

GLACVCD

BOARD OF TRUSTEES MEETING

AGENDA AND EXHIBITS



Thursday, March 9th 2017

7:00 p.m. Board Meeting
Santa Fe Springs District Headquarters
12545 Florence Avenue
Santa Fe Springs, CA 90670

Trustee Steve Croft, President
Trustee Mark W. Bollman, Vice President
Trustee Pauline Deal, Secretary-Treasurer

General Manager, Truc Dever
Director of Fiscal Operations, Carolyn Weeks
Director of Operations, Mark Daniel
Director of Community Affairs, Kelly Middleton
Director of Scientific-Technical Services, Susanne Kluh
Director of Human Resources, Rakesha Thomas
Board Legal Counsel, Quinn M. Barrow, Richards, Watson, Gershon
Labor Legal Counsel, Scott Tiedemann, Liebert, Cassidy, Whitmore

Copies of staff reports or other written documentation relating to agenda items are on file at the District's Headquarters at the Front Office and are available for public inspection. If you have questions regarding an agenda item, please contact the Front Office Staff at (562) 944-9656 during regular business hours.

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability-related modification or accommodation in order to participate in a meeting, including auxiliary aids or services, may request such modification or accommodation from the front office at (562)944.9656 ext. 504. Notification 48 business hours prior to the meeting will enable the facility staff to make reasonable arrangements to assure accessibility to the meeting.

Please refrain from smoking, eating or drinking in the Boardroom

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

12545 Florence Avenue, Santa Fe Springs, CA 90670
Office (562) 944-9656 Fax (562) 944-7976
Email- info@glacvcd.org Website: www.glacvcd.org

PRESIDENT

Steve Croft, Lakewood

VICE PRESIDENT

Mark W. Bollman, Cerritos

SECRETARY-TREASURER

Pauline Deal, La Mirada

ARTESIA

Sally Flowers

BELL

Ali Saleh

BELL GARDENS

Pedro Aceituno

BELLFLOWER

Sonny R. Santa Ines

BURBANK

Dr. Jeff D. Wassem

CARSON

Eliot M. Santarina

COMMERCE

Lilia R. Leon

CUDAHY

Baru Sanchez

DIAMOND BAR

Steve Tye

DOWNEY

Robert Kiefer

GARDENA

Dan Medina

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Jerry Walton

HAWAIIAN GARDENS

Barry Bruce

HUNTINGTON PARK

Marilyn Sanabria

LA CAÑADA FLINTRIDGE

David A. Spence

LA HABRA HEIGHTS

Catherine Houwen

LONG BEACH

Robert Campbell

LOS ANGELES CITY

Steven Appleton

LOS ANGELES COUNTY

Martin H. Kreisler

LYNWOOD

Salvador Alatorre

MAYWOOD

Eddie De La Riva

MONTEBELLO

Avik Cordeiro

NORWALK

Leonard Shryock

PARAMOUNT

Dr. Tom Hansen

PICO RIVERA

Bob Archuleta

SAN FERNANDO

Nina Herrera

SAN MARINO

Scott T. Kwong

SANTA CLARITA

Heidi Heinrich

SANTA FE SPRINGS

Luis Gonzalez

SIGNAL HILL

VACANT

SOUTH EL MONTE

Hector Delgado

SOUTHGATE

Maria Davila

WHITTIER

Josué Alvarado

GENERAL MANAGER

Truc Dever

A G E N D A

THE REGULAR MEETING OF THE BOARD OF TRUSTEES

• Thursday, March 9, 2017 •

District Office
12545 Florence Avenue
Santa Fe Springs, California 90670

6:30 P.M. - Library Conference Room: Pre-meeting refreshments

7:00 P.M. – Conference Room, Convene Board of Trustees Meeting

1. CALL TO ORDER

2. QUORUM (ROLL) CALL

3. INVOCATION

4. PLEDGE OF ALLEGIANCE

5. CORRESPONDENCE

6. INTRODUCTIONS

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

New La Habra Heights Trustee – Catherine Houwen appointed to a four year term

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).

8. CONSENT AGENDA (8.1-8.3)

VOTE REQUIRED

8.1 Consideration of **Minutes 2017-02** of regular Board Meeting held on February 9, 2017. (**EXHIBIT A**)

8.2 Consideration of **Resolution 2017-03** Authorizing Payment of Attached Requisition February 1, 2017 through February 28, 2017. (**EXHIBIT B**)

A CALIFORNIA GOVERNMENTAL AGENCY

8.3 Consideration of two County of Los Angeles Negotiated Tax Exchange Resolution (NTER) in conjunction with annexation of territory known as L 042-2014. This resolution authorizes 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 territory identified in the resolution to provide revenue to the County Lighting Maintenance District (CLMD) 1687. A copy of the letters from the County of Los Angeles Department of Public Works requesting these resolutions are attached. (**EXHIBIT C**)

Analysis: The NTERs from the County of Los Angeles are similar to previous L.A. County tax sharing resolutions and seek to generate revenue to partially fund the services of CLMD 1687 as noted above. Similar resolutions have previously been adopted by the Board; territory tract number L 005-2013 relates to funding for the operation and maintenance of new street lighting services for the city of Carson. L 080-2008 relates to funding for the Rowland Heights area. Tract No. 60999 relates to funding for the Saugus Area and Petition No. 13-412 relates to areas in the City of Diamond Bar. Although the District gives up a negligible share of its ad valorem property taxes in these exchanges, in subsequent years, that amount would generally be regained, if not exceeded, due to an increase in property values associated with services provided by the CLMD.

9. COMMITTEE REPORTS

9.1 Budget & Finance Committee P. Deal, Chair

- Committee Report on CalTRUST implementation discussion
- Presentation by Lyle Defenbaugh, Client Relations Director, CalTRUST, Wells Fargo Asset Management

9.2 Education & Publicity Committee T. Hansen, Chair

- Committee Report on status of education/outreach program and Mobile Science and Vector Education Foundation

10. STAFF PROGRAM REPORTS: FEBRUARY, 2017

10.1 Manager's Report T. Dever, General Manager

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

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

10.4 Community Affairs: (Staff Report C) K. Middleton, Comm. Affairs Dir.

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

10.6 Human Resources: (Staff Report E) R. Thomas, Human Resources Dir.

10.7 Legal Counsel Report Q. Barrow, Legal Counsel

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).

- *Report by Trustee Sanabria on recent attendance at MVCAC Lobby Day, Sacramento*
- *Report by Trustee Heinrich on recent attendance at AMCA Annual Meeting, San Diego*

12. ADJOURNMENT

The next Board of Trustees meeting will be scheduled on Thursday, April 13, 2017 at 7:00 p.m. at the District's headquarters at 12545 Florence Avenue, Santa Fe Springs.

GLACVCD

BOARD OF TRUSTEES MEETING STAFF REPORTS



Thursday, March 9th 2017

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Truc Dever

General Manager's Report for March 9, 2017 Board of Trustees Meeting

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Maria Davila

WHITTIER

Josué Alvarado

February was an extremely busy month for staff and some of our Trustees as we attended meetings, conferences, safety training, and training of Zika response volunteers. I would like to thank Trustees Bruce, Alvarado, Sanabria, and Cordeiro for joining staff at the MVCAC Lobby Day in Sacramento. While most of you were new to the world of vector control, you added great value to our teams by maintaining command of the issues and bringing a perspective that localized the conversations with legislators and their staff. I hope all Trustees will consider joining staff for legislative meetings in the future.

I would also like to thank Trustee Heinrich for joining us at the AMCA annual conference in San Diego. This year, the focus was on invasive *Aedes* mosquitoes and Zika virus response and control. Particularly interesting were the presentations highlighting new technologies to combat *Aedes* mosquitoes. There are a number of entities now piloting various sterile insect techniques, methods for mass rearing of modified mosquitoes, and release of these mosquitoes by air and ground. We hope to integrate some of these technologies into our mosquito control toolbox in the near future as we combat emerging mosquito-borne threats.

In January, the Board discussed the City of Vernon's request to annex into the District for vector control services. At the time, the Board voted against a formal annexation in favor of a temporary out-of-agency service agreement with the City in order to better assess its needs and the scope of service. Since last month's report to the Board, I have had multiple discussions with Paul Novak from LA LAFCO. He has agreed to bring this issue to the LAFCO Commission in April. We should know the outcome of those discussions and if permission to enter into such an agreement is granted at our April Board meeting. Additionally, Board President Steve Croft, Mark Daniel and I met with the Vernon Chamber of Commerce on February 28 to educate them about vector control, our services, and the current annexation discussions with the City. The business owners and managers represented were responsive and understood their responsibility to maintain their properties and keep them clear of mosquito breeding habitat. They assured us they would be cooperative and provide access and support to vector control specialists conducting inspections in and around their properties. I will continue to research this matter further, and will provide an update to the Board once we have permission to proceed with a service agreement.

As you may recall, the LA County Public Health Department received Zika funding from the CDC for epidemiology, laboratory capacity and vector control. The total allocated for vector control was about \$600,000 for five special districts. On Friday, February 24, staff and I met with the other vector control districts and LA County Public Health officials to determine how best to spend the funds for Zika response and control. It was decided that each district would receive approximately \$120,000 to hire personnel to assist with our *Aedes* control, surveillance, and education efforts. These team members would conduct investigations and control around reported Zika cases and participate in surveillance activities to identify additional *Aedes* infested areas. Since these individuals would be paid using grant funds to the Department of Public Health, they would be considered mobile responders to assist with a local Zika outbreak anywhere in the County, as needed. The budget and scope of work application is due to the County on Friday, March 10th.

Finally, the Budget and Finance Committee will meet this month to discuss options for integrating CalTRUST as an investment vehicle for the District. As many of you may recall, last year CalTRUST was added as an investment vehicle option in our District Investment Policy to provide a higher yield alternative to LAIF. Lyle Defenbaugh, Client Relations Director for CalTRUST, will present a brief overview of the program to the Board at this month's meeting.

Yours truly,



Truc Dever
General Manager

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT



SCIENTIFIC-TECHNICAL REPORT

February, 2017

Susanne Kluh, Scientific-Technical Services Director

Paul O'Connor, Harold Morales, Tanya Posey & Steve Vetrone, Vector Ecologists

Rande Gallant, Assistant Vector Ecologist

Angela Arteaga & Apolinar Estrada, Field Assistants

I. RISK ASSESSMENT

To maximize the use of our available budget, we no longer submit mosquito or chicken samples for testing in February and the State Health Department discontinues the dead bird program for the winter. Thus the Risk Assessment for February could not be calculated.

II. GLACVCD MOSQUITO-BORNE DISEASE WATCH

Summary

- All surveillance activities are suspended for the winter months. Mosquito trapping will resume in March and sentinel chickens will be placed in early April.

III. STATEWIDE MOSQUITO-BORNE DISEASE WATCH 2017

Reporting Period: January 01 – February 27, 2017

No report available.

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

WORK PERFORMED BY DISTRICT

February, 2017



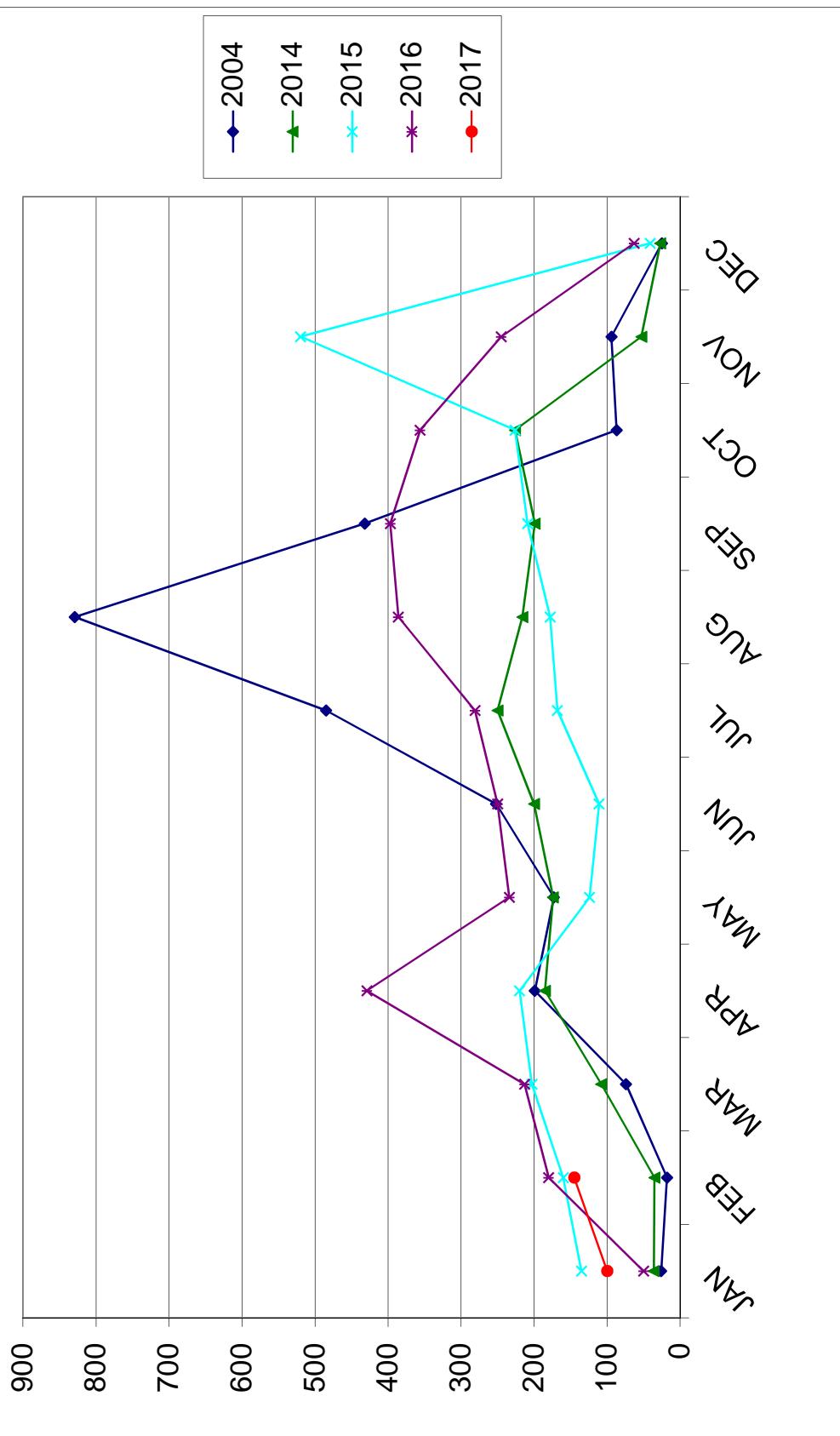
*Mark Daniel, Operations Director
 Martin Serrano, Operations Supervisor, Headquarters
 Wesley Collins, Operations Supervisor, Sylmar
 Kevin Vargas, Operations Supervisor, USD
 Vacant, Maintenance Supervisor*

CONTROL AND OPERATIONS

	Hours February	worked 2017
Fishing (Mosquitofish)	40	82
Source Reduction	27	35
Mosquito Control <i>Sources inspected 6,719 / Sources with larvae 2,035</i>	1,905	2,857
Insecticide used:		
Larvicide oils	7.37 gals @ \$14.13 per =	\$104.14
Altosid ALL	0 gals @ \$269.62 per =	\$0.00
Altosid Briquets 30 day	2,713 ea @ \$1.14 ea. =	\$3,092.82
Altosid Briquets XR	2 ea @ \$3.38 ea. =	\$6.76
Altosid Pellets	3.67 lbs @ \$27.24 per =	\$99.97
Natular T-30	4 ea @ \$1.56 per =	\$6.24
Fourstar BTI Brqts 45 day	10 ea @ \$1.30 per =	\$13.00
Altosid WSP	283 ea @ \$0.84 per =	\$237.72
Vectobac 12AS	0.05 gals @ \$38.62 per =	\$1.93
Vectobac G	2.75 lbs @ \$2.63 per =	\$7.23
Fourstar Briquets 45 day	37 ea @ \$1.30 per =	\$48.10
Vectomax FG	152.64 lbs @ \$8.70 per =	\$1,327.97
Vectomax WSP	0 ea @ \$0.97 per =	\$0.00
Natular	0 gals @ \$877.61 per =	\$0.00
Vectolex WDG	0.08 lbs @ \$56.06 per =	\$4.48
Fourstar SBG	0 lbs @ \$2.81 per =	\$0.00
Midge Control	0	0
Insecticide used:		
Dimilin WP 25%	0 lbs @ 49.34 per =	\$0.00
Blackfly Control	0	0
Insecticide used:		
Vectobac 12AS	0 gals @ \$38.62 per =	\$0.00
Underground Mosquito Control <i>UGSD inspected 1,218 / UGSD treated 0</i>	667	1,089
Insecticide used:		
Vectobac 12AS	0 gals @ \$38.62 per =	\$0.00
Vectolex WDG	0 lbs @ \$56.06 per =	\$0.00
Fogging	7	7
Insecticide used:		
Duet / Zenivex	.00/.05 gals @ 200 / 85 per =	\$4.25
	Total	\$4,954.62
Supervisory	656	1,267
Continuing Education / Training	403	629
Overtime: Community Outreach	0	0
Mosquito Control	0	0
<u>REPAIR AND MAINTENANCE OF EQUIPMENT</u>		
Vehicles	717	1,374
Spray Equipment	30	64
Buildings and yards	476	1,745
VEHICLE MILEAGE :	23,875	41,570
	<i>February</i>	<i>2017</i>
	4,928	9,149

Greater Los Angeles County Vector Control District
Mosquito Service Request Report

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2004	26	18	74	199	173	252	485	829	432	87	94	25
2014	36	35	108	185	174	200	250	216	199	226	53	27
2015	135	160	203	220	124	111	168	178	209	226	520	41
2016	50	180	213	429	234	250	281	386	397	356	245	63
2017	100	145										



**BREAKDOWN OF MONTHLY SERVICE REQUESTS
AND REQUEST FOR MOSQUITOFISH**

	Mosquitoes	Midges	Swimming Pools	Fish Ponds	Other	Black Flies	Yellow Jackets	Total Service Request	Mosquitofish Requests	Number of Mosquitofish
ARTESIA	1							1		0
BELL	1							1		0
BELLFLOWER								0		0
BELL GARDENS	4		3					0		0
BURBANK	1							4		0
CARSON	3		1					1		0
CERRITOS	1							3		0
COMMERCE								1		0
CUDAHY								0		0
DIAMOND BAR	8		3					8		0
DOWNEY	2		2					2		0
GARDENA	4		1					4		0
GLENDALE								0		0
HAWAIIAN GARDENS								0		0
HUNTINGTON PARK								0		0
LA CANADA FLINTRIDGE	2		1	1				2		10
LA HABRA HEIGHTS	5		2					5		0
LA MIRADA	7		2					7		0
LAKEWOOD	2		1	1				2		0
LONG BEACH	6		1	2				6		0
LOS ANGELES CITY	47		20	5				47	2	20
LOS ANGELES COUNTY	16		3	1				16		0
LYNWOOD								0		0
MAYWOOD	1							1		0
MONTEBELLO	7		2					7		0
NORWALK	2		1					2		0
PARAMOUNT	4							4		0
PICO RIVERA	2		1					3		0
SAN FERNANDO								0		0
SAN MARINO	1							1		0
SANTA CLARITA	1		3	2				1	2	20
SANTA FE SPRINGS	1							1		0
SIGNAL HILL	1							1		0
SOUTH EL MONTE								0		0
SOUTH GATE	1							1		0
WHITTIER	13		4	1				13		0
TOTAL	144	1	50	16	0	0	0	145	5	50

	Drains	Ditches (Miles)	Standing Water	Lakes, Marshes (acres)	Swimming Pools	Fish Ponds	Sumps	Containers	Water Troughs	Well Cellars
ARTESIA	5				2		8			3
BELL	6		0.01		2	2	2			
BELLFLOWER	11				2	2	2			
BELL GARDENS	4						6			
BURBANK					38	2				
CARSON	15	0.6			11	1	3			
CERRITOS	16	0.02	0.02		17	2	9	1		
COMMERCE	30				2		11			
CUDAHY	12				2			3		
DIAMOND BAR	18	1.1	0.1		6	1	2			1
DOWNEY	12				4	1	2			
GARDENA	24		0.2		2		2			
GLENDALE					10	12				
HAWAIIAN GARDENS								13		
HUNTINGTON PARK	20		0.1		7	3				2
LA CANADA FLINTRIDGE					1					0
LA HABRA HEIGHTS					15	5	1	2		
LA MIRADA	1				23	4	3			
LAKEWOOD					15	1				
LONG BEACH	2		8.72	2	307	52	38	6	20	12
LOS ANGELES CITY	260	3.15	6		21	2	12	67		5
LOS ANGELES COUNTY	128	0.79	5.11		6		1			1
LYNWOOD	10				9	3	3	2		2
MAYWOOD	12						1			
MONTEBELLO	28	0.03								
NORWALK	2						1	1		1
PARAMOUNT	15						1			2
PICO RIVERA	6				20		7			
SAN FERNANDO					1					
SAN MARINO	5				4		1	1		
SANTA CLARITA	17	1	0.1	1	13	1	7		18	
SANTA FE SPRINGS					1	1				
SIGNAL HILL										
SOUTH EL MONTE	94	0.33			4	1	20			
SOUTH GATE	32				3	2	8			
WHITTIER	25				28	5	1			
Total	810	7.02	21.36	2.00	574	104	175	101	20	29

	Channels (miles)	Debris Basins (acres)	Stabilizers	Outfalls	Freeway Drains	Undergrounds (miles)	Gutters	Catch Basins	Total Hrs. of Activity
ARTESIA									4.26
BELL									3.04
BELLFLOWER									18.32
BELL GARDENS									4
BURBANK									73.62
CARSON				0.1					22.76
CERRITOS									13.95
COMMERCE					1				14.25
CUDAHY	0.02								1.88
DIAMOND BAR	1	1					0.1		14.53
DOWNEY									20.52
GARDENA	0.1								4.43
GLENDALE									52.26
HAWAIIAN GARDENS									5.86
HUNTINGTON PARK									21.35
LA CANADA FLINTRIDGE									4.1
LA HABRA HEIGHTS									6.22
LA MIRADA									11.1
LAKEWOOD									28.49
LONG BEACH				1	0.2				72.37
LOS ANGELES CITY	0.83								9
LOS ANGELES COUNTY	1			2	12				181.41
LYNWOOD					0.21				3.46
MAYWOOD									3.31
MONTEBELLO									13.04
NORWALK									22.07
PARAMOUNT									22.07
PICO RIVERA									11.17
SAN FERNANDO									21.44
SAN MARINO	0.05								0.67
SANTA CLARITA				1			0.1		2.71
SANTA FE SPRINGS									80.5
SIGNAL HILL									11.51
SOUTH EL MONTE									14.04
SOUTH GATE						1			11.71
WHITTIER									36.67
Total	2.10	3.00	0.00	4.00	14.61	0.00	0.10	28	1477.01

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT



COMMUNITY AFFAIRS PROGRAM

February 2016

Kelly Middleton, Director of Community Affairs

Levy Sun, Public Information Officer

LeShawn Simplis, Education Program Coordinator

Heather Hyland, Education Program Coordinator

Helen Kuan, Outreach Assistant

Departmental Activities

Administrative

- Ongoing coordination with LA County DPH and Emergency Planning and Response Program staff on Zika Preparation; outreach needs, materials, training, etc.
- Planning for 2017 Mosquito Awareness Week activities/events
- Met with and discussed sponsorship opportunities for new VecMobile curriculum
- Oversaw listing of old VecMobile for sale via various sites
- Coordinated pick-up of new Ford Flex vehicle for the department (☺)
- Editing final design of “Are You Raising Mosquitoes” brochure
- Confirmed more community events for spring
- Restocked or conducted inventory of literature for Sylmar and Santa Fe Springs locations
- Updated database of contacts
- Worked with website vendor to further secure website from hacking
- Fielded phone calls and answered emails from city staff, members of the public and the media

Programmatic

- General:
 - Calculated top “hotspot” cities and communities needed to be contacted first due to calculations of surveillance and outreach data
 - Designed digital content to share via social media, websites and e-blasts
- Aedes:
 - Prepared for “Keep Zika Out” workshops in Carson
 - Coordinated outreach with cities with Aedes-positive confirmations

Meetings & Training

- 2/2 – Zika Prep Core Planning meeting
- 2/9 – PIO assisted with Commerce’s hiring of communications position
- 2/13 – 2/17 – AMCA Annual Meeting
- 2/21 – Zika Public Information Working Group meeting
- 2/22 – All-hands meeting
- 2/23 – New Trustee Orientation
- 2/24 – Zika funding meeting

STAFF REPORT C

Community Outreach Activities

Date	Event	City	# Attendees	Materials Distributed
2/8	Guest Lecture – Vector control and PR	Long Beach	30	Brochures, giveaways
2/6 – 2/7	MVCAC Lobby Day	Sacramento	NA	Literature

Educational Outreach

Date	School	City	# Attendees	Materials Distributed
2/3	Cedar Lane Academy – Career Day	Rowland Heights	180	Brochures, giveaways
2/16	AMCA Education Day – St. Patrick Catholic School	San Diego	150	Brochures, giveaways

The EPCs have been working hard on a variety of projects within the department. Every year they are a part of career day at Cedar Lane Academy, and the students say our EPCs are their favorite speakers! Our team brings magic and education to the floor.

Heather and Helen attended AMCA's Education Day bringing our outreach program to share with other Districts and in support of AMCA's commitment to education. Vector control organizations from Utah, Colorado, Louisiana, San Diego, Los Angeles, Florida and Michigan participated, reaching all students from 4th through 7th grades. They listened to educational presentations and then participated in hands-on activities on the multi-District interactive touch tables. Take a look at this Channel 7 News report showing our superstars in action! <https://tinyurl.com/hwk58v6>

In addition, the department is working on gaining partnerships with other organizations to create a large 'Mobile Madness' event - inviting other mobile education vehicles, mobile health units, etc. to both highlight our new vehicle, and promote fun, educational activities for families.

Media Coverage/Publications

Media Activity

Date	Media Type	Media Name	Activity
2/21	Online	KPCC	More rain could mean more mosquito-borne illnesses

Press Releases / Blog Posts

Date	Activity
2/2	Zika Study: Birth defects, including microcephaly can occur later
2/25	Where in California are Aedes mosquitoes?
2/27	"Keep Zika Out" Workshops in Carson

STAFF REPORT C

Total Coverage:

Fiscal Year-to-Date: 65

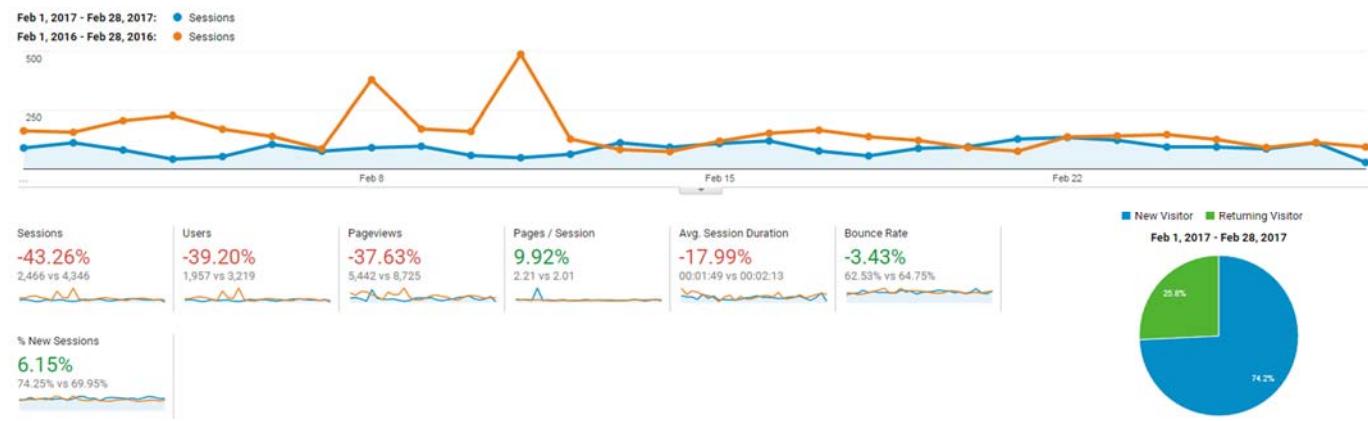
Digital Outreach

Website/Social Media Maintenance

- Posted regular updates and informational articles to District's social media websites
- Utilized Nextdoor to promote upcoming "Keep Zika Out" Workshops in Carson

Outreach Medium	Number of Subscribers	Reach
Email List	1,487	Same as subscribers
Facebook	3,612	2,212
Twitter	712	4,000
Google Adwords	NA	1,407

GLACVCD Website



Summary

In the period from February 1 through February 28, 2017, the District website (www.glacvcd.org) had 2,466 visits from 1,957 visitors.

STAFF REPORT D

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT



FISCAL REPORT February 2017

*Carolyn M. Weeks, CPA, Director of Fiscal Operations
Alhaji Kamara, Accounting Clerk*

- Beginning reorganizing the storage of financial records
- Start date of June 1st for asset tracking system
- ADP will be migrating us to next platform in the near future
- Working on the FY 2017–2018 budget
- Working on the sales tax return
- Compiling the data for the 2016 State Controllers Report

SUMMARY OF CASH ACCOUNTS
February, Fiscal Year 2016-2017
Carolyn Weeks CPA, Director of Fiscal Operations

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
COUNTY TREASURY -1010.0												
Fund Balance - 6/30/16 \$133,985.84												
Deposits/Revenues	142,741	130,480	403	2,063	132,663	4,407,580	1,234,261	875,173	6,925,366	6,925,366	6,925,366	6,925,366
YTD	142,741	273,222	273,625	275,688	408,351	4,815,931	6,050,192	6,925,366	6,925,366	6,925,366	6,925,366	6,925,366
Transfer to LAIF 1020.0	-	-	-	-	-	4,880,000	4,890,000	6,120,000	6,130,000	6,130,000	6,130,000	6,130,000
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Fund Balance	\$ 226,727	\$ 407,207	\$ 407,610	\$ 409,974	\$ 542,337	\$ 59,917	\$ 1,294,178	\$ 923,351	\$ 929,351	\$ 929,351	\$ 929,351	\$ 929,351
LAIF ACCOUNT - 1020.0												
Fund Balance - 6/30/16 \$6,379,046.00												
Deposits (Transfer from County Treasury 1010 or Reserve accounts)												
Interest Earned	11,773	11,773	11,773	11,566	166,250	4,890,000	-	-	1,253,400	-	-	-
YTD	11,773	11,773	11,773	23,339	189,589	5,079,589	5,079,589	6,332,989	6,332,989	6,332,989	6,332,989	6,332,989
Withdrawals (Transfer to BPB Payable 1018)	520,000	1,150,000	600,000	-	150,000	175,000	362,500	825,000	-	-	-	-
Withdrawals (Transfer to BPB Payable 1018)	900,000	-	-	850,000	770,000	500,000	660,000	-	-	-	-	-
Withdrawals (Transfers to Reserve Accounts)												
YTD	1,420,000	2,570,000	3,170,000	4,020,000	4,940,000	6,525,000	7,547,500	8,372,500	8,372,500	8,372,500	8,372,500	8,372,500
Fund Balance	\$ 4,970,819	\$ 3,920,819	\$ 3,220,819	\$ 2,382,385	\$ 1,628,635	\$ 4,933,635	\$ 3,911,155	\$ 4,339,535				
AB ACCOUNTS PAYABLE 1016.0												
Fund Balance - 6/30/16 \$230,211.74												
Deposits (Transfer from LAIF 1020)	520,000	350,000	100,000	-	280,000	150,000	175,000	520,000	825,000	-	-	-
Deposits (Transfer from BPB Payroll 1018)	190,000	-	-	-	-	175,000	50,000	125,000	-	-	-	-
Misc. Receipts	2,874	164,268	3,337	-	-	39,249	153,748	-	-	-	-	-
YTD	712,874	1,227,142	1,330,479	1,610,479	1,974,728	2,353,476	2,998,476	3,823,476	3,823,476	3,823,476	3,823,476	3,823,476
Withdrawals (Transfers to BPB Payroll 1018)	34,000	-	-	-	-	-	-	200,000	520,000	-	-	-
Withdrawals for Payables	282,413	828,410	284,992	282,624	372,103	329,819	403,319	345,849	-	-	-	-
YTD	316,413	1,144,823	1,429,814	1,712,638	2,084,542	2,414,361	3,017,680	3,883,529	3,883,529	3,883,529	3,883,529	3,883,529
Account Balance	\$ 626,673	\$ 312,531	\$ 130,876	\$ 128,252	\$ 120,398	\$ 169,327	\$ 211,008	\$ 170,159				
AB PAYROLL ACCOUNT 1018.0												
Fund Balance - 6/30/16 \$65,139.79												
Deposits (Transfer from LAIF 1020)	900,000	1,150,000	600,000	850,000	770,000	500,000	660,000	200,000	520,000	-	-	-
Deposits (Transfer from BPB Payable 1016)	34,000	-	-	-	-	-	-	-	-	-	-	-
YTD	934,000	2,084,000	2,684,000	3,534,000	4,304,000	4,804,000	5,664,000	6,184,000	6,184,000	6,184,000	6,184,000	6,184,000
Withdrawals for Payroll	825,225	514,821	579,759	593,828	576,755	535,982	719,488	550,591	-	-	-	-
Withdrawals (Transfer to BPB Payable 1016)	190,000	360,000	100,000	280,000	175,000	50,000	125,000	-	-	-	-	-
YTD	1,015,225	1,890,046	2,569,806	3,443,634	4,195,389	4,781,370	5,625,859	6,176,450	6,176,450	6,176,450	6,176,450	6,176,450
Account Balance	\$ 3,914	\$ 279,093	\$ 199,334	\$ 175,506	\$ 133,751	\$ 107,769	\$ 123,281	\$ 92,690				

SUMMARY OF CASH ACCOUNTS
February, Fiscal Year 2016-2017
Carolyn Weeks CPA, Director of Fiscal Operations

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
VCJPA TRUST FUND - 1012.0												
Fund Balance - 6/30/16	\$812,240.76											
Deposits												
Interest Earned												
YTD												
Withdrawals												
Administrative Expenses												
YTD												
Fund Balance	\$ 812,241	\$ 811,948	\$ 811,948	\$ 811,948	\$ 811,948	\$ 811,942	\$ 882,286					
VCJPA PROPERTY - 1013.0												
Fund Balance - 6/30/16	\$51,602.00											
Deposits												
Interest Earned												
YTD												
Withdrawals												
Administrative Expenses												
YTD												
Fund Balance	\$ 51,602	\$ 51,602	\$ 51,578	\$ 51,578	\$ 51,578	\$ 51,115						
LAIF ACCOUNT EMERGENCY VECTOR CONTROL RESERVES- 1022.0												
Fund Balance - 6/30/16	\$1,150,000.00											
Deposits (Transfers from 1020.0)												
Interest Earned												
YTD												
Withdrawals												
YTD												
Fund Balance	\$ 1,150,000	\$ 1,200,000										
LAIF ACCOUNT MEU VEHICLE REPLACEMENT - 1023.0												
Fund Balance - 6/30/16	\$1,150,000.00											
Deposits (Transfers from 1020.0)												
Interest Earned												
YTD												
Withdrawals												
YTD												
Fund Balance	\$ 255,000											
LAIF ACCOUNT CAPITAL DESIGNATED RESERVES - 1025.0												
Fund Balance - 6/30/16	\$500,000.00											
Deposits (Transfers from 1020.0)												
Interest Earned												
YTD												
Withdrawals												
YTD												
Fund Balance	\$ 500,000	\$ 333,750	\$ 693,750	\$ 536,250	\$ 522,350	\$ 522,850	\$ 522,850	\$ 522,850				
LAIF ACCOUNT OPERATIONS DESIGNATED RESERVES - 1026.0												
Fund Balance - 6/30/16	\$400,000.00											
Deposits (Transfers from 1020.0)												
Interest Earned												
YTD												
Withdrawals												
YTD												
Fund Balance	\$ 400,000											

SUMMARY OF CASH ACCOUNTS

February, Fiscal Year 2016-2017

Carolyn Weeks CPA, Director of Fiscal Operations

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
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LAIF ACCOUNT OPEB DESIGNATED RESERVES - 1027.0

Deposits - 6/30/16	\$400,696											
Deposits (Transfers from 1020.0)												
Interest Earned	-											
YTD	-											
Withdrawals	-											
YTD	-											
Fund Balance	\$ 400,696	\$ 900,696										

LAIF ACCOUNT VEHICLE REPLACEMENT - 1028.0

Deposits - 6/30/16	\$200,000.00											
Deposits (Transfers from 1020.0)												
Interest Earned	-											
YTD	-											
Withdrawals	-											
YTD	-											
Fund Balance	\$ 200,000											

CASH BALANCE **\$ 8,242,672** **\$ 7,184,190** **\$ 6,322,762** **\$ 5,459,939** **\$ 4,761,087** **\$ 8,398,495** **\$ 8,509,949** **\$ 8,488,682** **\$ 8,488,682** **\$ 8,488,682**

This above information is provided in compliance with the District's Investment Policy.

MONTHLY EXPENSE STATEMENT
February, Fiscal Year 2016-2017
Carolyn M. Weeks CPA, Director of Fiscal Operations

ACCOUNT	ACTUAL MONTHLY EXPENSE (\$)	BUDGETED MONTHLY EXPENSE (\$)	MONTHLY VARIANCE (\$)	YTD ACTUAL EXPENSE (\$)	BUDGETED YTD EXPENSE (\$)	YTD VARIANCE (\$)
<u>Salaries and Benefits</u>						
Regular & Limited Term Salaries	\$ 453,386	\$ 462,048	\$ 8,662	\$ 3,759,370	\$ 3,813,577	\$ 54,207
Employee Taxes	8,811	27,855	19,044	111,166	120,327	9,160
Extra Help Salaries	-	-	-	222,903	252,000	29,097
General Benefits	79,479	84,938	5,459	906,562	899,634	(6,928)
Health Benefits	113,554	128,766	15,212	923,471	1,030,131	106,659
SUBTOTAL	\$ 655,230	\$ 703,607	\$ 48,377	\$ 5,923,473	\$ 6,115,669	\$ 192,195
<u>Services and Supplies</u>						
Chemicals	\$ -	\$ 2,500	\$ 2,500	\$ 79,386	\$ 132,400	\$ 53,014
Operational Support Equipment	-	850	850	3,996	9,325	5,329
Uniforms and Accessories	196	3,487	3,291	23,686	34,632	10,946
Communications	-	6,639	6,639	43,825	53,484	9,659
Kitchen Materials and Supplies	-	125	125	488	1,000	512
VCJPA Insurance	-	-	-	517,005	520,509	3,504
Maintenance: Automotive	655	6,483	5,828	44,326	85,047	40,721
Office Equipment	1,159	2,250	1,091	12,907	24,275	11,368
Maintenance: Bldgs/Yards	2,011	7,006	4,995	55,304	69,821	14,518
Scientific-Technical Lab Supplies	-	1,600	1,600	23,834	50,500	26,666
Memberships	-	2,610	2,610	21,165	18,880	(2,285)
Office Expense	3,732	5,933	2,202	51,909	59,517	7,608
Professional Services	-	11,300	11,300	97,822	97,200	(622)
Public Information & Education	-	3,833	3,833	48,042	27,417	(20,625)
Special Expense	13,800	5,725	(8,075)	374,525	413,432	38,907
Transportation & Travel	681	27,530	26,849	54,313	72,875	18,562
Fuel	-	12,898	12,898	68,512	130,017	61,504
Utilities	4,036	7,017	2,981	61,231	77,933	16,703
SUBTOTAL	\$ 26,269	\$ 107,787	\$ 81,518	\$ 1,582,274	\$ 1,878,264	\$ 295,990
<u>Fixed Assets</u>						
Automotive/Specialty Vechicles	\$ -	\$ -	\$ -	\$ 213,722	\$ 295,000	\$ 81,278
Machinery & Equipment	-	-	-	-	6,100	6,100
Spray Equipment	-	-	-	-	-	-
Computer Equipment	-	-	-	3,680	7,350	3,670
Laboratory Equipment	-	-	-	-	-	-
Public Information/Ed. Equipment	-	-	-	-	-	-
Furniture & Fixtures	-	-	-	328	7,500	7,172
Capital Improvements	-	-	-	358,750	50,000	(308,750.00)
SUBTOTAL	\$ -	\$ -	\$ -	\$ 576,480	\$ 365,950	\$ (210,530)
<u>Reserves</u>						
Capital Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MEU (Vecmobile) Replacement Res.	-	-	-	-	-	-
SUBTOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 681,498	\$ 811,393	\$ 129,895	\$ 8,082,227	\$ 8,359,882	\$ 277,656

**Greater Los Angeles County Vector Control District
Revenue Reported on a Cash Basis
Fiscal Year 2016 - 2017**

* The County report for the month of February has not been received at the time this report was being compiled.

^\u2022 Miscellaneous income is composed of LAIF interest, proceeds from the sale of assets, contract proceeds, rebates, grants and any other income that is not listed above.

GREATER LOS ANGELES VECTOR CONTROL DISTRICT
Chart of Financial Activity: FY 2017

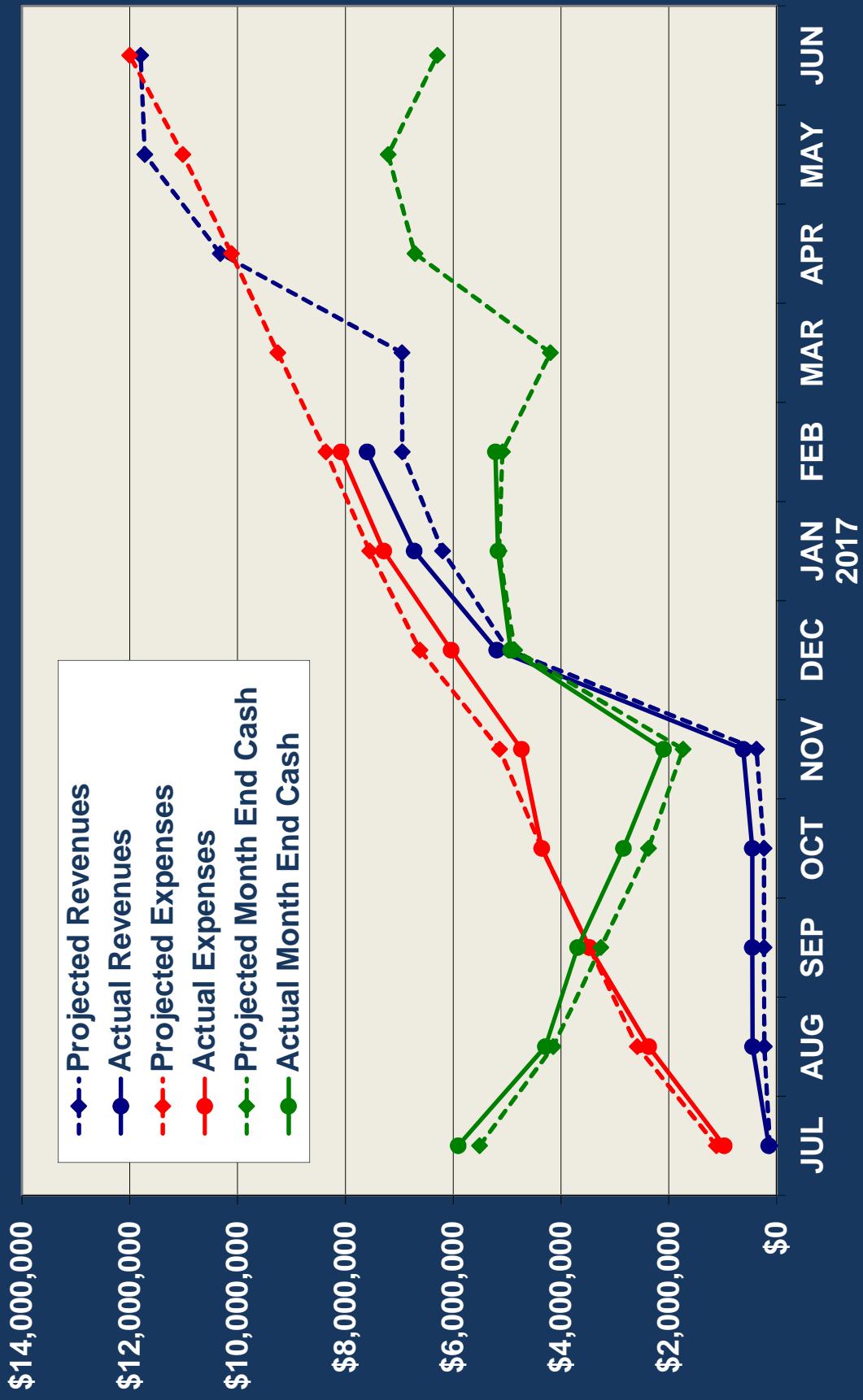
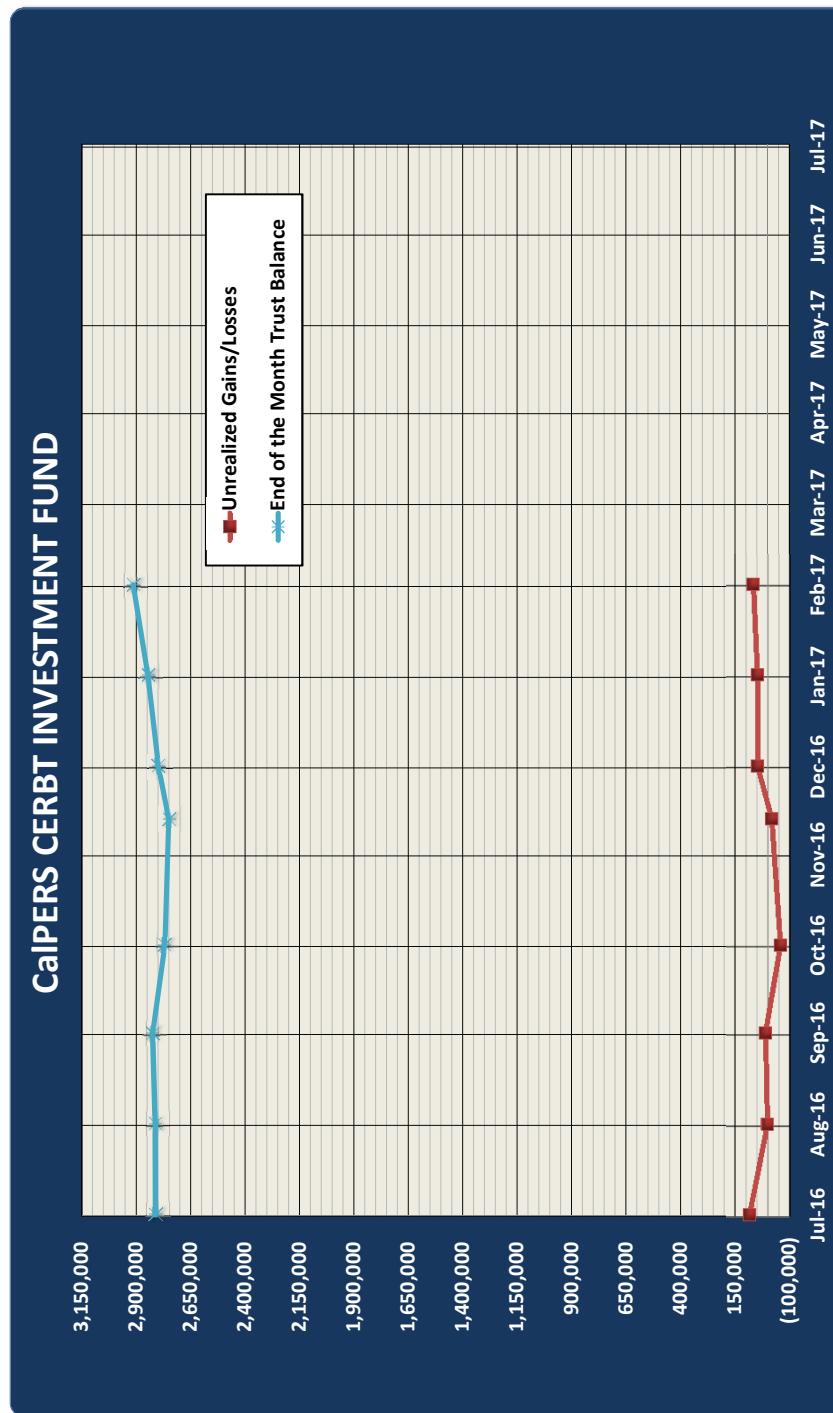


TABLE FOR CHART JULY 2016 - JUNE 2017

Month	Projected Revenues	Actual Revenues	Projected Expenses	Actual Expenses	Projected Month End Cash	Actual Month End Cash
JUL	125,000	145,541	1,115,694	971,437	5,509,306	5,909,046
AUG	230,000	446,175	2,585,163	2,372,670	4,144,837	4,289,046
SEP	233,000	449,915	3,472,186	3,472,186	3,260,814	3,689,046
OCT	236,000	450,485	4,357,641	4,357,640	2,378,360	2,839,046
NOV	376,000	619,642	5,139,189	4,735,710	1,736,811	2,097,296
DEC	4,976,000	5,192,665	6,615,097	6,036,573	4,860,903	4,933,635
JAN 2016	6,196,000	6,723,366	7,548,689	7,290,443	5,147,311	5,169,230
FEB	6,946,000	7,598,540	8,360,082	8,082,227	5,085,918	5,218,535
MAR	6,952,700	0	9,255,244	0	4,197,455	0
APR	10,322,700	0	10,112,858	0	6,709,841	0
MAY	11,722,700	0	11,015,040	0	7,207,659	0
JUN	11,797,700	0	12,001,758	0	6,295,942	0

SUMMARY of CalPERS CERBT INVESTMENT FUND
 November, Fiscal Year 2016-2017
 Carolyn Weeks, CPA, Director of Fiscal Operations

CalPERS CERBT Plan for Pre-Funding OPEB	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Fund Balance - 6/30/16 \$2,726,957	-	-	-	-	-	-	-	-	-	-	-	-
Deposits	-	-	-	-	-	-	-	-	-	-	-	-
YTD Deposits	84,232	2,101	11,928	(56,398)	(17,035)	47,781	47,780	67,816	-	-	-	-
Unrealized Gains/Losses	84,232	86,332	98,260	41,363	24,827	72,609	120,389	188,204	188,204	188,204	188,204	188,204
YTD Unrealized Gains/Losses	199	204	196	201	191	201	207	161	-	-	-	-
Administrative Fees	199	403	599	801	992	1,192	1,400	1,561	1,561	1,561	1,561	1,561
YTD Administrative Fees	\$ 2,810,989	\$ 2,812,986	\$ 2,824,618	\$ 2,758,019	\$ 2,750,792	\$ 2,798,373	\$ 2,845,946	\$ 2,913,601	\$ 2,913,601	\$ 2,913,601	\$ 2,913,601	\$ 2,913,601
Fund Balance												





STAFF REPORT E

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT HUMAN RESOURCES DEPARTMENT REPORT FEBRUARY 2017

*Rakesha L. Thomas, Director of Human Resources
Shenell Benson-Williams, Human Resources Assistant*

I. Employment & Recruiting

- a. Interviewed VCS Reassignment (Internal)
- b. Tested for VCS recruitment

II. Benefits Update

- a. ACA 1095's distributed

III. Department Training & Workshops

Date	Workshop	Topic	Location
2/8/2017	LCW	Abuse of Leaves	LaMirada
2/15/2017	CalPERS	Social Security	Orange
2/16/2017	Bickmore	Forklift Training	Sylmar
2/16/2017	Public Labor Relations	Annual Workshop	Cerritos
2/22/2017	All Hands Training	All Staff Training (varies)	District

IV. Worker's Compensation Update

- a. One (1) injury

V. ADP Implementation Upgrade

- a. ADP Migration Failed – pending new date
- b. Continuing to complete ADP training