

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT
MINUTES NO. 2009-09**

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, September 10, 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)*
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)*
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)*
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)*
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)*
Owen Newcomer, Sec.-Treasurer *(City of Whittier)*

TRUSTEES ABSENT

Ana Rosa Rizo, *(City of Maywood)*
Vacant, *(City of San Fernando)*
Robert Newman, *(City of Santa Clarita)*

TRUSTEES ABSENT (EXCUSED)

Alma Martinez, *(City of Los Angeles)*

OTHERS PRESENT

Kenneth L. Bayless, *General Manager*
Mark Daniel, *Operations Director*
Susanne Klueh, *Sci-Tech Services Director*
Truc Dever, *Director of Community Affairs*
Carolyn Weeks, *Director of Finance*
Robert Miller, *Director of Human Resources*
Crystal Brown, *Public Information Officer*
Luke DeNitto, *Maintenance Supervisor*
Quinn M. Barrow, *Legal Counsel*

1. CALL TO ORDER

President Kelley called the meeting to order at 7:00 p.m.

2. QUORUM (ROLL) CALL

Following the roll call, it is recorded that 31 Trustees were present and 4 were absent.

3. INVOCATION

Trustee Perkins gave the invocation.

4. PLEDGE OF ALLEGIANCE

Trustee Garcia led the Pledge of Allegiance.

5. CORRESPONDENCE

NONE

6. INTRODUCTIONS

General Manager Ken Bayless introduced his wife Jackie who was sitting in the audience. Ken also reported to the Board that in response to recent requests from Trustees, a full audio survey has been conducted on the boardroom microphone system and technical problems have been addressed.

7. PUBLIC COMMENT

NONE

8. CONSENT AGENDA (8.1-8.4)

- 8.1 Consideration of **Minutes 2009-08** of regular Board Meeting held on August 13, 2009 (*Exhibit A*)
- 8.2 Consideration of **Resolution 2009-15** Authorizing Payment of Attached Requisition Schedule for August 1, 2009 through August 31, 2009 (*Exhibit B*)
- 8.3 Consideration of one (1) County of Los Angeles Joint Property Tax Resolution *L 066-2009*. (*Exhibit C*)
- 8.4 Consideration of one (1) Joint Tax Sharing Resolution from the County Sanitation Districts of Los Angeles County (Annexation No. SCV-1032) (*Exhibit D*)

Trustee Esquivel made the motion to approve items 8.1 through 8.4 of the Consent Agenda. Trustee Levi seconded the motion. The motion passed unanimously.

9. CONSIDERATION OF CANDIDATES SEEKING ELECTION AS REPRESENTATIVE TO CSDA BOARD OF DIRECTORS REGION 5, SEAT A. (*Exhibit E*)

President Kelley asked if anyone on the Board was familiar with any of the candidates. Seeing no one, she asked Ken if the Board was obligated to vote on a candidate. Ken replied that the District had no such obligation.

Trustee Esquivel made a motion to receive and file the ballot. Trustee Levi seconded the motion. The motion passed unanimously.

10. COMMITTEE REPORTS

10.1 Audit Committee

S. Flowers, Chairperson

Trustee Flowers gave a report on the items deferred to legal counsel for research at the August Board meeting. She addressed the IRS cell phone tax rules and asked Ken to provide the findings. Ken explained that, to date, the cell phone law to audit personal cell phone usage on district-issued cell phones remains on the books. If an employee does not reimburse the District for the amount incurred through personal usage, the usage would be reported as wages and be subject to taxation. However, in conducting research, legal counsel determined that the new federal administration is asking Congress to repeal the law; therefore, the current rules will not likely be enforced and will likely be repealed in the near future.

Ken stated that he had reviewed the District's cell phone bills and found no personal use abuse of District provided cell phones. He also noted the audit revealed that the District could reduce many of its usage plans, thereby significantly reducing overall District cell phone costs. He assured the Board that bills will continue to be monitored and employees will be expected to reimburse the District for personal use of District cell phones when charges exceed the established business plans.

The Committee recommended that the current cell phone policy be allowed to stand and that the Board authorize the General Manager to continue auditing cell phone bills to reduce the contract costs. No further action was required on this item.

Trustee Flowers also addressed the reporting of Trustee travel at the District's expense. AB1234 does not require Trustees to report travel expenses since such expenses are already recorded in the District's monthly financial statements and are public record. It has been District policy that Trustees debrief the Board on the event at a general meeting following District travel. Legal Counsel Quinn Barrow affirmed that there is no legal requirement for such a report but that it is encouraged. He added that the District's current practice complies with AB 1234.

The Committee recommended that the current practice remain District policy for reporting Trustee travel. No further action was required on this item.

11. STAFF PROGRAM REPORTS: AUGUST 2009

11.1 Manager's Report

K. Bayless, General Manager

Ken Bayless announced that the Employee Appreciation Day will be held on October 7th beginning at 11:30 A.M. He invited the Trustees to join the District at the event.

Ken also announced that the District recently won a lawsuit filed by a former employee whose position was eliminated during the District reorganization. There are no longer any lawsuits facing the District. President Kelley asked individual Board members to direct any questions regarding this to Ken.

11.2 Scientific- Technical: (Staff Report A)

S. Klueh, Scientific-Technical Services Director

Susanne Klueh reported that the first human case of West Nile virus in the District for this year was recently confirmed by the State. The case was reported in Silver Lake near Griffith Park. This is the seventh human case in Los Angeles County, with the other cases occurring within the boundaries of Antelope Valley Mosquito and Vector Control District. Susanne added that there have been several more positive mosquito pools and dead birds confirmed in the District; however, overall, virus activity has been low throughout the nation.

Susanne also discussed a recent incident involving reports of day-biting mosquitoes. Operations staff investigated and found that due to recent high tides in Long Beach, there was an emergence of salt marsh mosquitoes. The District collaborated with Orange County Vector Control District to control the problem.

11.3 Operations: (Staff Report B)

M. Daniel, Operations Director

Mark Daniel added to the Scientific-Technical report, saying that Vector Control Specialist Tom Veloz was extremely motivated to find the source of the daytime biters. He was eventually able to catch the salt marsh mosquitoes in a net in Long Beach.

Trustee Esquivel asked whether the recent fires in Los Angeles would have any impact on the mosquito populations. Susanne responded by saying the fires have not affected the number of mosquitoes caught by the District. The only time they have seen an impact is when the fires destroy homes with pools. The remaining pool then becomes a potential mosquito breeding problem.

11.4 Community Affairs: (Staff Report C)

T. Dever, Community Affairs Dir.

Truc Dever reported that the PIO has begun contacting member cities to schedule West Nile virus updates and presentations at upcoming City Council meetings. In addition, the Education Program Coordinators will be mailing out education program promotional brochures to all schools within the District. Included with the brochure will be a flyer advertising the Education Foundation's first annual student poster design contest. Finally, Truc displayed a copy of an article published by *Hoy*, a Spanish language newspaper, which profiled the District and its public health services on two full pages, including the cover of the publication.

11.5 Fiscal: (*Staff Report D*)

Carolyn Weeks referred to her staff report and had nothing further to add.

11.6 Human Resources: (*Staff Report E*)

R. Miller, Human Resources Dir.

Robert Miller reported that he has begun the process of revising the District Employee Manual. Revisions will be made and reviewed by District committee.

In addition, Robert is looking in to making the H1N1 flu vaccination available to staff. The District's Safety Committee will meet to develop a protocol for dealing with H1N1 flu exposure.

11.7 Legal Counsel Report

Quinn Barrow, Legal Counsel

Legal Counsel Quinn Barrow had nothing further to report.

12. OTHER

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

13. ADJOURNMENT

The next scheduled Board of Trustees meeting will be on Thursday, October 8, 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 7:30 p.m.