

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT
MINUTES NO. 2014-05**

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, May 08, 2014, at the District office at 12545 Florence Avenue, Santa Fe Springs, California.

TRUSTEES PRESENT

Sally Flowers, *(City of Artesia)*
Ali Saleh, *(City of Bell)*
Ray T. Smith, *(City of Bellflower)*
Pedro Aceituno, President *(City of Bell Gardens)*
Dr. Jeff Wassem, *(City of Burbank)*
Harold Williams, Sec.-Treasurer *(City of Carson)*
Tina Baca Del Rio, *(City of Commerce)*
Josue Barrios, *(City of Cudahy)*
Roger C. Brossmer, *(City of Downey)*
Rachel C. Johnson, *(City of Gardena)*
Armine Perian, *(City of Glendale)*
Barry Bruce, *(City of Hawaiian Gardens)*
Elba Guerrero, *(City of Huntington Park)*
Jim Remington, *(City of La Habra Heights)*
Steve Croft, *(City of Lakewood)*
Pauline Deal, *(City of La Mirada)*
Robert Campbell, *(City of Long Beach)*
Steve Appleton, *(City of Los Angeles)*
Salvador Alatorre, *(City of Lynwood)*
Eddie De La Riva *(City of Maywood)*
Christina Cortez *(City of Montebello)*
Cheri Kelley, *(City of Norwalk)*
Tom Hansen, *(City of Paramount)*
Bob Archuleta, *(City of Pico Rivera)*
Nina Herrera, *(City of San Fernando)*
Clifton Jenkins, *(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)*
Owen Newcomer, *(City of Whittier)*

TRUSTEES ABSENT

Mark Bollman, *(City of Cerritos)*
Vacant, *(County of Los Angeles)*

TRUSTEES ABSENT (EXCUSED)

Steve Tye, Vice Pres. *(City of Diamond Bar)*

OTHERS PRESENT

Truc Dever, *General Manager*
Mark Daniel, *Director of Operations*
Rakesha Thomas, *Director of Human Resources*
Carolyn Weeks, *Director of Finance*
Kelly Middleton, *Director of Community Affairs*
Levy Sun, *Public Information Officer*
Luke De Nitto, *Maintenance Supervisor*
LeShawn Simplis, *Education Program Coordinator*
Andy Pak, *Education Program Coordinator*
Quinn M. Barrow, *Legal Counsel*

1. **CALL TO ORDER**
President Aceituno called the meeting to order at 7:04 p.m.
2. **QUORUM (ROLL) CALL**
Following roll call, it was recorded that 32 Trustees were present and 3 were absent.
3. **INVOCATION**
Tina Baca Del Rio gave the invocation.
4. **PLEDGE OF ALLEGIANCE**
Elizabeth Hernandez, Miles Elementary School 5th grade student, led the Pledge of Allegiance.
5. **CORRESPONDENCE**
NONE

6. INTRODUCTIONS

Education Program Coordinators LeShawn Simplis and Andy Pak introduced the winners of the 2014 Student Essay and Poster Contests:

- Crystal Vargas, a 4th grade student from Cresson Elementary in the City of Norwalk was the winner of the poster contest. She attended the meeting with her family, school principal and teacher. She talked about how she selected her ‘before and after’ theme of a family returning from vacation to find their yard and neglected water sources filled with mosquitoes.
- Elizabeth Hernandez, 5th grade student from Miles Elementary in the City of Huntington Park attended with her family and read her essay titled “*Vector Control is Important.*”

President Aceituno presented each winning student with a Certificate of Achievement and a \$100 gift card for their outstanding submissions. Their teachers each received a \$25 gift card for their outstanding support of public health education and their classrooms will enjoy a pizza party to help their classmates celebrate this achievement.

7. PUBLIC COMMENT

NONE

8. CONSENT AGENDA (8.1-8.2)

8.1 Consideration of **Minutes 2014-04** of the regular Board Meeting held on April 10, 2014. (**EXHIBIT A**)

8.2 Consideration of **Resolution 2014-08** Authorizing Payment of Attached Requisition Schedule for April 1, 2014 through April 30, 2014 (**EXHIBIT B**)

Trustee Newcomer made a motion to approve the consent agenda. Trustee Guerrero seconded the motion. The motion passed unanimously.

9. COMMITTEE REPORTS

9.1 Personnel Committee

R. Campbell, Chair

9.1.a. Report on Committee meeting to discuss General Manager’s six month evaluation

9.1.b. **Closed Session**

Pursuant to Government Code § 54957, the Board of Trustees will hold a closed session to evaluate the General Manager’s performance.

Designated representative attending the Closed Session: Legal Counsel

Trustee Campbell reported that the Personnel Committee met to begin the process of conducting the required six-month review of General Manager, Truc Dever. A blank evaluation form was provided to all Trustees. The Board then proceeded to a closed session.

Following the closed session, Legal Counsel Quinn Barrow reported that there was no action taken. Trustee Campbell requested Truc email a copy of the blank evaluation form to all Trustees to be returned by email to Trustee Campbell.

9.2 Budget & Finance Committee

H. Williams, Chair

9.2.a. Consideration of staff request to make budget adjustments to FY 13/14 budget line items to purchase information technology equipment, operations vehicles, proceed with roof repair, and make office space modifications. (**EXHIBIT C**) **VOTE REQUIRED**

Trustee Williams reported that the General Manager has requested the Board approve budgetary adjustments to FY 13/14 budget to allow for the purchase of IT equipment, two vehicles, roof repairs, and office space modifications. The Committee felt the requests were reasonable and would prefer reallocating surplus funds from current budget line items to make these purchases.

Trustee Campbell made a motion to approve the budget adjustments to FY 13/14 line items as outlined in the memo. The motion was seconded by Trustee Kelley. The motion passed unanimously.

**10. ANNOUNCEMENT OF LAFCO ALTERNATE REPRESENTATIVE SELECTED TO FILL TERM EXPIRING MAY 2014, AND CONSIDERATION AND VOTE FOR CANDIDATE TO SERVE AS LAFCO REPRESENTATIVE FOR THE TERM EXPIRING MAY 2018 (EXHIBIT D)
VOTE REQUIRED**

Summary: Two applicants are listed on the ballot to serve as the Independent Special District Representative to the LAFCO Commission for the term ending May 2018. The Board is asked to consider the merits of each candidate and vote accordingly. Ballots must be returned by 5:00 p.m. on June 2, 2014.

Truc Dever discussed the memo received from LAFCO legal counsel, William Kruse stating that Joseph Ruzicka was the only nomination for the LAFCO Alternate Representative and will thus continue to serve until the term ends May 2018. Exhibit D also includes a ballot for two candidates for LAFCO Representative, Jerry Gladbach and Melvin Matthews. Two letters in support of Jerry Gladbach were received by the District – one from Mr. Gladbach, and the second from Henry Pellicere.

Trustee Deal made a motion to support Jerry Gladbach. The motion was seconded by Trustee Wassem. The motion passed with 19 Trustees voting in favor, and abstentions from Trustees Delgado, Appleton, Bruce, Barrios, Guerrero, Baca Del Rio, Madrigal, Williams, Herrera, Saleh, Newcomer, Perian, and De La Riva.

11. STAFF PROGRAM REPORTS: MAY 2014

11.1 Manager's Report

Truc Dever, General Manager

Truc Dever reported that the Budget and Finance Committee will convene on Monday to review the first draft of the FY 14/15 budget. It is anticipated that the Board will receive the final FY 14/15 budget for consideration at the June 12 Board of Trustees Meeting.

Staff met in April with Supervisor Antonovich's representatives regarding a proposed temporary service agreement for the La Crescenta-Montrose area and a recommended annexation which will require approval by the Board of Supervisors. Until then, the District is unable to service this area and will encourage residents requesting service to voice their support to District 5 staff.

Trustee Campbell noted that the Health & Safety Code does require someone provide vector control services. Legal Counsel Quinn Barrow agreed, and noted that this was discussed at the meeting, however Los Angeles County Department of Public Health does not have the capability to provide these services. Truc added that in the event of a disease emergency, the Health & Safety Code will allow the District to provide emergency services. The Supervisor's office is very interested in proceeding with a temporary service contract; however, discussions regarding a proposed annexation without a Prop 218 vote and fiscal considerations will require additional meetings.

11.2 Scientific-Technical: (*Staff Report A*) S. Kluh, Sci.-Tech Services Dir.

Mark Daniel gave the report for Susanne who was unable to attend the meeting. With the exception of one WNV positive mosquito sample from Sherman Oaks, things have been pretty quiet.

11.3 Operations: (*Staff Report B*) M. Daniel, Operations Dir.

Mark Daniel noted that this year's mosquito season never truly began – it really continued through the winter. Operations is continuing to hire extra-help staff to ensure there are enough staff in the field as mosquito activity increases.

11.4 Community Affairs: (*Staff Report C*) K. Middleton, Dir. of Comm. Affairs

Kelly Middleton reported that April's West Nile Virus and Mosquito Awareness Week kicked off the season's outreach program. Information was sent to staff and council members from each city who were encouraged to partner with us to educate their residents. Levy Sun discussed a new SWAT (Strategic Warnings by Area Targeting) Campaign which allows for an enhanced, timelier, and more efficient response to disease activity. This toolbox includes city partnerships, literature delivery, local media, and enhanced digital outreach via AdWords to target specific communities as needed. Early season outreach is directed to cities based on historical WNV activity and as the season progresses, cities identified as 'hot spots' will receive additional resources.

Kelly noted that utilizing free or low cost outreach options are a big part of our program and highlighted Levy's extensive work with Senate District 30 and their senior centers as an example. Trustee Cortez was thanked for referring volunteer Marissa Lozano who has provided invaluable assistance to the department.

Trustees Kelley and Campbell praised staff for the District's amazing Facebook page and encouraged all Trustees to visit and 'like' the page to increase its reach to all of their friends. Trustee Campbell thanked Levy and staff who provided his son with mosquito biology training in preparation for a school volunteer project geared to educating his neighbors. Trustees Alatorre and Wallace thanked staff for providing presentations to their city councils.

11.5 Finance: (*Staff Report D*) C. Weeks, Finance Director

Carolyn Weeks noted that the District finances were in good shape in response to Trustee Newcomer's question.

11.6 Human Resources: (*Staff Report E*) R. Thomas, Human Resources Dir.

Rakesha Thomas echoed Kelly's thanks for Marissa's assistance. Rakesha hopes to expand the District's volunteer and intern programs in the future. She has been working to improve and streamline the District's hiring process for seasonal employees. Of 130 recent applicants, 29 were tested and 23 interviewed. Thirteen have been hired to fill 23 budgeted seasonal positions, 10 of whom were rehires from prior seasons.

Trustee Campbell mentioned that many high schools require volunteer service hours of students which may be of value to the District. Rakesha will contact principals in Long Beach to investigate this program. Trustee Cortez noted that several years back, she met Marissa when she attended a District Board meeting in support of her brother who was a poster contest winner. She recently reached out to Christina while searching for volunteer opportunities and is thrilled that this has worked out well for everyone.

11.7 Legal Counsel Report:

S. Flower, Legal Counsel

Legal Counsel 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).

NONE

13. ADJOURNMENT

The next Board of Trustees meeting will be scheduled on Thursday, June 12, 2014. 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 7:55 p.m.