

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT  
MINUTES NO. 2017-07**

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, August 10, 2017, at the District office at 12545 Florence Avenue, Santa Fe Springs, California.

**TRUSTEES PRESENT**

Sally Flowers, *(City of Artesia)*  
Ali Saleh, *(City of Bell)*  
Sonny Santa Ines, *(City of Bellflower)*  
Dr. Jeff Wassem, *(City of Burbank)*  
Elito Santarina, *(City of Carson)*  
Mark Bollman, Vice-President, *(City of Cerritos)*  
Leonard Mendoza, *(City of Commerce)*  
Baru Sanchez, *(City of Cudahy)*  
Steve Tye, *(City of Diamond Bar)*  
Robert Kiefer, *(City of Downey)*  
Dan Medina, *(City of Gardena)*  
Jerry Walton, *(City of Glendale)*  
Barry Bruce, *(City of Hawaiian Gardens)*  
Catherine Houwen, *(City of La Habra Heights)*  
Steve Croft, President *(City of Lakewood)*  
Larry Mowles, *(City of La Mirada)*  
Robert Campbell, *(City of Long Beach)*  
Martin Kreisler, *(County of Los Angeles)*  
Salvador Alatorre, *(City of Lynwood)*  
Eddie De La Riva *(City of Maywood)*  
Avik Cordeiro, *(City of Montebello)*  
Leonard Shryock, *(City of Norwalk)*  
Tom Hansen, *(City of Paramount)*  
Bob Archuleta, *(City of Pico Rivera)* \*7:14  
Nina Herrera, *(City of San Fernando)*  
Scott Kwong, *(City of San Marino)*  
Luis Gonzalez, *(City of Santa Fe Springs)*  
Robert Copeland, *City of Signal Hill*  
Hector Delgado, *(City of South El Monte)* \*7:15  
Maria Davila, *(City of South Gate)*

**TRUSTEES ABSENT**

Pedro Aceituno, *(City of Bell Gardens)*  
Marilyn Sanabria, *(City of Huntington Park)*  
Steve Appleton, *(City of Los Angeles)*  
Josué Alvarado, *(City of Whittier)*

**TRUSTEES ABSENT (EXCUSED)**

Heidi Heinrich, *(City of Santa Clarita)*

**VACANCY**

*City of La Cañada Flintridge*

**OTHERS PRESENT**

Truc Dever, *General Manager*  
Mark Daniel, *Director of Operations*  
Susanne Kluh, *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*  
Quinn Barrow, *Legal Counsel*  
Stephanie Cao, *Legal Counsel*

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

**1. CALL TO ORDER**

President Croft called the meeting to order at 7:07 P.M.

**2. QUORUM (ROLL) CALL**

Following roll call, it was recorded that 28 Trustees were present and 7 were absent. One position is currently vacant. Two (2) Trustees arrived after roll call.

**3. INVOCATION**

Trustee Bruce gave the invocation.

**4. PLEDGE OF ALLEGIANCE**

Trustee Kwong led the Pledge of Allegiance.

5. **CORRESPONDENCE**

NONE

6. **INTRODUCTIONS**

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 (8.1-8.3)**

***VOTE REQUIRED***

8.1 Consideration of **Minutes 2017-07** of regular Board Meeting held on July 13, 2017.  
***(EXHIBIT A)***

8.2 Consideration of **Resolution 2017-11** Authorizing Payment of Attached Requisition July 1, 2017 through July 30, 2017.  
***(EXHIBIT B)***

8.3 Consideration of Joint Tax Sharing Resolutions from the Sanitation District of Los Angeles County (Annexation Nos. SCV-1088). This Resolution requests GLACVCD allocate 0.000576% of its current 0.0322% share of property tax resulting in a net share of 0.0316% to support services to the areas being annexed to the Santa Clarita Valley Sanitation District.  
***(EXHIBIT C)***

*Analysis: The applicant requested annexation of properties into the above County Sanitation District in order to receive off-site disposal of sewage. The annexation process requires that a resolution for property tax revenue exchange be adopted by all the affected local agencies before an annexation may be approved. These requests are similar to many received from the county sanitation districts and public works in the past. By sharing the property tax increment with the District resulting from these annexations, GLACVCD will not lose any existing ad valorem tax revenue it currently receives from the affected territories. GLACVCD would only be giving up a portion of the revenues it would receive on increased assessed valuation.*

**Trustee Davila made a motion to approve the consent agenda. The motion was seconded by Trustee Santarina. Trustee Wassem requested item 8.2 be pulled for discussion. The Board approved items 8.1 and 8.3 unanimously with Trustee Santa Ines abstaining. Trustees Archuleta and Delgado were not present for the vote.**

Trustee Wassem asked for more information on a fraudulent charge listed on the cash disbursements for Exhibit B, RESOLUTION 2017-11. Rakesha reported that the District's Accounting Clerk caught a fraudulent charge attempt on Rakesha's District credit card. The card was immediately canceled and charges reversed. **Trustee Croft called for a vote on item 8.2. The Board approved item 8.2 unanimously. Trustees Archuleta and Delgado were not present for the vote.**

9. **CONSIDERATION TO REVISE SALARY SCALE FOR FACILITIES & FLEET MAINTENANCE SUPERVISOR POSITION TO FACILITATE RECRUITMENT OF QUALIFIED CANDIDATES FOR VACANCY (EXHIBIT D) (VOTE REQUIRED)**

Truc reported that ongoing postings and attempts to fill the vacant position since March have not been successful at bringing in enough qualified candidates. Informal surveys of comparable positions indicate the

salary range for this position is not competitive, particularly with regard to the scope of the responsibilities. Staff are requesting an adjustment to the salary scale which can be supported by the current fiscal budget due to savings realized as a result of the vacancy.

In response to Trustee Santa Ines' questions, Truc noted that an informal inquiry of similar positions was conducted among other local agencies, and that the Joint Personnel and Policy Committees have discussed the likely need for a comprehensive salary survey across all job categories to ensure the District remains competitive in hiring and employee retention.

**Trustee Flowers made a motion to approve the salary adjustment. The motion was seconded by Trustee Hansen and approved unanimously with Trustees Delgado and Archuleta abstaining.**

10. **REQUEST TO SEND TRUSTEE REPRESENTATIVE TO THE CALIFORNIA SPECIAL DISTRICT ASSOCIATION (CSDA) ANNUAL CONFERENCE SEPTEMBER 25-28, 2017 IN MONTEREY, CA (EXHIBIT E) (VOTE REQUIRED)**

Truc reported that the CSDA Conference provides excellent opportunities for newer Trustees to gain knowledge about special district operations and regulations, best practices, audit procedures, and other relevant topics. While staff did not budget to send a Trustee to this conference, the opportunity was deemed valuable enough to bring to the Board for consideration. No Trustee was able to attend the meeting, thus no vote was taken.

11. **COMMITTEE REPORTS**

11.1 Joint Personnel & Policy Committee B. Bruce, Personnel Chair  
A. Saleh, Policy Chair

11.1.a. Report on discussions about Employee Handbook revisions and employee benefits.

President Croft reported that the Committees met to discuss the status of revisions to the employee handbook, which has not had a comprehensive review since 2003. Staff and the Committee are working closely with Legal Counsel and have identified numerous issues regarding current policies and past practices that require careful consideration and review. As the various policies are revised, they will be presented to the appropriate committee(s) with a goal of finalizing the revisions prior to the next budget cycle.

11.2 Abatement Ad Hoc Committee S. Alatorre, Abatement Chair

11.1.a. Report on implementation of District's nuisance abatement procedures.

Chair Alatorre discussed the Committee's continued review of the District's abatement policy and structure of potential abatement proceedings and fee schedules. The Committee will review recommendations from Legal Counsel over the next month or two before bringing back to the Board for consideration.

11.2.b Authorize staff to research and engage another attorney firm to hire on contingency for abatement proceedings. **VOTE REQUIRED**

The Ad Hoc Committee recommends the use of a hearing officer for abatement proceedings in lieu of a Trustee panel. Legal Counsel Barrow reported that he has a hearing officer in mind who has worked with Richards Watson Gershon in the past. **Trustee Davila made a motion to direct Legal Counsel to bring a contract to the Board for consideration.** Trustee Flowers recommended that an alternate be identified as well. After further discussion, it was determined that two or three hearing officers would be presented to the Board for selection at the September meeting. Legal Counsel will research whether residents can appeal the hearing officer's decision to the Board. **A substitute motion was made by Trustee Saleh to direct Legal Counsel to bring recommendations for three potential**

**officers willing to contract on an hourly basis for consideration at the September meeting. The motion was seconded by Trustee Davila and approved unanimously.**

**15. STAFF PROGRAM REPORTS: JULY 2017**

**15.1 Manager's Report**

T. Dever, General Manager

General Manager Truc Dever reported that the LA County Department of Public Health has hired a new Director, Dr. Sharon Balter, to run its Acute Communicable Disease Control Division. Dr. Balter is the former Director of Enteric, Waterborne, and Health Education Program at the New York City Department of Health and Mental Hygiene. District staff partnered with San Gabriel Valley MVCD to provide her with an orientation to vector control practices in LA County on August 15<sup>th</sup>, which included a tour of notable field sites. Staff look forward to maintaining an excellent partnership with the Department under Dr. Balter's leadership.

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

S. Klueh, Sci.-Tech Services Dir.

Susanne reported that WNV season is in now full swing with 50 new positive samples in the last week alone. The regions increased humidity will allow longer survival of these infected mosquitoes, increasing the need to remind residents to wear repellents and prevent bites. Trustee Archuleta asked when WNV activity might necessitate an aerial control strategy. Susanne discussed how regular analysis of each season's environmental conditions, WNV activity, and case history has consistently shown that an effective aerial application scenario would likely cost more than \$1 million and might only prevent 3 out of 150 cases. Even without aerial applications, the District's WNV incidence rate is still well below that of other regions in the state, including those that do regularly conduct aerial mosquito control operations. Regular outreach, and aggressive field control strategies has shown to be the most effective strategy for this District.

Trustee Archuleta was happy to report a very positive interaction with District personnel in response to a recent service request and noted that public outreach must remain visible in the communities. Trustee Kreisler suggested consideration of enforcing water management recommendations to reduce standing water in our communities. Kelly encouraged Trustees that sit on city councils to take a few moments to bring up this important topic during council meetings.

**15.3 Operations: (Staff Report B)**

M. Daniel, Operations Dir.

Mark noted that wild birds are efficient at moving WNV around across the region, making management of the virus that much more difficult. Service request volume has increased 44% above last year's levels, primarily due to increased bite pressure from invasive *Aedes* mosquitoes.

**15.4 Community Affairs: (Staff Report C)**

K. Middleton, Comm. Affairs Dir.

Kelly announced the Department will be showcasing the new BugBus prior to the September Board Meeting. The bus will be open for viewing prior to the September Board meeting. Several schools are on-board to pilot the new curriculum before we make it available to schools.

**15.5 Fiscal: (Staff Report D)**

C. Weeks, Finance Director

Carolyn had no report and offered to answer questions from the Board

**15.6 Human Resources: (Staff Report E)**

R. Thomas, Human Resources Dir.

Rakesha offered to answer questions from the Board

**15.7 Legal Counsel Report**

Q. Barrow, Legal Counsel

Quinn had nothing to report.

**16. OTHER**

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

Staff were reminded that the League of California Cities annual conference will be held in September and conflict with next month's Board meeting. A survey of present Trustees identified five who would be

absent from next month's meeting due to the conference. It was determined that the September Board meeting would commence as scheduled.

**17. ADJOURNMENT**

The next Board of Trustees meeting will be scheduled on Thursday, September 14<sup>th</sup> at 7:00 p.m. at the District's headquarters at 12545 Florence Avenue, Santa Fe Springs.

Trustee Croft adjourned the meeting at 7:50 PM.