

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT MINUTES NO. 2010-05

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, May 20, 2010, at the District office at 12545 Florence Avenue, Santa Fe Springs, California.

TRUSTEES PRESENT

Sally Flowers, 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)*
Harold Williams, *(City of Carson)*
Tina Baca Del Rio, *(City of Commerce)*
Mison Levi, *(City of Cudahy)*
Steve Tye, *(City of Diamond Bar)*
Meredith Perkins, *(City of Downey)*
Rachel C. Johnson, *(City of Gardena)*
Armine Perian, *(City of Glendale)*
Elba Romo, *(City of Huntington Park)*
Jim Remington, *(City of La Habra Heights)*

Dr. James Lawson, *(County of Los Angeles)*
Ana Rosa Rizo, *(City of Maywood)*
Joseph Esquivel, *(City of Lakewood)*
Gabe Garcia, *(City of La Mirada)*
Robert Campbell, Sec.-Treasurer *(City of Long Beach)*
Jim Morton, *(City of Lynwood)*
Cheri Kelley, President, *(City of Norwalk)*
Tom Hansen, *(City of Paramount)*
Jeff Groseth, *(City of San Marino)*
Robert Newman, *(City of Santa Clarita)*
Michael Madrigal, *(City of Santa Fe Springs)*
Dr. Hazel Wallace, *(City of Signal Hill)*
Joseph Gonzales, *(City of South El Monte)*
Maria Davila, *(City of South Gate)*
Owen Newcomer, Vice President *(City of Whittier)*

TRUSTEES ABSENT

Nikki Noushkam, *(City of Cerritos)*
Alma Martinez, *(City of Los Angeles)*
Bob Archuleta, *(City of Pico Rivera)*
Barry Bruce, *(City of Hawaiian Gardens)*
Vacant, *(City of San Fernando)*
Vacant, *(City of Montebello)*

OTHERS PRESENT

Kenneth L. Bayless, *General Manager*
Mark Daniel, *Operations Director*
Susanne Kluh, *Sci-Tech Services Director*
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 Flowers called the meeting to order at 7:03 p.m.

2. QUORUM (ROLL) CALL

Following the roll call, it was recorded that 29 Trustees were present and 6 were absent.

3. INVOCATION

Trustee Smith gave the invocation.

4. PLEDGE OF ALLEGIANCE

Trustee Kelley led the Pledge of Allegiance.

5. CORRESPONDENCE

NONE

6. **INTRODUCTIONS**

NONE

7. **PUBLIC COMMENT**

NONE

8. **CONSENT AGENDA (8.1-8.4)**

- 8.1 Consideration of **Minutes 2010-04** of regular Board Meeting held on April 8, 2010. (*EXHIBIT A*)
- 8.2 Consideration of **Resolution 2010-07** Authorizing Payment of Attached Requisition Schedule for April 1, 2010 through April 30, 2010 (*EXHIBIT B*)
- 8.3 Consideration of one (1) County of Los Angeles Joint Property Tax Resolution (JPTR), *Petition No. 13-209, Tax Rate Area 11327*. 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 territory identified in the resolution 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 C*)
- 8.4 Consideration of two (2) Joint Tax Sharing Resolutions from the County Sanitation Districts of Los Angeles County (Annexation No. *SCV-1050 and SCV-1052*). Annexation No. SCV-1050 requests GLACVCD to allocate 0.0005810% of its current 0.0322% share of property tax resulting in a net share of 0.0316% to support services to an area being annexed to the County Sanitation District. Annexation No. SCV-1052 requests GLACVCD to allocate 0.0005810% of its current 0.0322% share of property tax resulting in a net share of 0.0316% to support services to an area being annexed to the County Sanitation District. (*EXHIBIT D*)

Trustee Esquivel made the motion to approve the consent agenda. Trustee Levi seconded the motion. The motion passed unanimously.

9. **COMMITTEE REPORTS**

- 9.1 Budget & Finance Committee R. Campbell, Chairperson

The Committee had reviewed staff's draft of the proposed FY 2010-2011 budget prior to the meeting and was prepared to report its findings to the Board and make recommendations for the budget's approval.

Trustee Campbell stated he appreciated District staff's hard work to produce a good budget ahead of schedule, since budget finalization usually occurs in June. District Manager Ken Bayless thanked the Budget and Finance Committee for its diligence and pointed out that the budget is not only balanced, but also has a surplus of funds. Ken delivered a PowerPoint presentation to cover the FY 2010-2011 Budget Highlights for the Board. Ken also commended the Department Directors for a well-managed 2009-2010 fiscal year which allowed for the surplus. He addressed the GASB 45 funding requirements and stated the District plans to continue with a "pay-as-you-go" retirement funding option. Ken also highlighted that the new fiscal year budget will bring all

District staff to the 75th percentile in total compensation as compared to other California vector control agencies. Ken informed the Board that the salary increase for 17 positions is recommended in lieu of a COLA increase and will save the District \$35,000. Other items he highlighted included an allocation of \$85,000 for new NPDES permit monitoring requirements and the CEQA development cost. The FY 2010-2011 is a budget that addresses future regulatory needs, remaining inequities in employee compensation, and balances the budget with a small surplus. This will all be accomplished without a tax increase.

Trustee Remington asked the General Manager if the District has “at-risk” funds. Ken responded that the District’s funds are in a LAIF account and are safe from State acquisition and protected by the law.

Trustee Perian expressed her concern with the salary increases in light of the current economic situation. She also mentioned that she did not necessarily support the notion that all employees need to be paid at the 75th percentile. Ken responded that the District has managed a tight budget, and, therefore, has the funds to resolve inequities in staff pay. He reiterated that pay increases will only be given to those who have been underpaid based on a total compensation assessment survey of vector control workers throughout California. He further explained that District personnel deserve proper compensation based on their work load and responsibilities. The District is one of the largest vector control districts in California, which translates into tremendous duties and demands. Ken also pointed out that the staff perform outstanding work and are deserving of proper compensation.

Trustee Perkins commented that he understands Trustee Perian’s concerns and shares her views. He continued, however, that the District has come a long way in the past few years under Ken’s leadership. He is supportive of the compensation increases because they are mainly for the Vector Control Specialists and can be made with a balanced budget and no tax increases.

Trustee Romo asked the Board to acknowledge that despite a decrease in revenue and a smaller budget, the District was able to put away a surplus of \$500,000. She commended District management for its proper handling of funds and hopes that the District will serve as an example to other government entities. Trustee Romo informed the Board that she supports the total compensation increase and applauds the balanced budget.

Trustee Smith made the motion to approve the FY 2010-2011 Budget. Trustee Esquivel seconded the motion. The motion passed unanimously.

10. STAFF PROGRAM REPORTS: APRIL 2010

10.1 Manager’s Report

Kenneth L. Bayless, General Manager

Ken Bayless had nothing further to add to his report and opened the floor for questions. He informed the Board that the Director of Community Affairs, Truc Dever, was absent because she was taking her final to complete her Master in Public Administration.

10.2 Scientific-Technical: (Staff Report A)

S. Klueh, Sci.-Tech Services Dir.

Director of Scientific-Technical Services Susanne Klueh reported that there has been no additional West Nile Virus positive (WNV+) activity within District boundaries since the last Board of Trustees Meeting. There have been two more WNV+ dead birds in the State for a total of four so far this year. Susanne noted that there were approximately 11 WNV+ dead birds last year at this time. The difference in activity

may be due to cooler weather this year. Susanne shared a PowerPoint slide presentation covering the western treehole mosquito in response to reports of higher trap counts in the San Gabriel Valley foothill area. Western tree-hole mosquitoes are a significant pest because they transmit feline and canine heartworm and can bite during the day. They do not, however, transmit diseases to humans. Susanne informed the Board that District staff regularly trap and monitor for these types of mosquitoes.

Trustee Campbell thanked Susanne for her report. He mentioned that he was the person who requested the presentation. Trustee Wassem asked Susanne if dogs are the disease reservoir and Susanne confirmed that was the case. She added that in Los Angeles, there is a low risk for dog heartworm contraction, but that everyone should consult with his/her veterinarian if he/she is concerned. Trustee Wassem also asked if the District tests the mosquitoes for dog heartworm. Susanne replied that they do not because they catch those species of mosquitoes so rarely.

10.3 Operations: (Staff Report B)

M. Daniel, Operations Dir.

Operations Director Mark Daniel informed the Board that the District and Southern California Vector Control Environmental Task Force are hosting a vector minimization workshop in June. The goal is to teach city planners, code enforcement, and public works personnel how to plan and build properly to prevent vector breeding.

Trustee Wallace asked if the announcement had been sent to all member cities. Ken assured the Board that the flyer will be sent to all cities.

10.4 Community Affairs: (Staff Report C)

C. Brown, Public Info. Officer

Public Information Officer Crystal Brown reported that April was a busy month for the Community Affairs Department. She mentioned that the Department contacted all City Managers and Public Information officials from member cities and sent them new public outreach materials for Mosquito Awareness Week. She also mentioned that the student poster contest had concluded and that the winner would be recognized at the upcoming Downey City Council Meeting. The artwork will be displayed on Los Angeles metro buses throughout the summer. It was also reported that the regional radio advertisements would begin airing on May 31st and run for eight weeks. She also noted that there are new public outreach materials available and that the Department is available for presentations upon request.

Trustee Romo inquired about the grade level of the poster design winner. Crystal answered that the winning student was in fifth grade. Trustee Kelley asked the name of the bus company on which the advertisements will be displayed. Crystal responded that they are advertising on the Metro buses throughout the County. Trustee Perkins thanked the District for recognizing the student and encouraged Board members to continue to support the education program, either through grants or through personal contributions.

Trustee Gonzales asked if the radio advertisements would be in Spanish as well as English. Crystal responded that the radio ads were purchased through Metro Networks, and in the past, they have run on Spanish-language stations.

Trustee Romo inquired about the Farm Walk. Crystal explained that it is an annual fair sponsored by Pierce Community College.

10.5 Fiscal: (Staff Report D)

C. Weeks, Finance Director

Director of Fiscal Operations Carolyn Weeks reported that the District has successfully transitioned to the company ADP for payroll. New ADP features will

allow each employee to submit vacation requests and perform other functions electronically. Employees will now use a full hand scan instead of a finger scan to clock in for work. This method is much more efficient and reliable.

Trustee Kelley told Carolyn she is pleased that the new budget will allow for a part time finance assistant.

10.6 Human Resources: (Staff Report E) R. Miller, Human Resources Dir.

Director of Human Resources Robert Miller reported that staff completed the re-write of the Injury and Illness Prevention Program (IIPP) manual. This is the second version of the IIPP. He also reported that all managers have completed the State-mandated sexual harassment training. Robert noted that he is celebrating his three year anniversary with the District.

10.7 Legal Counsel Report Q. Barrow, Legal Counsel

Legal Counsel had nothing to report.

11. OTHER

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

Trustee Tye commended staff members for their professional and positive attitudes and work ethic. He recognized maintenance mechanic Tom Griep for his response to a brush fire near the Sylmar office. Ken thanked Trustee Tye for his compliments, and assured him he would pass along the message to Tom.

12. ADJOURNMENT

The next Board of Trustees meeting will be scheduled on Thursday, June 10, 2010. The meeting will be held at 7:00 p.m. at the District's headquarters office at 12545 Florence Avenue, Santa Fe Springs.

The meeting adjourned at 8:05pm.