

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT  
MINUTES NO. 2019-08**

The meeting of the Board of Trustees of the Greater Los Angeles County Vector Control District was held at 7:00 p.m. on Thursday, August 8, 2019, 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*)  
Dr. Jeff Wassem, (*City of Burbank*)  
Elito Santarina, (*City of Carson*)  
Leonard Mendoza, (*City of Commerce*)  
Baru Sanchez, President (*City of Cudahy*)  
Steve Tye, (*City of Diamond Bar*)  
Dan Medina, (*City of Gardena*)  
Luis Roa, (*City of Hawaiian Gardens*)  
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, (*City of Los Angeles*)  
Avik Cordeiro, (*City of Montebello*)  
Leonard Shryock, (*City of Norwalk*)  
Tom Hansen, (*City of Paramount*)  
Jesse H. Avila (*City of San Fernando*)  
Scott Kwong, (*City of San Marino*)  
Heidi Heinrich, Sec.-Treasurer (*City of Santa Clarita*)  
Jay Sarno, (*City of Santa Fe Springs*)  
Hector Delgado, (*City of South El Monte*)  
Josue Alvarado, (*City of Whittier*) \*7:06PM

**TRUSTEES ABSENT**

Leonard Pieroni, (*City of La Cañada Flintridge*)  
Ricardo Lara, (*City of Maywood*)  
Denise Diaz, (*City of South Gate*)  
Salvador Alatorre, (*City of Lynwood*)  
Jerry Walton, (*City of Glendale*)  
Sonny Santa Ines, (*City of Bellflower*)  
Steven Goldsworthy, (*Los Angeles County*)  
Robert Copeland, (*City of Signal Hill*)

**TRUSTEES ABSENT (EXCUSED)**

Marilyn Sanabria, (*City of Huntington Park*)  
Mark Bollman, (*City of Cerritos*)  
Raul Elias, (*City of Pico Rivera*)  
Robert Kiefer, (*City of Downey*)

**OTHERS PRESENT**

Truc Dever, *General Manager*  
Mark Daniel, *Director of Operations*  
Susanne Klueh, *Director of Sci-Tech Services*  
Mary-Joy Coburn, *Director of Community Affairs*  
Carolyn Weeks, *Director of Fiscal Operations*  
Richard Knott, *Director of Human Resources*  
Anais Medina Diaz, *Public Information Officer*  
Fernando Martinez, *Facilities and Fleet Maintenance Supervisor*  
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 Sanchez called the meeting to order at 7:01 PM

**2. QUORUM (ROLL) CALL**

Following roll call, it was recorded that 23 Trustees were present and 13 were absent. **One Trustee arrived after roll call.**

**3. INVOCATION**

Trustee Santarina gave the invocation.

**4. PLEDGE OF ALLEGIANCE**

Trustee Kwong led the pledge of allegiance.

**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 the District's newest trustee Jay Sarno, City of Santa Fe Springs. She also introduced the new employees: Mary-Joy Coburn, Director of Community Affairs; Dustin Shaffer, Maintenance Mechanic; and Cindy Reyes, Human Resources Assistant. All new members were provided with a few moments to introduce themselves.

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 (8.1-8.4)**  
***VOTE REQUIRED***

- 8.1 Consideration of Minutes 2019-07 of regular Board Meeting held July 11, 2019. (EXHIBIT A)
- 8.2 Consideration of Resolution 2019-13 Authorizing Payment of Attached Requisition July 1, 2019 through July 31, 2019. (EXHIBIT B)
- 8.3 Review and consideration of District's FY 2019-2020 Investment Policy and Resolution 2019-14. (EXHIBIT C)
- 8.4 Consideration of a Joint Tax Sharing Resolution (JTSR) from the County Sanitation Districts of Los Angeles County in conjunction with annexation number SCV-1101. This Resolution requests GLACVCD allocate 0.0000057 of its current 0.0322% share of property tax resulting in a net share of 0.0317% to support services to the area being annexed to the County Sanitation District. (EXHIBIT D)

*Analysis: The applicant requested annexation of property into the Santa Clarita Valley Sanitation District in order to receive off-site sewage disposal services. The annexation process requires that a resolution for property tax revenue exchange be adopted by all the affected local agencies before an annexation may be approved. This request is similar to many received from the county sanitation districts and public works in the past. By sharing the property tax increment with the District resulting from this annexation, GLACVCD will not lose any existing ad valorem tax revenue it currently receives from the affected territories. GLACVCD would only be giving up a portion of the revenues it would receive on increased assessed valuation.*

Agenda 8.1 was pulled by General Manager Dever for administrative correction.

**Trustee Croft made a motion to approve the Consent Agenda and the item pulled. The motion was seconded by Trustee Tye and approved unanimously with Trustees Hansen and Sarno abstaining.**

9. **COMMITTEE REPORTS**

**9.1 Personnel Committee**

S. Croft, Committee Member

- 9.1.a. The annual performance appraisal form for General Manager Truc Dever will be distributed to the board members and needs to be completed and returned to the Personnel Committee by August 26<sup>th</sup>. The committee members will compile the comments and conduct the evaluation in closed session at the September Board Meeting.

**10. STAFF PROGRAM REPORTS: AUGUST 2019**

10.1 Manager's Report

T. Dever, General Manager

In addition to her report, GM Dever reminded the board to complete their ethics and sexual harassment prevention trainings to remain compliant with the ethics and sexual harassment prevention requirements. Board members who have completed the training with their cities must submit a copy of the certificate for the District's records. Members who have not received training through their cities may contact staff to undergo a two-hour online training. President Sanchez asked Dever to email the Board a list of members and the dates on which their training certificates will expire.

10.2 Scientific-Technical: (Staff Report A)

S. Klueh, Sci-Tech Director

Director Klueh reported West Nile virus detection in mosquito samples found in Long Beach and Bellflower. Two human cases were also reported from the service area: one in the community of Chatsworth and one in the city of Lakewood. There are no WNV positive dead birds in the District's service area, but there have been reports from adjacent agencies.

10.3 Operations: (Staff Report B)

M. Daniel, Operations Dir.

Director Daniel reported that service requests have increased, reaching 1,600 in one month. The crew has been working hard to maintain a decent turn-around time on service requests.

10.4 Community Affairs: (Staff Report C)

A. Medina Diaz, PIO

The Department is happy to have new Director of Community Affairs, Mary-Joy Coburn on board. PIO Medina Diaz reported that the District will be attending more community events and many city council meetings. Medina Diaz offered to answer questions from the Board.

10.5 Fiscal: (Staff Report D)

C. Weeks, Finance Director

Director Weeks offered to answer questions from the Board.

10.6 Human Resources: (Staff Report E)

R. Knott, Human Resources Dir.

Director Knott offered to answer questions about his report.

10.7 Legal Counsel Report

Q. Barrow, Legal Counsel

Counsel Barrow had nothing to report.

**11. OTHER**

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

**12. ADJOURNMENT**

The next Board of Trustees meeting will be scheduled on Thursday, September 12, 2019 at 7:00 PM at the District's headquarters at 12545 Florence Avenue, Santa Fe Springs.

**President Sanchez adjourned the meeting at 7:18 PM**