

# GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

## MINUTES NO. 2009-12

A regular meeting of the Board of Trustees of the Greater Los Angeles County Vector Control District was held at 7:00 p.m. on Thursday, December 10, 2009, at the District office at 12545 Florence Avenue, Santa Fe Springs, California.

### TRUSTEES PRESENT

Sally Flowers, Vice President, *(City of Artesia)*  
Victor Bello, *(City of Bell)*  
Ray T. Smith, *(City of Bellflower)*  
Pedro Aceituno, *(City of Bell Gardens)*  
Dr. Jeff D. Wassem, *(City of Burbank)*  
Nikki Noushkam, *(City of Cerritos)*  
Audrey Hamilton, *(City of Diamond Bar)*  
Meredith Perkins, *(City of Downey)*  
Victor Farfan, *(City of Hawaiian Gardens)*  
Elba Romo, *(City of Huntington Park)*  
Rachel C. Johnson, *(City of Gardena)*  
Armine Perian, *(City of Glendale)*  
Jim Remington, *(City of La Habra Heights)*

Joseph Esquivel, *(City of Lakewood)*  
Gabe Garcia, *(City of La Mirada)*  
Robert Campbell, *(City of Long Beach)*  
Dr. James Lawson, *(County of Los Angeles)*  
Jim Morton, *(City of Lynwood)*  
Robert Urteaga, *(City of Montebello)*  
Cheri Kelley, President, *(City of Norwalk)*  
Michael Madrigal, *(City of Santa Fe Springs)*  
Dr. Hazel Wallace, *(City of Signal Hill)*  
Blanca Figueroa, *(City of South El Monte)*  
Maria Davila, *(City of South Gate)*  
Owen Newcomer, Sec.-Treasurer *(City of Whittier)*

### TRUSTEES ABSENT

Hugo Argumedo, *(City of Commerce)*  
Alma Martinez, *(City of Los Angeles)*  
Ana Rosa Rizo, *(City of Maywood)*  
Vacant, *(City of San Fernando)*  
Dr. SeYao Hsu, *(City of San Marino)*

### TRUSTEES ABSENT (EXCUSED)

Harold Williams, *(City of Carson)*  
Mison Levi, *(City of Cudahy)*  
Tom Hansen, *(City of Paramount)*  
Bob Archuleta, *(City of Pico Rivera)*  
Robert Newman, *(City of Santa Clarita)*

### OTHERS PRESENT

Kenneth L. Bayless, *General Manager*  
Mark Daniel, *Operations Director*  
Susanne Kluh, *Sci-Tech Services Director*  
Truc Dever, *Director of Community Affairs*  
Crystal Brown, *Public Information Officer*  
Carolyn Weeks, *Director of Finance*  
Robert Miller, *Director of Human Resources*  
Luke DeNitto, *Maintenance Supervisor*  
Quinn M. Barrow, *Legal Counsel*

### 1. CALL TO ORDER

President Kelley called the meeting to order at 7:25pm.

### 2. QUORUM (ROLL) CALL

Following the roll call, it is recorded that 25 Trustees were present and 10 were absent.

### 3. INVOCATION

Trustee Perkins gave the invocation.

### 4. PLEDGE OF ALLEGIANCE

President Kelley led the Pledge of Allegiance.

**5. CORRESPONDENCE**

NONE

**6. INTRODUCTIONS**

There were no introductions but President Kelley took this time to comment that the District holiday party was a great event which demonstrated how District employees came together as a family. She noted that more than a dozen staff members received their State certifications and gold cards during the event after passing the recent certification exams. The General Manager was among those now certified in all four categories.

President Kelley also reminded the Board that many Trustees' terms are expiring after this meeting. She encouraged Trustees whose cities have not made appointments or reappointments to remind the cities to do so before January. She noted that the following Trustees will be ending their service with the District this month: Robert Urteaga from Montebello, Hugo Argumedo from Commerce, Dr. Se-Yao Hsu from San Marino, and Blanca Figueroa from South El Monte. She thanked these Trustees for their dedicated service to the District.

**7. PUBLIC COMMENT**

NONE

**8. CONSENT AGENDA (8.1-8.2)**

8.1 Consideration of **Minutes 2009-11** of regular Board Meeting held on November 12, 2009 (*Exhibit A*)

8.2 Consideration of **Resolution 2009-18** Authorizing Payment of Attached Requisition Schedule for November 1, 2009 through November 30, 2009. (*Exhibit B*)

**Trustee Morton made the motion to approve items 8.1 and 8.2 of the Consent Agenda. Trustee Perkins seconded the motion. The motion passed unanimously.**

**9. CONSIDERATION AND SELECTION OF TWO TRUSTEES TO ATTEND THE MVCAC ANNUAL CONFERENCE TO BE HELD IN SACRAMENTO, CA ON FEBRUARY 7-10, 2010. (EXHIBIT C)**

President Kelley asked the Board to consider her for one of the two slots to attend the MVCAC annual conference. No other Trustees volunteered to attend. **The Board authorized President Kelley to attend and staff was given direction to provide information about the conference to other Trustees in case another member wanted to attend.**

**10. COMMITTEE REPORTS**

10.1 Personnel Committee

Dr. J. Lawson, Chairperson

Trustee Lawson reported to the Board that the Committee met to evaluate the General Manager and set future goals.

**Legal Counsel Quinn Barrow prepared the Board for closed session and stated that pursuant to Government Code Section 54957(b)(1) and 54957.6, the Board of Trustees will go into closed session to discuss the evaluation of performance of the General Manager and set goals for future performance.**

**11. CLOSED SESSION PUBLIC EMPLOYEE PERFORMANCE EVALUATION; CONFERENCE WITH LABOR NEGOTIATORS**

**Following the closed session, Legal Counsel Barrow announced that the items identified on the agenda were discussed in closed session and there was no reportable action taken.**

**12. STAFF PROGRAM REPORTS: NOVEMBER 2009**

12.1 Manager's Report

K. Bayless, General Manager

Ken Bayless thanked the Board for their evaluation, constructive input, and goal set. He noted that the District is already moving in the direction outlined by the personnel committee on many of the goals mentioned. He added that he and staff appreciate the Board's continued support and leadership.

12.2 Scientific- Technical: (Staff Report A)

S. Klueh, Scientific-Technical Services Director

Susanne Klueh reported that Los Angeles County has officially closed their human West Nile virus season. The latest human case onset was reported on September 22<sup>nd</sup>. She had nothing further to add to her report.

12.3 Operations: (Staff Report B)

M. Daniel, Operations Director

Mark Daniel referred to his Operations Department report and indicated he had nothing further to add. He wished all Trustees a good holiday season.

12.4 Community Affairs: (Staff Report C)

T. Dever, Community Affairs Dir.

Truc Dever referred the Board to her staff report and indicated she had nothing further to add. She also wished all Trustees a good holiday season.

12.5 Fiscal: (Staff Report D)

Carolyn Weeks referred to her staff report and had nothing further to add. President Kelley asked her to explain to the Board the credit card cash back program as a way to save the District some money. Carolyn explained that the Cal Cards offers a cash back program based on amount spent using the credit card and how quickly the payments are made. Currently, the District receives about \$200-\$400 back per quarter but hopes to expand the use of the card to generate some money.

12.6 Human Resources: (Staff Report E)

R. Miller, Human Resources Dir.

Robert Miller referred to his report and highlighted that the District has transitioned from an EAP Program with regular fees to a no cost EAP Program for District employees.

12.7 Legal Counsel Report

Quinn Barrow, Legal Counsel

Legal Counsel Quinn Barrow had nothing further to report.

**13. OTHER**

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

President Kelley thanked all Trustees who are leaving for their service to the District. She also announced that she will be convening the nominating committee before the January meeting to nominate candidates for the Secretary-Treasurer position. She asked the returning Trustees to think about which committees they would like to sit on for next year. President Kelley wished everyone a wonderful holiday and adjourned the meeting.

**14. ADJOURNMENT**

The next scheduled Board of Trustees meeting will be on Thursday, January 14, 2010. The meeting will be held at 7:00 p.m. at the District's headquarters office at 12545 Florence Avenue, Santa Fe Springs, CA.

**The meeting adjourned at 8:00 p.m.**