

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT
MINUTES NO. 2013-09**

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, September 12, 2013, 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, Vice Pres. *(City of Bell Gardens)*
Dr. Jeff Wassem, President *(City of Burbank)*
Harold Williams, *(City of Carson)*
Mark Bollman, *(City of Cerritos)*
Tina Baca Del Rio, *(City of Commerce)*
Josue Barrios, *(City of Cudahy)*
Barry Bruce, *(City of Hawaiian Gardens)*
Elba Guerrero, *(City of Huntington Park)*
Jim Remington, *(City of La Habra Heights)*
Pauline Deal, *(City of La Mirada)*
Steve Croft, *(City of Lakewood)*
Robert Campbell, *(City of Long Beach)*
Steve Appleton, *(City of Los Angeles)*
Jim Morton, *(City of Lynwood)*
Christina Cortez *(City of Montebello)*
Cheri Kelley, *(City of Norwalk)*
Tom Hansen, *(City of Paramount)*
Gustavo Camacho, *(City of Pico Rivera)*
Nina Herrera, *(City of San Fernando)*
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

Steve Tye, Sec.-Treasurer *(City of Diamond Bar)*
Rachel C. Johnson, *(City of Gardena)*
Armine Perian, *(City of Glendale)*
Vacant, *(County of Los Angeles)*
Edward Varela, *(City of Maywood)*
Vacant, *(City of San Marino)*

TRUSTEES ABSENT (EXCUSED)

Roger C. Brossmer, *(City of Downey)*
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*
Levy Sun, *Public Information Officer*
Robert Miller, *Director of Human Resources*
Carolyn Weeks, *Director of Finance*
Luke DeNitto, *Maintenance Supervisor*
Steven Flower, *Legal Counsel*

1. CALL TO ORDER

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

2. QUORUM (ROLL) CALL

Following roll call, it was recorded that 27 Trustees were present and eight were absent.

3. INVOCATION

Trustee Robert Campbell gave the invocation.

4. PLEDGE OF ALLEGIANCE

Trustee Mark Bollman led the Pledge of Allegiance.

5. CORRESPONDENCE

President Wassem received a letter from LAFCO regarding the death of an alternate member and stated that he will be attending a LAFCO special district committee meeting as the presiding officer of the District to participate in the election of a successor to that position.

- Letter from City of Carson requesting citywide outreach efforts to raise awareness about West Nile virus. (**EXHIBIT A**)

President Wassem reported that a second letter from the City of Carson was received requesting a citywide educational campaign on West Nile virus.

Ken Bayless referenced his manager's report that summarized recent events between the City of Carson and the District. He recounted a dinner meeting with City of Carson Councilmember Albert Robles. During the meeting, Ken provided extensive information to Councilmember Robles regarding District services, funding, etc. He noted that Councilmember Robles seemed to better understand the District's breadth of services and his expectations were revised. At the end of the meeting, Councilmember Robles and Ken agreed to three town hall meetings for the residents of Carson. The first town hall meeting was scheduled for September 19, 2013.

6. INTRODUCTIONS

NONE

7. PUBLIC COMMENT

NONE

8. CONSENT AGENDA (8.1-8.4) (VOTE REQUIRED)

8.1 Consideration of **Minutes 2013-08** of regular Board Meeting held on August 8, 2013. (**EXHIBIT B**)

8.2 Consideration of **Resolution 2013-12** Authorizing Payment of Attached Requisition Schedule for August 1, 2013 through August 31, 2013. (**EXHIBIT C**)

8.3 Consideration of three (3) County of Los Angeles Joint Property Tax Resolutions (JPTR), for Tax Rate Areas within Territory Tract Numbers 71748, L 049-2012 and Petition No. 39-811. 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 resolutions to provide revenue to the County Lighting Maintenance Districts (CLMD) 1687 and 1697. Copies of the letters from the County of Los Angeles Department of Public Works requesting these resolutions are attached. (**EXHIBIT D**)

Analysis: The JPTRs from the County of Los Angeles are similar to previous L.A. County tax sharing resolutions and seek to generate revenue to partially fund the services of CLMD 1687 and 1697, as noted above. Similar resolutions have previously been adopted by the Board; territory tract numbers 71748 and L 049-2012 relate to funding for the operation and maintenance of new street lighting services for the city of Carson. Petition No. 39-811 relates to funding for the Los Nietos area. Although the District gives up a negligible share of its ad valorem property taxes in these exchanges, in subsequent years, that amount would generally be regained, if not exceeded, due to an increase in property values associated with services provided by the CLMD.

8.4 Consideration of one (1) Joint Tax Sharing Resolution from the County Sanitation District of Los Angeles County (Annexation No. SCV-1067). SCV-1067 requests

GLACVCD to allocate 0.0005811% of its current 0.032% share of property tax resulting in a net share of 0.032% to support services to an area being annexed to the County Sanitation District. (**EXHIBIT E**)

Analysis: The applicant requested annexation of properties into the above County Sanitation District Number in order to receive off-site disposal of sewage. The annexation process requires that a resolution for property tax revenue exchange be adopted by all the affected local agencies before an annexation may be approved. These requests are similar to many received from the county sanitation districts and public works in the past. By sharing the property tax increment with the District resulting from these annexations, GLACVCD will not lose any existing ad valorem tax revenue it currently receives from the affected territories. GLACVCD would only be giving up a portion of the revenues it would receive on increased assessed valuation.

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

9. CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION

In accordance with §54956.9(d) of the California Government Code, confer with legal counsel regarding existing litigation entitled:

- City of Paramount and Paramount Redevelopment Agency Successor Agency v. California State Director of Finance; Los Angeles County Auditor-Controller; and real party in interest Greater Los Angeles County Vector Control District (*Superior Court of California, Sacramento Case No. 34-2013-80001605*)

Following the closed session, Legal Counsel Steven Flower reported that the board discussed the case noted in the agenda. There was no reportable action taken.

10. COMMITTEE REPORTS

10.1 Policy Committee

S. Croft, Chairperson

- Discussion and vote on request from Compton Creek MAD to use VecMobile and education program staff for outreach event outside of district jurisdiction during Mosquito Awareness Week in 2014. (**EXHIBIT F**)

Trustee Croft reported that the VecMobile (Bug Bus) and education program staff have many commitments to schools and students throughout the District. This year, school visits are booking quicker than in previous years. Using the VecMobile outside of the District's jurisdiction will take opportunities and availability away from schools that need the program in the District's service area. The Policy Committee recommends denying the request from Compton Creek MAD. For future cases, the Committee also recommends not authorizing the use of the VecMobile outside of District boundaries unless there are sufficient resources to do so.

Trustee Flowers inquired if the District could informally deny requests based on limited resources, rather than have the discussion go before the Policy Committee. She also inquired if the VecMobile program could be used for one-time requests such as a festival.

Ken explained that the issue was taken before the Policy Committee on the recommendation from the District's attorney. Ken reiterated that taxpayers within the District fund the use of the VecMobile within the District's jurisdiction. In past years, the program has booked up quickly during the school year and some schools have even been denied appointments due to high demand. Using the VecMobile and educational resources

outside of the District would take away services from the District's taxpayers. Ken also clarified that the use of the VecMobile can be approved for one-time requests if events are held within the District.

Legal Counsel Steve Flower explained that under state statutes, the District can expend funds outside of its territory, but there must be findings that doing so serves the purposes within the District.

Trustee Appleton noted that the Policy Committee did not find any direct benefit to the District from a one-day commitment in Compton, despite Compton Creek MAD being adjacent to the District.

Trustee Croft added that educational staff have shared workbooks, videos and materials with Compton Creek MAD to assist CCMAD's manager in developing his own education program.

Trustee Tina Baca del Rio requested the Bug Bus to be showcased at a future board meeting for new Trustees to tour. Ken agreed to the request. He also reminded the Board that the VecMobile program is the only one of its kind in the nation and it is possible more organizations outside of the District may request use of the Bus in the future. This becomes a slippery slope.

Trustee Croft made a motion to deny the request from Compton Creek MAD to use the Bug Bus outside of the District. Trustee Kelley seconded the motion. The motion passed unanimously.

10.2 Ad Hoc General Manager Selection Committee R. Campbell, Chairperson

- Discussion of selection process for new general manager.

Trustee Campbell reported that the Committee met at 6:00 p.m. to discuss the selection process for the new General Manager. Ken attended the meeting to provide insight and information to the committee. Trustee Campbell noted that Ken praised the District's directors and recommended that they be part of the selection pool for the new General Manager position. The Ad Hoc General Manager Selection Committee recommends that the Board interviews and appoints a qualified candidate from within the District as soon as possible.

Trustee Croft agreed with building staff from within the organization. He recommended to move swiftly with the transition so if an outside selection pool is required, it would provide sufficient time to properly hire the new General Manager.

Trustee Williams praised Ken's leadership and agreed with an internal promotion. He inquired about the succession process for selecting a quality candidate to fill a potential vacant director position.

Ken discussed that there are potential candidates within the District to be promoted to a director-level position. In addition, he recognizes the need for a qualified candidate and acknowledges that an outside recruitment process may be necessary. Ken also noted that starting the selection process sooner will provide sufficient time to properly transition all vacant positions.

Trustee Madrigal inquired about the timeline of the selection process. Trustee Campbell answered that there was discussion of the timeline to include ample time for selection and transition periods.

Trustee Ray Smith inquired if a motion would be necessary. Legal Counsel Steve Flower noted that if there are no objections, the Board can just accept the recommendation as presented without a motion.

President Wassem received and filed the recommendation by the Ad Hoc General Manager Selection Committee and authorized the Committee to proceed with the selection process.

11. STAFF PROGRAM REPORTS: AUGUST 2013

11.1 Manager's Report

Kenneth L. Bayless, General Manager

Ken Bayless referred to his manager's report and then stated that the Carson City Council's decision on September 3, 2013 to research possible withdrawal from the District may not go anywhere once the costs of such action are evaluated. Ken opened the floor to questions.

President Wassem inquired about the recent City of Carson Public Records Act request. Ken confirmed that action was taken to follow through with the request.

Trustee Campbell acknowledged that West Nile virus is widespread in many cities throughout Los Angeles County and expressed his belief that the District was using resources wisely. He added that resources should be equitably allocated to areas that need the District's services, and not allocated as a reaction to public comments.

11.2 Scientific-Technical: (Staff Report A)

S. Kluh, Sci.-Tech Services Dir.

Susanne reported continued widespread West Nile virus activity. She stated that to improve accuracy of disease surveillance, the trapping protocol this year was revised from previous years' protocols. Current trapping methods more accurately represent the 99 communities and cities in the District. So far this year, 74 of those communities are experiencing West Nile virus activity. Susanne also reported a higher number of human cases in the County compared to last year. Nationwide, however, virus activity is considered mild. The risk assessment for the District is lower than last year, based on data from mosquito surveillance traps.

Susanne also discussed the Asian tiger mosquito population control efforts in South El Monte. Current outreach, control and surveillance efforts in the city seem to have success with fewer residents reporting daytime bites.

11.3 Operations: (Staff Report B)

M. Daniel, Operations Dir.

Mark reported that during the active West Nile virus season, one of Operation's primary goals is to stay-up-to-date and maintain treatment cycles throughout the District. Currently, the Department staff are experiencing a lower volume of green swimming pools due to regular surveillance and natural evaporation. This has allowed the staff to allocate resources to other projects.

Mark also reported that he recently gave a presentation to the California Storm Water Quality Association. The presentation was about best management practices for storm water in relation to vector control. The District was able to educate engineers about creating storm water capture systems that eliminate vector breeding. Mark noted that as agencies implement low-impact development (LID) projects, they should be mindful of how the system can create vector problems for residents. As an example, Mark mentioned that the City of Los Angeles provided the District with information on its LID projects. There was an alarming number of rain barrels proposed; Rain barrels, if not maintained or built properly, are very likely to breed mosquitoes. Mark will be working with the City of Los Angeles to locate the rain barrels.

Trustee Newcomer inquired about the proper way to maintain rain barrels. Mark stated that a well-designed barrel with a screen mesh and features for proper drainage isn't an issue. Unfortunately, in the best management practices for LID, there is no regulation as to the type of rain barrel that is

effective. Mark noted that anyone can purchase a low-quality rain barrel, and it can then become a prime breeding source for mosquitoes.

Trustee Appleton inquired if there was a way to include the language for supplying proper rain barrels into the city of Los Angeles' best management practices. Mark responded that the city does have an agreement that affirms the need for proper maintenance of rain barrels. In addition, there is a way to enforce the agreement if the District discovers faulty rain barrels.

11.4 Community Affairs: (*Staff Report C*)

T. Dever, Community Affairs Dir.

Truc reported that flyers promoting the educational program were sent approximately 2 weeks ago and 30 schools have already booked a visit from the Bug Bus this school year. School visits are booking at a faster rate this year compared to last year. She encouraged Trustees to inform schools in their cities to contact the Education Program Coordinators to book the VecMobile before the calendar is full. In addition, Truc shared the new www.bugbus.org website, which was created by Public Information Officer Levy Sun with the help of the Education Program Coordinators. The low-cost, high-impact website provides educators the needed features for booking the Bug Bus online, reviewing the program calendar and downloading curriculum content. In addition, the Foundation can accept donations through PayPal from anyone with Internet access.

On a related note, Truc announced to the Board that a bingo fundraiser event will be held on November 7, 2013. Truc thanked Trustee Madrigal for his help in securing a venue in Santa Fe Springs. The Foundation is currently seeking donations from the community, organizations and vendors.

Lastly, Truc showcased an exclusive interview video from LBReport.com in Long Beach featuring Operations Supervisor Mark Hall and Vector Control Specialist Dave Lopez. Trustee Campbell thanked and congratulated the District staff for their public relations work with LBReport.com.

Trustee Wallace asked Truc to clarify how donations from the bingo fundraiser would be allocated. Truc stated that the year's fundraising goal is \$10,000. A majority of the donations raised would fund the interior redesign of the Bug Bus.

11.5 Fiscal: (*Staff Report D*)

C. Weeks, Finance Director

Carolyn referred to a newly revised financial graph that was distributed to the Trustees and opened the floor to questions.

11.6 Human Resources: (*Staff Report E*)

R. Miller, Human Resources Dir.

Robert announced that the Employee Appreciation Day event will be held on October 9, 2013.

Robert also reported that a new maintenance mechanic will start within the week. New recruitment efforts are underway to hire seasonal technicians and a database analyst. Robert noted that the District is in compliance to the Affordable Care Act.

In addition, three directors at the District have been trained and certified on HIPAA privacy laws.

Finally, Robert reminded Trustees that ethics and sexual harassment training are available online for free.

Trustee Wassem asked if the Affordable Care Act would affect health insurance premiums. Robert clarified that the law will not affect premiums. In addition, the District has passed a resolution and put processes in place so the District will not need to extend health care coverage to seasonal and part-time positions.

Legal Counsel Steve Flower had nothing further to report and opened the floor to questions.

12. OTHER

Trustee Flowers reported that Truc delivered a presentation at a recent Artesia Council meeting. She recounted the story of a colleague who contracted West Nile virus in early July. Currently, he is unable to walk and his wife needs to feed him. Trustee Flowers noted that many people may not realize that West Nile virus can be so devastating.

13. ADJOURNMENT

The next Board of Trustees meeting will be scheduled on Thursday, October 10, 2013. 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 8:00 p.m.