

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT
MINUTES NO. 2011-01**

A regular meeting of the Board of Trustees of the Greater Los Angeles County Vector Control District was held at 7:00p.m. on Thursday, January 13, 2011, at the District office at 12545 Florence Avenue, Santa Fe Springs, California.

TRUSTEES PRESENT

Sally Flowers, *(City of Artesia)*
Pedro Aceituno, *(City of Bell Gardens)*
Dr. Jeff D. Wassem, Sec.-Treasurer *(City of Burbank)*
Nikki Noushkam, *(City of Cerritos)*
Tina Baca Del Rio, *(City of Commerce)*
Mison Levi, *(City of Cudahy)*
Steve Tye, *(City of Diamond Bar)*
Meredith Perkins, *(City of Downey)*
Barry Bruce, *(City of Hawaiian Gardens)*
Elba Romo, *(City of Huntington Park)*
Rachel C. Johnson, *(City of Gardena)*
Armine Perian, *(City of Glendale)*
Joseph Esquivel, *(City of Lakewood)*
Jim Remington, *(City of La Habra Heights)*
Robert Campbell, Vice President *(City of Long Beach)*

Dr. James Lawson, *(County of Los Angeles)*
Jim Morton, *(City of Lynwood)*
Gabe Garcia, *(City of La Mirada)*
Edward Varela, *(City of Maywood)*
Christina Cortez, *(City of Montebello)*
Cheri Kelley, *(City of Norwalk)*
Tom Hansen, *(City of Paramount)*
David Armenta, *(City of Pico Rivera)*
Jeff Groseth, *(City of San Marino)*
Michael Madrigal, *(City of Santa Fe Springs)*
Robert Newman, *(City of Santa Clarita)*
Dr. Hazel Wallace, *(City of Signal Hill)*
Joseph Gonzales, *(City of South El Monte)*
Owen Newcomer, President *(City of Whittier)*

TRUSTEES ABSENT

Harold Williams, *(City of Carson)*
Steven Appleton, *(City of Los Angeles)*
Vacant, *(City of Bell)*
Vacant, *(City of San Fernando)*

TRUSTEES ABSENT (EXCUSED)

Ray T. Smith, *(City of Bellflower)*
Maria Davila, *(City of South Gate)*

OTHERS PRESENT

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

1. CALL TO ORDER

President Flowers called the meeting to order at 7:03 p.m.

2. QUORUM (ROLL) CALL

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

3. INVOCATION

Trustee Bruce gave the invocation.

4. PLEDGE OF ALLEGIANCE

Trustee Perkins led the pledge of allegiance.

5. CORRESPONDENCE

NONE

6. INTRODUCTIONS

President Flowers welcomed the newly appointed Trustees to the Board. Two of the three newly appointed Trustees were present and introduced themselves.

Trustee David Armenta was appointed to represent the City of Pico Rivera. Trustee Armenta moved to Pico Rivera at the age of 14. He earned his Bachelor's degree in Business Administration from the University of Redlands and a Master's degree in Public Law and Contracts from Northrup University Law Center. In 2001, he founded Armenta and Associates, a municipal consulting company to help local governments, public agencies and private businesses. He was elected to Pico Rivera City Council in 2001, and is active on many city organizations. Trustee Armenta stated he looks forward to serving on the Board.

Presidents Flowers informed the Board that she would introduce Mr. Steven Appleton of the City of Los Angeles even though he was absent. Mr. Appleton is an artist and an educator who is exhibited internationally. He is currently developing a community-based ecological art project with the Border Council of Arts and Culture in Tijuana, Mexico. He is also an active community member.

Trustee Edward Varela of the City of Maywood has been involved with the community for approximately 15 years. He first coached at the community park and now serves on the Maywood City Council. He has worked in the health industry his entire professional career. Mr. Varela is the Mayor of Maywood and remarked that he is looking forward to learning about vector control and how he can be of service.

Trustee Cortez took the opportunity to introduce her ten-year-old daughter who was in the audience, Victoria Guerrero.

General Manager Kenneth Bayless also introduced Vector Control Specialist Keith Dittmer, who was also in attendance. Ken explained to the Board that Keith is the newly appointed Employee Representative chosen to sit in on the monthly Management Team Meetings. Keith shared with the Board that he has been a Vector Control Specialist for approximately two years. He appreciates the opportunity to serve the public and thanked the Trustees for their time.

7. PUBLIC COMMENT

NONE

8. RECOGNITION OF TRUSTEE REAPPOINTMENTS

Director of Community Affairs Truc Dever informed the Board of the following Trustee reappointments:

<u>Trustee</u>	<u>Term</u>
• Sally Flowers, City of Artesia	2 years
• Pedro Aceituno, City of Bell Gardens	2 years
• Dr. Jeff Wasseem, City of Burbank	4 years
• Steve Tye, City of Diamond Bar	2 years
• Jim Remington, City of La Habra Heights	2 years
• Cheri Kelley, City of Norwalk	4 years
• Tom Hansen, City of Paramount	2 years
• Robert Newman, City of Santa Clarita	2 years

9. RECOGNITION OF NEW TRUSTEES

Truc reiterated that the following new Trustees were appointed to serve on the Board:

<u>Trustee</u>	<u>Term</u>
• Steven Appleton, City of Los Angeles	2 years
• Edward Varela, City of Maywood	2 years
• David Armenta, City of Pico Rivera	2 years

Ken informed the Board that the District is still awaiting appointment of representatives for the Cities of Bell and San Fernando. Ken asked the new Trustees to remain after the meeting to take the Oath of Office. Ken also provided a brief explanation to the new Trustees on how to properly use the Board audio and voting system. Trustee Wasseem asked if the re-appointed Trustees needed to submit 700 forms immediately. Truc replied that all current and reappointed Trustees need only complete their annual 700 Forms before April. All newly appointed Trustees must complete a 700 Form upon assuming office. She asked the Trustees to please see her if they had any questions.

10. ELECTION OF DISTRICT SECRETARY-TREASURER FOR CALENDAR YEAR 2011

Trustee Kelley informed the Board that the Nominating Committee met before the General Board meeting to nominate candidates for the position of Board Secretary-Treasurer. The Committee is comprised of all past presidents still on the Board. Trustee Kelley explained that Vice President Newcomer will ascend to the position of President and Secretary-Treasurer Campbell will become Vice President. The Committee brought forward Dr. Jeff Wasseem of the City of Burbank and Steve Tye of Diamond Bar to be considered for the position of Secretary-Treasurer. Truc reminded the Board that the bylaws indicate the Nominating Committee shall bring forth at least two nominees, open up the floor for other nominations, and conclude with a roll-call vote. President Flowers then asked the nominees to briefly discuss their qualifications and experience.

Trustee Wasseem shared with the Board that he has served on GLACVCD’s Board of Trustees for three years. In that time, he has served on the Legislative and Policy Committees, attended an MVCAC conference and represented the District at Legislative Day in Sacramento. He has an undergraduate degree in Public Health and is a practicing Dentist. Trustee Tye is completing his first year with the District’s

Board. He has had the opportunity to serve on the Audit Committee and would be glad to serve the District in any way that would be useful.

Following the introductions, Trustee Kelley called for nominations from the floor. No additional nominations were made. Trustee Lawson moved that the nominations be closed. Trustee Bruce seconded the motion. **A roll call vote was taken and Trustee Wassem was elected to the position of Secretary-Treasurer for 2011 by a vote of 22 to 4 with no votes from the candidates and one abstention from President Flowers.**

11. INSTALLATION OF BOARD PRESIDENT OWEN NEWCOMER FOR CALENDAR YEAR 2011

Incoming President Owen Newcomer presented Trustee Flowers with a plaque on behalf of the Board and staff and thanked her for her leadership. Trustee Newcomer was installed as the new Board President for 2011.

12. INSTALLATION OF VICE PRESIDENT ROBERT CAMPBELL AND NEWLY ELECTED SECRETARY-TREASURER FOR CALENDAR YEAR 2011

Trustee Campbell was installed as the new Vice President and Dr. Jeff Wassem was installed as the new Secretary-Treasurer.

13. CONSENT AGENDA (13.1-13.5)

- 13.1 Consideration of **Minutes 2010-12** of regular Board Meeting held on December 9, 2010. (*EXHIBIT A*)
- 13.2 Consideration of **Resolution 2011-01** Authorizing Payment of Attached Requisition Schedule for December 1, 2010 through December 31, 2010 (*EXHIBIT B*)
- 13.3 Consideration of one (1) County of Los Angeles Joint Property Tax Resolution (JPTR), *L 099-2007*. This resolution authorizes the County of Los Angeles and GLACVCD to collectively approve and accept the negotiated exchange of ad valorem property tax revenue resulting from the annexation of the subject territory identified in the resolution to provide revenue to the County Lighting Maintenance District (CLMD) 1687. (*EXHIBIT C*)
- 13.4 Consideration of the Lynwood Redevelopment Agency Subordination Notification Re: Subordination of Tax Revenues (*EXHIBIT D*)
- 13.5 Consideration of **Resolution 2011-02** adopting the amended Conflict of Interest and Disclosure Code for the Greater Los Angeles County Vector Control District approved by the Los Angeles County Board of Supervisors. (*EXHIBIT E*)

Trustee Esquivel made the motion to approve items 13.1 to 13.5 of the Consent Agenda. Trustee Wallace seconded the motion. The motion passed with two abstentions.

14. DISCUSSION OF BOARD OF TRUSTEES COMMITTEE ASSIGNMENTS AND INTEREST FOR 2011

Ken explained to the Board that the President will be recommending committee assignments for ratification by the Board at next month's meeting. Both he and President Newcomer encouraged Board members to fill out and return the committee preference sheet to Truc Dever in order to be assigned to the committee of their choice.

15. COMMITTEE REPORTS

15.1 Budget Committee

R. Campbell, Chairperson

On behalf of the Budget Committee, Vice President and Committee Chairperson Campbell recommended the Board approve **Resolution 2011-03** that establishes target amounts for District reserve funds. These targets are maximum funding levels for designated District reserve accounts such as the OPEB fund, WNV Emergency Fund, and VecMobile Replacement Fund. (*EXHIBIT F*)

Trustee Gonzales asked for clarification of where the surplus funds were derived. Ken responded that the surplus funds were a result of unforeseen revenue from back taxes and prudent fiscal management by the District.

Trustee Esquivel made the motion to approve Resolution 2011-03. Trustee Flowers seconded the motion. The motion passed unanimously.

16. STAFF PROGRAM REPORTS: DECEMBER 2010

16.1 Manager's Report

Kenneth L. Bayless, General Manager

Ken referred to his written report and opened up the floor to questions. Trustee Flowers asked Ken for an update regarding the MVCAC Golf Tournament. Ken thanked the Board members for their support; many Trustees are playing, sponsoring the event or participating at some level. The Mosquito Research Foundation anticipates netting over \$50,000 as a result of the tournament but is still looking for monetary donations and raffle prizes. Ken looks forward to a very successful event.

Trustee Wassem requested an update on the NPDES permit status. Ken said that the State Board hearing will be held on February 1st. The permit is anticipated to be approved at this time. Several issues such as toxicity, however, are still in the process of being finalized.

16.2 Scientific-Technical: (Staff Report A)

S. Klueh, Sci.-Tech Services Dir.

Director of Scientific-Technical Services Susanne Klueh recapped West Nile virus activity for 2010. Statewide, there were 112 WNV positive human cases in comparison to 109 in 2009. She informed the Board that four of those cases were from Los Angeles County, two of which were within GLACVCD's jurisdiction. Los Angeles County reported 20 human cases in 2009. Statewide, West Nile virus activity remained similar between 2009 and 2010.

16.3 Operations: (Staff Report B)

M. Daniel, Operations Dir.

Director of Operations Mark Daniel referred Trustees to his written report and opened the floor to questions.

16.4 Community Affairs: (Staff Report C) T. Dever, Community Affairs Dir.

Director of Community Affairs Truc Dever announced to the Board that the Education Foundation received a \$1,500 donation from an anonymous donor.

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

Director of Fiscal Operations Carolyn Weeks announced to the Board that she has the 1099 Forms available for the Trustees. She also informed the new Trustees that they need to fill out a W-9 Form in order to be paid. Carolyn reported that the District is on track with the budget.

16.6 Human Resources: (Staff Report E) R. Miller, Human Resources Dir.

Director of Human Resources Robert Miller referred to his written report and had nothing further to add.

16.7 Legal Counsel Report Q. Barrow, Legal Counsel

Quinn Barrow had nothing further to report.

17. OTHER

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

18. ADJOURNMENT

The next Board of Trustees meeting will be scheduled on Thursday, February 10, 2011. The meeting will be held at 7:00 p.m. at the District's headquarters office at 12545 Florence Avenue, Santa Fe Springs.

President Newcomer adjourned the meeting at 7:48 p.m.