

**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.