

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT
MINUTES NO. 2022 – 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 13, 2021, via teleconference at the District office at 12545 Florence Avenue, Santa Fe Springs, California.

TRUSTEES PRESENT

Melissa Ramoso, *City of Artesia*
Ali Saleh, *City of Bell*
Pedro Aceituno, *City of Bell Gardens*
Sonny Santa Ines, *City of Bellflower*
Dr. Jeff Wasseem, *City of Burbank*
Jim Dear, *City of Carson*
Mark Bollman, *City of Cerritos*
Leonard Mendoza, *City of Commerce* *7:12
Baru Sanchez, *City of Cudahy*
Ruth Low, *City of Diamond Bar*
Robert Kiefer, *City of Downey*
Paulette Francis, *City of Gardena*
Luis Roa, *City of Hawaiian Gardens*
Marilyn Sanabria, *Huntington Park*
Catherine Houwen, *City of La Habra Heights*
Steve Croft, *City of Lakewood*
John Lewis, *City of La Mirada*
Emily Holman, Vice President- *City of Long Beach*
Steve Appleton, *City of Los Angeles*
Steven Goldsworthy, *Los Angeles County*
Jorge Casanova, *City of Lynwood*
Avik Cordeiro, *City of Montebello*
Ana Valencia, *City of Norwalk*
Isabel Aguayo, *City of Paramount*
Scott Kwong, Sec-Treasurer - *City of San Marino*
Jesse H. Avila, *City of San Fernando*
Heidi Heinrich, President - *City of Santa Clarita*
Joe Angel Zamora, *City of Santa Fe Springs*
Robert Copeland, *City of Signal Hill*
Hector Delgado, *City of South El Monte*
Denise Diaz, *City of South Gate*
Jessica Martinez, *City of Whittier*

TRUSTEES ABSENT (EXCUSED)

Vrej Agajanian, *City of Glendale*
Raul Elias, *City of Pico Rivera*

TRUSTEES ABSENT

Leonard Pieroni, *City of La Cañada Flintridge*
Jessica Torres, *City of Maywood*
Leticia Lopez, *City of Vernon*

OTHERS PRESENT

Susanne Klueh, *Interim General Manager*
Steve Vetrone, *Acting Director of Scientific-
Technical Services*
Mark Daniel, *Director of Operations*
Mary-Joy Coburn, *Director of Communications*
Carolyn Weeks, *Director of Fiscal Operations*
Allison Costa, *Director of Human Resources*
Anais Medina Diaz, *Public Information Officer*
Quinn Barrow, *General Counsel*

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

1. CALL TO ORDER

President Heinrich called the meeting to order at 7:00 pm. The meeting was held via teleconference, in compliance with AB 361 in the interest of maintaining appropriate social distancing.

2. QUORUM (ROLL) CALL

Following roll call, it was recorded that 31 Trustees were present and six were absent. One trustee joined the meeting after roll call bringing the total to 32 Trustees present and five absent.

3. INVOCATION

The invocation was conducted by Trustee Heinrich.

4. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Trustee Houwen.

5. CORRESPONDENCE

NONE

6. INTRODUCTIONS

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

Trustee Holman introduced her daughter Beatrice who was in attendance to witness her swearing in as the next Board President.

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>
Leonard Mendoza	Commerce	2-year Term
Robert Kiefer	Downey	2-year Term
Vrej Agajanian	Glendale	2-year Term
Steven Goldsworthy	LA County	4-year Term
John Lewis	La Mirada	2-year Term
Steve Croft	Lakewood	2-year Term
Emily Holman	Long Beach	4-year Term
Avik Cordeiro	Montebello	4-year Term
Scott Kwong	San Marino	2-year Term
Hector Delgado	South El Monte	2-year Term
Denise Diaz	South Gate	2-year Term

President Heinrich thanked the reappointed Trustees for returning to the Board and continuing their service.

9. RECOGNITION OF NEW TRUSTEES

New Trustees appointed include:

<u>Trustee Representative</u>	<u>City</u>	<u>Term</u>
Jim Dear	Carson	4-year Term *
Paulette Francis	Gardena	2-year Term
Ruth Low	Diamond Bar	2-year Term
Jorge Casanova	Lynwood	2-year Term

*Returning Trustee after a break

Trustee Heinrich provided the new Trustees with some time to introduce themselves.

10. ELECTION OF DISTRICT SECRETARY-TREASURER FOR CALENDAR YEAR 2022 (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 Appleton reported that the Nominating Committee met and put forth two Trustees for consideration: Marilyn Sanabria from Huntington Park and Steve Goldsworthy from Los Angeles County 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.

The nominated Trustees were moved from the main meeting to allow for discussion regarding the nomination.

After discussion, Director Coburn conducted a roll call to determine the next Secretary/Treasurer.

In favor of Trustee Sanabria: Artesia, Bell, Bell Gardens, Bellflower, Carson, Commerce, Cudahy, Diamond Bar, Gardena, Hawaiian Gardens, La Mirada, Lakewood, Lynwood, Norwalk, Paramount, Santa Fe Springs, South El Monte, South Gate

In favor of Trustee Goldsworthy: Burbank, Cerritos, Downey, La Habra Heights, Long Beach, Los Angeles City, Montebello, San Marino, Santa Clarita, Signal Hill, Whittier

Abstain: San Fernando

18 trustees voted to elect Trustee Sanabria as the new Secretary/Treasurer.

Following voting, President Heinrich reported that Trustee Sanabria received the highest number of votes and was elected to serve as the 2022 Secretary/Treasurer.

11. INSTALLATION OF BOARD PRESIDENT EMILY HOLMAN FOR CALENDAR YEAR 2022

President Heinrich installed incoming President Emily Holman who thanked Trustee Heinrich for her leadership during the second year of COVID and helping to guide the District during unprecedented times.

Interim General Manager Klueh extended her thanks to Trustee Heinrich for her leadership and commitment to helping the District during unprecedented times.

Board President Hollman shared her excitement to celebrate the District's 70th Anniversary and looks forward to the work ahead for the District. She also noted that this was the first time two consecutive female Presidents were installed in over a decade.

12. INSTALLATION OF VICE-PRESIDENT SCOTT KWONG AND NEWLY ELECTED SECRETARY-TREASURER FOR CALENDAR YEAR 2022

Board President Hollman welcomed Vice-President Kwong and newly elected Secretary-Treasurer Sanabria. Vice-President Kwong thanked Trustee Heinrich for her service as Board President.

13. CONSENT AGENDA (13.1 – 13.4)

(VOTE REQUIRED)

- 13.1 Consideration of **Minutes 2021-12** of regular Board Meeting held on December 9th, 2021. ***(EXHIBIT A)***
- 13.2 Consideration of **Resolution 2022-01** Authorizing Payment of Attached Requisition December 1st through December 31st, 2021. ***(EXHIBIT B)***
- 13.3 Compliance with AB 361 to facilitate remote Trustee attendance at meeting during the Covid-19 pandemic ***(EXHIBIT C)***

Summary: Board reconsideration of the circumstances of the declared COVID-19 emergency to determine whether the Board should continue to hold remote meetings pursuant to AB 361's special teleconferencing requirements.

- 13.4 District's FISCAL YEAR 21/22 Goals Status Report for second quarter. ***(EXHIBIT D)***

Director Coburn made an administrative correction to the consent agenda to include the number 13.4 in the listed overview of the consent agenda.

Trustee Appleton made a motion to approve the consent agenda with the administrative correction made by Director Coburn. Trustee Keifer seconded the motion to approve. The consent agenda was approved with 27 yes votes, and five abstentions.

Yes: Artesia, Bell, Bell Gardens, Bellflower, Burbank, Cerritos, Commerce, Cudahy, Downey, Hawaiian Gardens, Huntington Park, La Habra Heights, La Mirada, Lakewood, Long Beach, LA City, LA County, Montebello, Norwalk, San Fernando, San Marino, Santa Clarita, Santa Fe Springs, Signal Hill, South El Monte, South Gate, Whittier

No: NONE

Abstain: Carson, Diamond Bar, Gardena, Lynwood, Paramount

Trustee Santa Ines asked that new Trustees be sworn in before the meeting instead of after the meetings so they may participate in the voting.

Trustee Heinrich and Trustee Appleton asked Board Counsel how the swearing in status of new Board members may affect the elections that took place during the meeting. Board Counsel Barrow stated that it's not legally required for Trustees to be sworn in, but it is a better practice. The voting for the executive committee stands as conducted.

14. DISCUSSION OF BOARD OF TRUSTEES COMMITTEE ASSIGNMENTS AND INTEREST FOR 2022

Summary: Trustees interested in serving on a Board Committee for 2022 are asked to indicate their interest(s) on the Committee Interest Form and return it to Communications Director Mary-Joy Coburn by January 18th. The Board President will select the slate of 2022 Committee Members for ratification at the February Board of Trustees Meeting. (EXHIBIT E)

Director Coburn reported that the Committee Interest Form for the Trustees is due by January 15th. President Holman will take the submissions into consideration when creating the committees to be ratified at the February meeting.

15. CONSIDERATION AND NOMINATION OF CANDIDATES SEEKING ELECTION FOR THE LAFCO INDEPENDENT SPECIAL DISTRICT VOTING MEMBER SEAT (EXHIBIT F) VOTE REQUIRED

Director Coburn shared that LAFCO is looking for candidates for the Special District Voting Member Seat. No vote is required at the moment. The item is informational and will be agendaized to the following meeting. Trustee Santa Ines inquired if Director Coburn could confirm whether elected officials could serve on this LAFCO committee; Director Coburn will send a follow up email to the Board after confirmation from the LAFCO Office.

Interested members were encouraged to reach out to Director Coburn individually if they wanted more information and the Board would vote on a candidate to nominate at the next meeting.

16. CONSIDERATION AND NOMINATION OF CANDIDATES SEEKING ELECTION FOR THE LAFCO INDEPENDENT SPECIAL DISTRICT ALTERNATE REPRESENTATIVE SEAT (EXHIBIT G) VOTE REQUIRED

No vote required. The item is informational and will be agendaized to the following meeting.

17. CONSIDERATION OF 2 TRUSTEES TO ATTEND THE 88th ANNUAL MEETING OF THE AMERICAN MOSQUITO CONTROL ASSOCIATION (AMCA) IN JACKSONVILLE, FL, FEBRUARY 28 – MARCH 4, 2022 (EXHIBIT H)

Interim General Manager Kluh shared about the upcoming national conference in Jacksonville, Florida where District staff will be presenting on their work and will be receiving an award. Additionally, President Holman and Trustee Bollman shared that they

have attended in the past and learned more about the industry and witnessed the District's leadership across the nation.

Trustee Martinez shared that she would be interested in attending the conference but would need to check her schedule.

President Holman asked that if any additional Trustees were interested, they should reach out to Director Coburn before the early bird deadline of February 10th.

18. COMMITTEE REPORTS

18.1 Ad Hoc General Manager Selection Committee Steve Croft, Co-Chair

- Discuss recruitment of new General Manager

Trustee Croft reported that the Committee would be conducting interviews for the position of the General Manager on Saturday, January 15th. The Committee would then share top candidates or narrow it down to one candidate for the full Board to consider.

19. STAFF PROGRAM REPORTS: DECEMBER 2021

19.1 Manager's Report S. Klueh, Interim General Manager

Interim Manager Klueh reported an update on the District's COVID-19 protocols that were affected by the latest Cal/OSHA ETS changes effective on January 14th which include making weekly testing available for staff if there are three or more COVID positive employees. The district secured testing with the contracted clinic and made appointment slots available for staff to test. District management is looking for additional and more economical options to provide testing than the current solution.

Trustee Zamora shared that the City of Norwalk is hosting a mega-site for COVID-19 testing and may be an option for the District to use. The testing site is located at the Norwalk/Santa Fe Springs Metro station and testing takes less than 10 minutes for people to go through the process. Additionally, there will be another testing site at the Santa Fe Springs Swap Meet.

Trustee Martinez inquired if the District could provide at-home testing kits for staff so that they could test themselves. Trustee Hollman offered that both Antigen and PCR tests have pros and cons; the Antigen tests could yield a false negative, whereas the PCR tests could yield a positive after the infectious period has concluded.

Interim General Manager Klueh shared that it's difficult to secure at home test kits for staff at such a high quantity, but management is still looking for potential providers. Additionally, she shared that the tests would still require for a staff member to supervise the testing process of the employee.

19.2 Scientific-Technical: (Staff Report A) S. Vetrone, Acting Sci.-Tech Services Dir.

Acting Director Vetrone did not have anything to add to his report but highlighted the work of Vector Ecologist Tanya Posey. Vector Ecologist Posey has provided major contributions

to general surveillance, insectary maintenance, field trials, and helped establish the *Aedes* program and surveillance in the District and region.

19.3 Operations (Staff Report B)

M. Daniel, Operations Dir.

Director Daniel shared that the Operations staff is gearing up for the upcoming mosquito season with planning. Additionally, he highlighted Acting Director Vetrone's career within the District.

Trustee Santa Ines inquired about the catalytic converter anti-theft cage and the difference between what is available in the general market. Director Daniel shared that maintenance staff innovatively crafted a tool to help prevent the theft of catalytic converters.

19.4 Community Affairs (Staff Report C)

M.J. Coburn, Communications Dir.

Director Coburn shared the awardees from this year's CA Department Awards: Liliana Moreno, Caroline Gongora, and Helen Kuan.

She also invited the full Board to remain online after the meeting to witness the Oath Taking Ceremony for the new Trustees.

19.5 Fiscal (Staff Report D)

C. Weeks, Finance Director

Director Weeks did not have anything to add to her report.

19.6 Human Resources (Staff Report E)

A. Costa, Human Resources Dir.

Director Costa thanked Trustee Heinrich for her service as board president and welcomed Trustee Sanabria to the executive board.

19.7 General Counsel Report

Q. Barrow, General Counsel

Quinn Barrow did not have a report.

20. 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

21. ADJOURNMENT

President Holman adjourned the meeting at 8:43 p.m. The next Board of Trustees meeting is scheduled for Thursday, February 10th, 2022 at 7:00 PM at the District's headquarters at 12545 Florence Avenue, Santa Fe Springs.