

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT
MINUTES NO. 2013-10**

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, October 10, 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)*
Rachel C. Johnson, *(City of Gardena)*
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)*
Robert Campbell, *(City of Long Beach)*
Steve Appleton, *(City of Los Angeles)*
Jim Morton, *(City of Lynwood)*
Edward Varela, *(City of Maywood)*
Tom Hansen, *(City of Paramount)*
Gustavo Camacho, *(City of Pico Rivera)*
Nina Herrera, *(City of San Fernando)*
Robert Newman, *(City of Santa Clarita)*
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)*
Owen Newcomer, *(City of Whittier)*

TRUSTEES ABSENT

Tina Baca Del Rio, *(City of Commerce)*
Steve Croft, *(City of Lakewood)*
Vacant, *(County of Los Angeles)*
Vacant, *(City of San Marino)*

TRUSTEES ABSENT (EXCUSED)

Roger C. Brossmer, *(City of Downey)*
Christina Cortez *(City of Montebello)*
Cheri Kelley, *(City of Norwalk)*

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*
Levy Sun, *Public Information Officer*
Carolyn Weeks, *Director of Finance*
Luke DeNitto, *Maintenance Supervisor*
Quinn M. 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 28 Trustees were present and seven were absent.

3. INVOCATION

Trustee Robert Campbell gave the invocation.

4. PLEDGE OF ALLEGIANCE

Trustee Maria Davila led the Pledge of Allegiance.

5. CORRESPONDENCE

NONE

6. INTRODUCTIONS

NONE

7. PUBLIC COMMENT

NONE

**8. CONSENT AGENDA (8.1-8.4)
(VOTE REQUIRED)**

- 8.1 Consideration of **Minutes 2013-09** of regular Board Meeting held on September 12, 2013. (**EXHIBIT A**)
- 8.2 Consideration of **Resolution 2013-13** Authorizing Payment of Attached Requisition Schedule for September 1, 2013 through September 30, 2013. (**EXHIBIT B**)
- 8.3 Consideration of four (4) County of Los Angeles Joint Property Tax Resolutions (JPTR), for Tax Rate Areas within Territory Numbers L 005-2013, L 080-2008, Tract No. 60999 and Petition No. 13-412. (**EXHIBIT C**)
- 8.4 Consideration of District's FY 13/14 Goals Status Report for the first quarter. (**EXHIBIT D**)

Summary: Upon adoption of the District's FY 13/14 Budget, the Board of Trustees requested a quarterly update on the status of departmental goals enumerated in the budget document.

Trustee Morton made a motion to approve the consent agenda. Trustee Deal seconded the motion. The motion passed unanimously with one abstention from Trustee Varela.

9. CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION

In accordance with §54956.9(d) of the California Government Code, confer with legal counsel regarding existing litigation entitled:

- Successor Agency to the Bell Gardens Community Development Commission v. California Attorney General; California State Director of Finance; California State Controller; Los Angeles County Auditor-Controller and real party in interest Greater Los Angeles County Vector Control District (*Superior Court of California, Sacramento Case No. 34-2013-00146710-CU-MC-GDS*)

Following the closed session, Legal Counsel Quinn M. Barrow reported that the Board gave direction on the defense of the existing litigation. There was no other reportable action taken.

It should be noted that prior to the closed session commencing Vice President Pedro Aceituno (Bell Gardens) recused himself from the meeting and returned to the meeting after the closed session ended.

10. COMMITTEE REPORTS

- 10.1 Audit Committee O. Newcomer, Chairperson

- Presentation from auditors at Lance, Soll & Lunghard LLP regarding findings from District audit of FY 2012-2013 financials. (***EXHIBIT E***)

Trustee Newcomer summarized a positive audit report and introduced Bryan Gruber from Lance, Soll & Lunghard LLP. Bryan reviewed the latest audit report for the District for the year that ended on June 30, 2013. The audit started in June with extensive inspection of financial information flow. A follow-up visit occurred in August with further reviews of the District’s financial system. Bryan referred to the Board’s packet that included the financial statement, which noted no material issues for the organization. Bryan reported that the staffing levels are an inherent risk for the District since there is a deficiency in segregation of duties and internal controls associated with a smaller staff. Bryan also noted that there were no disagreements with District management and reported a positive audit. Additionally, the District began pre-funding its obligation associated with post-employment benefits. The organization ended with a positive net position – an improvement compared to 2011.

President Wassem received and filed the 2012-2013 financial audit report.

10.2 Ad Hoc General Manager Selection Committee R. Campbell, Chairperson

- Discussion of selection process for new general manager.

Trustee Campbell reported that the process for selecting a new general manager continued with the confirmation of three candidates’ interviews: Mark Daniel, Truc Dever and Susanne Kluh. The interviews will be held November 8, 2013. Interview questions and other parameters are being developed.

10.3 Education & Publicity Committee B. Bruce, Chairperson

- Discussion of Bingo Night Fundraiser for Mobile Science & Vector Education Foundation

Trustee Bruce deferred the summary to Truc Dever. Truc reported that the Bingo Night Fundraiser will be held November 7, 2013 from 7 p.m. to 9 p.m. Truc thanked Trustee Madrigal for helping the Foundation secure a facility. Truc also noted the two flyers provided to each Trustee: one that describes the event and another flyer soliciting donations.

Trustee Wallace asked Truc to clarify where the funds will go from the fundraiser event. Truc explained that the Foundation set a \$10,000 goal that will provide the Bug Bus a much-needed interior redesign to meet the demands of a modern mobile science lab. Trustee Flowers inquired about where people can purchase the tickets. Truc clarified that the tickets will be sold at the door. Trustee Flowers suggested to pre-sell tickets as an option.

11. ANNOUNCEMENT OF TRUSTEES’ TERM OF OFFICE TO EXPIRE JANUARY 6, 2014

Summary: The General Manager has mailed correspondence advising the following named governing bodies that the two or four year term of office of its representative will expire at 12 p.m. on January 6, 2014, and has requested that they reappoint the trustee representative or successor for the next two or four year term of the office according to Division 3, Chapter 1, Article 3, Sections 2024 et. seq. of the State Health and Safety Code.

Trustee Representative

*Danny Harber
Tina Baca del Rio
Roger Brossmer
Rachel Johnson
Steve Croft
Pauline Deal
Robert Campbell*

Governing Body

*City of Bell
City of Commerce
City of Downey
City of Gardena
City of Lakewood
City of La Mirada
City of Long Beach*

Vacant
Christina Cortez
Vacant
Hector Delgado

County of Los Angeles
City of Montebello
City of San Marino
City of South El Monte

President Wassem announced that the listed Trustees should contact their cities to ensure renewal of their terms.

12. STAFF PROGRAM REPORTS: SEPTEMBER 2013

12.1 Manager's Report

Kenneth L. Bayless, General Manager

Ken Bayless thanked the Trustees who attended the 2013 Employee Appreciation Day. He reported a rewarding event that involved every employee. Trustee Campbell mentioned the upcoming District holiday party as another opportunity for Trustees to meet and support the staff. Trustee Wallace congratulated District employees Frank Ochoa and Wesley Collins on their 25-year employment with the organization. She also congratulated Ken Bayless on receiving a plaque of gratitude from the District staff.

Ken reported the vacancy left by the recent Human Resources Director, Robert Miller. The vacancy occurred September 30, 2013. President Wassem inquired if the position will be filled. Ken responded that the new General Manager will oversee the process. The Human Resources Assistant, Shenell Benson, will carry out the department's responsibilities in the meantime.

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

S. Kluh, Sci.-Tech Services Dir.

Susanne reported that West Nile virus transmission has now moved into the epidemic level according to the CDPH risk assessment model. The County reported 22 new human cases, bringing the year's total to 130. Out of the 130 reported human cases, 61 cases fall in the District's jurisdiction. Susanne also presented results from a UC Davis study that compared Sacramento-Yolo Mosquito & Vector Control District (Sac-Yolo) with GLACVCD. Highlights from the presentation include the following:

- Both organizations have similar access to resources. However, the differences in environments results in different surveillance and treatment methods.
- GLACVCD is providing similar levels of protection as Sac-Yolo even though SYMVCD uses extensive aerial treatment methods.
- Aerial applications remains a tool GLACVCD can explore in the future to improve control efforts.

12.3 Operations: *(Staff Report B)*

M. Daniel, Operations Dir.

Mark Daniel referred to his report and opened the floor to questions.

12.4 Community Affairs: *(Staff Report C)*

T. Dever, Community Affairs Dir.

Truc Dever announced that a vendor donated L.A. Clippers vs. Knicks tickets to the Bingo Night fundraiser.

Truc praised the District's Education Program Coordinators Andy Pak and LeShawn Simplis for their hard work on the VecMobile. Truc encouraged the Trustees to visit the VecMobile parked and showcased outside of the building.

Ken noted that the Holiday Party will be held on December 11, 2013.

12.5 Fiscal: *(Staff Report D)*

C. Weeks, Finance Director

Carolyn Weeks referred to her report and opened the floor to questions.

Trustee Campbell praised Carolyn and the District for a positive audit report.

12.6 Legal Counsel Report (*Staff Report E*) Q. Barrow, Legal Counsel

Quinn Barrow had nothing further to report and opened the floor to questions.

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).

President Wassem reported that he attended the LAFCO special meeting to elect a new representative but they did not have a quorum. LAFCO will now move to a mail-in ballot.

14. ADJOURNMENT

The next Board of Trustees meeting will be scheduled on Thursday, November 14, 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 7:45 p.m.