

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT  
EXECUTIVE BOARD MEETING MINUTES NO. 2020-05**

The meeting of the Executive Board of the Greater Los Angeles County Vector Control District was held at 2:00 p.m. on Thursday, April 2, 2020, via teleconference at the District Headquarters, 12545 Florence Avenue, Santa Fe Springs, California.

**TRUSTEES PRESENT**

Steve Appleton, President (*City of Los Angeles*)  
Heidi Heinrich, Vice-President (*City of Santa Clarita*)

**TRUSTEES PRESENT**

Emily Holman Sec-Treasurer (*City of Long Beach*)

**OTHERS PRESENT**

Truc Dever, *General Manager*  
Mark Daniel, *Director of Operations*  
Susanne Klueh, *Director of Scientific-Technical Services*  
Mary-Joy Coburn, *Director of Community Affairs*  
Jamie Hebein, *Acting Director of Human Resources*  
Carolyn Weeks, *Director of Fiscal Operations*  
Quinn Barrow, *Legal Counsel*

• **CALL TO ORDER**

President Appleton called the meeting to order at 2:05 P.M.

• **QUORUM (ROLL) CALL**

Following roll call, it was recorded that two members of the Executive Board of Trustees were present and one was absent.

• **PUBLIC COMMENT**

None

• **CLOSED SESSION**

Threat to public services or facilities (Government Code Section 54957(a))

- The Executive Board will conduct a closed session with the General Counsel on a matter posing a threat to the public's right of access to public services or public facilities related to COVID-19.

**The Executive Board did not conduct a closed session**

• **DISCUSS DISTRICT ISSUES AND RECEIVE UPDATES AS TO COVID-19**

General Manager Dever presented to the committee an update on the District's current state.

- Operations staff are working staggered shifts and monitoring public sources including underground storm drains.
- Community Affairs staff launched and published the new website landing page and DIY Mosquito Resources Page since we continue to limit service requests on private property.

- **EXECUTIVE BOARD WILL CONSIDER ADOPTING ADDITIONAL MEASURES TO ADDRESS COVID 19.**

- Staff will look into alternative public health pesticides that can be applied without the need for N95 masks and other scarce PPEs.
- Staff will conduct an inventory of available N95 masks and provide a timeline as to when these supplies are expected to run out if additional stock cannot be secured due to the COVID-19 shortage.
- Staff will develop written SOPs and a checklist for disinfecting vehicles and other shared equipment.

- **ADJOURNMENT**

President Appleton adjourned the meeting at 2:55 P.M.