

GLACVCD

BOARD OF TRUSTEES MEETING

AGENDA AND EXHIBITS



Thursday December 13th 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 ext: 504 during regular business hours.

ADA Information: The Greater Los Angeles County Vector Control District complies with the Americans with Disabilities Act (ADA). Anyone 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, December 13, 2018 •

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).

- Jamie Dee-Hebein Salazar: Human Resources Assistant

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 (8.1-8.5)
(VOTE REQUIRED)**

- 8.1 Consideration of **Minutes 2018-11** of regular Board Meeting held November 8, 2018. (**EXHIBIT A**)
- 8.2 Consideration of **Resolution 2018-21** Authorizing Payment of Attached Requisition November 1, 2018 through November 30, 2018. (**EXHIBIT B**)

8.3 Consideration of **Resolution 2018-22** approving contract amendments between the District and Joan Stein Jenkins, Esquire for Administrative Hearing Officer services. **(EXHIBIT C)**

Summary: Last year, as part of our Nuisance Abatement Procedures, the District entered into agreements for administrative hearing officer services with Joan Stein Jenkins, Esq. This resolution seeks to extend the terms of the agreements for one additional year.

8.4 Consideration of **Resolution 2018-23** approving contract amendments between the District and the Law Offices of Kevin Gres for Administrative Hearing Officer services. **(EXHIBIT D)**

Summary: Last year, as part of our Nuisance Abatement Procedures, the District entered into agreements for administrative hearing officer services The Law Offices of Kevin Gres. This resolution seeks to extend the terms of the agreements for one additional year.

8.5 Consideration of **Resolution 2018-24** amending certain provisions of the District's Articles and Bylaws governing mandatory training for Board of Trustee Members. **(EXHIBIT E)**

Summary: On November 8, 2018, the Board directed staff to prepare an amendment to the Trustee bylaws to give the District the authority to terminate a Trustee who does not complete state mandatory training in sexual harassment prevention. The proposed resolution amends the bylaws accordingly, and also confers the same authority to the District to terminate a Trustee who does not complete state mandatory ethics training, as required by our auditor.

9. **CONSIDERATION OF 2 TRUSTEES TO ATTEND THE 87TH ANNUAL MOSQUITO AND VECTOR CONTROL ASSOCIATION OF CALIFORNIA (MVCAC) MEETING IN BURLINGAME, CALIFORNIA, FEBRUARY 3-6, 2019**
(EXHIBIT F)

10. **CONSIDERATION OF 2 TRUSTEES TO ATTEND THE 85TH ANNUAL AMERICAN MOSQUITO CONTROL ASSOCIATION (AMCA) MEETING IN ORLANDO, FLORIDA, FEBRUARY 25-MARCH 1, 2019**
(EXHIBIT G)

11. **COMMITTEE REPORTS**

11.1 **Personnel Committee** S. Croft, Chair

11.1.a. Presentation of Tier IV Benefits Proposal

11.1.b. Review and consideration of **Resolution 2018-25** establishing Employee Benefit Program and Post-Employment Matrices for new employees.
(EXHIBIT H) (VOTE REQUIRED)

11.1.c. Review and consideration of **Resolution 2018-26** establishing Employee Benefit Program and Post-Employment Matrices for current employees.
(EXHIBIT I) (VOTE REQUIRED)

12. STAFF PROGRAM REPORTS: NOVEMBER 2018

12.1 <u>Manager's Report</u>	T. Dever, General Manager
12.2 <u>Scientific-Technical: (Staff Report A)</u>	S. Kluh, Sci.-Tech Services Dir.
12.3 <u>Operations: (Staff Report B)</u>	M. Daniel, Operations Dir.
12.4 <u>Community Affairs: (Staff Report C)</u>	K. Middleton, Comm. Affairs Dir.
12.5 <u>Fiscal: (Staff Report D)</u>	C. Weeks, Finance Director
12.6 <u>Human Resources: (Staff Report E)</u>	R. Thomas, Human Resources Dir.
12.7 <u>Legal Counsel Report</u>	Q. Barrow, Legal Counsel

13. OTHER

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

14. ADJOURNMENT

The next Board of Trustees meeting will be scheduled on Thursday, January 10, 2019 at 7:00 PM at the District's headquarters at 12545 Florence Avenue, Santa Fe Springs.

GLACVCD

BOARD OF TRUSTEES MEETING

STAFF REPORTS



Thursday December 13th 2018

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GENERAL MANAGER
Truc Dever

General Manager's Report for December 13, 2018 Board of Trustees Meeting

ARTESIA

Sally Flowers

BELL

Ali Saleh

BELL GARDENS

Pedro Aceituno

BELLFLOWER

Sonny R. Santa Ines

BURBANK

Dr. Jeff D. Wassem

CARSON

Elito 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 CAÑADA 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

Jesse H. Avila

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

After endless months of record-setting *Aedes* mosquito activity and service requests, we finally saw the end to our 2018 mosquito season in late November. Overall, staff made a valiant effort this year to keep all mosquito-borne disease activity at bay, and thankfully, the final numbers show far fewer West Nile virus infections this year than last year. There was a total of 32 confirmed WNV cases within District boundaries this year compared to 152 last year. We hope this trend will continue in 2019. Until then, many staff will take much needed breaks over the holidays.

Although this will be our last Board of Trustees meeting for the year, there is still much to do this month. We will be presenting our final proposal to establish Tier IV benefits effective for all new employees hired after January 1, 2019. This change to the District's benefit structure will be memorialized in resolutions and corresponding matrices that set guidelines for all employee benefit tiers.

You may also recall a discussion last month regarding mandatory AB 1825/AB 1661 Sexual Harassment Prevention Training for Trustees. At the direction of the Board, a bylaw change will be presented that addresses this mandatory training as well as AB 1234 Ethics Training. As an insured member of the Employment Risk Management Authority, the District must maintain up-to-date records of these training certifications to ensure coverage in the event of a claim.

February 2019 will be a busy month for staff as both the state and national mosquito conferences will be held that month. As we do every year, we would like to invite a couple of Trustees to join us for each of these great educational and networking opportunities. The 87th Annual MVCAC Conference will be held in Burlingame, CA from February 3rd through 6th, 2019. Then the 85th Annual AMCA Conference will be held in Orlando, FL from February 25th through March 1st, 2019. Please check your availability to attend either of these important conferences and express your interest during the Board meeting. Priority is generally given to Trustees who have not attended one of these events in the past.

Finally, the District staff would like to invite all Trustees to join us for our annual holiday potluck on December 12th at our Santa Fe Springs headquarters. Flyers have been included in your board packets this month. This is a great and jolly time to mingle with staff and sample some exceptional home-cooked entrees, desserts, and appetizers. Hope to see you there.

December 13, 2018

Page 2 of 2

On behalf of management and staff, I would like to thank you again for all of your leadership and support this year and wish you all a happy, healthy, and safe holiday season.

Warmest wishes,

A handwritten signature in black ink, appearing to read "Truc Dever". The signature is fluid and cursive, with a small oval shape drawn around the middle of the "T" and "r".

Truc Dever
General Manager

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT



SCIENTIFIC-TECHNICAL REPORT

November, 2018

Susanne Kluh, Scientific-Technical Services Director

Harold Morales, Tanya Posey & Steve Vetrone, Vector Ecologists

Rande Gallant, Faiza Haider & Ryan Amick, Assistant Vector Ecologist

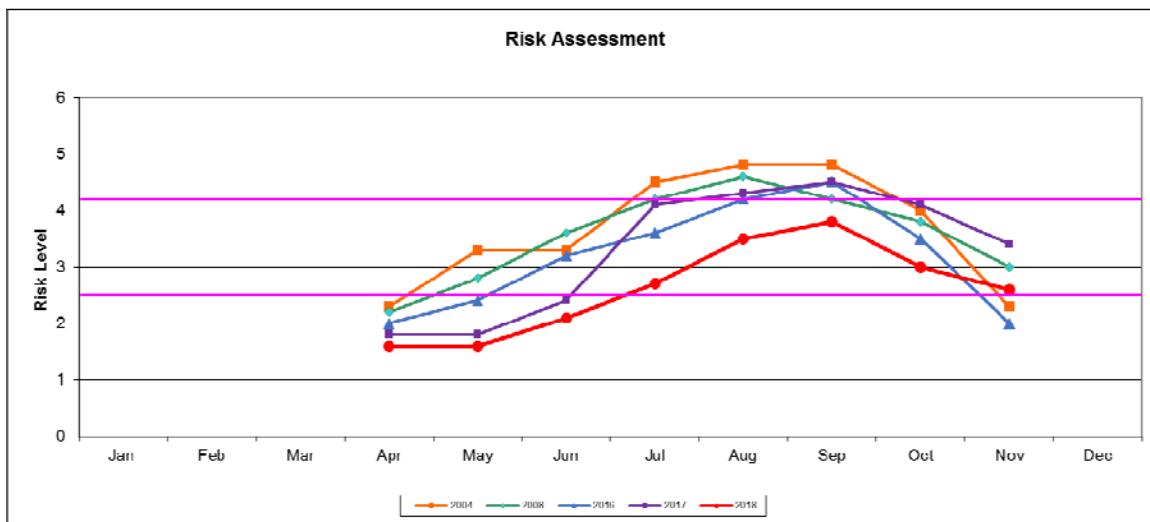
Angela Arteaga & Christopher Ortiz, Field Assistants

I. RISK ASSESSMENT

WN Surveillance Factor	Assessment Value	Benchmark	Value
1. Environmental Conditions High-risk environmental conditions include above-normal temperatures. Urban mosquitoes breeding in municipal water sources may benefit from below normal rainfall.	1	Avg daily temperature during prior half month $\leq 56^{\circ}\text{F}$	2
	2	Avg daily temperature during prior half month 57°F	
	3	Avg daily temperature during prior half month 66°F	
	4	Avg daily temperature during prior half month 73°F	
	5	Avg daily temperature during prior half month $>79^{\circ}\text{F}$	
2. Adult <i>Cx tarsalis</i> and <i>Cx quinquefasciatus</i> abundance Determined by trapping adults, identifying them to species, and comparing numbers to those previously documented for an area and	1	Vector abundance well below average ($\leq 50\%$)	3
	2	Vector abundance below average (51-90%)	
	3	Vector abundance average (91-150%)	
	4	Vector abundance above average (151-300%)	
	5	Vector abundance well above average ($>300\%$)	
3. Virus isolation rate in <i>Cx tarsalis</i> and <i>Cx quinquefasciatus</i> mosquitoes Tested in pools of 50. Test results expressed as minimum infection rate (MIR) / 1,000 female mosquitoes tested	1	MIR/ 1000 = 0	2
	2	MIR/ 1000 = 0.1-1.0	
	3	MIR/ 1000 = 1.1-2.0	
	4	MIR/ 1000 = 2.1-5.0	
	5	MIR/ 1000 >5.0	
4. Sentinel Chicken Seroconversion Number of chickens in a flock that develop antibodies to WNV. If >1 flock is present in a region, number of flocks with seropositive chickens is an additional consideration.	1	No seroconversions	1
	2	1 or more seroconversion over a broad region	
	3	1 or 2 seroconversion in single flock in specific region	
	4	>2 seroconversion in one or 1-2 seroconversion in multiple flocks in specific region.	
	5	>2 seroconversions in one or more flocks in specific	
5. Dead Bird Infection Includes zoo collections.	1	No WN+ dead birds	*
	2	One or more WN+ dead birds in a broad region	
	3	1 WN+ dead bird in specific region	
	4	2 to 5 WN+ dead birds in specific region	
	5	>5 WN+ dead bird + reports of dead birds in specific	
6. Human Cases This factor not to be included in calculation if no cases are detected.	3	One or more human cases in broad region.	5
	4	One human case in specific region	
	5	More than one human case in specific region	
Response Level/ Average Rating Normal Season (1.0-2.5), Emergency Planning (2.6-4.0), Epidemic (4.1-5.0)		TOTAL	13
		AVERAGE	2.6

- Dead bird hotline closed for the season

S-TS STAFF REPORT A



II. GLACVCD MOSQUITO-BORNE DISEASE WATCH

Summary

- 3 human cases of WNV were reported in our jurisdiction in November, for a total of 32 so far this season including one fatality.
- Culex* mosquito abundance in November was at the 5 year average, however *Aedes* activity all across the service area has further increased compared to previous years.
- No new chickens showed evidence of WNV infection, so the risk for new human infections should also be low.

City/Area	GLACVCD WNv+			GLACVCD WNv+		
	Human Cases	Mosquito Pools	Dead Birds	City/Area	Human Cases	Mosquito Pools
Arleta		2		Porter Ranch		3
Burbank	1	1		Reseda	2	2
Canoga Park	1			San Fernando	1	
Canyon Country	1			San Pedro		1
Cerritos		1		Santa Clarita	1	
Chatsworth		1		Santa Fe Springs		1
Diamond Bar		1		Shadow Hills	1	
Encino		9		Sherman Oaks	2	5
Glendale	1	1	1	Studio City		2
Hawaiian Gardens		1		Sun Valley	1	2
La Mirada		1		Sunland		1
Los Feliz		1		Sylmar		1
Mission Hills	2			Taluca Lake	1	
Montebello		3		Tarzana		1
North Hills	1	2		Valley Glen		2
North Hollywood	3	3	1	Valley Village		1
Northridge	4	5		Van Nuys	8	7
Pacoima	1			West Hills		1
Panorama City		3		Winnetka		1
			Total	32	65	9

Human Cases	WNV	SLE	WEE
This Period	3	0	0

S-TS STAFF REPORT A

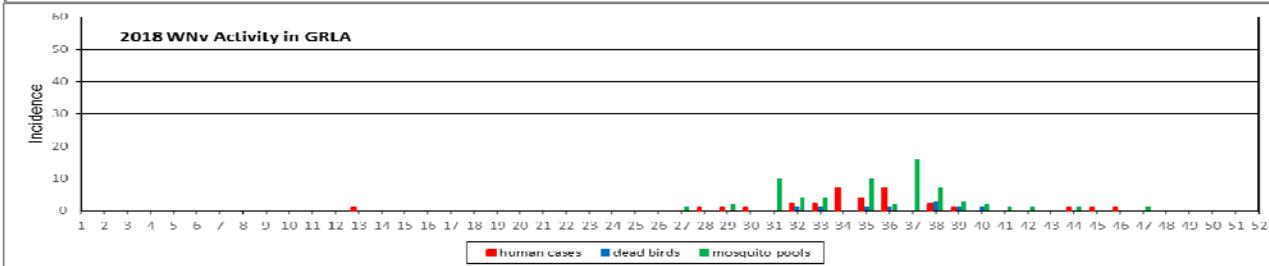
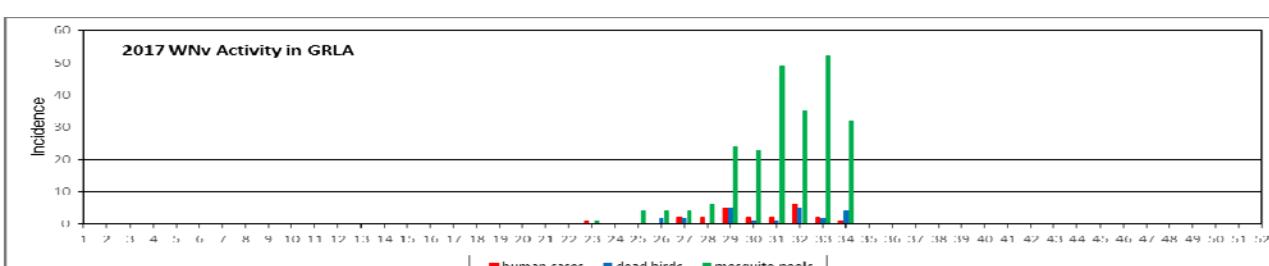
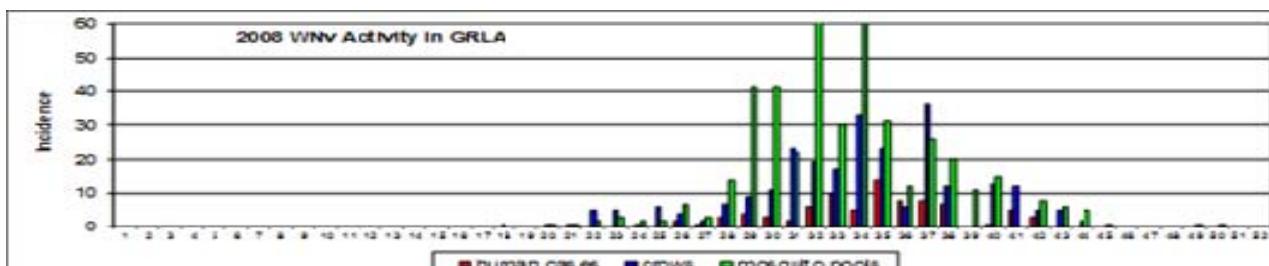
Year to Date	32	1	0
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Chickens	Number Tested	WNV Positive	WEE Positive	SLE Positive	Other Positive
This Period	118	0	0	0	0
Year to Date	913	8	0	0	0

Dead Birds	Number Submitted	WNV Positive
This Period	0	0
Year to Date	41	9

Culex Mosquito Pools					
This Period	78	1	0	0	0
Year to Date	2,173	65	0	0	0

Aedes Mosquito Pools	Tested	CHIK	DEN	Zika
This period	0	0	0	0
Year to Date	117	0	0	0



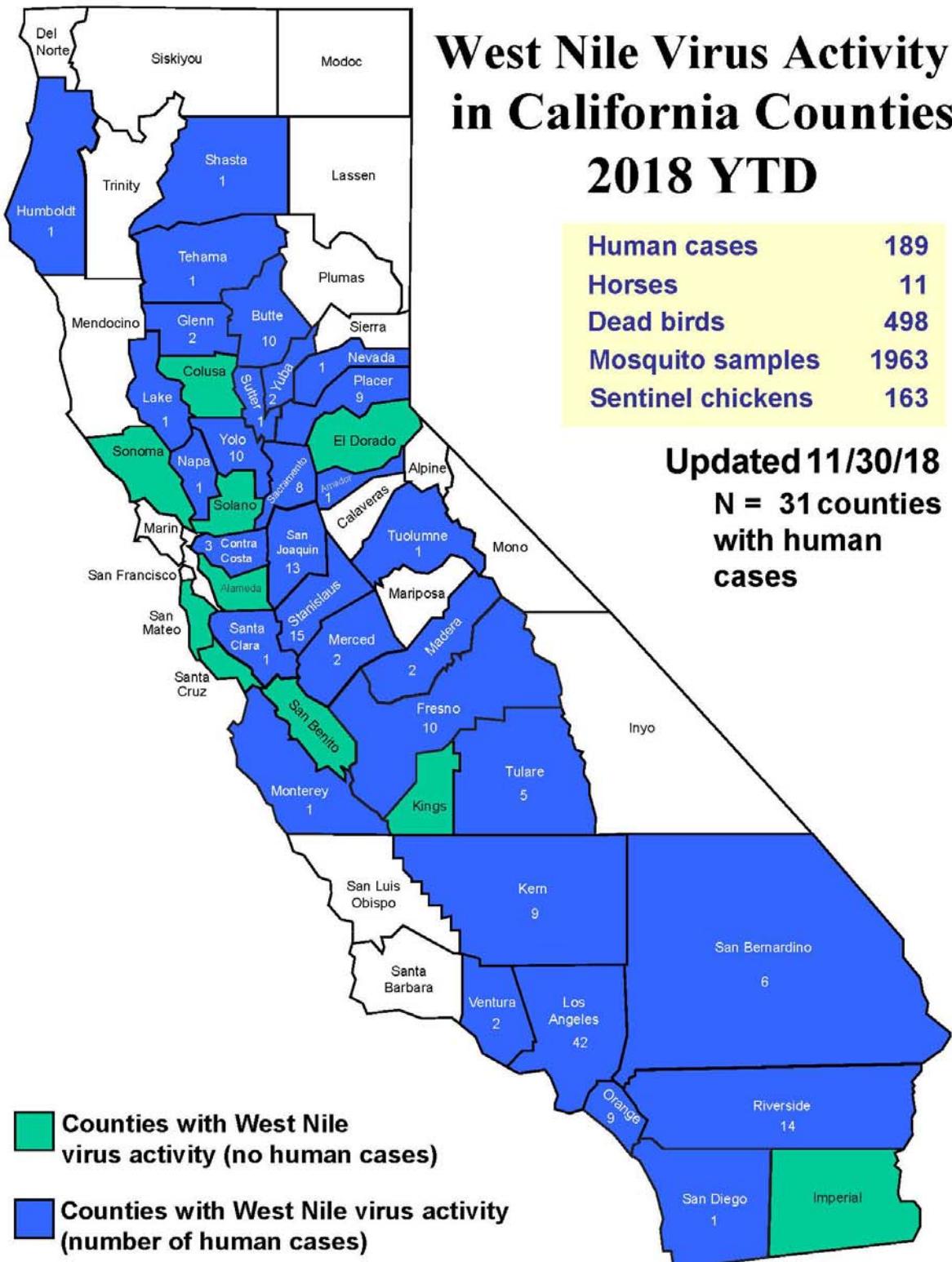
III. STATEWIDE MOSQUITO-BORNE DISEASE WATCH 2018

Reporting Period: January 01 – November 30, 2018

Human Cases	WNV	SLE	WEE
This Period	75	0	0
Year to Date	189	1	0

Chickens	Tested	WNV Pos	SLE Pos	WEE Pos	Other Pos
This Period	1,986	24	0	0	0
Year to Date	10,162	163	1	0	0
Culex Pools	Tested	WNV Pos	SLE Pos	WEE Pos	Other Pos
This Period	4,962	74	17	0	0
Year to Date	42,021	1,963	387	0	0
Aedes Pools	Tested	CHIK	DENV	ZIKA	
This Period	581	0	0	0	
Year to Date	2,124	0	0	0	

Dead Birds	Submitted	WNV Pos
This Period	290	29
Year to Date	2,139	498



GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

OPERATIONS REPORT

November, 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

Departmental Activities

Operations

- MVCAC Fall quarterly meeting, IVM Committee, IT Committee
- USD and UWP Initial launch and training of the BMP crew.
- Final nighttime USD control operation for 2018.
- Aedes presentation, Quaker Chemical Corp.
- Continuing education for CDPH certifications.
- Final discharges for the Extra Help crew
- Activation of dry pool protocols following rain events.

Urban Water Program

- Attended the American Rainwater Catchment System Association 2 day Designer Workshop.
- MVCAC Fall quarterly meeting, Regulatory Affairs Committee.
- Attended the US Army Corps LA River workshop, Elysian Valley.
- Attended the LA River Master Plan Stakeholder meeting #4, Atwater Village.
- City of Artesia Planning Dept. BMP meeting.

Facilities & Maintenance

- Symar workshop insulation project, fininshed installing insulation curtain to finalize the project.
- Installling suspension modifications, Nissan 4X4 truck # 140.
- Completed all SMOG certifications for the Sylmar fleet for 2018.
- New BMP truck #141 outfitted with safety lighting and put into service.

STAFF REPORT B

WORK PERFORMED BY DISTRICT

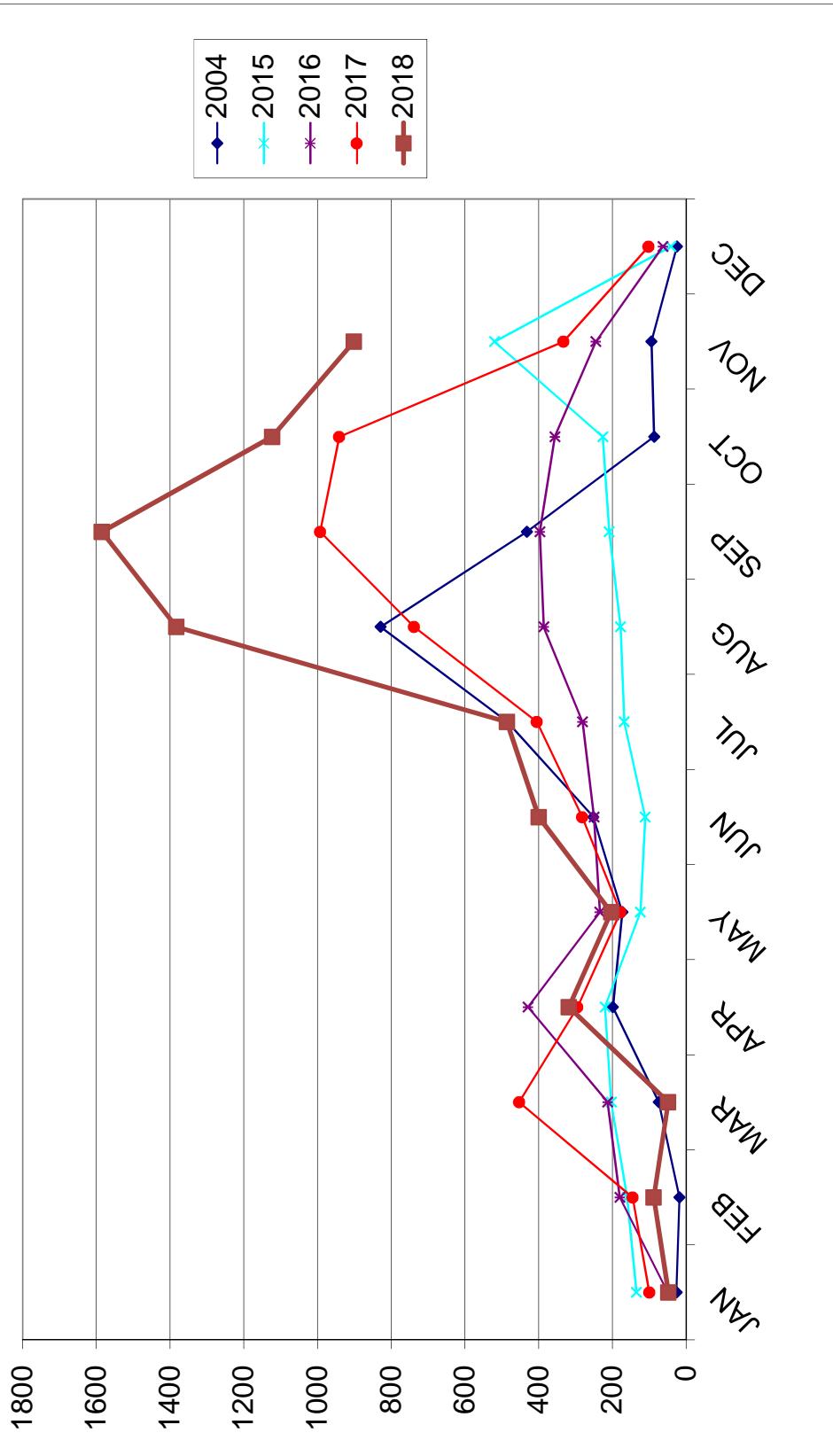
November, 2018

CONTROL AND OPERATIONS

		Hours worked
	November	2018
Fishing (Mosquitofish)		15 215
Source Reduction		3 262
Mosquito Control	Sources inspected 11,760 / Sources with larvae 5,376	4,321 47,518
Insecticide used:		
Larvicide oils	12.368 gals @ \$14.13 per =	\$174.76
Altosid ALL	0.01 gals @ \$269.62 per =	\$2.70
Altosid Briquets 30 day	1,060 ea @ \$1.14 ea. =	\$1,208.40
Altosid Briquets XR	19 ea @ \$3.38 ea. =	\$64.22
Altosid Pellets	3.621 lbs @ \$27.24 per =	\$98.64
Natular T-30	0 ea @ \$1.56 per =	\$0.00
Fourstar BTI Brqts 45 da	44 ea @ \$1.30 per =	\$57.20
Altosid WSP	237 ea @ \$0.84 per =	\$199.08
Vectobac 12AS	11.252 gals @ \$38.62 per =	\$434.55
Vectobac G	232.18 lbs @ \$2.63 per =	\$610.63
Fourstar Briquets 45 day	0 ea @ \$1.30 per =	\$0.00
Vectomax FG	265.82 lbs @ \$8.70 per =	\$2,312.63
Vectomax WSP	265 ea @ \$0.97 per =	\$257.05
Natular	0 gals @ \$877.61 per =	\$0.00
Vectolex WDG	9.356 lbs @ \$56.06 per =	\$524.50
Vectobac WDG	86.026 lbs @ \$44.60 per =	\$3,836.76
Midge Control		0 0
Insecticide used:		
Dimilin WP 25%	0 lbs @ 49.34 per =	\$0.00
Blackfly Control		0 236
Insecticide used:		
Vectobac 12AS	0 gals @ \$38.62 per =	\$0.00
Underground Mosquito Control	UGSD inspected 5,577 / UGSD treated 4,219	1,146 13,361
Insecticide used:		
Vectobac 12AS	11.55 gals @ \$38.62 per =	\$446.06
Vectolex WDG	183.85 lbs @ \$56.06 per =	\$10,306.63
Fogging		16 112
Insecticide used:		
Duet / Zenivex	0.031/0.00 gals @ 200 / 85 per =	\$6.20
		Total \$20,540.01
Supervisory		966 10,231
Continuing Education / Training		299 3,794
Overtime: Community Outreach		5 150
Mosquito Control		78 1,777
<u>REPAIR AND MAINTENANCE OF EQUIPMENT</u>		
Vehicles		306 5,034
Spray Equipment		28 764
Buildings and yards		263 2,260
VEHICLE MILEAGE :	November 43,909	2018 478,873
		7,446 85,714

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	49	318	203	400	486	1383	1585	1123	901	



**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		1					2		0
BELL	1	15	2					1	15	0
BELLFLOWER									0	0
BELL GARDENS										0
BURBANK	28		4	2				28	1	10
CARSON	10		1					10		0
CERRITOS	33		3					33		0
COMMERCE	2							2		0
CUDAHY								0		0
DIAMOND BAR	16		1					16	1	10
DOWNEY	21		1					21		0
GARDENA	6							6		0
GLENDALE	46		1					46		0
HAWAIIAN GARDENS								0		0
HUNTINGTON PARK	4							4		0
LA CANADA FLINTRIDGE	3				1			3		0
LA HABRA HEIGHTS	3							3		0
LA MIRADA	41		5					41		0
LAKEWOOD	46		3	1				46		0
LONG BEACH	71		1					71		0
LOS ANGELES CITY	384		40	13		1		385	8	80
LOS ANGELES COUNTY	49		6	1				49	4	40
LYNWOOD	3							3		0
MAYWOOD	1							1		0
MONTEBELLO	6		2					6		0
NORWALK	12		1					12	1	10
PARAMOUNT	5		1					5		0
PICO RIVERA	7		1					7		0
SAN FERNANDO	4							4		0
SAN MARINO	8		1	1				8	1	10
SANTA CLARITA	4		1	1				4		0
SANTA FE SPRINGS	5							5		0
SIGNAL HILL	13		4					13	4	40
SOUTH ELMONTE	7							7		0
SOUTH GATE	5							5		0
WHITTIER	39		9	1				39	1	10
TOTAL	900	0	83	27	0	1	0	901	21	210

	Drains	Ditches (Miles)	Standing Water	Lakes, Marshes (acres)	Swimming Pools	Fish Ponds	Sumps	Containers	Water Troughs	Well Cellars
ARTESIA	1				5		3			
BELL	10				11	2	9			4
BELLFLOWER	32	0.01								
BELL GARDENS	13				5	2	26			
BURBANK	109				1		9			
CARSON	63	0.05				15				15
CERRITOS	87	0.02								2
COMMERCE	57									39
CUDAHY	22									2
DIAMOND BAR	16	0.04				3				
DOWNNEY	54	0.01			7	6	26			
GARDENA	41	0.01					2			
GLENDALE	40	0.01			10	2	11			5
HAWAIIAN GARDENS	8						6			
HUNTINGTON PARK	41									21
LA CANADA FLINTRIDGE	15				7	3	1			
LA HABRA HEIGHTS	1	0.02			3	1	6			0
LA MIRADA	13	0.01			14	2				
LAKEWOOD	51		0.02		16		25			2
LONG BEACH	90	0.03	0.06	0.05	14	2	42	33		
LOS ANGELES CITY	517	0.05	1.28	0.01	86	19	164	6	1	30
LOS ANGELES COUNTY	129	0.18	0.21		20	8	30	5	2	2
LYNWOOD	28									3
MAYWOOD	17									
MONTEBELLO	62	0.01	0.02		5		9	1		
NORWALK	28		0.06		4		6			
PARAMOUNT	29		0.01				17			2
PICO RIVERA	20	0.01					9			
SAN FERNANDO										
SAN MARINO	2					6				
SANTA CLARITA	62	0.12	0.4		15	1	13			13
SANTA FE SPRINGS	47	0.01								10
SIGNAL HILL	108						3	25		
SOUTH EL MONTE	23	0.01								3
SOUTH GATE	25									6
WHITTIER	48	0.12	0.01		42	3	3			
Total	1909	0.72	2.07	0.06	286	57	562	45	3	87

	Channels (miles)	Debris Basins (acres)	Stabilizers	Outfalls	Freeway Drains	Undergrounds (miles)	Gutters	Catch Basins	Total Hrs. of Activity
ARTESIA	0.5					2.6	5.57	4	19.69
BELL	2					2.1	0.01		10.35
BELLFLOWER	0.82					4.2	467.51	3	66.95
BELL GARDENS	0.35				0.01	2.5	7.07		21.23
BURBANK	5.32	0.01				11.2	1.24		81.21
CARSON	2.02	0.01			0.02	11		1	70.45
CERRITOS					0.58	10.6	59.86	26	160.92
COMMERCER						5.5		7	30.78
CUDAHY						0.6		2	7.91
DIAMOND BAR	3.1	0.01				1	0.83	8	40.35
DOWNEY	0.25				0.03	9.9	28.37	1	115.5
GARDENA	1.2					9.3			48.39
GLENDALE	0.7	0.15	0.04			12.9	5.39	1	150.23
HAWAIIAN GARDENS	2				0.01	1.4	7.52	7	12.83
HUNTINGTON PARK						0.7		2	6.98
LA CANADA FLINTRIDGE						0.5	0.81		17.22
LA HABRA HEIGHTS									10.94
LA MIRADA	4.71					2.9		6	82.76
LAKEWOOD	12.7					12.3	184.63	40	202.49
LONG BEACH	13.15				0.05	11.3	147.55	43	267.81
LOS ANGELES CITY	21.32	0.58			14	0.02	206.2	7.89	13
LOS ANGELES COUNTY	11.82	0.26			2	0.06	18.3	0.83	10
LYNWOOD						0.02	6.3		27.52
MAYWOOD							2.2		7.4
MONTEBELLO	0.33						5.5		29.93
NORWALK	0.51					6.2	12.61	3	63.09
PARAMOUNT	0.5					7.3	13.6		56.02
PICO RIVERA	0.25						9.4	4	39.17
SAN FERNANDO							3.8		15.61
SAN MARINO							0.9	1	13.93
SANTA CLARITA	4.8	0.32			7		17.7	0.02	147.21
SANTA FE SPRINGS	1.5					0.01	8.2		52.02
SIGNAL HILL							1.9	0.01	2
SOUTH EL MONTE	2.3						5.1		19.85
SOUTH GATE	0.75					0.03	5.2		31.09
WHITTIER	1.38					0.01	5.2	5	29.47
Total	94.28	1.34	0.04	23.00	0.85	421.90	951.32	189	3579.78

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT



COMMUNITY AFFAIRS PROGRAM

November 2018

*Kelly Middleton, Director of Community Affairs
Anais Medina Diaz, Public Information Officer
Heather Hyland, Education Program Coordinator
Gabriel Urreola, Education Program Coordinator
Helen Kuan, Outreach Assistant*

Departmental Activities

Administrative

- New hire training and orientation for PIO and HR Assistant. Thanks to Mark Daniel who volunteered to take new hires to visit the Sylmar facility and tour key vector management areas.
- Proud to announce that Gabriel passed both his A & B Certification exams after just 6 weeks with the District. Congratulations Gabriel!
- Had the opportunity to assist Heather on the SWAT Lab this month. This program is truly amazing, and both students and faculty really love the educational curriculum, innovation, and creativity our Education Program Coordinators bring to this unique outreach program. It was a LOT of fun!

Programmatic

- Hosted Jr. Scout's from Santa Clarita at GLACVCD headquarters for tour and vector control background. Working with Trustee Heinrich and Jr. Scout Troop to development an exciting new Girl Scouts Mosquito Patch program.
- Finalized two long-term projects this month:
 - Lifeliqe: the last two animations were finalized and will be uploaded to Lifeliqe's educational resources site – Zika virus anatomy & virus replication
 - Inhance: finalized build and installation of the interactive touchscreen interface in partnership with Valent BioSciences for the SWAT Lab computer. Next step, add GLACVCD content.
- Continuing discussions with LA County vector control districts, iHeart Media and the LA Dodgers on 2019 regional outreach possibilities
- Agreed to partner with San Gabriel Valley MVCD on Tribune Newspaper Group Rose Parade Magazine ad and full-page spring advertisement in all Tribune newspapers
- Confirmed sponsorship of the Council for Watershed Health's Landscaping Lightly 2019 Calendar to include 2-page "Mobilize Against Mosquitoes" advertisement.
- We had the opportunity this month to work with a writer (author and regular contributor to GQ magazine) who is working on his latest book about Los Angeles County. He is intrigued by vector control and will be writing about our agency in his next book due to publishers in the fall of 2019.
- Ongoing work with 211LA to incorporate an online reporting form for 211 operators and residents to use when seeking assistance from vector control and other county agencies.
- Field photos with Surveillance staff to update photo library

STAFF REPORT C

Meetings & Training

- 11/1 & 11/2 – MVCAC Fall Meeting, Palm Springs
- 11/6 – iHeart Media advertising meeting
- 11/07 – New Hire Orientation
- 11/08 – Management Meeting
- 11/14 – Strategic Planning Meeting
- 11/15 – Public Health Vector Control Technician Certification Testing
- 11/20 – Dental Plan and Benefits Individual Sessions
- 11/20 – Community Affairs Department Meeting
- 11/21 – District Tour for New Hires

Community Outreach Activities

Date	Event	City	# Reached	Materials Distributed
11/8	Santa Clarita Girls Scouts District Tour, Outreach	Headquarters	15	Goodie Bag, Brochures
11/26	Long Beach Unified School District – Site Maintenance Presentation	Signal Hill	100	Brochures, School Maintenance Flyer
11/27	“It’s Not Just a Bite” Community Workshop	Hacienda Heights	40	Brochures, Giveaways

Educational Outreach

Date	School/Event	City	Students
11/6	North Ranchito Elementary	Pico Rivera	75
11/7	Bridgeport Elementary	Valencia	130
11/8	Carver Elementary	Los Angeles	64
11/9	Jefferson Elementary	Paramount	80
11/14	Mark Twain Elementary	Lynwood	90
11/15	Foster Road Elementary	La Mirada	36
11/27-28	Noble Ave Elementary	North Hills	146
		Total year to date:	8,438

The EPCs continue to strategize the best schedule for student participation in the SWAT Lab programs. A constant struggle is how best to accommodate the typical school-day schedules (breakfast periods, recess, and lunch schedules) while maximizing our time at the school site and ensuring students have the opportunity to truly enjoy and benefit from the experience. The EPCs have been hard at work devising an ‘escape room’ themed in-class program which would require students solve mysteries and uncover clues to unlock the secrets of mad scientist, Professor VonBloodtrap’s, devious plot. This new activity will allow both EPCs to remain on the SWAT with one half of the class at a time, enriching the experience there, while students work to solve these mysteries under the direction of the classroom teacher. We’re eager to test this out with students!

STAFF REPORT C

Several area high schools have students working on mosquito-related projects and have reached out to the District this month for collaboration and advice. It makes us SO proud to see that these issues are now at the forefront, and the region's youth are looking for new/novel techniques to address our most pressing public health challenges.

Media Coverage/Publications

Media Activity

Date	Media Type	Media Name	Activity
10/30	Online	<i>Tech You n Me</i>	Vector Control Market shares and strategies of key players
11/15	Online	<i>Los Angeles Times</i>	Mailbag: More info from city could take bite out of invasive mosquito activities
11/29	Online	<i>SCV News.com</i>	Deadline to Apply for Seats on Local Commissions, Panels

Total Coverage:

Fiscal Year-to-Date: 61

Digital Outreach

Website/Social Media Maintenance

- Posted regular updates to District's social media sites
- Ran a short social media boost for a community meeting in Hacienda Heights
- Executed a survey on Nextdoor to gauge community participation for a potential Citizens AcTS model:
Are you ready to TAKE YOUR NEIGHBORHOOD BACK from MOSQUITOES?
(Included information on Citizen Action Through Science approach: <https://rdcu.be/baNhg>)

Results:

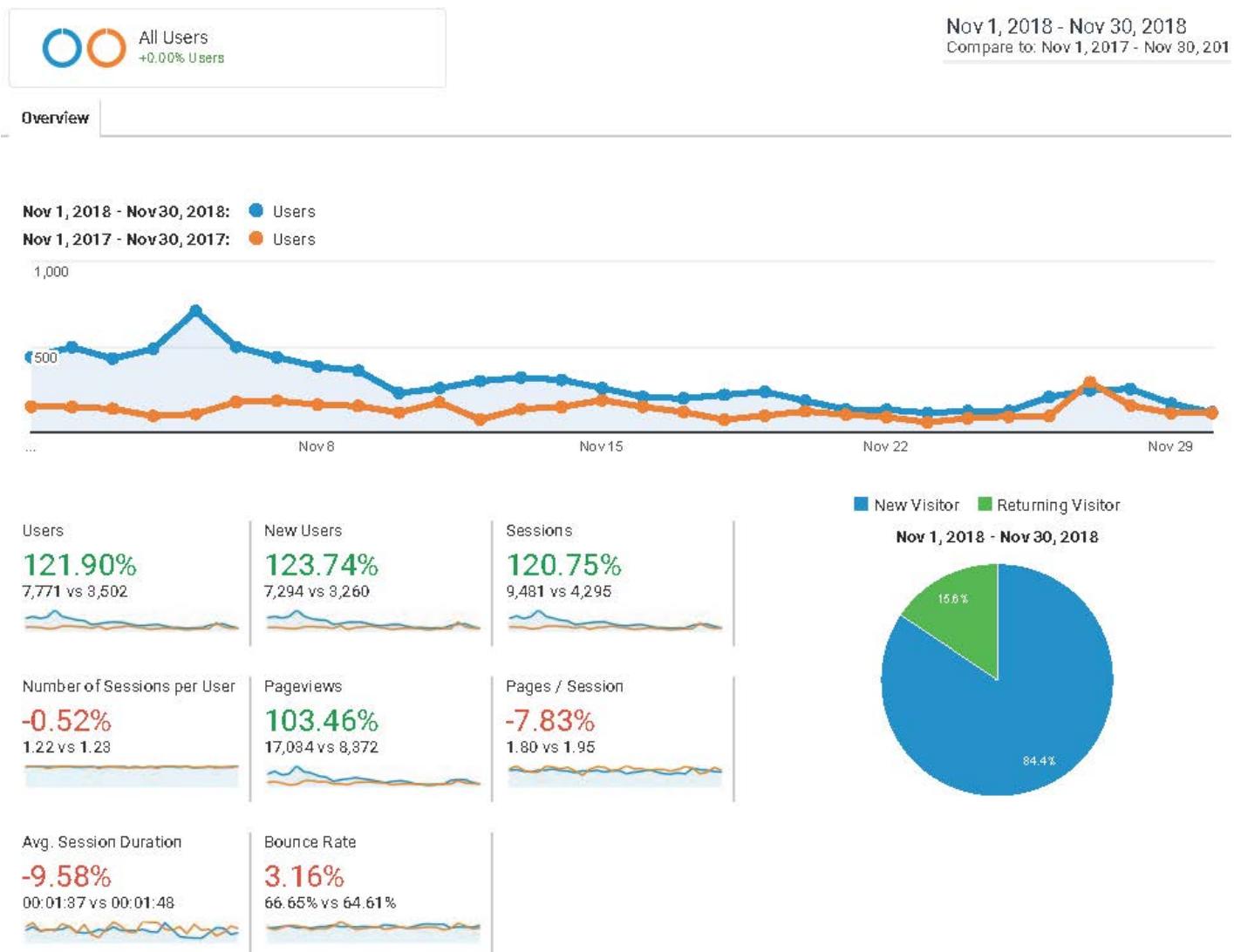
82,360 impressions
3,256 votes

- Yes 86%
- No 3%
- Unsure 6%
- Yes, and I would volunteer to be a community leader 2%

These results will be discussed at the Dec 11 Regional Invasive *Aedes* Strategy meeting

Outreach Medium	Number of Subscribers	Reach
Email List	2,093	Same as subscribers
Facebook	3,849	4,415
Twitter	1,030	10,700
Instagram	172	N/A
Google Adwords	N/A	N/A
Nextdoor	441,992	83,325

GLACVCD Website



Summary

In the period from November 1st through November 30th, 2018, the District website (www.glacvcd.org) had 9,481 visits from 7,771 visitors compared to 4,295 visits from 3,502 visitors from the previous year.

STAFF REPORT D

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT



FISCAL REPORT NOVEMBER 2018

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

- Complete the changing of vehicle titles to the current District's name
- Working on selling vehicles and miscellaneous equipment
- Working on reorganizing all the files in storage in compliance with CalPERS having no statute of limitations on payroll issues
- Working on changing the deed to reflect the current District's name
- Start compiling the worksheets for the upcoming fiscal budget year

STAFF REPORT D

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

STAFF REPORT D

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
 November, Fiscal Year 2018-2019
 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 - 6/30/18 \$1,533,493.00													
Deposits/Revenues	216,541	146,664	1,375	910	130,815	-	496,306	496,306	496,306	496,306	496,306	496,306	-
YTD	216,541	363,205	364,580	365,490	496,306	-	-	-	-	-	-	-	496,306
Transfer to LAIF 1020.0	1,480,000	1,480,000	1,480,000	1,480,000	1,830,000	1,830,000	1,830,000	1,830,000	1,830,000	1,830,000	1,830,000	1,830,000	1,830,000
YTD	1,480,000												
Fund Balance	\$ 270,034	\$ 416,658	\$ 418,073	\$ 68,983	\$ 199,799								
LAIF ACCOUNT - 1020.0													
Fund Balance - 6/30/18 \$3,894,467.00													
Deposits (Transfer from County Treasury 1010 or Reserve accounts)	1,480,000	-	350,000	-	-	-	-	-	-	-	-	-	-
Interest Earned	-	-	1,830,000	1,830,000	1,830,000	1,830,000	1,830,000	1,830,000	1,830,000	1,830,000	1,830,000	1,830,000	-
YTD	1,480,000	1,480,000	1,480,000	1,480,000	250,000	-	-	-	-	-	-	-	1,830,000
Withdrawals (Transfer to BPB Payable 1016)	-	1,100,000	-	1,050,000	-	-	-	-	-	-	-	-	-
YTD	1,200,000	600,000	900,000	-	-	-	-	-	-	-	-	-	-
Withdrawals (Transfer to BPB Payable 1018)	-	-	-	-	-	-	-	-	-	-	-	-	-
YTD	1,200,000	-	-	-	-	-	-	-	-	-	-	-	-
Withdrawals (Transfers to Reserve Accounts)	-	-	-	-	-	-	-	-	-	-	-	-	-
YTD	1,200,000	2,900,000	3,800,000	4,850,000	5,100,000	5,100,000	5,100,000	5,100,000	5,100,000	5,100,000	5,100,000	5,100,000	5,100,000
Fund Balance	\$ 4,174,467	\$ 2,474,467	\$ 1,574,467	\$ 874,467	\$ 624,467								
AB ACCOUNTS PAYABLE 1016.0													
Fund Balance - 6/30/18 \$209,292.14													
Deposits (Transfer from LAIF 1020)	-	1,100,000	-	200,000	250,000	-	-	-	-	-	-	-	-
Deposits (Transfer from BPB Payroll 1018)	225,000	300,000	130,000	220,000	250,000	-	-	-	-	-	-	-	-
Misc. Receipts	-	62,165	62,165	2,237,165	2,737,165	2,737,165	2,737,165	2,737,165	2,737,165	2,737,165	2,737,165	2,737,165	-
YTD	225,000	1,625,000	1,817,165	1,817,165	13,000	375,000	-	-	-	-	-	-	2,737,165
Withdrawals (Transfers to BPB Payroll 1018)	-	1,027,099	222,287	451,884	356,681	-	-	-	-	-	-	-	-
YTD	301,074	1,703,173	1,938,460	2,390,344	2,747,025	2,747,025	2,747,025	2,747,025	2,747,025	2,747,025	2,747,025	2,747,025	2,747,025
Withdrawals for Payables	-	-	-	-	-	-	-	-	-	-	-	-	-
YTD	301,074	1,703,173	1,938,460	2,390,344	2,747,025	2,747,025	2,747,025	2,747,025	2,747,025	2,747,025	2,747,025	2,747,025	2,747,025
Account Balance	\$ 133,218	\$ 131,119	\$ 87,998	\$ 56,114	\$ 199,433								
AB PAYROLL ACCOUNT 1018.0													
Fund Balance - 6/30/18 \$38,815.00													
Deposits (Transfer from LAIF 1020)	1,200,000	600,000	900,000	850,000	-	-	-	-	-	-	-	-	-
Deposits (Transfer from BPB Payable 1016)	-	375,000	13,000	-	-	-	-	-	-	-	-	-	-
Deposits (Transfer from CalTrust 1019)	-	-	-	-	-	-	-	-	-	-	-	-	-
YTD	1,200,000	2,175,000	3,088,000	3,938,000	5,438,000	5,438,000	5,438,000	5,438,000	5,438,000	5,438,000	5,438,000	5,438,000	5,438,000
Withdrawals for Payroll	931,165	662,198	666,448	683,319	625,262	-	-	-	-	-	-	-	-
YTD	225,000	300,000	130,000	220,000	250,000	-	-	-	-	-	-	-	-
Withdrawals (Transfer to BPB Payable 1016)	-	-	-	-	-	-	-	-	-	-	-	-	-
YTD	11,156,165	2,118,363	2,914,811	3,818,131	4,693,382	4,693,382	4,693,382	4,693,382	4,693,382	4,693,382	4,693,382	4,693,382	4,693,382
Account Balance	\$ 82,650	\$ 95,452	\$ 212,004	\$ 158,685	\$ 783,423								

SUMMARY OF CASH ACCOUNTS
 November, Fiscal Year 2018-2019
 Carolyn Weeks CPA, Director of Fiscal Operations

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
CalTRUST Account Cash Flow- 1019.0												
Fund Balance - 6/30/18 \$1,514,048.00												
Deposits												
Interest Earned	-	2,320	2,344	2,351	3,360	-	-	-	-	-	-	-
YTD	-	2,320	4,663	7,014	10,374	10,374	10,374	10,374	10,374	10,374	10,374	10,374
Withdrawals	-	-	-	-	1,500,000	-	-	-	-	-	-	-
Administrative Expenses												
YTD	-	-	-	-	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Fund Balance	\$1,514,048	\$1,516,367	\$1,518,711	\$1,521,062	\$24,422							
VCJPA TRUST FUND - 10120												
Fund Balance - 6/30/18 \$1,013,862.00												
Deposits												
Interest Earned	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
Administrative Expenses												
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Fund Balance	\$1,013,862											
VCJPA PROPERTY - 1013.0												
Fund Balance - 6/30/18 \$51,552.00												
Deposits												
Interest Earned	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
Administrative Expenses												
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Fund Balance	\$ 51,552											
CalTRUST ACCOUNT EMERGENCY VECTOR CONTROL RESERVES- 1031.0												
Fund Balance - 6/30/18 \$1,202,278.00												
Deposits (Transfers from 1020.0)												
Interest Earned	-	(1,215)	4,613	487	-	-	-	-	-	-	-	-
YTD	-	(1,215)	3,399	3,886	3,886	4,547	-	-	-	-	-	-
Withdrawals	-	-	-	-	-	8,433	8,433	8,433	8,433	8,433	8,433	8,433
Administrative Expenses												
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Fund Balance	\$1,201,064	\$1,205,677	\$1,206,164	\$1,206,164	\$1,210,711							
LAI F ACCOUNT MEU VEHICLE REPLACEMENT - 1023.0												
Fund Balance - 6/30/18 \$0												
Deposits (Transfers from 1020.0)												
Interest Earned	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
Administrative Expenses												
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Fund Balance	\$ 90,630											
LAI F ACCOUNT CAPITAL DESIGNATED RESERVES - 1025.0												
Fund Balance - 6/30/18 \$90,629.68												
Deposits (Transfers from 1020.0)												
Interest Earned	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
Administrative Expenses												
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Fund Balance	\$ 90,630											

SUMMARY OF CASH ACCOUNTS
November, Fiscal Year 2018-2019
Carolyn Weeks CPA, Director of Fiscal Operations

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
CalTRUST ACCOUNT OPERATIONS DESIGNATED RESERVES - 1033.C												
Fund Balance - 6/30/18 \$400,921.00												
Deposits (Transfers from 1020.0)	-											
Interest Earned	(405)	1,538	162			1,516						
YTD	(405)	1,133	1,295	1,295	2,811	2,811	2,811	2,811	2,811	2,811	2,811	2,811
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Fund Balance	\$ 400,516	\$ 402,054	\$ 402,216	\$ 402,216	\$ 403,732							

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
LAIF ACCOUNT OPEB DESIGNATED RESERVES - 1027.0												
Fund Balance - 6/30/18 \$100,696.00												
Deposits (Transfers from 1020.0)	-											
Interest Earned	-											
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Fund Balance	\$ 100,696											

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
LAIF ACCOUNT COMPENSATED ABSENCES RESERVE - 1029.0												
Fund Balance - 6/30/17 \$20,000.00												
Deposits (Transfers from 1020.0)	-											
Interest Earned	-											
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Fund Balance	\$ 20,000											

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
CalTRUST ACCOUNT CAPITAL RESERVES - 1032.0												
Fund Balance - 6/30/18 \$360,859.00												
Deposits (Transfers from 1020.0)	-											
Interest Earned	(364)	1,384	146			1,365						
YTD	(364)	1,020	1,166	1,166	2,531	2,531	2,531	2,531	2,531	2,531	2,531	2,531
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Fund Balance	\$ 360,495	\$ 361,879	\$ 362,025	\$ 362,025	\$ 363,390							

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
CalTRUST ACCOUNT VEHICLE REPLACEMENT - 1034.0												
Fund Balance - 6/30/18 \$200,460.00												
Deposits (Transfers from 1020.0)	-											
Interest Earned	(202)	769	81			758						
YTD	(202)	567	648	648	1,406	1,406	1,406	1,406	1,406	1,406	1,406	1,406
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Fund Balance	\$ 200,258	\$ 201,027	\$ 201,108	\$ 201,108	\$ 201,866							
CASH BALANCE	\$ 3,613,489	\$ 8,081,480	\$ 7,259,505	\$ 6,127,563	\$ 5,287,981							

MONTHLY EXPENSE STATEMENT
November, Fiscal Year 2018-2019
Carolyn M. Weeks CPA, Director of Fiscal Operations

ACCOUNT	ACTUAL MONTHLY EXPENSE (\$)	BUDGETED MONTHLY EXPENSE (\$)	YTD MONTHLY VARIANCE (\$)	YTD ACTUAL EXPENSE (\$)	BUDGETED YTD EXPENSE (\$)	YTD VARIANCE (\$)
<u>Salaries and Benefits</u>						
Regular & Limited Term Salaries	\$ 500,258	\$ 574,768	\$ 74,510	\$ 2,489,137	\$ 2,885,890	\$ 396,753
Employee Taxes	9,967	11,845	1,878	77,836	110,318	32,481
Extra Help Salaries	26,668	54,000	27,332	311,648	428,933	117,285
General Benefits	82,177	93,306	11,129	790,289	848,116	57,826
Health Benefits	155,056	161,353	6,298	639,991	858,182	218,191
SUBTOTAL	\$ 774,126	\$ 895,272	\$ 121,147	\$ 4,308,902	\$ 5,131,439	\$ 822,537
<u>Services and Supplies</u>						
Chemicals	\$ -	\$ 9,500	\$ 9,500	\$ 58,525	\$ 117,750	\$ 59,225
Operational Support Equipment	-	1,600	1,600	13,769	12,625	(1,144)
Uniforms and Accessories	521	5,115	4,594	19,346	41,460	22,113
Communications	-	35,437	35,437	74,073	93,341	19,268
Kitchen Materials and Supplies	-	121	121	933	679	(254)
VCJPA Insurance	-	-	-	511,384	590,473	79,089
Maintenance: Automotive	732	9,900	9,168	51,069	52,460	1,391
Office Equipment	1,482	4,183	2,701	15,959	26,527	10,567
Maintenance: Bldgs/Yards	2,302	11,156	8,854	39,804	58,679	18,875
Scientific-Technical Lab Supplies	-	6,500	6,500	28,945	43,575	14,630
Memberships	-	500	500	7,005	16,500	9,495
Office Expense	3,636	8,396	4,760	26,903	56,804	29,901
Professional Services	9,767	14,250	4,483	93,002	111,300	18,298
Public Information & Education	40	4,850	4,810	26,931	26,400	(531)
Special Expense	10,601	22,267	11,666	62,804	70,208	7,405
Transportation & Travel	702	11,272	10,570	25,778	41,486	15,708
Fuel	15,787	20,467	4,680	95,137	117,183	22,047
Utilities	6,180	8,817	2,637	43,481	52,383	8,903
SUBTOTAL	\$ 51,750	\$ 174,330	\$ 122,579	\$ 1,194,848	\$ 1,529,835	\$ 334,986
<u>Fixed Assets</u>						
Automotive/Specialty Vechicles	\$ -	-	\$ -	\$ 264,470	\$ 548,000	\$ 283,530
Machinery & Equipment	74	-	(74)	3,067	3,500	433
Spray Equipment	-	-	-	-	-	-
Computer Equipment	-	-	-	11,915	17,050	5,135
Laboratory Equipment	-	-	-	-	-	-
Public Information/Ed. Equipment	-	-	-	-	-	-
Furniture & Fixtures	-	-	-	3,409	12,000	8,591
Capital Improvements	-	9,000	9,000	-	67,500	67,500
SUBTOTAL	\$ 74	\$ 9,000	\$ 8,926	\$ 282,861	\$ 648,050	\$ 365,189
<u>Reserves</u>						
Capital Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MEU (Vecmobile) Replacement Res	-	-	-	-	-	-
SUBTOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 825,950	\$ 1,078,602	\$ 252,652	\$ 5,786,611	\$ 7,309,323	\$ 1,522,712

Greater Los Angeles County Vector Control District
Revenue Reported on a Cash Basis
Fiscal Year 2018 - 2019

COUNTPRE	2018						2019						TOTAL	BUDGET	VARIANCE
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN			
Deposits/Revenues															
111 Taxes Receivable- Current Secured	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
112 Taxes Receivable - Current Unsecured	-	-	-	-	-	-	-	-	-	-	-	-	-	(1,475,501)	
80A Prop Taxes - Current- Sec	214,499	-	-	-	-	-	-	-	-	-	-	-	-	-	
806ABx1 26 Property Tax Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
80 B Prop Taxes-Current-Unsecure	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
80C Prop Taxes - Prior-Secure	(1,319)	37,967	-	-	-	-	-	-	-	-	-	-	-	-	
80D Prop Taxes- Prior- Unsecured	-	12,098	-	-	-	-	-	-	-	-	-	-	-	-	
80F Supplemental Prop Taxes Current	4,073	-	-	-	-	-	-	-	-	-	-	-	-	-	
80G Supplemental Prop Taxes Prior	3,218	2,977	-	-	-	-	-	-	-	-	-	-	-	-	
81C Other Taxes	34	-	-	-	-	-	-	-	-	-	-	-	-	-	
84D Pen Int & Costs Del Taxes Secure	(5)	9,394	-	-	-	-	-	-	-	-	-	-	-	-	
86 Revenue- Use of Money & Prop	2,548	1,375	-	-	-	-	-	-	-	-	-	-	-	-	
91 Intergmtl Revenue - State	148	197	-	-	-	-	-	-	-	-	-	-	-	-	
91 Intergmtl Revenue - Other	-	77,375	-	-	-	-	-	-	-	-	-	-	-	-	
* Total Revenues	216,541	146,664	1,375	911	130,815	-	-	-	-	-	-	-	496,306	16,327,554	(15,831,248)
^ Miscellaneous Income	(2,186)	10,624	60,120	2,351	11,546	-	-	-	-	-	-	-	82,454	119,800	(37,346)
Grand Total Revenue	214,354	157,288	61,495	3,261	142,361	-	-	-	-	-	-	-	578,760	16,447,354	(15,868,594)
State of California Receivable															
Administrative Auditor-Controller Services (Less)															
Grants															
ELC County Grant															
Interest received on LAIF account	16,005	-	-	-	-	-	-	-	-	-	-	-	-	-	
1st quarter	-	16,005	1st quarter	-	-	-	-	-	-	-	-	-	-	-	
2nd quarter	-	-	2nd quarter	-	-	-	-	-	-	-	-	-	-	-	
3rd quarter	-	-	-	3rd quarter	-	-	-	-	-	-	-	-	-	-	
4th quarter	-	-	-	-	4th quarter	-	-	-	-	-	-	-	-	-	
Total	45,910	Total interest	16,005	Total rebate	10,153	Total interest	10,153	Total interest	10,153	Total interest	10,153	Total interest	10,153	Total interest	10,153
Sale of Vehicles															
2003 Chevrolet S 10	2,075	-	-	-	-	-	-	-	-	-	-	-	-	-	
1999 Ford Ranger	2,385	-	-	-	-	-	-	-	-	-	-	-	-	-	
Wolverine	5,200	-	-	-	-	-	-	-	-	-	-	-	-	-	
1994 GMC Sierra	1,680	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total	11,340	Total interest	6,053	Total interest	6,053	Total interest	6,053	Total interest	6,053	Total interest	6,053	Total interest	6,053	Total interest	6,053
Interest received on LAIF account															
Interest received on US Bank Visa	2,162	-	-	-	-	-	-	-	-	-	-	-	-	-	
1st quarter	-	2,162	1st quarter	-	-	-	-	-	-	-	-	-	-	-	
2nd quarter	-	-	5,121	-	-	-	-	-	-	-	-	-	-	-	
3rd quarter	-	-	-	2,870	-	-	-	-	-	-	-	-	-	-	
4th quarter	-	-	-	-	4th quarter	-	-	-	-	-	-	-	-	-	
Total rebate	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Rebate earned on US Bank Visa															
1st quarter	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2nd quarter	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
3rd quarter	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
4th quarter	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total rebate	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest received on VCJPA accounts															
Interest received on LAIF account	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
1st quarter	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2nd quarter	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
3rd quarter	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
4th quarter	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total interest	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest received on VCJPA accounts															
Interest received on LAIF account	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
1st quarter	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2nd quarter	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
3rd quarter	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
4th quarter	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total interest	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
* The County report for the month of October 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 2019

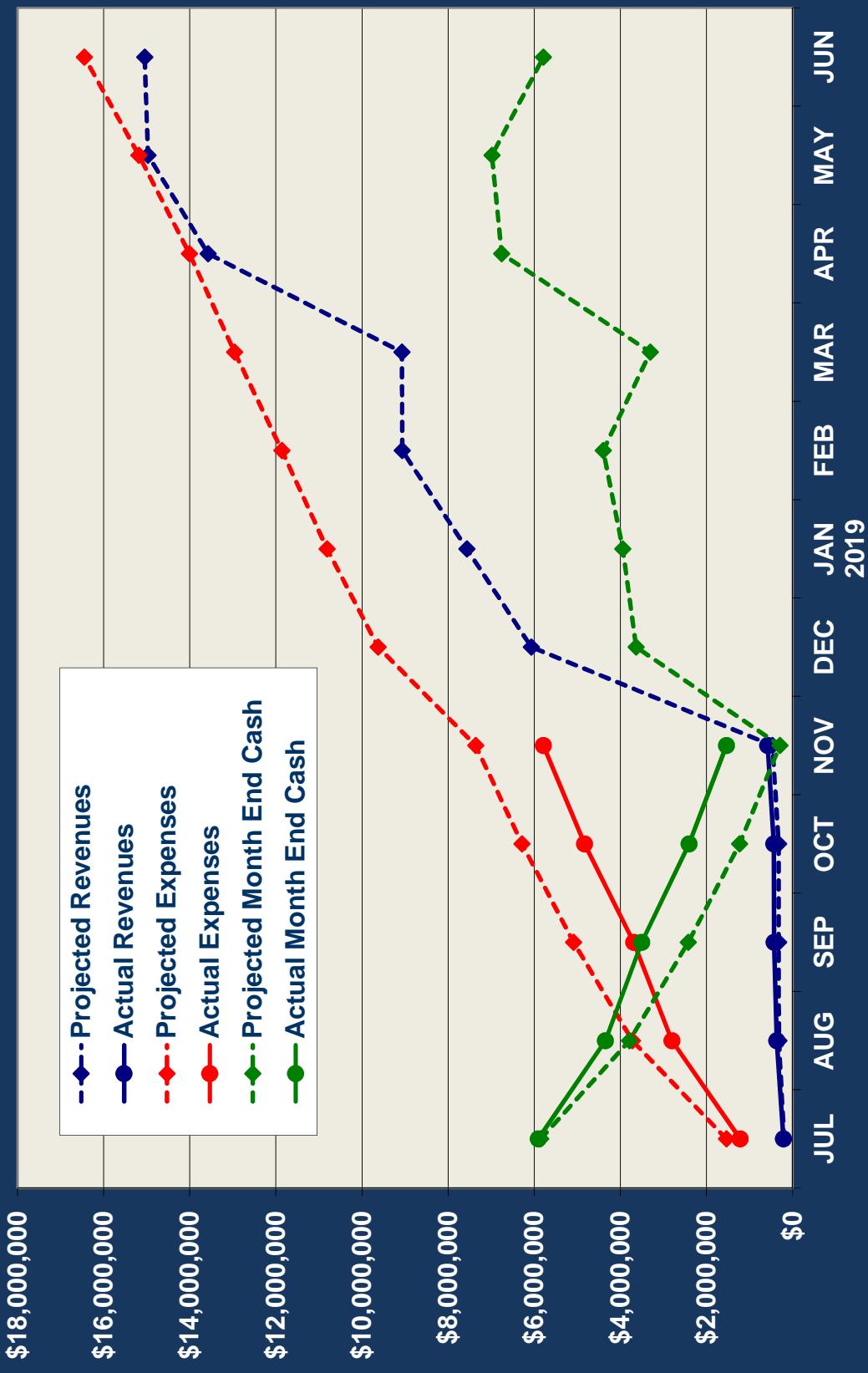
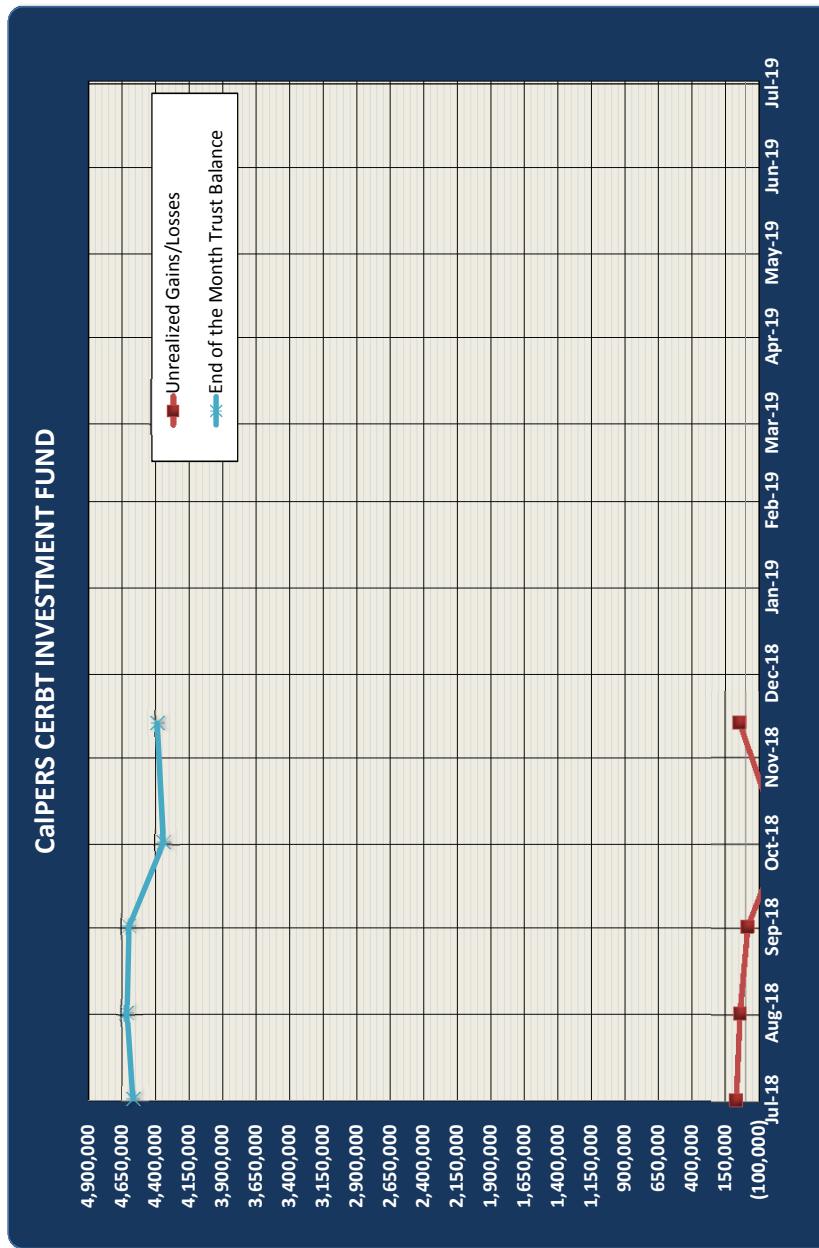


TABLE FOR CHART JULY 2018 - JUNE 2019

Month	Projected Revenues	Actual Revenues	Projected Expenses	Actual Expenses	Projected Month End Cash	Actual Month End Cash
JUL	200,000	214,354	1,538,842	1,217,881	5,851,158	5,908,515
AUG	320,000	371,866	3,721,975	2,799,746	3,788,025	4,350,834
SEP	323,000	433,137	5,086,634	3,691,222	2,426,366	3,501,251
OCT	326,000	436,402	6,282,244	4,835,267	1,233,756	2,405,529
NOV	466,000	578,760	7,360,848	5,786,611	295,152	1,538,889
DEC	6,066,000	0	9,624,322	0	3,631,678	0
JAN 2019	7,566,000	0	10,810,006	0	3,945,994	0
FEB	9,066,000	0	11,858,344	0	4,397,656	0
MAR	9,072,700	0	12,959,030	0	3,303,670	0
APR	13,572,700	0	14,007,958	0	6,754,742	0
MAY	14,972,700	0	15,179,454	0	6,983,246	0
JUN	15,047,700	0	16,447,354	0	5,790,346	0

SUMMARY of CalPERS CERBT INVESTMENT FUND
 November, Fiscal Year 2018-2019
 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		\$3,901,473.00											
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	600,000	600,000	(256,603)	(256,603)	46,391	-	-	-	-	-	-	-	-
Unrealized Gains/Losses	69,526	42,614	(13,825)	(158,388)	(111,897)	(111,897)	(111,897)	(111,897)	(111,897)	(111,897)	(111,897)	(111,897)	(111,897)
YTD Unrealized Gains/Losses	69,526	112,140	98,315	320	304	-	-	-	-	-	-	-	-
Administrative Fees	325	330	320	320	304	-	-	-	-	-	-	-	-
YTD Administrative Fees	325	655	975	1,295	1,599	1,599	1,599	1,599	1,599	1,599	1,599	1,599	1,599
Fund Balance	\$ 4,570,674	\$ 4,612,958	\$ 4,598,813	\$ 4,341,890	\$ 4,387,976								





STAFF REPORT E

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT HUMAN RESOURCES DEPARTMENT REPORT NOVEMBER 2018

Rakesha L. Thomas, Director of Human Resources

Vacant, Benefit Specialist

Jamie Hebein Salazar, Human Resources Assistant

I. Employment & Recruiting:

Position Title	Is this a newly budgeted position?	Date Position Closed	Applications Rec'd by HR	No. of Interviews held	Date of Interviews	No. of Positions filled (as of 10/25/2018)	Date of Hire
Human Resources Assistant	No	8/3/2018	66	4	10/2/2018	0/1	11/19/2018
Public Info Officer (Repost)	No	Until Filled	79	7	9/11/2018	0/1	11/7/2018
Vector Ecologist, Assistant (Internal Only)	Yes	8/6/2018	13	7	8/27 – 8/28	2/2*	11/16/2018

**Includes new FY 2018/19 Budgeted positions.*

II. Department Activities:

Date	Activity	Topic	Location
11/6/2018	Dental Open Enrollment Meeting	Dental Plan Coverage	District
11/7/2018	Training Workshop	Workers Compensation Workshop	La Palma
11/13/2018	Mid America Workshop	Flexible Spending Enrollment Meetings	District
11/14/2018	Strategic Planning Meeting Recap	2018/2019 Fiscal Budget Updates	District
11/15/2018	Retirement Workshop	Health Reimbursement Account Workshops	District
11/19/2018	New Employee Orientation	New Employee Training/Onboarding	District
11/20/2018	Mid America Workshop	Flexible Spending Enrollment Meetings	Sylmar
11/21/2018	Holiday Planning Committee	Planning Meeting	District
11/27/2018	Mid America Workshop	Flexible Spending Enrollment Meetings	District
11/28/2018	Retirement Celebration	Retirement Recognition	Sylmar
11/30/2018	PIHRA Seminar	Leadership Conference	Manhattan Beach

III. Worker's Compensation Update:

- a. No injuries