

**San Gabriel Valley Mosquito & Vector Control District**  
**Board of Trustees Meeting**  
**December 9, 2016**  
**Minutes**

**Trustees Attending**

- 1 Stephen Sham (Alhambra)
- 2 Joseph Rocha (Azusa)
- 3 Roger Chandler (Arcadia)
- 4 Rick Barakat (Bradbury)
- 5 Henry Morgan (Covina)
- 6 Corey Calaycay (Claremont)
- 7 Harold Bissner (Co. of LA)
- 8 Manuel Garcia (Irwindale)
- 9 Abraham Cruz (Industry)
- 10 Dan Holloway (La Puente)
- 11 Robert Neher (La Verne)
- 12 Becky Shevlin (Monrovia)
- 13 Joseph Leon (Monterey Park)
- 14 Elliott Rothman (Pomona)
- 15 Bill Alarcon (Rosemead)
- 16 Jeffrey Templeman (San Dimas)
- 17 Juli Costanzo (San Gabriel)
- 18 Janice Nelson (Sierra Madre)
- 19 Cynthia Sternquist (Temple City)
- 20 Mike Spence (West Covina)

**Trustees Absent**

- 1 Margaret Finlay (Duarte)
- 2 Andre Quintero (El Monte)
- 3 Charles Myers (Glendora)
- 4 Mary Su (Walnut)

**Staff Attending**

Kenn Fujioka  
Rose Alba  
Esther Elliott  
Wakoli Wekesa  
Carol Anne Hagele  
Ramona Deacon  
Marta Tanaka

**Guest**

Henry P. Eng, Auditor

**1. Holiday Breakfast**

**2. Call to Order**

President Bissner called the meeting to order at 7:06 a.m.

**3. Pledge of Allegiance and Silent Roll Call**

Trustee Sternquist led the Pledge of Allegiance.

**4. Opportunity for Public Comment on Non-Agenda Items**

None

**5. Departing Trustees**

President Bissner presented the following outgoing Trustees with an engraved plaque thanking them for their years of service:

**A. Elliott Rothman, City of Pomona**

Trustee from January 2004 to December 31, 2016

**B. Jeff Templeman, City of San Dimas**

Trustee from January 1998 to December 31, 2016

Jeff introduced Councilmember Emmett Badar who will replace him in January.

- C. **Janice Nelson, City of Sierra Madre**  
Trustee from June 2003 to December 31, 2016

**6. Consent Calendar**

A motion by Trustee Morgan to approve the Consent Calendar as submitted was seconded and unanimously approved.

- A. **List of Claims for November 2016**
- B. **Budget Status Report for November 2016**
- C. **Minutes of Board of Trustees Meeting November 2016**
- D. **Surveillance Report**
- E. **Operations Report**
- F. **Education Program**
- G. **October 2015 Monthly Treasurer Report / District Working Balance for December 2016**

**7. Consider the Draft Audit Report for Fiscal Year 2015-2016\***

District Manager Fujioka introduced Henry Eng, CPA who answered questions regarding the District's 2015-2016 audit.

A motion by Trustee Barakat to approve the 2015-2016 audit as presented was seconded and unanimously approved.

**8. Annual Review of the District's Investment Policy**

Kenn reported that the District's Finance Committee met in November to review the District's investment policy. The Committee had no proposed changes but the policy must be approved each year by the Board.

A motion by Trustee Neher to approve the District's investment policy was seconded and unanimously approved.

**9. Consider Changes to Resolution 92-11, Personnel and Salary Resolution, Article IV, Harassment, Discrimination, and Retaliation**

The Board directed staff to ask Counsel to review further Resolution 92-11, Personnel and Salary, Article IV, Harassment, Discrimination, and Retaliation. Specifically, the Board sought clarification on how the District could protect staff from being harassed by the public, and whether the term "informal complaint" could be replaced by "initial complaint."

A motion by President Bissner to table and continue the item until the next Board meeting was seconded and unanimously approved.

**10. Consider Changes to District Manager Job Description**

Kenn reported that on November 18, 2016 the Personnel Committee approved changes to the job description for the District Manager.

A motion by Trustee Neher to approve changes to the job description for the District Manager was seconded and unanimously approved.

**11. District Administration**

**A. Abatement Hearing Committee meeting on December 12, 2016**

**B. District's Holiday Schedule**

**December 23-26, 2016 closed**

**December 30, 2016 to January 2, 2017 closed**

**12. Disease Surveillance**

Scientific Program Manager Wakoli Wekesa reported a total of 24 human cases of West Nile virus in 2016 compared to 39 last year. Gravid traps were extensively used for the first time in 2016 and were more successful at trapping infected female mosquitoes than our traditional CO<sub>2</sub> baited traps. In 2017, we will continue to use the gravid traps to establish new thresholds for infections with West Nile virus in our population of *Culex quinquefasciatus*.

Our season with invasive *Aedes* went as predicted; each city in our District now has them. In 2017, we expect to find more *Ae. aegypti*, especially along the 60 Freeway and anticipate that their area of infestation will exceed that of *Ae. albopictus*. Our "Albo Crew" inspected more than 19,000 properties in 2016 with an access rate of more than 70% for all properties visited. *Aedes albopictus* was identified at 1,495 properties in the District for 2016, *Ae. aegypti* at 38 properties, and *Ae. notoscriptus* at seven properties.

Wakoli also reported eight cases of flea-borne typhus in the District in 2016, and we will continue with surveillance efforts for this disease in 2017.

The common vector of the disease in the District is the cat flea. Wakoli also reported that flea-borne typhus is the second-most prevalent disease in the County after West Nile virus; public health is finally paying attention. He also announced that the District would hold a workshop regarding typhus at the District on December 20, 2016 with scientists from the US Naval Medical Research Center, in Maryland together with County public health staff. The focus was identifying the many typhus agents here that are responsible for disease in our District.

**11. Trustee Reports**

None

**13. New Business**

Trustee Chandler mentioned the developing process of candidate recruitment for a position of District Manager.

Trustee Costanza thanked staff for the holiday breakfast.

**14. Adjournment**

A motion by Trustee Calaycay to adjourn the meeting was seconded and unanimously approved. The meeting was adjourned at 7:33 am.