

# GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT MINUTES NO. 2012-10

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, October 11, 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*)  
Ray T. Smith, (*City of Bellflower*)  
Pedro Aceituno, Sec.-Treas. (*City of Bell Gardens*)  
Dr. Jeff Wasseem, Vice Pres. (*City of Burbank*)  
Harold Williams, (*City of Carson*)  
Mark Bollman, (*City of Cerritos*)  
Tina Baca Del Rio, (*City of Commerce*)  
Steve Tye, (*City of Diamond Bar*)  
Roger C. Brossmer, (*City of Downey*)  
Rachel C. Johnson, (*City of Gardena*)  
Armine Perian, (*City of Glendale*)  
Barry Bruce, (*City of Hawaiian Gardens*)  
Christina Cortez, (*City of Montebello*)  
Steve Croft, (*City of Lakewood*)  
Pauline Deal, (*City of La Mirada*)  
Robert Campbell, President (*City of Long Beach*)  
Dr. James Lawson (*County of Los Angeles*)  
Jim Morton, (*City of Lynwood*)  
Cheri Kelley, (*City of Norwalk*)  
Tom Hansen, (*City of Paramount*)  
David Armenta, (*City of Pico Rivera*)  
Sylvia Ballin (*City of San Fernando*)  
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*)  
Owen Newcomer (*City of Whittier*)

## TRUSTEES ABSENT

Mison Levi, (*City of Cudahy*)  
Elba Romo, (*City of Huntington Park*)  
Jim Remington, (*City of La Habra Heights*)  
Steven Appleton, (*City of Los Angeles*)  
Edward Varela, (*Maywood*)  
Jeff Groseth, (*City of San Marino*)  
Maria Davila, (*City of South Gate*)

## 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*  
Robert Miller, *Director of Human Resources*  
Luke DeNitto, *Maintenance Supervisor*  
Cynthia Miller, *Public Information Officer*  
Steven 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 28 Trustees were present and 7 were absent.

### 3. INVOCATION

Trustee Wasseem gave the invocation.

### 4. PLEDGE OF ALLEGIANCE

President Campbell led the Pledge of Allegiance.

### 5. CORRESPONDENCE

NONE

**6. INTRODUCTIONS**

Trustee Bollman introduced his wife, Patty, who was in attendance in the audience.

**7. PUBLIC COMMENT**

NONE

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

8.1 Consideration of **Minutes 2012-09** of regular Board Meeting held on September 13, 2012. (**EXHIBIT A**)

8.2 Consideration of **Resolution 2012-16** Authorizing Payment of Attached Requisition Schedule for September 1, 2012 through September 30, 2012 (**EXHIBIT B**)

8.3 Consideration of four (4) County of Los Angeles Joint Property Tax Resolutions (JPTR), for Petition No. 28-611 (*Tax Rate Areas 09678 and 9722*), territory L 014-2012 and territory L 017-2012. These resolutions authorize 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 territories identified in the resolution to provide revenue to the County Lighting Maintenance District (CLMD) 1687. (**EXHIBIT C**)

**Trustee Aceituno made a motion to approve the consent agenda. Trustee Deal seconded the motion. The motion passed unanimously.**

**9. COMMITTEE REPORTS**

9.1 Budget Committee

O. Newcomer, Chair

- Presentation from auditors at Lance, Soll & Lunghard LLP regarding findings from District audit of FY 2011-2012 financials. (**EXHIBIT D**)

Trustee Newcomer reported that the committee met earlier in the evening to discuss the auditor's report. The auditor found no significant findings. Trustee Newcomer then introduced Brian Gruber of Lance, Soll, and Lunghard LLP who provided his report to the Board.

Mr. Grubert reported that the firm began the audit process in June. The firm's decision was based on the following considerations: internal controls of the District and safeguards over district assets (policies and procedures that are in place to ensure proper financial reporting). The firm returned for a second visit in August and a team of auditors performed procedures on financial statements. Verification consisted of sending confirmations to third party banking institutions to confirm amounts that were reported in the financial statements, as well as other substantive analytical tests included in the audit process. The firm found no audit adjustments or corrections were necessary. Included in the report was standard language regarding a finding of deficiency with internal control and compliance due to limited staffing size of the District and separation of duties. This issue has been brought to the Board's attention in previous years and satisfactory measures have been implemented for financial checks and balances. The firm expressed an unqualified opinion on the financial statements, which indicates a positive audit.

Some financial highlights of the audit include the following:

- Net assets: \$13 million
- General fund balance: up by approximately \$445,000
- General fund expenditures : less than budgeted by \$468,000

**Trustee Newcomer asked for approval from the Board to receive and file the independent findings of the audit. Trustee Croft moved to receive and file the audit findings. Trustee Morton seconded the motion. The motion passed unanimously.**

**10. ANNOUNCEMENT OF TRUSTEES’ TERM OF OFFICE TO EXPIRE JANUARY 7, 2013**

*Summary: The General Manager has mailed correspondence advising the following named governing bodies that the two or four year term of office of its representative will expire 12:00pm January 7, 2013, and has requested that they reappoint the trustee representative or successor for the next two or four year term of the office according to Division 3, Chapter 1, Article 3, Sections 2024 et. seq. of the State Health and Safety Code.*

<u>Trustee Representative</u>	<u>Governing Body</u>
<i>Sally Flowers</i>	<i>City of Artesia</i>
<i>Pedro Aceituno</i>	<i>City of Bell Gardens</i>
<i>Ray Smith</i>	<i>City of Bellflower</i>
<i>Mison Levi</i>	<i>City of Cudahy</i>
<i>Steve Tye</i>	<i>City of Diamond Bar</i>
<i>Barry Bruce</i>	<i>City of Hawaiian Gardens</i>
<i>Elba Romo</i>	<i>City of Huntington Park</i>
<i>Steven Appleton</i>	<i>City of Los Angeles</i>
<i>Edward Varela</i>	<i>City of Maywood</i>
<i>Tom Hansen</i>	<i>City of Paramount</i>
<i>David Armenta</i>	<i>City of Pico Rivera</i>
<i>Sylvia Ballin</i>	<i>City of San Fernando</i>
<i>Robert Newman</i>	<i>City of Santa Clarita</i>
<i>Dr. Hazel Wallace</i>	<i>City of Signal Hill</i>
<i>Owen Newcomer</i>	<i>City of Whittier</i>

General Manager Ken Bayless expressed his hope that each representative on the list will work with their respective city councils to seek re-appointment.

**11. STAFF PROGRAM REPORTS: SEPTEMBER 2012**

11.1 Manager’s Report

Kenneth L. Bayless, General Manager

General Manager Kenneth Bayless reiterated that it has been a significant year for West Nile virus activity throughout the nation. He praised District staff for working hard collectively, not only in responding well to this season’s WNV challenges, but also in the continued battle against Asian tiger mosquitoes. Ken also announced that the District will hold its annual Employee Appreciation Day on October 30 and encouraged Trustees who are available to attend.

Ken concluded his comments by playing for Trustees a voice message received from a resident who had tremendous praise for the outstanding work of Vector Control Specialist Jeremy Uhlenkott.

11.2 Scientific-Technical: (*Staff Report A*)

S. Kluh, Sci.-Tech Services Dir.

Director of Scientific-Technical Services Susanne Kluh reported that human cases of West Nile virus continue to trickle in. She indicated that earlier in the day the County reported 14 new cases of WNV, bringing the County's year-to-date total to 86 cases, two of which were fatalities. So far this year, the District has had two reportable deaths associated with WNV. Forty three total human cases have been reported for the district, four of which were blood donors. Susanne stated that sentinel chickens are good indicators of resulting human WNV cases. Last year at this time, approximately 30 chickens acquired the virus; this year, the District remains below 10. Susanne explained that, theoretically speaking, the transmission rate should be lower this year; however, awareness has increased with media coverage and the number of fever cases in those diagnosed remains to be seen. Susanne added that in past years, only hospitalized cases would actually be reported, and this year, it is evident that more non-hospitalized cases are being reported than before, most likely due to the nationwide awareness of West Nile virus.

11.3 Operations: (*Staff Report B*)

M. Daniel, Operations Dir.

Director of Operations Mark Daniel asked if Trustees had any questions for him and indicated he had nothing further to report.

11.4 Community Affairs: (*Staff Report C*)

T. Dever, Community Affairs Dir.

Community Affairs Director Truc Dever discussed the recent addition of a 4<sup>th</sup> grade curriculum to the Bug Bus program which has traditionally been geared toward 5<sup>th</sup> graders. District educational program coordinators worked within the requirements of the California Educational Standards to expand the program to 4<sup>th</sup> grade students. Truc explained that one of the stations on the Bug Bus involves watching a video; she played the video that was recently developed for the new curriculum.

Trustees enjoyed the video and Trustee Baca Del Rio expressed interest in airing the video on her city's public cable access channel. Truc was supportive of the idea and said that the District will work on modifying the video into a PSA format so each city can use it for general audience viewing. Truc also mentioned that the video is available and can be accessed online by searching "theGLACVCD" on YouTube.

11.5 Fiscal: (*Staff Report D*)

C. Weeks, Finance Director

Director of Finance Carolyn Weeks was not present. Ken asked Trustees if they had any questions about Carolyn's staff report. Trustees had no questions.

11.6 Human Resources: (*Staff Report E*)

R. Miller, Human Resources Dir.

Director of Human Resources Robert Miller reported that interviews for two Vector Control Specialist positions were completed. Robert reported that 170 applications were received, and of those 25 individuals were interviewed. Two candidates were selected for hire and will be notified in the upcoming week.

11.7 Legal Counsel Report

Q. Barrow, Legal Counsel

Legal Counsel David Flower served in place of Quinn Barrow and indicated he had nothing to report.

12. **OTHER**

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

12. **ADJOURNMENT**

The next Board of Trustees meeting will be scheduled on Thursday, November 8, 2012. 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 7:29 pm.