

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT  
EXECUTIVE BOARD MEETING MINUTES NO. 2020-09**

The meeting of the Executive Board of the Greater Los Angeles County Vector Control District was held at 2:00 p.m. on Thursday, April 30, 2020, via teleconference at the District Headquarters, 12545 Florence Avenue, Santa Fe Springs, California.

**TRUSTEES PRESENT**

Steve Appleton, President (*City of Los Angeles*)  
Heidi Heinrich, Vice-President (*City of Santa Clarita*)

**TRUSTEES ABSENT**

Emily Holman Sec-Treasurer (*City of Long Beach*)

**OTHERS PRESENT**

Truc Dever, *General Manager*  
Susanne Klueh, *Director of Scientific-Technical Services*  
Mark Daniel, *Director of Operations*  
Mary-Joy Coburn, *Director of Community Affairs*  
Jamie Hebein, *Acting Director of Human Resources*  
Carolyn Weeks, *Director of Fiscal Operations*  
Quinn Barrow, *Legal Counsel*  
Dan Medina, *Trustee, City of Gardena*

- **CALL TO ORDER**

President Appleton called the meeting to order at 2:02 P.M.

- **QUORUM (ROLL) CALL**

Following roll call, it was recorded that two members of the Executive Board of Trustees were present and one was absent.

- **PUBLIC COMMENT**

None

- **CONSIDERATION OF EXECUTIVE BOARD MEETING MINUTES FROM APRIL 23, 2020 (EXHIBIT A)**

Trustee Heinrich moved approval of the minutes. President Appleton 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 topics:

- General Manager Dever and Scientific-Technical Services Director Susanne Klueh provided an update on possible COVID testing for staff.
  - A formal request to prioritize COVID testing for our staff as “critical workers” was sent to contacts at LAC-DPH including Dr. Sharon Balter with Acute Communicable Diseases and Stella Fogelman with the Emergency Preparedness and Response Division. An email response was received from Dr. Emily Beeler, the County’s vet who is active on the County’s COVID task force. She referred us

to a County site where we can register as critical workers, but the test is PCR and they still urge only those with potential symptoms be tested.

- Trustee Steve Goldsworthy also referred us to this site and suggested looking into private companies for testing at a cost.
- Susanne led a discussion regarding possible issues with virus testing, including how often staff would need to be tested and percentage of false positives and negatives. These tests also provide only a snapshot in time and may lead to a false sense of security for staff who test negative. She will explore options for antibody testing when they become more widely available and will work with Operations Director Mark Daniel to work out logistics for testing all staff.
- Legal Counsel Quinn Barrow answered a question regarding District liability and stated that employee testing would not be an admission of liability and proper forms and waivers would be provided to employees before testing.
- Trustee Medina inquired whether these tests would be available to Trustees, but the Executive Committee believed we'd be testing only staff as critical workers interfacing with the public.
- GM Dever discussed the development of an official “return to work” phased plan which will set timelines and provide guidance to staff moving forward into the summer. Staff will draft that plan in the coming weeks and will seek input from the Executive Committee and legal counsel.
- Staff discussed how some employees are pushing up against their vacation accrual caps since no one is using vacation time during this COVID crisis. The Committee asked staff to look into how many people may potentially need additional cash-out authorization and what financial impact that might have on the District.
- Community Affairs Director Mary-Joy Coburn reported on outreach activities and social media reach. President Appleton requested that her department explore hashtags that are related to the overall public health and disease theme to grab attention and increase online traffic.
- Additional items:
  - The Scientific-Technical Services department has resumed trapping and mosquito abundance numbers remain below overage.
  - Human Resources staff have been focusing on remote recruitments and will be bringing back seasonal Mosquito Control Technicians starting on Monday.
  - The Board Budget & Finance Committee will convene tonight to review the proposed FY 20/21 budget numbers.
  - The Committee agreed to continue these weekly meetings for the foreseeable future.
- **EXECUTIVE BOARD WILL CONSIDER ADOPTING ADDITIONAL MEASURES TO ADDRESS COVID 19.**

None

- **ADJOURNMENT**

President Appleton adjourned the meeting at 2:50 P.M. The next Executive Board meeting will be scheduled on Thursday, May 7, 2020 at 2:00 PM via teleconference at the District's headquarters at 12545 Florence Ave., Santa Fe Springs.