

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT
MINUTES NO. 2020-06**

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, June 11, 2020, via teleconference at the District office at 12545 Florence Avenue, Santa Fe Springs, California.

TRUSTEES PRESENT

Ali Saleh, *City of Bell*
Pedro Aceituno, *City of Bell Gardens*
Sonny Santa Ines, *City of Bellflower*
Dr. Jeff Wassem, *City of Burbank*
Elito Santarina, *City of Carson*
Mark Bollman, *City of Cerritos*
Leonard Mendoza, *City of Commerce*
Baru Sanchez, *City of Cudahy*
Robert Kiefer, *City of Downey*
Dan Medina, *City of Gardena*
Vrej Agajanian, *City of Glendale*
Luis Roa, *City of Hawaiian Gardens*
Marilyn Sanabria, *City of Huntington Park *7:14pm*
Leonard Pieroni, *City of La Cañada Flintridge*
Catherine Houwen, *City of La Habra Heights*
John Lewis, *City of La Mirada*
Steve Croft, *City of Lakewood*
Emily Holman, Sec-Treasurer - *City of Long Beach*
Steve Appleton, President - *City of Los Angeles*
Ricardo Lara, *City of Maywood*
Avik Cordeiro, *City of Montebello*
Leonard Shryock, *City of Norwalk*
Tom Hansen, *City of Paramount *7:12pm*
Raul Elias, *City of Pico Rivera*
Scott Kwong, *City of San Marino*
Heidi Heinrich, Vice President - *City of Santa Clarita*
Jay Sarno, *City of Santa Fe Springs*
Robert Copeland, *City of Signal Hill*
Hector Delgado, *City of South El Monte*
Denise Diaz, *City of South Gate*

TRUSTEES ABSENT

Melissa Ramoso, *City of Artesia*
Steve Tye, *City of Diamond Bar*
Marisela Santana, *City of Lynwood*
Steven Goldsworthy, *Los Angeles County*
Jesse H. Avila, *City of San Fernando*
Josué Alvarado, *City of Whittier*

OTHERS PRESENT

Truc Dever, *General Manager*
Mark Daniel, *Director of Operations*
Susanne Klüh, *Director of Scientific-Technical Services*
Mary-Joy Coburn, *Director of Community Affairs*
Jamie Kim, *Acting Director of Human Resources*
Carolyn Weeks, *Director of Fiscal Operations*
Danyelle Frakes-Lewis, *GIS/IT Helpdesk Coordinator*
Quinn Barrow, *Legal Counsel*

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

1. CALL TO ORDER

President Appleton called the meeting to order at 7:04pm. The meeting is being held via teleconference pursuant to Governor Newsom's Executive Orders in the interest of maintaining appropriate social distancing.

2. QUORUM (ROLL) CALL

Following roll call, it was recorded that 28 Trustees were present and eight were absent. Two Trustees joined the meeting after roll call bringing the total to 30 Trustees present and six absent.

3. INVOCATION

Trustee Santarina gave the invocation.

4. **PLEDGE OF ALLEGIANCE**

The pledge of allegiance was postponed.

5. **CORRESPONDENCE**

NONE

6. **INTRODUCTIONS**

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

General Manager Dever introduced Melanie Guillory-Lee from SCI Consulting Group.

7. **PUBLIC COMMENT**

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

NONE

8. **CONSENT AGENDA (8.1 – 8.3)**
(VOTE REQUIRED)

8.1 Consideration of **Minutes 2020-05** of regular Board Meeting held on May 14, 2020.
(EXHIBIT A)

8.2 Consideration of **Resolution 2020-08** Authorizing Payment of Attached Requisition May 1 through May 31, 2020. ***(EXHIBIT B)***

8.3 Request to use Operations Designated Reserves for COVID-19 related Emergency Expenses.
(EXHIBIT C)

Trustee Croft made a motion to approve the Consent Agenda items, and was seconded by Trustee Sanchez. The Board approved items 8.1 – 8.3 unanimously with Trustee Sanabria abstaining.

9. **PUBLIC HEARING & ADOPTION OF THE FY 2020-2021 MINIMUM BENEFIT ASSESSMENT AND BLACK FLY ASSESSMENT RATES**

Summary: This public hearing and discussion follow the May 14th Board approval of the Fiscal Year 2020-2021 Budget and Assessment Report which includes 1) no change to the District's "minimum benefit assessment rate" (MBAR) set at \$12.79, generating \$14,548,152 in estimated benefit assessment revenue for FY 2020-2021, and 2) maintaining the existing \$0.30 per parcel black fly assessment rate, generating \$92,345 of the estimated benefit assessment revenue within the black fly assessment zone.

*The Board of Trustees regularly conducts a yearly hearing regarding adoption of its annual general benefit assessment rate. This year, the Board of Trustees intends to consider adoption of **Resolution 2020-09**, regarding maintaining the district-wide "minimum benefit assessment rate" (MBAR) at \$12.79 and maintaining the black fly assessment rate at \$0.30 in order to secure operational funding for fiscal year 2020-2021.*

9.1 President Appleton declares the public hearing open.
President Appleton opened the public hearing.

9.2 Presentation of 2020-2021 Engineer's Report by SCI Consulting Group.
(EXHIBIT D, refer to enclosure)

Melanie Guillory-Lee from SCI Consulting provided a brief report and offered to answer questions from the Board.

9.3 Public Comments
NONE

9.4 President Appleton declares the public hearing closed.

President Appleton closed the public hearing.

9.5 Discussion and consideration of **Resolution 2020-09**, "A Resolution of the Greater Los Angeles County Vector Control District Board of Trustees Determining the Rate of the Assessment for the Fiscal Year 2020-2021 in Connection with Vector Surveillance and Control Projects of Common Benefit to the Greater Los Angeles County Vector Control District as a whole and of benefit to Zone A." *(EXHIBIT E)*

Adoption of this Resolution formalizes acceptance of the District's minimum benefit assessment rate (MBAR) contained or modified within Resolution 2020-09 to be made effective for fiscal year 2020-2021 and placed on the County Assessor's tax roll for collection effective July 2020. The justification and support for adopting the MBAR is contained in the District's "Fiscal Year 2020-2021 Budget" and Assessment Report.

9.6 Adoption of **Resolution 2020-09**, "A Resolution of the Greater Los Angeles County Vector Control District Board of Trustees Determining the Rate of the Assessment for the Fiscal Year 2020-2021 in Connection with Vector Surveillance and Control Projects of Common Benefit to the Greater Los Angeles County Vector Control District as a whole and of benefit to Zone A." *(VOTE REQUIRED)*

President Appleton called for a motion to adopt Resolution 2020-09. A motion to adopt was made by Trustee Croft and seconded by Trustee Agajanian. The motion was approved unanimously.

10. CONSIDERATION OF RESOLUTION 2020-10, "A RESOLUTION OF THE BOARD OF TRUSTEES OF THE GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT IN CONNECTION WITH THE COLLECTION OF AD VALOREM TAXES NECESSARY TO OPERATE THE DISTRICT FOR FISCAL YEAR 2020-2021." *(EXHIBIT F) (VOTE REQUIRED)*

President Appleton called for a motion. Trustee Copeland made a motion to adopt Resolution 2020-10. The motion was seconded by Trustee Croft and approved unanimously.

11. STAFF PROGRAM REPORTS: MAY 2020

11.1 Manager's Report

T. Dever, General Manager

General Manager Dever commended the Executive Committee for their commitment to the weekly meeting to discuss COVID-19-related updates and plans regarding District operations while keeping staff healthy and safe.

She also mentioned that the Management team has been working on a 'Return to Work' plan and thanked Sci-tech Director Klueh for her immense work and research in creating the guidelines for the District.

11.2 Scientific-Technical: (Staff Report A)

S. Klueh, Sci.-Tech Services Dir.

Director Klueh reported that so far this year, only one West Nile virus positive mosquito sample has been collected from Hacienda Heights and the Community Affairs team has been conducting great outreach to inform the public.

11.3 Operations: (Staff Report B)

M. Daniel, Operations Dir.

Director Daniel reported that the Operations Department has onboarded more seasonal staff to assist with the increasing workload. They also successfully conducted their annual Pesticide Training for 105 certified staff via Zoom.

Trustee Bollman praised the team for the exceptional training program for new seasonal staff.

11.4 Community Affairs: (Staff Report C)

M.J. Coburn, Comm. Affairs Dir.

Director Coburn shared the 30 second Public Service Announcement created by the team, which will be shown on NBC-4, as well as shared on the District website and social media platforms. She also previewed the website TipTossTakeAction.org which will be launched for National Mosquito Control Awareness Week, and featured the City/Agency tool kit comprised of links and resources for cities.

In addition, Director Coburn's team will be sending the resources links to each city councilmember per Dr. Wassem's request.

11.5 Fiscal: (Staff Report D)

C. Weeks, Finance Director

Director Weeks reported that the District has installed new no-touch timeclocks in both the Santa Fe Springs and Sylmar offices.

She and GM Dever also addressed questions regarding stipend checks. Trustees who did not receive a previous month's stipend should notify her so new checks can be issued.

11.6 Human Resources: (Staff Report E)

J. Kim, Acting Human Resources Dir.

Acting Director Kim had no additional comments.

11.7 Legal Counsel Report

Q. Barrow, Legal Counsel

As requested by President Appleton, Legal Counsel Barrow remarked on the various emergency orders and partial re-openings with clients.

12. **OTHER**

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

NONE

13. **ADJOURNMENT**

President Appleton adjourned the meeting at 7:48 PM. The next scheduled Board meeting will be held at 7:00 PM on Thursday, July 9, 2020 via teleconference at the District's headquarters at 12545 Florence Avenue, Santa Fe Springs.