

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT MINUTES NO. 2013-06

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, June 13, 2013, at the District office at 12545 Florence Avenue, Santa Fe Springs, California.

TRUSTEES PRESENT

Sally Flowers, (*City of Artesia*)
Danny Harber, (*City of Bell*)
Ray T. Smith, (*City of Bellflower*)
Pedro Aceituno, Vice Pres. (*City of Bell Gardens*)
Dr. Jeff Wassem, President (*City of Burbank*)
Harold Williams, (*City of Carson*)
Mark Bollman, (*City of Cerritos*)
Josue Barrios, (*City of Cudahy*)
Steve Tye, Sec.-Treasurer (*City of Diamond Bar*)
Roger C. Brossmer, (*City of Downey*)
Armine Perian, (*City of Glendale*)
Barry Bruce, (*City of Hawaiian Gardens*)
Elba Guerrero, (*City of Huntington Park*)
Jim Remington, (*City of La Habra Heights*)
Pauline Deal, (*City of La Mirada*)
Steve Croft, (*City of Lakewood*)
Robert Campbell (*City of Long Beach*)
Jim Morton, (*City of Lynwood*)
Christina Cortez, (*City of Montebello*)
Tom Hansen, (*City of Paramount*)
Gustavo Camacho, (*City of Pico Rivera*)
Nina Herrera, (*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*)
Maria Davila, (*City of South Gate*)

TRUSTEES ABSENT

Tina Baca Del Rio, (*City of Commerce*)
Steven Appleton, (*City of Los Angeles*)
Vacant, (*County of Los Angeles*)
Edward Varela, (*City of Maywood*)
Jeff Groseth (*City of San Marino*)

TRUSTEES ABSENT-EXCUSED

Rachel C. Johnson, (*City of Gardena*)
Cheri Kelley, (*City of Norwalk*)
Robert Newman, (*City of Santa Clarita*)
Owen Newcomer (*City of Whittier*)

OTHERS PRESENT

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

1. CALL TO ORDER

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

2. QUORUM (ROLL) CALL

Following roll call, it was recorded that 26 Trustees were present and 9 were absent.

3. INVOCATION

Trustee Bruce gave the invocation.

4. PLEDGE OF ALLEGIANCE

Trustee Hansen led the Pledge of Allegiance.

5. CORRESPONDENCE

President Wassem read a letter sent to the Board by the Mosquito Research Foundation asking the District to commit a donation. President Wassem asked that the item be placed on the July meeting agenda for discussion.

6. INTRODUCTIONS

Director of Community Affairs Truc Dever introduced her seasonal outreach assistant Angie Mondragon who was observing the meeting from the audience.

7. PUBLIC COMMENT

NONE

8. CONSENT AGENDA (8.1-8.3)

8.1 Consideration of **Minutes 2013-05** of regular Board Meeting held on May 9, 2013.

8.2 Consideration of **Resolution 2013-07** Authorizing Payment of Attached Requisition Schedule for May 1, 2013 through May 31, 2013. (**EXHIBIT B**)

8.3 Consideration of three (3) County of Los Angeles Joint Property Tax Resolutions (JPTR), for Tax Rate Areas within Territory Tract No. 60922. These resolutions authorize 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 territories identified in the resolutions to provide revenue to the County Lighting Maintenance District (CLMD) 1687. (**EXHIBIT C**)

Trustee Morton made a motion to approve the consent agenda. Trustee Flowers seconded the motion. The motion passed unanimously.

9. COMMITTEE REPORTS

9.1 Personnel Committee

R. Campbell, Chair

9.1.a. Discussion of Committee meeting to review General Manager's contract including compensation and benefits.

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

Trustee Campbell reported that the committee met to finalize the General Manager's evaluation. He thanked the Trustees for their input. The meeting then proceeded to a closed session to discuss the General Manager's performance and the committee's recommendations for compensation and benefits.

Following the closed session, Legal Counsel Quinn Barrow gave a brief report, stating that the Board took two actions during the closed session. **First, the Board approved the General Manager's evaluation. Second, the Board agreed to offer the General Manager a 2% COLA**

increase, which was included in the proposed FY 2013-14 Budget. No other reportable action was taken.

9.2 Budget & Finance Committee

S. Tye, Chair

- The Committee has reviewed staff's proposed FY 2013-2014 budget and is prepared to report its findings to the Board and make recommendations to the Board to approve and accept the FY 2013-2014 Budget (*EXHIBIT D*)

Trustee Tye reported that the General Manager delivered a full presentation on the budget to the committee and provided answers to the committee's satisfaction. Trustee Tye then turned the floor over to the General Manager. Ken thanked and congratulated the Budget Committee and expressed his appreciation for their unanimous support of the proposed budget. He proceeded to give a brief presentation with highlights from the budget.

Ken reminded the Board that the budget is created using a bottoms-up process, with input from staff of each department. The District had a productive year and is currently estimating there will be approximately \$652,000 in savings at year's end. Once the FY12/13 books are closed and the financial audit is complete the Board will have an opportunity to determine how to utilize the FY12/13 budget year savings. At that time the Board can consider making another OPEB payment into the recently established CERBT Trust Fund and/or apportioning it to established reserve accounts.

The FY 13/14 Budget is projected to total \$10.293 million and will not require any tax increases. This total includes a 2% COLA increase for all employees, the addition of two new permanent positions, the reclassification of an existing VCS III position to a VCS IV position, and the addition of a seasonal employee for the lab.

The Budget also outlines 29 District goals for FY 13/14. In the past, the full Board expressed a desire to be involved in the goal setting process. Ken asked if the Trustees had any recommendations to modify or expand on the 29 established goals and none were presented. Ken ended his presentation by asking the Trustees for their support of the proposed budget. Trustee Tye reiterated that the committee unanimously recommended the approval of the budget.

Trustee Aceituno made a motion to approve the FY 13/14 District Budget. Trustee Smith seconded the motion. The motion passed unanimously.

10. CONSIDERATION AND APPROVAL OF STAFF REQUEST TO PURCHASE TWO OPERATIONS VEHICLES AND MAKE BUDGET ADJUSTMENTS TO FY 12/13 BUDGET LINE ITEMS #6010 AND #6011 FOR THE PURCHASE (*Exhibit E*)

The General Manager reported the need to purchase two new vehicles for the Operations Department. He stated that the Facilities and Maintenance Department does a great job with keeping vehicles in good working condition. However, a significant portion of the fleet is over 100,000 miles. After reviewing mileage, downtime, and repair costs, it was apparent that a couple of vehicles needed replacement. Ken recommended the use of available FY12/13 funds from the current budget to make those purchases rather than including them in the FY13/14 Budget.

Trustee Flowers made a motion to approve the purchase of two vehicles using funds from the current budget. Trustee Morton seconded the motion. The motion passed unanimously.

11. STAFF PROGRAM REPORTS: MAY 2013

11.1 Manager's Report

Kenneth L. Bayless, General Manager

Ken Bayless provided an update on the efforts for a legislative fix to the NPDES permitting requirements. He reminded the Board that mosquito control supporters were trying to add language from last year's HR 872 to the Farm Bill. However, the Senate just passed the Farm Bill without attaching the amendment. Fortunately, the House version of the Farm Bill does currently have HR872 language; therefore, mosquito control supporters may still have an opportunity to move this forward. Ken will keep the Board apprised of any developments.

11.2 Scientific-Technical: *(Staff Report A)*

S. Klueh, Sci.-Tech Dir.

Susanne Klueh reported that West Nile virus was detected early in the season along the coastal regions of the District and operational efforts are underway to break the disease transmission cycle through adulticiding at Harbor Lake. The District is also slowly seeing the emergence of WNV activity in other parts of the County.

Trustee Campbell asked if staff were able to identify the species of mosquitoes present. Susanne responded that *Culex tarsalis* and *quinquefasciatus* were found.

11.3 Operations: *(Staff Report B)*

M. Daniel, Operations Dir.

Mark Daniel added to Susanne's report, stating that Prop O funds are being expended to clean up the Wilmington Drain near Harbor Lake. While the District fogged over 3 nights at the Lake to control the adult mosquito population, staff is working with LA City and the Department of Fish & Wildlife to manage the vegetation. Mark also provided an update on the LA River project, stating that there are 240 proposed projects along the river, including walkways and small parks. Project managers will keep the District in the loop on these projects.

11.4 Community Affairs: *(Staff Report C)*

T. Dever, Community Affairs Dir.

Truc Dever reported that the VecMobile has completed its run for the school year. The Education Program was able to reach approximately 5,000 students and residents this school year. Truc also provided a status update on summer advertising campaigns, stating that the Asian tiger mosquito billboards have been posted in South El Monte and the Metro City bus ads will be posted beginning June 17th.

11.5 Fiscal: *(Staff Report D)*

C. Weeks, Finance Director

Carolyn Weeks thanked the Board for passing the budget and referred to her written report.

11.6 Human Resources: *(Staff Report E)*

R. Miller, Human Resources Dir.

Robert Miller reported that his department has completed orientation for the seasonal employees in Sylmar. In addition, he is working on developing position descriptions for the two new permanent positions. Finally, managers and supervisors have completed their sexual harassment prevention training.

11.7 Legal Counsel Report

Q. Barrow, Legal Counsel

Legal Counsel Quinn Barrow had nothing further to report.

12. 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 Madrigal took this opportunity to thank staff involved with putting together the District budget.

13. ADJOURNMENT

The next Board of Trustees meeting will be scheduled on Thursday, July 11, 2013. The meeting will be held at 7:00 p.m. at the District's headquarters office at 12545 Florence Avenue, Santa Fe Springs.

The meeting adjourned at 8:10 p.m.