

GLACVCD BOARD OF TRUSTEES MEETING AGENDA AND EXHIBITS



Thursday November 14th 2019

7:00 p.m. Board Meeting

Santa Fe Springs District Headquarters

12545 Florence Avenue

Santa Fe Springs, CA 90670

Trustee Baru Sanchez, President

Trustee Steve Appleton, Vice President

Trustee Heidi Heinrich, Secretary-Treasurer

General Manager, Truc Dever

Director of Operations, Mark Daniel

Director of Human Resources, Richard Knott

Director of Fiscal Operations, Carolyn Weeks

Director of Community Affairs, Mary-Joy Coburn

Director of Scientific-Technical Services, Susanne Kluh

Board Legal Counsel, Quinn M. Barrow, Richards, Watson, Gershon

Labor Legal Counsel, Scott Tiedemann, Liebert, Cassidy, Whitmore

Copies of staff reports or other written documentation relating to agenda items are available online <https://www.glacvcd.org/board-of-trustees/board-agendas/> and are on file at the District's Headquarters at the Front Office for public inspection. If you have questions regarding an agenda item, please contact the Front Office Staff at (562) 944-9656 ex: 504 during regular business hours.

ADA Information: The Greater Los Angeles County Vector Control District complies with the Americans with Disabilities Act (ADA). Anyone with a disability who require a disability-related modification or accommodation in order to participate in a meeting, including auxiliary aids or services, may request such modification or accommodation from the front office at (562)944.9656 ext. 504. Notification 48 business hours prior to the meeting will enable the facility staff to make reasonable arrangements to assure accessibility to the meeting.

Please refrain from smoking, eating or drinking in the Boardroom



GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

12545 Florence Avenue, Santa Fe Springs, CA 90670

Office (562) 944-9656 Fax (562) 944-7976

Email: info@glacvcd.org Website: www.glacvcd.org

PRESIDENT

Baru Sanchez, Cudahy

VICE PRESIDENT

Steven Appleton, Los Angeles City

SECRETARY-TREASURER

Heidi Heinrich, Santa Clarita

GENERAL MANAGER

Truc Dever

A G E N D A

THE REGULAR MEETING OF THE BOARD OF TRUSTEES

• Thursday, November 14, 2019 •

District Office

12545 Florence Avenue

Santa Fe Springs, California 90670

ARTESIA

Melissa Ramoso

BELL

Ali Saleh

BELL GARDENS

Pedro Aceituno

BELLFLOWER

Sonny R. Santa Ines

BURBANK

Dr. Jeff D. Wassem

CARSON

Elito M. Santarina

CERRITOS

Mark W. Bollman

COMMERCE

Leonard Mendoza

DIAMOND BAR

Steve Tye

DOWNEY

Robert Kiefer

GARDENA

Dan Medina

GLENDALE

Jerry Walton

HAWAIIAN GARDENS

Luis Roa

HUNTINGTON PARK

Marilyn Sanabria

LA CAÑADA FLINTRIDGE

Leonard Pieroni

LA HABRA HEIGHTS

Catherine Houwen

LAKEWOOD

Steve Croft

LA MIRADA

Larry P. Mowles

LONG BEACH

Emily Holman

LOS ANGELES COUNTY

Steven A. Goldsworthy

LYNWOOD

Salvador Alatorre

MAYWOOD

Ricardo Lara

MONTEBELLO

Avik Cordeiro

NORWALK

Leonard Shryock

PARAMOUNT

Dr. Tom Hansen

PICO RIVERA

Raul Elias

SAN FERNANDO

Jesse H. Avila

SAN MARINO

Scott T. Kwong

SANTA FE SPRINGS

Jay Sarno

SIGNAL HILL

Robert D. Copeland

SOUTH EL MONTE

Hector Delgado

SOUTH GATE

Denise Diaz

WHITTIER

Josué Alvarado

6:30 P.M. - Library Conference Room: Pre-meeting refreshments

7:00 P.M. – Board Room, Convene Board of Trustees Meeting

1. CALL TO ORDER

2. QUORUM (ROLL) CALL

3. INVOCATION

4. PLEDGE OF ALLEGIANCE

5. CORRESPONDENCE

6. INTRODUCTIONS

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

- Francis Fernando: New Education Program Coordinator
- Gregory Mercado: New Education Program Coordinator
- Liliana Moreno: New Outreach Assistant

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).

**8. CONSENT AGENDA (8.1)
(VOTE REQUIRED)**

- 8.1 Consideration of **Minutes 2019-10** of regular Board Meeting held October 10, 2019. **(EXHIBIT A)**
- 8.2 Consideration of Resolution 2019-17 authorizing payment of attached requisition October 1, 2019 through October 31, 2019. **(EXHIBIT B)**

9. **PRESENTATION ON WOLBACHIA-INFECTED MALE MOSQUITO RELEASES FOR AEDES CONTROL**

Summary: Susanne Klueh, Director of Scientific-Technical Services will present on Wolbachia, a promising new technology to mitigate invasive Aedes populations and arbovirus transmission.

10. **CONSIDERATION OF LAFCO REQUEST TO NOMINATE CANDIDATES TO SERVE AS SPECIAL DISTRICT REPRESENTATIVE AND ALTERNATE (EXHIBIT C) (VOTE REQUIRED)**

Summary: To be eligible, the nominee must be an elected official or appointed to the board for a fixed term. Nominations must be received no later than December 27, 2017 by 5:00PM.

11. **CONSIDERATION OF 2 TRUSTEES TO ATTEND THE 88TH ANNUAL MOSQUITO AND VECTOR CONTROL ASSOCIATION OF CALIFORNIA (MVCAC) MEETING IN SAN DIEGO, CALIFORNIA, JANUARY 26 - 29, 2020 (EXHIBIT D)**

12. **STAFF PROGRAM REPORTS: OCTOBER 2019**

12.1 Manager's Report

12.2 Scientific-Technical: (Staff Report A)

12.3 Operations: (Staff Report B)

12.4 Community Affairs: (Staff Report C)

12.5 Fiscal: (Staff Report D)

12.6 Human Resources: (Staff Report E)

12.7 Legal Counsel Report

T. Dever, General Manager

S. Klueh, Sci.-Tech Services Dir.

M. Daniel, Operations Dir.

M.J. Coburn, Community Affairs Dir.

C. Weeks, Finance Director

R. Knott, Human Resources Dir.

S. Flower, Legal Counsel

13. **OTHER**

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

14. **ADJOURNMENT**

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

GLACVCD BOARD OF TRUSTEES MEETING STAFF REPORTS



Thursday November 14th 2019

7:00 p.m. Board Meeting
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Truc Dever

General Manager's Report for November 14, 2019 Board of Trustees Meeting

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Denise Diaz

WHITTIER

Josué Alvarado

On October 10th, the night following our last Board meeting, the Saddleridge Fire ignited near Yarnell Street, north of the 210 Freeway and only a few blocks away from our Sylmar office. While we were extremely lucky that our facility was untouched and staff reporting for a night mission all checked in safe, this fast-moving wildfire emphasized the need for better disaster preparedness and communication. As you know, we recently engaged Keenan and Associate's IMReady experts to help us develop an Emergency Operations Plan (EOP). We have already conducted a "Hazard-Threat Assessment Survey" of staff, identified the EOP planning team, and held our first "kick-off" meeting on October 17th. We will be collaborating over the next several months to prepare a document and guidelines that inform staff in the case of various types of emergencies, including fires, earthquakes, and terrorist attacks. In the meantime, the district's safety committee has already implemented a number of tools for quick communication with staff in the field or at home, including an out-of-state toll-free number to obtain recorded emergency alerts and instructions from management and emergency email/text distribution lists. The Saddleridge Fire put these communication channels to the test and modifications will be made based on what we learned. I know these devastating wildfires continue to impact and threaten all of us each year, so we must take action to prioritize the safety of our staff and protection of property.

Despite the interruptions posed by these natural disasters, we have also kept our eyes on the threat of invasive *Aedes* mosquitoes. We continue to respond to a record number of service requests and imported cases of *Aedes*-borne illnesses. In an effort to better control these mosquitoes, we are in discussions with scientists at MosquitoMate and Verily regarding large-scale releases of Wolbachia-infected male mosquitoes as a method for *Aedes* population control. For those Trustees who are new to this technology, our Scientific-Technical Services Director, Susanne Kluh, will provide a short presentation at the Board meeting on the technology, our pilot study in the San Gabriel Valley, and the successes of this methodology in Central California.

Finally, we ask you to mark your calendars for the District's annual holiday potluck for staff and Trustees. The potluck will be held on Wednesday, December 11th at our Santa Fe Springs headquarters and lunch is officially served at 11:30am. Please stop in for some great food and to meet the staff if your schedule permits.

In a couple of weeks, many of us will be gathering with friends and family to celebrate Thanksgiving. As I reflect on this past year, there are many things I am grateful for. I'd like to thank the staff for their incredible dedication to our public health mission, despite the uphill battles and challenges we've faced with invasive *Aedes* mosquitoes and our growing scope of work.

Page 2 of 2
November 14, 2019

I'd also like to thank the Board for your unwavering support of staff and what we do. You have all devoted so much of your time to better understand our programs and issues and have been instrumental in promoting our messages within your own communities. Many of you have also taken very active roles in ensuring our district operates with the highest degree of efficiency and effectiveness. Your continued participation and involvement are very much appreciated. I wish you all a very happy and safe Thanksgiving.

Yours truly,

A handwritten signature in black ink, appearing to be "John" or similar, written in a cursive style.

General Manager

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT



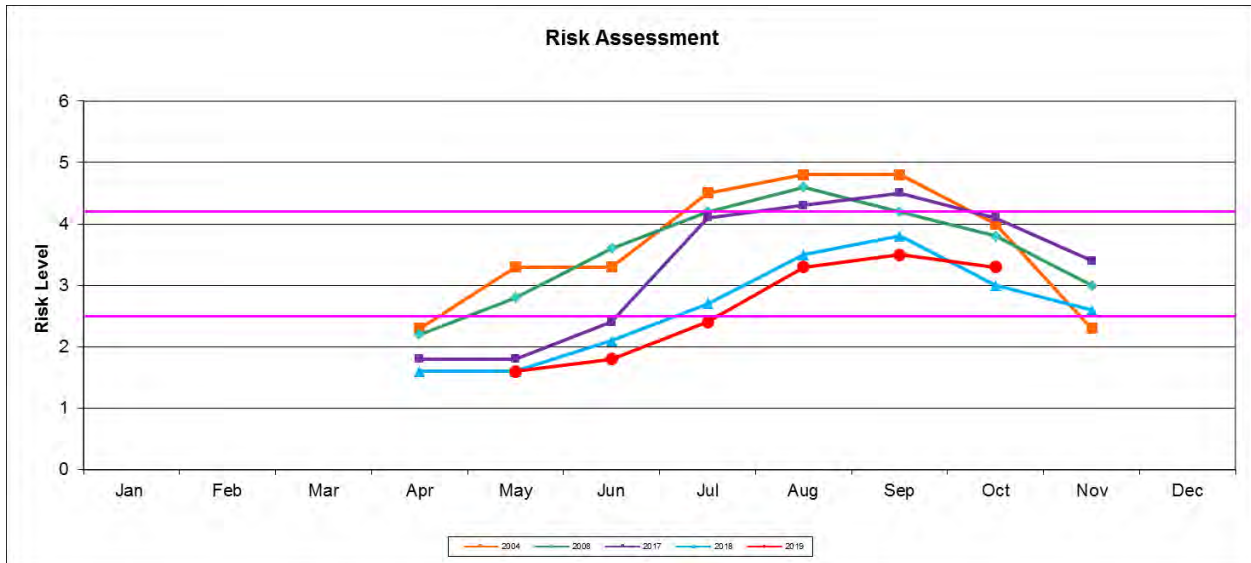
SCIENTIFIC-TECHNICAL REPORT

Susanne Kluh, Scientific-Technical Services Director
Harold Morales, Tanya Posey & Steve Vetrone, Vector Ecologists
Rande Gallant, Faiza Haider & Ryan Amick, Assistant Vector Ecologists
Christopher Ortiz & Andrew Ashton, Field Assistants

I. RISK ASSESSMENT

WN Surveillance Factor	Assessment Value	Benchmark	Value
1. Environmental Conditions High-risk environmental conditions include above-normal temperatures. Urban mosquitoes breeding in municipal water sources may benefit from below normal rainfall.	1	Avg daily temperature during prior half month $\leq 56^{\circ}\text{F}$	4
	2	Avg daily temperature during prior half month $57-65^{\circ}\text{F}$	
	3	Avg daily temperature during prior half month $66-72^{\circ}\text{F}$	
	4	Avg daily temperature during prior half month $73-79^{\circ}\text{F}$	
	5	Avg daily temperature during prior half month $>79^{\circ}\text{F}$	
2. Adult <i>Cx tarsalis</i> and <i>Cx quinquefasciatus</i> abundance Determined by trapping adults, identifying them to species, and comparing numbers to those previously documented for an area and time	1	Vector abundance well below average ($\leq 50\%$)	2
	2	Vector abundance below average ($51-90\%$)	
	3	Vector abundance average ($91-150\%$)	
	4	Vector abundance above average ($151-300\%$)	
	5	Vector abundance well above average ($>300\%$)	
3. Virus isolation rate in <i>Cx tarsalis</i> and <i>Cx quinquefasciatus</i> mosquitoes Tested in pools of 50. Test results expressed as minimum infection rate (MIR) / 1,000 female mosquitoes tested	1	MIR/ 1000 = 0	4
	2	MIR/ 1000 = 0.1-1.0	
	3	MIR/ 1000 = 1.1-2.0	
	4	MIR/ 1000 = 2.1-5.0	
	5	MIR/ 1000 >5.0	
4. Sentinel Chicken Seroconversion Number of chickens in a flock that develop antibodies to WNv. If >1 flock is present in a region, number of flocks with seropositive chickens is an additional consideration.	1	No seroconversions	1
	2	1 or more seroconversion over a broad region	
	3	1 or 2 seroconversion in single flock in specific region	
	4	>2 seroconversion in one or 1-2 seroconversion in multiple flocks in specific region.	
	5	>2 seroconversions in one or more flocks in specific	
5. Dead Bird Infection Includes zoo collections.	1	No WN+ dead birds	4
	2	One or more WN+ dead birds in a broad region	
	3	1 WN+ dead bird in specific region	
	4	2 to 5 WN+ dead birds in specific region	
	5	>5 WN+ dead bird + reports of dead birds in specific	
6. Human Cases This factor not to be included in calculation if no cases are detected.	3	One or more human cases in broad region.	5
	4	One human case in specific region	
	5	More than one human case in specific region	
Response Level/ Average Rating Normal Season (1.0-2.5), Emergency Planning (2.6-4.0), Epidemic (4.1-5.0)		TOTAL	20
		AVERAGE	3.3

S-TS STAFF REPORT A



II. GLACVCD MOSQUITO-BORNE DISEASE WATCH

Summary

- Mosquito abundance in October was significantly below the 5yr average for the month.
- No additional chicken showed antibodies for WNV.
- Nine (9) human cases for a seasonal total of 13 have been reported in district jurisdiction.
- One (1) SLE positive mosquito pools has been reported within district boundaries, in the City of La Mirada.
- In October, ten (10) travel-related cases of dengue have been reported, triggering yard inspections in a 150 meter diameter area around the index home, resulting in 930 property inspections.

Chickens	Number Tested	WNV Positive	WEE Positive	SLE Positive	Other Positive
This Period	162	0	0	0	0
Year to Date	768	7	0	0	0

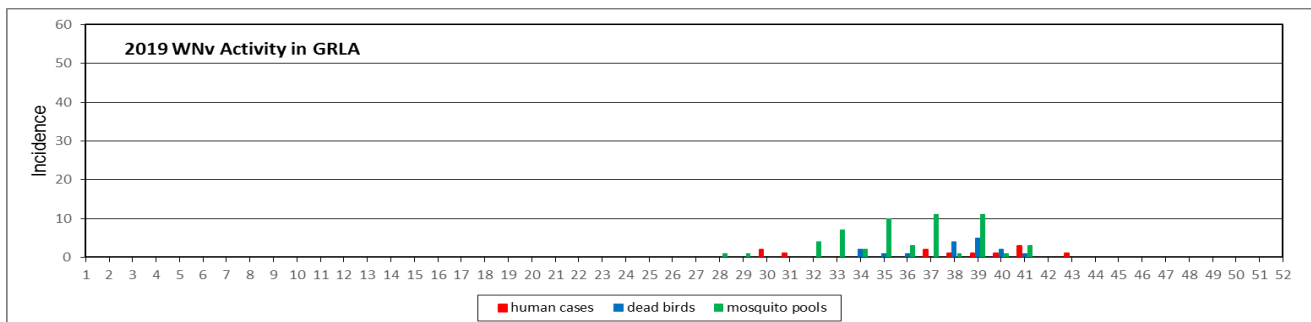
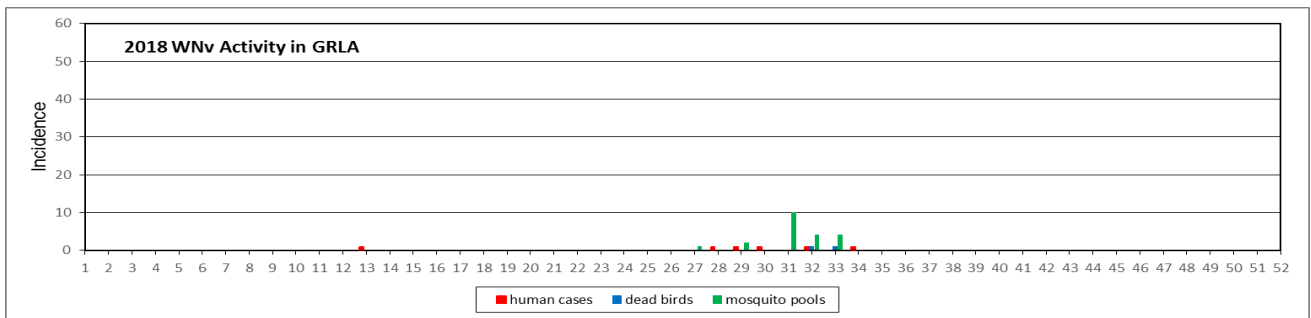
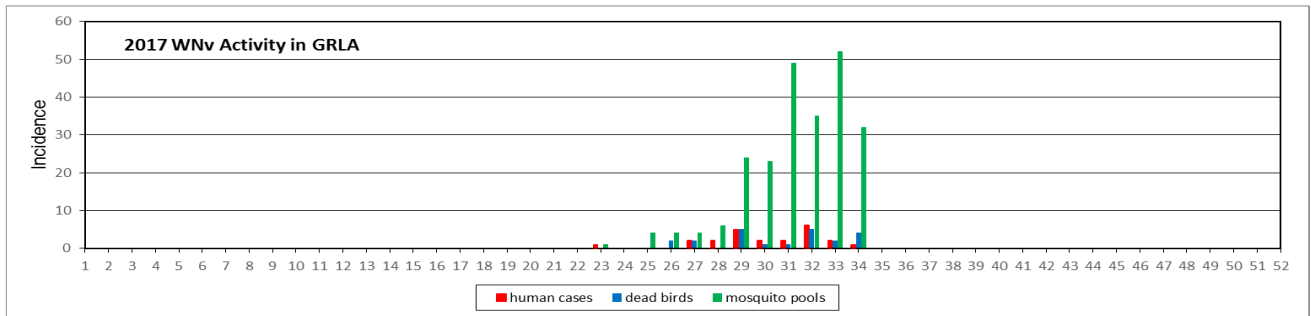
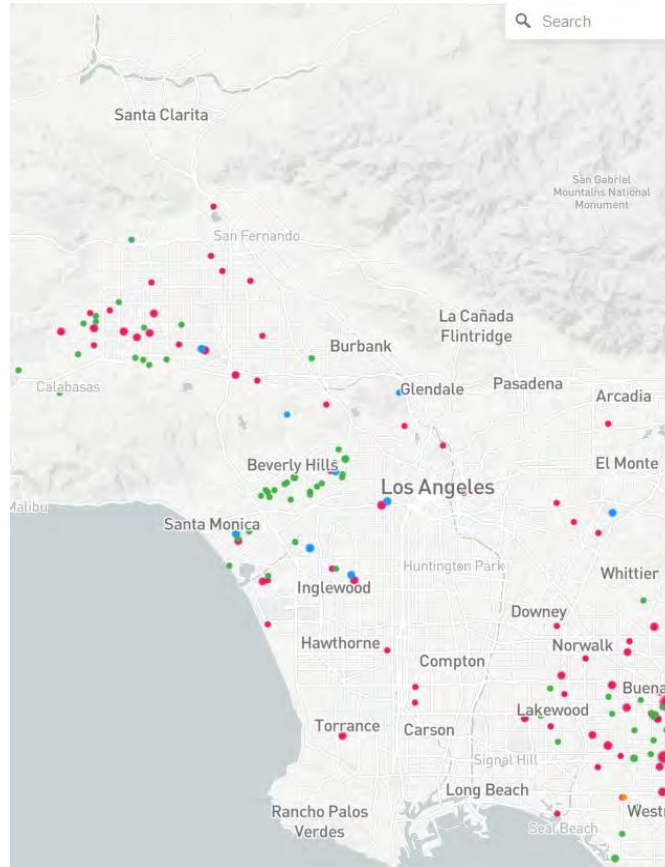
Dead Birds	Number Submitted	WNV Positive
This Period	19	10
Year to Date	73	16

Culex Mosquito Pools					
This Period	521	15	0	1	0
Year to Date	2,271	55	0	1	0

Aedes Mosquito Pools	Tested	CHIK	DEN	Zika
This period	42	0	0	0
Year to Date	193	0	0	0

GLACVCD WNV+				GLACVCD WNV+			
City/Area	Human Cases	Mosquito Pools	Dead Birds	City/Area	Human Cases	Mosquito Pools	Dead Birds
Bellflower		2	1	North Hills		1	
Boyle Heights		1		North Hollywood			1
Canoga Park		4	3	Northridge		1	
Carson		2		Norwalk		1	
Cerritos		4	1	Pico Rivera		1	
Chatsworth	1			Porter Ranch			1
Downey		1		Reseda		4	2
Elysian Valley		1		Santa Fe Springs		2	
Encino		3		Sherman Oaks		2	
Granada Hills		2		Signal Hill		1	
Hawaiian Gardens		1		South Whittier		1	
Huntington Park		1		Studio City		1	
La Mirada		2		Tarzana			2
Lakewood	1	3		West Hills		2	1
Long Beach		1	1	Whittier	1	2	1
Los Feliz		1		Winnetka		5	
Montebello		1		Woodland Hills		1	2
Total					3	55	6

S-TS STAFF REPORT A



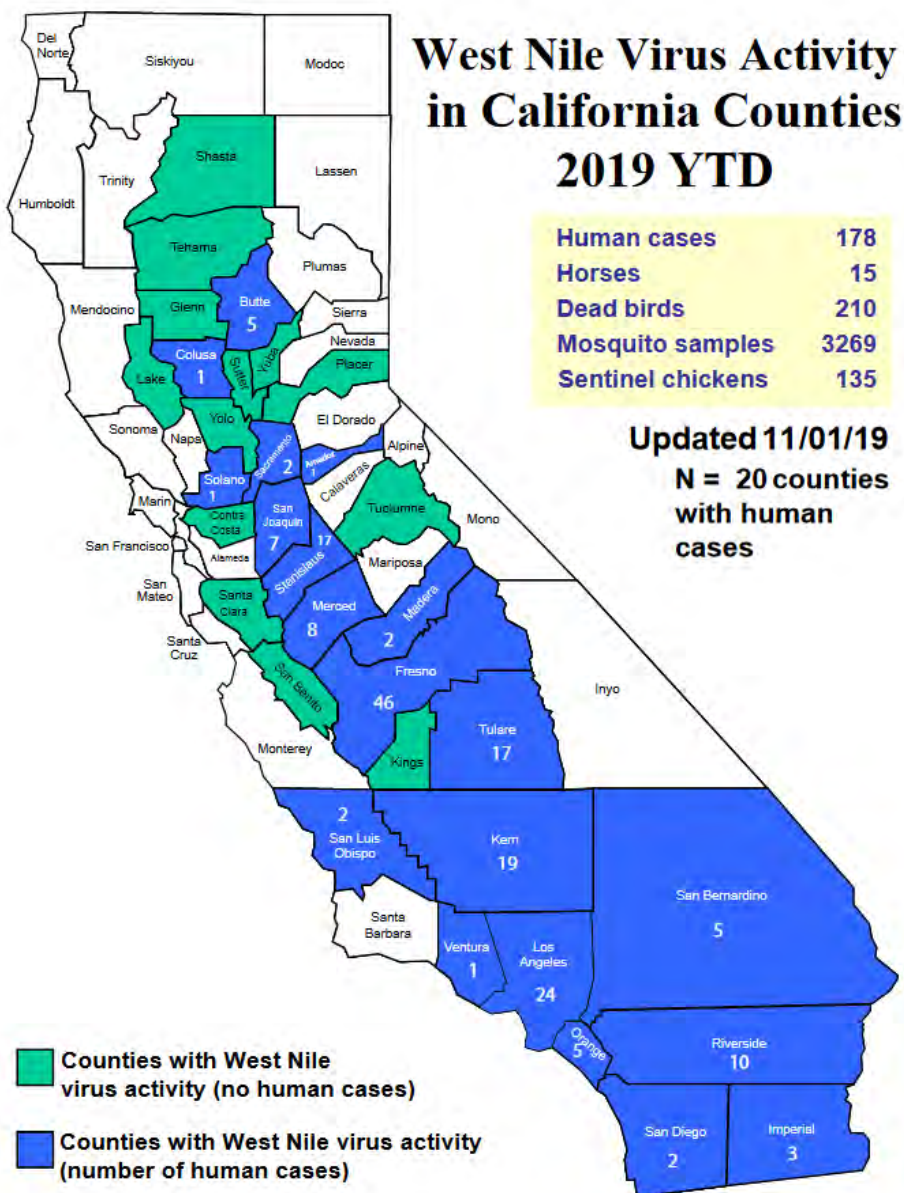
III. STATEWIDE MOSQUITO-BORNE DISEASE WATCH 2019

Reporting Period: January 01 – November 1, 2019

Human Cases	WNV	SLE	WEE
This Period	66	0	0
Year to Date	178	5	0

Chickens	Tested	WNV Pos	SLE Pos	WEE Pos	Other Pos
This Period	1,273	21	0	0	0
Year to Date	8,642	135	3	0	0
Culex Pools	Tested	WNV Pos	SLE Pos	WEE Pos	Other Pos
This Period	4,459	143	35	0	0
Year to Date	41,991	3,69	355	0	0
Aedes Pools	Tested	CHIK	DENV	ZIKA	
This Period	115	0	0	0	
Year to Date	858	0	0	0	

Dead Birds	Submitted	WNV Pos
This Period	212	35
Year to Date	1,4693	210



GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

OPERATIONS REPORT

October, 2019



Mark Daniel, Operations Director

Martin Serrano, Operations Supervisor, Headquarters

Wesley Collins, Operations Supervisor, Sylmar

Vacant, Operations Supervisor, USD

Mark Hall, Urban Water Program Manager

Fernando Martinez, Facilities & Fleet Maintenance Supervisor

Departmental Activities

Operations

- Operations experienced a 41% decrease, or 872 fewer Service Request calls this month totaling 1,245 for October 2019, this is only 122 more than October 2018.
- Operations Director and Supervisors attended the Liebert Cassidy Whitmore training session on Embracing Generational Diversity and Succession Planning.
- Sylmar using Zingle in the Santa Clarita Valley yielded 181 new swimming pools and was well received by residents with over 98% compliance in correcting the pool condition. Staff is working with Code Enforcement on the remaining (3) pools.
- Aedes teams performed area sweeps for (10) imported cases of Dengue. Six in the southern region and 4 in the north. Each case encompasses roughly 200 parcels.
- Operation Director attended the MVCAC Fall Quarterly Meeting as a member of the Information Technology and Integrated Vector Management Committees.
- Operations Director has taken over the daily supervisory duties of the USD staff until the new USD Supervisor is hired.
- Operations has started releasing Extra Help staff as we start to move away from the busier part of the season.

Urban Water Program

- UWPM attended the California Stormwater Quality Association annual conference and assisted with the MVCAC sponsored booth.
- UWPM attended the Liebert Cassidy Whitmore supervisor training on Succession Planning and Embracing Generational Diversity.
- UWPM attended the MVCAC Fall Quarterly Meeting as a member of the Regulatory Affairs Committee and Trash Capture Subcommittee.
- Meeting with CDFW & LA City Recreation and Parks regarding the pending Machado Lake Streambed Alteration Agreement.

Facilities & Maintenance

- Completed Smog Checks for all the SFS vehicles due for checks per DMV requirements.
- Men's locker room shower repairs in SFS, replacement and repairs to shower heads and mixing valves.
- Flatbed installed on the new USD truck, staff now working on outfitting the truck with the

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT



DEPARTMENT OF COMMUNITY AFFAIRS
OCTOBER, 2019

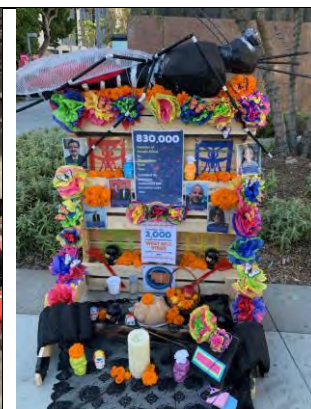
Mary-Joy Coburn, Director of Community Affairs
Anais Medina Diaz, Public Information Officer
Francis Fernando, Education Program Coordinator
Gregory Mercado, Education Program Coordinator
Helen Kuan, Community Liaison
Caroline Gongora, Community Liaison
Diana Gutierrez, Community Liaison
Liliana Moreno, Outreach Assistant

Departmental Activities

Executive Summary

The Community Affairs Department is now fully staffed. The new Education Program Coordinators stepped into their positions seamlessly and participated in outreach events immediately. The SWAT Lab calendar will open for scheduling on November 25th.

October was a popular month with plenty of events and presentation opportunities. The Youth Mobile (YoMo) Festival was a hands-on interactive opportunity to speak to thousands of students and educators about mosquito reduction and disease prevention. The team spoke to approximately 2,000 individuals over the two-day period. The District also setup a Noche Ofrenda display to commemorate those who have lost their lives to mosquito-borne illnesses. The display was exposed to thousands of attendees at the Grand Park Performance Lawn observing Dia de los Muertos. Finally, a “Haunted Garden” was erected in the City of El Monte to show residents where mosquitoes could be “haunting” their property.

		
Hundreds of students and educators waited in line for the SWAT Lab at the Youth Mobile (YOMO) Festival.	Commemorating those who lost their lives to mosquito-borne illnesses.	An interactive display showing common breeding sources found in backyards and patios.

STAFF REPORT C

Administrative

- Conducted Department meeting and one-on-one meetings with all staff
- Provided orientation and trainings for the new Program Education Coordinators
- Community Affairs staff were trained on RingCenter, the new phone system, usage

Programmatic

- Director presented to 100 City of Carson Public Works employees regarding mosquito prevention
- Director presented at Senator Portantino's (25th State Senate District) Mosquito Forum; PIO tabled the event
- New five-foot inflatable mosquito, table top interactive game, and backyard displays were introduced at outreach events
- Community Liaisons and Outreach Assistant assisted the Operations teams with door-to-door inspections for imported cases
- Community Affairs team collaborated to build and design community altar for Day of the Dead/ Noche de Ofrenda event
- PIO and CLs attended city council meetings and neighborhood council meetings to provide presentations regarding mosquito and disease activity
- Community Affairs team developed calendar and roll-out strategy for new mosquito character introduction

Meetings & Training

10/1 – MVCAC Southern Region Fall Meeting
10/8 – Employee Appreciation Day
10/9 – Conference call with SGVMVCD
10/9 – Planning call with Senator Portantino's Staff & SGVMVCD
10/10- CL Gongora and OA participated in door-to-door inspections in Bell and Whittier
10/12 - Management Meeting
10/12 – Board of Trustees Meeting
10/15 – EPCs First Day and Safety Orientation
10/16 - CL Gongora and Outreach Assistant participated in door-to-door inspections in Carson; EPCs shadowed CL Gongora.
10/16 - CLs Kuan and Gutierrez participated in door-to-door inspections in North Hills
10/17 – CA Department Meeting
10/17 – CL Kuan Guided EPCs through SWAT Lab orientation
10/22 – RingCentral User Training
10/23 – RingCentral User Training
10/24 – Holiday Planning Meeting
10/28 – Director and PIO at MVCAC Quarterly in Visalia
10/29 – Director and PIO at MVCAC Quarterly in Visalia
10/29 – EPCs shadowed Surveillance team collect chicken samples
10/30 – EPCs Staff Report Training with CL Kuan
10/30 – Director and PIO at MVCAC Quarterly in Visalia
10/31 – EPCs shadowed Surveillance team set up mosquito traps

STAFF REPORT C

Community Outreach/Fairs/Events

Date	Event	City	Reach
10/01	Granada Hills North Neighborhood Council	Granada Hills	30
10/02	Silver Lake Neighborhood Council	Los Angeles- Silver lake	35
10/03	The Southeast Community-Police Advisory Board Presentation	Los Angeles- Athens Village	25
10/03	Granada Hills South Neighborhood Council	Granada Hills	34
10/09	Carson Public Works Employee Safety Training	Carson	100
10/15	Community-Police Advisory Board Presentation	Los Angeles-Watts	35
10/16	Northridge East Neighborhood Council	Northridge	43
10/17	North Hills West Neighborhood Council	North Hills	35
10/17	Telacu Villa Hermosa Presentation	Whittier	26
10/19	Senator Portantino's (25 th State Senate District) Mosquito Forum	Pasadena	53
10/19	Buckboard Days Parade & Festival	Rowland Heights	175
10/19	Cerritos Haunted Jail	Cerritos	155
10/20	CERT Battalion 14 Presentation	North Hollywood	9
10/23	Canoga Park Neighborhood Council	Canoga Park	35
10/26	626 Golden Streets: Streets and Treats	South El Monte	321
10/26	SWAT Lab El Dorado Nature Center Howl Event	Long Beach	936
10/26	Noche De Ofrenda	Los Angeles – Downtown	3,000
10/30	“Hahn”ted Halloween: Trunk or Treat	Hacienda Heights	102
10/31	Winnetka Halloween Carnival	Winnetka	66
Total in September			1,133

Literature Delivery

Date		City	Amount
10/17	Long Beach Resident	Long Beach	75
10/23	Newhall Resident	Newhall	120

Educational Outreach

In early October, Community Liaisons Kuan and Gutierrez conducted in-classroom instructions for the school that chose that option instead of rescheduling the SWAT Lab program in the spring. The new Education Program Coordinators (EPC) are currently being trained on the program by CL Kuan.

All staff from Community Affairs attended two days of the YoMo Festival, a worldwide event that features STEAM-related mobile units and organizations with an expected attendance of over 10,000 students and educators at the Los Angeles Convention. Within the EPC's second week, YoMo helped them demonstrate their ability to learn and adapt in high-stress environments as they helped reach 1,864 attendees in just two

STAFF REPORT C

days. They continue to enhance their training experience by attending additional outreach events. The EPCs also had the opportunity to join the Surveillance Team in setting mosquito trap, collecting chicken samples, collecting mosquitoes, and identifying the species. They are excited and have already brought new ways to enhance the vector education experience for students.

Lastly, the SWAT Lab participated at El Dorado's Nature Center event, HOWL-o-ween reaching almost 1,000 kids and parents. Staff transformed the RV into a haunted SWAT Lab with Halloween decoration. Families enjoyed a special treat as staff educated them on mosquitoes and bite prevention.

Date	School/Event	City	Students
10/10/19	In-class program: Hawaiian Gardens Elementary	Hawaiian Gardens	63
10/26/19	Howl-o-ween	Long Beach	936
10/22-10/23	YoMo Los Angeles 2019	Los Angeles	1,864
		Total in October	2,863
Total year-to-date:			18,608

Media Coverage/Publications

Media Activity

Date	Media Type	Media Name	Activity
10/1/19	Print	City of Commerce Magazine	Article submitted for the City of Commerce monthly magazine
10/2/19	Online	SCVNews.com	"First 2019 West Nile Virus Death Reported in LA County"
10/2/19	Online	MyNewsLA.com	"2 Human Cases of West Nile Virus Confirmed in LA County"
10/5/19	Online	Consumer Reports Review	"Vector Control Market value projected to expand by 2019 – 2026"
10/6/19	Online/Print	Eastsider LA	"Housing proposed along LA River; body found in burning car trunk; Forever 21 goes Chapter 11; WNV mosquitoes found in Elysian Park"
10/6/19	Online/Print	Compton Herald	"West Nile Virus claims life in LA County"
10/6/19	Online/Print	LA Times	"La Canada area events: LCF Chamber mixer at museum; mosquito forum, Halloween activities"
10/7/19	Print	Pico Rivera Newsletter	Newsletter article submitted for the City of Pico Rivera newsletter.
10/8/19	Print/Online	South Pasadena Review	"Mosquito Info Forum is Set"
10/11/19	Online	Online News Guru	"Vector Control Market: Clear Understanding of the Competitive Landscape and Key Product Segments"
10/18/19	Online/Print	Pasadena Now	"Get the 411 on those Pesky (and Dangerous) Mosquitoes at Saturday Forum"

Total Coverage:

October 2019: 8

Fiscal Year-to-Date: 111

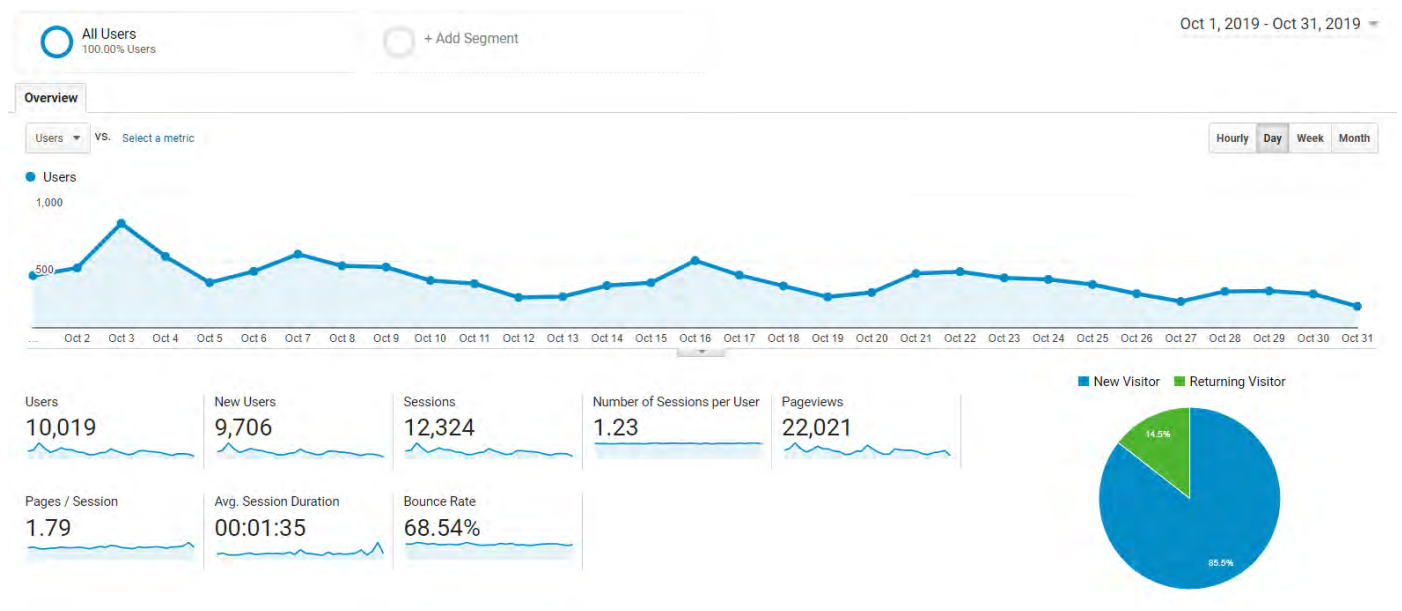
Digital Outreach

Website/Social Media Maintenance

- Updated website with press releases and new West Nile Virus positive statistics for 2019.
- Created social media content Senator Portantino Mosquito Forum and Dia de los Muertos Community alter.
- Posted social media content to increase awareness regarding community outreach efforts highlighting increase in community events.

Outreach Medium	Number of Subscribers	Reach
Email List	2,437 (↑ 38)	5,751
Facebook	4,054 (↑ 42)	10,831
Twitter	1,214 (↑ 11)	14,300
Instagram	335 (↑ 12)	1,232
NextDoor	601,931	48,082

GLACVCD Website



Summary

In the period from October 1st through October 31st, the District website (www.glacvcd.org) had 22,021 visits.



**GREATER LOS ANGELES COUNTY VECTOR
CONTROL DISTRICT**

**FISCAL REPORT
OCTOBER 2019**

***Carolyn M. Weeks, CPA, Director of Fiscal Operations
Yousef Kamara, Accounting Clerk***

- Audit financial statements will be presented at the December Board Meeting
- Updating information in payroll files
- Attending upcoming accounting conferences
- Working on reorganizing all the files in storage
- Start working on worksheets for the upcoming 2020 – 2021 budget

STAFF REPORT D

Breakdown on Financial Statement Categories

Regular & Limited Term Salaries – Salaries, Overtime and Payout on Accruals

Employee Taxes – Employer’s cost of employment taxes

Extra Help Salaries – seasonal staff’s salaries

General Benefits - CalPERS retirement and 401(a) funding

Health Benefits – Medical, Dental, Vision and Retirees Medical Premiums

Chemicals – pesticides

Operational Support Equipment – portable spray equipment, support equipment and miscellaneous parts and supplies

Uniforms and Accessories – boots, gloves, coveralls, uniform cleaning, caps, accessories, work apparel, logo patches, shields, staff year pins, and protective safety equipment

Communications – wireless telephone, GPS tracking, two way radios, website services, telephone land lines and internet connection

Kitchen Materials and Supplies – kitchen supplies and miscellaneous expense

VCJPA Insurance – Workers’ Compensation, Liability, Automobile, Group Property, Group Fidelity, Travel, General Fund and Employee Assistance

Maintenance Automotive – Electrical parts, vehicle registration, brake and suspension, tire, wheels and alignment, cooling system parts and service, body repair, fabrication supplies, hazardous waste, engine and transmission, smog checks, first aid, trans, chassis and drive trans, engine, and miscellaneous parts and service

Office Equipment – Equipment repair, copier expenses, computer supplies, and computer software

Maintenance Buildings/Yards – Towel supply, floor mates, irrigation, landscape maintenance, janitorial maintenance, pond maintenance, interior and exterior supplies, HVAC, fixture and hardware, and security alarm

STAFF REPORT D

Scientific-Technical Lab Supplies – Mosquito fish and supplies, reference materials, lab supplies and equipment, field supplies and equipment and shipping and testing

Memberships – all memberships

Office Expense – Bank and finance fees, postage expenses, office supplies, printing and stationery, payroll processing fees, pre and post employment services, tuition reimbursement and safety/management training

Professional Services – computer consultant, professional/temp services, lawsuit settlements, legal services, NPDES monitoring, CEQA fees, advertising and audit contract

Public Information and Education – public info video, supplies and equipment, information materials, photography expenses, educational material and supplies, promotional and educational, public exhibit, media monitoring and mobile education unit

Special Expense – Property tax administration, LA County Property Tax, meeting/supplies, board of trustee stipends, and board meeting expenses

Transportation and Travel – Permits and fees, certification renewals, continuing education and seminars and manager's auto allowance

Fuel – Fleet fuel

Utilities – utilities, water, and waste disposal

AB PAYROLL ACCOUNT 1018.0
Fund Balance - 6/30/19 \$228,666.00

[illegible]

SUMMARY OF CASH ACCOUNTS
October, Fiscal Year 2019-2020
Carolyn Weeks CPA, Director of Fiscal Operations

[illegible]

SUMMARY OF CASH ACCOUNTS
October, Fiscal Year 2019-2020
Carolyn Weeks CPA, Director of Fiscal Operations

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
LAIF ACCOUNT OPER DESIGNATED RESERVES - 1027.0												
Fund Balance - 6/30/19 \$270,696.00												
Deposits (Transfers from 1020.0)	-	-	-	-	-	-	-	-	-	-	-	-
Interest Earned	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Fund Balance	\$ 270,696	\$ 270,696	\$ 270,696	\$ 270,696	\$ 270,696	\$ 270,696	\$ 270,696	\$ 270,696	\$ 270,696	\$ 270,696	\$ 270,696	\$ 270,696
LAIF ACCOUNT COMPENSATED ABSENCES RESERVE - 1029.0												
Fund Balance - 6/30/19 \$50,000.00												
Deposits (Transfers from 1020.0)	-	-	-	-	-	-	-	-	-	-	-	-
Interest Earned	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Fund Balance	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
CAITRUST ACCOUNT CAPITAL RESERVES - 1032.0												
Fund Balance - 6/30/19 \$676,459.00.00												
Deposits (Transfers from 1020.0)	-	-	-	-	-	-	-	-	-	-	-	-
Interest Earned	264	6,671	(2,047)	3,843	-	-	-	-	-	-	-	-
YTD	264	6,936	4,889	8,732	8,732	8,732	8,732	8,732	8,732	8,732	8,732	8,732
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Fund Balance	\$ 676,724	\$ 683,395	\$ 681,348	\$ 685,191	\$ 685,191	\$ 685,191	\$ 685,191	\$ 685,191	\$ 685,191	\$ 685,191	\$ 685,191	\$ 685,191
CAITRUST ACCOUNT VEHICLE REPLACEMENT - 1034.0												
Fund Balance - 6/30/19 \$206,202.00												
Deposits (Transfers from 1020.0)	-	-	-	-	-	-	-	-	-	-	-	-
Interest Earned	80	2,021	(620)	1,165	-	-	-	-	-	-	-	-
YTD	80	2,102	1,481	2,646	2,646	2,646	2,646	2,646	2,646	2,646	2,646	2,646
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Fund Balance	\$ 206,282	\$ 210,304	\$ 209,684	\$ 210,848	\$ 210,848	\$ 210,848	\$ 210,848	\$ 210,848	\$ 210,848	\$ 210,848	\$ 210,848	\$ 210,848
CASH BALANCE	\$ 12,229,809	\$ 10,788,382	\$ 9,605,482	\$ 8,501,701	\$ 8,501,701	\$ 8,501,701	\$ 8,501,701	\$ 8,501,701	\$ 8,501,701	\$ 8,501,701	\$ 8,501,701	\$ 8,501,701

This above information is provided in compliance with the District's Investment Policy.

MONTHLY EXPENSE STATEMENT
October, Fiscal Year 2019-2020
Carolyn M. Weeks CPA, Director of Fiscal Operations

ACCOUNT	ACTUAL MONTHLY EXPENSE (\$)	BUDGETED MONTHLY EXPENSE (\$)	MONTHLY VARIANCE (\$)	YTD ACTUAL EXPENSE (\$)	YTD BUDGETED EXPENSE (\$)	YTD VARIANCE (\$)
<u>Salaries and Benefits</u>						
Regular & Limited Term Salaries	\$ 602,647	\$ 597,386	\$ (5,261)	\$ 2,303,743	\$ 2,378,843	\$ 75,099
Employee Taxes	17,724	20,788	3,064	81,046	96,278	15,231
Extra Help Salaries	86,686	54,239	(32,448)	375,440	379,671	4,231
General Benefits	103,309	102,720	(589)	870,158	870,199	40
Health Benefits	135,614	174,597	38,983	537,016	698,388	161,372
SUBTOTAL	\$ 945,981	\$ 949,730	\$ 3,749	\$ 4,167,404	\$ 4,423,378	\$ 255,974
<u>Services and Supplies</u>						
Chemicals	\$ 15,322	\$ 30,000	\$ 14,678	\$ 43,595	\$ 113,375	\$ 69,780
Operational Support Equipment	1,040	3,600	2,560	4,117	11,750	7,634
Uniforms and Accessories	4,493	5,574	1,081	19,171	27,097	7,926
Communications	11,997	11,338	(659)	39,739	80,603	40,864
Kitchen Materials and Supplies	180	167	(13)	809	717	(93)
VCJPA Insurance	-	-	-	555,684	574,015	18,331
Maintenance: Automotive	11,382	8,640	(2,742)	53,960	51,595	(2,365)
Office Equipment	3,113	3,020	(93)	18,863	19,400	537
Maintenance: Bldgs/Yards	7,059	9,263	2,205	28,806	40,703	11,897
Scientific-Technical Lab Supplies	9,363	13,000	3,637	47,774	48,460	686
Memberships	-	-	-	20,310	11,500	(8,810)
Office Expense	5,195	10,182	4,987	30,411	32,642	2,231
Professional Services	6,124	34,800	28,676	64,171	107,500	43,329
Public Information & Education	3,091	875	(2,216)	66,361	13,500	(52,861)
Special Expense	20,068	23,505	3,437	54,191	60,760	6,569
Transportation & Travel	9,713	10,700	987	26,807	26,283	(524)
Fuel	20,821	23,250	2,429	85,647	99,920	14,273
Utilities	9,525	10,717	1,191	34,429	47,267	12,837
SUBTOTAL	\$ 138,487	\$ 198,631	\$ 60,144	\$ 1,194,844	\$ 1,367,086	\$ 172,242
<u>Fixed Assets</u>						
Automotive/Specialty Vehicles	\$ (55)	-	\$ 55	\$ 40,848	-	\$ (40,848)
Machinery & Equipment	-	-	-	2,832	1,500	(1,332)
Spray Equipment	-	-	-	-	-	-
Computer Equipment	2,346	-	(2,346)	5,965	-	(5,965)
Laboratory Equipment	-	500	500	-	500	500
Public Information/Ed. Equipment	-	-	-	-	-	-
Furniture & Fixtures	-	-	-	2,779	3,000	221
Reserves	-	-	-	-	-	-
Capital Improvements	-	25,000	25,000	2,463	55,000	52,537
SUBTOTAL	\$ 2,291	\$ 25,500	\$ 23,209	\$ 54,887	\$ 60,000	\$ 5,113
<u>Reserves</u>						
Capital Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MEU (Vecmobile) Replacement Res.	-	-	-	-	-	-
SUBTOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 1,086,759	\$ 1,173,860	\$ 87,102	\$ 5,417,135	\$ 5,850,464	\$ 433,329

2020

COUNTY TREASURY -1010.0

111	Taxes Receivable - Current	Secured
112	Taxes Receivable - Current	Unsecured
860A	Prop Taxes - Current - Sec	
860B	Abs T 26 Property Tax Revenue	
860C	B Prop Taxes-Current-Unsecure	
860D	C Prop Taxes - Prior-Secure	
860D	D Prop Taxes-Prior-Unsecured	
860E	F Supplemental Prop Taxes Current	
860G	F Supplemental Prop Taxes Prior	
81C	Other Taxes	
445D	Pen Int & Costs Del Taxes Secure	
866	Revenue - Use of Money & Pub	
868	Revenue - Investment - State	
91	Intergmtl Revenue - Other	
92	Changes For Services	

A Miscellaneous Income

State of California Rec

Administrative Auditor-Controller Services (Less)

Total 6.127

^ Miscellaneous income is composed of LAIF interest, proceeds from the sale of assets, contract proceeds, rebates, grants and any other income that is not listed above.

GREATER LOS ANGELES VECTOR CONTROL DISTRICT
Chart of Financial Activity: FY 2020

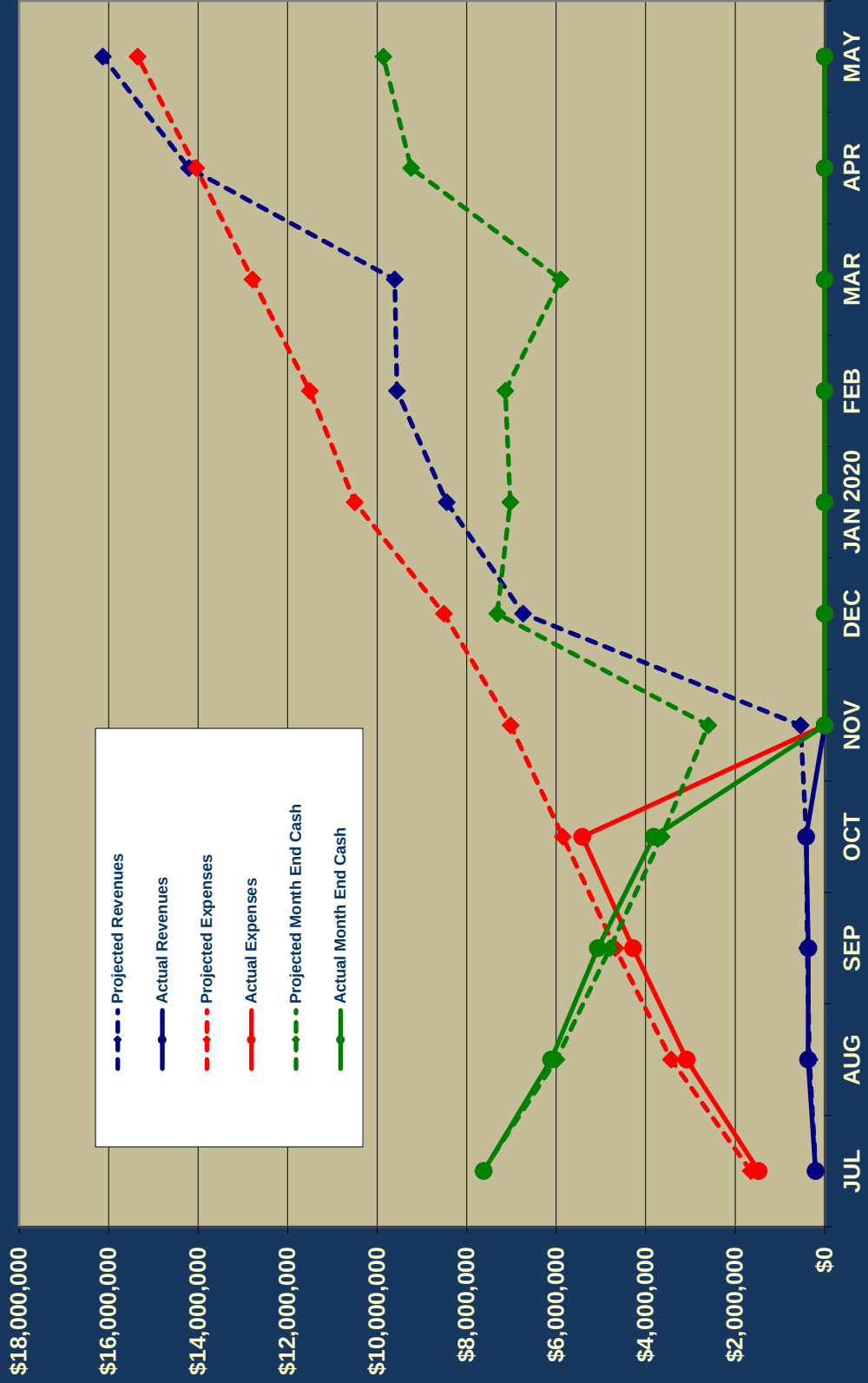
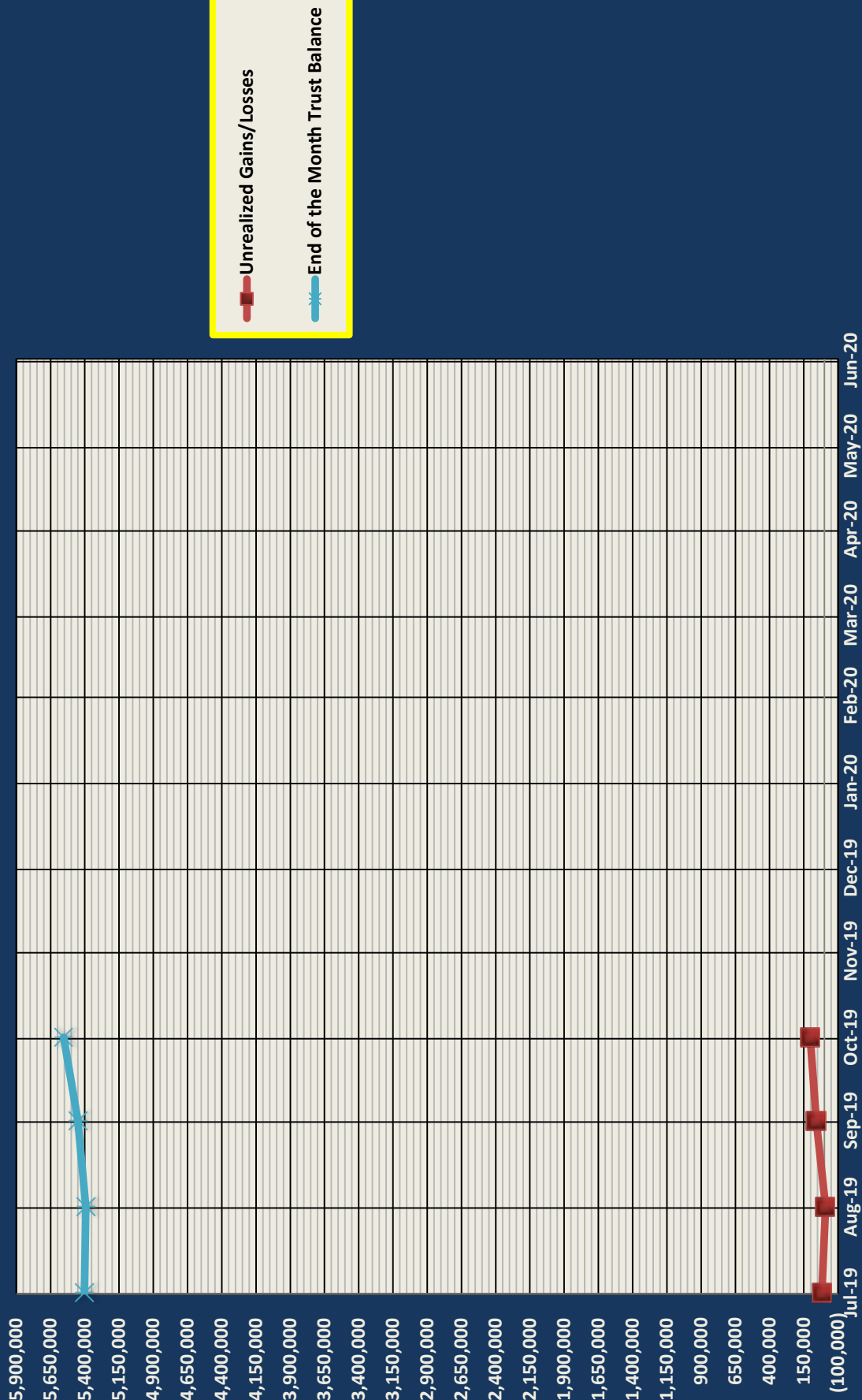


TABLE FOR CHART JULY 2019 - JUNE 2020

Month	Projected Revenues	Actual Revenues	Projected Expenses	Actual Expenses	Projected Month End Cash	Actual Month End Cash
JUL	200000	202382	1650847	1479005	7634153	7619047
AUG	340000	370030	3429351	3083653	5995649	6113393
SEP	390000	367981	4676603	4281714	4798397	5071042
OCT	408000	416957	5850464	5417135	3642536	3825860
NOV	538000	0	7020596	0	2602404	0
DEC	6738000	0	8505366	0	7317634	0
JAN 2020	8445000	0	10502720	0	7027280	0
FEB	9560000	0	11507856	0	7137144	0
MAR	9604000	0	12784877	0	5904123	0
APR	14204000	0	14045221	0	9243779	0
MAY	16131000	0	15353042	0	9862958	0
JUN	16239000	0	16591594	0	8732406	0

CalPERS CERBT INVESTMENT FUND





STAFF REPORT E

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT HUMAN RESOURCES DEPARTMENT REPORT OCTOBER 2019

Richard Knott, Director of Human Resources
Jamie Hebein Salazar, HR Benefit Specialist
Cindy Reyes, Human Resources Assistant

I. Employment & Recruiting:

- a. Operations Supervisor:
 - i. Applications currently under review
- b. Field Assistant
 - i. Applications currently under review

II. Department Activities:

- a. Benefit Bridge: Ongoing implementation
- b. Health Benefit Open Enrollment: 09-09-19 to 10-04-19
 - i. Staff has been updating and processing employee health benefit changes for plan year 2020
- c. Employee Appreciation Day: 10/08/19
- d. NeoGov Conference: 10/08/19 to 10/10/19
- e. CalPERS Conference: 10/28/19 to 10/30/19
- f. Classification & Compensation Request for Proposal:
 - i. Received three RFPs from: Koff & Associates, Ralph Andersen, Harvard International
 - 1. RFPs under review
- g. IMReady Disaster Preparedness Planning – 10/17/19
- h. Occupational Medical Facility Offsite Visits:
 - i. HealthFirst Medical Facility (Santa Fe Springs) – 10/22/19
 - ii. ProHealth Medical Facility (Mission Hills) – 10/23/19
- i. Employee Holiday Committee Meeting

III. Department Training & Workshops

Date	Conference	Topic	Location
10/03/19	Liebert Cassidy Whitmore	Embracing Generational Diversity – Succession Planning	Santa Fe Springs

Department Activity Highlight:

Human Resources Assistant Cindy Reyes attended a three-day NeoGov conference that provided detailed training in the areas of applicant tracking, performance evaluations, and on-boarding. NeoGOV is the District's H.R. software that is utilized by over 500 public agencies in the United States and automates the start to finish hiring process.

Benefits Specialist Jamie Hebein attended a three-day CalPERS educational conference that provided various sessions that included advanced health and retirement business rules, disability retirement, reporting, and federal and state legislative updates.