

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT  
MINUTES NO. 2012-06**

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, June 14, 2012, 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, 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*)  
Mark Bollman, (*City of Cerritos*)  
Tina Baca Del Rio, (*City of Commerce*)  
Mison Levi, (*City of Cudahy*)  
Steve Tye, (*City of Diamond Bar*)  
Roger C. Brossmer, (*City of Downey*)  
Barry Bruce, (*City of Hawaiian Gardens*)  
Armine Perian, (*City of Glendale*)  
Elba Romo, (*City of Huntington Park*)  
Rachel C. Johnson, (*City of Gardena*)  
Jim Remington, (*City of La Habra Heights*)

Pauline Deal, (*City of La Mirada*)  
Steven Appleton, (*City of Los Angeles*)  
Jim Morton, (*City of Lynwood*)  
Edward Varela, (*City of Maywood*)  
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*)  
Dr. Hazel Wallace, (*City of Signal Hill*)  
Hector Delgado, (*City of South El Monte*)  
Maria Davila, (*City of South Gate*)

**TRUSTEES ABSENT**

Robert Campbell, President (*City of Long Beach*)  
Owen Newcomer (*City of Whittier*)

**TRUSTEES ABSENT (EXCUSED)**

Steve Croft, (*City of Lakewood*)  
Dr. James Lawson, (*County of Los Angeles*)

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

**1. CALL TO ORDER**

**In President Campbell's absence, Vice President Wassem called the meeting to order at 7:00 p.m.**

**2. QUORUM (ROLL) CALL**

**Following roll call, it was recorded that 31 Trustees were present and 4 were absent.**

**3. INVOCATION**

Trustee Armenta gave the invocation.

**4. PLEDGE OF ALLEGIANCE**

Trustee Brossmer led the Pledge of Allegiance.

**5. CORRESPONDENCE**

NONE

**6. INTRODUCTIONS**

Trustee Davila introduced her daughter Ashley who is graduating high school and will move out of state to attend Cornell University.

General Manager Bayless made an announcement that Trustee Brossmer was recently promoted as Downey Unified School District's Assistant Superintendent.

**7. PUBLIC COMMENT**

NONE

**8. CONSENT AGENDA (8.1-8.3)**

8.1 Consideration of **Minutes 2012-05** of regular Board Meeting held on May 10, 2012. (*EXHIBIT A*)

8.2 Consideration of **Resolution 2012-09** Authorizing Payment of Attached Requisition Schedule for May 1, 2012 through May 31, 2012 (*EXHIBIT B*)

8.3 Consideration of one (1) Joint Tax Sharing Resolution from the County Sanitation Districts of Los Angeles County (Annexation *No. SCV-1063*). This resolution requests GLACVCD to allocate 0.0009% of its current 0.050% share of property tax resulting in a net share of 0.049% to support services to an area being annexed to the County Sanitation District. (*EXHIBIT C*)

**Trustee Morton made the motion to approve the Consent Agenda. Trustee Levi seconded the motion. The motion passed unanimously.**

**9. COMMITTEE REPORTS**

9.1. Personnel Committee

C. Kelley, Chair

- Report on Committee meeting earlier this evening.

Trustee Kelley reported that General Manager Ken Bayless's contract will expire in November; therefore, the committee will meet next month to review the contract. This will include a review of his benefits and salary during closed session. Ken is requesting the same 2% COLA that is being proposed for staff in the FY 12/13 budget. In regards to his benefits, he is requesting the same insurance options as Tier I employees. His current contract shows he opted out of insurance benefits.

Trustee Armenta asked about the duration of the new General Manager contract. Trustee Kelley stated that will be discussed in closed session at the next meeting.

Trustee Wallace asked if the committee had a recommendation for the Board. Trustee Kelley reported that the committee recommends the Board approve the same COLA being requested for employees in the proposed budget and allow the General Manager the same insurance options as Tier I employees. Legal Counsel Barrow clarified that if the

budget is approved by the Board, the General Manager would receive the same COLA as employees. The option to opt in or out of Tier I insurance benefits would be written into the draft contract and reviewed by the committee next month.

## 9.2. Budget Committee

P. Aceituno, Chair

Secretary-Treasurer Aceituno reported that the Budget Committee met last month and reviewed and approved the proposed FY 2012/13 Budget. He turned the floor over to Ken Bayless to present the highlights of the proposed budget.

Ken thanked the committee for their time and effort in reviewing the proposed budget. He stated that the budget was again developed through a “bottoms-up” process. This past year has been very productive and the district expects a savings of approximately \$316,000. Part of this is attributed to \$46,000 in additional revenue and \$270,000 in operational savings. Going into fiscal year 2012-2013, the budget will see a 5.6% increase making it a \$10.3 million district budget. This will, therefore, require a special benefit assessment increase of 49 cents per year to the average parcel owner, making the rate \$7.74 per year. Ken reminded the Board that this amounts to the price of about 2 gallons of gas a year.

The FY12/13 budget is dedicated to the effort to eradicate the Asian tiger mosquito in Los Angeles County. Ken referred the Board to the proposed goals for next year and asked the Board for recommendations on any additional goals. Trustee Appleton cited the increased cost of NPDES compliance and asked if there was a way to provide Trustees more knowledge on the NPDES permit and monitoring requirements to allow them to make better assessments regarding advocacy and policy. **Ken suggested adding a goal to conduct an NPDES workshop for Trustees separate from the Board meeting.** A number of Trustees agreed that a workshop separate from the Board meeting would be beneficial.

Trustee Romo expressed concern over the tax rate increase and asked what would happen if the rate increase did not pass. Finance Director Carolyn Weeks explained that without a benefit assessment increase, the district would be short \$560,000 and that amount would have to be cut from the budget. Trustee Remington asked about using the reserves to cover the deficiency. Ken replied that the district does have \$2.8 million in reserves but they are not designated for such a purpose. He added that the Board set targets for reserve accounts and currently, all reserve accounts are underfunded. Trustee Remington then replied that he would prefer the conservative increase of 49 cents per parcel. Trustee Smith re-emphasized that the district has not had a rate increase in three years.

Trustee Bruce asked if the District has the power to levy fines, citing an article regarding the Orange County Vector Control District. Ken responded that the abatement process is a long and cumbersome process and not practical as a revenue stream.

Dr. Wassem asked what the assessment rates are at neighboring districts. Ken presented a chart comparing assessment rates across major districts in California and explained that it is difficult to compare because each district is funded differently, with some receiving higher or lower percentages of ad valorem tax.

**Trustee Kelley made a motion to approve the proposed FY 2012/13 Budget with the addition of the goal to conduct an NPDES workshop for Trustees. The motion was seconded by Trustee Armenta. The Board voted unanimously to approve the FY 2012/13 Budget.**

## 10. STAFF PROGRAM REPORTS: MAY 2012

### 10.1 Manager's Report

Kenneth L. Bayless, General Manager

General Manager Kenneth Bayless thanked the Board on behalf of staff for approving the budget.

Ken also provided the Board with an update on the situation at San Mateo County Vector Control District. He reminded the Board that SMVCD was under investigation for an embezzlement case by the former fiscal officer. He reported that the LAFCO Executive Director recently attended the SMVCD board meeting and informed the Trustees that it was LAFCO's intent to recommend the dissolution of the district and absorption by the county. Ken will provide a follow-up report next month on this situation.

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

S. Kluh, Sci.-Tech Services Dir.

Director of Scientific-Technical Services Susanne Kluh reported that the District just confirmed its first West Nile virus positive mosquito sample in Encino. West Nile virus activity has been minimal at the District, but mosquito and dead bird positives are very high in the Sacramento region.

Susanne also provided an update on the Asian tiger mosquito infestation, stating that the staff has been successfully treating and controlling these mosquitoes in the infestation zone. It appears as though the treatment strategy from last year has had good success in reducing the populations this year.

### 10.3 Operations: (Staff Report B)

M. Daniel, Operations Dir.

Director of Operations Mark Daniel thanked Trustee Bollman from Cerritos for attending the recent City Council meeting to address HR 872. He reported that Cerritos has opted to remain neutral on the matter.

He also reported that on Tuesday, June 19, the District would be hosting a Southern California Vector Control Environmental Task Force (SCVCET) Seminar with approximately 150 people from more than 50 agencies and cities in So. California in attendance. The event will take place from 9am to 2pm and any interested Trustee is invited to attend. Staff presentations will include an Asian tiger mosquito update from Scientific-Technical staff and a summary of the Los Angeles County LID ordinance by Mark.

Mark also provided a brief status update on the MADIS spectral imaging program and reported that the district is expected to receive software and images by June 22<sup>nd</sup>.

Trustee Appleton thanked Mark for his involvement with the LID ordinance.

### 10.4 Community Affairs: (Staff Report C)

T. Dever, Community Affairs Dir.

Director of Community Affairs Truc Dever reported that the District is actively recruiting for a new Public Information Officer to replace Crystal Brown who left the District to pursue a new opportunity. The filing deadline for applications will be July 6. Truc also reminded Trustees to submit their ethics training certificates. Lastly, Truc announced the completion and availability of Spanish-language Asian tiger mosquito brochures.

10.5 Fiscal: (*Staff Report D*)

C. Weeks, Finance Director

Director of Fiscal Operations Carolyn Weeks thanked the Board for passing the budget and had nothing further to report.

10.6 Human Resources: (*Staff Report E*)

R. Miller, Human Resources Dir.

Director of Human Resources Robert Miller reported that the District conducted an emergency action drill and also underwent a voluntary CalOSHA inspection at both the Santa Fe Springs and Sylmar facilities. As a result, the District will be awarded the Golden Gate Award.

Trustee Tye commended Robert for being selected by the Professionals in Human Resources Association to be the Vice President of Legislative Affairs.

10.7 Legal Counsel Report

Q. Barrow, Legal Counsel

Legal Counsel Quinn 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 Wassem asked about the Trustees' obligation to report the assessment increase to their respective cities. Ken replied that next month, SCI Consulting will be presenting the Engineer's Report to set the new rate. The District will ensure a public notice is published a minimum of 10 days in advance of a public hearing which will be held at the next Board meeting. As Trustees, there is no additional requirement to report this information.

Trustee Flowers announced that Richards, Watson, & Gershon offers a good ethics training course on its website. Ken added that during the recent audit, the auditors noted that many of the Trustees' ethics certificates on file had expired. Ken will need to show the auditors the new certificates.

Trustees Cortez and Kelley commended Truc on her Asian tiger mosquito presentations at recent City Council meetings.

**12. ADJOURNMENT**

The next Board of Trustees meeting will be scheduled on Thursday, July 12, 2012. The meeting will be held at 7:00 p.m. at the District's headquarters office at 12545 Florence Avenue, Santa Fe Springs.

Vice President Wassem adjourned the meeting at 8:12 p.m.