

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT  
MINUTES NO. 2019-01**

The regular meeting of the Board of Trustees of the Greater Los Angeles County Vector Control District held at 7:00 p.m. on Thursday, January 10, 2019, at the District office at 12545 Florence Avenue, Santa Fe Springs, California.

**TRUSTEES PRESENT**

Ali Saleh, (*City of Bell*)  
Sonny Santa Ines, (*City of Bellflower*)  
Pedro Aceituno, (*City of Bell Gardens*)  
Dr. Jeff Wassem, (*City of Burbank*)  
Elito Santarina, (*City of Carson*)  
Mark Bollman, President (*City of Cerritos*)  
Leonard Mendoza, (*City of Commerce*)  
Baru Sanchez, Vice-President (*City of Cudahy*)  
Steve Tye, (*City of Diamond Bar*)  
Robert Kiefer, (*City of Downey*)  
Dan Medina, (*City of Gardena*)  
Jerry Walton, (*City of Glendale*)  
Luis Roa, (*City of Hawaiian Gardens*)  
Marilyn Sanabria, (*City of Huntington Park*)  
Leonard Pieroni, (*City of La Cañada Flintridge*)  
Catherine Houwen, (*City of La Habra Heights*)  
Steve Croft, (*City of Lakewood*)  
Larry Mowles, (*City of La Mirada*)  
Emily Holman (*City of Long Beach*)  
Steve Appleton, Sec.-Treasurer (*City of Los Angeles*)  
Steven Goldsworthy, (*Los Angeles County*)  
Salvador Alatorre, (*City of Lynwood*)  
Avik Cordeiro, (*City of Montebello*)  
Leonard Shryock, (*City of Norwalk*)  
Tom Hansen, (*City of Paramount*)  
Raul Elias, (*City of Pico Rivera*)  
Jesse H. Avila, (*City of San Fernando*)  
Scott Kwong, (*City of San Marino*)  
Heidi Heinrich, (*City of Santa Clarita*)  
Robert Copeland, (*City of Signal Hill*)  
Hector Delgado, (*City of South El Monte*)

**TRUSTEES ABSENT**

Vacant, (*City of Artesia*)  
Vacant, (*City of Maywood*)  
Luis Gonzalez, (*City of Santa Fe Springs*)  
Josué Alvarado, (*City of Whittier*)

**TRUSTEES ABSENT (EXCUSED)**

Denise Diaz, (*City of South Gate*)

**OTHERS PRESENT**

Truc Dever, *General Manager*  
Mark Daniel, *Director of Operations*  
Susanne Kluh, *Director of Scientific-Technical Services*  
Kelly Middleton, *Director of Community Affairs*  
Anais Medina Diaz, *Public Information Officer*  
Fernando Martinez, *Facilities and Fleet Maintenance Supervisor*  
Quinn Barrow, *Legal Counsel*  
Sandro Mendoza, *AVI-SPL*  
Eddie De La Riva, *Former Trustee, Maywood*

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

**1. CALL TO ORDER**

President Bollman called the meeting to order at 7:04 P.M.

**2. QUORUM (ROLL) CALL**

Following roll call, it was recorded that 31 Trustees were present and 3 were absent. Two positions are currently vacant.

**3. INVOCATION**

Secretary-Treasurer Appleton gave the invocation.

**4. PLEDGE OF ALLEGIANCE**

Vice President Sanchez led the pledge of allegiance.

5. **CORRESPONDENCE**

General Manager Truc Dever read correspondence received by President Bollman from Laurie LoFranco with Keenan, thanking the Board for their kind words and support throughout the Tier IV benefits discussions.

6. **INTRODUCTIONS**

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

Truc introduced Sandro Mendoza from AVI-SPL who has worked with the design and implementation of the new boardroom A/V and voting system.

7. **PUBLIC COMMENT**

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

NONE

8. **RECOGNITION OF TRUSTEE REAPPOINTMENTS**

Trustee reappointments include:

<u>Trustee Representative</u>	<u>City</u>	<u>Term</u>
Sally Flowers	Artesia	TBD
Pedro Aceituno	Bell Gardens	2 Years
Jeff Wasseem	Burbank	4 Years
Baru Sanchez	Cudahy	2 Years
Marilyn Sanabria	Huntington Park	4 Years
Eddie De La Riva	Maywood	TBD
Leonard Shryock	Norwalk	TBD
Tom Hansen	Paramount	2 Years
Heidi Heinrich	Santa Clarita	TBD
Robert Copeland	Signal Hill	4 Years

Truc welcomed returning Trustees and provided updates, including receiving notification that Trustees Shryock and Heinrich’s terms have been set at 2 and 4 years respectively.

9. **RECOGNITION OF NEW TRUSTEES**

New Trustees appointed include:

<u>Trustee Representative</u>	<u>City</u>	<u>Term</u>
Luis Roa	Hawaiian Gardens	TBD
Raul Elias	Pico Rivera	2 Years

Truc introduced new Trustees Luis Roa from Hawaiian Gardens, who has been appointed to a 4-year term, and Raul Elias from the city of Pico Rivera, and provided them with some time to introduce themselves.

10. **ELECTION OF DISTRICT SECRETARY-TREASURER FOR CALENDAR YEAR 2019 (VOTE REQUIRED)**

*Board policy of February 14, 1957, page 137 of Minute Book No. 1 and July 13, 1967, page 13 of Minute Book No. 3, provides for the election of officers on a rotational (succession) basis and nomination of a minimum of two candidates for the Office of Secretary-Treasurer by the Nominating Committee composed of Past Presidents.*

Trustee Croft reported that the Nominating Committee met and put forth two Trustees for consideration; Heidi Heinrich and Marilyn Sanabria, and requested additional nominations from the floor. None were

presented. Both candidates were given an opportunity to address the Board to discuss their qualifications and interest in the position.

Trustees were polled via roll-call vote according to District bylaws. Following voting, President Bollman reported that Trustee Heinrich received the highest number of votes, and was elected to serve as the 2019 Secretary-Treasurer.

**11. INSTALLATION OF BOARD PRESIDENT BARU SANCHEZ FOR CALENDAR YEAR 2019.**

President Bollman installed incoming President Sanchez who thanked Trustee Bollman for his outstanding service as the 2018 Board President.

**12. INSTALLATION OF VICE-PRESIDENT STEVEN APPLETON AND NEWLY ELECTED SECRETARY-TREASURER FOR CALENDAR YEAR 2019.**

President Sanchez welcomed Vice-President Appleton and newly elected Secretary-Treasurer Heinrich to their new positions.

**13. CONSENT AGENDA (13.1-13.6)  
VOTE REQUIRED**

13.1 Consideration of **Minutes 2018-12** of regular Board Meeting held December 13, 2018. (*EXHIBIT A*)

13.2 Consideration of **Resolution 2019-01** Authorizing Payment of Attached Requisition December 1, 2018 through December 31, 2018. (*EXHIBIT B*)

13.3 Consideration of District's FY 18/19 Goals Status Report for the second quarter. (*EXHIBIT C*)

*Summary: Upon adoption of the District's FY 18/19 Budget, the Board of Trustees requested a quarterly update on the status of departmental goals enumerated in the budget document.*

13.4 Consideration of temporary classification amendment of Human Resources Assistant position to include additional duties in the absence of a Human Resources Director and a temporary 7% salary stipend.

*Summary: The Human Resources Director position has been vacant as of January 4, 2019. During the recruitment process, the HR Assistant will be asked to assume some tasks and duties normally performed by the Director under the direction of the General Manager. To properly compensate the HR Assistant for the additional responsibilities, the General Manager is requesting approving for a temporary salary adjustment until a new HR Director is hired. Per the District's Employee Handbook (Article VIII, Section 10), "the Board may authorize an additional rate of compensation" when it "utilizes the services of District employees in capacities other than those for which they are regularly employed."*

13.5 Consideration of a County of Los Angeles Negotiated Tax Exchange Resolution (NTER), related to the annexation of Project L 042-2018. This resolution authorizes the County of Los Angeles and GLACVCD to collectively approve and accept the negotiated exchange of ad valorem property tax revenue resulting from the annexation of the subject territory identified in the resolution to provide revenue to the County Lighting Maintenance District (CLMD) 1697. A copy of the letter from the County of Los Angeles Department of Public Works requesting this resolution is attached. (*EXHIBIT D*)

*Analysis: The NTER from the County of Los Angeles is similar to previous L.A. County tax sharing resolutions and seek to generate revenue to partially fund the services of CLMD 1687 as*

*noted above. Similar resolutions have previously been adopted by the Board; territory tract number L 042-2018 relates to funding for the operation and maintenance of new street lighting services for property in the City of Carson. Although the District gives up a negligible share of its ad valorem property taxes in these exchanges, in subsequent years, that amount would generally be regained, if not exceeded, due to an increase in property values associated with services provided by the CLMD.*

- 13.6 Consideration of a County of Los Angeles Negotiated Tax Exchange Resolution (NTER), related to the annexation of Project Tract No. 52796. This resolution authorizes the County of Los Angeles and GLACVCD to collectively approve and accept the negotiated exchange of ad valorem property tax revenue resulting from the annexation of the subject territory identified in the resolution to provide revenue to the County Lighting Maintenance District (CLMD) 1687. A copy of the letter from the County of Los Angeles Department of Public Works requesting this resolution is attached. **(EXHIBIT E)**

*Analysis: The NTER from the County of Los Angeles is similar to previous L.A. County tax sharing resolutions and seek to generate revenue to partially fund the services of CLMD 1687 as noted above. Similar resolutions have previously been adopted by the Board; Project tract number 52796 relates to funding for the operation and maintenance of new street lighting services for property in the Stevenson Ranch area. Although the District gives up a negligible share of its ad valorem property taxes in these exchanges, in subsequent years, that amount would generally be regained, if not exceeded, due to an increase in property values associated with services provided by the CLMD.*

**Trustee Croft made a motion to approve the Consent Agenda. The motion was seconded by Trustee Mowles and approved unanimously.**

14. **DISCUSSION OF BOARD OF TRUSTEES COMMITTEE ASSIGNMENTS AND INTEREST FOR 2019**

*Summary: Trustees interested in serving on a Board Committee for 2019 are asked to indicate their interest(s) on the Committee Interest Form and return it to staff by January 25<sup>th</sup>. The Board President will select the slate of 2019 Committee Members for ratification at the February Board of Trustees Meeting. **(EXHIBIT F)***

Truc requested Trustees indicate their interest in serving on a Board Committee for 2019 and submit this to Kelly Middleton by January 25<sup>th</sup>.

15. **COMMITTEE REPORTS**

15.1 **Budget & Finance Committee**

**S. Appleton, Chair**

- Discussion and consideration of staff recommendation for allocation of budget savings from FY 17/18 Budget. **(VOTE REQUIRED)**

Chair Appleton reported that the Committee met to discuss allocation of FY 17/18 budget savings to District reserves. Budget savings were applied to OPEB liabilities as well as towards the Compensated Absence Reserve. The Committee recommended approval of allocations as outlined. **Trustee Bollman made a motion to approve the Committee's recommendations which was seconded by Trustee Croft and approved unanimously.**

16. **STAFF PROGRAM REPORTS: DECEMBER 2018**

16.1 Manager's Report

T. Dever, General Manager

Truc reported to the Board that, regrettably, HR Director Rakesha Thomas accepted another position much closer to home, and requested Trustees assist with distribution of the HR Director job posting. Truc welcomed new Trustees, and reminded them that both Form 700s and W9 forms will need to be completed.

Additionally, Trustees were provided both their Ethics and Harassment training certificate status and those not in compliance were encouraged to complete this required training as soon as possible.

16.2 Scientific-Technical: (Staff Report A)

S. Kluh, Sci.-Tech Services Dir.

Susanne provided a recap of 2018 noting that WNV was much milder than in prior years with only 35 human cases being recorded in our area. *Aedes* mosquitoes however were both expanding in range and biting nuisance behavior, impacting residents further into the San Fernando Valley. In response to Trustee Medina's question, Susanne discussed the reduced risk and spread of Zika virus both here and abroad.

16.3 Operations: (Staff Report B)

M. Daniel, Operations Dir.

Mark discussed the marked increase in Service Requests received in 2018 compared to 2017 noting that the Sylmar office saw a significant overall increase, with the majority of those related to invasive *Aedes*. He provided a brief report on the work being done by the two new BMP field staff to research and find BMP projects throughout our service area. In the City of LA alone, 27,000 sites were identified. Of these, 8,600 are rain barrels, and an additional 4,400 will need to be inspected and treated as needed. Trustee Appleton noted that Mark Hall and other staff have been seen at many of these meetings, and appreciates the increased focus on this growing challenge.

16.4 Community Affairs: (Staff Report C)

K. Middleton, Comm. Affairs Dir.

Kelly noted that staff have continued work with the Girl Scouts to develop the new Vector Inspectors Patch program. She invited Trustees to visit the SWAT Lab at the Los Angeles County Library's Mobile Museum exhibit on January 13. Finally, she reported that Anais has stepped into her role quickly and has been doing a terrific job managing the many duties of the PIO position.

16.5 Fiscal: (Staff Report D)

C. Weeks, Finance Director

Truc offered to answer questions from the Board.

16.6 Human Resources: (Staff Report E)

*Vacant*, Human Resources Dir.

Truc updated the Board with regard to current and pending recruitments that can now move forward with the finalization of the Tier IV benefits tier.

16.7 Legal Counsel Report

Q. Barrow, Legal Counsel

No Report. Quinn congratulated new appointees and wished all a happy New Year

17. **OTHER**

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

In response to President Sanchez's suggestion, the Board agreed to adjourn the meeting to February 14<sup>th</sup> at 6:00 PM in recognition of Valentine's Day.

18. **ADJOURNMENT**

**President Sanchez adjourned the meeting at 7:50 PM to Thursday, February 14, 2019 at 6:00 PM at the District's headquarters at 12545 Florence Avenue, Santa Fe Springs.**