

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT  
MINUTES NO. 2016-06**

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 9, 2016, at the District office at 12545 Florence Avenue, Santa Fe Springs, California.

**TRUSTEES PRESENT**

Pedro Aceituno, *(City of Bell Gardens)* \*7:50 pm  
Salvador Alatorre, *(City of Lynwood)*  
Steve Appleton, *(City of Los Angeles)*  
Mark Bollman, Sec.-Treasurer *(City of Cerritos)*  
Barry Bruce, *(City of Hawaiian Gardens)*  
Steve Croft, Vice President *(City of Lakewood)*  
Maria Davila, President *(City of South Gate)*  
Pauline Deal, *(City of La Mirada)*  
Eddie De La Riva *(City of Maywood)*  
Sally Flowers, *(City of Artesia)*  
Luis Gonzalez, *(City of Santa Fe Springs)*  
Tom Hansen, *(City of Paramount)*  
Nina Herrera, *(City of San Fernando)*  
Scott Kwong, *(City of San Marino)*  
Cheri Kelley, *(City of Norwalk)*  
Dan Medina, *(City of Gardena)*  
Owen Newcomer, *(City of Whittier)*  
Jerry Walton *(City of Glendale)*  
Jim Remington, *(City of La Habra Heights)*  
Ali Saleh, *(City of Bell)* \*7:10 pm  
Baru Sanchez, *(City of Cudahy)*  
Ray T. Smith, *(City of Bellflower)*\*7:07  
David Spence, *(City of La Cañada Flintridge)*  
Steve Tye, *(City of Diamond Bar)*  
Dr. Hazel Wallace, *(City of Signal Hill)*  
Dr. Jeff Wasse, *(City of Burbank)*

**TRUSTEES ABSENT**

Tina Baca Del Rio, *(City of Commerce)*  
Roger C. Brossmer, *(City of Downey)*  
Robert Campbell, *(City of Long Beach)*  
Hector Delgado, *(City of South El Monte)*  
Elba Guerrero, *(City of Huntington Park)*  
Martin Kreisler, *(County of Los Angeles)*  
Tina Szumanski, *(City of Santa Clarita)*

**TRUSTEES ABSENT (EXCUSED)**

Bob Archuleta, *(City of Pico Rivera)*  
Elito Santarina, *(City of Carson)*

**OTHERS PRESENT**

Truc Dever, *General Manager*  
Mark Daniel, *Director of Operations*  
Susanne Klueh, *Director of Scientific-Technical Services*  
Kelly Middleton, *Director of Community Affairs*  
Carolyn Weeks, *Director of Fiscal Operations*  
Rakesha Thomas, *Director of Human Resources*  
Levy Sun, *Public Information Officer*  
Luke DeNitto, *Facilities Supervisor*  
Quinn Barrow, *Legal Counsel*

**VACANT**

City of Montebello

*\* Denotes time of late arrival (vote tallies on agenda items reflect actual Trustees present at time of vote)*

**1. CALL TO ORDER**

President Davila called the meeting to order at 7:03 P.M.

**2. QUORUM (ROLL) CALL**

Following roll call, it was recorded that 26 Trustees were present and nine were absent. Three Trustees arrived after roll call. One position is currently vacant.

**3. INVOCATION**

Trustee Spence gave the invocation.

**4. PLEDGE OF ALLEGIANCE**

Trustee Walton led the Pledge of Allegiance.

**5. CORRESPONDENCE**

NONE.

6. **INTRODUCTIONS**

(Introductions requested by staff or Trustees of persons attending the meeting are made at this time).

- 2016 Essay Contest:  
1<sup>st</sup> Place Winner: Mariah Mayhew, 5<sup>th</sup> Grade, Sunland Elementary School.

LeShawn Simplis-Barnes introduced the Mayhew family and Mariah. Mariah read her essay to the Board and was awarded a Certificate for her accomplishments. LeShawn then introduced Philip Halprin, the subject of Mariah's essay, who spoke briefly to the Board.

7. **PUBLIC COMMENT**

(This time is reserved for members of the public to address the Board relative to matters of business on and off the agenda. Comments will be limited to three minutes per person).

NONE

8. **CONSENT AGENDA (8.1-8.2)**

***VOTE REQUIRED***

- 8.1 Consideration of **Minutes 2016-05** of regular Board Meeting held on May 19, 2016.  
***(EXHIBIT A)***
- 8.2 Consideration of **Resolution 2016-08** Authorizing Payment of Attached Requisition May 1, 2016 through May 31, 2016.  
***(EXHIBIT B)***

**Trustee Newcomer made a motion to approve the consent calendar. The motion was seconded by Trustee Kelley and approved unanimously.**

9. **COMMITTEE REPORTS**

**At the request of Legal Counsel, the Board addressed item 9.2 first.**

- 9.1 Budget & Finance Committee M. Bollman, Chair

- 9.1.a. The Committee has reviewed staff's proposed FY 2016-2017 budget and is prepared to report its findings to the Board and make recommendations to the Board to approve and accept the FY 2016-2017 Budget  
***(EXHIBIT C, refer to budget enclosure. VOTE REQUIRED)***
- 5-Year Budget Projections (*Attachment A*)

Chair, Mark Bollman reported that the FY 16/17 Budget is highlighted by the three tenants: balance, ownership, and promises kept. The Budget is balanced and acknowledges current threats facing the District and is produced consistent with past practices. All Directors were included in Budget Committee meetings and confirm ownership of numbers presented. Suggestions made by the Budget Committee last year were incorporated and promises were kept to not increase assessment levels this fiscal year. Performance is measured regularly and adjustments made as needed. The Committee unanimously approved the FY 16/17 budget presented by staff.

Truc provided background and reviewed how the budget was organized and developed using a 'bottoms up' approach beginning with each department. The budget did not include an increase to the assessment for FY 16/17. The District expects to realize some savings at the close of FY 15/16 which is typically used to fund the District's OPEB liabilities. The District currently has \$3.38 million in various reserve accounts. Legal Counsel Quinn Barrow noted that two pages in the budget will be amended to reflect changes to the Manager's salary as directed by the Board.

The FY 16/17 Budget includes revenues and expenditures totaling approximately 12 million dollars, reflecting a 1.7% increase in the overall budget. This increase reflects a proposed 2%

COLA, two new staff positions, and an additional VCS IV lead level position. Staffing levels will increase to 74 full time staff and 4 additional seasonal employees. The proposed budget addresses operational and facility needs, is fair to employees, and includes no increase to the assessment.

**Trustee Newcomer made a motion to approve the FY 16/17 Budget as presented. The motion was seconded by Trustee Alatorre and approved unanimously.**

9.2 Personnel Committee

E. Guerrero, Chair

9.2.a. Report on Committee meeting to discuss General Manager's annual evaluation

9.2 b. **Closed Session: Public Employee Compensation Evaluation**

*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*

**In accordance with §§ 54957 and 54957.6 of the California Government code, Legal Counsel announced the Board of Trustees would enter Closed Session.**

Upon return to open session, Legal Counsel reported that at the direction of the Board, General Counsel will provide an amendment to the General Manager's contract to include a 4% increase for the first year, automatic COLA increases (with a 3% cap) consistent with limitations imposed by the California Government Code, a three-year term, and three days of Administrative leave.

10. **STAFF PROGRAM REPORTS: JUNE 2016**

10.1 Manager's Report

T. Dever, General Manager

Truc thanked the Budget & Finance Committee for their hard work, and insightful dialog as they worked through the current budget and planned for future years. The enclosed 5-year plan reflects those discussions. She also thanked her amazing team for their efforts every day.

10.2 Scientific-Technical: (Staff Report A)

S. Klueh, Sci.-Tech Services Dir.

Susanne highlighted that while *Aedes* is a common and important focus, West Nile virus is still a prominent concern, and the District is currently seeing higher activity early this year. Seven mosquito samples and eight positive birds have already been reported so far this year.

10.3 Operations: (Staff Report B)

M. Daniel, Operations Dir.

Mark had nothing to add to his report and offered to answer questions from the Board.

10.4 Community Affairs: (Staff Report C)

K. Middleton, Comm. Affairs Dir.

Kelly reported that the Request for Proposals for a replacement VecMobile was published, and several vendors have already responded. The Department received nearly 50 letters from Stem Academy students who were very sad that the VecMobile program might end, and wrote to the Board expressing their love and support of our program, encouraging them to fund the replacement vehicle. The Department is working with several vector control districts and the County Department of Public Health on a regional outreach campaign which should launch soon.

10.5 Fiscal: (Staff Report D)

C. Weeks, Finance Director

Carolyn thanked the Board for their acceptance of the proposed budget and offered to answer questions.

10.6 Human Resources: (Staff Report E)

R. Thomas, Human Resources Dir.

Rakesha had nothing to add to her report.

10.7 Legal Counsel Report

Q. Barrow, Legal Counsel

No Report

**11. OTHER**

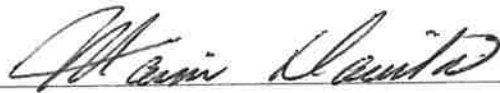
The Board may consider items not on the agenda provided that the Board complies with the Government Code (Brown Act) §54954.2(b).

President Davila wished all Trustees a happy Father's Day and Fourth of July.

**12. ADJOURNMENT**

The next Board of Trustees meeting will be scheduled on Thursday, July 14, 2016 at 7:00 p.m. at the District's headquarters at 12545 Florence Avenue, Santa Fe Springs.

**The meeting was adjourned at 8:06PM**



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President



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Secretary-Treasurer