

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT
MINUTES NO. 2008-03**

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, March 13, 2008, at the District office at 12545 Florence Avenue, Santa Fe Springs, California.

TRUSTEES PRESENT

Sally Flowers, Sec.-Treasurer, *(City of Artesia)*
Ray T. Smith, *(City of Bellflower)*
Pedro Aceituno, *(City of Bell Gardens)*
Dr. Jeff D. Wassem, *(City of Burbank)*
Harold Williams, *(City of Carson)*
Nikki Noushkam, *(City of Cerritos)*
Hugo Argumedo, *(City of Commerce)*
Mison Levi, President, *(City of Cudahy)*
Audrey Hamilton, *(City of Diamond Bar)*
Meredith Perkins, *(City of Downey)*
Rachel C. Johnson, *(City of Gardena)*
Armine Perian, *(City of Glendale)*
Victor Farfan, *(City of Hawaiian Gardens)*
Jim Remington, *(City of La Habra Heights)*
Joseph Esquivel, *(City of Lakewood)*

Bob Chotiner, *(City of La Mirada)*
Robert Campbell, *(City of Long Beach)*
Thomas Martin, *(City of Maywood)*
Robert Urteaga, *(City of Montebello)*
Cheri Kelley, Vice President, *(City of Norwalk)*
Henry Harkema, *(City of Paramount)*
Bob Archuleta, *(City of Pico Rivera)*
Dr. James Lawson, *(City of San Fernando)*
Jan Heidt, *(City of Santa Clarita)*
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)*

TRUSTEES ABSENT

Oscar Hernandez, *(City of Bell)*
Elba Romo, *(City of Huntington Park)*
Alma Martinez, *(City of Los Angeles)*
Tony Martinez, *(City of Lynwood)*
Vacant, *(County of Los Angeles)*
Dr. SeYao Hsu, *(City of San Marino)*
Owen Newcomer, *(City of Whittier)*

OTHERS PRESENT

Kenneth L. Bayless, *District Manager*
Mark Hall, *Operations Supervisor*
Mino Madon, *Sci-Tech Services Director*
Truc Dever, *Public Information Officer*
Karen Walker, *Education Program Specialist*
Robert Miller, *Director of Human Resources*
Carolyn Weeks, *Director of Fiscal Operations*
Luke DeNitto, *Maintenance Supervisor*
Bill Rudell, *Legal Counsel*

1. CALL TO ORDER

President Levi called the meeting to order at 7:05 p.m.

2. QUORUM (ROLL) CALL

Following the roll call, it is recorded that 28 Trustees were present and 7 were absent.

3. INVOCATION

Trustee Perkins gave the invocation.

4. PLEDGE OF ALLEGIANCE

Trustee Remington led the Pledge of Allegiance.

5. CORRESPONDENCE

NONE

6. INTRODUCTIONS

NONE

7. PUBLIC COMMENT

Mr. Don Dear, former GLACVCD Trustee and Past President, asked the Board of Trustees for their support for his re-election to LAFCO as special district representative. Mr. Dear stated he currently sits on the West Basin Municipal Water Board. The other two candidates running for representative are also water board members. Trustee Flowers asked about the deadline to submit a vote and Mr. Dear stated it would be in mid-April after the next Board meeting. **Trustee Flowers requested that this item be placed on the next board agenda for a vote.**

Trustee Figueroa invited the Trustees and staff to the City of South El Monte on March 30th to the “Welcome Home Vietnam Veterans” event. The celebration will be held on the lawn at 11am. She mentioned that the City of Whittier is also having a similar event from 1pm-5pm.

Trustee Davila thanked the Board and staff for the “Get Well” cards she received in the mail while she was on leave.

Trustee Perkins announced that Trustee Heidt’s son recently was awarded the Bronze Star while serving overseas.

Trustee Archuleta thanked the Trustees for acknowledging the country’s men and women in uniform in their prayers during city meetings. He said he would be attending the celebration in South El Monte and Whittier on March 30th.

8. CONSIDERATION OF MINUTES 2008-02 OF REGULAR BOARD MEETING HELD ON FEBRUARY 14, 2008 (Exhibit A)

Trustee Esquivel made the motion to approve the minutes and Trustee Remington seconded the motion. The Board voted and the motion passed. Trustee Perkins abstained due to his absence at the last meeting.

9. CONSIDERATION OF RESOLUTION 2008-05 OF ATTACHED REQUISITION SCHEDULE EXPENDITURES FOR FEBRUARY 1, 2008 THROUGH FEBRUARY 29, 2008. (Exhibit B)

Trustee Kelley made the motion to approve the resolution. Trustee Perkins seconded the motion. The motion passed unanimously.

10. CONSENT AGENDA (10.1-10.3)

10.1 Consideration of one County of Los Angeles Joint Property Tax Resolution, Petition No. 58-407. *(Exhibit C)*.

10.2 Consideration of eight Joint Tax Sharing Resolutions from the County Sanitation Districts of Los Angeles County (Annexation Nos. 15-284, SCV-1018, SCV 1019, SCV-1020, SCV-1013, SCV-1015, SCV-1021, and SCV-1023). *(Exhibit D)*

10.3 Consideration to approve discretionary spending authority for District Manager with a \$5,000 spending limit per occurrence.

Trustee Kelley made the motion to approve items 10.1-10.3 on the consent agenda. The motion was seconded by Trustee Argumedo. The motion passed unanimously.

11. REMINDER TO TRUSTEES TO COMPLETE THE QUESTIONNAIRE REGARDING A TRUSTEE OPEN HOUSE AND ORIENTATION

Truc Dever reminded Trustees to submit their questionnaires to allow staff to schedule and organize an upcoming Trustee orientation. Once the responses are tallied, Trustees will be notified of the date and time of the event.

12. STAFF PROGRAM REPORTS: FEBRUARY 2008

12.1 Manager's Report

Kenneth L. Bayless, District Manager

Trustee Heidt had some questions regarding the Manager's report. She was unaware that the District had two major power failures over the last year, prompting the need for an emergency generator. She asked that notification via email be sent to all Trustees after such an event.

Trustee Heidt also asked for clarification regarding GASB 45 which concerns the financial costs and obligations incurred by the District when providing post employment benefits. She pointed out that several years ago, a Trustee at the time, Jim Robertson, conducted an actuarial study and came up with the amount of \$50,000 for the Board to set aside each year. Ken Bayless explained that the former financial officer did not set aside those funds in a different account. For the past two years, the funds have been placed in the District's general fund. Carolyn Weeks explained that she did find a copy of Mr. Robertson's study, but that it did not meet legal requirements. She explained that the law requires an actuary to provide certification that the study was made and a cost was presented. Then the Board must determine if and how to fund these other post employment benefits (OPEB). The funds will then be kept in an irrevocable trust. Trustee Perkins stated the District has set aside \$100,000 so far and asked what the time frame for compliance is. The Finance Director stated the funds must be reflected on the balance sheet by the 2009-2010 Fiscal Year; therefore, it must be included in the 2008-2009 FY Budget. Trustee Wallace recommended that staff contact Jim Robertson regarding his actuarial study and Ken Bayless agreed to do so. Trustee Noushkam asked what the staff needs from the Board. Carolyn Weeks stated the \$100,000 must be removed from the operating budget and placed in a separate, irrevocable trust. An actuarial study will need to be conducted and presented to the Board at an upcoming Board meeting.

Trustee Heidt asked the District Manager to investigate the option of joining a Joint Powers Association (JPA). Ken Bayless mentioned that he recently attended the Vector Control JPA meeting where this was discussed. They are considering developing a JPA to deal with this.

Trustee Heidt also had a question about the IRS mandated changes to Trustee compensation. Ken explained that this was another topic discussed at the VCJPA meeting. Compensation of \$100 in lieu of actual expenses for Board of Trustee members is authorized under the Health and Safety Code; however, this is in conflict with IRS codes. The IRS views this payment as compensation therefore a W-2 is required rather than a 1099. It was determined at the VCJPA meeting that not all districts are treating this uniformly. Some recognize Trustees as employees and send them W-2s. Some do what we do and send their Trustees 1099s. Some districts in the State were audited and have been instructed to treat the Trustee compensation as income; therefore, deductions must be taken. The attorneys for MVCAC and VCJPA are looking into providing uniform direction to all districts in the state regarding these Health Codes.

The Manager's report continued with a demonstration by Luke DeNitto of the push-to-talk and lighting options for the boardroom. He showcased a three-bulb lighting system, "hockey-puck" style light system, and a name plate light box. A number of Trustees indicated they were in favor of the "hockey-puck" style system. Luke estimated that the system including the microphone options would cost

approximately \$200 per station to purchase and install. **Trustee Archuleta made a motion to authorize a proposal on the “hockey-puck” system and have it placed on the next Board agenda for approval. Trustee Argumedo seconded the motion. The motion passed unanimously.**

12.2 Operations: (Staff Report A)

M. Hall, Operations Supervisor

Operations Supervisor Mark Hall reported that the operations department has been dealing mainly with home foreclosures and servicing out-of-order swimming pools. Trustee Lawson asked for clarification regarding the report reference to green swimming pools and aerial photography. Mark explained that the aerial photography was conducted between September and late October 2007 and was paid for using state grant funds. Trustee Wallace noted the dramatic increase in mosquito service requests in the months of January and February 2008 over last year. She asked whether those were mostly green pools and Mark confirmed that was the case.

Trustee Kelley asked about the procedures for servicing a foreclosed property. She asked if the District charges the property owner for the pool services provided. Ken Bayless explained that most districts provide pool services as part of their program, with no additional cost to the property owner. Trustee Kelley commented that she believed the District should be reimbursed for multiple pool calls at the same residence. She recommended keeping a close eye on the foreclosure issue. Trustee Archuleta stated he had a toll-free telephone number the District could use to determine ownership of the property.

Trustee Flowers welcomed Mark Hall to the meeting and asked him to introduce himself. Mark gave a brief overview of his position and experience with the District.

Trustee Lawson returned to the foreclosure issue and commented that the district is probably not getting reimbursed through taxes for servicing foreclosed properties. He suggested that the District track the impact of servicing foreclosed homes including the cost and chemical usage.

12.3 Scientific-Technical: (Staff Report B)

M. Madon, Scientific-Tech Serv. Dir.

Minoo Madon reported that surveillance activity for the season has been normal. He mentioned that two sentinel chickens in Santa Clarita tested positive for West Nile virus antibodies but there are questions as to the date of the sero-conversions. Although the state is documenting these chickens as the first indications of West Nile virus in California for 2008, the chickens may have sero-converted in late 2007. Minoo also reported that he received word of six WNV positive birds found in San Diego County. Since these birds were tested in-house, they were not confirmed by the State. Nevertheless, this may be an indication that West Nile virus activity may begin early this year.

12.4 Community Outreach: (Staff Report C)

T. Dever, Public Information Officer
K. Walker, Ed. Program Specialist

Truc Dever presented a PSA from the “I’m One” campaign introduced at the AMCA annual conference. The AMCA Public Relations committee will be working to roll out this campaign across the country this year in 14 major cities, including Los Angeles. Participating local districts will assist in this information dissemination.

Trustee Figueroa requested that the PIO send updated information to the cities for inclusion in upcoming newsletters and on city websites. The PIO stated that this is standard procedure at the beginning of each mosquito season. She is already working with the City of Diamond Bar to have information included in their next newsletter.

12.5 Fiscal: (Staff Report D)

C. Weeks, Finance Director

Carolyn Weeks reported that she is running checks for Trustees in advance of the meetings.

12.6 Human Resources: (Staff Report E)

R. Miller, Human Resources Dir.

Robert Miller reported his department is finalizing all systems to begin the seasonal recruitment process.

12.7 Legal Counsel Report

Bill Rudell, Legal Counsel

Legal Counsel had no report.

13. CLOSED SESSION

In accordance with §54957(b)(1) of the California Government Code, the Board of Trustees held a closed session to confer with legal counsel regarding personnel issues.

Legal counsel reported that the board re-convened after closed session and there was no reportable action taken.

14. OTHER

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

Trustee Kelley mentioned that the policy committee met but had nothing to report. She asked that a policy committee report be made an item for the next agenda.

15. ADJOURNMENT

The next scheduled Board of Trustees meeting will be on Thursday, April 10, 2008 at the District Headquarters office at 12545 Florence Avenue, Santa Fe Springs, CA.

The meeting adjourned at 9:20 p.m.