

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

MINUTES NO. 2008-05

A 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 8, 2008, at the District office at 12545 Florence Avenue, Santa Fe Springs, California.

TRUSTEES PRESENT

Sally Flowers, Sec.-Treasurer, *(City of Artesia)*
Ray T. Smith, *(City of Bellflower)*
Harold Williams, *(City of Carson)*
Pedro Aceituno, *(City of Bell Gardens)*
Dr. Jeff D. Wassem, *(City of Burbank)*
Nikki Noushkam, *(City of Cerritos)*
Hugo Argumedo, *(City of Commerce)*
Mison Levi, President, *(City of Cudahy)*
Audrey Hamilton, *(City of Diamond Bar)*
Meredith Perkins, *(City of Downey)*
Rachel C. Johnson, *(City of Gardena)*
Elba Romo, *(City of Huntington Park)*
Jim Remington, *(City of La Habra Heights)*
Joseph Esquivel, *(City of Lakewood)*
Bob Chotiner, *(City of La Mirada)*

Robert Campbell, *(City of Long Beach)*
Jim Morton, *(City of Lynwood)*
Thomas Martin, *(City of Maywood)*
Robert Urteaga, *(City of Montebello)*
Cheri Kelley, Vice President, *(City of Norwalk)*
Henry Harkema, *(City of Paramount)*
Bob Archuleta, *(City of Pico Rivera)*
Dr. James Lawson, *(City of San Fernando)*
Dr. SeYao Hsu, *(City of San Marino)*
Jan Heidt, *(City of Santa Clarita)*
Michael Madrigal, *(City of Santa Fe Springs)*
Dr. Hazel Wallace, *(City of Signal Hill)*
Maria Davila, *(City of South Gate)*
Owen Newcomer, *(City of Whittier)*

TRUSTEES ABSENT

Oscar Hernandez, *(City of Bell)*
Armine Perian, *(City of Glendale)*
Victor Farfan, *(City of Hawaiian Gardens)*
Alma Martinez, *(City of Los Angeles)*
Vacant, *(County of Los Angeles)*
Blanca Figueroa, *(City of South El Monte)*

OTHERS PRESENT

Kenneth L. Bayless, *District Manager*
Kevin Vargas, *Operations Supervisor*
Mino Madon, *Director of Sci.-Tech. Services*
Truc Dever, *Public Information Officer*
Robert Miller, *Director of Human Resources*
Carolyn Weeks, *Director of Fiscal Operations*
Luke DeNitto, *Maintenance Supervisor*
Bill Rudell, *Legal Counsel*

1. CALL TO ORDER

President Levi called the meeting to order at 7:05 p.m.

2. QUORUM (ROLL) CALL

Following the roll call, it is recorded that 29 Trustees were present and 6 were absent.

3. INVOCATION

Trustee Argumedo gave the invocation.

4. PLEDGE OF ALLEGIANCE

Trustee Esquivel led the Pledge of Allegiance.

5. CORRESPONDENCE

NONE

6. INTRODUCTIONS

NONE

7. PUBLIC COMMENT

NONE

8. CONSIDERATION OF MINUTES 2008-04 OF REGULAR BOARD MEETING HELD ON APRIL 10, 2008 (*Exhibit A*)

Trustee Argumedo made the motion to approve the minutes. Trustee Perkins requested that item number 11 on the minutes be corrected to include the number of abstaining votes for the LAFCO Independent Special District Representative. Trustee Argumedo amended the motion to reflect the request. Trustee Chotiner seconded the motion. The motion passed with one abstaining vote.

9. CONSIDERATION OF RESOLUTION 2008-08 OF ATTACHED REQUISITION SCHEDULE EXPENDITURES FOR APRIL 1, 2008 THROUGH APRIL 30, 2008. (*Exhibit B*)

Trustee Perkins made the motion to approve the District's expenditures. Trustee Argumedo seconded the motion. The motion passed unanimously.

10. CONSENT AGENDA (10.1-10.2)

10.1 Consideration of one County of Los Angeles Joint Property Tax Resolutions (JPTR), *Petition No. 51-300. (*Exhibit C*)*.

10.2 Consideration of the Santa Clarita Redevelopment Agency request for District's portion of tax-increment revenues for construction of new library in Downtown Newhall. (*Exhibit D*)

Trustee Wallace made the motion to approve the consent agenda. Trustee Flowers seconded the motion. The motion passed unanimously.

Legal counsel recommended reviewing item 10.2, explaining that the City of Santa Clarita was requesting that that District forego its tax-increment revenue so that the City could construct a new library. He recommended that the motion to approve the consent agenda items be rescinded to allow for further discussion. **Trustee Newcomer made a motion to rescind the vote. Trustee Romo seconded the motion. The motion passed unanimously.**

Trustee Johnson asked that separate votes be taken for the individual consent agenda items. Trustee Newcomer made the motion to approve item 10.1. Trustee Heidt seconded the motion. The motion passed unanimously.

Trustee Heidt made a motion to direct legal counsel to draft a letter regarding item 10.2 explaining to the City of Santa Clarita that the District cannot comply with the request because it is not within the scope of the District. Trustee Remington seconded the motion. The motion passed unanimously.

There was a request to have the differences between items 10.1 and 10.2 clarified for the new Trustees. Trustee Lawson explained that in item 10.1, a redevelopment agency annexes a new piece of property and, by law, the District has a legal right to a portion of the tax revenue. That agency may routinely ask the District to give up its small portion of the ad valorem tax so that the agency could build a bigger tax base, which would result in more ad valorem taxes for the District in the future. In item 10.2, the District would give tax revenue away for something that is not within the District's mission.

11. PRESENTATION BY TRUSTEE ON ATTENDANCE AT AMCA ANNUAL CONFERENCE

Trustee Noushkam from the City of Cerritos delivered a brief Power Point presentation, highlighting topics of interest from the American Mosquito Control Association (AMCA) annual conference in Sparks, Nevada held March 2-6. In her presentation, she reported that she attended mostly the policy and legal related workshops. More than 1,000 people attended the conference and most Districts sent at least one Trustee to the conference. Trustee Noushkam pointed out that the West Nile Virus program's proposed funding at the federal level has been reduced by \$7 million for the 2008-2009 fiscal year. This funding reduction will mainly impact NIH funding and any funding that the states receive from the federal government. That is why AMCA is recommending that vector control districts, particularly Board members, contact their federal representatives regarding the funding cuts and their impact on local vector control districts. Furthermore, because of all of the environmental issues related to pesticide use, there is a trend in California towards preparing pesticide application and vector control-related Environmental Impact Reports and Statements. Some vector control districts across the country have even been forced to perform environmental assessments. This would lead to additional costs and complexity for the districts.

Trustee Archuleta asked the General Manager if the District is prepared for these additional costs. Ken explained that the issue is being addressed state-wide and that the District is actively involved as a member of the state Environmental Task Force which works with appropriate agencies to review these issues and seek appropriate remedies. Trustee Lawson asked whether the District has personnel to pursue review of Best Management Practices for each city and what impact that would have on the District's resources and personnel. Ken responded by saying this has significant impact on the District as well as others, and that is why it is being addressed by the state-wide task force. By handling these issues collaboratively, it may alleviate the District's need to hire additional personnel to write environmental impact reports.

Trustee Kelley addressed the issue of sending Trustees to these conferences. She suggested the matter be addressed as a policy decision before this coming year's budget is approved. Trustee Wallace suggested that staff provide Trustees with a list all the association conferences and meetings so that Trustees can decide which they want to attend. Ken explained that the District has created a training matrix and plan for inclusion in the upcoming budget.

12. STAFF PROGRAM REPORTS: APRIL 2008

12.1 Manager's Report

Kenneth L. Bayless, General Manager

Ken highlighted a few items on his written report, including the efforts of the District's Green Pool Task Force. Last Saturday, personnel worked to treat 73% of the green pools that could not be accessed during the regular work week. Staff will continue to attack the green pool issue from an operational perspective until it is completely abated. Secondly, a code enforcement meeting will be held on Monday, May 12th to be attended by representatives from all member cities and the County. The purpose of the meeting is to establish relationships, communication, and a joint attack strategy in dealing with green pools.

Trustee Campbell asked Ken to elaborate on the portion of his report regarding tax payments. The final major tax payment for the fiscal year was received in late April but left the Districts revenues more than \$600,000 short. The District hopes that there will be additional substantial payments in June, as was received last year. Trustee Campbell asked if this is a budgetary issue faced every year. Ken explained

that the County does historically hold some money back and pay the District, usually in May. Last year, a \$600,000 payment was received in May. Ken is hopeful that this payment will be received, although he pointed out the home foreclosure issue has caused tax payers to be delinquent which would, in turn, impact the District's ad valorem tax revenue. Trustee Campbell asked if the District is building this contingency into the budget planning process. Ken said if the District does identify a budget shortfall that would be addressed in the budget planning process.

12.2 Operations: (*Staff Report A*)

K. Vargas, Operations Supervisor

Kevin Vargas reported that the department is very active in addressing the green pool issues and those brought on by the foreclosure crisis. The field staff members were successful in contacting hard-to-reach homeowners with pools over the weekend. 16% of the pools visited were breeding or were about to become breeding sources.

Trustee Perkins asked whether the specialists were being paid overtime for working the weekends. Ken explained that much of the overtime is compensated time, not paid overtime. This accrued compensatory time is used during the off-season. The District is monitoring overtime but action needed to be taken to get these pools under control and abate the public health risk.

Trustee Wassem asked what the District hopes to achieve with the code enforcement meeting. Ken explained the District would like to collaborate on access and enforcement procedures as well as educate code enforcement officials about mosquito breeding and the health impact of green swimming pools.

Trustee Archuleta asked about District procedures in identifying abandoned pools at vacant properties. Ken explained the District is sometimes noticed of such a property through service requests or field staff may be able to identify as they inspect their routes. Once identified, field staff will use mosquitofish or larvicides to control the mosquito breeding.

Trustee Lawson asked whether the District has contacted Metropolitan Water District regarding their water conservation recommendations and the potential impact as it relates to mosquito breeding. Ken assured him that the District will follow-up on that issue immediately.

12.3 Scientific-Technical: (*Staff Report B*)

M. Madon, Scientific-Tech Serv. Dir.

Minoo Madon reported that the District has confirmed a WNV positive American Crow collected on April 28th in Santa Clarita. He also mentioned that at the recent MVCAC meeting, his committee charged him with the responsibility of preparing a summary of the lessons learned about West Nile virus in the past five years. He said he would be happy to provide the Trustees with a copy of the document. Minoo was asked to include the document in the June Board packet.

12.4 Community Outreach: (*Staff Report C*)

T. Dever, Public Information Officer
K. Walker, Ed. Program Specialist

Truc Dever provided the Trustees with a list of cities that had not reserved a space at the code enforcement meeting on May 12th.

12.5 Fiscal: (*Staff Report D*)

C. Weeks, Finance Director

Carolyn Weeks reported she has been working on the FY 2008-2009 Budget. Trustee Lawson asked that a data sheet be attached to the graph on Attachment A to allow for a more accurate assessment of the information presented.

12.6 Human Resources: (*Staff Report E*)

R. Miller, Human Resources Dir.

Robert Miller reported that the recruitment process for seasonal staff is underway. He also reported that the District underwent a safety inspection on April 2nd and was issued an abatement notice. Robert assured the Board that the District has taken immediate action to be in compliance.

12.7 Legal Counsel Report

Bill Rudell, Legal Counsel

NONE

13. BOARD COMMITTEE REPORTS

13.1 Policy Committee Report

O. Newcomer, Chairperson

Trustee Newcomer reported that the committee's written recommendations for revisions to the District bylaws were included in the Board package. The exhibit is for information and review and a vote is scheduled for the June Board meeting.

Trustee Newcomer also recommended that the Board vote to approve the District's Investment Policy for Fiscal Year 2008-09. Existing state law requires an annual review of the District's existing Investment Policy. The committee recommends no amendments or changes to the current policy. **Trustee Harkema made a motion to adopt Investment Policy FY 2008-2009 and Resolutions 2008-9 and 2008-10. Trustee Argumedo seconded the motion. The motion passed unanimously.**

13.2 Budget & Finance Committee Report

S. Flowers, Chairperson

Trustee Flowers provided an update on the budget proceedings, saying a draft of the budget should be ready by May 19th. The committee will then meet thereafter to review the proposed budget.

Trustee Campbell requested that Trustee Flowers briefly outline the process for approving the budget for new Trustees. Trustee Flowers explained that the draft goes to committee for review and changes are made. The revised budget draft is then presented to the Board for review and approval. Trustee Kelley added that this process must be completed by the July meeting in order to put the assessment on the tax rolls.

13.3 Personnel Committee Report

N. Noushkam, Chairperson

Trustee Noushkam reported that as part of his contract, the General Manager underwent his six-month evaluation by the Personnel Committee. Ken provided the Committee with a letter outlining his accomplishments in the past six months as well as his goals for the future. He brought copies of the letter for distribution to the rest of the Board for review during closed session.

14. CLOSED SESSION

In accordance with §54957(b)(1) of the California Government Code, the Board of Trustees held a closed session to consider the evaluation of performance of the General Manager.

Following the closed session, Legal Counsel reported that the Board unanimously accepted the Personnel Committee's report of a favorable evaluation of the General Manager.

Trustee Noushkam made a motion to approve the evaluation and a 5% salary increase for the General Manager. Trustee Esquivel seconded the motion. The motion passed unanimously.

15. OTHER

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

Trustee Madrigal congratulated Trustee Newcomer on his re-election. Trustee Newcomer said he was re-elected to a third term on the City Council.

16. ADJOURNMENT

The next scheduled Board of Trustees meeting will be on Thursday, June 12, 2008 at the District Headquarters office at 12545 Florence Avenue, Santa Fe Springs, CA.

The meeting adjourned at 9:05 p.m.