

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT  
EXECUTIVE BOARD MEETING MINUTES NO. 2021-12**

The meeting of the Executive Board of the Greater Los Angeles County Vector Control District was held at 2:30 p.m. on Thursday, July 15, 2021, via teleconference at the District Headquarters, 12545 Florence Avenue, Santa Fe Springs, California.

**TRUSTEES PRESENT**

Emily Holman, Vice President (*City of Long Beach*)  
Scott Kwong, Sec-Treasurer (*City of San Marino*)

**TRUSTEES ABSENT**

Heidi Heinrich, President (*City of Santa Clarita*)

**OTHERS PRESENT**

Truc Dever, *General Manager*  
Susanne Klueh, *Director of Sci-tech Services*  
Mark Daniel, *Director of Operations*  
Allison Bradley, *Director of Human Resources*  
Carolyn Weeks, *Director of Fiscal Operations*  
Mary-Joy Coburn, *Director of Community Affairs*  
Quinn Barrow, *Legal Counsel*

• **CALL TO ORDER**

Vice President Holman called the meeting to order at 2:35 P.M.

• **QUORUM (ROLL) CALL**

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

• **PUBLIC COMMENT**

NONE

• **CONSIDERATION OF EXECUTIVE BOARD MEETING MINUTES FROM JUNE 17, 2021  
(EXHIBIT A)**

Secretary-Treasurer Kwong moved approval of the minutes. Vice President Holman 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:

- LA County Public Health was strongly recommending that people wear masks in indoor settings when everyone's vaccination status is unknown, including the workplace. Quinn updated the committee that effective Sunday morning, everyone in LA County will be required to wear masks indoors, regardless of vaccination status. Truc will work on an email to staff notifying them of the new rule, and Susanne will update the district guidelines.

- Truc reported that the District is starting to allow business travel again as staff register for upcoming in-person meetings and conferences.
  - The District will resume in-person Board meetings in October.
  - Truc will be organizing a “thank you” lunch for the Executive Committee at the Dal Rae Restaurant in Pico Rivera. When asked about schedules for September or October, Sec.-Treas. Kwong wanted to wait and see how things go with COVID since he may not be able to commit time away from his business for lunch.
  - HR Director Allison Bradley asked about preferences for virtual or in-person recruitments. VP Holman stated that either is currently acceptable.
- **EXECUTIVE BOARD WILL CONSIDER ADOPTING ADDITIONAL MEASURES TO ADDRESS COVID 19.**

NONE

- **ADJOURNMENT**

Vice President Holman adjourned the meeting at 2:48 P.M. The next Executive Board meeting will be scheduled on Thursday, August 5, 2021 at 2:30 PM via Zoom teleconference.