

San Gabriel Valley Mosquito & Vector Control District
Board of Trustees Meeting
December 9, 2011
Minutes

Trustees Attending

- 1 Stephen Sham (Alhambra)
- 2 Roger Chandler (Arcadia)
- 3 Joseph Rocha (Azusa)
- 4 Rick Barakat (Bradbury)
- 5 Henry Morgan (Covina)
- 6 Sam Pedroza (Claremont)
- 7 Margaret Finlay (Duarte)
- 8 Andre Quintero (El Monte)
- 9 Charles Myers (Glendora)
- 10 Jeff Parriott (Industry)
- 11 Manuel Garcia (Irwindale)
- 12 Dan Holloway (La Puente)
- 13 Robert Neher (La Verne)
- 14 Frank Hall (Co. of Los Angeles)
- 15 Dan Kirby (Monrovia)
- 16 Joseph Leon (Monterey Park)
- 17 Elliott Rothman (Pomona)
- 18 Robert Bruesch (Rosemead)
- 19 Jeffrey Templeman (San Dimas)
- 20 Kevin B. Sawkins (San Gabriel)
- 21 Janice Nelson (Sierra Madre)
- 22 Cynthia Sternquist (Temple City)

Trustees Absent

- 1 Mary Su
- 2 Shelly Sanderson

Staff Attending

- Rose Alba
Mel Cook
Kenn Fujioka
Kelly Middleton
Marta Tanaka
DeAndre Ware
Alfonso Melgoza

Staff Absent

- Esther Elliott

1. **Call to Order**
The meeting was called to order by President Sham at 7:03 a.m.
2. **Pledge of Allegiance and Silent Roll Call**
The Pledge of Allegiance was led by President Sham.
3. **Presentation of Trustee Service Pins and Recognition of Outgoing Trustees**
 - A. **Service Pins:**

Roger Chandler	10 years
Dan Kirby	5 years
 - B. **Recognition of Outgoing Trustees**

Frank Hall	County of Los Angeles
Robert Bruesch	City of Rosemead
4. **Opportunity for Public Comment on Non-Agenda Items**
None
5. **Consent Calendar**

Item 5C

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

- A. List of Claims for November 2011
- B. Budget Status Report for November 2011
- C. Minutes of Board of Trustees Meeting November 18, 2011
- D. Surveillance and Vector Report
- E. Abatement Report
- F. Education Program

6. **October 2011 Monthly Treasurer Report / District Working Balance Report for December 2011**

A motion by Trustee Parriott to approve the September 2011 Monthly Treasurer Report and the District Working Balance report for November 2011 was seconded and unanimously approved.

7. **Consider Proposed Adjustments To FY 2011-2012 Budget**

Assistant Manager Kenn Fujioka reported the District is faced with unbudgeted expenditures related to replacing vehicles, repairing building roofs, managing WNV control and that the discovery of *Aedes albopictus* made it necessary to use 80% of the FY 2011-2012 budget for seasonal help in the first half of the year.

Staff proposed allocating FY 2011-2012 budgetary surplus and capital reserves funds for these obligations.

A motion by Trustee Parriott to approve the proposed adjustments to FY 2011-2012 Budget to cover existing expenses was seconded and unanimously approved.

8. **District Administration**

A. **Vehicles**

Assistant Manager Fujioka reported District counsel is currently reviewing the language in the Request for Bids for District vehicles.

B. **Roof Repair**

Assistant Manager Fujioka reported the roof repair contract was awarded to the San Marino Roofing Company. Staff's research into the San Marino Roofing Company found no liens, lawsuits or adverse activity with bonding provided in the state of California. The Board will be notified when repairs begin.

C. **Personnel Matters**

The District is preparing for discovery in its pending lawsuit. No current activity was reported.

MVCAC Annual meeting will be held January 29 to February 1, 2012 in Burlingame, California. Two spots were budgeted for Trustees to attend. Trustee Morgan will be presenting a speaker and is required. Trustees interested in attending were asked to advise District staff.

Item 5C

10. Disease Surveillance

West Nile virus is no longer active in the State. Of the 62 cases reported in the Los Angeles County, ten were in our District.

11. Trustee Reports

None

12. New Business

Nominations Committee Chairperson Trustee Morgan announced the following Trustees will be nominated for 2012 Board officers: President, Jeff Parriott, Vice President Dan Kirby, Secretary, Henry Morgan and Treasurer Margaret Finlay. Election of Board officers will occur at the Board of Trustees' meeting on January 13, 2012.

President Sham thanked the Board and its officers for their support and patience during his term as President.

13. President Sham announced that the Personnel Committee would meet immediately after the Board Adjourned.

15. Adjournment

No motion. The meeting was adjourned at 7:18 a.m.