

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT
MINUTES NO. 2022 – 08**

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, August 11, 2022, at the District office at 12545 Florence Avenue, Santa Fe Springs, California, and via teleconference.

TRUSTEES PRESENT

Melissa Ramoso, *City of Artesia* *7:11pm
Ali Saleh, *City of Bell*
Sonny Santa Ines, *City of Bellflower*
Pedro Aceituno, *City of Bell Gardens*
Dr. Jeff Wassem, *City of Burbank*
Mark Bollman, *City of Cerritos*
Leonard Mendoza, *City of Commerce* *7:12pm
Baru Sanchez, *City of Cudahy*
Robert Keifer, *City of Downey*
Paulette Francis, *City of Gardena*
Luis Roa, *City of Hawaiian Gardens*
Leonard Peironi, *La Cañada Flintridge*
Catherine Houwen, *City of La Habra Heights*
Steve Croft, *City of Lakewood*
John Lewis, *City of La Mirada*
Emily Holman, President - *City of Long Beach*
Steve Appleton, *City of Los Angeles*
Steven Goldsworthy, *Los Angeles County*
Jessica Torres, *City of Maywood*
Avik Cordeiro, *City of Montebello*
Isabel Aguayo, *City of Paramount*
Raul Elias, *City of Pico Rivera* *7:12pm
Jesse H. Avila, *City of San Fernando*
Scott Kwong, Vice President - *City of San Marino*
Heidi Heinrich, *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*
Leticia Lopez, *City of Vernon*
Jessica Martinez, *City of Whittier*

TRUSTEES ABSENT (EXCUSED)

Ruth Low, *City of Diamond Bar*
Marylin Sanabria, Secretary/Treasurer –
City of Huntington Park
Ana Valencia, *City of Norwalk*
Denise Diaz, *City of South Gate*

TRUSTEES ABSENT

Jim Dear, *City of Carson*
Vrej Agajanian, *City of Glendale*
Jorge Casanova, *City of Lynwood*

OTHERS PRESENT

Susanne Klueh, *General Manager*
Steve Vetrone, *Director of Scientific-
Technical Services*
Mark Daniel, *Director of Operations*
Mary-Joy Coburn, *Director of
Communications*
Carolyn Weeks, *Director of Fiscal
Operations*
Cindy Reyes, *Acting 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 Holman called the meeting to order at 7:04 pm. The meeting was held in person and 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 27 trustees were present and 10 were absent. Three trustees joined the meeting after roll call, bringing the total to 30 Trustees present and seven absent.

3. INVOCATION

Trustee Bollman (Cerritos) led the invocation.

4. PLEDGE OF ALLEGIANCE

Trustee Cordeiro (Montebello) 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 Klueh introduced her wife Monica Wilson to the Board of Trustees.

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 2022-07** of regular Board Meeting held on June 9th, 2022. *(EXHIBIT A)*

8.2 Consideration of **Resolution 2022-12** Authorizing Payment of Attached Requisition July 1st through July 31st, 2022. *(EXHIBIT B)*

8.3 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.

- 8.4 Consideration of **Resolution 2022-13**, a Resolution of the Greater Los Angeles County Vector Control District Board of Trustees designating the General Manager as the official that may apply for disability retirements on behalf of the District in accordance with the California Government Code (**EXHIBIT D**)

President Holman pulled item 8.3 and placed it after item 12.1.

Trustee Appleton (Los Angeles City) made a motion to approve the Consent Agenda, excluding Item 8.3. The motion was seconded by Trustee Bollman (Cerritos) and approved by 26 Trustees.

YES: Bell, Bell Gardens, Bellflower, Burbank, Cerritos, Cudahy, Downey, Gardena, Hawaiian Gardens, La Canada Flintridge, La Habra Heights, La Mirada, Lakewood, Long Beach, Los Angeles City, Los Angeles County, Maywood, Paramount, San Fernando, San Marino, Santa Clarita, Santa Fe Springs, Signal Hill, South El Monte, Vernon, Whittier

NO: NONE

ABSTAIN: NONE (MONTEBELLO DID NOT VOTE)

ABSENT: Artesia, Carson, Commerce, Diamond Bar, Glendale, Huntington Park, Lynwood, Norwalk, Pico Rivera, South Gate

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

General Manager Kluh shared that LAFCO is seeking candidates for the LAFCO independent special district voting member seat election. Trustee Appleton (Los Angeles City) expressed interested in being considered as a candidate. President Holman asked if there was anyone opposed to the nomination of Trustee Appleton, considering there were no other interested trustees.

Trustee Santa Ines inquired about the elected official language in the paperwork. Director Coburn shared that LAFCO explained that some special districts do have elected representatives, and therefore have to leave the language in the paperwork. However, to clarify, elected officials who sit on a City Council may not be candidates for the voting member seat because Council Members are already represented on the LAFCO Board.

The nomination of Trustee Appleton (City of Los Angeles) was approved by the board unanimously.

Trustee Appleton shared that he is very interested in representing the District and other special districts on the LAFCO board and asked that trustees present could share his dedication and knowledge with others. He looks forward to the opportunity to serve on the Board and engage in key issues.

10. COMMITTEE REPORT

(VOTE REQUIRED)

10.1 Policy Committee

Mark Bollman, Chair

10.1.a Review and consideration of updated Employee Handbook Policies:

- Attendance
- Employment of Relatives, Spouses, Domestic Partners and Significant Others, Nepotism and Fraternization
- Telecommuting/Remote Work
- Use of Personal Devices for District Business

(EXHIBIT F)

10.1.b Review and consideration of changes to the Investment Policy

- **Resolution 2022-14 (*EXHIBITG*)**

Trustee Bollman shared that the Committee discussed the changes to the employee handbook made to protect the District's digital information and to address time tracking and remote work issues. Changes to the investment policy were made to align policy language with district reporting practices. The Committee unanimously recommended to approve the updates to the Employee Handbook Policies.

Trustee Delgado (South El Monte) made a motion to approve the updated Employee Handbook Policies and Resolution 2022-14. The motion was seconded by Trustee Zamora (Santa Fe Springs) and approved unanimously.

YES: Artesia, Bell, Bell Gardens, Bellflower, Burbank, Cerritos, Commerce, Cudahy, Downey, Gardena, Hawaiian Gardens, La Canada Flintridge, La Habra Heights, La Mirada, Lakewood, Long Beach, Los Angeles City, Los Angeles County, Maywood, Montebello, Paramount, Pico Rivera, San Fernando, San Marino, Santa Clarita, Santa Fe Springs, Signal Hill, South El Monte, Vernon, Whittier

NO: NONE

ABSTAIN: NONE (SAN FERNANDO DID NOT VOTE)

ABSENT: Carson, Diamond Bar, Glendale, Huntington Park, Lynwood, Norwalk, South Gate

11. STAFF PROGRAM REPORTS: JULY 2022

11.1 Manager's Report

S. Klueh, General Manager

General Manager Klueh thanked the Trustees that attended the Med Fly tour and hopes that it gave them an understanding of everything potentially involved in a countywide SIT program.

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

Director Vetrone added to his report that additional West Nile virus activity has been reported since the staff report was drafted. At present time, the District has 76 positive West Nile virus mosquito samples. This activity is on par with 2020 for positive mosquito samples, mosquito abundance, and dead bird confirmations and not a reason for elevated concern.

Additionally, the District has been responding to imported human cases of dengue by conducting door-to-door inspections.

11.3 Operations (Staff Report B) M. Daniel, Operations Dir.

Director Daniel shared more about Operations activity in relation to door-to-door activities. and explained that operations teams look for sources conducive to mosquito breeding.

Board President Holman inquired about what is done when adult mosquitoes are present. Director Daniel shared that if mosquitoes are found during inspection, staff will treat the property to reduce adult mosquito activity. General Manager Kluh added that if the public health department shared there was the pliability of local transmission of dengue, staff would collect samples of adult mosquitoes to test for virus presence.

11.4 Community Affairs (Staff Report C) M.J. Coburn, Communications Dir.

Director Coburn thanked the Trustees for inviting the District to participate in community events. Additionally, Director Coburn invited the Board to the District's upcoming 70th anniversary celebrations.

Lastly, Director Coburn mentioned that she would share the department's newest "Street Team" series and other videos by email.

11.5 Fiscal (Staff Report D) C. Weeks, Finance Director

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

11.6 Human Resources (Staff Report E) C. Reyes, Acting Human Resources Dir.

Acting Director Reyes shared about the departments ongoing recruitment activities.

11.7 General Counsel Report Q. Barrow, General Counsel

Legal counsel did not have any updates.

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).

12.1. Consideration, discussion and vote on conducting the September Board Meeting in-person or via teleconference.

Board President Holman asked the Board to reconsider the hybrid meeting format because of the lack of Trustees attending in person. Alternatively, Board President Holman proposed that the Board either move to fully in-person or fully remote.

Trustee Dr. Wassem suggested that the Board meet in person since most City Councils are meeting in person again. Trustee Avila suggested that the Board meet in person quarterly and remotely for meetings in between.

Trustee Santa Ines asked what the burden on staff is when meetings are in hybrid versus fully remote or in-person. Board President Holman highlighted that staff stay long hours at the District to prepare the board room for the meetings, but not enough trustees show up in person. Additionally, it is difficult to facilitate a hybrid meeting of 37 Trustees members.

General Manager Klueh shared that staff are happy to have the meetings back in person, but the challenges arise when staff cannot gauge how many Trustees will be present and order too much food.

Trustee Appleton asked legal counsel if the dinner before the meeting is open to the public as required by law. Mr. Barrow concurred that it is a requirement, and the District has had that practice in place for in-person meetings.

Trustee Bollman shared that meeting in person provides many benefits and opportunities for Trustees to network and collaborate with each other and staff. Trustee Cordeiro expressed that Trustees should attend meetings in person to respect the time staff contribute to the execution of the meetings.

Trustee Goldsworthy (Los Angeles County) made a motion to return to in-person meetings with no hybrid option. The motion was seconded by Trustee Dr. Wassem (Burbank).

Trustee Santa Ines asked what the latest CDC guidelines are. Board President Holman shared that the CDC made changes to their guidelines that mostly focus on people who may be severely impacted or affected by COVID-19 and recommend that they wear a mask if exposed and test as appropriate. For those already infected with COVID-19, individuals are recommended to isolate for five days, and can wear a mask after that if they are still experiencing symptoms.

Additionally, Board President Holman shared Trustees who are sick with COVID-19 would not have the option to join the meeting virtually and would have an excused absence from the meeting.

Trustee Sanchez inquired if the state has lifted the ability to hold the board meetings virtually and legal counsel responded that the board can continue meeting virtually with the adoption of Resolution AB 361. Trustee Sanchez added that he is in favor of having the flexibility that hybrid meetings provide.

The motion to resume in-person meetings beginning with the September board meeting was approved with 20 votes in favor, and nine votes against.

YES: Artesia, Bell Gardens, Burbank, Cerritos, Downey, La Canada Flintridge, La Habra Heights, Lakewood, Long Beach, Los Angeles City, Los Angeles County,

Montebello, Paramount, San Marino, Santa Clarita, Santa Fe Springs, Signal Hill, South El Monte, Vernon, Whittier

NO: Bell, Bellflower, Cudahy, Gardena, Hawaiian Gardens, La Mirada, Maywood, Pico Rivera, San Fernando

ABSTAIN: NONE

ABSENT: Carson, Diamond Bar, Glendale, Huntington Park, Lynwood, Norwalk, South Gate

13. ADJOURNMENT

Board President Holman adjourned the meeting at 7:59. The next Board of Trustees meeting is scheduled for Thursday, September 8th, 2022, at 7:00 PM at the District's headquarters at 12545 Florence Avenue, Santa Fe Springs.

President

Secretary-Treasurer