

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT  
MINUTES NO. 2012-04**

The 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, April 12, 2012, at the District office at 12545 Florence Avenue, Santa Fe Springs, California.

**TRUSTEES PRESENT**

Danny Harber, (*City of Bell*)  
Pedro Aceituno, Sec.-Treas. (*City of Bell Gardens*)  
Ray T. Smith, (*City of Bellflower*)  
Dr. Jeff Wassem, Vice Pres. (*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*)  
Barry Bruce, (*City of Hawaiian Gardens*)  
Elba Romo, (*City of Huntington Park*)  
Rachel C. Johnson, (*City of Gardena*)  
Steve Croft, (*City of Lakewood*)  
Jim Remington, (*City of La Habra Heights*)  
Pauline Deal, (*City of La Mirada*)  
Robert Campbell, 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*)  
Sylvia Ballin, (*City of San Fernando*)  
Jeff Groseth (*City of San Marino*)  
Michael Madrigal, (*City of Santa Fe Springs*)  
Dr. Hazel Wallace, (*City of Signal Hill*)  
Hector Delgado, (*City of South El Monte*)  
Maria Davila, (*City of South Gate*)  
Owen Newcomer (*City of Whittier*)

**TRUSTEES ABSENT**

Sally Flowers, (*City of Artesia*)  
Mark Bollman, (*City of Cerritos*)  
Roger C. Brossmer, (*City of Downey*)  
Armine Perian, (*City of Glendale*)  
Edward Varela, (*City of Maywood*)

**TRUSTEES ABSENT (EXCUSED)**

Robert Newman, (*City of Santa Clarita*)

**OTHERS PRESENT**

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

**1. CALL TO ORDER**

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

**2. QUORUM (ROLL) CALL**

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

**3. INVOCATION**

Trustee Wassem gave the invocation.

**4. PLEDGE OF ALLEGIANCE**

Trustee Smith led the Pledge of Allegiance.

**5. CORRESPONDENCE**

NONE

**6. INTRODUCTIONS**

NONE

**7. PUBLIC COMMENT**

NONE

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

8.1 Consideration of **Minutes 2012-03** of regular Board Meeting held on March 8, 2012. (*EXHIBIT A*)

8.2 Consideration of **Resolution 2012-04** Authorizing Payment of Attached Requisition Schedule for March 1, 2012 through March 31, 2012 (*EXHIBIT B*)

Trustee Wassem asked for an explanation regarding chicken and mosquito testing expenditures. He asked if there were yearly fees and if they varied by district. Director of Scientific-Technical Services Susanne Kluh responded that charges depend on how many samples a district submits. She continued that a chicken blood sample is \$9, and GLACVCD submits approximately 1,500 samples per year. The District will pay for 80% up front to avoid reimbursement issues if less chicken blood samples are submitted than originally anticipated. A second bill will be sent if there is a discrepancy at the end of the year. Mosquito pools are similar and the District will pay a percentage up front based on a yearly projection of how many pools will be submitted. Currently, the District only pays for a fraction of the cost for mosquito pools because some of the testing is covered by a grant from the National Institute of Health that is administered by UC Davis. The District submitted about 3,500 mosquito pools last year and only paid for 1,200. Susanne shared that this year, unfortunately, is the last year for the grant. Therefore, testing amounts and expenditures will need to be re-evaluated next year.

**Trustee Morton made the motion to approve the consent agenda. Trustee Newcomer seconded the motion. The motion passed unanimously.**

**9. COMMITTEE REPORTS**

9.1. Personnel Committee

C. Kelley, Chair

Trustee Kelley informed the Board that the Personnel Committee met prior to the regular Board meeting to review the nine evaluations of the General Manager submitted by other Trustees. The Personnel Committee will be compiling this information along with the Committee members' evaluations and presenting the official General Manager evaluation next month for consideration by the Board.

9.2 Audit Committee

O. Newcomer, Chair

Trustee Newcomer shared that Bryan Gruber from Lance, Soll & Lunghard reviewed the audit process with the Committee. The auditors will conduct a preliminary audit in June.

An official audit will take place in October and will be presented to the entire Board at that time.

## 10. STAFF PROGRAM REPORTS: MARCH 2012

### 10.1 Manager's Report

Kenneth L. Bayless, General Manager

General Manager Kenneth Bayless began his report by reminding the Board about the template HR 872 support letters that were sent to all District cities. He thanked the Trustees who had encouraged their cities to send those letters to Senators Feinstein and Boxer. Ken asked that copies of letters sent from cities be forwarded to District staff for their records. Ken encouraged Trustees who hadn't contacted their cities regarding the letter to please do so. He noted that District staff members are available to discuss the specifics of HR 872 with city officials and to speak at city council meetings.

Ken continued that the District is in current annexation discussions with La Cañada Flintridge. The District and La Cañada Flintridge are targeting May 2013 for a Prop 218 vote. He said that the District is also working with LAFCO on the annexation.

Ken informed the Board that the Fiscal Year 2012-2013 Budget will be brought to the Budget Committee in May. The budget will be presented to the entire Board at June's meeting. A five-year projection will be included in next year's budget.

Ken explained to the Board that there is a joint powers authority insurance company for vector control districts in California called Vector Control Joint Powers Authority (VCJPA). It has a Board of Directors that is comprised of representatives from different regions. VCJPA has sent out a notice asking for Trustees who would be interested in serving on the board. Meetings are typically held quarterly in Northern California. Ken asked Trustees to contact Director of Community Affairs Truc Dever or him if they are interested in running.

Trustee Tye asked what La Cañada Flintridge is doing now for vector control services. Ken responded that the District provides services to La Cañada Flintridge on a contractual basis.

### 10.2 Scientific-Technical: (Staff Report A)

S. Kluh, Sci.-Tech Services Dir.

Director of Scientific-Technical Services Susanne Kluh referred to her department report and made a correction that the risk assessment total tally should be eight and not nine. The average value for the risk assessment is correct, however. She shared that there has been no confirmed evidence of Asian tiger mosquito activity so far this year. Susanne reported to the Board that the Los Angeles County Department of Public Health has found a dog with river blindness. The disease is transmitted by black flies. Lab staff members have begun collecting black flies in anticipation of testing.

### 10.3 Operations: (Staff Report B)

M. Daniel, Operations Dir.

Director of Operations Mark Daniel informed the Board that he met with the Southern California region *Aedes albopictus* Cooperative earlier in the week. The group is comprised of representatives from multiple districts and public health organizations who are devising a strategic plan for control and treatment of the Asian tiger mosquito. Ken added that there were 30 people in attendance at the meeting and that eradication is the goal.

10.4 Community Affairs: (*Staff Report C*)

T. Dever, Community Affairs Dir.

Director of Community Affairs Truc Dever reported that the District is recognizing the week of April 22 through 28, 2012 to be West Nile Virus and Vector Control and Mosquito Awareness Week. Community outreach letters from Ken will be sent to all city managers and public information officers. Public service announcements on DVD as well as brochures will be offered to all cities. There is a 60 second and 30 second version of the PSA available. Truc referred Trustees to the newly created Asian tiger mosquito brochure on their desks. She asked Trustees to contact Public Information Officer Crystal Brown or her if they would like additional brochures or materials for distribution.

Trustee Romo asked if the brochure was available in Spanish. Truc replied that the English version was just completed and other language versions would be created in the near future.

10.5 Fiscal: (*Staff Report D*)

C. Weeks, Finance Director

Director of Fiscal Operations Carolyn Weeks referred Trustees to her report.

Trustee Groseth asked about computer equipment expenditures, pointing out that \$1,000 was budgeted and \$8,000 was spent. Ken explained that there was a major, unforeseen server crash and nearly \$8,000 had to be spent on a new server.

10.6 Human Resources: (*Staff Report E*)

R. Miller, Human Resources Dir.

Director of Human Resources Robert Miller mentioned that the Live Scan background check for new hires should be available for District use in the next 30 to 45 days.

10.7 Legal Counsel Report

S. Flower, Legal Counsel

Legal Counsel Steve Flower 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).

**NONE**

**12. ADJOURNMENT**

The next Board of Trustees meeting will be scheduled on Thursday, May 10, 2012. The meeting will be held at 7:00 p.m. at the District's headquarters office at 12545 Florence Avenue, Santa Fe Springs.

President Campbell adjourned the meeting at 7:27 p.m.