

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT
MINUTES NO. 2012-05**

The 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, May 10, 2012, at the District office at 12545 Florence Avenue, Santa Fe Springs, California.

TRUSTEES PRESENT

Danny Harber, (*City of Bell*)
Pedro Aceituno, Sec.-Treas. (*City of Bell Gardens*)
Ray T. Smith, (*City of Bellflower*)
Dr. Jeff Wasseem, Vice Pres. (*City of Burbank*)
Harold Williams, (*City of Carson*)
Mark Bollman, (*City of Cerritos*)
Tina Baca Del Rio, (*City of Commerce*)
Mison Levi, (*City of Cudahy*)
Steve Tye, (*City of Diamond Bar*)
Roger C. Brossmer, (*City of Downey*)
Barry Bruce, (*City of Hawaiian Gardens*)
Armine Perian, (*City of Glendale*)
Elba Romo, (*City of Huntington Park*)
Rachel C. Johnson, (*City of Gardena*)
Steve Croft, (*City of Lakewood*)

Jim Remington, (*City of La Habra Heights*)
Pauline Deal, (*City of La Mirada*)
Robert Campbell, President (*City of Long Beach*)
Steven Appleton, (*City of Los Angeles*)
Dr. James Lawson, (*County of Los Angeles*)
Jim Morton, (*City of Lynwood*)
Edward Varela, (*City of Maywood*)
Cheri Kelley, (*City of Norwalk*)
Tom Hansen, (*City of Paramount*)
Sylvia Ballin, (*City of San Fernando*)
Michael Madrigal, (*City of Santa Fe Springs*)
Dr. Hazel Wallace, (*City of Signal Hill*)
Hector Delgado, (*City of South El Monte*)
Owen Newcomer (*City of Whittier*)

TRUSTEES ABSENT

Sally Flowers, (*City of Artesia*)
Christina Cortez, (*City of Montebello*)
Robert Newman, (*City of Santa Clarita*)
Maria Davila, (*City of South Gate*)

TRUSTEES ABSENT (EXCUSED)

David Armenta, (*City of Pico Rivera*)
Jeff Groseth (*City of San Marino*)

OTHERS PRESENT

Kenneth L. Bayless, *General Manager*
Mark Daniel, *Director of Operations*
Susanne Kluh, *Director of Scientific-Tech. Services*
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 Barrow, *Legal Counsel*

1. CALL TO ORDER

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

2. QUORUM (ROLL) CALL

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

3. INVOCATION

Trustee Ballin gave the invocation.

4. PLEDGE OF ALLEGIANCE

Trustee Harber led the Pledge of Allegiance.

5. CORRESPONDENCE

Secretary-Treasurer Aceituno read a letter commending Director of Community Affairs Truc Dever. The letter was sent from Captain Stanton E. Cope on behalf of the American Mosquito Control Association recognizing Truc for her presentation during the Young Professionals Career Symposium.

6. INTRODUCTIONS

Trustee Newcomer introduced Mr. David Warren. Mr. Warren is an involved Whittier community member. Trustee Wallace added that Mr. Warren is interested in the Education Foundation and attended the joint Foundation and Committee meeting earlier in the evening.

7. PUBLIC COMMENT

NONE

8. CONSENT AGENDA (8.1-8.3)

8.1 Consideration of **Minutes 2012-04** of regular Board Meeting held on April 12, 2012. (**EXHIBIT A**)

8.2 Consideration of **Resolution 2012-06** Authorizing Payment of Attached Requisition Schedule for April 1, 2012 through April 30, 2012 (**EXHIBIT B**)

8.3 Consideration of **Resolution 2012-07** Agreement for: (1) Sharing of Costs and Reimbursement of Costs with City of La Cañada Flintridge (**Exhibit C, Attachment 1 & 2**); and **Resolution 2012-08** Agreement for: (2) Assessment, Engineering and Balloting Services In Connection with the Proposed Annexation of La Cañada Flintridge (**EXHIBIT D, Attachment 1 & 2**)

Trustee Wasseem pulled Item 8.3 for further discussion. Trustee Morton made the motion to approve Items 8.1 and 8.2. Trustee Deal seconded the motion. The motion passed unanimously.

Trustee Wasseem asked for an explanation regarding Item 8.3. General Manager Kenneth Bayless summarized that the District would like to take the necessary steps to proceed with annexing La Cañada Flintridge. The proposal reimbursement agreement outlines that LAFCO expenses and SCI Consulting fees will be incurred by La Cañada Flintridge. The District will pay for the engineering costs and fees associated with Phase VI of the proposal with total district expenses not to exceed \$24,500, plus necessary legal fees. Trustee Wasseem then asked if the District would use the same legal counsel for this process. Ken responded that current legal counsel drafted the language for the contract and resolution and would, indeed, serve as legal counsel for the annexation. President Campbell asked when the La Cañada Flintridge City Council will be addressing this issue. Ken responded that they have already received our documents and will only have to execute the agreements with the District in the future. The City already has money set aside in order to pay the District. In fact, the District will accept some of the funds from La Cañada Flintridge during this fiscal year as a prepayment.

Trustee Kelley made the motion to approve Item 8.3. Trustee Smith seconded the motion. The motion passed unanimously.

9. COMMITTEE REPORTS

9.1. Personnel Committee

C. Kelley, Chair

9.1.a. Discussion of Committee meeting to review General Manager's compensation.

9.1.b. **Closed Session**

In accordance with §§ 54957 and 54957.6 of the California Government Code, the Board of Trustees will hold a closed session to evaluate the General Manager's performance and consider the recommendations of the Board of Trustees Personnel Committee with respect to the compensation and benefits of the General Manager. Designated representative attending the Closed Session: Legal Counsel

Legal Counsel Quinn Barrow called the meeting into a closed session in order for the Trustees to discuss the Personnel Committee's review of the General Manager. Quinn then announced the end of the closed session. He stated that there was no reportable action taken during the closed session.

9.2 Education & Publicity Committee

H. Wallace, Chair

Trustee Wallace reported that the Committee had a joint meeting with the Education Foundation earlier that evening. They established a goal to raise \$10,000 in the next year to pay for a Foundation website and for new brochures. She informed the Board that another goal is to send the Bug Bus to service organizations to deliver presentations and encourage donations to the Foundation. Trustee Wallace asked that Trustees provide Director of Community Affairs Truc Dever with names of service organization contacts in their cities. Truc said that she would email Trustees requesting names and numbers in the near future. The Committee is planning an "Education Session" highlighting the Bug Bus which will be held for Trustees at an upcoming meeting. The group also plans to send out donation solicitation letters to past and present Trustees at the end of the calendar year. Trustee Wallace concluded her report by sharing that the Committee and Foundation Directors are working on a name change for the Foundation.

10. STAFF PROGRAM REPORTS: APRIL 2012

10.1 Manager's Report

Kenneth L. Bayless, General Manager

General Manager Kenneth Bayless thanked Trustees Aceituno, Wassem, Davila, and Smith for attending Legislative Day in Sacramento. Trustees were paired with the Director of Community Affairs Truc Dever, Director of Scientific-Technical Services Susanne Klueh, Director of Operations Mark Daniel, and Ken. The teams visited an impressive 22 total legislators and their staff.

10.2 Scientific-Technical: (Staff Report A)

S. Klueh, Sci.-Tech Services Dir.

Director of Scientific-Technical Services Susanne Klueh directed Trustees to her staff report. She made a correction that the total for West Nile virus risk should be 6. Therefore, the West Nile virus risk assessment number for the District is 1.2, which is very low. Susanne continued that there is no evidence yet of the Asian tiger mosquito. Her department is continuing to aggressively monitor for it.

Trustee Remington asked if there were Asian tiger mosquitoes in Carson or Paramount. Susanne responded that the District is being very proactive with their outreach and that there is no indication of Asian tiger mosquito activity in those cities so far.

10.3 Operations: (*Staff Report B*)

M. Daniel, Operations Dir.

Director of Operations Mark Daniel referred Trustees to his report.

10.4 Community Affairs: (*Staff Report C*)

T. Dever, Community Affairs Dir.

Director of Community Affairs Truc Dever reminded the Board that the District will be partnering with the Los Angeles County Department of Public Works and the San Gabriel Valley Mosquito and Vector Control District on Saturday, June 23 to host a tire recycling event at Whittier Narrows Recreation Area. Flyers were provided to the Trustees. Truc informed the Board that translation of the Asian tiger mosquito brochure to Spanish is almost completed. Countertop brochure displays are now available, and her department will be distributing them throughout the summer. Truc asked that Trustees take displays with them if possible to help with distribution. Truc informed the Board that the District's website was updated with a separate Asian tiger mosquito information page. Truc concluded her report by sharing that Jennifer Castro from Toluca Lake Elementary was named the winner of this year's student poster contest.

Trustee Lawson requested a copy of the poster contest winning artwork. Truc mentioned that a press release was sent out to all the Trustees but that she would also send an email with the electronic file.

10.5 Fiscal: (*Staff Report D*)

C. Weeks, Finance Director

Director of Fiscal Operations Carolyn Weeks referred Trustees to her report.

10.6 Human Resources: (*Staff Report E*)

R. Miller, Human Resources Dir.

Director of Human Resources Robert Miller informed the Board that Cal OSHA would be visiting the Santa Fe Springs and Sylmar offices on Tuesday, May 15 to conduct a facility inspection. Both offices will participate in a safety drill that same day.

10.7 Legal Counsel Report

Q. Barrow, Legal Counsel

Legal Counsel Quinn Barrow had nothing further to report.

11. OTHER

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

Trustee Kelley said that the Personnel Committee members were going to sign their review document after the meeting, but she found a couple of typos; therefore, it would be postponed until the next Board of Trustees Meeting.

Trustee Morton thanked the District for sending him the DVD of the Asian tiger mosquito public service announcement. He played it at his city council meeting.

12. ADJOURNMENT

The next Board of Trustees meeting will be scheduled on Thursday, June 14, 2012. The meeting will be held at 7:00 p.m. at the District's headquarters office at 12545 Florence Avenue, Santa Fe Springs.

President Campbell adjourned the meeting at 8 p.m.