

GLACVCD

BOARD OF TRUSTEES MEETING

AGENDA AND EXHIBITS



Thursday March 8th 2018

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

Trustee Mark W. Bollman, President
Trustee Baru Sanchez, Vice President
Trustee Steve Appleton, 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

Mark W. Bollman, Cerritos

VICE PRESIDENT

Baru Sanchez, Cudahy

SECRETARY-TREASURER

Steven Appleton, Los Angeles City

GENERAL MANAGER
Truc Dever

A G E N D A

THE REGULAR MEETING OF THE BOARD OF TRUSTEES

• Thursday, March 8, 2018 •

District Office

12545 Florence Avenue

Santa Fe Springs, California 90670

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

Leonard Mendoza

DIAMOND BAR

Steve Tye

DOWNEY

Robert Kiefer

GARDENA

Dan Medina

GLENDALE

Jerry Walton

HAWAIIAN GARDENS

Barry Bruce

HUNTINGTON PARK

Marilyn Sanabria

LA CANADA FLINTRIDGE

Leonard Pieroni

LA HABRA HEIGHTS

Catherine Houwen

LAKEWOOD

Steve Croft

LA MIRADA

Larry P. Mowles

LONG BEACH

Emily Holman

LOS ANGELES COUNTY

Steven A. Goldsworthy

LYNWOOD

Salvador Alatorre

MAYWOOD

Eddie De La Riva

MONTEBELLO

Avik Cordeiro

NORWALK

Leonard Shryock

PARAMOUNT

Dr. Tom Hansen

PICO RIVERA

Bob J. Archuleta

SAN FERNANDO

Nina Herrera

SAN MARINO

Scott T. Kwong

SANTA CLARITA

Heidi Heinrich

SANTA FE SPRINGS

Luis Gonzalez

SIGNAL HILL

Robert D. Copeland

SOUTH EL MONTE

Hector Delgado

SOUTH GATE

Denise Diaz

WHITTIER

Josué Alvarado

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).

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 (8.1-8.4)

VOTE REQUIRED

8.1 Consideration of **Minutes 2018-02** of regular Board Meeting continued to February 15, 2018. (**EXHIBIT A**)

8.2 Consideration of **Resolution 2018-05** Authorizing Payment of Attached Requisition February 1, 2018 through February 28, 2018. (**EXHIBIT B**)

8.3 Consideration of Facilities Solutions Agreement with Cintas to provide uniform rental and cleaning services. (**EXHIBIT C**)

Summary: In October 2017, four vendors responded to our RFP for uniform cleaning services. The list included Cintas, Mission Linen, Aramark and Kleen Kraft. Each vendor gave a presentation on the services they offered, and we had an opportunity to ask them questions regarding their process and quality control measures. After careful consideration, staff is recommending a 3-year contract with Cintas for uniform rental and cleaning. The decision is based on rental costs, uniform tracking and the fit of their women's uniforms.

Rental pricing was very similar for all four vendors. Cintas offered a superior garment tracking system using a scanner to scan each garment before it is taken off site and scanned again when they are returned. Tracking down shortages is time consuming and an unnecessary burden on a Supervisor's time. The other defining issue is the choice between two different uniform styles for our female employees. We have more females in our work force and finding a comfortable garment to wear in the field was a challenge with the standard garments offered by the other vendors.

8.4 Approval of expenditures for General Manager to attend the National Association of City and County Health Officials (NACCHO) 2018 Vector Control Summit in Orlando Florida, March 13-15, 2018. (**EXHIBIT D**)

9. COMMITTEE REPORTS

9.1 Personnel Committee

S. Croft, Chair

9.1.a. Discussion and Consideration of **Resolution 2018-06: A Resolution of the Board of Trustees of the Greater Los Angeles County Vector Control District regarding Spousal Dental and Vision Benefits Upon Death of District Employees and Retirees. (EXHIBIT E) (VOTE REQUIRED)**

10. STAFF PROGRAM REPORTS: FEBRUARY 2018

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).

- Trustee Reports on attendance at AMCA Annual Meeting

12. ADJOURNMENT

The next Board of Trustees meeting will be scheduled on Thursday, April 12, 2018 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 8th 2018

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

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Trustee Baru Sanchez, Vice President
Trustee Steve Appleton, Secretary-Treasurer***

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Steven Appleton, Los Angeles

GENERAL MANAGER

Truc Dever

General Manager's Report for March 8, 2018 Board of Trustees Meeting

On February 21, District field staff participated in a training day in Incident Command Systems (ICS) and Disease Emergency Response organized and conducted by the LA County Public Health's Emergency Preparedness and Response Division (EPRD). The event held at the Liberty Community Plaza in Whittier brought together nearly 100 participants from our District and San Gabriel Valley Mosquito and Vector Control District. This training event better prepared staff to work under a central command structure with community partners and volunteers as surveillance and outreach force multipliers in the event of a mosquito-borne disease outbreak.

Following the ICS training, I attended a Vector Control Joint Powers Authority (VCJPA) workshop in Santa Cruz, CA on February 22 through 23. This annual workshop brings together other vector control managers and human resources staff from the joint insurance pool to review pool performance, legal updates affecting insurance and workers' compensation, and train on risk management issues. It was noted that due to the current social climate spurred by the *#MeToo* movement, sexual harassment prevention training for supervisors and Trustees is more important than ever to reduce exposure and liability. Therefore, if Trustees have not completed their AB 1825/1661 training, they are urged to do so immediately. VCJPA and ERMA require 90% compliance from member agencies in order to provide insurance coverage for harassment claims. District staff are pleased to assist in setting up free and convenient online training courses for interested Trustees.

During the week of February 26, seven staff members and two Trustees attended the American Mosquito Control Association's annual conference in Kansas City, Missouri. Presentations this year highlighted the natural disasters across the country and how vector control districts responded to the subsequent surge of mosquito control issues. There were also many presentations focused on research, new technologies, new chemical formulations, and outreach strategies to target *Aedes* species mosquitoes. One symposium was dedicated to national legislative and regulatory issues such as those dealing with genetically modified mosquito trials and unmanned aerial systems for vector control.

As a reminder, the District is conducting a Trustee Orientation and Workshop on March 20th from 5:30pm to 8:30pm at the Santa Fe Springs headquarters. Please note that we have extended the duration of the event to ensure we cover topics thoroughly and allow time for questions. The first portion of the workshop will focus on new Trustees and the duties and responsibilities of the Board. Beginning at approximately 6:30pm, we will provide all interested Trustees with an update on the state of the District, with emphasis on invasive *Aedes*, stormwater structures, and other emerging threats. We encourage all Trustees to attend if your schedule permits. Dinner will be served, so please RSVP to staff by March 12.

Last but not least, we are working with the LA County EPRD staff to organize an *Aedes*/Mosquito education event for non-elected city officials, particularly staff from parks and recreation departments, public works, senior and community centers, and school principals. The event titled “Taking the Bite Out of Public Spaces!” will be held on Tuesday, April 10 at the Liberty Community Plaza in Whittier and provide attendees with valuable tips and tools on mosquito prevention that they can pass along to their own staff and community members. Invitations are being distributed and we encourage all cities to send representatives. The registration deadline is April 4th.

Sincerely,

A handwritten signature in black ink, appearing to read "Truc Dever".

Truc Dever
General Manager

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT



SCIENTIFIC-TECHNICAL REPORT

February, 2018

Susanne Kluh, Scientific-Technical Services Director

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

Rande Gallant, Assistant Vector Ecologist

Angela Arteaga & Christopher Ortiz, 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: February 01 – February 31, 2017

No report available.

IV Off-Season Activities

During this time of year, scientific-technical staff prepares for the upcoming mosquito season. In February staff completed the following tasks:

- Assemble BG sentinel traps and select proposed trap-sites
- Clean and refurbish chicken cages
- Maintenance of the mosquito colony in Sylmar
- Plan with Valent staff for upcoming treatment trials
- Compile WNV case data for mapping project

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

WORK PERFORMED BY DISTRICT

February, 2018



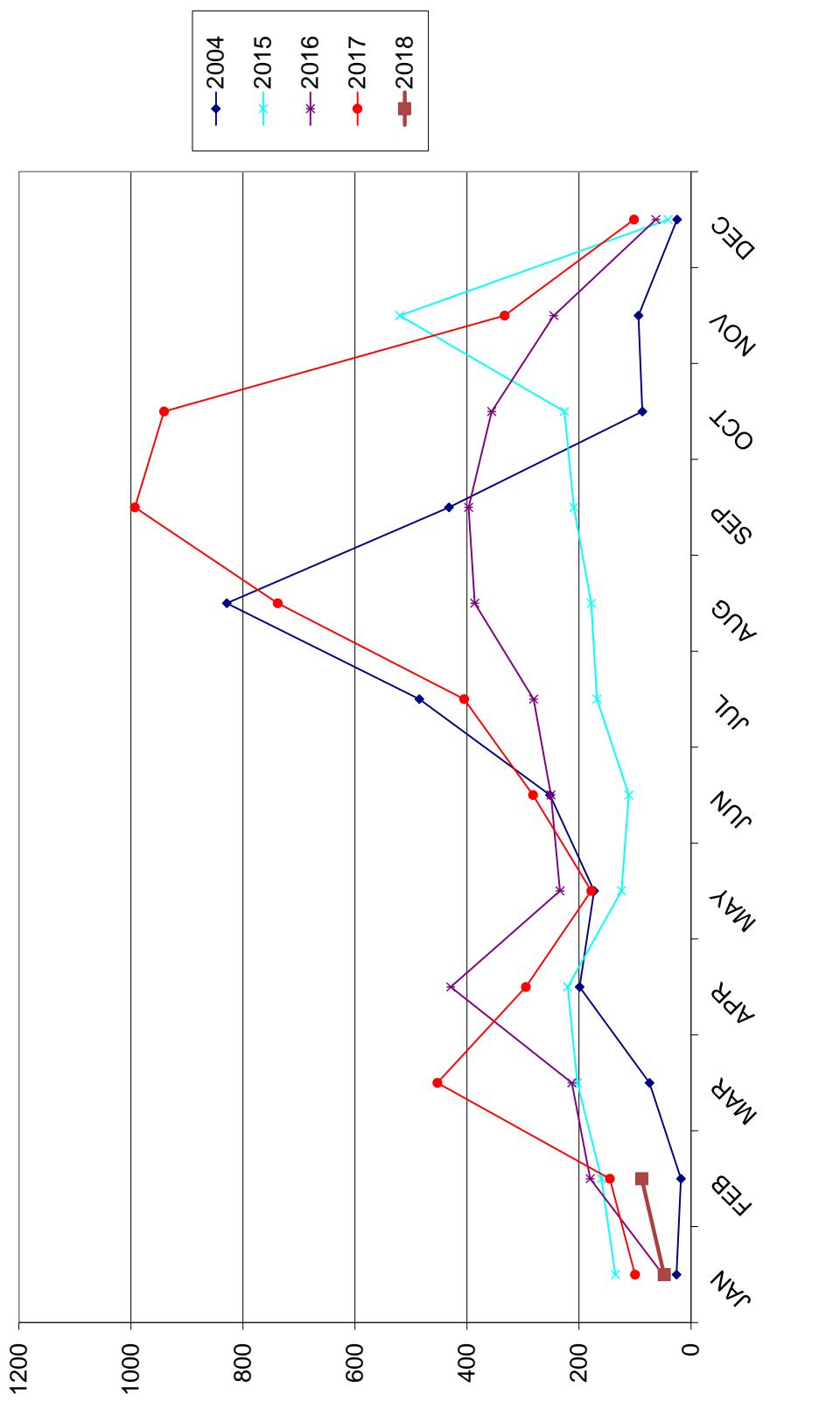
*Mark Daniel, Operations Director
 Martin Serrano, Operations Supervisor, Headquarters
 Wesley Collins, Operations Supervisor, Sylmar
 Kevin Vargas, Operations Supervisor, USD
 Mark Hall, Urban Water Program Manager
 Fernando Martinez, Facilities & Fleet Maintenance Supervisor*

CONTROL AND OPERATIONS

		Hours March	worked 2018
Fishing (Mosquitofish)		10	23
Source Reduction		28	67
Mosquito Control	<i>Sources inspected 8,468 / Sources with larvae 2,901</i>	2,106	4,297
Insecticide used:			
Larvicide oils	7.9 gals @ \$14.13 per =	\$111.63	
Altosid ALL	0.09 gals @ \$269.62 per =	\$24.27	
Altosid Briquets 30 day	1,868 ea @ \$1.14 ea. =	\$2,129.52	
Altosid Briquets XR	57 ea @ \$3.38 ea. =	\$192.66	
Altosid Pellets	1.215 lbs @ \$27.24 per =	\$33.10	
Natular T-30	10 ea @ \$1.56 per =	\$15.60	
Fourstar BTI Brqts 45 day	35 ea @ \$1.30 per =	\$45.50	
Altosid WSP	404 ea @ \$0.84 per =	\$339.36	
Vectobac 12AS	2.136 gals @ \$38.62 per =	\$82.49	
Vectobac G	100.63 lbs @ \$2.63 per =	\$264.66	
Fourstar Briquets 45 day	6 ea @ \$1.30 per =	\$7.80	
Vectomax FG	110.54 lbs @ \$8.70 per =	\$961.70	
Vectomax WSP	4 ea @ \$0.97 per =	\$3.88	
Natular	0 gals @ \$877.61 per =	\$0.00	
Vectolex WDG	1.16 lbs @ \$56.06 per =	\$65.03	
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		6	6
Insecticide used:			
Vectobac 12AS	3.7 gals @ \$38.62 per =	\$142.89	
Underground Mosquito Control	<i>UGSD inspected 5,738 / UGSD treated 186</i>	965	1,671
Insecticide used:			
Vectobac 12AS	0.581 gals @ \$38.62 per =	\$22.44	
Vectolex WDG	9.3 lbs @ \$56.06 per =	\$521.36	
Fogging		1	1
Insecticide used:			
Duet / Zenivex	.004/.00 gals @ 200 / 85 per =	\$0.80	
	<i>Total</i>	<i>\$4,964.68</i>	
Supervisory		794	1,568
Continuing Education / Training		671	1,044
Overtime: Community Outreach		0	0
Mosquito Control		0	0
<u>REPAIR AND MAINTENANCE OF EQUIPMENT</u>			
Vehicles		350	754
Spray Equipment		32	71
Buildings and yards		129	320
VEHICLE MILEAGE :	February 29,251	2018 51,780	5,092 9,822

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
2015	135	160	203	220	124	111	168	209	226	520	520	41
2016	50	180	213	429	234	250	281	386	397	356	245	63
2017	100	145	453	295	178	282	405	738	993	941	333	102
2018	48	88										



**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	2							2		
BELL	1							1		
BELLFLOWER	3							3		
BELL GARDENS										
BURBANK										
CARSON	1							1		
CERRITOS	2		2					2		
COMMERCE										
CUDAHY	1							1		
DIAMOND BAR										
DOWNEY	1				1			1		
GARDENA	1							1		
GLENDALE										
HAWAIIAN GARDENS										
HUNTINGTON PARK										
LA CANADA FLINTRIDGE	1				1			1		
LA HABRA HEIGHTS										
LA MIRADA	2				1			2		
LAKEWOOD	2				2			2		
LONG BEACH										
LOS ANGELES CITY	51			23	2			51	1	10
LOS ANGELES COUNTY	7			3				7		
LYNWOOD										
MAYWOOD	1							1		
MONTEBELLO	1				1			1		
NORWALK	2				1			2		
PARAMOUNT										
PICO RIVERA										
SAN FERNANDO										
SANTAMARINO	1							1		
SANTA CLARITA	2							2		
SANTA FE SPRINGS	2							2		
SIGNAL HILL										
SOUTH EL MONTE										
SOUTH GATE										
WHITTIER	4				1			4		
TOTAL	88	0	36	2	0	0	0	88	1	10

	Drains	Ditches (Miles)	Standing Water	Lakes, Marshes (acres)	Swimming Pools	Fish Ponds	Sumps	Containers	Water Troughs	Well Cellars
ARTESIA	4				18	2	11			2
BELL	5				1	1	5			
BELLFLOWER	19	0.01			6		1			
BELL GARDENS	9									
BURBANK	69									
CARSON	44	0.04	0.01			11	2	11		12
CERRITOS	39	0.01				1				
COMMERCE	54									
CUDAHY	13					1				
DIAMOND BAR	3	0.01				2	2	1		
DOWNEY	19	0.01				32	5	9		2
GARDENA	35		0.85							
GLENDALE	9					15	3	1		
HAWAIIAN GARDENS	10							6		
HUNTINGTON PARK	23							10		3
LA CANADA FLINTRIDGE	10					8	6	1		
LA HABRA HEIGHTS						4	2			
LA MIRADA	1					5				0
LAKEWOOD	33					19	1	13		
LONG BEACH	40	0.04	0.02	0.01		12	1	17	36	13
LOS ANGELES CITY	356	0.07	0.01			187	28	104	3	35
LOS ANGELES COUNTY	47	0.03	0.08			27	14	10		1
LYNWOOD	26					2		1		2
MAYWOOD	13									
MONTEBELLO	18									
NORWALK	22	0.01	0.05			31	1	8	2	
PARAMOUNT	18					1		27		2
PICO RIVERA	19					12		8		1
SAN FERNANDO										
SAN MARINO						10				
SANTA CLARITA	1	0.41	0.21			11	1	8	4	
SANTA FE SPRINGS	25	0.09				1				
SIGNAL HILL	48									29
SOUTH EL MONTE	96	0.02				14	2	16		
SOUTH GATE	20					2	1	5		
WHITTIER	49					22	6	5	2	
Total	1197	0.75	1.23	0.01	461	83	345	45	11	101

	Channels (miles)	Debris Basins (acres)	Stabilizers	Outfalls	Freeway Drains	Undergrounds (miles)	Gutters	Catch Basins	Total Hrs. of Activity
ARTESIA						0.05		1	8.31
BELL						0.03			4.56
BELLFLOWER						0.01			46.22
BELLGARDENS									3.25
BURBANK									15.05
CARSON	2.8				0.03	2.89		1	123.51
CERRITOS	2.19	0.01			0.14	0.07		3	46.12
COMMERCE						0.26		7	28.06
CUDAHY								2	3.99
DIAMOND BAR		0.01							5.48
DOWNEY					0.01				82
GARDENA	0.4						2.63	4	78.93
GLENDALE		0.01							22.41
HAWAIIAN GARDENS		2				0.02			9.07
HUNTINGTON PARK								1	2.07
LA CANADA FLINTRIDGE								1	5.77
LA HABRA HEIGHTS									1.76
LA MIRADA	0.01					0.01		4	11.37
LAKEWOOD	5.35					0.07		1	37.82
LONG BEACH	8.02					0.04		13	27.47
LOS ANGELES CITY	5.95	0.1				4			778.44
LOS ANGELES COUNTY	1.79	0.06				0.04	1.2	7	147.62
LYNWOOD						0.01			3.27
MAYWOOD									0.99
MONTEBELLO									39.4
NORWALK	0.01						0.42		
PARAMOUNT							0.07	2	51.31
PICO RIVERA								1	52.89
SAN FERNANDO									14.51
SAN MARINO									0.92
SANTA CLARITA	0.69	0.14				4			2.91
SANTA FE SPRINGS									136.81
SIGNAL HILL								2	14.54
SOUTH EL MONTE									5.22
SOUTH GATE									34.43
WHITTIER	0.06								2.83
Total	29.27	0.33	0.14	8.00	0.33	18.62	0.08	64	1885.42

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT



COMMUNITY AFFAIRS PROGRAM

February 2018

*Kelly Middleton, Director of Community Affairs
LeShawn Simplis-Barnes, Education Program Coordinator
Heather Hyland, Education Program Coordinator
Helen Kuan, Outreach Assistant*

Departmental Activities

Administrative

- Continued strategic planning for FY 18/19 budget
- Scheduled travel arrangements for Trustees attendance at AMCA and Legislative Day
- Updated Mailchimp database
- Maintained routine inventory of stock materials

Programmatic

- General:
 - Presented paper at MVCAC and AMCA meetings, highlighting partnerships in outreach and how they successfully led to the creation of our new SWAT Lab.
 - Continued working with touch screen interactive vendor on SWAT Lab technical challenges
 - Coordinated Earth Day events for upcoming mosquito season
 - Filmed an educational video for proper gutter maintenance
 - Packed informational brochures to Neighborhood Council for distribution.
 - Outreach Assistant worked with EPC on SWAT Lab
- Invasive *Aedes*:
 - Participated in ICS staff training with LA County DPH emergency planners and continued work on training for staff and mosquito managers of public spaces (schools and parks)
 - Met with LA County DPH to develop 211 calling tree messaging and county-wide elementary outreach program

Meetings & Training

- 2/1 - San Fernando Street Festival Orientation conference call
- 2/6 - Vector 211 LA and Educational Outreach Materials
- 2/6 -Budget Strategic Planning Meeting
- 2/7 - Nextdoor for Public Agencies Training
- 2/13 – 2/14 All hands training for GLACVCD employees
- 2/20 – WNV and Arboviral Disease Taskforce Planning Meeting
- 2/21 Emergency Preparedness and Response ICS training with LA County
- 2/26-3/2 – AMCA Annual Meeting – Kansas City, Missouri

Community Outreach Activities

Date	Event	City	# Reached	Materials Distributed
2/9	Cedar Lane Career Day	Hacienda Heights	110	Literature, pencils, 3D glasses/trading cards
2/17	Community Garden Presentation	Lakewood	37	Brochures/Handouts

Educational Outreach

The Educational Program Coordinators (EPCs) had a very busy month. The SWAT Lab has been a huge success with an overwhelmingly positive response from all of the teachers that have since returned evaluations. The students love the hands-on lessons and are very engaged the moment the step aboard the lab. The EPCs anticipate having a very busy remainder of the school year.

Date	School	City	Students
02/08	Rosa Parks Elementary	Lynwood	110
02/09			
02/15	Diamond Point Elementary	Diamond Bar	68
02/21	Garvanza Elementary	Los Angeles	57
02/22	Armstrong Elementary	Diamond Bar	65
02/23	112 th Elementary	Los Angeles	76
02/27	California Virtual Academy	Downey	40
02/28	Bell Gardens Science Fair	Bell Gardens	665
Total year to date:			1,323

Media Coverage/Publications

FightMalaria.co.uk	<i>CASE STUDY: Mosquito SWAT Lab, Los Angeles</i>	Blog Post
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Total Coverage:

Fiscal Year-to-Date: 161

Digital Outreach

Website/Social Media Maintenance

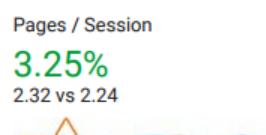
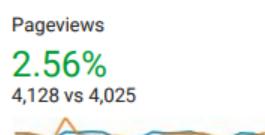
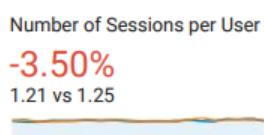
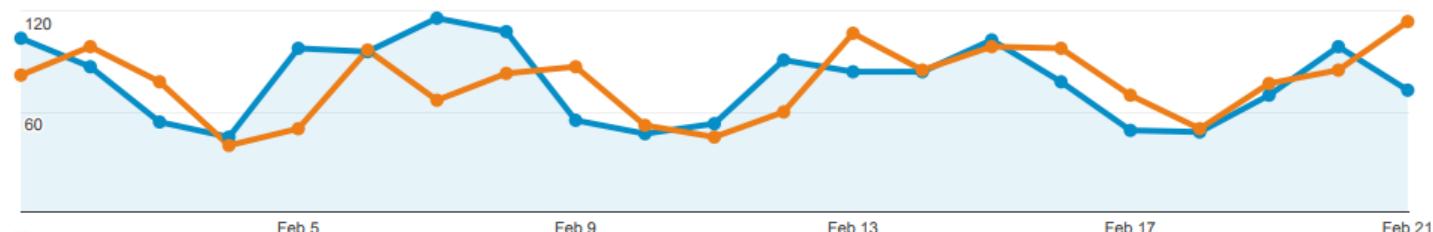
- Posted regular updates to District's social media site

Outreach Medium	Number of Subscribers	Reach
Email List	1,825	Same as subscribers
Facebook	3,780	6,892
Twitter	903	7,460
Instagram	105	N/A
Google Adwords	N/A	N/A

GLACVCD Website

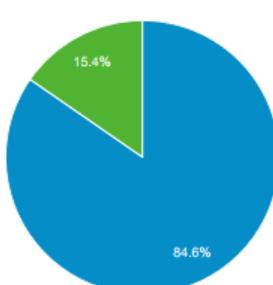
Feb 1, 2018 - Feb 21, 2018: ● Users

Feb 1, 2017 - Feb 21, 2017: ● Users



■ New Visitor ■ Returning Visitor

Feb 1, 2018 - Feb 21, 2018



Summary

In the period from February 1 through February 21, 2018, the District website (www.glacvcd.org) had 1,473 visits compared to 1,431 visitors from the following year.



GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

FISCAL REPORT FEBRUARY 2018

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

- Working on gathering information for the OPEB actuary report
- Working on the State Controller Compensation report for 2017
- Working all the information from the strategic meetings into the upcoming budget
- Scheduling 2018 conferences for continuing education
- Working on organizing storage files and asset tracking program

Breakdown on Financial Statement Categories

Regular & Limited Term Salaries – Salaries, Overtime and Payout on Accruals

Employee Taxes – Employer's cost of employment taxes

Extra Help Salaries – seasonal staff's salaries

General Benefits - CalPERS retirement and 401(a) funding

Health Benefits – Medical, Dental, Vision and Retirees Medical Premiums

Chemicals – pesticides

Operational Support Equipment – portable spray equipment, support equipment and miscellaneous parts and supplies

Uniforms and Accessories – boots, gloves, coveralls, uniform cleaning, caps, accessories, work apparel, logo patches, shields, staff year pins, and protective safety equipment

Communications – wireless telephone, GPS tracking, two way radios, website services, telephone land lines and internet connection

Kitchen Materials and Supplies – kitchen supplies and miscellaneous expense

VCJPA Insurance – Workers' Compensation, Liability, Automobile, Group Property, Group Fidelity, Travel, General Fund and Employee Assistance

Maintenance Automotive – Electrical parts, vehicle registration, brake and suspension, tire, wheels and alignment, cooling system parts and service, body repair, fabrication supplies, hazardous waste, engine and transmission, smog checks, first aid, trans, chassis and drive trans, engine, and miscellaneous parts and service

Office Equipment – Equipment repair, copier expenses, computer supplies, and computer software

Maintenance Buildings/Yards – Towel supply, floor mates, irrigation, landscape maintenance, janitorial maintenance, pond maintenance, interior and exterior supplies, HVAC, fixture and hardware, and security alarm

Scientific-Technical Lab Supplies – Mosquito fish and supplies, reference materials, lab supplies and equipment, field supplies and equipment and shipping and testing

Memberships – all memberships

Office Expense – Bank and finance fees, postage expenses, office supplies, printing and stationery, payroll processing fees, pre and post employment services, tuition reimbursement and safety/management training

Professional Services – computer consultant, professional/temp services, lawsuit settlements, legal services, NPDES monitoring, CEQA fees, advertising and audit contract

Public Information and Education – public info video, supplies and equipment, information materials, photography expenses, educational material and supplies, promotional and educational, public exhibit, media monitoring and mobile education unit

Special Expense – Property tax administration, LA County Property Tax, meeting/supplies, board of trustee stipends, and board meeting expenses

Transportation and Travel – Permits and fees, certification renewals, continuing education and seminars and manager's auto allowance

Fuel – Fleet fuel

Utilities – utilities, water, and waste disposal

SUMMARY OF CASH ACCOUNTS
February, Fiscal Year 2017-2018
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 - 6/30/17 \$239,491.53												
Deposits/Revenues	205,337	122,546	956	826	136,242	4,442,617	1,256,896	1,258,413	-	-	-	-
YTD	205,337	327,883	328,838	329,664	465,907	4,908,524	6,165,420	7,123,832	7,423,832	7,423,832	7,423,832	7,423,832
Transfer to LAIF 1020.0	-	-	-	-	500,000	4,580,000	-	1,250,000	-	-	-	-
YTD	-	-	-	-	500,000	5,090,000	5,090,000	6,340,000	6,340,000	6,340,000	6,340,000	6,340,000
Fund Balance	\$ 444,828	\$ 567,374	\$ 568,330	\$ 569,156	\$ 205,398	\$ 58,015	\$ 1,314,911	\$ 1,323,324				
LAIF ACCOUNT - 1020.0												
Fund Balance - 6/30/17 \$6,494,734.50												
Deposits (Transfer from County Treasury 1010 or Reserve accounts)												
Interest Earned	17,944	17,944	10,230	-	1,100,000	4,590,000	49,470	1,250,000	-	-	-	-
YTD	17,944	900,000	28,173	28,173	5,718,173	5,718,173	5,772,977	7,022,977	7,022,977	7,022,977	7,022,977	7,022,977
Withdrawals (Transfer to BFB Payable 1016)	-	560,000	-	-	450,000	800,000	1,000,000	1,900,000	-	-	-	-
Withdrawals (Transfer to BFB Payable 1018)	2,720,000	-	850,000	-	-	-	434,250	10,464,250	10,464,250	10,464,250	10,464,250	10,464,250
Withdrawals (Transfers to Reserve Accounts)	YTD	2,720,000	4,180,000	5,030,000	5,880,000	6,330,000	7,130,000	8,564,250	10,464,250	10,464,250	10,464,250	10,464,250
Fund Balance	\$ 3,792,678	\$ 2,332,678	\$ 1,492,908	\$ 642,908	\$ 1,232,908	\$ 5,052,908	\$ 3,703,462	\$ 3,053,462				
AB ACCOUNTS PAYABLE 1016.0												
Fund Balance - 6/30/17 \$153,240.80												
Deposits (Transfer from LAIF 1020)												
Deposits (Transfer from BFB Payroll 1018)	300,000	900,000	-	-	150,000	430,000	-	200,000	190,000	-	-	-
Misc. Receipts	12,792	140,000	250,000	-	11,100	225	-	22,141	10,475	-	-	-
YTD	312,792	1,363,652	1,624,752	1,774,977	2,204,977	2,434,977	2,657,118	2,857,593	2,857,593	2,857,593	2,857,593	2,857,593
Withdrawals (Transfers to BFB Payroll 1018)	-	175,000	-	-	245,763	257,318	327,199	317,694	187,630	-	-	-
Withdrawals for Payables	321,227	894,694	1,390,921	1,636,684	1,894,003	2,221,202	2,450,286	2,767,982	2,955,622	2,955,622	2,955,622	2,955,622
Account Balance	\$ 144,866	\$ 125,971	\$ 141,308	\$ 34,214	\$ 137,015	\$ 137,919	\$ 42,366	\$ 55,212				
AB PAYROLL ACCOUNT 1018.0												
Fund Balance - 6/30/16 \$2,221,616.18												
Deposits (Transfer from LAIF 1020)	2,720,000	560,000	850,000	1,450,000	800,000	900,000	1,900,000	-	-	-	-	-
Deposits (Transfer from BFB Payable 1016)	-	175,000	-	-	-	-	-	-	-	-	-	-
YTD	2,720,000	3,455,000	4,305,000	5,155,000	6,605,000	7,405,000	8,305,000	10,205,000	10,205,000	10,205,000	10,205,000	10,205,000
Withdrawals for Payroll	YTD	926,026	637,983	601,817	621,871	507,684	505,418	768,787	559,922	-	-	-
Withdrawals (Transfer to BFB Payable 1016)	3,980,000	140,000	250,000	150,000	1,030,000	230,000	100,000	1,190,000	1,190,000	1,190,000	1,190,000	1,190,000
Account Balance	\$ 155,590	\$ 112,807	\$ 110,790	\$ 188,920	\$ 101,236	\$ 145,818	\$ 177,021	\$ 327,099				

SUMMARY OF CASH ACCOUNTS
February, Fiscal Year 2017-2018

Carolyn Weeks CPA, Director of Fiscal Operations

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
CaITRUST Account Cash Flow - 1019.0												
Fund Balance - 6/30/18 \$0												
Deposits	1,500,000											
Interest Earned		542		2,279		1,738						
YTD	1,500,000	1,500,542	1,502,821	1,504,559	1,504,019	(540)	1,041	517	1,000,000			
Withdrawals					1,000,000	1,505,060	1,505,577	2,506,065	2,506,065	2,506,065	2,506,065	
Administrative Expenses												
YTD												
Fund Balance	\$ 1,500,000	\$ 1,500,542	\$ 1,502,821	\$ 1,504,559	\$ 1,504,019	\$ 505,060	\$ 505,577	\$ 1,506,065				
VCJPA TRUST FUND - 1012.0												
Fund Balance - 6/30/17 \$896,390.76												
Deposits												
Interest Earned					3,663							
YTD					24	3,663	3,663	(2,093)	148,134	148,134	148,134	148,134
Withdrawals								27				
Administrative Expenses												
YTD												
Fund Balance	\$ 896,391	\$ 896,391	\$ 900,030	\$ 900,030	\$ 900,030	\$ 1,044,474						
VCJPA PROPERTY - 1013.0												
Fund Balance - 6/30/17 \$51,475.00												
Deposits												
Interest Earned					210							
YTD					210	210	210	(111)				
Withdrawals												
Administrative Expenses												
YTD												
Fund Balance	\$ 51,475	\$ 51,685	\$ 51,685	\$ 51,685	\$ 51,685	\$ 51,574						
CaITRUST ACCOUNT EMERGENCY VECTOR CONTROL RESERVES - 1031.0												
Fund Balance - 6/30/17 \$1,200,000.00												
Deposits (Transfers from 1020.0)												
Interest Earned												
YTD					2,125	537	(815)	(2,401)	1,841	(3,329)		
Withdrawals					2,125	2,662	1,847	(554)	1,287	(2,042)	(2,864)	
YTD												
Fund Balance	\$ 1,200,000	\$ 1,202,125	\$ 1,202,662	\$ 1,201,847	\$ 1,199,446	\$ 1,201,287	\$ 1,197,958	\$ 1,197,136				
LAIF ACCOUNT MEU VEHICLE REPLACEMENT - 1023.0												
Fund Balance - 6/30/17 \$0												
Deposits (Transfers from 1020.0)												
Interest Earned												
YTD												
Withdrawals												
YTD												
Fund Balance	\$ -											
LAIF ACCOUNT CAPITAL DESIGNATED RESERVES - 1025.0												
Fund Balance - 6/30/17 \$125,850.00												
Deposits (Transfers from 1020.0)												
Interest Earned												
YTD												
Withdrawals												
YTD												
Fund Balance	\$ 125,850	\$ 90,630										

SUMMARY OF CASH ACCOUNTS
February, Fiscal Year 2017-2018

Carolyn Weeks CPA, Director of Fiscal Operations

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
CaITRUST ACCOUNT OPERATIONS DESIGNATED RESERVES - 1033.0												
Fund Balance - 6/30/17 \$400,000.00												
Deposits (Transfers from 1020.0)	-	683	179	(272)	-	800	(1,110)	(274)	-	-	-	-
Interest Earned	-	683	862	590	(210)	590	(520)	(794)	(794)	(794)	(794)	(794)
Withdrawals	YTD	-	-	-	-	-	-	-	-	-	-	-
Fund Balance	\$ 400,000	\$ 400,883	\$ 400,862	\$ 400,590	\$ 399,790	\$ 400,590	\$ 399,480	\$ 399,207				

LAIF ACCOUNT OPEB DESIGNATED RESERVES - 1027.0												
Fund Balance - 6/30/17 \$300,696	Deposits (Transfers from 1020.0)	-	-	-	-	-	-	400,000	-	-	-	-
Interest Earned	YTD	-	-	-	-	-	-	400,000	400,000	400,000	400,000	400,000
Withdrawals	YTD	-	-	-	-	-	-	400,000	400,000	400,000	400,000	400,000
Fund Balance	\$ 300,696	\$ 300,696	\$ 300,696	\$ 300,696	\$ 300,696	\$ 300,696	\$ 300,696	\$ 700,696				

LAIF ACCOUNT Compensated Absences Reserve - 1029.0												
Fund Balance - 6/30/17 \$0	Deposits (Transfers from 1020.0)	-	-	-	-	-	-	20,000	-	-	-	-
Interest Earned	YTD	-	-	-	-	-	-	20,000	20,000	20,000	20,000	20,000
Withdrawals	YTD	-	-	-	-	-	-	20,000	20,000	20,000	20,000	20,000
Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000				

CaITRUST ACCOUNT CAPITAL RESERVES - 1034.0												
Fund Balance - 6/30/17 \$360,000.00	Deposits (Transfers from 1020.0)	-	645	161	(245)	(721)	721	(999)	(247)	-	-	-
Interest Earned	YTD	-	645	806	562	(159)	562	(437)	(684)	(684)	(684)	(684)
Withdrawals	YTD	-	-	-	-	-	-	-	-	-	-	-
Fund Balance	\$ 360,000	\$ 360,645	\$ 360,906	\$ 360,562	\$ 359,841	\$ 360,562	\$ 359,563	\$ 359,316				

CaITRUST ACCOUNT VEHICLE REPLACEMENT - 1034.0												
Fund Balance - 6/30/16 \$200,000.00	Deposits (Transfers from 1020.0)	-	342	89	(136)	(400)	400	(555)	(137)	-	-	-
Interest Earned	YTD	-	342	431	295	(105)	295	(260)	(397)	(397)	(397)	(397)
Withdrawals	YTD	-	-	-	-	-	-	-	-	-	-	-
Fund Balance	\$ 200,000	\$ 200,342	\$ 200,431	\$ 200,295	\$ 199,895	\$ 200,295	\$ 199,740	\$ 199,603				
CASH BALANCE	\$ 9,572,314	\$ 8,177,379	\$ 7,359,179	\$ 6,481,312	\$ 5,777,809	\$ 9,615,048	\$ 9,807,452	\$ 10,327,798				

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

MONTHLY EXPENSE STATEMENT
February, Fiscal Year 2017-2018
Carolyn M. Weeks CPA, Director of Fiscal Operations

ACCOUNT	ACTUAL MONTHLY EXPENSE (\$)	BUDGETED MONTHLY EXPENSE (\$)	MONTHLY VARIANCE (\$)	YTD ACTUAL EXPENSE (\$)	YTD BUDGETED EXPENSE (\$)	YTD VARIANCE (\$)
<u>Salaries and Benefits</u>						
Regular & Limited Term Salaries	\$ 462,189	\$ 486,554	\$ 24,365	\$ 3,905,218	\$ 4,010,686	\$ 105,469
Employee Taxes	10,320	23,509	13,190	117,072	123,201	6,129
Extra Help Salaries	-	-	-	232,431	287,792	55,361
General Benefits	77,911	84,654	6,744	954,527	982,947	28,420
Health Benefits	116,694	135,950	19,255	1,011,371	1,087,597	76,225
SUBTOTAL	\$ 667,113	\$ 730,668	\$ 63,554	\$ 6,220,620	\$ 6,492,223	\$ 271,604
<u>Services and Supplies</u>						
Chemicals	\$ -	\$ 31,000	\$ 31,000	\$ 69,739	\$ 125,600	\$ 55,861
Operational Support Equipment	10	2,448	2,438	5,994	20,358	14,364
Uniforms and Accessories	642	4,458	3,816	26,893	42,572	15,678
Communications	-	9,198	9,198	49,327	74,982	25,655
Kitchen Materials and Supplies	-	108	108	961	867	(94)
VCJPA Insurance	-	-	-	523,907	522,516	(1,391)
Maintenance: Automotive	1,674	8,950	7,276	40,403	83,825	43,422
Office Equipment	1,348	2,200	852	23,968	24,440	472
Maintenance: Bldgs/Yards	1,881	13,552	11,671	43,359	72,807	29,448
Scientific-Technical Lab Supplies	-	1,450	1,450	41,867	16,490	(25,377)
Memberships	105	-	(105)	23,219	27,600	4,381
Office Expense	6,454	6,692	237	47,584	66,908	19,324
Professional Services	2,625	2,900	275	143,674	116,000	(27,674)
Public Information & Education	-	4,600	4,600	29,632	28,050	(1,582)
Special Expense	2,941	3,950	1,009	378,938	384,050	5,112
Transportation & Travel	1,940	24,230	22,290	53,615	85,042	31,427
Fuel	-	11,134	11,134	79,171	127,764	48,593
Utilities	2,809	6,033	3,225	57,780	73,067	15,287
SUBTOTAL	\$ 22,428	\$ 132,903	\$ 110,475	\$ 1,640,033	\$ 1,892,938	\$ 252,905
<u>Fixed Assets</u>						
Automotive/Specialty Vechicles	\$ -	-	\$ -	\$ 1,570	\$ 2,950	\$ 1,380
Machinery & Equipment	-	-	-	11,463	10,550	(913)
Spray Equipment	-	-	-	-	-	-
Computer Equipment	-	-	-	6,637	3,000	(3,637)
Laboratory Equipment	-	-	-	-	-	-
Public Information/Ed. Equipment	-	-	-	-	-	-
Furniture & Fixtures	-	1,000	1,000	-	3,950	3,950
Capital Improvements	(9,500)	-	9,500	167,018	-	(167,018)
SUBTOTAL	\$ (9,500)	\$ 1,000	\$ 10,500	\$ 186,689	\$ 20,450	\$ (166,239)
<u>Reserves</u>						
Capital Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MEU (Vecmobile) Replacement Res.	-	-	-	-	-	-
SUBTOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 680,041	\$ 864,571	\$ 184,529	\$ 8,047,342	\$ 8,405,612	\$ 358,270

Greater Los Angeles County Vector Control District
Revenue Reported on a Cash Basis
Fiscal Year 2017 - 2018

	2017		2018		FEB	MAR	APR	MAY	JUN	TOTAL	BUDGET	VARIANCE	
	JUL	AUG	SEP	OCT	NOV	DEC							
COUNTY TREASURY -1010.0													
Deposits/Revenues													
111 Taxes Receivable- Current Secured													
112 Taxes Receivable - Current Unsecured													
80A Prop Taxes - Current- Sec													
80B Prop Taxes-Current-Unsecure													
80D Prop Taxes- Prior-Secure													
80D Prop Taxes- Prior- Unsecured													
80F Supplemental Prop Taxes Current													
80G Supplemental Prop Taxes Prior													
81C Other Taxes													
84D Pen Int & Costs Del Taxes Secure													
86 Revenue - Use of Money & Prop													
88 Intergovt Revenue - State													
91 Intergovt Revenue - Other													
92 Charges For Services													
* Total Revenues	205,337	122,546	956	826	136,798	4,742,391	1,256,074	1,258,413	-	-	-	7,729,340	
	12,376	10,692	25,179	270	(3,124)	148,715	17,616	-		211,723	137,600	74,123	
^ Miscellaneous Income	217,713	133,238	26,134	1,096	133,674	4,891,106	1,273,691	1,258,413	-	-	7,935,063	12,238,200	(4,303,137)
Grand Total Revenue	300,336									300,336			
State of California Receivable													
Administrative Auditor-Controller Services (Less)													
Calendar Year													
Grants													
ELC Grant for Zika/Aedes													
Keystone Community Project													
Regional Outreach & Advertising													
158,380	1st quarter	7,828	1st quarter	3,307	1st quarter	14,539	1st quarter	3,647					
30,000	2nd quarter	11,773	2nd quarter	3,337	2nd quarter	17,943	2nd quarter	4,834					
150,000	3rd quarter	11,566	3rd quarter	3,748	3rd quarter	10,230	3rd quarter	2,598					
	4th quarter	8,661	4th quarter	2,353	4th quarter	5,334	4th quarter						
Total	338,380	Total interest	39,828	Total rebate	12,745	Total interest	48,045	Total rebate	11,079				
Sale of Vehicles													
2005 White Chevy Truck 3500													
1994 GMC Truck C1500		7,701	1st quarter	12,406									
1995 GMC Sierra Truck		3,000	2nd quarter	6,167									
1,675		208	3rd quarter	(395)									
Orange Solar Board		5,650	4th quarter	(8,095)									
1992 Jeep Wrangler		11,100											
2003 Jeep Wrangler													
Total	29,334	Total interest	10,083										
Interest received on LAIF accounts													
Interest received on LAIF account													
1st quarter													
14,539	1st quarter	3,307	1st quarter	14,539	1st quarter	3,647	1st quarter	3,647					
2nd quarter													
17,943	2nd quarter	3,337	2nd quarter	17,943	2nd quarter	4,834	2nd quarter	4,834					
3rd quarter													
10,230	3rd quarter	3,748	3rd quarter	10,230	3rd quarter	2,598	3rd quarter	2,598					
4th quarter													
5,334	4th quarter	2,353	4th quarter	5,334	4th quarter		4th quarter						
Total interest	48,045	Total interest	48,045										
Interest received on VCJPA accounts													
Interest received on VCJPA accounts													
1st quarter													
5,195	1st quarter	12,406	1st quarter	5,195	1st quarter	5,195	1st quarter	5,195					
2nd quarter													
4,665	2nd quarter	6,167	2nd quarter	4,665	2nd quarter	4,665	2nd quarter	4,665					
3rd quarter													
3,849	3rd quarter	(395)	3rd quarter	3,849	3rd quarter	3,849	3rd quarter	3,849					
4th quarter													
(2,204)	4th quarter	(8,095)	4th quarter	(2,204)	4th quarter	(2,204)	4th quarter	(2,204)					
Total interest	11,505	Total interest	10,083										

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

[^] 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 2018

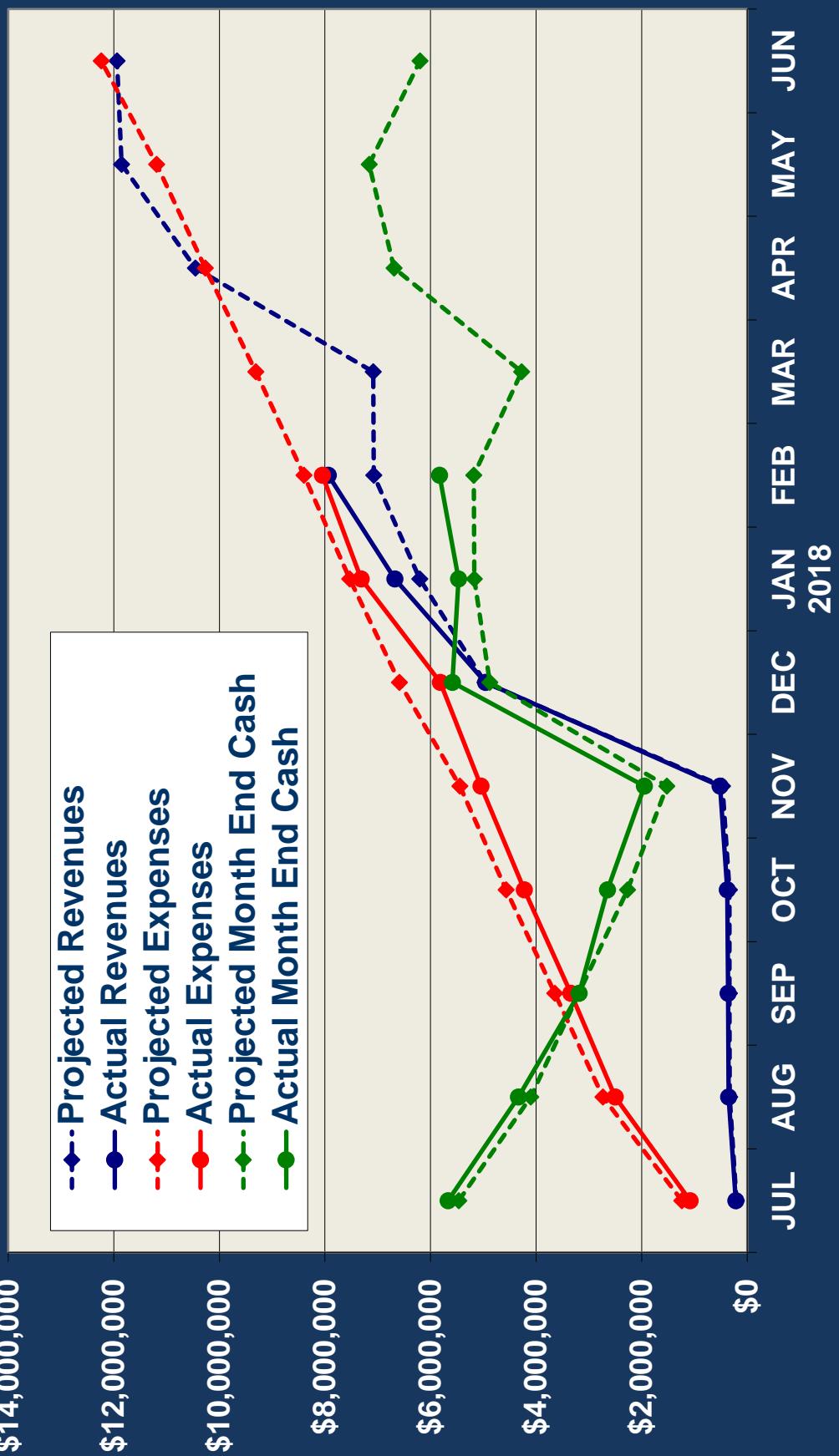
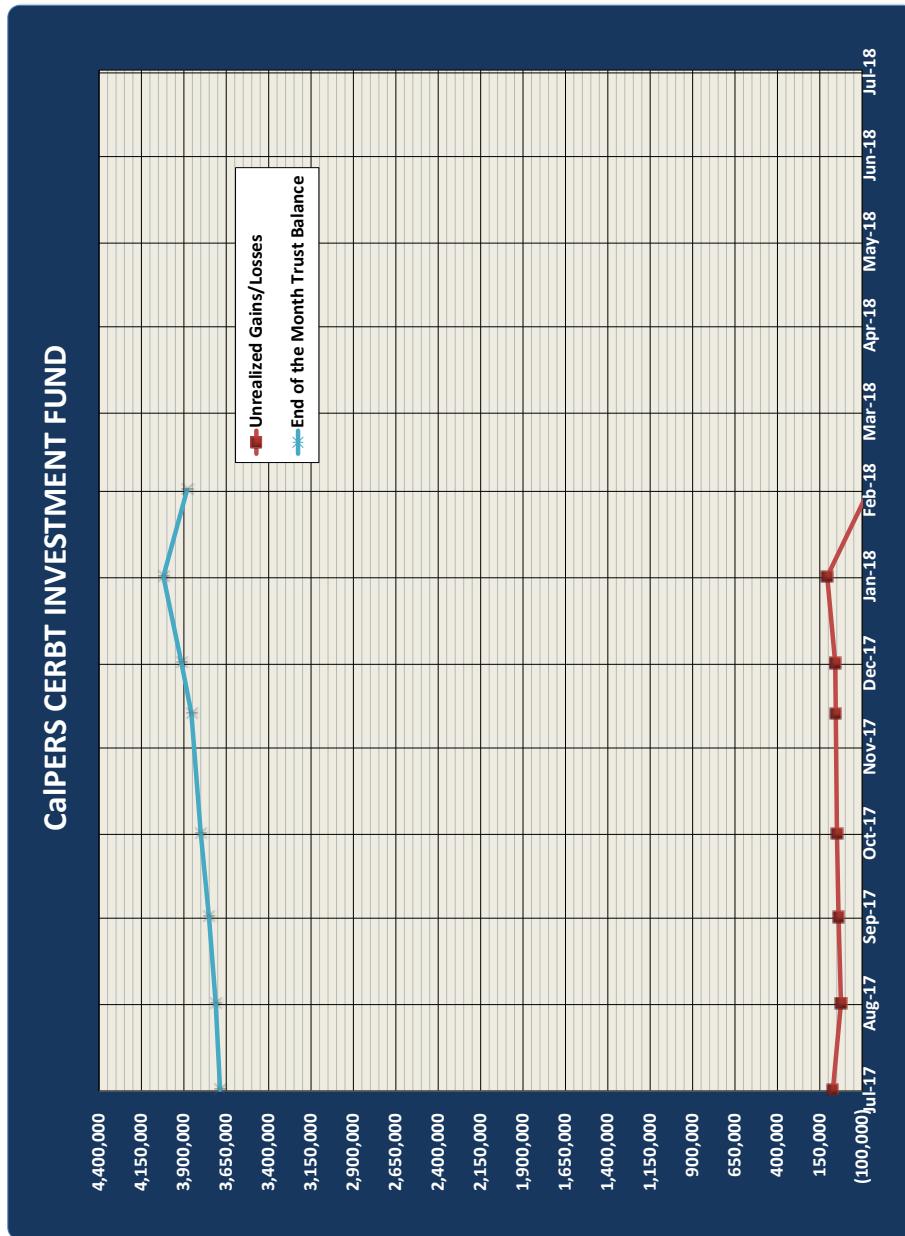


TABLE FOR CHART JULY 2017 - JUNE 2018

Month	Projected Revenues	Actual Revenues	Projected Expenses	Actual Expenses	Projected Month End Cash	Actual Month End Cash
JUL	205,000	217,713	1,238,871	1,082,479	5,466,129	5,664,735
AUG	335,000	350,950	2,733,700	2,500,830	4,101,300	4,333,220
SEP	335,500	363,006	3,644,209	3,341,730	3,191,291	3,185,340
OCT	337,500	378,180	4,568,596	4,224,580	2,268,904	2,647,467
NOV	467,500	514,423	5,445,954	5,046,423	1,521,547	1,946,927
DEC	4,967,500	4,958,826	6,590,991	5,813,579	4,876,510	5,587,968
JAN 2018	6,202,500	6,677,472	7,531,633	7,315,080	5,170,868	5,469,039
FEB	7,077,500	7,935,063	8,396,204	8,047,342	5,181,297	5,829,527
MAR	7,084,300	0	9,310,231	0	4,274,071	0
APR	10,454,300	0	10,265,544	0	6,688,758	0
MAY	11,854,300	0	11,191,272	0	7,163,028	0
JUN	11,939,300	0	12,238,200	0	6,201,100	0

SUMMARY of CALPERS CERBT INVESTMENT FUND
 February, Fiscal Year 2017-2018
 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 - 6/30/17		600,000	-	-	-	-	-	-	-	-	-	-	-
Deposits		600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000
YTD Deposits		72,961	25,745	39,992	48,799	55,723	59,149	106,455	(139,776)	-	-	-	-
Unrealized Gains/Losses		72,961	98,706	138,698	187,496	243,220	302,368	408,823	269,097	269,097	269,097	269,097	269,097
YTD Unrealized Gains/Losses		248	266	261	273	267	279	288	254	-	-	-	-
Administrative Fees		248	513	774	1,047	1,314	1,594	1,882	2,135	2,135	2,135	2,135	2,135
YTD Administrative Fees		\$ 3,686,419	\$ 3,711,898	\$ 3,751,628	\$ 3,800,154	\$ 3,855,610	\$ 3,914,479	\$ 4,020,646	\$ 3,880,667	\$ 3,880,667	\$ 3,880,667	\$ 3,880,667	\$ 3,880,667
Fund Balance													



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

I. Employment & Recruiting

- a. Public Information Officer (PIO) recruitment

II. Benefits Update

- a. Introduction & Review of Benefits – Keenen & Assoc.

III. Department Training & Workshops

Date	Workshop	Topic	Location
2/01/2018	PIHRA	Legal Update	Anaheim
2/01/2018	Chamber of Commerce	Emergency Response Preparedness	Santa Fe Springs
2/06/2018	Budget Committee Meeting	Budget Planning	District
2/13/2018	All Hands Training	Annual Training	District
2/14/2018	All Hands Training	Annual Training Cont'd	District
2/15/2018	So Cal Public Relations	Employment Law Updates	Lakewood
2/21/2018	Train Me Training	Conducting Investigations	Anaheim Hills
2/26 - 28/18	LCW	Annual Conference	San Francisco
2/28/2018	CSDA	Public Records & Retention	Fountain Valley

IV. Worker's Compensation Update

- a. One (1) injury – no time lost