

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT
MINUTES NO. 2011-05**

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 Tuesday, May 31, 2011, at the District office at 12545 Florence Avenue, Santa Fe Springs, California.

TRUSTEES PRESENT

Sally Flowers, (*City of Artesia*)
Danny Harber, (*City of Bell*)
Pedro Aceituno, (*City of Bell Gardens*)
Ray T. Smith, (*City of Bellflower*)
Dr. Jeff Wasseem, Sec.-Treasur. (*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*)
Barry Bruce, (*City of Hawaiian Gardens*)
Armine Perian, (*City of Glendale*)
Jim Remington, (*City of La Habra Heights*)

Robert Campbell, Vice President (*City of Long Beach*)
Steven Appleton, (*City of Los Angeles*)
Dr. James Lawson, (*County of Los Angeles*)
Jim Morton, (*City of Lynwood*)
Christina Cortez, (*City of Montebello*)
Cheri Kelley, (*City of Norwalk*)
Tom Hansen, (*City of Paramount*)
David Armenta, (*City of Pico Rivera*)
Michael Madrigal, (*City of Santa Fe Springs*)
Jeff Groseth (*City of San Marino*)
Dr. Hazel Wallace, (*City of Signal Hill*)
Maria Davila, (*City of South Gate*)
Joseph Gonzales, (*City of South El Monte*)
Owen Newcomer, President (*City of Whittier*)

TRUSTEES ABSENT

Nikki Noushkam, (*City of Cerritos*)
Elba Romo, (*City of Huntington Park*)
Joseph Esquivel, (*City of Lakewood*)
Edward Varela, (*City of Maywood*)
Gabe Garcia, (*City of La Mirada*)
Robert Newman, (*City of Santa Clarita*)
Vacant, (*City of San Fernando*)

OTHERS PRESENT

Kenneth L. Bayless, *General Manager*
Mark Daniel, *Director of Operations*
Susanne Klueh, *Director of Scientific-Tech. Services*
Truc Dever, *Director of Community Affairs*
Crystal Brown, *Public Information Officer*
Carolyn Weeks, *Director of Fiscal Operations*
Luke DeNitto, *Maintenance Supervisor*
Quinn Barrow, *Legal Counsel*

1. CALL TO ORDER

President Newcomer called the meeting to order at 7:00 p.m.

2. QUORUM (ROLL) CALL

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

3. INVOCATION

Trustee Gonzales gave the invocation.

4. PLEDGE OF ALLEGIANCE

Trustee Williams led the Pledge of Allegiance.

5. CORRESPONDENCE

Trustee Wassem read a thank you letter from Toluca Lake Elementary School, part of the Los Angeles Unified School District. The letter commended the District, specifically the Education Program Coordinators, on the compelling VecMobile education program. The letter concluded by stating that the program was the highlight of the school year for the student participants.

6. INTRODUCTIONS

President Newcomer introduced newly appointed Trustee Danny Harber from the City of Bell. President Newcomer shared that Trustee Harber, who currently serves as the Vice Mayor for the City of Bell, was born in Tennessee and moved to California in 1963. He has lived in Bell for 40 years. Trustee Harber has been married to his wife since 1967 and has two grown children. He served in the army during the Vietnam-era. Trustee Harber worked as a baker for 35 years. President Newcomer continued that he is a member of the Baker's Union Local #37 and the American Federation of State, County and Municipal Employees, District 36.

Trustee Armenta introduced Councilwoman Barbara Contreras Rapisarda from Pico Rivera who was in the audience.

7. PUBLIC COMMENT

NONE

8. CONSENT AGENDA (8.1-8.4)

It is recommended that Items 8.1 through 8.4 be acted on simultaneously by one motion of the Board of Trustees unless separate discussion and/or action on an item is requested by a Trustee.

- 8.1 Consideration of **Minutes 2011-04** of regular Board Meeting held on April 14, 2011. (***EXHIBIT A***)
- 8.2 Consideration of **Resolution 2011-08** Authorizing Payment of Attached Requisition Schedule for April 1, 2011 through April 30, 2011 (***EXHIBIT B***)
- 8.3 Consideration of three (3) County of Los Angeles Joint Tax Transfer Resolutions for Newhall County Water District Annexation Nos. 2006-37, 2006-43, and 2008-08. These resolutions authorize the County of Los Angeles and GLACVCD to collectively approve and accept the negotiated exchange of property tax revenue. (***EXHIBIT C***)
- 8.4 Consideration of two (2) Joint Tax Sharing Resolutions from the County Sanitation Districts of Los Angeles County (Annexation Nos. *SCV-331* and *SCV-1057*). Annexation No. *SCV-331* requests GLACVCD to allocate 0.0005798% of its current 0.0322% share of property tax resulting in a net share of 0.0317% to support services to an area being annexed to the County Sanitation District. Annexation No. *SCV-1057* requests GLACVCD to allocate 0.0005798% of its

current 0.0322% share of property tax resulting in a net share of 0.0317% to support services to an area being annexed to the County Sanitation District. **(EXHIBIT D)**

Trustee Jim Morton made the motion to approve items 8.1 through 8.4 of the Consent Agenda. Trustee Ray Smith seconded the motion. The motion passed unanimously.

9. COMMITTEE REPORTS

9.1 Personnel Committee C. Kelley, Chairperson

9.1.a. Discussion of Committee meeting to review General Manager's compensation.

Committee Chairperson Trustee Kelley informed the Board that the General Manager's contract requires that his review take place before the budget can be passed. She continued that the Personnel Committee was not able to reach a quorum before the regularly scheduled Board of Trustees Meeting. In light of that information, Legal Counsel Quinn Barrow advised that the entire Board act as the Personnel Committee and conduct the General Manager's performance review.

President Newcomer called for a closed session.

9.1.b. Closed Session

In accordance with §§ 54957 and 54957.6 of the California Government Code, the Board of Trustees held a closed session to evaluate the General Manager's performance and consider the recommendations for the compensation and benefits of the General Manager. Legal Counsel Quinn Barrow attended the closed session as the designated representative.

Following the closed session, President Newcomer asked Legal Counsel Barrow to report on the closed session. Legal Counsel Barrow reported that the Board went into closed session to discuss the items on the agenda. In the closed session the Board approved a salary increase for the General Manager that is equal to the salary increase approved for the rest of the employees in connection to the Fiscal Year 2011-2012 Budget. Additionally, the Board gave direction to Legal Counsel regarding future evaluations and setting of goals and objectives. There was no other reportable action taken.

9.2 Budget & Finance Committee J. Wassem, Chairperson

- The Committee has reviewed staff's proposed FY 2011-2012 budget and based on revisions of that budget suggested by the Committee, it is prepared to report its findings to the Board and make recommendations to the Board to approve and accept the FY 2011-2012 Budget. **(EXHIBIT E, VOTE REQUIRED)**

Trustee Wassem shared with the Board that the Budget & Finance Committee reviewed the Fiscal Year 2011-2012 Budget in detail. He shared that the budget includes a two percent COLA increase for employees, which has not taken place for three years. In that

time, the CPI has increased 4.3 percent. The budget plans predict a surplus of close to \$800,000.

President Newcomer asked if taxes were going to be raised and if the budget is balanced. Trustee Wassem answered that there would be no assessment increases and that the budget is balanced. He continued that staff is planning to create a five-year budget projection in the near future and will also present a mid-year budget review.

Trustee Wallace asked for clarification on the COLA increases. She commented that certain positions seem to have greater than two percent COLA increases. General Manager Kenneth Bayless replied that for certain positions, a step increase coincides with the COLA increase.

Trustee Perkins commented that Trustee Wassem performed an excellent job chairing the Budget & Finance Committee. He shared with the Board his support for the budget because it treats District employees and member city residents fairly.

Trustee Armenta made the motion to approve the Fiscal Year 2011-2012 Budget. Trustee Kelley seconded the motion. The motion passed unanimously.

10. STAFF PROGRAM REPORTS: APRIL 2011

10.1 Manager's Report

Kenneth L. Bayless, General Manager

General Manager Kenneth Bayless thanked the Board for passing the budget and demonstrating its support for District staff. Ken reiterated that District staff has not received a COLA increase for three years while the CPI has increased significantly. He pointed out that the District has also not raised taxes for three years. He thanked the Board again for its vote and support.

President Newcomer asked Ken to inform the employees of their excellent work on behalf of the Board.

Trustee Wassem asked if the selected engineering firm had begun working with the District. Ken replied that their report should be presented at the July meeting.

10.2 Scientific-Technical: (Staff Report A)

S. Klueh, Sci.-Tech Services Dir.

Director of Scientific-Technical Services Susanne Klueh thanked the Board for passing the budget. She continued that the current staff report did not reflect West Nile virus activity. After the report had been composed, however, two West Nile virus positive mosquito samples were collected. The first was from Studio City and the second was from Granada Hills.

10.3 Operations: (Staff Report B)

M. Daniel, Operations Dir.

Director of Operations Mark Daniel thanked the Board for passing the budget. Mark reported that the Operations Department conducted an aerial larviciding the week prior over Hansen Dam in Pacoima and over Harbor Lake in Wilmington. The larviciding helps to control mosquito populations before the busy season begins.

Trustee Lawson asked how foreclosures and the housing market could affect the Operations Department and the budget. Mark replied that green pools add to his department's work load. Currently, there are approximately 16,000 pools in the database. There are over 1,000 active pools being treated. He summarized by sharing that he feels as though the District would be able to take care of additional green pools without adversely affecting the budget.

Trustee Kelley shared with the Board that there is a backload of home foreclosures that may be occurring in the near future. The question is when the banks will begin moving on them. She shared that she believes that there will soon be many more foreclosures on the market.

Trustee Appleton asked Mark if there is a notification process for alerting the cities of green pools. Mark responded that there is not an official notification process of alerting cities. Trustee Appleton asked if there could be one put into place, particularly for the City of Los Angeles since it recently passed a nuisance ordinance. Mark said that he would look into it and contact the appropriate parties.

10.4 Community Affairs: (*Staff Report C*) T. Dever, Community Affairs Dir.

Director of Community Affairs Truc Dever thanked the Board for passing the budget. She informed the Board that the bus advertisement campaign using the winning artwork from the annual poster contest will be running from June 27 through August 21. The ad will run on 40 metro buses in Sector 3. Public awareness radio advertisements will begin running on June 6. Eighteen districts throughout California contributed to the radio advertisement campaign this year.

10.5 Fiscal: (*Staff Report D*) C. Weeks, Finance Director

Director of Fiscal Operations Carolyn Weeks also thanked the Board for approving the budget. She referred to her report and had nothing further to report.

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

Director of Human Resources Robert Miller also thanked the Board for passing the budget. He informed the Board that the District has completed recruitment for the seasonal laboratory assistant position. He continued that the District will be completing recruitment for seasonal mosquito technicians the following week. Robert further shared with the Board that a surprise fire inspection was performed and no deficiencies were found. He said that the District is preparing for a Cal-OSHA/SHARP designation. It is a two part process. Robert informed the Board that the District has completed the first part of the process.

Trustee Wassem asked Robert to explain the system available to employees regarding complaints. Robert shared that the District adheres to an "open door" policy where the employees can approach any Director with an issue. The District has its own internal structure to handle complaints in a timely manner.

10.7 Legal Counsel Report Q.Barrow, Legal Counsel

Legal Counsel Barrow had nothing further 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 shared with the Board his pride that the student poster contest winner came from the City of Diamond Bar. He informed the Board that fifth-grade student Jessy Lau will be recognized at the Diamond Bar City Council Meeting on Tuesday, June 7.

12. ADJOURNMENT

The next Board of Trustees meeting will be scheduled on Thursday, June 9, 2011. The meeting will be held at 7:00 p.m. at the District's headquarters office at 12545 Florence Avenue, Santa Fe Springs.

President Newcomer adjourned the meeting at 7:44 p.m.