

San Gabriel Valley Mosquito & Vector Control District
1145 N. Azusa Canyon Road, West Covina, California 91790
Board of Trustees Meeting
October 13, 2017 at 7:00 AM

Agenda

1. Call to Order

2. Pledge of Allegiance and Silent Roll Call

3. Opportunity for Public Comment on Non-Agenda Items

(Individual Public Comments may be limited to a 3-minute or less time limit) During Public Comments, the public may address the Board on any issue within the District's jurisdiction which is not on the agenda. The public may comment on any item on the Agenda at the time that item is before the Board for consideration. There will be no dialog between the Board and the Commenter. Any clarifying questions from the Board must go through the Board President.

A Moment of Silence for the innocent men and women who lost their lives and for those who sustained injuries at the Las Vegas shooting. Our deepest sympathies go out to the victims, their families and friends. We commend the heroic actions and courage of the people who united for their fellow Americans.

4. Consent Calendar

All matters listed under the Consent Calendar are considered by the District to be routine and will be enacted by one motion. Any member of the Board may pull an item from the Consent Calendar for additional clarification or action.

A. List of Claims for September 2017

B. Budget Status Report for September 2017

C. Minutes of Board of Trustees Meeting September 8, 2017*

D. Operations Report*

E. Surveillance Report*

F. Communications Report*

G. August 2017 Monthly Treasurer Report / District Working Balance for September 2017*

5. Employee Supplemental Benefits*

(District Manager) (Action Required)

A. Keenan Associates, Laurie LoFranco

6. **MVCAC Trustee Council for Southern Region Election ***
(District Manager) (Action Required)

7. **Consider Approving the 2018 Cooperative Agreement with the State of California Health and Human Services Agency, California Department of Public Health***
(District Manager) (Action Required)

8. **District Administration**
(District Manager) (Verbal Report)
 - A. **Annexation of Pasadena**

 - B. **Board of Trustees Meeting: November 17, 2017**

 - C. **District Holidays in November 2017**
 1. **Veterans Day observed on Friday, November 10, 2017**
(Res. 92-11, Article XIII, Holiday Observed, Section B, When a holiday falls on a Saturday, the preceding Friday shall be observed as the holiday. When a holiday falls on a Sunday, the following Monday shall be observed as the holiday.)
 2. **Thursday, November 23, 2017. Thanksgiving Day**
 3. **Friday, November 24, 2017. The day after Thanksgiving Day**

9. **President's Call for Volunteers to form the Nominations Committee for the Slate of Officers for 2018-2020.**
(President Bissner)

- 10 **Trustee Reports**
Opportunity for Trustees to request future agenda items.
(Verbal)

11. **New Business**
Opportunity for Trustees to request future agenda items
(Verbal)

12. **The Abatement Committee will meet immediately after the Board adjourns.**

13. **Adjournment**

CERTIFICATE OF POSTING

“This agenda shall be made available upon request in alternative formats to persons with a disability as required by the American with Disabilities Act of 1990 (42 U.S.C. §12132) and the Ralph M. Brown Act (California Government Code §54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the San Gabriel Valley Mosquito and Vector Control District at (626-814-9466) during regular business hours, at least twenty-four hours prior to the time of the meeting.”

“Materials related to an item on the Agenda submitted after distribution of the agenda packet are available for public inspection in the San Gabriel Valley Mosquito & Vector Control District Office located at 1145 North Azusa Canyon Road, West Covina, CA 91790 during normal business hours.”



Esther Elliott, Clerk of the Board
San Gabriel Valley MVCD

SAN GABRIEL VALLEY MVCD

Claims List

September 7, 2017

Num	Date	Name	Item	Original Amount
EFT	09/07/2017	ALLIED ADMINISTRATORS	6070 Delta Dental (Delta Dental Premiums)	141.89
			6070 Delta Dental (Delta Dental Premiums)	46.26
07917-07530			6070 Delta Dental (Delta Dental Premiums)	46.26
			6070 Delta Dental (Delta Dental Premiums)	91.59
			6070 Delta Dental (Delta Dental Premiums)	91.59
			6070 Delta Dental (Delta Dental Premiums)	91.59
			6070 Delta Dental (Delta Dental Premiums)	46.26
			6070 Delta Dental (Delta Dental Premiums)	46.26
			6070 Delta Dental (Delta Dental Premiums)	46.26
			6070 Delta Dental (Delta Dental Premiums)	46.26
			6070 Delta Dental (Delta Dental Premiums)	46.26
			6070 Delta Dental (Delta Dental Premiums)	141.89
			6070 Delta Dental (Delta Dental Premiums)	46.26
			6070 Delta Dental (Delta Dental Premiums)	91.59
			6070 Delta Dental (Delta Dental Premiums)	46.26
			6070 Delta Dental (Delta Dental Premiums)	141.89
			6070 Delta Dental (Delta Dental Premiums)	46.26
			6070 Delta Dental (Delta Dental Premiums)	46.26
			6070 Delta Dental (Delta Dental Premiums)	46.26
			6070 Delta Dental (Delta Dental Premiums)	46.26
			6070 Delta Dental (Delta Dental Premiums)	46.26
			6070 Delta Dental (Delta Dental Premiums)	46.26
			6070 Delta Dental (Delta Dental Premiums)	46.26
			6070 Delta Dental (Delta Dental Premiums)	91.59
			6070 Delta Dental (Delta Dental Premiums)	46.26
			6070 Delta Dental (Delta Dental Premiums)	46.26
				<u>1,623.78</u>
EFT	09/07/2017	CALPERS CERBT	6200 Employer Contribution (Employer Contribution)	7,306.61
			6200 Employer Contribution (Employer Contribution)	15.68
100000015054069				<u>7,322.29</u>
EFT	09/07/2017	PERS	6200 Employer Contribution (Employer Contribution)	3,571.99
			6200 Employer Contribution (Employer Contribution)	<u>2,709.40</u>

Claims List

September 7, 2017

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
PR of 9/7/17				6,281.39
14808	09/07/2017	AJG ACCOUNTING & BOOKKEEPING SRVCS, IN 6187 AUDITOR (For professional services rendered		495.00
2164				495.00
14809	09/07/2017	AMERICAN FIDELITY ASSURANCE	6070 Premiums, life - Cafeter (Premiums, life insura	2,679.24
B651664				2,679.24
14810	09/07/2017	ARAMARK UNIFORM SERVICES INC.	6332 Uniforms (Uniforms)	1,627.72
792287099			6040 Mats, Towels (Mats, Towels, Lockers, etc.)	404.89
			6302 Supplies, Safety	90.35
			6302 Supplies, Safety	8.35
				2,131.31
14811	09/07/2017	ATHENS SERVICES	6040 Building Maintenance	193.59
3912208				193.59
14812	09/07/2017	AZUSA LIGHT & WATER	6343 Meter # 99172930 (Meter # 99172930 Service	83.51
99172930, 45169724			6343 Meter # 45169724 (Meter # 45169724 Service	45.43
				128.94
14813	09/07/2017	BARNEYS LOCKSMITH SERVICE	6280 SUPPLIES, OPERATIONS	35.40
36743				35.40
14814	09/07/2017	CALIFORNIA DEPARTMENT OF PUBLIC HEALTH 6330 TRAINING, CEU'S		134.00

SAN GABRIEL VALLEY MVCD
Claims List
September 7, 2017

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
				134.00
Certification-Dever				
14815	09/07/2017	CALOLYMPIC SAFETY	6302 Supplies, Safety	25.80
			6302 Supplies, Safety	162.96
363811			6302 Supplies, Safety	857.00
			6302 Supplies, Safety	96.73
			6302 Supplies, Safety	48.70
				<u>1,191.19</u>
14816	09/07/2017	CAROL ANNE HAGELE	6232 Travel Expenses (Travel Expenses)	11.00
			6232 Travel Expenses (Travel Expenses)	4.60
Mileage				
				<u>15.60</u>
14817	09/07/2017	CDW GOVERNMENT INC	6035 COMPUTER HARDWARE	321.60
			6035 COMPUTER HARDWARE	5.00
JWT7750			6035 COMPUTER HARDWARE	12.34
KBF2996			6035 COMPUTER HARDWARE	29.75
			6036 COMPUTER SOFTWARE	1,760.00
				<u>2,128.69</u>
14818	09/07/2017	CHEVRON	6262 Fuel for Trucks (Fuel for Trucks)	4,989.20
				<u>4,989.20</u>
5121670				
14819	09/07/2017	COPIES & INK	6270 OFFICE SUPPLIES	247.50
			6270 OFFICE SUPPLIES	21.66
35447			6270 OFFICE SUPPLIES	15.03
				<u>15.03</u>

Item 4A

Claims List
September 7, 2017

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
				284.19
14820	09/07/2017	EDISON CO	6340 Electricity (Electricity for period)	5,192.91
				<u>5,192.91</u>
2-03760-7223				
14821	09/07/2017	GREEN'S AUTO TECH	6260 SUPPLIES, MECHANICAL	258.00
			6260 SUPPLIES, MECHANICAL	126.00
46209			6260 SUPPLIES, MECHANICAL	155.88
			6260 SUPPLIES, MECHANICAL	56.60
			6260 SUPPLIES, MECHANICAL	46.23
				<u>642.71</u>
14822	09/07/2017	JENKINS & HOGIN, LLP	6130 Profess Serv rendered (Professional Services	437.50
				<u>437.50</u>
24759				
14823	09/07/2017	MVCAC	6250 LABORATORY SUPPLIES	100.00
				<u>100.00</u>
7359337				
14824	09/07/2017	OFFICE DEPOT	6270 OFFICE SUPPLIES	36.20
			6270 OFFICE SUPPLIES	196.12
957424211-001			6270 OFFICE SUPPLIES	196.12
			6270 OFFICE SUPPLIES	196.12
			6270 OFFICE SUPPLIES	57.77
				<u>682.33</u>
14825	09/07/2017	PRAXAIR DISTRIBUTION	6250 LABORATORY SUPPLIES	1,820.52
				<u>1,820.52</u>

SAN GABRIEL VALLEY MVCD

Claims List

September 7, 2017

Num	Date	Name	Item	Original Amount
				1,820.52
78794831				
14826	09/07/2017	READYREFRESH BY NESTLE	6170 Arrowhead Water (Arrowhead Water)	233.74
			6170 Arrowhead Water (Arrowhead Water)	3.95
17H0024588535			6170 Arrowhead Water (Arrowhead Water)	11.28
			6170 Arrowhead Water (Arrowhead Water)	1.04
				<u>250.01</u>
14827	09/07/2017	SIGMA- ALDRICH INC.	6250 LABORATORY SUPPLIES	59.70
			6250 LABORATORY SUPPLIES	16.32
3019108098			6250 LABORATORY SUPPLIES	5.52
				<u>81.54</u>
14828	09/07/2017	STREAMLINE	6036 COMPUTER SOFTWARE	200.00
				<u>200.00</u>
95758				
14829	09/07/2017	US BANK	6232 SEMINARS AND MEETINGS	73.52
Alba			6232 SEMINARS AND MEETINGS	80.20
			6185 POSTAGE	23.75
			6030 BOARD EXPENSES	35.97
			6262 Fuel for Trucks (Fuel for Trucks)	24.00
Brisco	08/22/2017		6250 LABORATORY SUPPLIES	219.45
			6185 POSTAGE	16.53
			6250 LABORATORY SUPPLIES	52.00
			6185 POSTAGE	104.12
			6185 POSTAGE	16.73
			6185 POSTAGE	88.35

Item 4A

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Claims List
September 7, 2017

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
Dever	08/22/2017		6232 SEMINARS AND MEETINGS	2.50
			6030 BOARD EXPENSES	29.97
			6232 SEMINARS AND MEETINGS	61.49
Farned	08/22/2017		6290 Supplies, Public Informati	4.99
			6290 Supplies, Public Informati	102.16
			6290 Supplies, Public Informati	1.99
			6290 Supplies, Public Informati	34.99
			6290 Supplies, Public Informati	45.00
			6290 Supplies, Public Informati	49.99
			6290 Supplies, Public Informati	79.99
Hagele	08/22/2017		6030 BOARD EXPENSES	29.97
Niffenegger	08/22/2017		6044 MAINTENANCE, GROUNDS	51.69
			6250 LABORATORY SUPPLIES	117.79
			6280 SUPPLIES, OPERATIONS	74.85
			6040 Building Maintenance	136.45
			6040 Building Maintenance	160.15
			6040 Building Maintenance	11.50
			6040 Building Maintenance	54.43
			6040 Building Maintenance	73.06
			6040 Building Maintenance	33.81
			6260 SUPPLIES, MECHANICAL	4.24
Wekesa	08/22/2017		6040 Building Maintenance	18.69
			6232 SEMINARS AND MEETINGS	65.86
				1,980.18

Total Accounts Payable 9/7/2017

41,021.51

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Claims List

September 21, 2017

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
EFT	09/21/2017	AFLAC	6070 Premiums, life - Cafeter (Premiums, life insura	142.50
				<u>142.50</u>
116251				
EFT	09/21/2017	CAL PERS	6070 Med premiums - Cafeteria (Medical premiums)	6,800.15
			6072 Medl premiums- Retired EE (Medical premium	256.00
100000015070804			6070 ADMIN FEE (Admin fee)	32.71
			6070 ADMIN FEE (Admin fee)	4.75
				<u>7,093.61</u>
EFT	09/21/2017	PERS	6200 Employer Contribution (Employer Contribution	3,571.99
			6200 Employer Contribution (Employer Contribution	2,582.19
PR of 9/21/17				<u>6,154.18</u>
14830	09/21/2017	ABRAHAM N. CRUZ	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 9/8/17				
14831	09/21/2017	ADAPCO, INC	6283 PESTICIDES SUPPLIES	4,369.00
			6283 PESTICIDES SUPPLIES	404.13
113367,113437				<u>4,773.13</u>
14832	09/21/2017	AMAZON.COM	6312 Monthly District Field Ph (Monthly District Fielc	144.60
113-6229400-3766643			6312 Monthly District Field Ph (Monthly District Fielc	13.32
113-9357319-1729831			6270 OFFICE SUPPLIES	19.06
			6250 LABORATORY SUPPLIES	11.05
			6270 OFFICE SUPPLIES	24.50
			6270 OFFICE SUPPLIES	19.58
			6270 OFFICE SUPPLIES	4.60

Item 1A

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Claims List

September 21, 2017

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
113-8475157-4964260			6270 OFFICE SUPPLIES	11.99
			6270 OFFICE SUPPLIES	33.98
			6270 OFFICE SUPPLIES	32.91
			6270 OFFICE SUPPLIES	10.77
			6270 OFFICE SUPPLIES	5.14
140111496143			6270 OFFICE SUPPLIES	53.45
			6270 OFFICE SUPPLIES	4.94
138981824568			6270 OFFICE SUPPLIES	23.98
			6270 OFFICE SUPPLIES	2.16
			6270 OFFICE SUPPLIES	29.67
283503095343			6270 OFFICE SUPPLIES	29.10
			6270 OFFICE SUPPLIES	30.80
			6270 OFFICE SUPPLIES	5.50
145019173464			6280 SUPPLIES, OPERATIONS	8.99
			6280 SUPPLIES, OPERATIONS	8.49
			6280 SUPPLIES, OPERATIONS	111.98
			6280 SUPPLIES, OPERATIONS	11.94
			6280 SUPPLIES, OPERATIONS	1.10
203119309447			6040 Building Maintenance	134.37
				<u>787.97</u>
14833	09/21/2017	ANDRE QUINTERO	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 9/8/17				
14834	09/21/2017	BECKY A. SHEVLIN	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 9/8/17				
14835	09/21/2017	CANON FINANCIAL SERVICES, INC.	6073 EQUIPMENT CANON (Canon Graphics Equip	1,392.12
				<u>1,392.12</u>
17755576				

SAN GABRIEL VALLEY MVCD

Claims List

September 21, 2017

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
14836	09/21/2017	CDW GOVERNMENT INC	6036 COMPUTER SOFTWARE	979.00
				<u>979.00</u>
KCX5657				
14837	09/21/2017	CHARLES MYERS	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 9/8/17				
14838	09/21/2017	COPIES & INK	6290 Supplies, Public Informati	202.50
			6290 Supplies, Public Informati	569.66
35456, 35449			6290 Supplies, Public Informati	48.74
			6290 Supplies, Public Informati	67.57
				<u>888.47</u>
14839	09/21/2017	COREY CALAYCAY	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 9/8/17				
14840	09/21/2017	CYNTHIA STERNQUIST	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 9/8/17				
14841	09/21/2017	DAN HOLLOWAY	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 9/8/17				
14842	09/21/2017	ENTERPRISE	6007 - AUTOMOBILE LEASE	6,629.55
				<u>6,629.55</u>
FBN3312730				

SAN GABRIEL VALLEY MVCD
Claims List
September 21, 2017

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
14843	09/21/2017	GREEN'S AUTO TECH	6262 Fuel for Trucks (Fuel for Trucks)	321.31
46295, 46307			6260 SUPPLIES, MECHANICAL	7.54
46340				<u>328.85</u>
14844	09/21/2017	HAROLD J. BISSNER III	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 9/8/17				
14845	09/21/2017	HENRY M. MORGAN	6030 BOARD EXPENSES	100.00
			6030 BOARD EXPENSES	49.50
				<u>149.50</u>
BM of 9/8/17				
14846	09/21/2017	HOME DEPOT	6280 SUPPLIES, OPERATIONS	79.05
4031276			6280 SUPPLIES, OPERATIONS	5.48
8011002			6250 LABORATORY SUPPLIES	4.75
			6250 LABORATORY SUPPLIES	0.04
			6250 LABORATORY SUPPLIES	7.20
			6250 LABORATORY SUPPLIES	13.94
			6250 LABORATORY SUPPLIES	2.39
2011770			6040 Building Maintenance	49.59
			6040 Building Maintenance	0.48
			6040 Building Maintenance	11.54
			6040 Building Maintenance	14.97
			6040 Building Maintenance	12.98
			6040 Building Maintenance	22.97
			6040 Building Maintenance	1.58
			6040 Building Maintenance	6.97
			6040 Building Maintenance	11.16
2011770			6040 Building Maintenance	2.39
			6040 Building Maintenance	0.22
2011820			6040 Building Maintenance	21.28

SAN GABRIEL VALLEY MVCD

Claims List

September 21, 2017

Num	Date	Name	Item	Original Amount
			6040 Building Maintenance	1.41
			6040 Building Maintenance	0.82
			6040 Building Maintenance	2.17
0190401			6250 LABORATORY SUPPLIES	11.97
			6250 LABORATORY SUPPLIES	55.47
			6250 LABORATORY SUPPLIES	6.23
			6280 SUPPLIES, OPERATIONS	103.84
			6280 SUPPLIES, OPERATIONS	9.61
4190955			6250 LABORATORY SUPPLIES	10.60
9191403			6040 Building Maintenance	2.31
9191423			6250 LABORATORY SUPPLIES	5.44
				<u>478.85</u>
14847	09/21/2017	INTERSTATE BATTERY SYSTEM	6260 SUPPLIES, MECHANICAL	225.90
			6260 SUPPLIES, MECHANICAL	88.95
10159337			6260 SUPPLIES, MECHANICAL	33.56
				<u>348.41</u>
14848	09/21/2017	IRWINDALE INDUSTRIAL CLINIC	6080 Physical - Hiring (Physical Exam)	40.00
			6080 Titmus - Hiring (Titmus Test)	10.00
4438-750462			6080 Drug Screen - Hiring (Drug Screen Non-Samh:	30.00
			6080 Audio - Hiring (Audio with History)	15.00
			6080 Jamar - Hiring (Jamar)	5.00
			6080 Promotron (Promotron with History)	40.00
			6080 T.B. Mantoux - Hiring (T.B. Mantoux)	15.00
			6302 Supplies, Safety	128.47
			6302 Supplies, Safety	7.99
357170-94284-743833			6302 Supplies, Safety	128.47
			6302 Supplies, Safety	136.80
359042-94814-749448			6302 Supplies, Safety	10.00
			6302 Supplies, Safety	30.80
			6302 Supplies, Safety	9.83

SAN GABRIEL VALLEY MVCD
Claims List
September 21, 2017

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
			6302 Supplies, Safety	8.91
			6302 Supplies, Safety	6.81
			6302 Supplies, Safety	87.00
			6302 Supplies, Safety	11.43
			6302 Supplies, Safety	87.00
				<u>808.51</u>
14849	09/21/2017	J & J JANITORIAL SERVICES, INC.	6040 Building Maintenance	1,296.00
				<u>1,296.00</u>
4160				
14850	09/21/2017	JOHN CAPOCCIA	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 9/8/17				
14851	09/21/2017	JOSEPH LEON	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 9/8/17				
14852	09/21/2017	JOSEPH ROCHA	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 9/8/17				
14853	09/21/2017	JULI COSTANZO	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 9/8/17				
14854	09/21/2017	KENN K. FUJIOKA	6072 Medl premiums- Retired EE (Medical premium	437.33
				<u>437.33</u>

Reimburse med premiu

SAN GABRIEL VALLEY MVCD

Claims List

September 21, 2017

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
14855	09/21/2017	LIEBERT CASSIDY WHITMORE	6130 Profess Serv rendered (Professional Services)	313.00
				<u>313.00</u>
1446957				
14856	09/21/2017	MARGARET E. FINLAY	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 9/8/17				
14857	09/21/2017	MARY W. SU	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 9/8/17				
14858	09/21/2017	MEDICAL EYE SERVICES	6070 Vision Premiums (Vision Premiums)	223.39
				<u>223.39</u>
172533199501				
14859	09/21/2017	MIKE SPENCE	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 9/8/17				
14860	09/21/2017	OFFICE DEPOT	6270 OFFICE SUPPLIES	39.36
			6270 OFFICE SUPPLIES	11.16
958526912-001			6270 OFFICE SUPPLIES	4.67
				<u>55.19</u>
14861	09/21/2017	RICHARD BARAKAT	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 9/8/17				
14862	09/21/2017	ROBERT KENNEDY	6072 Medl premiums- Retired EE (Medical premium)	172.48
				<u>172.48</u>

SAN GABRIEL VALLEY MVCD
Claims List
September 21, 2017

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
Reimburse med premiu				
14863	09/21/2017	ROBERT NEHER	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 9/8/17				
14864	09/21/2017	ROGER CHANDLER	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 9/8/17				
14865	09/21/2017	SOCALGAS	6341 Utilities (Meter # 10313904 Acc # 057 518 210	93.91
			6341 Utilities (Meter # 10313904 Acc # 057 518 210	33.41
10313904,13608951				<u>127.32</u>
14866	09/21/2017	SSD SYSTEMS INC/MC NEILL SECURITY SYSTE	6040 Building Maintenance	1,618.14
				<u>1,618.14</u>
1286475-A				
14867	09/21/2017	STAPLES CREDIT PLAN	6270 OFFICE SUPPLIES	111.98
			6270 OFFICE SUPPLIES	28.99
9759594690-000001			6270 OFFICE SUPPLIES	8.23
			6270 OFFICE SUPPLIES	111.98
			6270 OFFICE SUPPLIES	5.64
9759756663				<u>266.82</u>
14868	09/21/2017	STEPHEN SHAM	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 9/8/17				
14869	09/21/2017	THERMAL COMBUSTION INNOVATORS	6250 LABORATORY SUPPLIES	94.04
				<u>94.04</u>
180268				

SAN GABRIEL VALLEY MVCD

Claims List

September 21, 2017

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
14870	09/21/2017	TIM SANDOVAL	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 9/8/17				
14871	09/21/2017	TPx COMMUNICATIONS	6315 Monthly Internet Charges (Monthly Internet Ch	899.00
			6320 Office phones (Office phones)	974.19
94775086-0				<u>1,873.19</u>
14872	09/21/2017	VERIZON WIRELESS	6312 Monthly District Field Ph (Monthly District Field	1,247.79
				<u>1,247.79</u>
9792471974 Petty cash checks				
2476	09/21/2017	Costco	6270 Office Supplies	250.00
				<u>250.00</u>
2477	09/21/2017	Costco	6030 Board Supplies	107.88
			6170 Misc Expenses	69.59
			6280 Operations	50.96
			6270 Office Supplies	14.11
				<u>242.54</u>
2477	09/21/2017	Marta Tanaka	6075 Fees	25.00
				<u>25.00</u>
Total Accounts Payable 9/21/2017				51,095.88
Total Accounts Payable for September 2017				92,117.39
Total Payroll for September 2017				184,115.06
see attached				
Trust Warrant # 667				327,328.33

**San Gabriel Valley MVCD
Payroll for September 2017**

Department	Sep 7, 2017	Sep 8-Term	Sep 21, 2017	TOTAL
OFFICERS	5,234.40		5,234.40	10,468.80
ADMINISTRATION	9,656.80		9,706.80	19,363.60
FIELD TECHNICIANS	33,847.20		37,379.50	71,226.70
EDUCATION	4,820.00		4,870.00	9,690.00
VECTOR ECOLOGIST	14,285.60		14,423.66	28,709.26
SEASONAL WORKERS	<u>17,304.89</u>	<u>478.72</u>	<u>15,655.60</u>	<u>33,439.21</u>
Gross Payroll	85,148.89	478.72	87,269.96	172,897.57
Employer Taxes	2,081.16	6.94	2,094.17	4,182.27
Car Allowance	500.00		-	500.00
Employee Benefit-Med	<u>3,267.61</u>	<u>-</u>	<u>3,267.61</u>	<u>6,535.22</u>
TOTAL PAYROLL	90,997.66	485.66	92,631.74	184,115.06

SGVMVCD
Comparative YTD Actual to Full Year Budget
Current Period 34% of Year Completed
September 30, 2017

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
PERSONNEL EXPENSES						
Salaries, Exempt	23,919.92	80,347.54	492,763.00	412,415.46	16.31	
Salaries - Non Exempt	96,161.76	284,799.09	1,513,900.00	1,229,100.91	18.81	
Salaries - Overtime	2,658.03	4,505.32	15,000.00	10,494.68	30.04	
Salaries - Vacation	7,816.00	31,335.89	94,000.00	62,664.11	33.34	
Salaries-Holiday	6,823.84	13,889.03	115,000.00	101,110.97	12.08	
Salaries, Sick Pay	3,072.30	16,081.17	75,000.00	58,918.83	21.44	
Salaries, Part-time - XH	32,445.72	102,172.40	450,000.00	347,827.60	22.70	
Management Car Allowance	500.00	2,100.00	9,600.00	7,500.00	21.88	
Cafeteria Benefit	20,541.19	66,680.93	307,200.00	240,519.07	21.71	
Hlth Benefits, Ret Emps	865.81	3,463.24	5,520.00	2,056.76	62.74	higher reimburse for mgr
Medicare	2,553.90	7,869.22	40,615.00	32,745.78	19.38	
Retirement - Employer	19,484.33	59,030.77	280,100.00	221,069.23	21.07	
Social Security	863.78	3,076.50	13,500.00	10,423.50	22.79	
Post Retirement Benefits	0.00	0.00	50,000.00	50,000.00	0.00	
TOTAL PERSONNEL EXPENSES	217,706.58	675,351.10	3,462,198.00	2,786,846.90	19.51	
OPERATING EXPENSES						
Awards	0.00	0.00	1,800.00	1,800.00	0.00	
Bank Charges	411.65	1,223.44	4,500.00	3,276.56	27.19	
Board expenses	2,364.30	6,851.66	32,600.00	25,748.34	21.02	
Computer Hardware	368.69	368.69	25,000.00	24,631.31	1.47	
Computer Software	3,138.98	21,418.73	32,500.00	11,081.27	65.90	Hr Software, Ersi maint renewal
Building maintenance	4,410.41	11,285.89	39,800.00	28,514.11	28.36	
Maintenance, equipment	87.50	620.80	8,900.00	8,279.20	6.98	
Maintenance, grounds	426.69	459.37	7,000.00	6,540.63	6.56	
Computers ,Maintenance	2,500.00	16,400.00	35,000.00	18,600.00	46.86	Legal inv pd by District
Lease Equipment	1,392.12	20,737.87	38,000.00	17,262.13	54.57	Telephone system annual lease
Fees & Assessments	0.00	2,003.52	4,400.00	2,396.48	45.53	LAFCO fees
Hiring expenses	380.16	1,468.37	5,000.00	3,531.63	29.37	
VCJPA General Fund	0.00	10,729.00	9,965.00	(764.00)	107.67	One time fee
Insurance, liability	0.00	58,890.00	57,537.00	(1,353.00)	102.35	One time fee
Workers Comp Insurance	0.00	121,342.00	121,416.00	74.00	99.94	One time fee
Other Insurance	367.74	518.80	2,000.00	1,481.20	25.94	

SGVMVCD
Comparative YTD Actual to Full Year Budget
Current Period 34% of Year Completed
September 30, 2017

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
Insurance, property	0.00	3,250.00	3,250.00	0.00	100.00	One time fee
Insurance, unemployment	764.59	2,531.66	25,000.00	22,468.34	10.13	
Legal	1,380.50	19,077.86	25,000.00	5,922.14	76.31	Legal inv pd by District
Memberships	0.00	11,670.26	25,000.00	13,329.74	46.68	MVCAC & AMCA dues
Miscellaneous expenses	477.57	853.12	3,000.00	2,146.88	28.44	
Postage	1,024.10	1,592.00	5,500.00	3,908.00	28.95	
Prof. Services, Auditor	1,800.00	2,340.00	16,000.00	13,660.00	14.63	
Professional Services	0.00	0.00	5,000.00	5,000.00	0.00	
Research	0.00	0.00	8,000.00	8,000.00	0.00	
Seminars and meetings	1,282.06	1,289.06	40,000.00	38,710.94	3.22	
Tuition Reimbursement	0.00	1,995.00	8,000.00	6,005.00	24.94	
Supplies, laboratory	4,413.47	14,884.08	65,000.00	50,115.92	22.90	
Supplies, mechanical	1,001.90	5,868.51	30,000.00	24,131.49	19.56	
Supplies, gasoline	5,433.83	14,253.16	55,000.00	40,746.84	25.91	
Supplies, office	2,175.59	2,613.43	20,000.00	17,386.57	13.07	
Supplies, operations	7,625.04	11,756.23	18,000.00	6,243.77	65.31	Back Pack sprayers
Supplies, pesticides	4,773.13	8,777.43	50,000.00	41,222.57	17.55	
Supplies, public informat	9,534.84	21,796.24	37,500.00	15,703.76	58.12	Cornell Drawers, Tzu Chi Contract
Supplies, reference	0.00	0.00	2,000.00	2,000.00	0.00	
Supplies, safety	2,103.73	3,660.39	15,000.00	11,339.61	24.40	
Surveillance, Aerial	0.00	0.00	25,000.00	25,000.00	0.00	
Tax Collection	0.00	600.00	100,000.00	99,400.00	0.60	
Communications, field	1,001.06	5,556.24	26,000.00	20,443.76	21.37	
Telephone, Internet	899.00	2,697.00	16,000.00	13,303.00	16.86	
Telephone , Office	974.19	2,923.11	14,000.00	11,076.89	20.88	
Training , CEU's	134.00	2,412.00	6,000.00	3,588.00	40.20	Certification renewals
Uniforms and clothing	1,556.26	4,228.61	25,000.00	20,771.39	16.91	
Utilities, Electric	5,192.91	14,658.87	39,000.00	24,341.13	37.59	A/C use
Utilities, Natural Gas	127.32	393.39	3,200.00	2,806.61	12.29	
Utilities, Water	252.36	827.12	2,200.00	1,372.88	37.60	Backflow fees
Automobile Lease	6,629.55	18,404.52	106,900.00	88,495.48	17.22	
TOTAL OPERATING EXPENSES	76,405.24	455,227.43	1,244,968.00	789,740.57	36.57	
TOTAL EXPENSES	294,111.82	1,130,578.53	4,707,166.00	3,576,587.47	24.02	

SGVMVCD
Comparative YTD Actual to Full Year Budget
Current Period 34% of Year Completed
September 30, 2017

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized
RESERVES					
Reserve, Unallocated Gene	0.00	0.00	100,000.00	100,000.00	0.00
Reserve, Public Health Em	0.00	0.00	1,326,200.00	1,326,200.00	0.00
Reserve, Capital & Asset	0.00	0.00	612,923.00	612,923.00	0.00
TOTAL RESERVES	0.00	0.00	2,039,123.00	2,039,123.00	0.00

**San Gabriel Valley Mosquito & Vector Control District
Board of Trustees Meeting
September 8, 2017
MINUTES**

Trustees Attending

- 1 Stephen Sham (Alhambra)
- 2 Roger Chandler (Arcadia)
- 3 Joseph Rocha (Azusa)
- 4 Rick Barakat (Bradbury)
- 5 Corey Calaycay (Claremont)
- 6 Henry Morgan (Covina)
- 7 Jamie Bissner (Co. of LA)
- 8 Margaret Finlay (Duarte)
- 9 Andre Quintero (El Monte)
- 10 Charles Myers (Glendora)
- 11 Abraham Cruz (Industry)
- 12 Dan Holloway (La Puente)
- 13 Robert Neher (La Verne)
- 14 Becky Shevlin (Monrovia)
- 15 Joseph Leon (Monterey Park)
- 16 Tim Sandoval (Pomona)
- 17 Juli Costanzo (San Gabriel)
- 18 John Capoccia (Sierra Madre)
- 19 Cynthia Sternquist (Temple City)
- 20 Mary Su (Walnut)
- 21 Mike Spence (West Covina)

Trustees Absent

- 1 Manuel Garcia (Irwindale)
- 2 Bill Alarcon (Rosemead)
- 3 Emmett Badar (San Dimas)

Staff Attending

- Jared Dever
- Rose Alba
- Jason Farned
- Esther Elliott
- Carol Anne Hagele
- Ramona Deacon
- Kim Nelson
- Pablo Cabrera

Guests Attending

- Michael Jenkins, District Counsel
- Geoff Sheldon, Liebert Cassidy
& Whitmore

1. Call to Order

President Jamie Bissner called the meeting to order at 7:00 AM

2. Pledge and Silent Roll Call

Trustee Barakat led Pledge of Allegiance.

3. Opportunity for Public Comment on Non-Agenda Items

None

4. Consent Calendar

- A. List of Claims for August 2017
- B. Budget Status Report for August 2017
- C. Minutes of Board of Trustees Meeting August 11, 2017
- D. Operations Report
- E. Surveillance Report
- F. Communications Report
- G. July 2017 Monthly Treasurer Report / District Working
Balance for August 2017

5. The Board will meet in Closed Session

Mike Jenkins, District Counsel, Geoff Sheldon of Liebert, Cassidy & Whitmore

Closed session began at 7:11 AM

- A. Anticipation of Litigation: Government Code Section 54956.9(d)(2) and (e)(5)

The Board finds, based on advice from legal counsel, that discussion in open session will prejudice the position of the District in the litigation. Number of Cases: One Case

- B. Conference with Legal Counsel: Existing Litigation: Government Code Section 54956.9(d)(1)

The Board finds, based on advice from legal counsel, that discussion in open session will prejudice the position of the District in the litigation: Name of Case: Cook v. San Gabriel Valley Vector Control District, et al. Los Angeles County Superior Court, Case Number: BC651299

Closed session ended at 7:44 AM

Report from District Counsel:

Mike Jenkins announced there was no reportable action taken in closed session.

6. Consider granting future signing authority to District Manager for Epidemiology and Laboratory Capacity (ELC) Grant Contract with the Los Angeles County Department of Public Health Acute Communicable Disease Control Program.

District Manager Jared Dever reported that grants are given to the Los Angeles County Department of Public Health to distribute to County agencies. Jared has been communicating with officials from the County grant office requesting that some of the cumbersome requirements of the grant contract be augmented. The Los Angeles County Board of Supervisors approved some of the changes.

District's counsel reviewed the current contract and noted several areas of concern.

A motion by Trustee Chandler to approve signing authority to the District

Manager for future Epidemiology and Laboratory Capacity (ELC) Grants from the Los Angeles County Department of Public Health, Acute Communicable Disease Control Program was seconded and approved by a majority of the Trustees present. Trustee Barakat opposed.

7. District Administration

A. Annexation Update

September 13, 2017 was the formal close of the protest period for the annexation of South Pasadena and Baldwin Park. Jared stated that September 13th is also the date South Pasadena and Baldwin Park will be officially annexed to this District.

Pasadena's 30 day protest period officially opened August 16, 2017. The 30 day period will go beyond the September LAFCO meeting date. The Commission will consider the annexation at their October meeting.

August 16th Jared gave a well-received presentation to the South Pasadena City Council meeting. At that time they expressed a desire to enter into an out-of-District service contract.

A draft contract for South Pasadena will be submitted to the city on September 14, 2017. This will be a time and materials contract for District services. Invoices will be submitted for reimbursements.

B. Term-Ending Trustees December 31, 2017:

Corey Calaycay, City of Claremont
Jamie Bissner, County of Los Angeles
Andre Quintero, City of El Monte
Bill Alarcon, City of Rosemead
Joseph Leon, City of Monterey Park
Mike Spence, City of West Covina
Dan Holloway, City of La Puente

Jared pointed out that the District will be sending letters to each City Manager in the respective cities informing them of the term-end date of December 31, 2017.

Jared, Rose, and our contract Accountant are working on a revision of the 2017-2018 FY budget. They will adjust anticipated revenues

from the annexation of the three cities and redo projections for the year. This major budget adjustment will be brought before the Board in December. In addition, a new budget format is being created.

The revised budget will provide better transparency, tracking of expenditures by department, clarify reserve fund allocations, and help identify any future budgetary needs.

Important news received yesterday; the CA Department of Public Health has brought on board a new scientist to specifically look at *Aedes* mosquito resistance to pesticides used for adulticiding and larviciding. Preliminary results show high levels of resistance to Pyrethroid and Pyrethrin classes of pesticides. Under discussion are the alternatives, keeping in mind the costs, sustainable, and future impact for effective control.

8. Jared reported that the Policy/Personnel Committee met to discuss amendments to Resolutions 92-11 and Resolutions 94-02. The committee approved the proposed changes and instructed staff to take them to the Board for approval.
 - A. **Consider Rescinding Resolution 2012-01, Establishing Employee Drivers and Driver Selection and Vehicle Use Regulations**
 A motion by Trustee Chandler to approve rescinding Resolution 2012-01, establishing employee drivers and driver selection and vehicle use regulations was seconded and unanimously approved
 - B. **Consider Adopting Employee Drivers and Driver Selection and Vehicle Use Regulations as Article XXIV of Resolution 92-11, Personnel and Salary**
 A motion by Trustee Chandler to approve adopting employee drivers, and driver selection, and vehicle use regulations as Article XXIV of Resolution 92-11, Personnel and Salary was seconded and unanimously approved.
 - C. **Consider Amendments to Resolution 94-02, Article III, Accounts Payable, Section 1, Purchasing, Section 2., Receiving, Section 3., Posting Invoices, Section 4., Preparing Payments and Printing Checks**

A motion by Trustee Chandler to approve amendments to Resolution 94-02, Article III, Accounts Payable, Section 1, Purchasing, Section 2., Receiving, Section 3., Posting Invoices, Section 4., Preparing Payments and Printing Checks was seconded and unanimously approved.

9. Accounting Firm selection by Finance Committee for District Annual FY Audit.

The Finance Committee chose the Tahim and Associates for a one year contract to perform the District's FY 2016-2017 Audit.

10. Trustee Reports

None.

11. New Business

Trustee Finlay requested a one page staff report added for items on the agenda.

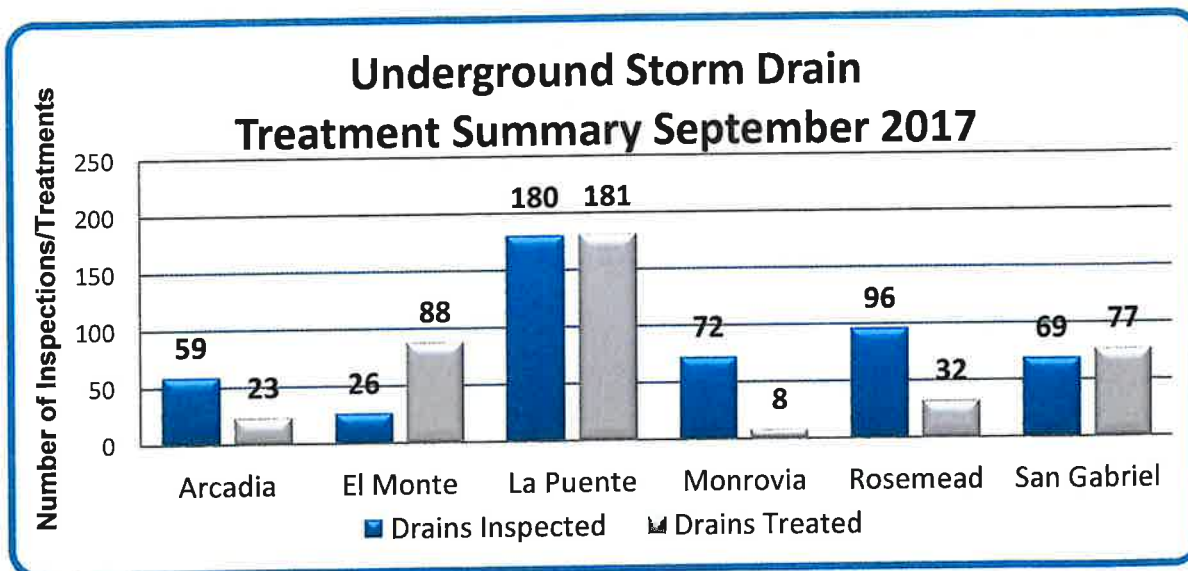
12. Adjournment

A moved by Trustee Chandler to adjourn the meeting was seconded and unanimously approved. The meeting was approved at 8:02 AM.

Operations Report for September 2017 Underground Summary

Summary: The Underground Storm Drain (USD) team expanded efforts in September to the city of Monrovia. An escalation in West Nile (WNV) virus activity in the cities of Arcadia and Rosemead were addressed by expanding the inspection and treatment coverage area. Encephalitis Virus Traps (EVS) were set in several areas through the month. Trap results revealed WNV infected mosquitoes in the cities of El Monte and La Puente. The USD team will continue efforts in areas with WNV activity. Collaboration with the Greater Los Angeles County Vector Control District in the city of El Monte will continue through the month of October.

Mosquito Collection Date	Location	# of Traps	Total # Mosquitoes Collected	Mean # Mosquitoes Collected	Wnv Positive
9/8/2017	Arcadia (Santa Anita Mall)	7	10	1.4	No
9/14/2017	El Monte (Various Drains)	12	81	7	Yes
9/22/2017	La Puente (Maplegrove/Lang Buffer)	10	16	1.6	Yes
9/29/2017	Rosemead (Rosemead/Zapopan Pk)	7	158	23	No



Operations Zone Breeding and Chemical Report for September 2017

Zone	Mosquitoes	Black Flies
1	39 / 94	1 / 1
% breeding	41.49%	100.00%
2	18 / 124	2 / 3
% breeding	14.52%	66.67%
3	111 / 217	0 / 0
% breeding	51.15%	0.00%
4	57 / 280	0 / 0
% breeding	20.36%	0.00%
5	46 / 160	1 / 3
% breeding	28.75%	33.33%
6	43 / 121	2 / 2
% breeding	35.54%	100.00%
7	48 / 338	1 / 1
% breeding	14.20%	100.00%
8	39 / 176	1 / 1
% breeding	22.16%	100.00%
9	35 / 112	1 / 4
% breeding	31.25%	25.00%
10	29 / 175	0 / 0
% breeding	16.57%	0.00%
Total	465 / 1797	9 / 15
This month % breeding to date	25.9%	60.0%

Pesticides Used	
Product	Amount
Agnique MMF® (ounces)	0.00
Altosid Liquid® (ounces)	0.00
Altosid XR® (briquets)	25.00
Altosid WSP® (pouches)	170.00
Coco Bear® (ounces)	281.17
Gambusia (fish)	118.00
Golden Bear® (ounces)	0.00
Kontro® (ounces)	37.92
Maki® (pounds)	0.00
Metalav S-PT® (pounds)	0.00
Natular G30® (pounds)	1.67
Natular T30® (tablets)	48.00
Natular XRT® (tablets)	99.00
Sustain MBG® (pounds)	13.72
Vectobac 12AS® (ounces)	4143.01
Vectobac WDG® (pounds)	0.00
Vectolex WDG® (pounds)	0.00
VectoMax WSP® (pouches)	248.00
VectoMax FG® (pounds)	27.00

Zone 1: **Steven Gallegos** - Alhambra, Monterey Park

Zone 2: **Leslie Conner** - Altadena, San Gabriel, and County areas

Zone 3: **Londell Fletcher** - Arcadia, Sierra Madre

Zone 4: **Ignacio Urena** - El Monte, Rosemead and County areas

Zone 5: **Hendricks Pena** - Bradbury, Duarte, Irwindale, Monrovia

Zone 6: **Antonio Bishop** - Azusa, Glendora and County areas

Zone 7: **Darrin Jones** - West Covina and County Areas

Zone 8: **Marco Gaytan** - Covina, Industry, La Puente, Walnut and County Areas

Zone 9: **Marc Mitchell**: San Dimas, La Verne and County Areas

Zone 10: **Gilbert Holguin**: Claremont, Pomona

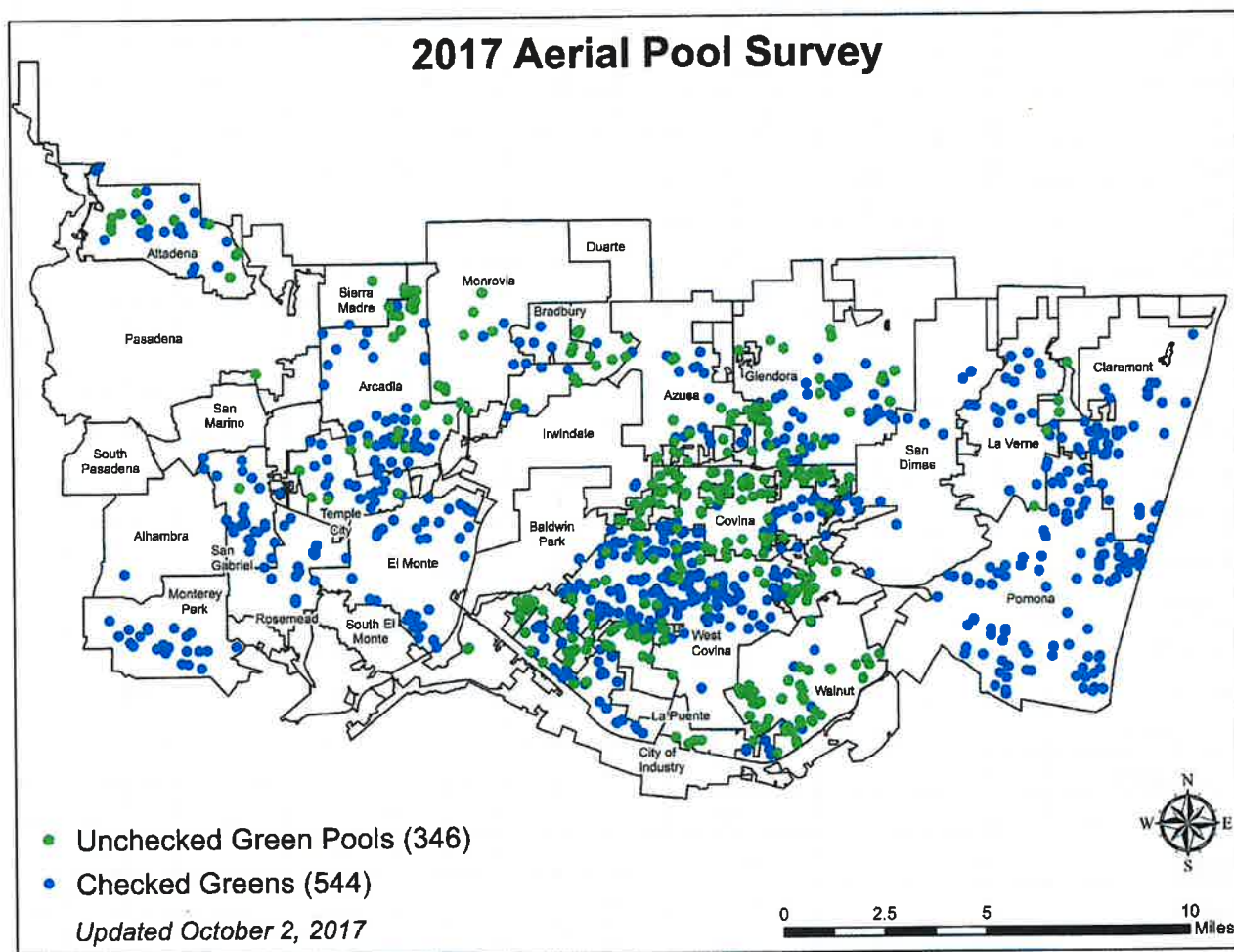
*Inspections/Treatments for South Pasadena were added to Zone 1 and Baldwin Park to Zone 4

1. Operations Activities for September 2017

District Cities	Mosq Insp	Mosq Trmts	Area Treated (Ac)	Blackfly Insp	Blackfly Trmts	Mosq SRs	Fish SRs	Rodent SRs	Blackfly, Midge, other
Alhambra	80	33	0.014	0	0	5	1	0	0
Altadena	32	3	0.001	0	0	1	0	0	0
Arcadia	203	108	0.085	0	0	3	0	0	0
Azusa	39	16	14.028	12	8	4	0	0	0
Bradbury	20	5	0.025	0	0	0	0	0	0
Claremont	37	8	0.033	0	0	0	0	0	0
Covina	93	18	0.108	0	0	5	0	0	0
Duarte	33	10	0.012	1	0	0	2	0	0
El Monte	145	32	0.022	0	0	4	1	0	0
Glendora	76	24	0.147	0	0	3	2	0	2
Industry	15	9	0.008	0	0	0	0	0	0
Irwindale	61	11	0.209	2	1	1	0	0	0
LA County	238	31	0.071	0	0	4	1	0	0
La Puente	51	8	0.019	0	0	4	0	0	0
La Verne	21	7	0.038	0	0	1	0	1	1
Monrovia	17	9	0.054	0	0	7	1	0	0
Monterey Park	14	6	0.001	0	0	0	1	0	0
Pomona	137	21	0.042	0	0	0	0	0	0
Rosemead	90	20	0.019	0	0	4	0	0	0
San Dimas	36	17	0.833	0	0	0	0	0	0
San Gabriel	71	10	0.016	0	0	6	0	0	0
Sierra Madre	14	3	0.027	0	0	5	0	0	0
South Pasadena	25	7	0.002	0	0	10	0	0	0
Temple City	29	11	0.033	0	0	7	1	0	0
Walnut	17	4	0.140	0	0	1	0	1	0
West Covina	228	41	0.232	0	0	15	0	1	0
Totals	1822	472	16.218	15	9	90	10	3	3

Summary: Operations has maintained focus on inspections and treatments near WNV areas throughout the District. Aerial surveillance Pool inspections on the weekend have yielded great results in finding unmaintained pools and getting over half of the green pools visited. This month 150 inspection letters for Aerial Pools were sent out in Zones 6, 7 and 8. We will review the data from callbacks and see if this was an effective method to use in

the future. Service request remain steady and consist with *Aedes* activity or reports of green pools. The open specialist position has been filled and training has commenced. In addition to regular zone work, extra attention has also been put towards Normans Nursery, Valley Drains, Baldwin Park and South Pasadena. We expect steady activity throughout the month of October will continue our efforts to maintain control. The District has been working closely with LA County Public Works to keep the Irwindale spreading maintained while they are in use.



South Pasadena & Baldwin Park: For both cities, most service request and calls have been for invasive *Aedes* mosquitoes. Inspections have been mainly private residential areas which have turned out high numbers of *Aedes* adults. Source reductions and educating residents on the preferred habitat for the *Aedes* mosquitoes have been the primary tools to help control population. Further surveillance of each city is required along with doing research from the source record files for historic mosquito breeding sites.

Surveillance Activities during September 2017

I. Mosquito Collections and Mosquito Pools for Arbovirus Surveillance

Location	Mean mosquitoes per trap	
	CO ₂	Gravid
Almanson Park – Alhambra	0.3*	2.3*
Residential Area – Alhambra	9.0*	
LA Arboretum - Arcadia	7.0*	5.3*
Santa Anita Drains- Arcadia	1.4*	
Bradbury Canyon – Bradbury	0.0*	1.0*
Bernard Bio Station – Claremont	1.5*	2.3*
Claremont Hills Wild. Park – Claremont	0.3*	0.0*
Lambert Park – El Monte	0.0	15.5*
El Monte Drains – El Monte	6.8*	
Los Cerritos Rd – Glendora	0.0	8.0*
Finkbiner Park – Glendora	0.0	0.5*
W. Palm Dr – Glendora	0.7* ^a	
Cal. Country Club – Industry	0.8*	26.8*
Flood Channel (near Azusa Ave)	0.0	5.5*
Irwindale Spreading Grounds - Irwindale	4.0*	16.7*
Allen J. Park – La Puente	0.0	55.5*
La Puente City Park – La Puente	0.0*	12.0*
La Puente Drains – La Puente	1.6*	
Rimgrove Park – La Puente	0.0	3.0*
Sunshine Park – La Puente	0.0*	6.0*
Marshall Canyon Regional Park – La Verne	1.0*	0.0
Recreation Park – Monrovia	0.3*	7.3* ^a
Edison Trails Park – Monterey Park	0.0	0.0*
Sequoia Park – Monterey Park	2.0*	1.5*
Sunnyslopes Park – Monterey Park	0.0	1.0*
Jaycee Park – Pomona	1.5*	0.5*
Residential Area – Rosemead	0.5*	12.5*
Rosemead Drains – Rosemead	23.4*	
Residential Area – San Gabriel	3.3*	5.0*
Sierra Madre Pioneer Cemetery – Sierra Madre	0.0	0.5*
Arroyo Park – South Pasadena	0.0	0.0
S. Pasadena Public Library – South Pasadena	0.0	6.0*
Live Oak Park – Temple City	0.0	13.0*
Gartel Ave – Walnut	0.0	4.0*
Galster Park – West Covina	0.0	0.0
Residential area – West Covina	1.0*	3.7*

* Mosquito pool(s) tested

▪ Black flies present

In September, 141 mosquito pools were tested for WNV in the District. Collections highlighted in red indicate the locations of the 10 pools that were positive for WNV for

the month of September. In California for 2017, there are 3,182 WNV positive mosquito pools from 26 counties; 494 from Los Angeles County, 143 in the District.

II. Dead Birds

In September, six dead birds collected in the district were reported positive for WNV: Altadena (1), Covina (1), Rosemead (2), and San Gabriel (2) bringing the total number of WNV+ dead birds for 2017 to 23. WestNile.ca.gov reports 428 dead birds from 37 counties positive for WNV in 2017; 43 of these were from Los Angeles County.

III. Sentinel Chicken Sera

Chickens from the following coops have tested positive for WNV since last month's report Claremont (2), Glendora (2), La Verne (1), and Monterey Park (4). In California during 2017, 264 chickens have tested positive for WNV; 117 from Los Angeles County, 17 in the District from 5 locations.

IV. Human Illness

Sixteen cases of human infection with WNV were reported in the District in September, with 2 additional reported the first week of October. The total is now 33 from Alhambra (1), Arcadia (3), Azusa (4), Claremont (1), Covina (1), El Monte (1), Glendora (1), La Puente (6), La Verne (2), Monterey Park (1), Pomona (3), Rosemead (3), and San Gabriel (5) and West Covina (1). In 2017, Los Angeles County still accounts for nearly half (96) of the 211 reported WNV illnesses in California. Twelve WNV-related fatalities have been reported in California including 6 from Los Angeles County.

V. Horses

After three years of no horses reported with WNV (2014, 2015, 2016), 13 have been reported across the state of California in 2017. None have been in Los Angeles County.

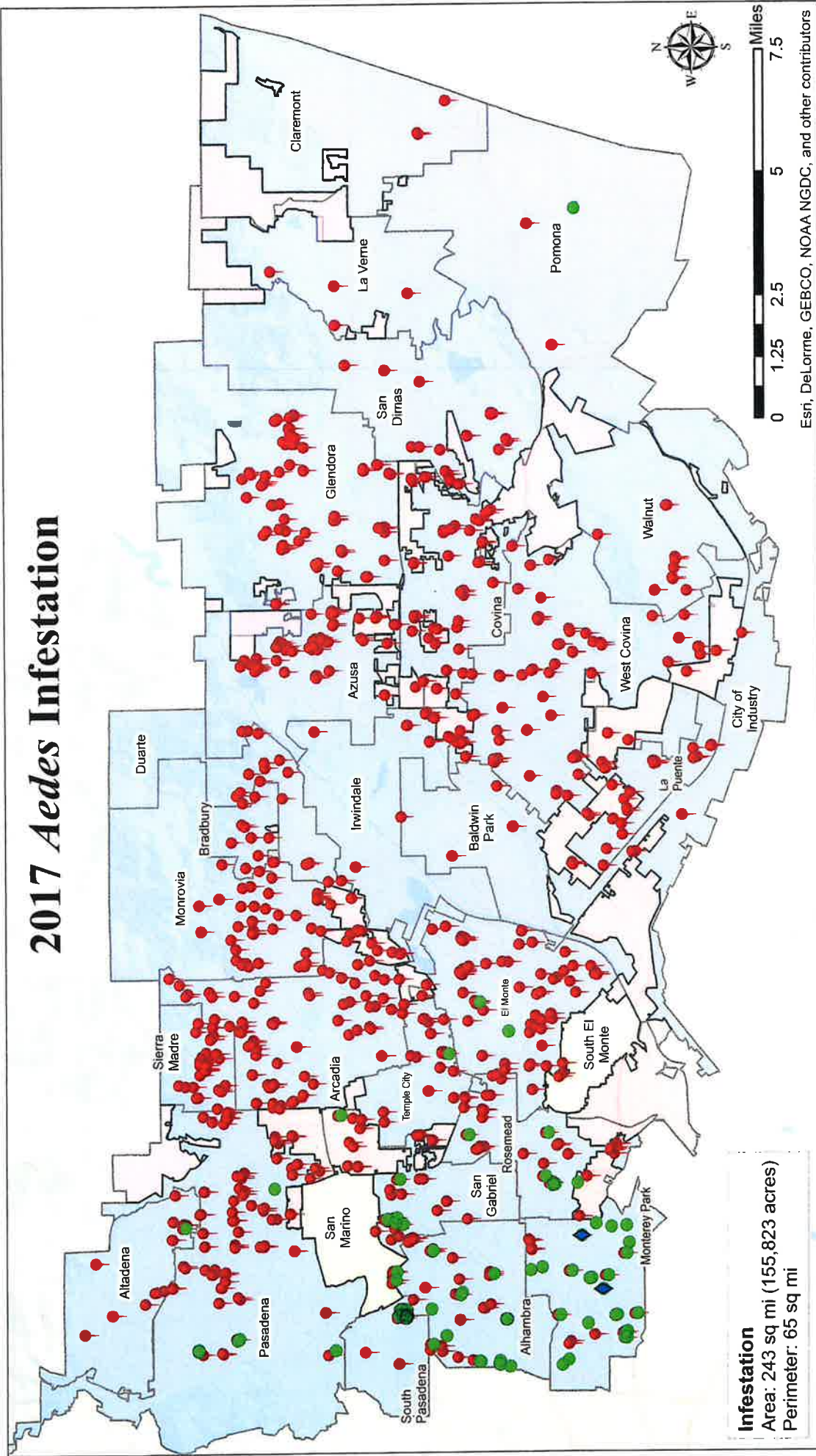
VI. *Aedes albopictus*

In September, there were 1317 invasive *Aedes* inspections with 308 sites positive for *Aedes albopictus* and 25 *Ae. aegypti* identifications including new locations in Altadena and Temple City. In 2017, *Ae. albopictus* has been found at 1326 sites, *Ae. aegypti* at 90 sites, three finds for *Ae. notoscriptus*. Please see attached map.

VII. Black Fly

In September 2017, black fly adults were found in carbon-dioxide baited traps in the cities of Bradbury, Glendora, and La Puente. Black fly larvae were collected in Azusa, Glendora, and Walnut.

2017 *Aedes* Infestation



Infestation
 Area: 243 sq mi (155,823 acres)
 Perimeter: 65 sq mi

Esri, DeLorme, GEBCO, NOAA NGDC, and other contributors



- Invasive Species**
- *Ae. aegypti* (91)
 - *Ae. albopictus* (933)
 - ◆ *Ae. notoscriptus* (2)
- LA County
 - Unincorp
 - District Cities

- Ae. albopictus* Infested Cities (27)**
- Alhambra
 - Altadena
 - Arcadia
 - Azusa
 - Baldwin Park
 - Bradbury
 - City of Industry
 - Claremont
 - Covina
 - Duarte
 - El Monte
 - Glendora
 - Industry
 - Irwindale
 - La Puente
 - LA Unincorp
 - La Verne
 - Monrovia
 - Monterey Park
 - Pasadena
 - Pomona
 - Rosemead
 - San Dimas
 - San Gabriel
 - Sierra Madre
 - Temple City
 - Walnut
 - West Covina

- Ae. aegypti* Infested Cities (10)**
- Altadena
 - Alhambra
 - El Monte
 - LA Unincorp
 - Monterey Park
 - Pasadena
 - Pomona
 - Rosemead
 - San Gabriel
 - S. Pasadena
 - Temple City
- Ae. notoscriptus* Infested Cities (2)**
- Monterey Park
 - S. San Gabriel

Status of Education Program

September 2017

Website

Our website received 7,272 page views in September.

Social Media

Monthly social media report attached.

Local Government

A presentation on our District's citizen science program, Vector Inspectors, took place at the City of La Puente city council meeting. The presentation covered the benefits of the program for both participating students and the residents of La Puente, and its support of California Next Generation Science Standards curriculum.

Outreach Activities

Outreach Activities in September 2017			
		# Reached	City/Region
Literature, Fairs and Presentations			
	Los Angeles County Fair Literature Only	700	All Cities
	Normans Nursery	15	San Gabriel
	Los Angeles County Public Works staff	25	Irwindale
	Literature Delivery to Andres Duarte Elementary (1,356)	450	Duarte
	Citizen Science Program Presentación to City Council	40	La Puente
	Library Parent-Child Workshop	9	La Verne
	El Monte-Rosemead Adult School Resource Fair	350	El Monte
	Pasadena Health and Wellness Fair	200	Pasadena
	Vector Inspectors Water Analyst Training	25	South El Monte
	Literature Distributed by Staff	1,944	All Cities
Total # Reached For August			
	Total Outreach	3,758	
	Total Social Media Reach	51,873	

Upcoming Events for October:

2 Oct	Live Oak Library Parent-Child Workshop	Arcadia
3 Oct	VIP Presentations (7) for Gidley Elementary Science	El Monte
7 Oct	Home Depot Employee Safety Fair	West Covina
7 Oct	Walnut Family Festival	Walnut
10 Oct	Lark Ellen Apartments Senior Mosquito Awareness	West Covina
13 Oct	SGVMVCD Board Meeting 7:00 AM Admin Board Room	West Covina
14 Oct	WaterFest 2017 (New venue at Santa Fe Dam)	Irwindale
19 Oct	Library Parent-Child Workshop	La Puente
25 Oct	Community Development Commission Wellness Fair	Alhambra
26 Oct	Girl Scouts – Shull Elementary School	San Dimas

Social Media Report: September 2017

Campaigns: La County Fair and City of Glendora Tire Recycling

Twitter

@SGVmosquito

Top Tweet

Replying to @SGVmosquito

Eliminating mosquito sources around your neighborhood is the best mosquito prevention. #SGVmosquito



Impressions	1,436
Media views	83
Total engagements	6
Retweets	2
Media engagements	2
Likes	1
Detail expands	1

Summary

Tweets	66	Tweet impressions	31.1K
Mentions	22	Profile visits	1,348
New followers	37	Total followers	897

Engagement

	89 Total Link Clicks
	136 Total Likes
	121 Retweets

Tweet Daily Activity



Facebook

@SGVmosquito



Posts	38	Comments	16
Shares	81	Reactions	262
New followers	95	Total followers	4,602

Top Post

Do you have questions or concerns about West Nile virus? Visit the California Department of Public Health and review their common questions section.

INFO—<https://goo.gl/EBWVyw>



2,210 People Reached

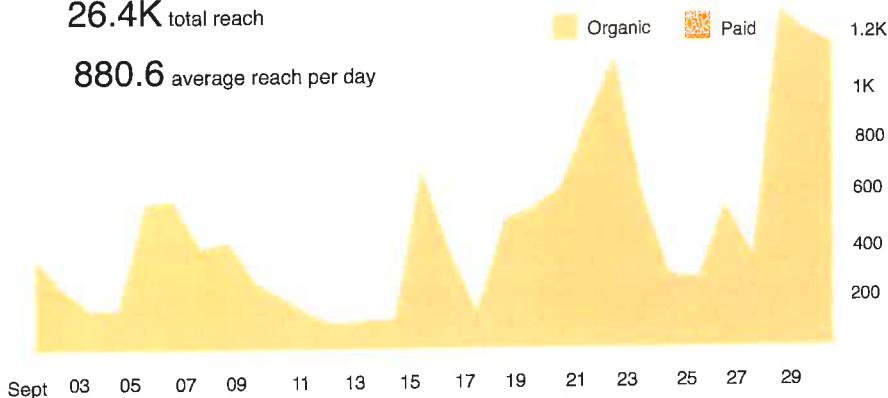
6 Likes, Comments & Shares

4 Likes	1 On Post	3 On Shares
0 Comments	0 On Post	0 On Shares
2 Shares	1 On Post	1 On Shares
27 Post Clicks	7 Link Clicks	20 Other Clicks
0 Photo Views		

Total Reach

26.4K total reach

880.6 average reach per day



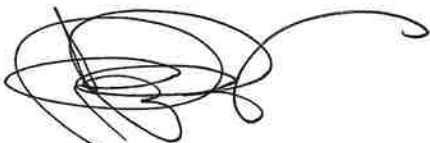
September 1, 2017

**HONORABLE PRESIDENT AND MEMBERS OF THE BOARD OF TRUSTEES,
SAN GABRIEL VALLEY MOSQUITO & VECTOR CONTROL DISTRICT**

SUBJECT: September 1, 2017 District Working Fund Balance

August 1, 2017 balance:	\$4,096,606.93
August 1-31, 2017 expenditures:	\$305,720.42
September 1, 2017 Working Fund Balance:	\$3,790,886.51

Respectfully Submitted:



**Jared Dever
District Manager**

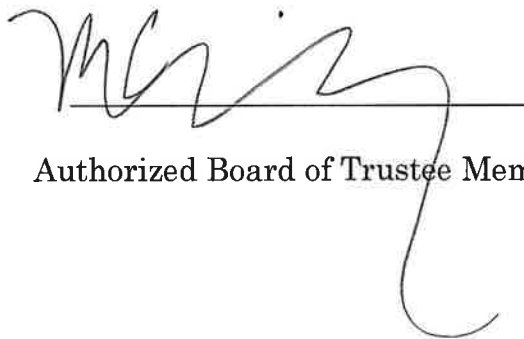
Treasurer's Report-August 2017
San Gabriel Valley Mosquito and Vector Control District

The attached Treasurer's Report is for August 2017.

The Total of All Funds Balance is \$4,096,606.93

All investments that were made by the District comply with our current investment policy. The District can meet all expenditures for the next six months with funds from the revolving fund, Los Angeles County operating pool, and the LAIF.

I certify that the above statements and attached Treasurer's Report are true and accurate to the best of my knowledge.

A handwritten signature in black ink, appearing to be 'M. S. J.', is written over a horizontal line. The signature is fluid and cursive, with a long, sweeping tail that extends downwards and to the right.

Authorized Board of Trustee Member

**San Gabriel Valley Mosquito and Vector Control District
Treasurer's Report (based on Balance Sheet Detail Activity Report,
Period 2, FY 2018 received on September 1, 2017)**

Item 4G

Investment Vehicle	Yield	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Local Agency Investment Fund (LAIF)	1.07%	\$1,339,700.97	interest		LAIF Statement (August 2017)	\$1,339,700.97

Maturity Date: Perpetual
Interest rate as of Aug 1, 2017

Investment Vehicle	Yield	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Los Angeles County Pool	0.68%	\$2,254,813.24	interest Assessment Trust Warrant # 665	\$2,339.85 \$18,661.63 (\$506,770.16)	ND 24 Per 1 ND 24 Per 1 ND 24 Per 1	\$1,769,044.56

Maturity Date: Perpetual
Interest rate as of Aug 30, 2017

Investment Vehicle	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Citizens Bank Revolving Fund	\$200,000.00	Deb Activity-Aug 2017 Sweep Trust Warrant #665 AF Check dep-Wekesa	(\$848,626.91) \$341,811.09 \$506,770.16 \$45.66	CB Statement August 2017	\$200,000.00

Investment Vehicle	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Citizens Bank Sweep Account	\$302,092.72	Deb Activity-Aug 2017 Deposit	(\$341,811.09) \$498,973.26	CB Statement JulyAugust	\$459,254.89

Total Beginning Balance	\$4,096,606.93			Total End Balance	\$3,768,000.42
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San Gabriel Valley Mosquito and Vector Control District District Manager's Report

Date: October 13, 2017 Item 5

Meeting of: San Gabriel Valley Mosquito & Vector Control District
Board of Trustees

Subject: Broker of Record Designation for Dental, Vision, Life
Insurance, Voluntary Life Insurance, Long-Term & Short-term
Disability

Reference: Attachment A – Summary of Proposed Plans
Attachment B – Broker of Record Agreement with Keenan &
Associates
Attachment C – Business Associate Agreement with Keenan &
Associates

Background

The District has worked with Hub International as its Insurance Broker for the past several years with no change in benefits or presentation of alternate options or pricing. As part of my commitment to the Board of Trustees and staff to continually research and find options to reduce costs, retain employees and provide quality benefits, staff held several meetings with Keenan & Associates and asked them to provide the District with the most viable and competitive benefits offerings available through the insurance marketplace.

The District at this time does not offer Life Insurance or Long-term disability coverage for employees. All staff participates in the California State Disability program that provides 52 weeks of limited disability coverage.

Discussion

Keenan & Associates presented the District with marketing results for alternate carriers for Dental and Vision Insurance and new quotes for Life and Disability coverage. Dental and Vision plans included enhancements to coverage with a reduction in monthly premiums. Life Insurance rates were minimal and with the savings on Dental coverage will allow the District to provide Life Insurance at minimal cost.

Employees of San Gabriel Valley Mosquito Vector & Control District currently participate in California State Disability Insurance and have no long-term disability coverage. California State Disability participation is optional for Public Agencies and is known to be more costly and provides a lower benefit level than private disability coverage. Keenan has moved 13 public agencies out of California State Disability in the past 8 years providing those agencies with both short-term and long-term disability coverage for the same cost of participating in only California State Disability. The quotes presented by Keenan showed employees could purchase both short-term and

long-term disability through a private carrier for less than the cost of participating in California

State Disability. Keenan presented alternate Disability quotes to all employees who voted to move out of California State Disability effective December 31, 2017 and replace their Disability Coverage with private short-term and long-term disability at their cost. They will now have disability coverage until Normal Social Security Age instead of only for one year.

Keenan & Associates has provided the District with comparisons, plan designs and benefit highlights. Keenan & Associates will be holding employee educational meetings for all employees. Carriers for the new benefits will be in attendance to answer any questions.

Dental insurance will be moving from Delta Dental to Principal Financial and will include a rollover plan that allows employees to carryover a portion of their unused yearly benefit maximum. Vision coverage will move from MES to EyeMed and will increase Frame allowance from \$105 to \$150 and increase the Contact Lens allowance from \$90 to \$150. The District will be providing Life Insurance for all employees through Lincoln at 1 X their annual salary to a maximum of \$150,000. Disability coverage is moving from California State Disability to Lincoln for both Short-term Disability and Long-term Disability.

Manager's Recommendation

It is recommended that the Board of Trustees designate Keenan & Associates as the broker of record effective January 1, 2018.

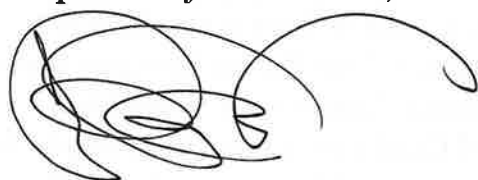
Alternatives

Continue to use HUB International as the broker of record.

Fiscal Impact

Dental Insurance and Life Insurance will be paid for by District. Vision and Disability Insurance will be paid for through employee payroll deductions. The overall savings of these changes is 5.09% which is equivalent to \$2,029.37 annually.

Respectfully Submitted,



**Jared Dever
District Manager**

Exhibit A

Keenan

San Gabriel Valley Mosquito & Vector Control

Recommendations: Effective January 1, 2018

Summary of Plans		Current	Proposed
Dental DPPD		Delta Dental	Principal
Total Enrolled		25	25
Employee Only	16	\$46.26	\$43.92
Employee + Spouse	5	\$81.53	\$86.95
Employee + Family	4	\$141.38	\$134.79
Total Monthly		\$1,766.03	\$1,676.63
Total Annual		\$21,192.36	\$20,119.56
Vision		MES	EyeMed
Total Enrolled		11	11
Employee Only	7	\$13.73	\$12.30
Employee + Spouse	2	\$27.58	\$23.36
Employee + Family	2	\$35.85	\$34.31
Total Monthly		\$223.33	\$201.44
Total Annual		\$2,680.68	\$2,417.28
Life		None	Lincoln 1 X Annual to
Total Enrolled			25
Life/AD&D Volume			\$1,760,000
Life per \$1,000			\$0.120
AD&D per \$1,000			\$0.020
Total Monthly			\$246.40
Total Annual			\$2,956.80
Short Term		CASDI 55%/\$1173	Lincoln 7 Day
Total Enrolled		25	25
CASDI Volume		\$1,781,258	\$0
Premium Rate		0.9%	\$0
STD Volume		\$0.00	\$20,659
STD per \$10		\$0.00	\$0.29
Total Monthly		\$1,335.94	\$599.11
Total Annual		\$16,031.32	\$7,189.33
Long Term		None	Lincoln 90 Day
Total Enrolled			25
LTD Volume			\$149,196
LTD per \$100			\$0.290
Total Monthly			\$432.67
Total Annual			\$5,192.02
Combined		\$3,325.36	\$3,156.25
Combined Annual		\$39,904.36	\$37,874.99
% Change Over			-5.09%

BUSINESS ASSOCIATE AGREEMENT

This Business Associate Agreement (the Agreement) is entered into January 1, 2018 (“Effective Date”) by and between San Gabriel Valley Mosquito & Vector Control District, the sponsor (“Sponsor”) of one or more health plans (collectively referred hereafter to as the “Plan”) and Keenan & Associates (Business Associate).

WHEREAS, the Sponsor has independently contracted with Business Associates to provide services to, for or on behalf of the Plan; and

WHEREAS, Plan wishes to allow the Business Associate to have access to PHI including but not limited to, EPHI that is either provided to the Business Associate by the Plan or received and created by the Business Associate on behalf of the Plan in the course of providing its services to, for or on behalf of the Plan;

WHEREAS, the Plan is required to comply with HIPAA (including, but not limited to, its Privacy Rule and Security Rule), and other governmental regulations relating to the privacy and security of individuals’ personally identifiable information.

NOW, THEREFORE, for good and valuable consideration, the receipt of which is hereby acknowledged, Plan and Business Associate agree as follows:

DEFINITIONS

Catch-all definition:

Terms used, but not otherwise defined, in this Agreement shall have the same meaning as those terms in 45 CFR §§ 160.103 and 164.501.

Specific definitions:

(a) **Business Associate** “Business Associate” shall generally have the same meaning as the term “business associate” at 45 CFR 160.103, and in reference to this Agreement, shall mean Keenan & Associates.

(b) **Breach** shall have the same meaning as the term “breach” in 45 CFR § 164.402

(c) **Covered Entity** shall generally have the same meaning as the term “covered entity” at 45 CFR 160.103, and in reference to this Agreement shall mean the health and welfare benefits plans sponsored by the entity that is signatory to this Agreement.

(d) **Individual** shall have the same meaning as the term “individual” in 45 CFR § 164.501 and shall include a person who qualifies as a personal representative in accordance with 45 CFR § 164.502(g).

(e) **Privacy Rule** shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 CFR Part 160 and Part 164, Subparts A and E.

(f) **Protected Health Information (“PHI”)** shall have generally the same meaning as the term “protected health information” in 45 CFR § 164.501, and for this Agreement shall be limited to the information created or received by Business Associate from or on behalf of the Covered Entity.

(g) **Secretary** shall mean the Secretary of the Department of Health and Human Services or his designee.

(h) **Security Rule** shall mean the Security Standards for the Protection of Electronic Health Information at 45 CFR Part 160 and Part 164, Subpart A and C.

(i) **Electronic PHI (E-PHI)** shall have the meaning found in the Security Rule 45 CFR, Section 160.103.

(j) **Security Incident** shall have the same meaning as the term “security incident” in 45 CFR Parts 160 and 164, subparts A and C

(k) **HIPAA Rules** shall mean the Privacy, Security, Breach Notification, and Enforcement Rules at 45 CFR Part 160 and Part 164.

(l) **Designated Record Set** shall have the same meaning as the term “designated record set” in 45 CFR 164.501.

(m) **Subcontractor** shall have the same meaning as the term “subcontractor” in 45 CFR §160.103

(n) **Unsecured PHI** shall have the meaning given the term “unsecured protected health information in 45 CFR § 164.402.

OBLIGATIONS AND ACTIVITIES OF BUSINESS ASSOCIATE

Business Associate agrees to:

(a) Business Associate agrees to not request, use, or further disclose PHI other than as permitted or required by the Agreement or as permitted or required by law.

(b) Business Associate agrees that it shall utilize appropriate physical, administrative and technical safeguards to ensure that the PHI is not used or disclosed in any manner inconsistent with this Agreement. Such safeguards shall include, but not be limited to: (1) establishing policies and procedures to prohibit any employee of Business Associate, who does not have a reasonable need for the PHI in order to accomplish an authorized use or disclosure, from accessing such information and to inform all employees of Business Associate whose services may be used to fulfill obligations under this Agreement of the terms of this Agreement; and (2) disclosing to any agent, Subcontractor or other third party, and requesting from Covered Entity, only the minimum PHI necessary to accomplish the intended purpose of the use, disclosure or request. (“Minimum necessary” shall be interpreted in accordance with the HIPAA Rules.) Business

Associate shall provide Covered Entity with such information concerning the safeguards as Covered Entity may reasonably request from time to time.

(c) Use appropriate safeguards, and comply with Subpart C of 45 CFR Part 164 with respect to electronic PHI, to prevent use or disclosure of PHI other than as provided for by the agreement.

(d) Business Associate agrees to mitigate, to the extent practicable, any harmful effect that is known to Business Associate of a use or disclosure of PHI by Business Associate in violation of this Agreement.

(e) Business Associate agrees to report to Covered Entity, in writing, any use or disclosure by Business Associate of PHI not permitted by this Agreement promptly after Business Associate's first awareness thereof, including but not limited to, any discovery of any inconsistent use or disclosure by Subcontractor of Business Associate.

(f) Report to Covered Entity any use or disclosure of PHI not provided for by the Agreement of which it becomes aware, including breaches of Unsecured PHI information as required at 45 CFR 164.410 (without unreasonable delay, and, in no case later than 10 calendar days after discovery of a Breach), and any security incident of which it becomes aware.

(g) Business Associate agrees to require that any Subcontractor, to whom it provides PHI received from, or created or received by Business Associate on behalf of Covered Entity, execute a Business Associate Agreement acknowledging its compliance with the HIPAA Rules.

(h) Business Associate agrees to provide access to PHI, at the request of Covered Entity, and in the time and manner reasonably designated by Covered Entity, to Covered Entity, or, as directed by Covered Entity, to an Individual in order to meet the requirements under 45 CFR 164.524 (within 30 days after receipt of the request unless there is a 30 day extension.)

(i) Business Associate agrees to make any amendment(s) to PHI that the Covered Entity directs or agrees to pursuant to 45 CFR 164.526, and in the time and manner reasonably designated by Covered Entity, in a Designated Record Set, or take other measures as necessary to satisfy Covered Entity's obligations under 45 CFR 164.526 no later than 60 days after the receipt of the request.

(j) Business Associate agrees to make its internal practices, books and records relating to the use and disclosure of the PHI available to the Secretary or the Secretary's designee for the purposes of determining Covered Entity's compliance with the HIPAA Rules. Business Associate shall immediately notify Covered Entity of its receipt of any such request for access, but in no case later than 60 days after the receipt of the request.

(k) Business Associate agrees to document such disclosures of PHI to the extent necessary for Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 CFR § 164.528 no later than 60 days after the receipt of the request.

(l) Maintain and make available the information required to provide an accounting of disclosures to either the Covered Entity, or the Individual, as necessary to satisfy Covered Entity's obligations under 45 CFR 164-528 within 60 days after receipt of the request.

(m) Business Associate agrees to provide Covered Entity, in the time and manner reasonably designated by Covered Entity, information collected in accordance with Section (l) on page 3 of this Agreement, to permit Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 CFR 164.528 no later than 60 days after the receipt of the request.

(n) Business Associate agrees to provide information and documentation concerning Business Associate's compliance with this Agreement to the extent reasonably requested by Covered Entity as necessary to permit to respond to third parties' inquiries of and/or claims against Covered Entity relating to use and/or disclosure of PHI and/or for Covered Entity to comply with law(s) relating to its monitoring of compliance with this Agreement. Business Associate shall, upon Covered Entity's request, certify to Covered Entity that it complies with the terms of this Agreement (no later than 60 days after the receipt of the request).

PERMITTED USES AND DISCLOSURES BY BUSINESS ASSOCIATE

(a) Except as otherwise limited in this Agreement, Business Associate may obtain and/or use PHI as necessary to perform its obligation to provide services to, for, or on behalf of the Plans, so long as such access and/or use is either permitted or required by law and, provided further, that Business Associate has met all legal requirements for such access and/or use. This specifically includes, but is not limited to, Business Associate's access and/or use of PHI as necessary to perform the services set forth in the service agreement between Business Associate and Sponsor.

(b) Business Associate may not use or disclose PHI in a manner that would violate the HIPAA Rules. If the Agreement permits the Business Associate to use or disclose PHI for its own management and administration and legal responsibilities, or for data aggregation services, then disclosure is permitted for the specific uses and disclosures set forth below.

- i) Business Associate may use PHI for proper management and administration of the Business Associate, or to carry out the legal responsibilities of the Business Associate.
- ii) Business associate may disclose PHI for the proper management and administration of Business Associate or to carry out the legal responsibilities of the Business Associate, provided the disclosures are required by law, or Business Associate obtains reasonable assurances from the person to whom the information is disclosed that the information will remain confidential and used, or further disclosed, only as required by law or for the purposes for which it was disclosed to the person, and the person notifies Business Associate of any instances of which it is aware in which the confidentiality of the information has been breached.
- iii) Business Associate may provide data aggregation services relating to the health care operations of the Covered Entity.

OBLIGATIONS OF COVERED ENTITY

(a) Covered Entity shall provide Business Associate with the notice of privacy practices that Covered Entity produces in accordance with 45 CFR § 164.520, as well as any changes to such notice.

(b) Neither Sponsor nor Covered Entity shall request Business Associate to use or disclose PHI in any manner that would not be permitted or required by law if done by Covered Entity.

(c) Covered Entity shall notify Business Associate in writing of any restriction to the use or disclosure of PHI that Covered Entity has agreed to in accordance with 45 CFR § 164.522.

INDEMNIFICATION

(a) Business Associate agrees to indemnify, defend, and hold harmless the Covered Entity, its trustees, officers, directors, employees, agents, or representatives, from any claim or penalty arising out of any improper use and/or disclosure of PHI in violation of the Privacy Regulation, to the extent that such improper use and/or disclosure resulted from Business Associate's negligence or failure to comply with the terms of this Agreement or the Privacy Regulation.

(b) The Sponsor and Covered Entity agree to indemnify, defend and hold harmless Business Associate and/or all of Business Associate's officers, directors, employees, agents, or representatives, from any claim or penalty from any improper use and/or disclosure of PHI, to the extent that such improper use and/or disclosure resulted from the Sponsor's or Covered Entity's negligence, failure to comply with the terms of this Agreement or the Privacy Regulation, or was based upon the Sponsor's or Covered Entity's written direction to use and/or disclose PHI in the manner challenged.

SECURITY

Business Associate agrees to:

i) Implement safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of the electronic PHI that it creates, receives, maintains, or transmits on behalf of the Covered Entity;

ii) Ensure that any Subcontractor, to whom it provides this information agrees to implement reasonable and appropriate safeguards;

iii) Report on a quarterly basis to the Covered Entity, in writing, any Security Incident involving Covered Entity's data. If, however, a Security Incident results in the unauthorized disclosure of Unsecured PHI, Business Associate shall notify Covered Entity in accordance with the Breach notification provisions below.

iv) Notify Covered Entity no later than ten (10) days after discovery of a Breach of Unsecured PHI.¹

v) Perform the four factor risk assessment of any Breach that is discovered in accordance with the HIPAA Rules to determine if notification is required, and advise Covered Entity of its findings.

vi) Make its policies and procedures, and documentation required by this subpart relating to such safeguards, available to the Secretary for purposes of determining the Covered Entity's compliance with 45 CFR Parts, 162 and 164 and;

vii) Authorize termination of the contract by the Covered Entity if the Covered Entity determines that the Business Associate has violated a material term of the contract.

Term and Termination

(a) The Term of this Agreement shall be effective as of the effective date herein and shall terminate when all of the PHI provided by Covered Entity to Business Associate, or created or received by Business Associate on behalf of Covered Entity, is destroyed or returned to Covered Entity, or, if it is infeasible to return or destroy PHI, protections are extended to such information, in accordance with the termination provisions in this Section or on the date Covered Entity terminates for cause as authorized in paragraph (b) of this Section, whichever is sooner.

(b) Upon Covered Entity's knowledge of a material Breach by Business Associate, Covered Entity shall provide an opportunity for Business Associate to cure the breach or end the violation and terminate this Agreement. If the Business Associate does not cure the breach or end the violation within the time specified by Covered Entity; Covered Entity shall have the right to immediately terminate this Agreement. Such termination shall not abrogate any rights which Covered Entity has against Business Associate for violation of this Agreement.

(c) Upon termination of this Agreement for any reason, Business Associate, with respect to PHI received from Covered Entity, or created, maintained, or received by Business Associate on behalf of Covered Entity, shall:

i) Retain only that PHI which is necessary for Business Associate to continue its proper management and administration or to carry out its legal responsibilities;

ii) Return to Covered Entity (or, if agreed to by Covered Entity, destroy) the remaining PHI that the Business Associate still maintains in any form;

iii) Continue to use appropriate safeguards and comply with the HIPAA Rules regarding the use and disclosure of the PHI, for as long as Business Associate retains the PHI;

¹Covered Entity has 60 days from the discovery date of a reportable Breach to report said Breach to the Individual and HHS (if Breach involves 500 or more Individuals.)

iv) Not use or disclose the PHI retained by Business Associate other than for the purposes for which such PHI was retained and subject to the same conditions which applied prior to termination; and

v) Return to Covered Entity (or, if agreed to by Covered Entity, destroy) the PHI retained by Business Associate when it is no longer needed by Business Associate for its proper management and administration or to carry out its legal responsibilities.

Miscellaneous

(a) A reference in this Agreement to a section in the Privacy Rule means the section as in effect or as amended, and for which compliance is required.

(b) No modification, amendment, or waiver of any provision of this Agreement will be effective unless in writing and signed by the party to be charged. The Parties agree to take such action as is necessary to amend this Agreement from time to time as is necessary for Business Associate and Covered Entity to comply with the requirements of the HIPAA Rules.

(c) Any ambiguity in this Agreement shall be resolved in favor of a meaning that permits both parties to comply with the HIPAA Rules and/or other applicable law.

(d) Notices:

(i) All reports or notices to Covered Entity pursuant to this Agreement shall be sent to the names and addresses listed on the signature page, or to such other individuals and/or addresses as a party may later designate in writing. Unless expressly prohibited under the HIPAA Rules, such notices and reports may also be sent via email.

(ii) All such reports or notices shall be sent by First Class Mail or express courier service, and shall be deemed effective when delivered, or if refused, when delivery is attempted.

(e) Nothing expressed or implied in this Agreement is intended to confer, nor shall anything herein confer, upon any person other than the Sponsor, Covered Entity, Business Associate, and their respective successors or assigns, any rights, remedies, obligations or liabilities whatsoever.

(f) This Agreement constitutes the complete agreement of the parties relating to the access, use, disclosure and security of PHI and, except as otherwise provided herein, supersedes all prior representations or agreements, whether oral or written, with respect to the confidentiality and security of PHI.

(g) The parties hereby agree and affirm that the subject matter of this Agreement is unique, and that it may be impossible to measure the damages which would result to Covered Entity from violations by Business Associate of the agreements set forth herein. Accordingly, in addition to any other remedies which Covered Entity may have at law or in equity, the parties hereby agree that either party shall have the right to have all obligations and other provisions of this Agreement specifically performed by the other party, as applicable, and that either party shall have the right to seek preliminary and permanent injunctive relief to secure specific performance, and to prevent a breach or contemplated breach, of this Agreement, without, in any case, proof of actual damages.

(h) Disputes arising out of or relating to this Agreement which cannot be resolved by negotiation between the parties shall be submitted to non-binding mediation. If the dispute is not resolved through mediation, it shall be resolved by final and binding arbitration administered by JAMS dispute resolution service pursuant to its Streamlined Arbitration Rules and Procedures, or such other arbitration procedures as agreed to in writing by the Parties. Negotiation, mediation, and arbitration shall be the exclusive means of dispute resolution between the parties and their respective agents, employees and officers. The site of the arbitration shall be in Los Angeles, California. A judgment of any court having jurisdiction may be entered upon the award.

IN WITNESS WHEREOF, the parties hereto hereby set their hands as of the date first above written.

San Gabriel Valley Mosquito & Vector Control District, as Sponsor and Representative of the Plan(s)		Keenan & Associates	
Signature:		Signature:	
By:	Jared Dever	By:	Stephen Gedestad
Title:	District Manager	Title:	Municipality Practice Leader
Address:	1145 N. Azusa Canyon Rd.	Address:	2355 Crenshaw Blvd., Ste. 200
	West Covina, CA 91790		Torrance, CA 90501
Telephone:	(626) 814-9446	Telephone:	310 212-0363
Attention:	Jared Dever	Attention:	Privacy Officer

Broker of Record Designation

As of **January 1, 2018**, the organization listed below (“Client”) appoints Keenan & Associates (“Keenan”) as the Broker of Record in connection with the following coverages: **Dental, Vision, Life and Disability** and such additional coverages or insurance as Client may from time-to-time request from Keenan (the “Coverages”). This appointment rescinds any and all previous appointments Client may have made with respect to the Coverages, and shall remain in full force and effect until cancelled in writing with sixty (60) days advance notice. The parties hereby agree to the following additional terms:

With respect to the Coverages, Keenan shall have the exclusive authority and right to negotiate with insurance carriers and other coverage providers on Client’s behalf. Keenan shall provide those services as listed on Exhibit A attached to and made a part of this document. Client shall provide Keenan with timely and accurate information necessary to obtain the Coverages and authorizes Keenan to provide such information to prospective insurers and other coverage providers. Except for Keenan’s responsibilities with respect to funds obtained from or on behalf of Client, Keenan shall not be a fiduciary of Client. As compensation for its services, Keenan shall receive commissions from insurance carriers and/or other vendors for the placement of insurance coverage. Client shall have no responsibility for the payment of any such commission to Keenan. Additional information concerning Keenan’s compensation Disclosure Policy is available online at www.Keenan.com or from your Keenan account representative.

Disputes arising out of or relating to this designation, other agreements between the parties, or any other relationship involving Client and Keenan (whether occurring prior to, as part of, or after the signing of this Agreement) shall first be resolved by good faith negotiations between representatives of the parties with decision-making authority. If either party determines that the dispute cannot be resolved through informal negotiation then the dispute shall be submitted to non-binding mediation. The site of the mediation and the selection of a mediator shall be determined by mutual agreement of the parties. If the dispute is not resolved through mediation within sixty (60) days following the first notification of a request to mediate, then either party shall have the right to require the matter to be resolved by final and binding arbitration by JAMS dispute resolution service pursuant to its Streamlined Arbitration Rules and Procedures, or such other arbitration procedures as may be agreed to in writing by the parties. Negotiation, mediation, and arbitration shall be the exclusive means of dispute resolution between Client and Keenan and their respective members, agents, employees and officers. The arbitration shall be conducted in the County of Los Angeles, California.

San Gabriel Valley Mosquito & Vector Control District		Keenan & Associates	
Signature:		Signature:	
By:	Jared Dever	By:	Stephen Gedestad
Title:	District Manager	Title:	Municipality Practice Leader
Address:	1145 N. Azusa Canyon Rd.	Address:	2355 Crenshaw Blvd., Ste. 200
	West Covina, CA 91790		Torrance, CA 90501
Telephone:	(626) 814-9446	Telephone:	310 212-0363
Attention:	Jared Dever	Attention:	Laurie LoFranco
E-mail:	jdever@sgvmosquito.org	E-mail:	llofranco@keenan.com

EXHIBIT A
KEENAN SERVICES

Keenan shall provide the following Services:

1. Plan Review – Keenan shall review applicable benefit plan(s) and provide information and recommendations regarding insured and/or self-insured options, as requested by Client.
2. Insurance Needs Assessment – Keenan shall work with Client to determine Client’s insurance needs.
3. Insurance Marketing Plan – Review, evaluate and negotiate insurance renewals on Client’s behalf. Keenan shall prepare and present to Client its plan for marketing Client to various carriers and/or Coverage providers. In furtherance of its plan, Keenan shall contact those markets that it has determined most likely to meet Client’s needs, as made known to Keenan, but shall not necessarily contact every available market for the particular Coverage being sought. In so far as practical, Keenan shall honor Client’s timely and reasonable requests to contact specific markets, but Keenan shall not be obligated to present Client to any carrier or Coverage provider which Keenan has determined would not be willing to quote Client’s business or would not give a competitive quote.
4. Insurance Marketing Results – Keenan shall present to the client, in summary format, information concerning all markets and carriers approached. The summary shall include, as applicable: name of carrier and Coverage providers approached, limits, premium, and deductible. The summary shall also include the names of any carriers or Coverage providers who declined to provide a quote.
5. Review of Insurance Options – Keenan shall present, along with the Marketing Results, a comparison summary highlighting the significant terms and/or differences among the various Coverages quoted. This summary is provided for Client’s convenience only. It is Client’s responsibility to ask questions and to request any additional information that it deems necessary for it to make an informed decision regarding its insurance or self-insurance program.
6. Obtain Coverage – Once the Client has made its decision, Keenan shall take all steps necessary to communicate Client’s decision to the carrier selected and to have the carrier or other Coverage provider bind Coverage on behalf of the Client.
7. Implementation – Keenan shall assist Client in the preparation and distribution of materials relating to the implementation of its coverage, for which client shall give final approval.
8. Ongoing Service -- Keenan will provide the following Client support services:
 - Continued analysis of benefit plan design and performance noting available alternatives as appropriate;
 - Direction and support with claims resolution and other related issues;
 - Review of claims experience and trends;
 - Support with billing/eligibility concerns;
 - Acting as a liaison between Client and carriers and vendors and serving as a proactive Client advocate;
 - Responding to day-to-day benefit questions from Client;
 - Assisting Client with governmental reporting and filings (e.g., 5500’s and Summary Annual Reports), as applicable;

- Providing information concerning current developments and trends in employee benefits and new legislation that may affect Client's plans;
- Assisting in drafting, review and/or amendment of benefit plan and related documents. Any document drafted or reviewed by Keenan and approved by Client under this Agreement shall apply solely to the plan year for which the Service was provided. They are not intended for use beyond the plan year for which they were created, reviewed or revised. Keenan shall not be held liable for any direct, punitive, special, consequential or incidental damages, loss of profit or revenue, loss of business, loss or inaccuracy of data or scope of insurance resulting from the continued use of such plan documents or SPD beyond the dates for which they were intended;
- Assisting in the coordination and preparation of open enrollment, orientation, health fairs, and/or question and answer meetings for Client's employees. and`
- Attendance at N/A meetings of the Client's Insurance Committee.

San Gabriel Valley Mosquito and Vector Control District District Manager's Report

Date: September 8, 2017 Item 6

Meeting of: San Gabriel Valley Mosquito & Vector Control District
Board of Trustees

Subject: Ballot for the Representative to the Mosquito and Vector
Control Association of California Southern Region Trustee
Council

Reference:

Background

The election is for a Trustee to represent the Southern Region for two years starting in January 2018. Each district Board of Trustees has one vote in this election.

The ballot must be returned by October 23, 2017. Attached are copies of biographies as well as letters of recommendation for each candidate.

Manager's Recommendation

Vote for a Trustee Council representative for the Southern California region.

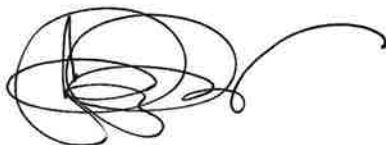
Alternative

The Board may table this item or decide not to vote

Fiscal Impact

None

Respectfully submitted



**Jared Dever
District Manager**



One Capitol Mall, Suite 800 • Sacramento, CA 95814 • p: (916) 440-0826 • f: (916) 444-7462 • e: mvcac@mvcac.org

Date: August 21, 2017
Memo to: President, Board of Trustees
From: Doug Walker, Coachella Valley MVCD
Chairman, MVCAC Trustee Council
Re: Trustee Council Elections

The Trustees of the Mosquito and Vector Control Districts of the MVCAC Southern California Region election for their trustee representative on the MVCAC Trustee Council starts today.

The election is for a trustee to represent the region for two years starting in January 2018.

The nominations for Trustee Council representative for the Southern California region are:

- Cheryl Brothers, Orange County MVCD
- Doug Hassett, Coachella Valley MVCD

District Name: _____

Information regarding each of the candidates is attached.

Each district Board of Trustees has one vote in this election. Please submit the results of your district's vote by marking the box next to the selected candidate above, and return this memo to Rachel Hickerson, at the MVCAC office by **October 23, 2017**.

To return by email: rhickerson@amgroup.us

To return by fax: 916-444-7462

To return by mail: MVCAC, One Capitol Mall, Suite 800, Sacramento, CA 95814

BOARD OFFICERS FOR 2017

PRESIDENT
BARBARA KOGERMAN
VICE-PRESIDENT
LUCILLE KRING
SECRETARY
CHERYL BROTHERS

DISTRICT MANAGER
RICHARD HOWARD
CLERK OF THE BOARD
TAWNIA E. PETT



13001 GARDEN GROVE BOULEVARD
GARDEN GROVE, CA 92843-2102
PHONES: (714) 971-2421
(949) 654-2421
FAX: (714) 971-3940
ocvcd@ocvcd.org
ocvector.org
facebook.com/ocvectorcontrol
twitter.com/ocvector

BOARD OF TRUSTEES - 2017

ALISO VIEJO
PHILLIP B. TSUNODA
ANAHEIM
LUCILLE KRING
BREA
CECILIA HUPP
BUENA PARK
MICHAEL DAVIS
COSTA MESA
SANDRA GENIS
CYPRESS
STACY BERRY
DANA POINT
RICHARD VICZOREK
FOUNTAIN VALLEY
CHERYL BROTHERS
FULLERTON
JENNIFER FITZGERALD
GARDEN GROVE
STEPHANIE KLOPFENSTEIN
HUNTINGTON BEACH
MIKE POSEY
IRVINE
LYNN SCHOTT
LA HABRA
JAMES GOMEZ
LA PALMA
MARSHALL GOODMAN
LAGUNA BEACH
TONI ISEMAN
LAGUNA HILLS
BARBARA KOGERMAN
LAGUNA NIGUEL
JOHN MARK JENNINGS
LAGUNA WOODS
SHARI L. HORNE
LAKE FOREST
SCOTT VOIGTS
LOS ALAMITOS
WARREN KUSUMOTO
MISSION VIEJO
DAVE LECKNESS
NEWPORT BEACH
SCOTT PEOTTER
ORANGE
MICHAEL ALVAREZ
PLACENTIA
CRAIG GREEN
RANCHO SANTA MARGARITA
APRIL JOSEPHSON
SAN CLEMENTE
JIM DAHL
SAN JUAN CAPISTRANO
PAM PATTERSON
SANTA ANA
CECILIA AGUINAGA
SEAL BEACH
SANDRA MASSA-LAVITT
STANTON
AL ETHANS
TUSTIN
LETITIA CLARK
VILLA PARK
BILL NELSON
WESTMINSTER
SERGIO CONTRERAS
YORBA LINDA
PEGGY HUANG
COUNTY OF ORANGE
LILLY SIMMERING

July 20, 2017

Trustee Cheryl Brothers has faithfully served the Orange County Mosquito and Vector Control District since 2005 and chaired the 35 member board in 2011. Her dedication and attendance at the district is exemplary. Since 2005 she has attended numerous MVCAC and AMCA conferences including Legislative Days in Washington D.C.

The Little Hoover Commission has been focusing on special districts and will issue its report in early 2018. It seems there will be recommendations involving LAFCOs and all special districts regarding district formations, financial filings and reorganizations. Her dual role on local and state LAFCOs and special districts will allow a broad understanding in the recommended actions since it appears that county LAFCOs will assume a new role.

Trustee Brothers has extensive involvement with several government agencies and the legislative process. The impact on Vector Control agencies is becoming a focus of many legislators as West Nile Virus and other mosquito borne diseases are becoming more prevalent. Working for the County of Orange in a Supervisor's office enabled her to establish working relationships with many of the current State Legislators in both houses. Trustee Brothers is in a position to meet with legislators and work to enlighten them on the role of vector control efforts and the relationship to public health.

On behalf of the Orange County Mosquito and Vector Control District, I strongly endorse Trustee Cheryl Brothers for the position of the Southern Region representative on the Mosquito and Vector Control Commission of California.

Barbara D. Kogerman
Board President
Orange County Mosquito and Vector Control District

"An Independent Special District Serving Orange County Since 1947"

The mission of the Orange County Mosquito and Vector Control District is to provide the citizens of Orange County with the highest level of protection from vectors and vector-borne diseases.



CHERYL BROTHERS

Retired / Community Volunteer / City Council Member, City of Fountain Valley

ELECTED OR APPOINTED POSITIONS:

1992/93	Orange County Grand Jury
1994 – 2014	Grand Jurors Association of Orange County Board of Directors 1996
1996 – 2002	Fountain Valley Planning Commission, Chair 3 times
2002 – 2010 2012 – Present	Fountain Valley City Council, Mayor 2006 & 2016 City Council Member
2005 – Present	Orange County Vector Control Board of Directors, Chair 2011
2006 – 2010	League of California Cities, Orange County Division Board of Directors Several elected positions leading to 2010/11 President
2006 – 2010	League of California Cities State Policy Committees: Administrative Services / & Employee Relations
2003 – 2010 2012 – Present	Public Cable Television Authority, Chair 2009 & 2017
2006 – 2014	Orange County Council of Governments, 2008 & 2009 Chair
2008 – 2010 2012 – Present	OC Local Agency Formation Commission (LAFCo), Commissioner
2014 – Present	CALAFCo – Southern Region, City Member Conference Committee
2012 – Present	Appointed by County Supervisor Janet Nguyen to the Oversight Board to the Redevelopment Successor Agency for the City of Fountain Valley
2012 – Present	City of Fountain Valley Legislative Committee
2012 – Present	Fountain Valley Chamber of Commerce Government Affairs Committee

PAST EMPLOYMENT:

1996 – 2012	County of Orange, Exec. Assistant to First District Supervisor Stanton and Smith
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Coachella Valley Mosquito and Vector Control District

43-420 Trader Place • Indio, CA 92201 • (760) 342-8287 • Fax (760) 342-8110
• Toll Free 1-888-343-9399

E-mail: CVmosquito@cvmvcd.org • Website: www.cvmvcd.org

July 20, 2017

Board of Trustees

President
DOUG WALKER
Palm Desert

Vice President
DOUG HASSETT
La Quinta

Secretary
BETTY SANCHEZ
Coachella

Treasurer
SHELLEY KAPLAN
Cathedral City

FRANZ DEKLOTZ
County at Large

BITO LARSON
County at Large

ADAM SANCHEZ
Desert Hot Springs

CLIVE WEIGHTMAN
Indian Wells

JOHN B. STEVENS
Indio

DR. DOUG KUNZ
Palm Springs

MICHAEL MONROE
Rancho Mirage

JEREMY WITTIE, MS
General Manager

Rachel Hickerson
Mosquito & Vector Control Association
One Capitol Mall; Suite 800
Sacramento, CA 95814

Re: Trustee Council Nomination

Dear Ms. Hickerson:

I am writing to inform you that at the Board Meeting, on July 11, 2017, the Board of Trustees voted to nominate Trustee Doug Hassett to serve on the Mosquito and Vector Control Association's Trustee Council.

The Board of Trustees feel that Trustee Hassett's experience make him the perfect candidate for the position and hope he is given the opportunity to bring his knowledge and ideas to the Trustee Council.

Please do not hesitate to contact me at (760) 342-8287 if you have any questions or comments regarding this matter.

Sincerely,

Jeremy Wittie, MS
General Manager

Doug Hassett

54-800 Avenida Rubio - La Quinta, CA 92253 - email: imdhassett@gmail.com
Mobile: 760.501.5368 - LinkedIn: <https://www.linkedin.com/in/doug-hassett-9879386>

OBJECTIVE: ELECTION TO MVCAC TRUSTEE COUNCIL

Seeking a position on the MVCAC Trustee Council where I can utilize my life and management experiences as a leader and represent the Southern California region.. As mosquitos are responsible for tremendous illness and over 2.5 million annual deaths globally, it is my desire to make a contribution in the area of public health at the highest level. I consider it a privilege to serve my community and it would be my honor to serve the Southern California Region on the MVCAC Trustee Council.

I'm a consensus builder, I like to fix the broken, and I understand that if better is possible, then that is the goal.

CURRENT BOARD EXPERIENCE

Vice President – Trustee Coachella Valley Mosquito and Vector Control District – 2015 to Present

- First appointed July of 2015 as representative for the City of La Quinta.
- Elected to Vice Presidents position 2017.
- Serving as Ad Hoc Committee Chairman seeking determination whether to hold former District HQ property or to sell. 2016 to present.
- Oversight concerning the hiring of current General Manager.
- Currently negotiating union contracts for two separate unions representing District employees.
- Oversight concerning expenditures and management of the District's current budget and reserves.
- Attended MVCAC Conference and Trustee Council meetings.
- Know well and have met with local State Legislators concerning Vector Control interests.
- Received certificate for Sexual Harassment Prevention training – Current.
- Received certificate from City of La Quinta, Public Official Ethics training – Current

PROFESSIONAL EXPERIENCE

Current – Sales Consultant/Project Manager – Alliance Integration – Indio, CA

- Security and Audio/Video sales for commercial and residential use.
- Cultivate relationships with the local business community and build a referral based sales network.
- Review architectural plans to determine best threat protection methods and Audio/Video component placement.
- Value Engineer all proposals to meet client budget and system expectations.
- Collaborate with internal partners to build consensus as to best system and design.

Previous – Owner/CEO – Calif. C7 Contractor - D/A Pacific, Inc. Palm Desert, CA

- Physical Security Specialist for 20 years serving government and commercial market segments.
- Designed multi-layer security systems to deter theft and threat.
- More than 50,000 sales calls resulting in thousands of national and worldwide customers.
- Completed 18 month application process to acquire GSA contract.
- Converted company from analog equipment sales to 90% digital equipment sales.
- Passed all government background checks and achieved top clearances to protected areas.

EDUCATION, POSITIONS & ASSOCIATIONS

- BS – College of Business, Hospitality Mgt. - Northern Arizona University, Flagstaff, Arizona, 1982.
- General George S. Patton Memorial Museum – Board Member & Co-Treasurer.
- Volunteer Fundraiser for the Leukemia and Lymphoma Society.
- State Delegate for district Senate Representative.

CAPITOL OFFICE
STATE CAPITOL
ROOM 4062
SACRAMENTO, CA 95814
TEL (916) 651-4028
FAX (916) 651-4928

DISTRICT OFFICES
45-125 SMURR STREET
SUITE B
INDIO, CA 92201
TEL (760) 398-6442
FAX (760) 398-6470

25186 HANCOCK AVENUE
SUITE 320
MURRIETA, CA 92562
TEL (951) 894-3530
FAX (951) 894-3536

California State Senate

SENATOR
JEFF STONE, PHARM.D.
TWENTY-EIGHTH SENATE DISTRICT



VICE CHAIR
ENVIRONMENTAL
QUALITY
VICE CHAIR
LABOR & INDUSTRIAL
RELATIONS
VICE CHAIR
NATURAL RESOURCES
& WATER
MEMBER
BUDGET & FISCAL REVIEW
PUBLIC SAFETY

July 19, 2017

Mr. Jeremy Wittie, General Manager
Coachella Valley Mosquito and Vector Control
43-420 Trader Place
Indio, CA 92201

Dear Mr. Wittie:

I want to take this opportunity to provide my strong recommendation of Mr. Doug Hassett to serve as the Southern California Regional Representative on the Mosquito and Vector Control Association of California Council.

Mr. Hassett is a long-time resident of Southern California and currently serves on the Coachella Valley Mosquito and Vector Control District.

I have had the privilege to have known Mr. Hassett for many years, and his honesty, fairness and thoughtfulness are just some of his finer qualities. He has proven his leadership skills, and his dedication to his community is, to say the least, impressive.

I am confident that Mr. Hassett will bring all of his experiences and positive personal qualities to the Mosquito and Vector Control Association of California Council and offer a balanced approach to the business at hand.

Thank you for your consideration, and if you have any questions about my strong endorsement of Mr. Hassett, please feel free to call me at (916) 651-4028 or in my Indio office at (760) 398-6442.

Sincerely,

A handwritten signature in blue ink that reads "Jeff Stone".

Jeff Stone
State Senator, 28th District

**San Gabriel Valley Mosquito and Vector Control District
District Manager's Report**

Date of Preparation: October 13, 2017 **Item No. 7**

Meeting of: San Gabriel Valley Mosquito & Vector Control
District Board of Trustees

Subject: 2018 Cooperative Agreement with the State of
California, Health and Human Services Agency,
California Department of Public Health

Reference: Attached

Background

The Cooperative Agreement between this District and the State of California, Health and Human Services Agency, Department of Public Health has been submitted and approved annually by this Board since 1989. This Agreement allows the District to apply pesticides and exempts us from the cumbersome requirements of State Agriculture codes. The Agreement mandates the District to participate in the State Certified Technician and Continuing Education Programs; all field and scientific personal must pass tests and attend training programs. The current Agreement expires on December 31, 2017.

Manager's Recommendation

Approve the Cooperative Agreement for the District Manager's signature.

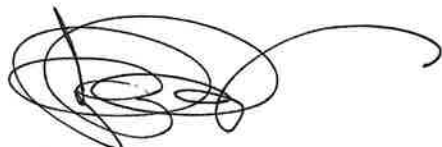
Alternative

Do not approve the agreement.

Impact

There will be substantial reporting and licensing requirements if the Agreement is not signed.

Respectfully Submitted,



**Jared Dever
District Manager**



KAREN L. SMITH, MD, MPH
Director and State Health Officer

State of California—Health and Human Services Agency
California Department of Public Health



EDMUND G. BROWN JR.
Governor

September 29, 2017

TO: Agencies Signatory to the Cooperative Agreement with the California Department of Public Health

SUBJECT: COOPERATIVE AGREEMENT WITH THE DEPARTMENT OF PUBLIC HEALTH

Please find enclosed a copy of the Cooperative Agreement between local agencies applying pesticides for public health purposes and the California Department of Public Health. The current Cooperative Agreement between our agencies shall expire on December 31, 2017. If your agency is interested in renewing this Cooperative Agreement for another year (through December 31, 2018), please return the enclosed form by December 31, 2017 to the Vector-Borne Disease Section (VBDS). Include the agency manager's signature in the appropriate space and the operator ID and/or license number to be listed on Monthly Summary Pesticide Use Reports (PR-ENF-060) for 2018. Please send to:

Department of Public Health
Vector-Borne Disease Section
1616 Capitol Avenue, MS-7307
P.O. Box 997377
Sacramento, CA 95899-7377

VBDS will endorse the Cooperative Agreement and return a copy to your agency immediately. If your agency is not interested in continuing the Cooperative Agreement, please notify VBDS as soon as possible.

Thank you for your cooperation in this matter. If you require additional information or clarification, please contact your VBDS regional office or the Sacramento headquarters at (916) 552-9730.

Vicki L. Kramer, Ph.D., Chief
Vector-Borne Disease Section

Enclosure

COOPERATIVE AGREEMENT
(PURSUANT TO SECTION 116180, HEALTH AND SAFETY CODE)

Date _____

This Agreement between the California Department of Public Health and

(name and address of local vector control agency)

is effective on January 1, 2018 or on the subsequent date shown above, and expires December 31, 2018. It is subject to renewal by mutual consent thereafter.

Operator ID and/or license number to be listed on Monthly Summary Pesticide Use Reports (PR-ENF-060) for 2018:

Operator ID # _____ License # _____

This agreement may be canceled for cause by either party by giving 30 days advance notice in writing, setting forth the reasons for the termination.

Part I. Pesticides

The vector control agency named herein agrees:

1. To calibrate all application equipment using acceptable techniques before using, and to maintain calibration records for review by the County Agricultural Commissioner.
2. To seek the assistance of the County Agricultural Commissioner in the interpretation of pesticide labeling.
3. To maintain for at least two years for review by the County Agricultural Commissioner a record of each pesticide application showing the target vector, the specific location treated, the size of the source, the formulations and amount of pesticide used, the method and equipment used, the type of habitat treated, the date of the application, and the name of the applicator(s).
4. To submit to the County Agricultural Commissioner each month a Pesticide Use Report, on Department of Pesticide Regulation form PR-ENF-060. The report shall include the manufacturer and product name, the EPA registration number from the label, the amount of each pesticide used, the number of applications of each pesticide, and the total number of applications, per county, per month.
5. To report to the County Agricultural Commissioner and the California Department of Public Health, in a manner specified, any conspicuous or suspected adverse effects upon humans, domestic animals and other non-target organisms, or property from pesticide applications.
6. To require appropriate certification of its employees by the California Department of Public Health in order to verify their competence in using pesticides to control pest and vector organisms, and to maintain continuing education unit information for those employees participating in continuing education.
7. To be inspected by the County Agricultural Commissioner on a regular basis to ensure that local agency activities are in compliance with state laws and regulations relating to pesticide use.

Part II. Environmental Modification

The vector control agency named herein agrees:

To comply with requirements, as specified, of any general permit issued to the California Department of Public Health as the lead agency, pertaining to physical environmental modification to achieve pest and vector prevention.

For California Department of Public Health

For Local Agency

Vicki Kramer, Ph.D.
Chief, Vector-Borne Disease Section

Print Name and Title

Signature

San Gabriel Valley Mosquito and Vector Control District District Manager's Report

Date of Preparation: October 13, 2017 Item 9
Meeting of: San Gabriel Valley Mosquito & Vector Control District
Board of Trustees
Subject President's Request for Volunteers to Form the
Nominations Committee for the Board's Officers for
Calendar Year 2018

Background

District Resolution 93-06 states that each October the Board President appoints a Nominations Committee consisting of five members of the Board. The Committee is responsible for preparing a roster of prospective candidates for the offices of President, Vice President, Secretary, and Treasurer for upcoming Calendar Year.

Board President Bissner is calling for five volunteers to form the Nominating Committee. If five volunteers are not available the President Bissner will select Committee members.

After the members are approved by the Board, President Bissner will instruct the Committee to develop a slate of candidates from the current Trustees who are willing to serve as Board officers for the 2018 calendar year.

After the members are approved by the Board, President Bissner will instruct the Committee to convene in November, select a Chair, and prepare a roster which will be announced to the Board of Trustees at its December meeting.

At the January 2018 meeting after the Pledge of Allegiance, the President Bissner will turn control of the meeting over to the Nomination's Committee Chair who will present the nominees for the Board's Officers for 2018. Nominations may also be made from the floor. The Board will vote for each office. New officers will then assume their positions.

Manager's Recommendation

Proceed with the process of selecting a Nominations Committee.

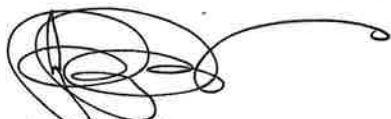
Alternative

Do not proceed

Fiscal Impact

None

Respectfully submitted,



District Manager

Resolution 2014-04
Replaces Resolution 93-06

**San Gabriel Valley Mosquito and Vector Control District
Articles and Bylaws Governing District Meetings**

Resolution 2014-04

All meetings shall be held pursuant to Section 2028 of the Health & Safety Code and are subject to the provisions of the Ralph M. Brown Act, Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of the Government Code.

Article I. Time of Meetings

Regular meetings of the District's Board of Trustees (Board) shall be held on the second Friday of each month at 7:00 AM unless otherwise approved by the Board.

Article II. Location of Meetings

Regular meetings of the Board shall be held at the District headquarters, 1145 N. Azusa Canyon Road, West Covina, California 91790.

Article III. Procedures for Meetings

1. Quorum

In regular District meetings, a quorum shall consist of a simple majority of appointed Board members. If less than a quorum is present at any meeting, the members present may adjourn the meeting to a time and place specified in the order of adjournment.

2. Presiding Officer

The President of the Board shall preside over all meetings. If the President is absent, the Vice-President shall preside.

3. Board Officers

The elected officers of the Board are:

- a) President
- b) Vice President
- c) Secretary
- d) Treasurer

4. Election of Officers

At the October meeting of the Board the presiding officer shall appoint a Nominations Committee (Committee) consisting of five Trustees which must be ratified by the Board. The Committee shall develop a slate of candidates from

current Trustees who are willing to serve as Board officers for the following term. The Committee shall elect a Chair who will present the slate of candidates at the December meeting of the Board.

The officers shall be elected at the Board's meeting in January. Each candidate may submit a brief statement of qualifications which will be included in the information packet for the January meeting.

For the election, the presiding officer will relinquish control of the meeting to the Chair of the Nominations Committee. The Committee Chair will present the slate; nominations may be made from the floor. Each nominee may explain their reason for seeking office.

The officers will be elected in this sequence; President, Vice President, Secretary, and Treasurer. Each Trustee will have one vote per office. New officers shall assume their positions and responsibilities at the February Board of Trustees' Meeting.

5. Terms of Office

A term shall consist of two calendar years. If a Board Officer or candidate is not appointed as a Trustee before the election, the Nominations Committee shall reconvene, identify candidate(s) for the appropriate office and the Board shall elect an officer from the slate by the procedure above.

6. Eligibility for Office

Any member of the Board may be elected to any office.

7. Order of Business

The order of business to be considered at the meeting shall be at the discretion of the presiding officer. The District Manager shall provide an agenda to each Trustee and the agenda shall be posted in a public location at least 72 hours prior to the meeting. The presiding officer will be consulted when the agenda is developed. The Board's actions shall be governed by the Brown Act.

New business not indicated on the agenda shall be deferred to a future meeting for Board review and action. The Board may discuss and take action on non-agenda items when one of the following situations exists:

- a) In an emergency situation, as determined by a majority vote of the members present, i.e., a work stoppage, crippling disaster, or other activity which severely impairs public health or safety
- b) If the need to take action arose after to the agenda was posted.

Resolution 2014-04
Replaces Resolution 93-06

Such action must be approved by a two-thirds majority of the Board. If less than two thirds of the Board is present, a unanimous vote is required of the members present.

Parliamentary procedures shall be according to Roberts Rules of Order.

8. Recording of Votes

When a split vote appears imminent, any Board member may request a vote by roll call, and the vote of each individual Board member shall be recorded by the Secretary.

9. Recording of the Minutes

During regular and supplementary Board meetings, the Secretary shall be responsible for recording and transcribing the minutes. When the Secretary is absent at a meeting, the presiding officer shall designate someone to record the minutes.

10 Amendment of Articles and Bylaws

Any part of these regulations may be amended by a majority vote of the quorum after the proposed amendment is placed on the agenda and reviewed by the Board. Amendments which are approved shall become effective after they are entered into the minutes of the regular meeting.

11. Procedure Not Provided For

Procedures in the most current edition of *Roberts Rules of Order* shall govern meetings of the Board, except as otherwise noted in this Resolution.

Article IV. Officers and Their Duties

- | | |
|----------------|--|
| President | When necessary, the President shall officially represent the District. The President appoints standing committees, ad-hoc committees, and chairpersons subject to ratification by the Board of Trustees. The Board may delegate additional authority to the President. The President shall open meetings promptly and administer expediently and with appropriate order and decorum the business of the day. |
| Vice President | When the President is absent, the Vice President shall assume the duties of the President. |

Secretary The Secretary shall serve as parliamentarian and assist the President as necessary.

If the President and Vice-President are absent, the Secretary shall assume the duties of the President.

The Secretary shall authenticate by signature all the acts, orders, and proceedings of the Board.

The Secretary shall record the minutes and keep records. The Board may delegate responsibility for keeping records to District staff.

Treasurer The Treasurer shall serve as Chairperson of the Finance Committee.

Article V. Committees and Chairpersons; Their Functions and Duties

All policies and specific duties of the Policy, Personnel, Finance, and Public Information Committees will be formalized in a manual of procedures.

Article VI. Code of Conduct for Board Members of the San Gabriel Valley Mosquito and Vector Control District

1. General

Board members shall use this Code of Conduct (Code) to guide their conduct as representatives of the San Gabriel Valley Mosquito and Vector Control District.

2. The purpose of this Code is to:

- a) Provide standards and guidelines that will prevent conduct which undermines the integrity of the Board.
- b) Provide a comprehensive statement of pertinent laws and regulations, ethical principles, and obligations which govern the Board's conduct.
- c) Enhance the understanding of laws and principles which define the obligations of the Board.
- d) Establish positive, effective, and comprehensive guidance for the conduct of the Board.

Resolution 2014-04
Replaces Resolution 93-06

3. Findings and Declarations

- a) The residents of the District need and deserve an agency whose commitment to protecting public health outweighs competing personal or political considerations.
- b) No code of conduct can anticipate all situations nor can it prescribe behaviors that are appropriate to all situations.
- c) Board members must use discretion and judgment when they consider the spirit of this Code. An act is not always ethical because it is legal and conduct is not always proper because it is permitted. Board members should be willing to do more than the law requires and less than it allows. Strict compliance is not necessarily enough and evading or circumventing the laws which govern ethics laws and rules is improper.
- d) All actions, decisions, and votes should be made solely on their merits.

4. Positive Perspective

This Code views positively the obligations of the District's Board. The statements of ethical standards and specific sanctions to enforce them reflect the need for clarity and a commitment to the noble dimension of democratic government, rather than negative assumptions about the character of the Board.

5. Confidentiality

Confidential information shall not be disseminated.

6. The Role of the Board

- a) The Board oversees and provides counsel and direction to the District Manager and should not be involved in the agency's day-to-day affairs.
- b) Board members do not have individual power or authority; the power and decision-making ability lie with the full Board.
- c) Board members shall not be involved in hiring district employees or other personnel action.
- d) The Board shall not be involved in personnel action by contractors or their subcontractors hired by the District.

The Board:

- 1) Sets policy.
- 2) Hires the District Manager.
- 3) Retains legal counsel.

7. Conduct at Board Meetings

- a) Board members shall treat each other with respect and courtesy. Disagreements shall not result in personal comments or attacks against another Board member.

8. Conduct towards District employees and Board members.

- a) Board members shall not publicly engage in personal attacks on District employees or attempt to discipline any employee.
- b) Any concerns regarding an employee's performance shall be communicated in writing to the District Manager. Any concerns regarding the District Manager's performance shall be communicated in writing to the Board President. Any concerns regarding a board officer's performance shall be communicated in writing to the affected board officer.

9. Committee Reports

Committee Chairs will present items from their committee meetings and the recommendations of their committee.

10. Abstentions

Board members shall abstain from participating and voting on any matter when a conflict of interest exists, e.g., matters which involve the employment, property, or business of themselves or their immediate family.

11. Board members shall comply with all federal, state, and local laws regarding conflict of interest and ethics.

Resolution 2014-04
Replaces Resolution 93-06

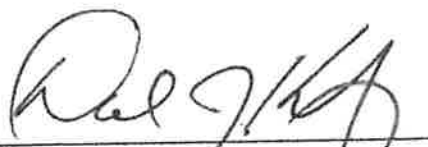
This Resolution 2014-04 shall replace and supersede Resolution No. 93-06, Articles and Bylaws Governing District Meetings, adopted on June 11, 1993 and amended on October 10, 1997 and March 13, 1998:

AYES: J. Rocha, R. Chandler, R. Barakat, H. Morgan, C. Calaycay, C. Myers, D. Holloway, R. Neher, J. Bissner, D. Kirby, J. Leon, J. Costanzo, J. Nelson, M. Spence

NOES:

ABSTAIN:

ABSENT: S. Sham, M. Finlay, A. Quintero, J. Parriott, M. Garcia, E. Rothman, J. Templeman, C. Sternquist., M. Su, W. Alarcon



Dan Kirby
President

ATTEST:



Henry Morgan
Secretary, Board of Trustees