

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT  
MINUTES NO. 2014-10**

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 9, 2014, at the District office at 12545 Florence Avenue, Santa Fe Springs, California.

**TRUSTEES PRESENT**

Sally Flowers, *(City of Artesia)*  
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)*  
Mark Bollman, *(City of Cerritos)*  
Steve Tye, Vice Pres. *(City of Diamond Bar)*  
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)*  
Pauline Deal, *(City of La Mirada)*  
Steve Croft, *(City of Lakewood)*  
Robert Campbell, *(City of Long Beach)*  
Steve Appleton, *(City of Los Angeles)*  
Martin Kreisler, *(County of Los Angeles)*  
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, *(City of San Marino)*  
Hector Delgado, *(City of South El Monte)*  
Maria Davila, *(City of South Gate)*  
Owen Newcomer, *(City of Whittier)*

**TRUSTEES ABSENT**

Salvador Alatorre, *(City of Lynwood)*  
Tina Baca Del Rio, *(City of Commerce)*  
Josue Barrios, *(City of Cudahy)*  
Roger C. Brossmer, *(City of Downey)*  
Michael Madrigal, *(City of Santa Fe Springs)*  
Ali Saleh, *(City of Bell)*  
Dr. Hazel Wallace, *(City of Signal Hill)*

**TRUSTEES ABSENT (EXCUSED)**

Robert Newman, *(City of Santa Clarita)*

**OTHERS PRESENT**

Truc Dever, *General Manager*  
Susanne Klueh, *Director of Scientific-Tech. Services*  
Mark Daniel, *Director of Operations*  
Kelly Middleton, *Director of Community Affairs*  
Rakesha Thomas, *Director of Human Resources*  
Carolyn Weeks, *Director of Finance*  
Luke DeNitto, *Maintenance Supervisor*  
Levy Sun, *Public Information Officer*  
Quinn M. Barrow, *Legal Counsel*

**1. CALL TO ORDER**

President Pedro Aceituno 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 8 were absent.

**3. INVOCATION**

President Aceituno called for a moment of silence in memory of Bell Gardens Mayor, Daniel Crespo. Trustee Campbell gave the invocation.

**4. PLEDGE OF ALLEGIANCE**

Trustee Hansen led the Pledge of Allegiance

**5. CORRESPONDENCE**

NONE.

**6. INTRODUCTIONS**

NONE.

**7. PUBLIC COMMENT**

NONE.

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

***VOTE REQUIRED***

- 8.1 Consideration of **Minutes 2014-09** of regular Board Meeting held on September 11, 2014. **(EXHIBIT A)**
- 8.2 Consideration of **Resolution 2014-17** Authorizing Payment of Attached Requisition September 1, 2014 through September 30, 2014. **(EXHIBIT B)**
- 8.3 Consideration of District's FY 14/15 Goals Status Report for the first quarter. **(EXHIBIT C)**

*Summary: Upon adoption of the District's FY 14/15 Budget, the Board of Trustees requested a quarterly update on the status of departmental goals enumerated in the budget document.*

**General Manager Truc Dever pulled item 8.1 from the consent agenda for correction.**

**Trustee Newcomer made a motion to approve consent agenda items 8.2 and 8.3. Trustee Davila seconded the motion. The motion passed unanimously.**

**For consent agenda item 8.1, the minutes will be corrected to reflect that President Aceituno's absence was excused. Trustee Deal made a motion to approve item 8.1 with the correction. Trustee Davila seconded the motion. The vote was unanimous with Trustee Hansen abstaining.**

9. **CONSIDERATION OF MEMORANDUM OF UNDERSTANDING BETWEEN LOS ANGELES COUNTY DEPARTMENT OF PUBLIC HEALTH AND THE GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT TO PROVIDE VECTOR CONTROL SERVICES TO THE UNINCORPORATED AREAS OF LA CRESCENTA AND MONTROSE. (EXHIBIT D) VOTE REQUIRED**

*Summary: The District seeks to provide contract vector control services to the communities of La Crescenta and Montrose through a temporary service agreement with the Los Angeles County Department of Public Health until a formal annexation of these communities can be finalized. This contract will provide services through November 30, 2015 and may be renewed monthly for an additional seven months if necessary.*

Truc noted that a revised MOU was provided. The only change was a more detailed breakdown of the costs associated with the annexation proceedings. If approved by the Board, services will resume in these communities October 10, 2014.

**Trustee Smith made a motion to approve the MOU providing temporary vector control services to La Crescenta-Montrose. Trustee Archuleta seconded the motion. The motion passed unanimously.**

10. **ANNOUNCEMENT OF TRUSTEES' TERM OF OFFICE TO EXPIRE JANUARY 5, 2015**

*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 at 12 p.m. on January 5, 2015, 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.*

Trustee Representative

*Pedro Aceituno  
Bob Archuleta  
Josue Barrios  
Barry Bruce  
Eddie De La Riva  
Sally Flowers  
Tom Hansen  
Nina Herrera  
Cheri Kelley  
Robert Newman  
Jim Remington  
Ray Smith  
Dr. Jeff Wassem*

Governing Body

*City of Bell Gardens  
City of Pico Rivera  
City of Cudahy  
City of Hawaiian Gardens  
City of Maywood  
City of Artesia  
City of Paramount  
City of San Fernando  
City of Norwalk  
City of Santa Clarita  
City of La Habra Heights  
City of Bellflower  
City of Burbank*

Truc reported that terms are ending for thirteen Trustees. Letters were sent to city clerks, city managers and Trustees and the District hopes to secure reappointments from interested Trustees by the end of the year. Staff will be happy to address questions regarding this process.

**11. COMMITTEE REPORTS**

11.1 Audit Committee

O. Newcomer, Chair

- Presentation from auditors at Lance, Soll & Lunghard LLP regarding findings from District audit of FY 2013-2014 financials. (**EXHIBIT E**)

Trustee Newcomer reported that the Audit Committee met with the District's Auditor, Brian Gruber, with Lance, Soll & Lunghard LLP. The District received a clean audit. The Committee requested Brian provide more information on how the District could better satisfy the 'segregation of duties' finding.

Brian Gruber discussed the audit process which involves reviewing the account balances in the financial statements and assessing internal controls in the District. The agency made two visits to the District (June and August) and provided an 'unqualified, unmodified' opinion which represents the best opinion the District could receive. Two matters of internal control were identified and provided to management. Brian reported that overall it was a very positive audit.

Trustee Newcomer thanked Brian, and thanked Carolyn for doing such a great job keeping the District's financials in order. The committee is proud of the Report and the District's operations.

**Trustee Davila made a motion to receive and file the Audit Report. Trustee Campbell seconded the motion. The motion passed unanimously.**

11.2 Budget & Finance Committee

H. Williams, Chair

- Review of District's FY 2014-2015 Investment Policy and **Resolution 2014-18 (EXHIBIT F) VOTE REQUIRED**

Trustee Appleton reported that the Committee met to discuss possible changes to the Investment Policy. The District has about \$2 million dollars that could be invested in vehicles other than LAIF; however, the amount was determined to be insufficient to consider other investment strategies at this time. The Committee has asked staff to bring the Policy back to the Committee for review in April, 2015.

**Trustee Flowers made a motion to approve Resolution 2014-18 and direct staff to bring the Policy to the Committee for review in April, 2015. Trustee Deal seconded the motion. The motion passed unanimously.**

## 12. STAFF PROGRAM REPORTS: SEPTEMBER 2014

### 12.1 Manager's Report

T. Dever, General Manager

Truc reported that she recently attended the California Special District Association Conference and was pleased to see that this District was well ahead of the curve with regards to OPEB liability funding and outreach and communications strategies. Building trust was a theme of this conference, another area that this District excels in. Staff routinely receive calls from pleased residents who are amazed that we are a 'governmental agency.' Truc also thanked Carolyn for her outstanding work ensuring that the District finances are in great order and always passing the audit with flying colors.

Truc also noted that AB 896, requiring California Fish and Wildlife to prioritize wildlife management areas that have the highest need for mosquito control best management practices, was passed and signed by the Governor. Truc thanked all involved for their assistance.

The MVCAC Southern Region met last week at which time Truc was elected the new Southern Region Representative for the Association and will work to represent the Southern Region on the Executive Board.

Employee appreciation day will be held October 16 at Santa Fe Springs Park. Truc thanked Trustee Madrigal for securing a fee waiver and invited Trustees to attend to recognize all the hard work put in by staff over the past year.

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

Susanne provided a short presentation on the status of invasive *Aedes* species in the District. The District has managed a significant ground battle to contain the population of Asian tiger mosquitoes; however this month, two additional populations were detected in unincorporated Whittier and an area near unincorporated La Puente. In addition, the Australian back yard mosquito was identified in Montebello and Monterey Park, as well as the latest find of the yellow fever mosquito in the cities of Commerce and Pico Rivera.

Staff will expand surveillance throughout the District and will closely monitor areas around imported cases of dengue and chikungunya. Outreach will be critical to encourage reporting of day-biting mosquitoes. Pressure will be maintained in South El Monte in preparation for the projected release of sterilizing *Wolbachia* infected male mosquitoes.

Trustee Campbell thanked Susanne and staff for such tremendous work and for the scientific approach to managing these species. Trustee Kelley asked if there was projected expenses associated with managing this challenge. Truc noted that staff will be reevaluating strategies and budgetary impacts in the coming weeks. Staff addressed several other questions with regard to trapping, identification of additional areas, and potential impacts on children.

### 12.3 Operations: (Staff Report B)

M. Daniel, Operations Dir.

Mark noted that staff are working well with outreach and surveillance staff to address this new challenge. Mark thanked Trustee Kreisler for his visit to the Sylmar office to learn how the District operates, as well as issues in the community that present challenges. He looks forward to providing similar tours to any other interested Trustee. Trustee Wassem asked about city policies related to water conservation. Staff are working with cities as time permits on various low impact development projects and water conservation measures.

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

K. Middleton, Comm. Affairs Dir.

Kelly noted that her Department is reaching out to cities and rain barrel distributors to ensure residents who implement water retention measures on their property are aware of mosquito concerns and understand how to maintain these devices to prevent breeding. Kelly summarized the approach to deal with these new invasive species, starting with outreach at the very local scale (to residents and cities directly), working with the media, and the need to quickly expand the effort to get information out on a much larger scale in the hopes of identifying other possible infested areas while the mosquito populations are at their seasonal peak.

12.5 Fiscal: (Staff Report D)

C. Weeks, Finance Director

Carolyn offered to answer any questions.

12.6 Human Resources: (Staff Report E)

R. Thomas, Human Resources Dir.

Rakesha referred to her report and had no additional information to share.

12.7 Legal Counsel Report

Q. Barrow, Legal Counsel

No Report

13. **OTHER**

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

14. **ADJOURNMENT**

The next Board of Trustees meeting will be scheduled on Thursday, November 13, 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 was adjourned at 7:49 PM.



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President



Secretary-Treasurer