

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT
MINUTES NO. 2009-03**

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, March 12, 2009, at the District office at 12545 Florence Avenue, Santa Fe Springs, California.

TRUSTEES PRESENT

Sally Flowers, Vice President, *(City of Artesia)*
Victor Bello, *(City of Bell)*
Ray T. Smith, *(City of Bellflower)*
Dr. Jeff D. Wassem, *(City of Burbank)*
Harold Williams, *(City of Carson)*
Nikki Noushkam, *(City of Cerritos)*
Hugo Argumedo, *(City of Commerce)*
Mison Levi, *(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)*
Alma Martinez, *(City of Los Angeles)*
Jim Morton, *(City of Lynwood)*
Cheri Kelley, President, *(City of Norwalk)*
Tom Hansen, *(City of Paramount)*
Bob Archuleta, *(City of Pico Rivera)*
Dr. James Lawson, *(City of San Fernando)*
Dr. SeYao Hsu, *(City of San Marino)*
Michael Madrigal, *(City of Santa Fe Springs)*
Dr. Hazel Wallace, *(City of Signal Hill)*
Blanca Figueroa, *(City of South El Monte)*
Maria Davila, *(City of South Gate)*

TRUSTEES ABSENT

Pedro Aceituno, *(City of Bell Gardens)*
Armine Perian, *(City of Glendale)*
Victor Farfan, *(City of Hawaiian Gardens)*
Vacant, *(County of Los Angeles)*
Ana Rosa Rizo, *(City of Maywood)*
Robert Urteaga, *(City of Montebello)*
Vacant, *(City of Santa Clarita)*

OTHERS PRESENT

Mark Daniel, *Operations Director*
Susanne Kluh, *Sci-Tech Services Director*
Truc Dever, *Director of Community Affairs*
Robert Miller, *Director of Human Resources*
Carolyn Weeks, *Director of Fiscal Operations*
Luke DeNitto, *Maintenance Supervisor*
Quinn M. Barrow, *Legal Counsel*

TRUSTEES ABSENT (EXCUSED)

Owen Newcomer, Sec.-Treasurer *(City of Whittier)*

1. CALL TO ORDER

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

2. QUORUM (ROLL) CALL

Following the roll call, it is recorded that 27 Trustees were present and 8 were absent.

3. INVOCATION

Trustee Perkins gave the invocation.

4. PLEDGE OF ALLEGIANCE

Trustee Argumedo led the Pledge of Allegiance.

5. CORRESPONDENCE

NONE

6. INTRODUCTIONS

NONE

7. PUBLIC COMMENT

Trustee Perkins congratulated President Kelley for winning the City of Norwalk mayoral election.

8. ADMINISTER OATH OF OFFICE TO TRUSTEES AND EMPLOYEES

Legal counsel Quinn Barrow administered the Oath of Office to present Trustees and employees.

9. CONSIDERATION OF MINUTES 2009-02 OF REGULAR BOARD MEETING HELD ON FEBRUARY 19, 2009 (*Exhibit A*)

Trustee Levi made the motion to approve the minutes. Trustee Figueroa seconded the motion. The motion passed unanimously.

10. CONSIDERATION OF RESOLUTION 2009-05 AUTHORIZING PAYMENT OF ATTACHED REQUISITION SCHEDULE FOR FEBRUARY 1, 2009 THROUGH FEBRUARY 28, 2009. (*Exhibit B*)

Trustee Levi made the motion to approve the District's expenditures. Trustee Figueroa seconded the motion. The motion passed unanimously.

11. CONSENT AGENDA (11.1-11.2)

11.1 Consideration of two County of Los Angeles Joint Property Tax Resolutions, *Petition Nos. 95-1008 and 107-707. (*Exhibit C*)*

11.2 Consideration of Human Resources Director to attend seminar on new COBRA requirements in Pasadena, CA on April 12, 2009.

Trustee Figueroa made a motion to approve items 11.1 and 11.2. Trustee Hamilton seconded the motion. The motion passed unanimously.

12. CONSIDERATION OF REVISED BOARD OF TRUSTEES COMMITTEE ASSIGNMENTS FOR CALENDAR YEAR 2009

The standing committee assignments were revised by President Kelley to include the following Trustees:

- Rachel C. Johnson, Gardena Education & Publicity Committee
- Michael Madrigal, Santa Fe Springs Policy Committee

Trustee Esquivel made a motion to approve the revised committee assignments. Trustee Martinez seconded the motion. The motion passed unanimously. President Kelley announced that any Trustees interested in serving on committees should see Truc Dever for committee openings.

13. STAFF PROGRAM REPORTS: FEBRUARY 2009

13.1 Manager's Report

The Director of Human Resources, Robert Miller, gave the Manager's report in Ken Bayless's absence. He reported that interviews for vacant staff positions are in progress. In addition, both the GASB 45 Actuary and the Total Compensation Study are in progress. Robert asked legal counsel to comment on the issue regarding NPDES permits.

Quinn Barrow explained that it will not be very costly for the District to apply for a permit. The District must apply for the permit within the next 45 days and unless something changes, the District will proceed to do so.

13.2 Operations: (Staff Report A)

M. Daniel, Operations Director

Mark Daniel reported that interviews are underway for vacant staff positions in the Operations Department. He also reported that field staff are monitoring pools classified as "Code 6" which were dry but may have filled back up with rainwater.

Mark also noted that he attended the 10-year West Nile virus conference in Savannah, Georgia. The conference confirmed that West Nile virus is now endemic to the U.S. and will continue to be a problem for vector control agencies in the country.

13.3 Scientific-Technical: (Staff Report B)

S. Klueh, Sci.-Tech. Services Director

Susanne Klueh thanked the Board for the opportunity to attend the 10-year WNV conference in Savannah. In addition, she announced that former Vector Control Specialist Rande Gallant has assumed the new position of Assistant Vector Ecologist. Furthermore, the Sci-tech department has completed 7 new chicken cages for use in the field as a disease surveillance tool. Susanne also reported that the disease risk assessment model for the past 2 months has come close to emergency planning levels. Mosquito populations remain high due to the warm weather. So far, WNV positive dead birds have been confirmed in San Diego and Orange County. 2 sentinel chickens have seroconverted in West Los Angeles.

13.4 Community Affairs: (Staff Report C)

T. Dever, Community Affairs Dir.

President Kelley took this moment to introduce a new Trustee representative from the City of La Mirada, Gabe Garcia. Trustee Garcia introduced himself and stated that he was elected to the La Mirada City Council just one week ago.

Truc Dever gave her report for the Community Affairs department, stating that she is in the process of hiring a new Public Information Officer. She also gave a status report on the new Education Program Coordinator, Andy Pak, who is doing very well in his new position.

13.5 Fiscal: (Staff Report D)

C. Weeks, Finance Director

Carolyn Weeks referred to her staff report and said she had nothing additional to report.

13.6 Human Resources: (Staff Report E)

R. Miller, Human Resources Dir.

Robert Miller reported that management training was conducted for managers and supervisor last week. Another training is scheduled for the 25th of this month. An All-Hands staff meeting is also scheduled for March 24th. Employees will be given their oath of office during that time.

13.7 Legal Counsel Report

Quinn Barrow, Legal Counsel

Legal Counsel stated that for item 15.1 on the agenda, new language for the bylaw amendment will be presented to the Board for its consideration. Mr. Barrow will read the new language at that time.

14. REPORT FROM BOARD PRESIDENT REGARDING SUGGESTION TO AMEND ARTICLE IV, SECTION 1 OF TRUSTEE BYLAWS TO MERGE THE AUDIT WITH BUDGET & FINANCE COMMITTEE

Trustee Kelley provided a brief summary regarding the suggestion at the last Board meeting to amend the Trustee bylaws to merge the Budget and Audit committees. She pointed out that the committees each have specific charges that do not overlap. She felt that having one large, combined committee may not be manageable. Therefore, she would like to postpone the discussion until she has a chance to review the bylaws. She plans on meeting with the audit committee next month.

Trustee Levi made a motion to table the discussion. Trustee Hamilton seconded the motion. The motion was unanimously approved.

15. BOARD COMMITTEE REPORTS

15.1 Policy Committee Report

B. Archuleta, Vice Chairperson

Trustee Archuleta reported that the Policy Committee met at 6pm that evening to review the language for the bylaw amendment concerning Trustee absences. The Committee is suggesting that the Board consider Draft Resolution No. 2009-06 which is the addition of Section 9 to Article V of the District's Articles and Bylaws Governing Meetings. The bylaw amendment states that for any Trustee with two consecutive, unexcused absences, a letter will be sent to the appointing city notifying it of the representative's attendance. If the Trustee misses 3 consecutive meetings, it will be declared an abandonment of the position and the city will be asked to find a replacement. Legal Counsel read the specific language revisions for the record.

Trustee Figueroa made a motion to approve the language in the draft resolution. Trustee Madrigal seconded the motion. The item was sent to the floor for discussion.

In response to concerns from Trustee Perkins, President Kelley clarified that the absence policy is in compliance with state law, California Government Code Section 1770(g). Trustee Romo expressed concern that many Trustees have full-time jobs with commitments that may prevent them from attending Board meetings. She asked if there was any allowance for job-related absences. Legal Counsel explained that no such flexibility is provided for in the Government Code. Mr. Barrow reiterated that the policy applies only to Trustees missing consecutive meetings. Were conferences and memberships in other associations to create a chronic conflict, the Trustee might consider resignation from his or her post on the Board.

The President called for the vote on the motion to approve the language. The motion passed unanimously. Mr. Barrow stated that the final resolution with the new language will be agendized for the April Board meeting. At that time, the Board can take formal action to adopt the bylaw amendment.

15.2 Education & Publicity Committee Report

A. Martinez, Chairperson

Trustee Martinez reported that the Committee met earlier that evening to discuss whether to keep and revitalize the Educational Foundation. The committee members voted to keep the foundation and will be meeting again to discuss the language of the Foundation bylaws. The committee will have a more complete report for the Board at the next Board meeting.

16. OTHER

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

Sally Flowers announced that she will not be able to attend the AMCA annual conference in April. She asked if any other Trustee was interested in taking her place. Trustee Archuleta expressed interest and will contact Truc Dever to confirm.

Dr. Wasseem reported that he attended the Legislative Day in Sacramento coordinated by MVCAC. The attendees were briefed on Assembly Bills, presented with the Associations positions and then sent to meet with legislators.

Dr. Hazel Wallace reported that she attended the 10-year WNV conference in Savannah and thanked the Board for approving her attendance. She provided all Trustees with an outline of conference highlights. She also noted that GLACVCD contributed to many of the findings and accomplishments in West Nile virus research due to its partnership with Dr. Bill Reisen and UC Davis.

17. ADJOURNMENT

The next scheduled Board of Trustees meeting will be on Thursday, April 9, 2009 at the District Headquarters office at 12545 Florence Avenue, Santa Fe Springs, CA.

The meeting adjourned at 8:00p.m.