

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT
MINUTES NO. 2014-12**

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, December 11, 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 Wasseem, (*City of Burbank*)
Harold Williams, Sec.-Treasurer (*City of Carson*)
Mark Bollman, (*City of Cerritos*)
Josue Barrios, (*City of Cudahy*)
Steve Tye, Vice Pres. (*City of Diamond Bar*)
Roger C. Brossmer, (*City of Downey*)
Rachel C. Johnson, (*City of Gardena*)
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*)
Salvador Alatorre, (*City of Lynwood*)
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*)
Michael Madrigal, (*City of Santa Fe Springs*)
Robert Newman, (*City of Santa Clarita*)
Dr. Hazel Wallace, (*City of Signal Hill*)
Hector Delgado, (*City of South El Monte*)
Owen Newcomer, (*City of Whittier*)

TRUSTEES ABSENT

Tina Baca Del Rio, (*City of Commerce*)
Eddie De La Riva (*City of Maywood*)
Clifton Jenkins, (*City of San Marino*)

TRUSTEES ABSENT (EXCUSED)

Armine Perian, (*City of Glendale*)
Maria Davila, (*City of South Gate*)

OTHERS PRESENT

Truc Dever, *General Manager*
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 7:08 P.M.

2. QUORUM (ROLL) CALL

Following roll call, it was recorded that 30 Trustees were present and 5 were absent.

3. INVOCATION

Trustee Campbell gave the invocation.

4. PLEDGE OF ALLEGIANCE

Trustee Saleh led the Pledge of Allegiance.

5. CORRESPONDENCE

NONE.

6. **INTRODUCTIONS**
NONE.

7. **PUBLIC COMMENT**
NONE.

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

8.1 Consideration of **Minutes 2014-11** of regular Board Meeting held on November 13, 2014. (***EXHIBIT A***)

8.2 Consideration of **Resolution 2014-20** Authorizing Payment of Attached Requisition November 1, 2014 through November 30, 2014 (***EXHIBIT B***)

8.3 Consideration of revisions to existing **Pepper Spray Use Policy**. (***EXHIBIT C***)

Fifteen staff including the District's Director of Operations and Operations Supervisors attended the first pepper spray training course offered by Covered 6 trainers on November 19th. The Pepper Spray Use Policy approved by the GLACVCD Board of Trustees on July 10, 2014 was reviewed. Several minor edits were suggested by the trainers and are attached for your consideration.

8.4 Consideration of one (1) County of Los Angeles Negotiated Tax Exchange Resolution (NTER), for Tax Rate Area within Tract No. 72216. This resolution 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 territory identified in the resolution to provide revenue to the County Lighting Maintenance District (CLMD) 1687. A copy of the letter from the County of Los Angeles Department of Public Works requesting this resolution is attached. (***EXHIBIT D***)

Analysis: The NTER from the County of Los Angeles is similar to previous L.A. County tax sharing resolutions and seeks to generate revenue to partially fund the services of CLMD 1687 as noted above. Similar resolutions have previously been adopted by the Board; territory tract number L 005-2013 relates to funding for the operation and maintenance of new street lighting services for the city of Carson. L 080-2008 relates to funding for the Rowland Heights area. Tract No. 60999 relates to funding for the Saugus Area and Petition No. 13-412 relates to areas in the City of Diamond Bar. 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.

Trustee Croft made a motion to approve the consent agenda. Trustee Flowers seconded the motion. The motion passed unanimously with Trustees Saleh and Brossmer abstaining.

9. **CONSIDERATION OF 2 TRUSTEES TO ATTEND THE MOSQUITO & VECTOR CONTROL ASSOCIATION OF CALIFORNIA (MVCAC) 83rd ANNUAL CONFERENCE IN MONTEREY, CA - JANUARY 25-28, 2015.** (***EXHIBIT E***)

Truc reported that funds were allocated in the FY14/15 budget for two Trustees to attend the upcoming MVCAC Annual Meeting. In response to a question by Trustee Bollman, Truc noted that the budget this year cannot accommodate additional attendees. Trustees Flowers and Kelley suggested the Board select Trustees who have not yet had an

opportunity to attend and gain the experience offered by these conferences. Trustees Appleton and Archuleta were selected to attend.

Trustee Newcomer made a motion to approve the selection. The motion was seconded by Trustee Williams and approved unanimously.

10. **CONSIDERATION OF 2 TRUSTEES TO ATTEND THE 81st ANNUAL AMERICAN MOSQUITO CONTROL ASSOCIATION (AMCA) CONFERENCE IN NEW ORLEANS, LA – MARCH 29-APRIL 2, 2015. (EXHIBIT F)**

Truc noted that two Board members were budgeted to attend this conference as well. Trustees Saleh and Madrigal were selected to attend, with Trustee Guerrero selected as an alternate.

Trustee Newcomer made a motion to approve the selection. The motion was seconded by Trustee Archuleta and approved unanimously.

11. **COMMITTEE REPORTS**

11.1 Budget & Finance Committee H. Williams, Chair

- Discussion and consideration of committee recommendations for allocation of surplus District funds from FY 13/14 Budget.

Truc reported that the Committee discussed staff's recommendation to allocate \$884,723 in surplus funds from FY 13/14 to District Reserves as follows:

OPEB Reserve - \$430,000
Emergency Disease Fund - \$50,000
Capital Reserves - \$50,000
Vehicle Replacement - \$200,000
Cash Flow - \$154,723

The Committee unanimously approved staff's recommendation and brings the matter to the Board for consideration.

Trustee Archuleta made a motion to approve the allocation of surplus funds as suggested by the Budget & Finance Committee. The motion was seconded by Trustee Smith and approved unanimously.

11.2 Budget & Finance and Policy Committees – Joint Meeting
H. Williams, Budget Chair
S. Appleton, Policy Chair

- Discussion and consideration of **Resolution 2014-21** regarding revision to the District's **Accounting Procedures Policy (EXHIBIT G)**

Trustee Appleton reported the two Committees reviewed the revised Accounting Procedures Policy and Resolution 2014-21. The Committees recommend adoption to the Board with revisions to section 2001.2 as outlined by Legal Counsel. Trustee Appleton noted that this policy has not been reviewed since 1997 and this review and adoption will help ensure District conformance with policies.

Trustee Smith made a motion to approve the District's Accounting Procedures Policy with revisions and Resolution 2014-21. The motion was seconded by Trustee Guerrero and approved unanimously.

12. STAFF PROGRAM REPORTS: NOVEMBER 2014

12.1 Manager's Report

T. Dever, General Manager

Truc thanked Trustees Campbell, Smith, and Wallace for attending the staff's holiday potluck and supporting employees. The District has been receiving Trustee reappointment letters from cities. Truc reported that Trustees Barrios will not be returning next year, and thanked him for his dedication and support of the District. Management staff have engaged in several strategic planning meetings to outline both short and long term challenges and goals, and are discussing upcoming budget needs for FY 15/16. Truc also thanked both staff and Trustees for their ongoing support during her first year as General Manager.

12.2 Scientific-Technical: (Staff Report A)

T. Dever, General Manager

Truc provided the report for Susanne. WNV activity is back to 'normal season' levels. No human cases were reported in the District in November, however 11 mosquito samples were confirmed positive. Of 201 human cases (7 fatalities) reported in LA County, 131 were from this District. Staff worked very hard this year to keep disease transmission as low as possible. Trustee Archuleta asked how the rains might affect disease activity. In response, Truc noted that heavy rains can help by flushing out the underground drains, but if the heat returns, rain collected in previously dry sources can become problematic and will require ongoing attention and education.

12.3 Operations: (Staff Report B)

M. Daniel, Operations Dir.

Mark reported that staff are still seeing *Aedes aegypti* in the city of Commerce, and are setting additional traps throughout the District to monitor for spread and new detections. Staff attended Pepper Spray Training conducted by Covered 6 – a very professional group of prior law enforcement personnel. It was an excellent scenario-based program that was extremely valuable and is recommended for all staff. The Instructor was very pleased with the knowledge level of staff and the policies the District has in place. Several small edits to the District's Pepper Spray Policy were suggested and incorporated into the revised Policy presented to the Board in this month's Consent Agenda. Trustee Kreisler noted that during his field visit with staff, he saw the value of having this tool and policy in place.

12.4 Community Affairs: (Staff Report C)

K. Middleton, Comm. Affairs Dir.

Kelly pointed out the *Landscaping Lightly Calendars* that were provided to Trustees. The District partnered with the Watershed Council to produce these, which are designed to educate the public and watershed planners about water conservation measures and mosquito considerations. The Department's November push to educate residents about invasive mosquitoes has ended and included a partnership with the San Gabriel Valley Mosquito & Vector Control District to insert a full-page invasive species ad in the nine San Gabriel Valley Tribune newspapers (Lang Publishing). A variation of the ad will also be placed in the Rose Parade Magazine in January. Levy is finalizing the new design for the District's revised website which should go live in early spring.

12.5 Fiscal: (Staff Report D)

C. Weeks, Finance Director

Carolyn offered to answer questions on her report.

9.6 Human Resources: (Staff Report E)

R. Thomas, Human Resources Dir.

Rakesha thanked the Board for approving the Pepper Spray Use policy and making this very valuable training available to the first 'pilot' group of staff. The District's

joint powers insurance provider (VCJPA) is thrilled with the District's program and plans to share the program with other districts.

9.7 Legal Counsel Report

Q. Barrow, Legal Counsel

Quinn had no report, and wished a happy holidays to all Trustees and staff.

10. OTHER

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

Truc pointed out that there was a sympathy card in the library for past Trustee, Joe Esquivel, who unfortunately recently lost his wife. Trustees were asked to stop by and sign the card if they had not yet had the opportunity to do so. She thanked Trustee Remington for this thoughtful suggestion.

11. ADJOURNMENT

The next Board of Trustees meeting will be scheduled on Thursday, January 8, 2015. The meeting will be held at 7:00 PM at the District's headquarters office at 12545 Florence Avenue, Santa Fe Springs.

The meeting was adjourned at 7:40 PM.