

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT
MINUTES NO. 2015-06**

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, June 11, 2015, 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, (*City of Bell Gardens*)
Dr. Jeff Wassem, (*City of Burbank*)
Mark Bollman, (*City of Cerritos*)
Tina Baca Del Rio, (*City of Commerce*)
Steve Tye, President (*City of Diamond Bar*)
Rachel C. Johnson, (*City of Gardena*)
Armine Perian, (*City of Glendale*) *7:09pm
Barry Bruce, (*City of Hawaiian Gardens*) *7:12pm
Elba Guerrero, (*City of Huntington Park*) *7:09pm
David Spence, (*City of La Cañada Flintridge*)
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*)
Eddie De La Riva (*City of Maywood*)
Christina Cortez (*City of Montebello*)
Cheri Kelley, (*City of Norwalk*)
Tom Hansen, (*City of Paramount*)
Nina Herrera, (*City of San Fernando*)
Tina Szumanski, (*City of Santa Clarita*)
Maria Davila, Sec.-Treasurer (*City of South Gate*)

TRUSTEES ABSENT

VACANT (*City of Cudahy*)
Roger C. Brossmer, (*City of Downey*)
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 (EXCUSED)

Harold Williams, Vice Pres. (*City of Carson*)
Clifton Jenkins, (*City of San Marino*)
Bob Archuleta, (*City of Pico Rivera*)

OTHERS PRESENT

Truc Dever, *General Manager*
Mark Daniel, *Director of Operations*
Kelly Middleton, *Director of Community Affairs*
Carolyn Weeks, *Director of Fiscal Operations*
Rakesha Thomas, *Director of Human Resources*
Quinn Barrow, *Legal Counsel*

* Denotes time of late arrival (vote tallies on agenda items reflect actual Trustees present at time of vote)

1. CALL TO ORDER

President Tye called the meeting to order at 7:01 P.M.

2. QUORUM (ROLL) CALL

Following roll call, it was recorded that 27 Trustees were present and 9 were absent.

3. INVOCATION

Trustee Campbell gave the invocation.

4. PLEDGE OF ALLEGIANCE

Trustee Bollman led the Pledge of Allegiance.

5. CORRESPONDENCE

NONE

6. INTRODUCTIONS

General Manager Truc Dever and Mark Daniel were pleased to introduce the following staff from the Operations and Scientific-Technical Departments that were in attendance: James

Campbell, Jean DeGear, Kyle Ledesma, Jose Mares, Martin Serrano, Alan O'Connell, Tanya Posey, and Steve Vetrone.

7. **PUBLIC COMMENT**
NONE.

8. **CONSENT AGENDA (8.1-8.2)**
VOTE REQUIRED

8.1 Consideration of **Minutes 2015-05** of regular Board Meeting continued to May 21, 2015. (***EXHIBIT A***)

8.2 Consideration of **Resolution 2015-09** Authorizing Payment of Attached Requisition Schedule for May 1, 2015 through May 31, 2015.
(***EXHIBIT B***)

General Manager Truc Dever requested item 8.1 be pulled from the consent agenda for correction. Trustee Bollman made a motion to approve 8.2 of the Consent Agenda. The motion was seconded by Trustee Davila and approved unanimously.

The minutes will be updated to record an excused absence for Trustee Baca Del Rio. Trustee Aceituno made a motion to approve 8.1 of the Consent Agenda. The motion was seconded by Trustee Deal and approved unanimously with Trustee Campbell abstaining.

9. **COMMITTEE REPORT**

9.1 Budget & Finance Committee M. Davila, Chair

- 9.1.a. The Committee has reviewed staff's proposed FY 2015-2016 budget and is prepared to report its findings to the Board and make recommendations to the Board to approve and accept the FY 2015-2016 Budget (***EXHIBIT C, refer to budget enclosure. VOTE REQUIRED***)
- 5-Year Budget Projections (*Attachment A*)
 - Vehicle Replacement Justification (*Attachment B*)

Committee Chair Trustee Davila reported that the committee met multiple times and worked with staff to finalize the FY 15-16 Budget for Board consideration. The committee is in full support of the proposed budget. Truc provided a presentation to the Board highlighting key programmatic enhancements and proposed expenditures for the coming fiscal year.

FY 14-15 highlights include the annexation of La Cañada Flintridge and addition of our 36th Trustee as well as the pending annexations of unincorporated La Crescenta-Montrose and portions of Gardena. The District is now battling three invasive mosquito species and has made significant upgrades to the District's IT and data collection infrastructure. In FY 14-15, the District expects to realize an additional \$173,251 in revenue. The estimated savings upon close of FY 14-15 is approximately \$783,000, the majority of which will come from savings in salaries and benefits.

Truc provided an overview SWOT analysis showing the District's current strengths, weaknesses, opportunities, and threats. Moving forward, increasing statutory and regulatory challenges in addition to the very real threats of climate change, invasive species, and emerging disease create a scope of work that has expanded beyond our current capacity. Changes are needed to keep the District's mission in focus. The FY 15-16 Budget addresses these needs by providing the resources and staff needed to address our expanding scope of work and retains prudent fiscal reserves for emergencies.

FY 15-16 Budget Highlights:

Current salary & employee benefit costs are projected to increase by 7%. The proposed budget includes a 2% COLA, and addition of 5 full-time positions: an Environmental Program Manager, two Field Assistants (Sci-Tech), and two Vector Control Specialists (Operations) increasing staffing levels from 67 to 72 employees for an additional budgetary impact of approximately \$401,000. These changes will provide needed capacity to address invasive species, environmental issues, and ensure compliance with new CalPERS and Affordable Care Act regulations.

Necessary capital outlay expenditures include flooring, parking lot expansions at both facilities, and 17 vehicles to accelerate the replacement of our aging fleet. The Budget and Finance Committee will recommend funding the needed HVAC system replacement from Capital Reserves.

The proposed FY 15-16 budget of \$11.7 million reflects an increase of \$1.4 million from FY 14-15 and a \$1.23 increase in the annual benefit assessment to \$8.97 per standard parcel. The 5-year budget projections show that the proposed rate increase should carry the District through FY 17-18. The proposed budget allows the District to address critical challenges, reflects a minimal impact to taxpayers, and is fair to District employees.

President Tye opened the floor to questions and discussion. In response to questions, Truc noted that older vehicles will either be reallocated for other uses or sold. Trustee Kreisler noted that the Committee worked hard to ensure a proposed increase would be enough to carry the District into future years and reduce the likelihood of assessment rate increases for several years. Trustee Cortez requested clarification as to the process after the Board approves the budget. Truc noted that as a special district, the Board makes the final decision as to the assessment rate which will then be forwarded to the County Assessor's office for placement on property tax bills. Trustee Flowers suggested the District carefully consider future annexations that may continue to impact District operations and fiscal health. In response to questions by Trustee Wassem, Truc discussed projected rated increases and fiscal health of similar California Districts for comparison. Several Trustees complimented Truc and staff for the professionally developed, sound and very comprehensive budget.

President Tye called for final questions and a motion. A motion to approve FY 15-16 Budget as presented was made by Trustee Bollman. The motion was seconded by Trustee Smith, and approved unanimously.

Trustee Bollman noted that for the first time, the Personnel Committee met with the Budget & Finance Committee to discuss the proposed staff positions that were to be included in the FY 15-16 budget.

9.2 Personnel Committee

S. Croft, Chair

9.2.a. Report on Committee meeting to discuss General Manager's annual evaluation

9.2.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 Croft reported that the Committee met with regard to the General Manager's annual evaluation and requested the Board move to Closed Session. General Counsel announced the closed session pursuant to Government Code § 54957. Upon return, General Counsel Quinn Barrow reported that the Board of Trustees held a performance

evaluation and presented the results to the General Manager. **No reportable action was taken.**

10. STAFF PROGRAM REPORTS: MAY 2015

10.1 Manager's Report T. Dever, General Manager

Truc thanked staff and particularly Carolyn and the Budget and Finance Committee for all the hard, diligent work and long hours they put in during this budget process.

10.2 Scientific-Technical: (Staff Report A) S. Klueh, Sci.-Tech Services Dir.

On behalf of Susanne Klueh, staff offered to answer questions regarding the report.

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

Mark thanked the Board on behalf of himself and his staff for their support of budgetary allocations for the next fiscal year. Mark also introduced Wes Collins and his wife Betty who were in attendance at the meeting.

Trustee Wasserman requested clarification on the number of swimming pools inspected in the city of Burbank. Mark and Wes stated that the number reflected the additional pools identified in this year's fly-over by Burbank Police Department. Approximately 80% of the pools identified were new to the database.

10.4 Community Affairs: (Staff Report C) K. Middleton, Comm. Affairs Dir.

Kelly discussed the Department's outreach efforts towards the sterile male Asian tiger mosquito releases and invited Trustees to attend a South El Monte Town Hall meeting scheduled for June 15 at 6PM at the Senior Center.

10.5 Fiscal: (Staff Report D) C. Weeks, Finance Director

Carolyn offered to answer any questions on her report.

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

Rakesha had no additional information to share and offered to answer questions.

10.7 Legal Counsel Report Q. Barrow, Legal Counsel

Quinn Barrow had no report, and offered to take questions.

11. OTHER

President Tye wished a happy birthday to Trustee Campbell. Trustee Remington thanked all who called and sent cards to wish him well after his recent surgery. Trustee Campbell requested Truc pass along the Board's sincere condolences to Susanne for her loss.

Having had to miss several meetings, Trustee Appleton provided a short report on his attendance at the recent MVCAC Annual meeting noting that he loved learning about the technical science behind the industry and was very impressed by the community of people working in the field, and the level of dedication shown by all.

12. ADJOURNMENT

The next Board of Trustees meeting will be held on Thursday, July 9, 2015. The meeting will be held at 7:00 p.m. at the District's headquarters at 12545 Florence Avenue, Santa Fe Springs.

The meeting was adjourned at 7:54 PM.