

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT
EXECUTIVE BOARD MEETING MINUTES NO. 2021-04**

The meeting of the Executive Board of the Greater Los Angeles County Vector Control District was held at 2:30 p.m. on Thursday, February 18, 2021, via teleconference at the District Headquarters, 12545 Florence Avenue, Santa Fe Springs, California.

TRUSTEES PRESENT

Heidi Heinrich, President (*City of Santa Clarita*)
Scott Kwong, Sec-Treasurer (*City of San Marino*)

TRUSTEES ABSENT

Emily Holman, Vice President (*City of Long Beach*)

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*
Allison Bradley, *Human Resources Director*
Carolyn Weeks, *Director of Fiscal Operations*
Quinn Barrow, *Legal Counsel*

• **CALL TO ORDER**

President Heinrich called the meeting to order at 2:34 P.M.

• **QUORUM (ROLL) CALL**

Following roll call, it was recorded that two Executive members were present and a quorum was reached.

• **PUBLIC COMMENT**

NONE

• **CONSIDERATION OF EXECUTIVE BOARD MEETING MINUTES FROM FEBRUARY 4, 2021 (EXHIBIT A)**

Trustee Kwong moved approval of the minutes. President Heinrich seconded the motion. The minutes were approved unanimously.

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

General Manager Dever and staff presented to the committee an update on the following topic(s):

- It was brought to management's attention that a vector control district from another county issued letters to its employees certifying they were public health workers and should be eligible for COVID vaccinations under the current eligibility phase. Some of those employees, using this letter, were able to obtain vaccinations while others were turned

away at the vaccination sites. Quinn was asked to research the issue further and provide guidance to staff.

- The committee discussed the District's re-population plan and when it would be safe to bring all staff back into the office full-time. The Executive Officers felt the District should maintain status quo until vaccinations are more widely available. Quinn will provide a sample repopulation plan from his city clients to assist with planning. There was discussion about considerations for long-term remote work as a strategy to deal with limitations in office space at both facilities, and President Heinrich will consider an ad hoc committee to review the matter.

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

NONE

- **ADJOURNMENT**

President Heinrich adjourned the meeting at 3:03 P.M. The next Executive Board meeting will be scheduled on Thursday, March 4, 2021 at 2:30 PM via Zoom teleconference.