

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT
MINUTES NO. 2011-02**

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, February 10, 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*)
Ray T. Smith, (*City of Bellflower*)
Dr. Jeff D. Wassem, Sec.-Treasurer (*City of Burbank*)
Harold Williams, (*City of Carson*)
Nikki Noushkam, (*City of Cerritos*)
Meredith Perkins, (*City of Downey*)
Barry Bruce, (*City of Hawaiian Gardens*)
Elba Romo, (*City of Huntington Park*)
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*)
Steven Appleton, (*City of Los Angeles*)
Jim Morton, (*City of Lynwood*)
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*)

TRUSTEES ABSENT

Tina Baca Del Rio, (*City of Commerce*)
Steve Tye, (*City of Diamond Bar*)
Gabe Garcia, (*City of La Mirada*)
Dr. James Lawson, (*County of Los Angeles*)
Vacant, (*City of Bell*)
Vacant, (*City of San Fernando*)

TRUSTEES ABSENT (EXCUSED)

Mison Levi, (*City of Cudahy*)
Rachel C. Johnson, (*City of Gardena*)
Maria Davila, (*City of South Gate*)
Owen Newcomer, President (*City of Whittier*)

OTHERS PRESENT

Kenneth L. Bayless, *General Manager*
Mark Daniel, *Operations Director*
Susanne Klueh, *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*
Steve Flower, *Legal Counsel*

1. CALL TO ORDER

In President Newcomer's absence, Vice President Robert Campbell called the meeting to order at 7:00 p.m.

2. QUORUM (ROLL) CALL

Following roll call, it was recorded that 25 Trustees were present and 10 were absent.

3. INVOCATION

Trustee Perkins gave the invocation.

4. PLEDGE OF ALLEGIANCE

Trustee Remington led the pledge of allegiance.

5. CORRESPONDENCE

NONE

6. INTRODUCTIONS

General Manager Kenneth Bayless introduced Legal Counsel Steve Flower, this month's substitute for Legal Counsel Quinn Barrow.

Vice President Campbell welcomed Steven Appleton from the City of Los Angeles to the Board of Trustees. 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 Appleton stated that he looks forward to serving on the Board.

7. PUBLIC COMMENT

NONE

8. CONSENT AGENDA (8.1-8.2)

8.1 Consideration of **Minutes 2011-01** of regular Board Meeting held on January 13, 2011. (*EXHIBIT A*)

8.2 Consideration of **Resolution 2011-04** Authorizing Payment of Attached Requisition Schedule for January 1, 2011 through January 31, 2011 (*EXHIBIT B*)

Trustee Morton made the motion to approve items 8.1 and 8.2 of the Consent Agenda. Trustee Armenta seconded the motion. The motion passed unanimously.

9. CONSIDERATION AND RATIFICATION OF BOARD OF TRUSTEES COMMITTEE ASSIGNMENTS FOR CALENDAR YEAR 2011

Vice President Campbell informed the Trustees that all standing committee assignments have been made for calendar year 2011. He thanked the Trustees for taking the initiative to fill all vacancies and commended them on their commitment to serve.

Trustee Esquivel made the motion to ratify the committee assignments. Trustee Armenta seconded the motion. The motion passed unanimously.

10. REMINDER TO TRUSTEES TO COMPLETE & FILE ANNUAL CALIFORNIA FORM 700-STATEMENT OF ECONOMIC INTERESTS

Vice President Campbell reminded the Trustees that they are required to complete and file the Statement of Economic Interest 700 Form. The form must be submitted by April 1, 2011 or a fine may be issued by the County.

Director of Community Affairs Truc Dever stated that Trustees have the option to submit the form themselves or to return a completed copy to District staff who can submit it on their behalf. New Trustees must fill out the form within 30 days of assuming their positions on the Board. The form should cover information from 2010.

Vice President Campbell asked Truc to provide information on Trustee ethics training. Truc informed the Board that all Trustees must complete ethics training every two years. Truc will be in contact with all Trustees who need to update or complete training. Trustees who are also city council members can forward their certificates of completion for ethics training to the District. For all other Trustees, ethics training can be completed at no cost online. Vice President Campbell commented that he completed his training online and it was a simple process.

11. CONSIDERATION OF TRUSTEES TO ATTEND THE 77TH ANNUAL AMERICAN MOSQUITO CONTROL ASSOCIATION (AMCA) CONFERENCE IN ANAHEIM, CA MARCH 20-24, 2011 (EXHIBIT C)

Trustees Steve Appleton, Ray Smith, Hazel Wallace, Robert Campbell and Edward Varela volunteered to attend AMCA for one day. Truc asked other Trustees to contact her if they were interested in attending the conference.

12. STAFF PROGRAM REPORTS: JANUARY 2011

12.1 Manager's Report

Kenneth L. Bayless, Gen. Manager

Ken shared with the Board that the MVCAC golf tournament raised approximately \$48,000 for the Mosquito Research Foundation. He thanked Board members for their donations, time and support. He specifically thanked Trustees Kelley, Flowers, Aceituno, Noushkam, Wassem, Armenta and Gonzales for participating in the golf tournament. Ken also specifically thanked Trustees Wallace and Perkins for sponsoring tee signs, and the law firm of Richards, Watson & Gershon for its gold level sponsorship.

Ken continued that the District has completed its draft CEQA Mitigated Negative Declaration, and is simultaneously working on the NPDES documents needed for a permit. The CEQA document will be presented to the Board in April for adoption. There will also be a public hearing at that time. Ken recognized Director of Scientific-Technical Services Susanne Klueh, Director of Operations Mark Daniel and Director of Community Affairs Truc Dever for their diligence and dedication to complete the documents. Their efforts have saved the District thousands of dollars.

Trustee Noushkam requested that copies of the documents be mailed to her, and asked if the documents would be made available for the Trustees. Ken informed Trustee Noushkam that the document will be given to the Trustees before the April Board Meeting for their review. The Trustees will be asked to approve and adopt the CEQA Mitigated Negative Declaration during April's meeting.

Trustee Flowers asked if any progress had been made on filling the Board vacancies for the Cities of San Fernando and Bell. She suggested that a GLACVCD representative or Trustee attend their city council meetings to encourage an appointment. Trustee Wassem volunteered to attend. Trustee Flowers requested that President Newcomer be asked to attend as well. Truc Dever agreed to coordinate the visits.

12.2 Scientific-Technical: (*Staff Report A*) S. Kluh, Sci.-Tech Services Dir.

Susanne Kluh referred to her written report and had nothing further to add.

12.3 Operations: (*Staff Report B*) M. Daniel, Operations Dir.

Mark Daniel informed the Board that staff members remain busy in light of the recent warm weather.

Trustee Noushkam asked if the reports could be altered to better reflect service requests and the hard work performed by the Operations Department. Mark responded that he intends to revise the report format. He asked the Trustees to see him with any suggestions.

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

Truc Dever informed the Board that District staff members have been working diligently on the SEED program. She reminded the Board that SEED is a program funded by a US AID grant administered out of CSUDH and Georgetown University. The program sponsors 20 Latin American professionals to come to California for six months to learn about the public health system. As part of the program, the officials will spend approximately three weeks at the District to learn about vector control. Bilingual staff created a Spanish curriculum informing the officials about what we do, how we do it, and why we do it. The hope is that after the program, the officials will be able to integrate aspects of the District's vector control operation in their countries. Truc commended staff from every department on their hard work. She also thanked Dr. Wallace for making the initial referral to CSUDH and providing the District with the opportunity.

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

Director of Fiscal Operations Carolyn Weeks referred to her report and had nothing further to report.

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

Director of Human Resources Robert Miller recognized Human Resources Assistant Shenell Benson for receiving a national certification in human resources. Robert also reported that the number of workplace injuries remain low at the District. Trustees are welcome to view the safety report if they are interested.

Trustee Flowers asked if the District is being required to post its total compensation for employees. Ken responded that the District is technically already in compliance because the budget is posted on the website. In addition to this, Robert Miller is compiling the information in the format provided by the California State Controller's Office to be ready by April.

12.7 Legal Counsel Report S. Flower, Legal Counsel

Legal Counsel Steve Flower had nothing further to report.

Trustee Armenta requested to have either “discuss and file” or “no vote required” added to the agenda under items that do not require a vote. Steve replied that the request is a clerical matter and could be changed.

13. OTHER

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

Secretary-Treasurer Dr. Jeff Wassem attended the MVCAC 79th Annual Conference in Indian Wells, California from January 30 through February 2, 2011. He summarized his experience for the Board and thanked them for the opportunity to attend.

14. ADJOURNMENT

The next Board of Trustees meeting will be scheduled on Thursday, March 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.

Vice President Campbell adjourned the meeting at 7:44 p.m.