



San Gabriel Valley Mosquito and Vector Control District  
Board of Trustees Meeting  
November 12, 2021 – 7:00 a.m.  
1145 N. Azusa Canyon Road, West Covina, CA 91790

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HOW TO OBSERVE THE MEETING:

Computer: Watch the live streaming of the meeting from a computer by navigating to:  
<https://www.youtube.com/c/sgvmosquito>

HOW TO SUBMIT PUBLIC COMMENTS:

Before the Meeting: Please email your comments to [district@sgvmosquito.org](mailto:district@sgvmosquito.org), write

“Public Comment” in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the meeting (not to exceed three minutes at staff’s cadence), prominently write

“Read Aloud at Meeting” at the top of the email. All comments received before 5:00 AM the day of the meeting will be included as an agenda supplement on the District’s website under the relevant meeting date and provided to the Trustees at the meeting. Comments received after this time will be treated as contemporaneous comments.

Contemporaneous Comments: During the meeting, the Board President or designee will announce the opportunity to make public comments and identify the cut off time for submission. A short recess (generally less than 10 minutes) will take place during the time public comment is open to allow the comments to be collected. Please email your comments to [district@sgvmosquito.org](mailto:district@sgvmosquito.org), write “Public Comment” in the subject line. In the body of the email, include the agenda item number and title, as well as your comments.

1. Call to Order

- 1.1 Pledge of Allegiance
- 1.2 Roll Call
- 1.3 ORDER OF BUSINESS – Review and prioritization of Agenda Items including, if necessary, identification of any emergency items arising after posting of the Agenda and requiring action prior to next regular meeting.

2. 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 that 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.

3. Consider RESOLUTION No. 21-04 – RESOLUTION OF THE BOARD OF TRUSTEES OF THE SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY ON MARCH 4, 2020 BY CALIFORNIA GOVERNOR GAVIN NEWSOM AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT FOR THE PERIOD COMMENCING NOVEMBER 12<sup>TH</sup> AND RUNNING UNTIL DECEMBER 11<sup>TH</sup> PURSUANT TO THE APPLICABLE BROWN ACT PROVISIONS. (EXHIBIT 3A)

(Board President, Becky Shevlin) (Approve/Deny)

- **Board Action Required:** If the Board concurs, following the public discussion by members of this item, the appropriate action is to approve Resolution No. 21-04.
- **Alternate Board Action:** If after discussion by members of this item, the Board may choose to deny approval of Resolution No. 21-04.

4. Consent Calendar (Vote by Poll)

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.

- 4.1. List of Claims for the month of October 2021\*
- 4.2. Budget Status Report for October 2021\*
- 4.3. Minutes of Board of Trustees Meeting October 2021\*
- 4.4. Operations Report October 2021\*
- 4.5. Surveillance Report October 2021\*
- 4.6. Communications Report October 2021\*
- 4.7. September 2021 Monthly Treasurer Report / District Working Balance for November 2021\*

5. Presentation: none
6. Closed Session: Public Employment  
(Board President, Becky Shevlin)

Government Code Section 54957(b)  
Title of Position: District Manager

- **Board Action Required:** Following the closed session discussion by members of this item, the appropriate action is to report any required information or action(s) taken.

7. District Administration
  - 8.1. Committee Meeting Notifications: Finance and Audit Committee
8. Committee Reports
9. Trustee Reports
10. New Business
11. Adjournment

The Nominations Committee will convene immediately following the Board of Trustees Meeting.

**Nominations Committee**

Richard Barakat	Tim Sandoval
Margaret Finlay	Cynthia Sternquist
Jackie Doornik	

The Personnel and Policy Committee will convene immediately following the Nominations Committee Meeting.

**Personnel and Policy Committee**

Richard Barakat (Chair)	Jamie Bissner
Corey Calaycay	John Capoccia
Roger Chandler	Margaret Finlay
Robert Joe	Cynthia Sternquist
Ryan Vienna	

## **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 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.



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Jared Dever, District Manager  
San Gabriel Valley Mosquito and Vector Control District

## **Notice to the Public**

It is the intention of the San Gabriel Valley Mosquito and Vector Control District (District) to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the District will attempt to accommodate you in every reasonable manner.

Please contact the Clerk of the Board at (626) 814-9466. Assisted listening devices are available at the meeting for individuals with hearing impairments. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35. 102-35. 104 ADA Title II)

## RESOLUTION NO. 21-04

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY ON MARCH 4, 2020 BY CALIFORNIA GOVERNOR GAVIN NEWSOM AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT FOR THE PERIOD COMMENCING NOVEMBER 12<sup>TH</sup> AND RUNNING UNTIL DECEMBER 11<sup>TH</sup> PURSUANT TO THE APPLICABLE BROWN ACT PROVISIONS.

WHEREAS, the San Gabriel Valley Mosquito and Vector Control District (“District”) is committed to preserving and nurturing public access and participation in meetings of the District’s Board of Trustees and committees; and

WHEREAS, all meetings of the District’s legislative bodies are open and public, pursuant to the requirements of the Ralph M. Brown Act (California Government Code Sections 54950-54963) (the “Brown Act”), so that any member of the public may attend, participate, observe and watch the District’s legislative bodies conduct business; and

WHEREAS, the Brown Act, Section 54953(e), allows for conducting and participating in meetings by members of a legislative body, without compliance with the requirements of the Brown Act Section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition under the Brown Act Section 54953(e) is the declaration of a state of emergency by the Governor pursuant to California Government Code Section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within California caused by the conditions outlined and described in California Government Code Section 8558; and

WHEREAS, a proclamation of a state of emergency is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District’s boundaries, caused by natural, technological, or human-induced disasters; and

WHEREAS, it is further required that the state or local officials have imposed or recommended measures to promote social distancing, or the legislative body of the District have held a meeting where it considered and determined that meeting in person would present imminent risks to the health or safety of attendees; and

WHEREAS, such conditions now exist in the District as Governor Newsom declared a State of Emergency on March 4, 2020 as a result of the threat of COVID-19; and

WHEREAS, the Centers for Disease Prevention and Control, in its publication “How to Protect Yourself & Others” updated August 13, 2021, have recommended social distancing practices, including staying 6 feet away from others and avoiding crowds and poorly ventilated spaces in order to protect individuals and others from COVID-19; and

WHEREAS, the County of Los Angeles Department of Public Health Order of the Health Officer issued September 17, 2021 (the “County Order”) includes a finding that the existing community transmission of COVID-19 in Los Angeles County remains high and continues to present a high risk of infection and harm to the health of those who are not and cannot be vaccinated against COVID-19 especially when there is an absence of capacity limits and physical distancing requirements for both indoor and outdoor settings. The County Order further finds that COVID-19 infection remains a significant health hazard to all residents; and

WHEREAS, the District’s Board of Trustees does hereby find that the ongoing and significant risks associated with COVID-19 infection, especially in the absence of capacity limits and physical distancing requirements for indoor activities, on those who are not and cannot be vaccinated, and that COVID-19 infection remains a significant health hazard to all residents, has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment and facilities of the District, and desires to proclaim a local emergency and ratify the proclamation of a state of emergency by the Governor of the State of California and, further, ratify the County Order findings related to the ongoing health hazards of COVID-19; and

WHEREAS, as a consequence of the declared state of emergency and the local emergency, the Board of Trustees of the District does hereby find that the District shall continue to conduct its meetings in accordance with the provisions and requirements of the Brown Act Section 54953(e) and that the legislative bodies of the District shall comply with the requirements to provide the public with access to, and an opportunity to comment at all meetings of the District’s legislative bodies in accordance with the requirements of the Brown Act Section 54953(e)(2); and

WHEREAS, the District will continue its practice of live streaming its meeting via the Zoom software platform which allows members of the public to observe and participate in the meeting via video or call-in options, and will continue to offer members of the public an opportunity to make oral comments during the meeting and/or submit written comments before the meeting.

NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true, correct, and are incorporated in this Resolution by reference.

Section 2. Proclamation of Local Emergency. The Board of Trustees of the District does hereby proclaim that a local emergency now exists throughout the territory of the District and, as described in the County Order, there remains evidence of sustained and high community transmission rates of COVID-19 resulting in high risks of infection and harm to the health of

those who are not and cannot be vaccinated against COVID-19 especially when there is an absence of capacity limits and physical distancing requirements for both indoor and outdoor settings, and COVID-19 infection remains a significant health hazard to all residents of the District.

Section 3. Ratification of Governor's Proclamation of a State of Emergency. The District's Board of Trustees hereby ratifies the Governor of the State of California's Proclamation of a State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. The District's Manager, staff and legislative bodies are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, without limitation, conducting open and public meetings in accordance with the Brown Act Section 54953(e) and all other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) December 11, 2021, or such time that the District's Board of Trustees adopts a subsequent resolution in accordance with the Brown Act Section 54953(e)(3) to extend the time during which the legislative bodies of the District may continue to teleconference without compliance with the requirements of the Brown Act Section 54953(b)(3).

PASSED AND ADOPTED by the Board of Trustees of the San Gabriel Valley Mosquito and Vector Control District this 12<sup>th</sup> day of November 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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SAN GABRIEL VALLEY MVCD

Claims List

October 14, 2021

Num	Date	Name	Item	Original Amount
EFT	10/14/2021	AMERICAN FIDELITY AKA FLEX ACCOUNT ADM	6070 FLEX PREMIUMS (Flex Premiums)	313.65
			6070 FLEX PREMIUMS (Flex Premiums)	166.65
6013686B			6070 FLEX PREMIUMS (Flex Premiums)	262.50
			6070 FLEX PREMIUMS (Flex Premiums)	150.00
			6070 FLEX PREMIUMS (Flex Premiums)	313.65
			6070 FLEX PREMIUMS (Flex Premiums)	166.65
6011288G			6070 FLEX PREMIUMS (Flex Premiums)	262.50
			6070 FLEX PREMIUMS (Flex Premiums)	150.00
				<u>1,785.60</u>
EFT	10/14/2021	AMERICAN FIDELITY ASSURANCE	6070 Premiums, life - Cafeter (Voluntary Insurance)	114.08
			6070 Premiums, life - Cafeter (Voluntary Insurance)	296.61
D344132			6070 Premiums, life - Cafeter (Voluntary Insurance)	1,414.38
			6070 Premiums, life - Cafeter (Voluntary Insurance)	275.44
			6070 Premiums, life - Cafeter (Voluntary Insurance)	54.95
			6070 Premiums, life - Cafeter (Voluntary Insurance)	114.08
			6070 Premiums, life - Cafeter (Voluntary Insurance)	296.61
D356656			6070 Premiums, life - Cafeter (Voluntary Insurance)	1,414.38
			6070 Premiums, life - Cafeter (Voluntary Insurance)	275.44
			6070 Premiums, life - Cafeter (Voluntary Insurance)	54.95
			6070 Premiums, life - Cafeter (Voluntary Insurance)	114.08
			6070 Premiums, life - Cafeter (Voluntary Insurance)	296.61
D370320			6070 Premiums, life - Cafeter (Voluntary Insurance)	1,414.38
			6070 Premiums, life - Cafeter (Voluntary Insurance)	275.44
			6070 Premiums, life - Cafeter (Voluntary Insurance)	54.95
				<u>6,466.38</u>
EFT	10/14/2021	CAL PERS	6070 Med premiums - Cafeteria (Medical premiums)	694.34
			6070 Med premiums - Cafeteria (Medical premiums)	5,062.47
100000016590723			6070 Med premiums - Cafeteria (Medical premiums)	3,820.35
			6070 Med premiums - Cafeteria (Medical premiums)	2,324.59
			6070 Med premiums - Cafeteria (Medical premiums)	572.00

SAN GABRIEL VALLEY MVCD

Claims List

October 14, 2021

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
			6070 ADMIN FEE (Admin fee)	49.03
				<u>12,522.78</u>
EFT	10/14/2021	NATIONWIDE RETIREMENT	6066 457 CONTRIBUTION	139.84
				<u>139.84</u>
PR of 10/14/2021				
EFT	10/14/2021	PERS	6200 RETIREMENT - CLASSIC (Employer Contribu	760.76
			6200 RETIREMENT - CLASSIC (Employer Contribu	940.29
			6200 RETIREMENT - CLASSIC (Employer Contribu	1,770.53
			6200 RETIREMENT - CLASSIC (Employer Contribu	384.24
			6201 RETIREMENT - PEPRA (Employer Contributic	163.85
			6201 RETIREMENT - PEPRA (Employer Contributic	3,117.16
			6201 RETIREMENT - PEPRA (Employer Contributic	1,677.95
			6201 RETIREMENT - PEPRA (Employer Contributic	971.82
			6201 RETIREMENT - PEPRA (Employer Contributic	560.20
				<u>10,346.80</u>
EFT	10/14/2021	TEXAS LIFE INSURANCE COMPANY	6070 Premiums, life - Cafeter (Voluntary Insurance	191.87
			6070 Premiums, life - Cafeter (Voluntary Insurance	100.00
			6070 Premiums, life - Cafeter (Voluntary Insurance	42.25
				<u>334.12</u>
18374	10/14/2021	ALL AMERICAN ELECTRIC	8000 CAPITAL OUTLAY (Capital Outlay)	1,501.05
			6040 Building Maintenance	500.00
				<u>2,001.05</u>
6799				

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<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
18375	10/14/2021	AMAZON.COM	8000 CAPITAL OUTLAY (Capital Outlay)	332.80
			8000 CAPITAL OUTLAY (Capital Outlay)	361.78
Acct Ending 5999			6188 MEDIA PRODUCTION	65.64
			6280 SUPPLIES, OPERATIONS	39.32
			6035 COMPUTER HARDWARE	35.50
			6280 SUPPLIES, OPERATIONS	89.94
			6040 Building Maintenance	70.80
			6280 SUPPLIES, OPERATIONS	108.08
			6250 LABORATORY SUPPLIES	32.03
			6010 AWARDS	141.70
			6270 OFFICE SUPPLIES	67.22
			6010 AWARDS	78.30
				<u>1,423.11</u>
18376	10/14/2021	ARAMARK UNIFORM SERVICES INC.	6332 Uniforms (Uniforms)	380.38
			6040 Mats, Towels (Mats, Towels, Lockers, etc.)	141.84
			6332 Uniforms (Uniforms)	328.77
			6040 Mats, Towels (Mats, Towels, Lockers, etc.)	141.84
			6332 Uniforms (Uniforms)	450.12
			6040 Mats, Towels (Mats, Towels, Lockers, etc.)	141.84
			6332 Uniforms (Uniforms)	249.44
			6040 Mats, Towels (Mats, Towels, Lockers, etc.)	141.84
			6332 Uniforms (Uniforms)	290.83
			6040 Mats, Towels (Mats, Towels, Lockers, etc.)	141.84
				<u>2,408.74</u>
18377	10/14/2021	BECKY A. SHEVLIN	6030 BOARD EXPENSES	100.00
				<u>100.00</u>

BM of 10/8/2021

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Claims List

October 14, 2021

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
18378	10/14/2021	CATHERINE MARCUCCI	6030 BOARD EXPENSES	100.00
				100.00
BM of 10/8/2021				
18379	10/14/2021	COREY CALAYCAY	6030 BOARD EXPENSES	100.00
				100.00
BM of 10/8/2021				
18380	10/14/2021	CYNTHIA STERNQUIST	6030 BOARD EXPENSES	100.00
				100.00
BM of 10/8/2021				
18381	10/14/2021	DENISE MENCHACA	6030 BOARD EXPENSES	100.00
				100.00
BM of 10/8/2021				
18382	10/14/2021	ELYSE RASMUSSEN	6030 BOARD EXPENSES	100.00
				100.00
BM of 10/8/2021				
18383	10/14/2021	ENVIRONMENT CONTROL	6040 Building Maintenance	1,299.00
				1,299.00
11242-411				
18384	10/14/2021	FLEET SOLUTIONS CENTER	6260 SUPPLIES, MECHANICAL	773.76
				773.76
3991				
18385	10/14/2021	HENRY M. MORGAN	6030 BOARD EXPENSES	100.00
				100.00
BM of 10/8/2021				
18386	10/14/2021	JACKIE DOORNIK	6030 BOARD EXPENSES	100.00

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<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
				100.00
BM of 10/8/2021				
<b>18387</b>	<b>10/14/2021</b>	<b>JARED DEVER</b>	6232 Per Diem (Per Diem)	<u>160.00</u>
				160.00
CSDA Per Diem				
<b>18388</b>	<b>10/14/2021</b>	<b>JERRY VELASCO</b>	6030 BOARD EXPENSES	<u>100.00</u>
				100.00
BM of 10/8/2021				
<b>18389</b>	<b>10/14/2021</b>	<b>JOHN CAPOCCIA</b>	6030 BOARD EXPENSES	<u>100.00</u>
				100.00
BM of 10/8/2021				
<b>18390</b>	<b>10/14/2021</b>	<b>JOSEPH LEON</b>	6030 BOARD EXPENSES	<u>100.00</u>
				100.00
BM of 10/8/2021				
<b>18391</b>	<b>10/14/2021</b>	<b>KENN K. FUJIOKA</b>	6072 EMPLOYEE BENEFITES (Retired Employee)	<u>316.94</u>
				316.94
Premium Reimburse				
<b>18392</b>	<b>10/14/2021</b>	<b>LLOYD JOHNSON</b>	6030 BOARD EXPENSES	<u>149.50</u>
				149.50
BM of 10/8/2021				
<b>18393</b>	<b>10/14/2021</b>	<b>LOGMEIN COMMUNICATIONS, INC.</b>	6320 Office phones (Office phones)	<u>1,266.63</u>
				1,266.63
IN7100659388				
<b>18394</b>	<b>10/14/2021</b>	<b>MANUEL GARCIA</b>	6030 BOARD EXPENSES	<u>100.00</u>

SAN GABRIEL VALLEY MVCD

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<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
				100.00
BM of 10/8/2021				
<b>18395</b>	<b>10/14/2021</b>	<b>MARCO GAYTAN</b>	6070 CAFETERIA BENEFIT	<u>264.14</u>
				264.14
<b>18396</b>	<b>10/14/2021</b>	<b>MARGARET E. FINLAY</b>	6030 BOARD EXPENSES	<u>100.00</u>
				100.00
BM of 10/8/2021				
<b>18397</b>	<b>10/14/2021</b>	<b>MARTA TANAKA</b>	6072 EMPLOYEE BENEFITES (Retired Employee)	<u>865.08</u>
				865.08
Premium Reimburse				
<b>18398</b>	<b>10/14/2021</b>	<b>MARY ANGELA BRISCO</b>	6072 EMPLOYEE BENEFITES (Retired Employee)	<u>526.84</u>
				526.84
Premium Reimburse				
<b>18399</b>	<b>10/14/2021</b>	<b>MIKE NIFFENEGGER</b>	6072 EMPLOYEE BENEFITES (Retired Employee)	<u>618.23</u>
				618.23
Premium Reimburse				
<b>18400</b>	<b>10/14/2021</b>	<b>RICHARD BARAKAT</b>	6030 BOARD EXPENSES	<u>100.00</u>
				100.00
BM of 10/8/2021				
<b>18401</b>	<b>10/14/2021</b>	<b>ROBERT GONZALES</b>	6030 BOARD EXPENSES	<u>100.00</u>
				100.00
BM of 10/8/2021				

SAN GABRIEL VALLEY MVCD

Claims List

October 14, 2021

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
18402	10/14/2021	ROBERT S. JOE	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
				BM of 10/8/2021
18403	10/14/2021	ROGER CHANDLER	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
				BM of 10/8/2021
18404	10/14/2021	RYAN A. VIENNA	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
				BM of 10/8/2021
18405	10/14/2021	SANDRA ARMENTA	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
				BM of 10/8/2021
18406	10/14/2021	SOCALGAS	6341 Utilities (Acc # 057 518 2100 9 Acc # 059 618	156.02
			6341 Utilities (Acc # 057 518 2100 9 Acc # 059 618	32.15
				<u>188.17</u>
				057-518-21009
18407	10/14/2021	STAPLES CREDIT PLAN	6270 OFFICE SUPPLIES	437.51
				<u>437.51</u>
				Acct ending 9187
18408	10/14/2021	STEPHEN SHAM	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
				BM of 10/8/2021
18409	10/14/2021	STREAMLINE	6037 WEBSITE AND EMAIL SERVICE	200.00
				<u>200.00</u>

SAN GABRIEL VALLEY MVCD

Claims List

October 14, 2021

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
				200.00
0EFAF3F59-0011				
<b>18410</b>	<b>10/14/2021</b>	<b>SYNTECH GROUP INC.</b>	6046 PROFESSIONAL SERVICES - IT	1,885.00
			6046 PROFESSIONAL SERVICES - IT	102.93
A21286, A21267,			6046 PROFESSIONAL SERVICES - IT	701.73
			6046 PROFESSIONAL SERVICES - IT	1,885.00
			6035 COMPUTER HARDWARE	1,905.36
			6046 PROFESSIONAL SERVICES - IT	1,900.00
				<u>8,380.02</u>
<b>18411</b>	<b>10/14/2021</b>	<b>TIM SANDOVAL</b>	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 10/8/2021				
<b>18412</b>	<b>10/14/2021</b>	<b>TIRE ZONE</b>	6260 SUPPLIES, MECHANICAL	778.00
				<u>778.00</u>
63807				
<b>18413</b>	<b>10/14/2021</b>	<b>TPx COMMUNICATIONS</b>	6315 Monthly Internet Charges (Monthly Internet Ch	1,547.02
				<u>1,547.02</u>
148618573-0				
<b>18414</b>	<b>10/14/2021</b>	<b>VEOLIA ES TECHNICAL SOLUTIONS, LLC</b>	6250 LABORATORY SUPPLIES	140.01
				<u>140.01</u>
MD63028				
<b>18415</b>	<b>10/14/2021</b>	<b>WELLS FARGO VENDOR FIN SERV</b>	6073 EQUIPMENT CANON (Canon Graphics Equip	1,743.18
				<u>1,743.18</u>
5017014412				
<b>18416</b>	<b>10/14/2021</b>	<b>WEST VALLEY MVCD</b>	6251 ARBOVIRUS TESTING SUPPLIES	2,556.00
				<u>2,556.00</u>



SAN GABRIEL VALLEY MVCD

Claims List

October 14, 2021

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
2712				2,556.00
18417	10/14/2021	WEX/CHEVRON	6262 Fuel for Trucks (Fuel for Trucks)	8,623.50
74804842				8,623.50
<b>Accounts Payable for October 14, 2021</b>				<b>70,361.95</b>

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SAN GABRIEL VALLEY MVCD

Claims List

October 28, 2021

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
EFT	10/28/2021	ATHENS SERVICES	6040 Refuse Disposal (Refuse Disposal)	262.60
			6040 Refuse Disposal (Refuse Disposal)	262.60
10932936-11091215				<u>525.20</u>
EFT	10/28/2021	FIDELITY SECURITY LIFE INSURANCE CO.	6070 Vision Premiums (Vision Premiums)	12.30
			6070 Vision Premiums (Vision Premiums)	57.67
165020102			6070 Vision Premiums (Vision Premiums)	249.40
			6070 Vision Premiums (Vision Premiums)	84.86
			6070 Vision Premiums (Vision Premiums)	57.67
				<u>461.90</u>
EFT	10/28/2021	LINCOLN FINANCIAL GROUP	6065 GROUP TERM LIFE	399.14
			6070 Premiums, life - Cafeter (Voluntary Insurance)	464.70
4316888322				<u>863.84</u>
EFT	10/28/2021	NATIONWIDE RETIREMENT	6066 457 CONTRIBUTION	139.84
				<u>139.84</u>
PR of 10/28/2021				
EFT	10/28/2021	PERS	6200 RETIREMENT - CLASSIC (Employer Contribu	760.76
			6200 RETIREMENT - CLASSIC (Employer Contribu	940.29
PR of 10/28/2021			6200 RETIREMENT - CLASSIC (Employer Contribu	1,770.53
			6200 RETIREMENT - CLASSIC (Employer Contribu	384.24
			6201 RETIREMENT - PEPRA (Employer Contributic	163.85
			6201 RETIREMENT - PEPRA (Employer Contributic	3,117.16
			6201 RETIREMENT - PEPRA (Employer Contributic	1,677.95
			6201 RETIREMENT - PEPRA (Employer Contributic	971.82
			6201 RETIREMENT - PEPRA (Employer Contributic	560.20
			6201 RETIREMENT - PEPRA (Employer Contributic	560.20
				<u>10,907.00</u>

SAN GABRIEL VALLEY MVCD

Claims List

October 28, 2021

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
EFT	10/28/2021	PRINCIPAL DENTAL	6070 Dental premiums - Cafeter	90.00
			6070 Dental premiums - Cafeter	414.48
1085590-10001			6070 Dental premiums - Cafeter	1,557.61
			6070 Dental premiums - Cafeter	452.76
			6070 Dental premiums - Cafeter	369.94
				<u>2,884.79</u>
<b>18418</b>	<b>10/28/2021</b>	<b>ALEJANDRA GASPAR</b>	6232 Travel Expenses (Travel Expenses)	6.03
				<u>6.03</u>
Mileage Reimburse				
<b>18419</b>	<b>10/28/2021</b>	<b>AZUSA LIGHT &amp; WATER</b>	6343 Meter # 89661864	92.36
			6343 Meter # 45169724 (Account # 303-0191.300 C	48.21
303-0190.300				<u>140.57</u>
<b>18420</b>	<b>10/28/2021</b>	<b>CAROL ANNE HAGELE</b>	6232 Per Diem (Per Diem)	200.00
				<u>200.00</u>
Per Diem				
<b>18421</b>	<b>10/28/2021</b>	<b>FLEET SOLUTIONS CENTER</b>	6260 SUPPLIES, MECHANICAL	601.18
			6260 SUPPLIES, MECHANICAL	173.56
3992,3994,39983995			6260 SUPPLIES, MECHANICAL	730.80
			6260 SUPPLIES, MECHANICAL	79.95
				<u>1,585.49</u>
<b>18422</b>	<b>10/28/2021</b>	<b>HOME DEPOT</b>	6250 LABORATORY SUPPLIES	9.89
			6044 MAINTENANCE, GROUNDS	6.26
Acct Ending 4710			6042 EQUIPMENT MAINTENANCE	4.94
			6042 EQUIPMENT MAINTENANCE	82.32
			6280 SUPPLIES, OPERATIONS	206.43
			6040 Building Maintenance	12.97

SAN GABRIEL VALLEY MVCD

Claims List

October 28, 2021

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
			6042 EQUIPMENT MAINTENANCE	27.53
			6040 Building Maintenance	29.37
			6042 EQUIPMENT MAINTENANCE	10.99
			6042 EQUIPMENT MAINTENANCE	27.44
			6040 Building Maintenance	9.15
			6042 EQUIPMENT MAINTENANCE	44.07
				<u>471.36</u>
<b>18423</b>	<b>10/28/2021</b>	<b>INTERSTATE BATTERY SYSTEM</b>	6260 SUPPLIES, MECHANICAL	144.01
				<u>144.01</u>
10183434				
<b>18424</b>	<b>10/28/2021</b>	<b>JUNG KIM</b>	6232 Per Diem (Per Diem)	200.00
				<u>200.00</u>
Per Diem				
<b>18425</b>	<b>10/28/2021</b>	<b>KRIZTIAN LUNA</b>	6232 Per Diem (Per Diem)	200.00
				<u>200.00</u>
Per Diem				
<b>18426</b>	<b>10/28/2021</b>	<b>MEGA DISTRIBUTION/VOLTEX LIGHTS</b>	6260 SUPPLIES, MECHANICAL	285.00
				<u>285.00</u>
MD-2727				
<b>18427</b>	<b>10/28/2021</b>	<b>PRAXAIR DISTRIBUTION</b>	6250 LABORATORY SUPPLIES	343.10
			6250 LABORATORY SUPPLIES	207.22
				<u>550.32</u>
66375238,65772693				
<b>18428</b>	<b>10/28/2021</b>	<b>QUADIENT /NEOPOST</b>	6073 EQUIPMENT LEASE	272.25
				<u>272.25</u>
N9099101				

SAN GABRIEL VALLEY MVCD

Claims List

October 28, 2021

Num	Date	Name	Item	Original Amount
18429	10/28/2021	US BANK	6270 OFFICE SUPPLIES	31.74
			6270 OFFICE SUPPLIES	36.42
Alba			6270 OFFICE SUPPLIES	14.34
			6010 AWARDS	122.50
			6010 AWARDS	29.50
			6036 COMPUTER SOFTWARE	900.00
			6010 AWARDS	19.20
			6010 AWARDS	37.79
			6010 AWARDS	23.76
			6010 AWARDS	31.34
			6270 OFFICE SUPPLIES	15.41
			6260 SUPPLIES, MECHANICAL	72.47
			6280 SUPPLIES, OPERATIONS	115.83
Bishop			6036 COMPUTER SOFTWARE	14.99
			6036 COMPUTER SOFTWARE	287.50
Dever			6036 COMPUTER SOFTWARE	175.00
			6036 COMPUTER SOFTWARE	166.00
			6333 BRANDED CLOTHING	49.02
			6250 LABORATORY SUPPLIES	25.15
Doyle			6333 BRANDED CLOTHING	49.59
			6232 SEMINARS AND MEETINGS	198.00
			6036 COMPUTER SOFTWARE	14.99
			6333 BRANDED CLOTHING	56.24
			6250 LABORATORY SUPPLIES	155.00
			6333 BRANDED CLOTHING	37.05
			8000 CAPITAL OUTLAY (Capital Outlay)	1,708.20
			6036 COMPUTER SOFTWARE	229.00
Holquin			6280 SUPPLIES, OPERATIONS	139.95
			8000 CAPITAL OUTLAY (Capital Outlay)	1,566.29
			6232 SEMINARS AND MEETINGS	100.00
			6010 AWARDS	397.75
Gutierrez			6010 AWARDS	4.41

SAN GABRIEL VALLEY MVCD

Claims List

October 28, 2021

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
			6010 AWARDS	35.90
			6250 LABORATORY SUPPLIES	31.49
			6250 LABORATORY SUPPLIES	12.55
Nelson			6250 LABORATORY SUPPLIES	10.64
			6250 LABORATORY SUPPLIES	36.54
			6250 LABORATORY SUPPLIES	26.44
			6250 LABORATORY SUPPLIES	55.41
			6040 Building Maintenance	33.73
			6042 EQUIPMENT MAINTENANCE	88.16
Van de Heyden			6042 EQUIPMENT MAINTENANCE	28.58
			6302 Supplies, Safety	744.60
			6010 AWARDS	123.14
Sun			6010 AWARDS	80.97
			6037 WEBSITE AND EMAIL SERVICE	4.99
			6186 Printing	630.32
			6036 COMPUTER SOFTWARE	180.00
			6188 MEDIA PRODUCTION	23.10
			6186 Printing	37.22
			6003 ADVERTISING	174.85
			6037 WEBSITE AND EMAIL SERVICE	29.96
			6188 MEDIA PRODUCTION	33.65
			6036 COMPUTER SOFTWARE	59.88
			6003 ADVERTISING	349.13
			6186 Printing	222.99
			6036 COMPUTER SOFTWARE	119.40
				<u>9,998.07</u>
<b>18430</b>	<b>10/28/2021</b>	<b>VERIZON WIRELESS</b>	6312 Monthly District Field Ph (Monthly District Fiel	325.06
			6312 Monthly District Field Ph (Monthly District Fiel	1,788.70
272560553-00003			6312 Monthly District Field Ph (Monthly District Fiel	485.70
			6312 Monthly District Field Ph (Monthly District Fiel	2,499.79
				<u>5,099.25</u>

**SAN GABRIEL VALLEY MVCD**

**Claims List**

October 28, 2021

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
		<b>Total Accounts Payable for October 28, 2021</b>		<b>34,934.92</b>
		<b>Total Accounts Payable for October 2021</b>		<b>105,296.87</b>
		<b>Total Payroll for October 2021</b> see attached		<b>285,551.90</b>
		<b>Total Claims for October 2021</b>		<b>390,848.77</b>



**San Gabriel Valley MVCD  
Payroll for October 2021**

Item 4.1 - 7 of 7

<b>Department</b>	<b>October 14, 2021</b>	<b>October 21, 2021 Term/Retro</b>	<b>October 28,2021 Reg &amp; Terms</b>	<b>TOTAL</b>
EXECUTIVE	6,992.31	-	6,992.31	13,984.62
ADMINISTRATION	17,071.51	-	11,183.90	28,255.41
OPERATIONS	57,062.02	535.84	57,662.45	115,260.31
SURVEILLANCE	22,075.33	10,447.36	18,688.62	51,211.31
COMMUNICATIONS	16,324.29	-	16,485.33	32,809.62
SEASONAL WORKERS	<u>12,206.68</u>	<u>-</u>	<u>16,917.13</u>	<u>29,123.81</u>
Gross Payroll	131,732.14	10,983.20	127,929.74	270,645.08
Employer Taxes	2,398.44	159.36	2,534.14	5,091.94
Car Allowance	500.00	-		500.00
Employee Benefit-Med	<u>4,525.37</u>	<u>7.19</u>	<u>4,782.32</u>	<u>9,314.88</u>
<b>TOTAL PAYROLL</b>	<b>139,155.95</b>	<b>11,149.75</b>	<b>135,246.20</b>	<b>285,551.90</b>

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SGVMVCD  
 Comparative YTD Actual to Full Year Budget  
 Current Period 33% of Year Completed  
 October 31, 2021

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
<b>PERSONNEL EXPENSES</b>						
Salaries, Exempt	52,921.86	234,051.99	681,100.00	447,048.01	34.36	
Salaries - Non Exempt	160,794.64	668,505.42	2,288,011.00	1,619,505.58	29.22	
Salaries - Overtime	253.78	12,524.43	20,500.00	7,975.57	61.09	Saturday work
Salaries - Vacation	17,174.21	50,009.83	118,435.00	68,425.17	42.23	Resignation pay out
Salaries-Holiday	237.06	19,958.21	132,061.00	112,102.79	15.11	
Salaries, Sick Pay	11,796.62	40,974.50	113,165.00	72,190.50	36.21	
Salaries, Part-time - XH	27,466.91	100,440.00	225,915.00	125,475.00	44.46	Extra Help for season
Management Car Allowance	500.00	2,000.00	6,000.00	4,000.00	33.33	
Cafeteria Benefit	36,480.23	142,730.91	435,200.00	292,469.09	32.80	
Hlth Benefits, Ret Emps	2,327.09	14,593.29	35,000.00	20,406.71	41.70	
Employer, 457 Contribution	279.68	1,255.80	3,636.00	2,380.20	34.54	
Medicare	4,007.58	16,717.06	54,165.00	37,447.94	30.86	
Retirement - Classic	7,711.64	36,925.14	118,822.00	81,896.86	31.08	
Retirement - Pepra	13,542.16	52,578.74	172,210.00	119,631.26	30.53	
Retirement - Classic-Unfunded Liability	0.00	172,234.00	172,300.00	66.00	99.96	One time expense
Retirement - Pepra-Unfunded Liability	0.00	8,714.00	8,720.00	6.00	99.93	One time expense
Social Security	716.42	4,538.59	12,030.00	7,491.41	37.73	Seasonal expense
Group Term Life Ins	399.14	1,899.06	4,800.00	2,900.94	39.56	
Tuition Reimbursement	0.00	0.00	8,000.00	8,000.00	0.00	
Insurance, unemployment	367.94	1,342.95	26,000.00	24,657.05	5.17	
Post Retirement Benefits	0.00	0.00	200,000.00	200,000.00	0.00	
<b>TOTAL PERSONNEL EXPENSES</b>	<b>336,976.96</b>	<b>1,581,993.92</b>	<b>4,836,070.00</b>	<b>3,254,076.08</b>	<b>32.71</b>	
<b>OPERATING EXPENSES</b>						
Event Participation Fees	0.00	85.00	4,000.00	3,915.00	2.13	
Arbovirus Testing Supplies	2,556.00	10,546.65	26,000.00	15,453.35	40.56	Traps
Branded Clothing	191.90	809.47	10,100.00	9,290.53	8.01	
Boots	0.00	350.00	5,500.00	5,150.00	6.36	
Misc. Rentals	0.00	0.00	2,000.00	2,000.00	0.00	
Professional Development	0.00	384.95	2,000.00	1,615.05	19.25	
Awards	1,126.26	1,126.26	3,000.00	1,873.74	37.54	
Advertising	523.98	8,471.40	30,000.00	21,528.60	28.24	

SGVMVCD  
Comparative YTD Actual to Full Year Budget  
Current Period 33% of Year Completed  
October 31, 2021

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
Bank Charges	1,676.16	6,189.67	19,000.00	12,810.33	32.58	
Board expenses	2,249.50	9,798.50	38,000.00	28,201.50	25.79	
Computer Hardware	1,940.86	1,558.36	56,000.00	54,441.64	2.78	
Computer Software	2,146.76	18,368.08	59,000.00	40,631.92	31.13	
Website/Email Service	234.95	959.57	7,000.00	6,040.43	13.71	
Facility maintenance	3,189.42	18,498.84	50,000.00	31,501.16	37.00	Electrical work
Maintenance, equipment	314.03	846.37	3,000.00	2,153.63	28.21	
Maintenance, grounds	6.26	295.74	2,000.00	1,704.26	14.79	
Lease Equipment	2,015.43	6,864.80	21,000.00	14,135.20	32.69	
Fees & Assessments	0.00	2,130.36	4,300.00	2,169.64	49.54	LA County Fire Permit
Hiring expenses	0.00	696.30	4,600.00	3,903.70	15.14	
VCJPA General Fund	0.00	5,391.00	7,530.00	2,139.00	71.59	One time expense
Insurance, liability	0.00	107,156.00	89,000.00	(18,156.00)	120.40	One time expense
Workers Comp Insurance	0.00	147,041.00	147,400.00	359.00	99.76	One time expense
Automobile Insurance	0.00	2,607.00	2,700.00	93.00	96.56	One time expense
Other Insurance	0.00	1,242.00	4,850.00	3,608.00	25.61	
Insurance, property	0.00	7,795.00	7,220.00	(575.00)	107.96	One time expense
Legal	0.00	12,855.20	70,000.00	57,144.80	18.36	
Memberships	0.00	12,772.00	35,500.00	22,728.00	35.98	SHRM, CalChamber
Miscellaneous expenses	0.00	645.51	3,500.00	2,854.49	18.44	
Postage	7.38	3,553.40	11,800.00	8,246.60	30.11	
Accounting Services, Auditor	0.00	6,000.00	24,000.00	18,000.00	25.00	
Professional Services , Other	0.00	0.00	2,000.00	2,000.00	0.00	
Professional Services-IT	7,624.66	9,679.66	50,000.00	40,320.34	19.36	
Printing & Reproduction	890.53	4,430.28	20,000.00	15,569.72	22.15	
Reference	0.00	0.00	800.00	800.00	0.00	
Seminars and meetings	1,064.03	6,943.86	48,600.00	41,656.14	14.29	
Supplies, Surveillance	1,085.47	5,407.39	15,000.00	9,592.61	36.05	
Supplies, Vehicle Maintenance	3,638.73	14,700.70	60,000.00	45,299.30	24.50	
Supplies, Gasoline	8,643.72	31,923.37	70,000.00	38,076.63	45.60	Price increase
Supplies, Office	602.64	3,695.03	13,100.00	9,404.97	28.21	
Supplies, Mosquito Fish	0.00	138.00	5,000.00	4,862.00	2.76	
Supplies, Operations	699.55	1,265.30	15,000.00	13,734.70	8.44	
Supplies, Pesticides	0.00	112,759.94	140,000.00	27,240.06	80.54	Supply for season

SGVMVCD  
 Comparative YTD Actual to Full Year Budget  
 Current Period 33% of Year Completed  
 October 31, 2021

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
Supplies, Communications	0.00	5,097.39	10,000.00	4,902.61	50.97	Projects
Supplies, Education Program	0.00	13,838.85	18,000.00	4,161.15	76.88	Projects
Supplies, Safety	744.60	1,674.09	25,000.00	23,325.91	6.70	
Supplies, Media Production	122.39	4,350.39	6,000.00	1,649.61	72.51	Projects
Benefit Assesment Admin Cost	0.00	12,090.32	116,000.00	103,909.68	10.42	
Communications, field	5,099.25	18,165.55	42,000.00	23,834.45	43.25	Additional seasonals
Telephone, Internet	1,547.02	4,580.57	14,000.00	9,419.43	32.72	
Telephone , Office	1,266.63	5,668.75	13,000.00	7,331.25	43.61	Increase in plan fees
Training , CEU's	0.00	5,034.00	6,000.00	966.00	83.90	Certification renewals
Uniforms and clothing	1,699.54	4,093.35	12,000.00	7,906.65	34.11	
Utilities, Electric	0.00	8,143.04	28,000.00	19,856.96	29.08	
Utilities, Natural Gas	188.17	698.10	3,300.00	2,601.90	21.15	
Utilities, Water	140.57	918.30	2,200.00	1,281.70	41.74	Rate increase
Surveillance, Aerial	0.00	0.00	25,500.00	25,500.00	0.00	
<b>TOTAL OPERATING EXPENSES</b>	<b>53,236.39</b>	<b>670,334.66</b>	<b>1,510,500.00</b>	<b>840,165.34</b>	<b>44.38</b>	
<b>TOTAL EXPENSES</b>	<b>390,213.35</b>	<b>2,252,328.58</b>	<b>6,346,570.00</b>	<b>4,094,241.42</b>	<b>35.49</b>	
<b>CAPITAL OUTLAY EXPENSES</b>						
Capital Outlay	5,470.12	183,973.04	430,000.00	246,026.96	42.78	Two replacement vehicles
<b>TOTAL CAPITAL EXPENSES</b>	<b>5,470.12</b>	<b>183,973.04</b>	<b>430,000.00</b>	<b>246,026.96</b>	<b>42.78</b>	
<b>RESERVES</b>						
Reserve, Public Health Em	0.00	0.00	1,326,200.00	1,326,200.00	0.00	
Reserve, Capital Projects	0.00	0.00	459,929.00	459,929.00	0.00	
Reserve, Pension Liability	0.00	0.00	200,258.00	200,258.00	0.00	
Reserve, Building/Facilities	0.00	0.00	224,761.00	224,761.00	0.00	
Reserve, Vehicle Replacement	0.00	0.00	105,761.00	105,761.00	0.00	
	0.00					
<b>TOTAL RESERVES</b>	<b>0.00</b>	<b>0.00</b>	<b>2,316,909.00</b>	<b>2,316,909.00</b>	<b>0.00</b>	

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**MINUTES of the San Gabriel Valley Mosquito and Vector Control District  
Board of Trustees Meeting  
1145 N. Azusa Canyon Road, West Covina, CA 91790  
October 8, 2021**

**TRUSTEES PRESENT**

Stephen Sham (Alhambra)  
Roger Chandler (Arcadia)  
Robert Gonzales (Azusa)  
Richard Barakat (Bradbury)  
Corey Calaycay (Claremont)  
Henry Morgan (Covina)  
Margaret Finlay (Duarte)  
Jerry Velasco (El Monte)  
Jackie Doornik (Glendora)  
Manuel Garcia (Irwindale)  
Catherine Marcucci (Industry)  
Elyse Rasmussen (La Verne)  
Becky Shevlin (Monrovia)  
Joseph Leon (Monterey Park)  
Rachel Janbek (Pasadena)  
Tim Sandoval (Pomona)  
Sandra Armenta (Rosemead)  
Ryan Vienna (San Dimas)  
Denise Menchaca (San Gabriel)  
John Capoccia (Sierra Madre)  
Robert Joe (So. Pasadena)  
Cynthia Sternquist (Temple City)  
Lloyd Johnson (West Covina)

**TRUSTEES ABSENT**

Charlie Klinakis (La Puente)  
Jamie Bissner (Los Angeles Co.)  
Allen Wu (Walnut)

**STAFF PRESENT**

Jared Dever  
Rose Alba  
Jason Farned  
Melissa Doyle  
Levy Sun  
Evelyn Gutierrez

**GUESTS PRESENT**

Representatives, Lewis Brisbois Bisgaard  
and Smith (Legal counsel)

**1. Call to Order**

Board President Becky Shevlin called the meeting to order at 7:07 AM, Trustee Denise Menchaca led the Pledge of Allegiance, and District Manager, Jared Dever took Roll Call.

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

None

**3. Consider RESOLUTION No. 21-03 – RESOLUTION OF THE BOARD OF TRUSTEES OF THE SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY ON MARCH 4, 2020 BY CALIFORNIA GOVERNOR GAVIN NEWSOM AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT FOR THE PERIOD COMMENCING OCTOBER 8<sup>TH</sup> AND RUNNING UNTIL NOVEMBER 8<sup>TH</sup> PURSUANT**

**TO THE APPLICABLE BROWN ACT PROVISIONS. (EXHIBIT 3A)  
(Board President, Becky Shevlin) (Approve/Deny)**

President Shevlin provided background on Resolution 21-03 for the continuance of teleconference public meetings. A motion made Trustee Corey Calaycay and seconded by Trustee Richard Barakat to approve Resolution 21-03 passed unanimously.

**4. Consent Calendar**

A motion made by Trustee Corey Calaycay and seconded by Trustee Jerry Valasco to approve the Consent Calendar passed unanimously.

**5. Presentation: none**

**6. Consider Amendments to Resolution 21-01, San Gabriel Valley Mosquito and Vector Control District, Bylaws Governing District Meetings (EXHIBIT 6A)  
(Board President, Becky Shevlin) (Approve/Deny)**

President Shevlin reviewed the changes proposed to Resolution 21-01. The proposed amendments reduce the number of standing and ad hoc committee members from nine to five and adds committee duties and descriptions to the bylaws governing district meetings document. District Manager Dever provided further detail on proposed language changes to position and title of the board Secretary/Treasurer.

**7. Call for Members of Nominations Committee (EXHIBIT 7A)  
(Board President, Becky Shevlin)**

President Shevlin described the duties and responsibilities of the Nominations Committee and called for five trustee volunteers to serve. Trustees Barakat, Sandoval, Finlay, Sternquist, and Doornik volunteered to serve on the committee.

**8. District Administration**

**8.1. Committee Meeting Notifications: Finance and Audit Committee**

District Manager, Dever asked that members of the Finance and Audit Committee watch for scheduling requests to convene the committee.

**8.2. West Nile virus Update**

District Manager, Dever provided a brief update on the number of West Nile virus positive mosquito samples, birds, and human infections report thus far in the 2021 season.

**8.3. Trustee Term Ending Notifications:**

District Manager, Dever informed the board that the following trustee terms were concluding on December 31, 2021. He stated that notification of appointment or reappointment would be sent to their respective cities in October.

**Baldwin Park  
Claremont  
El Monte**

**Bradbury  
Co. of Los Angeles  
La Puente**



**Monterey Park  
Rosemead**

**Pasadena  
South Pasadena**

**9. Committee Reports**

**9.1. Personnel and Policy Committee – September 29, 2021 (EXHIBIT 9A)  
(Committee Chair, Richard Barakat) (Acting Chair, Corey Calaycay)**

Acting Personnel and Policy Committee Chair, Corey Calaycay reported that the committee considered three agenda items on September 29, 2021. Acting Chair, Calaycay stated that the committee discussed the inclusion of Federal holiday Juneteenth to the District provided holidays list and that the committee concluded the item would be considered at a future date. Acting Chair, Calaycay informed board members that the committee reviewed all respondent submissions to the Request for Proposal for Personnel and Policy Handbook Revision and concluded that additional information was required from staff before making selections for the interview process. The item is slated to be considered at a future committee meeting prior to the November 12, 2021 board meeting. Acting Chair, Calaycay reported that the committee had a robust discussion and consideration of a COVID 19 vaccine mandate for all district staff. Calaycay stated that the committee concluded to not recommend a vaccine mandate given the high percentage of vaccinated employees, independent nature of field staff work, and staff's strict adherence to prevention protocols and practices that have prevented a single coinfection event at the district.

**10. Trustee Reports**

**11. New Business**

**12. Adjournment**

The meeting was adjourned at 7:46 a.m.

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## Operations Department

Disease Weeks 39 – 43 | September 26 – October 30

### Zone Specialists:

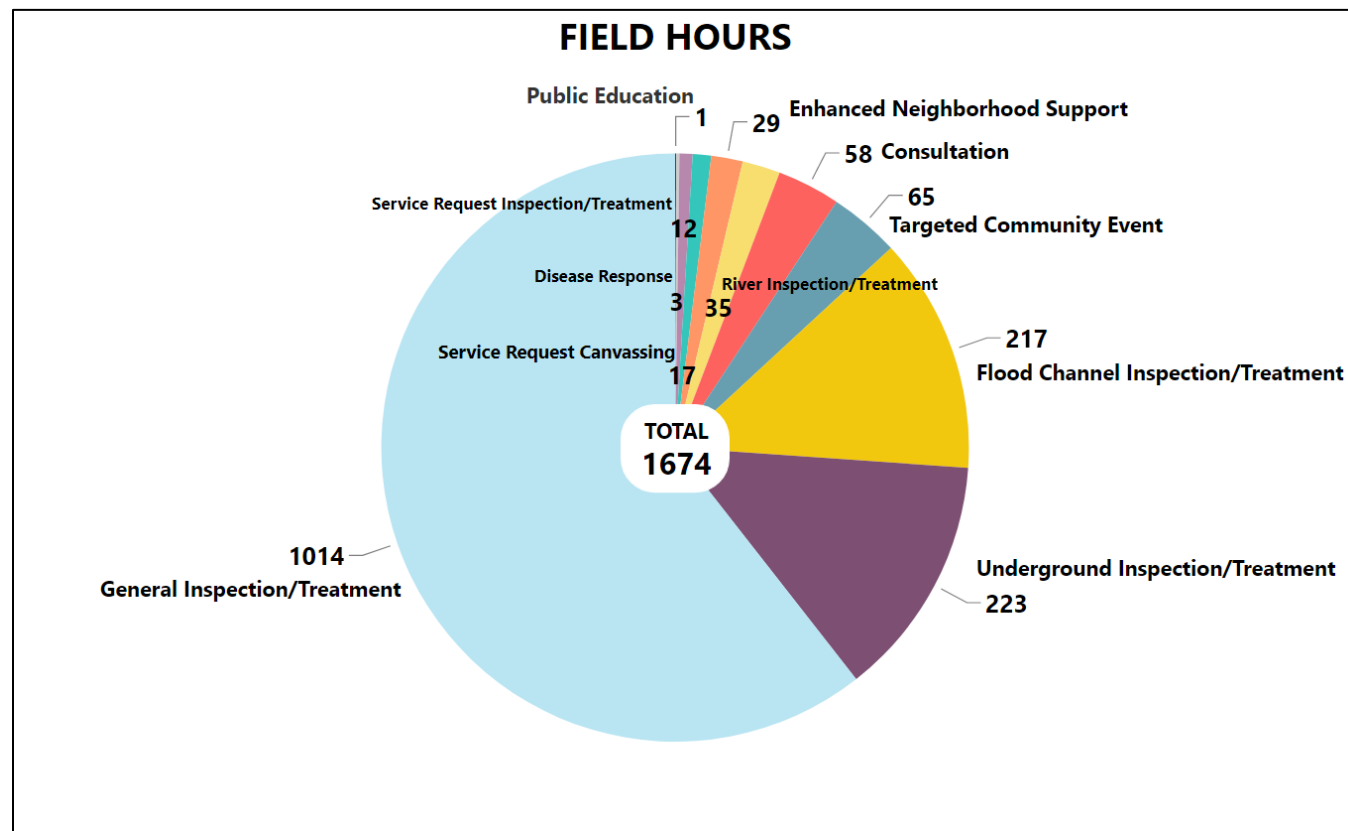
Zone	Specialist	Cities
1	Dane Miletich	Alhambra, Monterey Park, San Gabriel, South Pasadena
2	Jon Halili	Altadena, Pasadena
3	Darrin Jones	Arcadia, Sierra Madre, Temple City
4	Hendricks Pena	Baldwin Park, El Monte, Rosemead
5	Marc Mitchell	Azusa, Bradbury, Duarte, Irwindale, Monrovia
6	Ignacio Urena	Industry, La Puente, West Covina
7	Fred Ibarra	Covina, Glendora, San Dimas
8	Steven Gallegos	Claremont, La Verne, Pomona, Walnut

### Field Statistics:

**2,798** - 4.05%  
2020  
**SITES VISITED**

**110** - 46.86%  
2020  
**SERVICE REQUESTS**

**68** - 34.62%  
2020  
**CONSULTATIONS**



**Operations Summary:**

October 28 marked the end of the season for all seasonal staff.

**Chemical Usage:****September 2021**

Larvicides/Pupicides				
Method of Action	Target	Amount	Area Treated	
<b>Larvicide Oils (Surface Film)</b>				
Suffocation	Mosquitoes	3.90 gal.	34985	sq.ft.
<b>Insect Growth Regulators (IGR's)</b>				
Inhibits metamorphosis	Mosquitoes	28.95 lbs.	45280	sq.ft.
<b>Bacterials</b>				
Ingestion, toxicant	Mosquitoes	1.76 gal.	898124	sq.ft.
Ingestion, toxicant	Mosquitoes	91.30 lbs.	1960168	sq.ft.
Ingestion, toxicant	Black flies	9.48 gal.	2631	m <sup>3</sup>
<b>Biologicals</b>				
Mosquito fish	Mosquitoes	372 ea.	1924	sq.ft.

**October 2021**

Larvicides/Pupicides				
Method of Action	Target	Amount	Area Treated	
<b>Larvicide Oils (Surface Film)</b>				
Suffocation	Mosquitoes	2.48 gal.	22482	sq.ft.
<b>Insect Growth Regulators (IGR's)</b>				
Inhibits metamorphosis	Mosquitoes	46.92 lbs.	7011	sq.ft.
<b>Bacterials</b>				
Ingestion, toxicant	Mosquitoes	1.19 gal.	609838	sq.ft.
Ingestion, toxicant	Mosquitoes	82.66 lbs.	1358052	sq.ft.
Ingestion, toxicant	Black flies	3.21 gal.	891	m <sup>3</sup>
<b>Biologicals</b>				
Mosquito fish	Mosquitoes	176 ea.	1125	sq.ft.

## Surveillance Department Disease Weeks [40 - 43] | [October 3 – October 30, 2021]

### Insect Surveillance Activities

Weekly mosquito surveillance was implemented in week 9 (March) 2021 and concluded in week 43. Additional trapping may be conducted if temperatures increase dramatically. Weekly trapping will begin again in March 2022. A map of the locations samples weeks

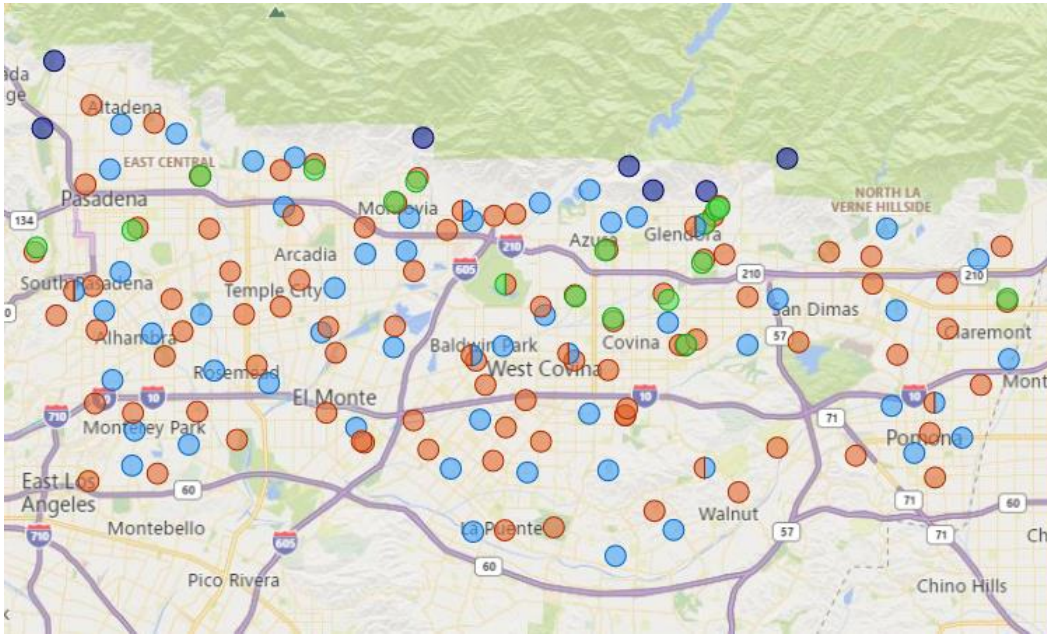


Figure 1 Sampling locations – Orange indicates traps targeting *Culex*, Light blue indicates traps targeting *Aedes*, Dark blue indicates traps targeting black fly, Pink indicates targeting ticks, Green indicates underground storm drain traps

### Mosquito Activity

Mosquito activity during weeks 40 - 43 was low in comparison to the overall activity observed since 2018. Figure 2 displays the average number of mosquitoes caught during weeks 40 to 43 since 2018.

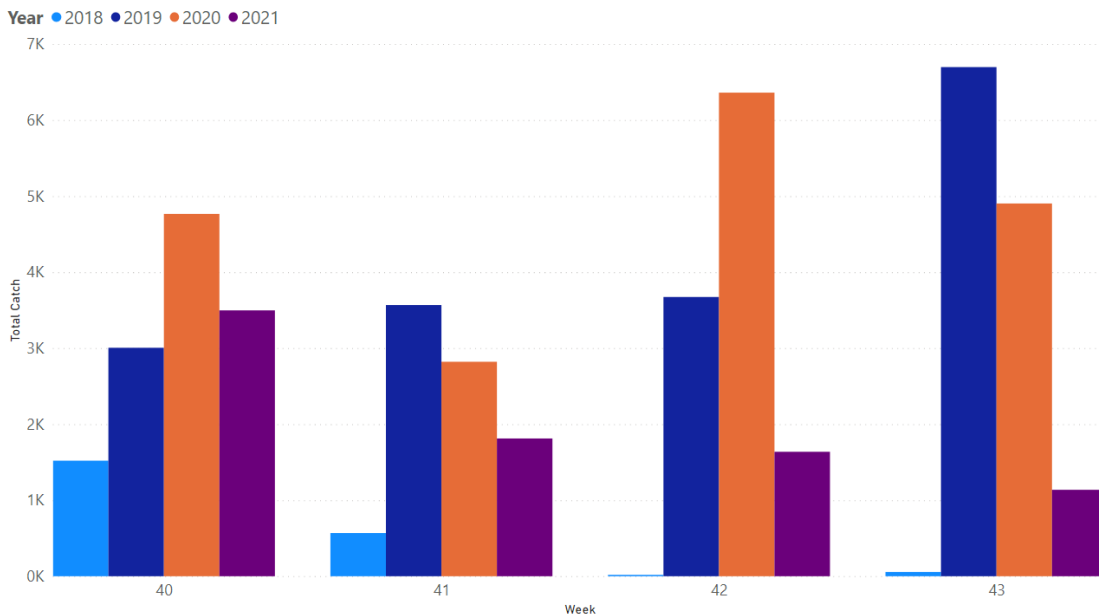


Figure 2 Mosquito activity in weeks 31 – 34 in 2018 to 2021

### West Nile Virus Activity SGVMVCD

The Surveillance Department places traps weekly and submits mosquito samples for testing for arboviruses, like West Nile virus (WNV). Enhanced trapping is conducted in areas where arbovirus activity and other risk factors are observed. This data assists the Operations Department to focus resources. WNV has been quite active in the San Gabriel Valley with 191 positive mosquito samples and, and 33 birds testing positive for WNV. For perspective, in 2020, there were 53 positive mosquito samples for the entire season and only 3 positive dead birds. The table below lists the positive samples and birds collected in weeks 40 to 43.

City	WNV Positive Mosquito Samples	WNV Positive Bird Samples
Alhambra	2	
Arcadia	2	
Azusa	1	
Baldwin Park	1	
El Monte	1	
La Verne	1	
Monrovia	1	
Pasadena		1
Rosemead	2	
South Pasadena		1
Temple City	1	
Walnut	3	

Figure 3 West Nile virus Activity weeks 35 to 39

The Los Angeles County Department of Public Health reported 13 WNV cases in 2021. Five cases have been confirmed to reside in San Gabriel Valley (Arcadia, Azusa, and Covina). One death was reported, located outside of the San Gabriel Valley.

### Arbovirus Activity in California

Overall, California is observing low WNV activity in 2021 in comparison to 2020.

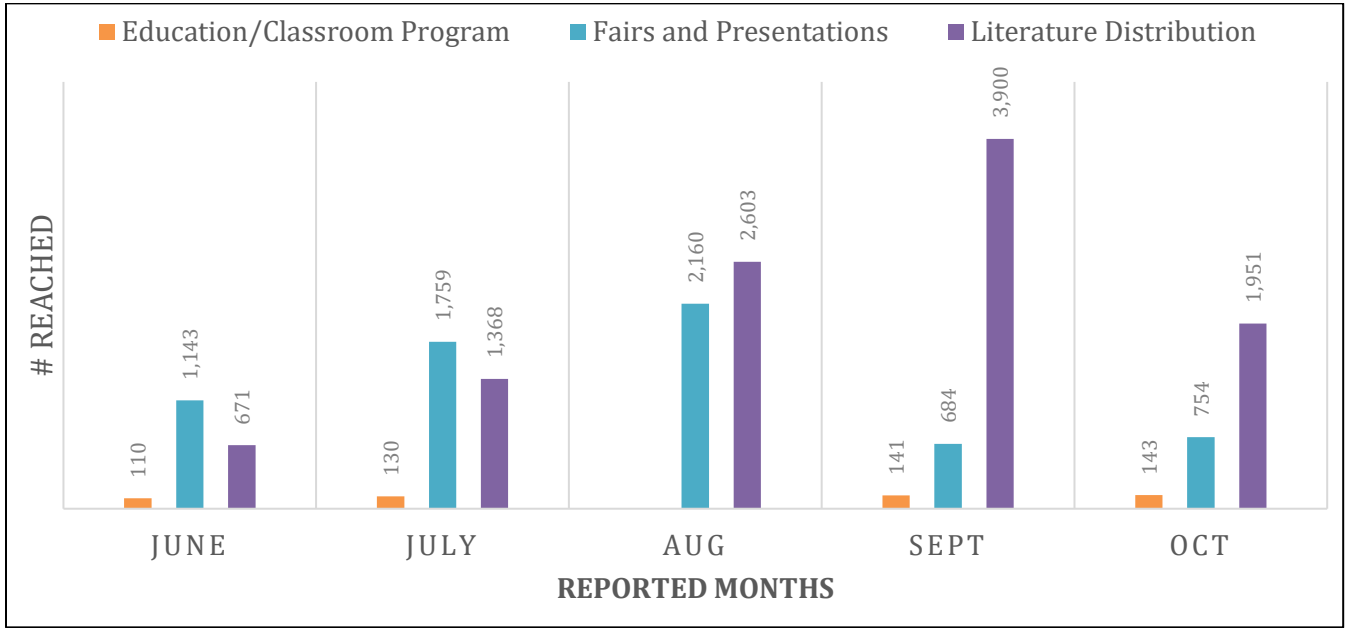
2020 & 2021 YTD West Nile Virus Comparisons		
	2020	2021
# Human Cases	135	92
# Positive Dead Birds / #Tested	333 / 1,472	209 / 1,610
# Positive Mosquito Samples / # Tested	2,598 / 38,770	2,256 / 37,113

### Department News

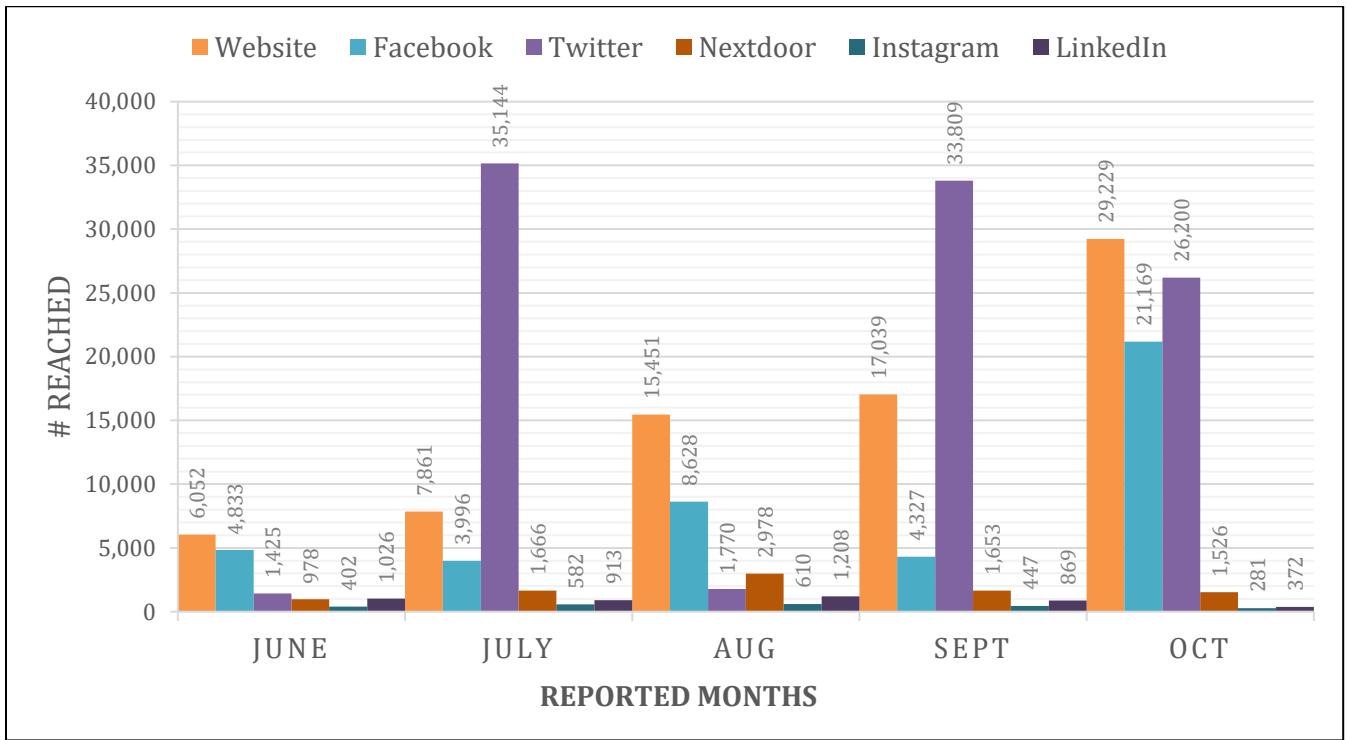
Gimena Ruedas, Assistant Vector Ecologist, accepted an Epidemiologist position with the Riverside Department of Health. This past season, she completed a field project that determined the time of day *Aedes* mosquitoes are actively seeking hosts. This information can assist in adult control interventions, especially if there were active disease transmission. To determine this information, eight traps were placed on timers and were turned on for 3 hours at a time. Overall, Female host-seeking *Aedes* mosquitoes were more active during the time period of 11am to 2 pm, followed by 5pm to 8pm. Male *Aedes* mosquitoes tended to be more equally active throughout the day. The highest peak in activity for *Ae. aegypti* coincided with the part of the day that had the highest amount of light. This was also the time where the least amount of *Ae. albopictus* were collected.

**Communications Department**  
 Disease Weeks [40-43] | [Oct 3 – Oct 30]

**Outreach Activities:**



**Digital Activities:**



Media Activity	Headline
ABC 8 News	What is the Aedes mosquito that's spreading in California?
News Nation USA	Invasive Aedes mosquito expands reach in Los Angeles, Orange Counties
Texas News Today	Mosquitoes that prefer to bite people who are thriving in California
Weekly Star	Black flies in San Gabriel Valley
USA Today	These mosquitoes 'prefer to bite people.' Meet the invasive insect ravaging the West Coast
Los Angeles Times	Invasive Aedes mosquito expands reach in Los Angeles, Orange Counties
Yahoo! News	These mosquitoes 'prefer to bite people.' Meet the invasive insect ravaging the West Coast

### EcoHealth Vector Education Program



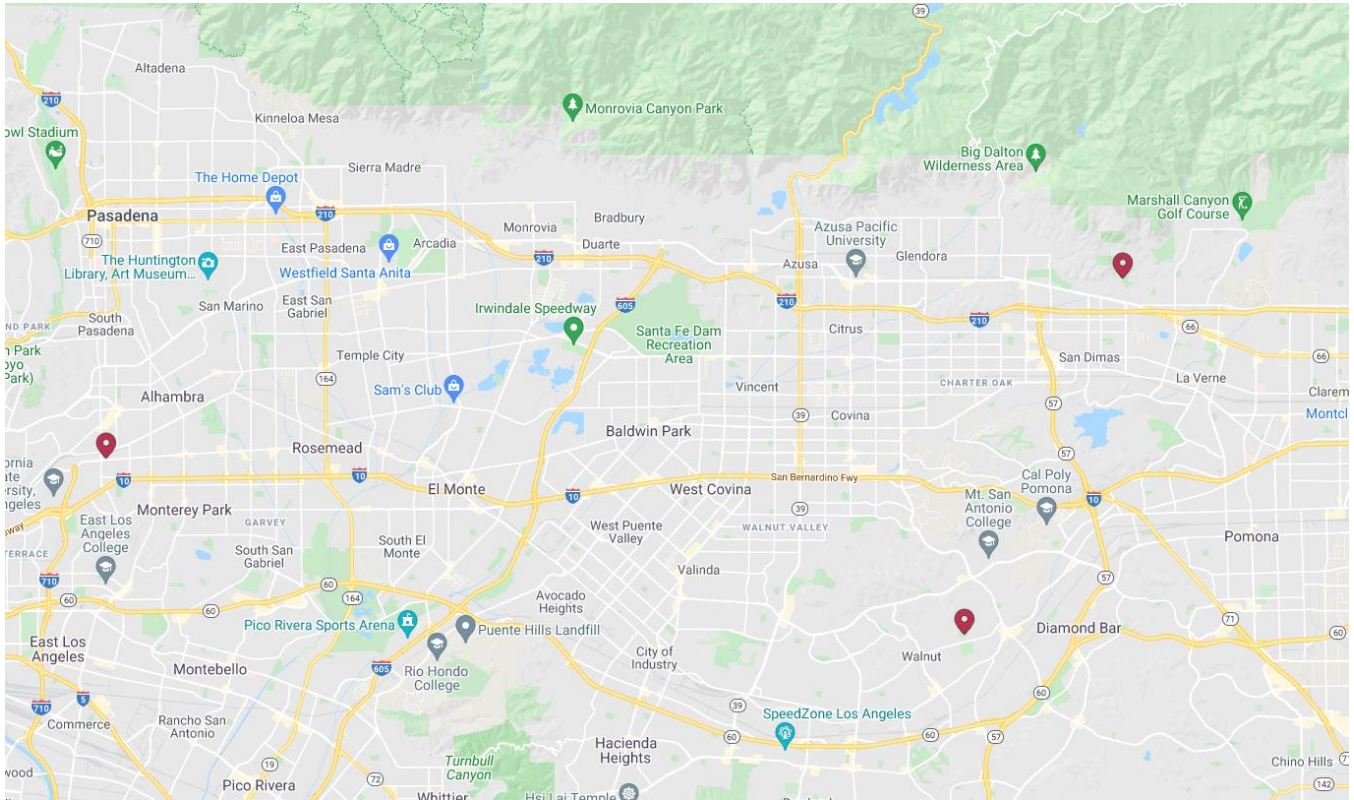
## EcoHealth Vector Education

1. New Developments
  - a. Journey of the Germ
    - i. Google Analytics analysis
  - b. Created and shot a "Vector Inspector of the Year" promo video
  - c. Assisted in the orientation of a new student intern Araceli Gonzalez
  - d. Newsletter
    - i. EcoHealth eblast newsletter for October experienced an open rate of 17.2% and click rate of 17.2%. This is higher-than-average for the industry.
    - ii. Published newsletter blog on [www.vectoreducation.org](http://www.vectoreducation.org).
2. Projects in Progress:
  - a. Wrapping up Operation Mosquito G.R.I.D. analysis of luring papers, publishing results on the Virtual Lab
  - b. Submitted MVCAC extended abstract for Operation Mosquito G.R.I.D.
  - c. Assisting in the planning of Los Repelentes PSA
  - d. Practiced live Twitter session for promotion of Journey of the Germ for the Entomological Society of America's Denver Conference, October 31 - November 3, 2021



## General Outreach

### Locations of Outreach Events for Board Report Period



1. Advertising
  - a. Running targeted digital display ads to residents in cities with WNV positive birds and mosquitoes
  - b. Ada Eez the Mosquito was used in a cross-collaboration video with the Upper San Gabriel Valley Water District
2. Social Media
  - a. Mosquito Bites Live (Instagram Live) series
    - i. Tick influencer Megan Sanders PhD
    - ii. Nichol Delgado with the Upper San Gabriel Valley Municipal Water District re: Conserve-a-Palooza.
  - b. Repetitive messaging: Tip Toss Protect with weekly content.
3. Website
  - a. Standardized general web content format
  - b. Update and revamp *Invasive Aedes Special Report* webpage
  - c. Creation of blog posts:
    - i. Short Bites Monthly (October)
    - ii. Promoted Go Native with Our California Native Plants Resources and E-blast
    - iii. Promoted Switching to California Native Plants is as Easy as A-B-C
    - iv. Promoted the Bite Back Tour with a recap blog post
4. Bite Back Program
  - a. Finalized WNV kit attachment design

5. Video Projects
  - a. Plant Saucer Truth Video
    - i. Write script for Plant Saucer Truth video
    - ii. Record sample audio for Plant Saucer Truth video
    - iii. Assist in filming/acting in Plant Saucer Truth video
  - b. Resumed scouting for Los Repelentes filming locations
    - i. Revamped Los Repelentes storyboard to reflect location
  - c. Finalized and promoted Journey of the Germ promotional video
6. Administrative
  - a. Update preschool program activities and prep for Alhambra visit
  - b. Update Acuity scheduling for the education programs
  - c. Create a Literature & Giveaways Monday board to automate and streamline our tracking process
7. Events/Webinars/trainings
  - a. 10/9 Walnut Family Festival
  - b. 10/13 Monday's New Features
  - c. 10/14 Little Champions Preschool Program in Alhambra
  - d. 10/3, 10/7, 10/12, 10/13, 10/14 Mailchimp E-Commerce Masterclass Series
  - e. 10/23 Halloween in Natural Areas in San Dimas

**Treasurer's Report – September 2021  
San Gabriel Valley Mosquito and Vector Control District**

The attached Treasurer's Report is for September 2021.

The Total of All Funds Balance is \$4,296,254.73

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 blue ink, appearing to read "Steve Johnson", is written over a horizontal line.

Authorized Board of Trustee Member

**San Gabriel Valley Mosquito and Vector Control District  
Treasurer's Report (based on Balance Sheet Detail Activity Report,  
Period 3, FY 2021-2022 received on October 1, 2021**

Investment Vehicle	Yield	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Local Agency Investment Fund (LAIF)	0.22%	\$1,027,179.96	Interest Withdrawal	\$0.00	LAIF Statement (September 2021)	\$1,027,179.96

Maturity Date: Perpetual  
Interest rate as of August 2021

Investment Vehicle	Yield	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Los Angeles County Pool	0.49%	\$2,969,516.47	Interest Trust Warrant #712	\$834.28 (\$609,683.64)	ND 24 Per 3 ND 24 Per 3 ND 24 Per 3 ND 24 Per 3 ND 24 Per 3	\$2,360,667.11

Maturity Date: Perpetual  
Interest rate as of September 2021

Investment Vehicle	Yield	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
VCJPA Contingency Fund	1.46%	\$135,332.00	Interest Admin Fees	\$0.00 \$0.00	VCJPA Statement (Sept 2021)	\$135,332.00

Maturity Date: Perpetual  
Interest rate as of June 2021

Investment Vehicle	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Citizens Bank Revolving Fund	\$200,000.00	Deb Activity-Sept 2021 Sweep Trust Warrant #712	(\$1,259,317.24) \$649,633.60 \$609,683.64	CB Statement September 2021	\$200,000.00

Investment Vehicle	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Citizens Bank Sweep Account	\$622,855.24	Deb Activity-Sept 2021 Deposit	(\$649,633.60) \$599,854.02	CB Statement September 2021	\$573,075.66

<b>Total Beginning Balance</b>	<b>\$4,954,883.67</b>			<b>Total End Balance</b>	<b>\$4,296,254.73</b>
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**November 12, 2021**

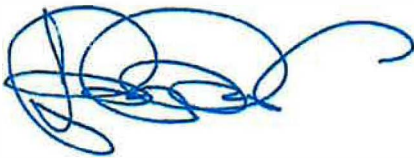
**HONORABLE PRESIDENT AND MEMBERS OF THE BOARD OF TRUSTEES,  
SAN GABRIEL VALLEY MOSQUITO & VECTOR CONTROL DISTRICT**

**SUBJECT: November 1, 2021 District Working Fund Balance**

November 1, 2021 balance:	\$1,979,345.73
October 1 – October 31, 2021 expenditures:	\$390,848.77

**November 1, 2021 Working Fund Balance: \$1,588,496.96**

**Respectfully Submitted:**



**Jared Dever  
District Manager**