

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT
MINUTES NO. 2011-09**

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, September 8, 2011, at the District office at 12545 Florence Avenue, Santa Fe Springs, California.

TRUSTEES PRESENT

Sally Flowers, (*City of Artesia*)
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*)
Nikki Noushkam, (*City of Cerritos*)
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*)
Joseph Esquivel, (*City of Lakewood*)
Jim Remington, (*City of La Habra Heights*)

Gabe Garcia, (*City of La Mirada*)
Robert Campbell, Vice President (*City of Long Beach*)
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*)
Sylvia Ballin (*City of San Fernando*)
Jeff Groseth (*City of San Marino*)
Robert Newman, (*City of Santa Clarita*)
Michael Madrigal, (*City of Santa Fe Springs*)
Joseph Gonzales, (*City of South El Monte*)
Owen Newcomer, President (*City of Whittier*)

TRUSTEES ABSENT

Armine Perian, (*City of Glendale*)
Steven Appleton, (*City of Los Angeles*)
Edward Varela, (*City of Maywood*)
Dr. Hazel Wallace, (*City of Signal Hill*)

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*
Robert Miller, *Director of Human Resources*
Luke DeNitto, *Maintenance Supervisor*
Quinn Barrow, *Legal Counsel*

TRUSTEES ABSENT (EXCUSED)

Danny Harber, (*City of Bell*)
Elba Romo, (*City of Huntington Park*)
Maria Davila, (*City of South Gate*)

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

Trustees and staff observed a moment of silence in memory of the victims of the 9/11 attacks. Hannah Flowers, Trustee Flowers' daughter, gave the invocation.

4. PLEDGE OF ALLEGIANCE

Sophia Cuevas, Trustee Cortez's daughter, led the Pledge of Allegiance.

5. CORRESPONDENCE

NONE

6. INTRODUCTIONS

President Newcomer introduced and welcomed newly appointed San Fernando Trustee Sylvia Ballin. Trustee Ballin currently serves on the San Fernando City Council. Trustee Ballin worked for the Municipal Water District for 21 years and retired in 2007.

Trustee Flowers introduced her daughter, Hannah Flowers. Trustee Cortez introduced her daughters Sophia Cuevas and Victoria Guerrero.

Ken introduced Wes Collins, the newly appointed Operations Supervisor in Sylmar. Wes has worked for the District for 26 years. Wes commented that he was pleased to be serving the District in his new role and thanked the Board for its support.

7. PUBLIC COMMENT

Trustee Kelley commended staff for their efforts during the door-to-door campaign in the City of Norwalk.

President Newcomer announced that the meeting tonight would be adjourned in memory of former Paramount Trustee Henry Harkema.

Trustee Perkins reported that Truc Dever visited the City of Downey and delivered an informative and professional West Nile virus presentation to the City Council.

Trustee Kelley added that Public Information Officer Crystal Brown delivered a WNV presentation to Norwalk's City Council and commended her for a job well done. Trustee Kelley encouraged the other Trustees to invite the Community Affairs staff to their cities for presentations.

8. CONSENT AGENDA (8.1-8.3)

It is recommended that Items 8.1 through 8.3 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 2011-08** of regular Board Meeting held on August 11, 2011. (**EXHIBIT A**)

8.2 Consideration of **Resolution 2011-14** Authorizing Payment of Attached Requisition Schedule for August 1, 2011 through August 31, 2011 (**EXHIBIT B**)

8.3 Consideration of **Resolution 2011-15** "A Resolution of the Greater Los Angeles County Vector Control District Board of Trustees Adopting an Investment Policy for Fiscal Year 2011-2012." (**EXHIBIT C**)

Trustee Esquivel made the motion to approve items 8.1 through 8.3. Trustee Armenta seconded the motion. The motion passed unanimously.

9. CONTINUED DISCUSSION AND REVIEW OF FY 2011/2012 DISTRICT GOALS AND OBJECTIVES

Trustee Lawson apologized to the Board for his absence last month when his proposed goals were discussed. He explained that the intent of his proposed goal regarding maintaining reserves is to have the General Manager maintain an appropriate level of reserves at the direction of the Board of Trustees. He proposed changing the language to state, "At the direction of the Board of Trustees, maintain appropriate reserves." Trustee Kelley asked if this goal should be a policy since goals are to be accomplished each year whereas policies are carried over from year to year. President Newcomer commented that this should be a goal that is repeated every year.

Trustee Esquivel made the motion to approve the newly proposed goals Nos. 2,3,5 and 6 and to remove goal No. 4 at the recommendation of staff. Trustee Armenta seconded the motion. The motion passed unanimously. Trustee Esquivel made the motion to approve goal No. 1 with the wording revised to 'maintain appropriate reserves.' Trustee Armenta seconded the motion. The motion passed with Trustees Madrigal and Ballin abstaining.

10. STAFF PROGRAM REPORTS: AUGUST 2011

10.1 Manager's Report

Kenneth L. Bayless, General Manager

General Manager Kenneth Bayless praised GLACVCD staff members for their hard work during the door-to-door campaigns in 8 communities. Ken reported that employees have worked weekends and after-hours to be out in the community protecting public health. He assured the Trustees that they are being represented well by GLACVCD employees.

Ken played a recorded phone message for the Board left by a resident commending Vector Control Specialist David Lopez for his work performance and his excellent job on a service request.

Ken also informed the Board that former Trustee Henry Harkema passed away on August 31. Ken shared that he was able to deliver the card signed by all the Trustees to Henry before he passed. The mosquito plaque that was created for his birthday celebration will be delivered to Henry's family. Ken also announced that a celebration of Henry's life will be held next week in Paramount.

Trustee Tye applauded GLACVCD staff on their collaboration with Diamond Bar outreach staff to have information disseminated throughout his city.

10.2 Scientific-Technical: (Staff Report A)

S. Klueh, Sci.-Tech Services Dir.

Director of Scientific-Technical Services Susanne Klueh shared a PowerPoint presentation with the Board. The presentation statistics showed that overall West Nile virus activity levels and infection rates this year are lower than in 2004 and 2008. She explained, however, that all residents in Greater Los Angeles County are still at risk of contracting West Nile virus this year and that West Nile virus levels remain high. She explained that communities with the highest infection rates were the ones selected for the door-to-door campaigns.

Trustee Flowers asked if Cerritos was on the list of cities with high infection rates. Susanne replied that Cerritos was, indeed, on the list with an infection rate of 7.1.

Trustee Gonzales asked about the accuracy of the reporting of West Nile virus human cases. Susanne responded that many cases are not diagnosed or reported. In 2004, there were many West Nile fever cases reported as well as neuroinvasive cases. In recent years, reported cases are predominantly neuroinvasive cases. She believes that doctors are not routinely testing for West Nile fever because of the cost and because there are no treatment options. Therefore, many of the mild cases go undiagnosed and lead to fewer human cases being reported.

Trustee Wassem asked if there were any asymptomatic blood donors this year. Susanne replied that there were two cases reported within the District so far this year. Susanne expanded that she believes that asymptomatic blood donors are the best way to measure West Nile virus activity in humans because approximately the same amount of people will donate blood each year making them a reliable sample from year to year.

10.3 Operations: (*Staff Report B*)

M. Daniel, Operations Dir.

Director of Operations Mark Daniel thanked the Trustees for their kind words and recognition of staff's hard work. Mark reported that during the door-to-door campaigns, the District targeted eight cities, visited 7,867 homes, made contact with 3,486 residents, and conducted 376 backyard inspections.

Trustee Lawson asked if an analysis of the three epidemic years could be made that compared how many miles of underground storm drains were treated each year. He speculated whether the intensity of underground treatments might correlate with a decreased level of mosquito breeding and West Nile virus activity. Mark replied that he would gather those statistics and present that information to the Board at an upcoming meeting.

10.4 Community Affairs: (*Staff Report C*)

T. Dever, Community Affairs Dir.

Director of Community Affairs Truc Dever thanked the Board for the kind words and support. She then played an excerpt of an audio segment that was broadcast on KFI AM 640 on the *Conway & Steckler* show where the radio personalities are discussing GLACVCD's door-to-door campaign and West Nile virus. The segment included information from the District's press releases and was great, free coverage for the District.

10.5 Fiscal: (*Staff Report D*)

C. Weeks, Finance Director

Director of Fiscal Operations Carolyn Weeks was absent due to a work conference. Ken referred Trustees to Carolyn's report.

10.6 Human Resources: (*Staff Report E*)

R. Miller, Human Resources Dir.

Director of Human Resources Robert Miller reported that staff members on the District Safety Committee along with educational staff recently received training in First Aid and CPR through the Santa Fe Springs Chamber of Commerce.

Trustee Morton asked staff for further details on the door-to-door campaigns. Mark Daniel responded, saying that 10 to 12 people worked an area in each community. Eight cities were targeted on two Fridays and two Saturdays in August from 9 a.m. to 5 p.m. Trustee Morton thanked District employees for their work.

Trustee Wassem referred to Robert's listed goal to conduct a Live Scan background check on all newly hired employees, including seasonal staff. He asked Robert if his department would be conducting Live Scan background checks on currently employed personnel. Robert replied that retroactive measures would not be taken and reiterated that only newly hired personnel would be subjected to the Live Scan check.

10.7 Legal Counsel Report

Q. Barrow, Legal Counsel

Legal Counsel Quinn Barrow 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).

President Newcomer commented on Henry Harkema's passing. He shared that he had the pleasure of sitting next to Henry when he was a GLACVCD Trustee. President Newcomer said that Henry walked precincts at age 77 before serving on the Paramount City Council. Henry served on the Paramount City Council from the age of 77 to 91. He continued that Henry served on the GLACVCD Board of Trustees for many years and only retired a few years ago.

12. **ADJOURNMENT**

The next Board of Trustees meeting will be scheduled on Thursday, October 13, 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 in memory of Henry Harkema at 7:56 p.m.