

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT
MINUTES NO. 2009-06**

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, June 11, 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)*
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, *(City of Cudahy)*
Audrey Hamilton, *(City of Diamond Bar)*
Armine Perian, *(City of Glendale)*
Victor Farfan, *(City of Hawaiian Gardens)*
Elba Romo, *(City of Huntington Park)*
Jim Remington, *(City of La Habra Heights)*
Joseph Esquivel, *(City of Lakewood)*
Gabe Garcia, *(City of La Mirada)*

Robert Campbell, *(City of Long Beach)*
Dr. James Lawson, *(County of Los Angeles)*
Jim Morton, *(City of Lynwood)*
Ana Rosa Rizo, *(City of Maywood)*
Robert Urteaga, *(City of Montebello)*
Cheri Kelley, President, *(City of Norwalk)*
Tom Hansen, *(City of Paramount)*
Bob Archuleta, *(City of Pico Rivera)*
Dr. SeYao Hsu, *(City of San Marino)*
Robert Newman, *(City of Santa Clarita)*
Dr. Hazel Wallace, *(City of Signal Hill)*
Blanca Figueroa, *(City of South El Monte)*
Maria Davila, *(City of South Gate)*
Owen Newcomer, Sec.-Treasurer *(City of Whittier)*

TRUSTEES ABSENT

Harold Williams, *(City of Carson)*
Meredith Perkins, *(City of Downey)*
Vacant, *(City of San Fernando)*
Rachel C. Johnson, *(City of Gardena)*
Alma Martinez, *(City of Los Angeles)*
Michael Madrigal, *(City of Santa Fe Springs)*

OTHERS PRESENT

Kenneth L. Bayless, *General Manager*
Mark Daniel, *Operations Director*
Paul O' Connor, *Vector Ecologist*
Truc Dever, *Director of Community Affairs*
Carolyn Weeks, *Director of Finance*
Robert Miller, *Director of Human Resources*
Luke DeNitto, *Maintenance Supervisor*
Quinn M. Barrow, *Legal Counsel*

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 29 Trustees were present and 6 were absent.

3. INVOCATION

Trustee Archuleta gave the invocation.

4. PLEDGE OF ALLEGIANCE

Trustee Garcia led the Pledge of Allegiance.

5. CORRESPONDENCE

Secretary-Treasurer Newcomer read a letter from Toluca Lake Elementary commending and thanking the Mobile Education Unit staff for their visit to the school.

6. INTRODUCTIONS

President Kelley recognized Trustee Wallace, who was honored as “Outstanding Older American of the Year” for the City of Signal Hill. She also congratulated Trustee Newcomer for his renewed term on the MTA Board of Directors.

7. PUBLIC COMMENT

NONE

8. CONSIDERATION OF MINUTES 2009-05 OF REGULAR BOARD MEETING HELD ON MAY 21, 2009 (*Exhibit A*)

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

9. CONSIDERATION OF RESOLUTION 2009-09 AUTHORIZING PAYMENT OF ATTACHED REQUISITION SCHEDULE FOR MAY 1, 2009 THROUGH MAY 31, 2009. (*Exhibit B*)

Trustee Esquivel made the motion to approve the District’s expenditures. Trustee Levi seconded the motion. The motion passed unanimously.

10. CONSENT AGENDA (10.1-10.2)

10.1 Consideration to adopt Resolution 2009-10A “A Resolution of the Greater Los Angeles County Vector Control District Board of Trustees Adopting and Investment Policy for Calendar Year 2009.” (*Exhibit C*)

10.2 Consideration to adopt Resolution 2009-11A “A Resolution of the Greater Los Angeles County Vector Control District Board of Trustees Canceling Obsolete Resolutions of the District.” (*Exhibit D*)

Trustee Esquivel made a motion to approve items 10.1 and 10.2. Trustee Newman seconded the motion. The motion passed unanimously.

11. STAFF PROGRAM REPORTS: MAY 2009

11.1 Manager’s Report

K. Bayless, General Manager

Ken Bayless provided the Board with an update on the EPA’s request for a stay of execution from the 6th Circuit Court of Appeal’s decision on pesticide applications. The court has granted the stay for 2 years until April 9, 2011. He also reported that districts throughout the state have been working diligently to meet with state legislators about vector control-related issues. Ken, Truc Dever, and Mark Daniel met with 5 legislators on May 29th to discuss a proposed exemption for vector control districts and other public health agencies if the Governor were to suspend Proposition 1A.

11.2 Operations: (*Staff Report A*)

M. Daniel, Operations Director

Mark Daniel reiterated that he participated in the legislative meetings as part of the Legislative Day in the District coordinated through MVCAC and found it to be a good experience. He looks forward to the next opportunity to meet with legislators. Mark also reported that service request numbers have decreased from 500 requests submitted in the month of April to 292 in May. He believes the cooler weather may have had an impact on reducing those numbers.

11.3 Scientific- Technical: (Staff Report B)

P. O'Connor, Vector Ecologist

Vector Ecologist Paul O'Connor reported that the disease risk assessment in May fell back to normal season response levels at a value of 2.4. In the month of May, the Scientific-Technical Services staff trapped a high number of mosquitoes but no additional West Nile virus positive pools have been found.

Trustee Archuleta asked Paul if the overcast June weather has made a difference in mosquito activity. Paul stated that the weather has not reduced the number of mosquitoes trapped, although there have been fewer service requests.

11.4 Community Affairs: (Staff Report C)

T. Dever, Community Affairs Dir.

Truc Dever reported that the regional radio ads will run through the end of June. Department staff is also working on creating new video Public Service Announcements to be made available to all member cities for broadcast on their closed access and cable channels. The District's public awareness campaign is in full swing with newsletters and articles being sent to member cities for publication.

11.5 Fiscal: (Staff Report D)

Carolyn Weeks had no additional items to report.

11.6 Human Resources: (Staff Report E)

R. Miller, Human Resources Dir.

Robert Miller had no additional items to report.

11.7 Legal Counsel Report

Quinn Barrow, Legal Counsel

Legal Counsel had nothing to report.

12. BOARD COMMITTEE REPORTS

12.1 Education & Publicity Committee Report

The Committee had nothing to report.

12.2 Budget & Finance Committee Report

O. Newcomer, Chairperson

Trustee Newcomer introduced the discussion of the FY 2009-2010 budget by saying he was proud to present a balanced budget. The new budget takes into account the possible loss of property tax revenue if the State chooses to borrow that money and current estimates from the County for property tax revenue. Trustee Newcomer highlighted some items in the budget including the Total Compensation study, GASB 45 Actuarial, and a proposed Information Technology Administrator position. He also noted that the District has put surplus money away for capital reserves. Trustee Newcomer said the Committee recommends the adoption of the budget and then turned the floor over to Ken Bayless.

Ken thanked the Budget Committee for all of their support and efforts. He then introduced each of the Department Directors to highlight accomplishments from the past year and discuss goals for the upcoming fiscal year.

Mark Daniel, Director of Operations highlighted his efforts to bring the operational activities at Sylmar and Santa Fe Springs together into a cohesive program. The department has also changed vendors for staff uniforms and has hired an operations assistant to be the point person for all service requests and operational contacts.

Vector Ecologist Paul O'Connor gave his report on behalf of the Scientific-Technical Services Department and stated that in the 2008-09 year, the Department maintained a high level of disease surveillance activity and also redesigned the sentinel chicken cages.

Human Resources Director Robert Miller reported that his department assisted with the Total Compensation study, nine management training courses, and recruited all seasonal and permanent employees for the District.

Finance Director Carolyn Weeks stated she redesigned the accounting system so that it is organized by different departments and each department is its own cost center. She also coordinated the GASB 45 Actuarial Study. Goals for the upcoming fiscal year include updating accounting policies, writing step-by-step procedures for finance activities and implementing a new asset management system.

Truc Dever, Director of Community Affairs, highlighted the launch of the new District website as an excellent information and communication resource for residents and the public. She also explained how the department has become an integral player on the state and national vector education arena through MVCAC and AMCA. The District has also established itself as the vector resource for the Los Angeles media market as well as national media outlets. Goals for the next fiscal year include revamping the Educational Foundation and soliciting for educational grants and donations.

Facilities and Maintenance Supervisor Luke Denitto reported that he hired a new mechanic for the Sylmar office. This year, the crew has accomplished many projects including the design and installation of a board voting system, redesign of the sentinel chicken cages for the Scientific-Technical Services staff. Project for the upcoming fiscal year include removing the planter in the Santa Fe Springs parking lot to make room for additional parking spaces.

Following the department reports, Ken gave a brief power point presentation summarizing the proposed FY 2009-2010 District Budget, and recommended the Board adopt the proposed salary changes, the GASB 45 recommendation to continue to "pay as you go" and the hiring of an Information Technology Administrator position. He pointed out that all of these changes are included in the proposed balanced budget.

Following the presentation, Trustees commended the staff and committee for producing a quality product. There were also some suggested changes for future budgets. It was suggested that future budgets highlight the District reserve balance at the end of one year and the proposed balance for the next year, as well as a description of influences for the change. Trustee Flowers recommended the department overviews and highlights include dollar figures associated with each highlighted budget item.

Trustee Levi made a motion to approve the proposed FY 2009-2010 Budget. Trustee Morton seconded the motion. The motion was unanimously passed by the Board.

13. OTHER

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

14. ADJOURNMENT

The next scheduled Board of Trustees meeting will be on Thursday, July 9, 2009. The meeting will be held at 7:00 p.m. at the District's headquarters office at 12545 Florence Avenue, Santa Fe Springs, CA.

The meeting adjourned at 8:20 p.m.