARD

- Consideration of **Resolution 2020-04** to Discuss the Determination that an Emergency Exists
 - President Appleton moved to discuss the Resolution to proclaim and ratify the existence of a local emergency. General Manager Dever presented to the committee an update on the District's current state and discussed the existence of emergency conditions stemming from the novel coronavirus COVID-19. She summarized that in order to protect staff and the public from COVID-19 transmission, all non-essential programs and activities are suspended until further notice. Also effective immediately, the District facilities will be closed to public access. On motion from Vice-President Heinrich, seconded by President Appleton, and approved by unanimous roll call vote, the Executive Committee approved the emergency resolution.

Ayes: President Appleton, Vice-President Heinrich

Noes: None.

Abstained: None.

Absent: Secretary-Treasurer Holman

4. OTHER

- An Executive Board Meeting will be noticed and held every Thursday at 2:00 P.M. for a weekly update.

5. **ADJOURNMENT**
President Appleton adjourned the meeting at 4:38 P.M.