



San Gabriel Valley Mosquito & Vector Control District

1145 North Azusa Canyon Road, West Covina, CA 91790
Phone: 626-814-9466 | www.sgvmosquito.org
Email: district@sgvmosquito.org

BOARD OF TRUSTEES MEETING AGENDA MARCH 8, 2024 – 7:00 A.M.

1. **Call to Order**

- 1.1 Pledge of Allegiance
- 1.2 Determination of a Quorum – Noted Absences
- 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. **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. (Approve/Deny)

- 3.1 List of Claims: February 2024 (P.5)
- 3.2 Budget Status Report: February 2024 (P.19)
- 3.3 Minutes of Board of Trustees Meeting: February 2024 (P.23)
- 3.4 Operations Report: February 2024 (P.27)
- 3.5 Surveillance Report: February 2024 (P.29)
- 3.6 Communications Report: February 2024 (P.31)
- 3.7 Treasurer's Report: January 2024 / District Working Balance: March 2024 (P.35)
- 3.8 Sunshine Reports: January & February 2024 (P.37)

4. **Presentation:**

- 4.1 John Capoccia, Board President
 - Trustee Service Pin Presentation – Richard Barakat, 30 Years



4.2 Jason Farned, District Manager

- 2024 Strategic Report (**EXHIBIT 4.2**) (P.41)

5. **Annual Review of Signatory Authority (EXHIBIT 5A)** (P.51)
(Board President, John Capoccia) (Receive and File)

6. **Consider Recommendation to Approve Resolution 2024-01 San Gabriel Valley Mosquito and Vector Control District Bylaws Governing District Meetings and Rescinding Resolution 2021-01 (EXHIBIT 6A)** (P.55)
(Board President, John Capoccia) (Approve/Deny)

- **Call for Public Comment**
- **Board Action Required:** If the Board concurs, following the public discussion by members for this item, the appropriate action is to adopt Resolution 2024-01 San Gabriel Valley Mosquito and Vector Control District Bylaws Governing District Meetings and Rescinding Resolution 2021-01.
- **Alternative Board Action:** If after discussion by members for this item, the Board may choose to deny approval.

7. **District Administration**

7.1 Committee Meeting Notifications

- Finance & Audit Committee
- Public Information Committee

7.2 Annual Form 700 Filing Reminder (Due April 2nd)

7.3 District Update

8. **Committee Reports**

9. **Trustee Reports**

10. **New Business**

11. **Adjournment**



CERTIFICATE OF POSTING

I hereby certify under penalty of perjury under the laws of the State of California that a copy of the foregoing agenda was posted at 1145 North Azusa Canyon Road, West Covina, CA 91790 and the District's website (www.sgvmosquito.org) not less than 72 hours prior to the meeting per Government Code 54954.2.

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

A handwritten signature in blue ink that reads "Jerry Mireles".

Jerry Mireles, Clerk of the Board
San Gabriel Valley MVCD

NOTICE TO THE PUBLIC

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).

If you need special assistance or accommodations to participate in this meeting, please contact the Clerk of the Board at 626-814-9466 ext.1006. 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)

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San Gabriel Valley Mosquito & Vector Control District

List of Claims | February 2024

San Gabriel Valley Mosquito and Vector Control District Claims List February 2024

Vendor	Date	Product/Service	Memo/Description	Amount
A-1 ROOTER	02/29/2024	6040 Building Maintenance	Invoice #11393 Women's Shower and Men's Faucet repair, PUC Pipe	1,430.00
				\$ 1,430.00
AJG ACCOUNTING & BOOKKEEPING SVCS	02/01/2024	6000 ACCOUNTING SERVICES	Bookkeeping Services for Month of January INV #2996	1,423.77
				\$ 1,423.77
ALL AMERICAN ELECTRIC	02/29/2024	6040 Building Maintenance	Invoice #7199 Install Customer Supplied Light Fixture	250.00
ALL AMERICAN ELECTRIC	02/29/2024	6040 Building Maintenance	Invoice #7192 Installed Two Canopy Lights in Parking Lot Wash Bay, Installed New Outlet in Cubicle, J-Box with Circuit, etc	1,776.52
				\$ 2,026.52
AMAZON CAPITAL SERVICES	02/15/2024	6280 SUPPLIES, OPERATIONS	Fangtian N95 mask NIOSH particulate respirators protective face mask	61.70
AMAZON CAPITAL SERVICES	02/15/2024	6290 Supplies, Public Informati	CREDIT- Green screen backdrop with stand	-52.11
AMAZON CAPITAL SERVICES	02/15/2024	6270 OFFICE SUPPLIES	CREDIT- Give best portable electric space heater	-34.99
AMAZON CAPITAL SERVICES	02/15/2024	6290 Supplies, Public Informati	CREDIT- Avezano winter backdrop for photoshoot	-36.12
AMAZON CAPITAL SERVICES	02/15/2024	6281 MOSQUITO FISH SUPPLIES	10pPCS mesh plastic canvas sheets, 21x13.1Inch 5 count plastic canvas for embroidery crafting	22.33
AMAZON CAPITAL SERVICES	02/15/2024	6040 Building Maintenance	Avalon Avalonfilter 2 stage replacement filters branded bottle	107.86
AMAZON CAPITAL SERVICES	02/15/2024	6302 Supplies, Safety	Lounsweer 1000 Pcs Fabric adhesive bandages variety pack bulk assorted size flexible breathable bandages	42.48
AMAZON CAPITAL SERVICES	02/15/2024	6040 Building Maintenance	APEC water system FI-CS-2500 Replacement filter for CS-2500 water filtration system	64.59
AMAZON CAPITAL SERVICES	02/15/2024	6270 OFFICE SUPPLIES	Easepres 5 pocket mesh hanging wall fire organizer	25.08
AMAZON CAPITAL SERVICES	02/15/2024	6040 Building Maintenance	Supplying demand 280187 1200164 front load clothes washer drain pump filter assembly replacement 120v 60hz	64.19
AMAZON CAPITAL SERVICES	02/15/2024	6280 SUPPLIES, OPERATIONS	BOHDK wall file organizer, 5 Tire hanging file folder organizer,	25.13
AMAZON CAPITAL SERVICES	02/15/2024	6281 MOSQUITO FISH SUPPLIES	Aquaneat replacement canister filter pads compatible with SUNSUN HW-304B/404B/704B CF500 genetic filter floss, etc	38.18
AMAZON CAPITAL SERVICES	02/15/2024	6270 OFFICE SUPPLIES	Un-punched numbered dividers 1-50	56.92
AMAZON CAPITAL SERVICES	02/15/2024	6270 OFFICE SUPPLIES	Metallic labels printable sticker paper sheets for printers in metallic silver	14.22
AMAZON CAPITAL SERVICES	02/15/2024	6270 OFFICE SUPPLIES	Soguyi fake plants, artificial plants inch faux peperomia watermelon plants for indoor outdoor decor, etc	78.79
AMAZON CAPITAL SERVICES	02/15/2024	6280 SUPPLIES, OPERATIONS	12 Pack multi-function electronic digital sport stopwatch timer, large display with date and alarm function	29.55
AMAZON CAPITAL SERVICES	02/15/2024	6040 Building Maintenance	Inti lighting 2ft Linear LED High Bay light, LED shop light fixture 120w 15076lm 0-10v dimmable 4000k DLC indoor	109.49
AMAZON CAPITAL SERVICES	02/15/2024	6270 OFFICE SUPPLIES	Gold marble tape dispenser desk adhesive tape holder 1"metal weighted core desktop, Maxmark heavy duty style 3 date stamp w/	44.56
AMAZON CAPITAL SERVICES	02/15/2024	6270 OFFICE SUPPLIES	Amazon basics cotton balls, 600 count (3 packs of 200), 2024 desk calendar-January 2024 to December 2024 desk calendar 2024	36.09
AMAZON CAPITAL SERVICES	02/15/2024	6035 COMPUTER HARDWARE	Nexigo N930AF 1080p Webcam with microphone and privacy cover, Auto focus, noise reduction HD usb camera, Soundcore	71.15
AMAZON CAPITAL SERVICES	02/15/2024	6270 OFFICE SUPPLIES	Maxgear paper clip holder paperclip holders mesh paper clips holders paper clips	32.27
AMAZON CAPITAL SERVICES	02/15/2024	6040 Building Maintenance	Dynasty hardware AUG-30-26 Grade 2 Commercial duty passage lever, ADA, Satin chrome finish	58.97
AMAZON CAPITAL SERVICES	02/15/2024	6030 BOARD EXPENSES	Personalized Office Plate 2x8 customized all door sign name plate adhesive back	15.83
				\$ 876.16
AMERICAN FIDELITY ASSURANCE	02/15/2024	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums Invoice# D684979 2/1/24-2/29/2024	36.14
AMERICAN FIDELITY ASSURANCE	02/15/2024	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums Invoice# D684979 2/1/24-2/29/2024	189.70
AMERICAN FIDELITY ASSURANCE	02/15/2024	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums Invoice# D684979 2/1/24-2/29/2024	2,303.05
AMERICAN FIDELITY ASSURANCE	02/15/2024	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums Invoice# D684979 2/1/24-2/29/2024	459.99



San Gabriel Valley Mosquito & Vector Control District

List of Claims | February 2024

AMERICAN FIDELITY ASSURANCE	02/15/2024	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums Invoice# D684979 2/1/24-2/29/2024	274.46
				\$ 3,263.34
AMERICAN FIDELITY FLEX ACCT	02/01/2024	6070 FLEX PREMIUMS	Flex Premiums invoice# 2340361A Feb 2024	183.31
AMERICAN FIDELITY FLEX ACCT	02/01/2024	6070 FLEX PREMIUMS	Flex Premiums invoice# 2340361A Feb 2024	66.66
AMERICAN FIDELITY FLEX ACCT	02/01/2024	6070 FLEX PREMIUMS	Flex Premiums invoice# 2340361A Feb 2024	254.15
AMERICAN FIDELITY FLEX ACCT	02/01/2024	6070 FLEX PREMIUMS	Flex Premiums invoice# 2340361A Feb 2024	104.16
AMERICAN FIDELITY FLEX ACCT	02/15/2024	6070 FLEX PREMIUMS	Flex Premiums Invoice# 2340362A Mar 2024	104.16
AMERICAN FIDELITY FLEX ACCT	02/15/2024	6070 FLEX PREMIUMS	Flex Premiums Invoice# 2340362A Mar 2024	183.31
AMERICAN FIDELITY FLEX ACCT	02/15/2024	6070 FLEX PREMIUMS	Flex Premiums Invoice# 2340362A Mar 2024	254.15
AMERICAN FIDELITY FLEX ACCT	02/15/2024	6070 FLEX PREMIUMS	Flex Premiums Invoice# 2340362A Mar 2024	66.66
				\$ 1,216.56
ARAMARK UNIFORMS	02/15/2024	6332 Uniforms	Uniforms Invoice# 5880518286	84.70
ARAMARK UNIFORMS	02/15/2024	6040 Mats, Towels	Mats, Towels, Lockers, etc.	16.79
ARAMARK UNIFORMS	02/15/2024	6332 Uniforms	Uniforms Invoice# 5880494443	83.82
ARAMARK UNIFORMS	02/15/2024	6040 Building Maintenance	Mats, Towels, Lockers, etc.	16.79
ARAMARK UNIFORMS	02/15/2024	6332 Uniforms	Uniforms # Invoice# 5880512331	84.70
ARAMARK UNIFORMS	02/15/2024	6040 Mats, Towels	Mats, Towels, Lockers, etc.	16.79
ARAMARK UNIFORMS	02/15/2024	6040 Mats, Towels	Mats, Towels, Lockers, etc.	16.79
ARAMARK UNIFORMS	02/15/2024	6040 Mats, Towels	Mats, Towels, Lockers, etc.	16.79
ARAMARK UNIFORMS	02/15/2024	6332 Uniforms	Uniforms Invoice# 5880500433	83.82
ARAMARK UNIFORMS	02/15/2024	6332 Uniforms	Uniforms Invoice# 5880506409	83.60
				\$ 504.59
ATHENS SERVICES	02/15/2024	6040 Building Maintenance	Refuse Disposal Invoice# 16253482	296.41
				\$ 296.41
AZUSA LIGHT & WATER	02/01/2024	6343 Meter # 45169724	Account # 303-0191.300 12/4/23 to 1/4/2024	56.00
AZUSA LIGHT & WATER	02/01/2024	6343 Meter # 45169724	Account # 303-0190.300 12/7/23 to 1/9/2024	91.40
AZUSA LIGHT & WATER	02/29/2024	6343 Meter # 45169724	Account # 303-0190.300 01/09/2024 to 02/08/2024	91.40
				\$ 238.80
BECKY A. SHEVLIN	02/15/2024	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on February 9, 2024	100.00
				\$ 100.00
CAL PERS	02/15/2024	6070 ADMIN FEE	Admin fee ID 7165101556 March 2024	51.73
CAL PERS	02/15/2024	6072 MEDICAL PREMIUM-Retired EE	Medical premiums - Retired EE ID 7165101556 March 2024	628.00
CAL PERS	02/15/2024	6070 Med premiums - Cafeteria	Medical premiums ID 7165101556 March 2024	2,920.36
CAL PERS	02/15/2024	6070 Med premiums - Cafeteria	Medical premiums ID 7165101556 March 2024	3,656.23
CAL PERS	02/15/2024	6070 Med premiums - Cafeteria	Medical premiums ID 7165101556 March 2024	1,730.82
CAL PERS	02/15/2024	6070 Med premiums - Cafeteria	Medical premiums ID 7165101556 March 2024	3,161.49
				\$ 12,148.63
ADMINISTRATION	02/29/2024	6020 Analysis Charge	Analysis Charge - Use Tax for Calendar Year 2023	93.00
				\$ 93.00
CALPERS CERBT	02/29/2024	6074 - POST RETIREMENT	CERBT Contributions - OPEB	50,000.00



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BENEFITS

				\$ 50,000.00
CAROL ANNE HAGELE	02/15/2024	6234 TUITION REIMBURSEMENT	California State University, East Bay Designing Curriculum for Online Instruction OTL- 604 Fall Semester 2023	542.00
CAROL ANNE HAGELE	02/15/2024	6232 SEMINARS AND MEETINGS	CalPERS Benefits Education event- Riverside, CA Parking Time Expires	21.00
CAROL ANNE HAGELE	02/15/2024	6234 TUITION REIMBURSEMENT	California State University, East Bay Tech Tools for online Instruction OTL-603/ Summer Session 2023	1,458.00
				\$ 2,021.00
CELL BUSINESS EQUIPMENT	02/01/2024	6073 EQUIPMENT LEASE	Copier lease coverage period 1/15/2024-2/14/2024	1,718.45
CELL BUSINESS EQUIPMENT	02/29/2024	6073 EQUIPMENT LEASE	Copier lease coverage period 2/15/24-3/14/24 Invoice #5028710077	1,718.45
				\$ 3,436.90
CHARLIE KLINAKIS	02/15/2024	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on February 12, 2024	100.00
				\$ 100.00
CITY OF WEST COVINA FINANCE	02/01/2024	6075 Light Spec Asses Parcel	Lighting Special Assessment Parcel# 8437-030-905	238.56
				\$ 238.56
CLARKE MOSQUITO CONTROL	02/15/2024	6250 LABORATORY SUPPLIES	Invoice# 005107410 BG Lures (last 5 MO)	1,149.47
CLARKE MOSQUITO CONTROL	02/29/2024	6250 LABORATORY SUPPLIES	INV #005107512: BG 10034 and BG 10025	209.76
				\$ 1,359.23
COREY CALAYCAY	02/15/2024	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on February 09, 2024	100.00
				\$ 100.00
CYNTHIA STERNQUIST	02/15/2024	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on February 09, 2024	100.00
				\$ 100.00
CYPRESS HEATING & AIR CONDITIONING	02/01/2024	6040 Building Maintenance	Invoice# 38432451 Complete Commercial Maintenance-cost is per unit. Filter Replacement, condenser coil rinse, check condition etc	525.00
				\$ 525.00
DENISE MENCHACA	02/15/2024	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on February 9, 2024	100.00
				\$ 100.00
DR. ALLEN L. WU	02/15/2024	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on February 09, 2024	100.00
				\$ 100.00
EMMANUEL ESTRADA	02/15/2024	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on February 09, 2024	100.00
				\$ 100.00
ENVIRONMENT CONTROL	02/15/2024	6040 Building Maintenance	Monthly Janitorial Service for February Invoice#15861-411	1,604.00
				\$ 1,604.00
FLEET SOLUTIONS CENTER	02/01/2024	6260 SUPPLIES, MECHANICAL	Invoice# 5790	222.41
FLEET SOLUTIONS CENTER	02/01/2024	6260 SUPPLIES, MECHANICAL	Invoice#5799	152.50
FLEET SOLUTIONS CENTER	02/01/2024	6260 SUPPLIES, MECHANICAL	Invoice# 5802	67.97
FLEET SOLUTIONS CENTER	02/01/2024	6260 SUPPLIES, MECHANICAL	Invoice# 5809	979.68
FLEET SOLUTIONS CENTER	02/15/2024	6260 SUPPLIES, MECHANICAL	Invoice# 5811	114.71



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FLEET SOLUTIONS CENTER	02/15/2024	6260 SUPPLIES, MECHANICAL	Invoice# 5812	729.39
FLEET SOLUTIONS CENTER	02/15/2024	6260 SUPPLIES, MECHANICAL	Invoice# 5817	202.24
FLEET SOLUTIONS CENTER	02/15/2024	6260 SUPPLIES, MECHANICAL	Invoice# 5813	152.50
FLEET SOLUTIONS CENTER	02/15/2024	6260 SUPPLIES, MECHANICAL	Invoice# 5822	943.04
FLEET SOLUTIONS CENTER	02/29/2024	6260 SUPPLIES, MECHANICAL	Invoice #5841	629.62
FLEET SOLUTIONS CENTER	02/29/2024	6260 SUPPLIES, MECHANICAL	Invoice #5859	850.77
				\$ 5,044.83
FRONTIER	02/29/2024	6315 Monthly Internet Charges	Internet Charges 02/09-03/08 626-197-1465-020723-5	555.00
				\$ 555.00
GILBERT HOLGUIN	02/15/2024	6232 Per Diem	Per Diem- AMCA 90th Annual Meeting 3/4/2024 - 3/7/2024	220.00
				\$ 220.00
Go To Communications, Inc	02/15/2024	6320 Office phones	Office phones IN7102609252 office phones Go To Connect Standard- Feb Monthly charge	1,108.41
				\$ 1,108.41
HENRY AVILES	02/15/2024	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on February 9, 2024	100.00
				\$ 100.00
HOME DEPOT	02/01/2024	6040 Building Maintenance	Faucet cartridge assembly	38.48
HOME DEPOT	02/01/2024	6040 Building Maintenance	Faucet cartridge assembly	7.70
HOME DEPOT	02/01/2024	6040 Building Maintenance	Doorstop, wall sc, seats and springs for delta (50-Pack, scotch extream fastners, white, wall protect 5 ivory, duracell 9v 4-pack, HDX	92.52
HOME DEPOT	02/01/2024	6040 Building Maintenance	Scotch extreme 1 x 3 BLK strip 2pr, ce 4 blackuv resist cable tie 100pk, WD-40 EZ- Reach w flex straw 14.4oz	35.34
HOME DEPOT	02/01/2024	6040 Building Maintenance	D ring hangers, 2 hole, zircon studsensor HD70, screw eye ss 5/16 x 4-1/4 1pc, Fliptoggle 3/16 x2-1/2 + Bolt 2pk, wire rope clip 1/8	119.95
HOME DEPOT	02/15/2024	6040 Building Maintenance	CREDIT- OAC-000000004	-293.99
HOME DEPOT	02/15/2024	6040 Building Maintenance	MKE shockwave 6 mag bit holder, round pencils w/sharpener 15pk, MKE shockwave 23 PC titanium bit set, SDRL scrw zinc phl pan #10 x 1-1/2	58.85
HOME DEPOT	02/15/2024	6040 Building Maintenance	1G LT almond jumbo outlet wallplt, 5/8 x50 goodyear rubber hose	58.59
HOME DEPOT	02/15/2024	6040 Building Maintenance	DW maxxfit set 60pc, dewalt retractable utility knife, Mke 10 cvd lking pliers w/grip, mke 6 c-clamp swivel jaws, anvil 28 in lopper,	164.47
HOME DEPOT	02/15/2024	6040 Building Maintenance	Channellock 6-1/2 Tongue&grve, enegizer 2016 2-pack, 5 spacers/shims 25pk, 1g wht duplex wallplt, zep pro spray bottle 32oz	55.78
HOME DEPOT	02/15/2024	6040 Building Maintenance	Metalux 2ft. 400- watt equivalent LED highbay with adjutable optics, selectable 18K/21K/24K Lumens	918.38
				\$ 1,256.07
IM LANDSCAPING AND TREE SERVICE	02/01/2024	6040 Building Maintenance	Invoice# 2024-3591 Lawn mowing service, bush trimming, leaf blowing services, get rid of all weeds.	175.00
IM LANDSCAPING AND TREE SERVICE	02/29/2024	6040 Building Maintenance	INV #2024-3591: Lawn Mowing, Bush Trimming, Leaf Blowing, Get Rid of all Weeds Services	175.00
				\$ 350.00
INTERNATIONAL FORKLIFT CO	02/29/2024	6260 SUPPLIES, MECHANICAL	INV #1175942 Repairs/ work performed per attached work order	330.00
				\$ 330.00
INTERSTATE BATTERIES	02/15/2024	6260 SUPPLIES, MECHANICAL	INVOICE# 10194437	322.89
				\$ 322.89
JACKIE DOORNIK	02/01/2024	6232 Travel Expenses	Travel Expenses - Auto Mileage to MVCAC Monterey CA to Glendora	493.79



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JACKIE DOORNIK	02/15/2024	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on February 9, 2024	100.00
				\$ 593.79
JASON FARNED	02/15/2024	6232 Per Diem	Per Diem - MVCAC Leg Day, Spring Meeting 2/20/24 -2/22/24	165.00
JASON FARNED	02/29/2024	6232 Per Diem	Per Diem - AMCA Annual Conference: 03/04-03/07/24	220.00
JASON FARNED	02/29/2024	6232 Per Diem	Per Diem - VCJPA Annual Workshop 02/28-03/01/24	165.00
				\$ 550.00
JERRY VELASCO	02/15/2024	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on February 9, 2024	100.00
				\$ 100.00
JOHN CAPOCCIA	02/15/2024	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on February 9, 2024	100.00
				\$ 100.00
JOSEPH LEON	02/15/2024	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on February 9, 2024	100.00
				\$ 100.00
KENN K. FUJIOKA	02/01/2024	6072 MEDICAL PREMIUM-Retired EE	Medical premiums - Retired EE February 2024	92.60
KENN K. FUJIOKA	02/15/2024	6072 MEDICAL PREMIUM-Retired EE	Medical premiums - Retired EE One time adjustment difference	157.00
KENN K. FUJIOKA	02/15/2024	6072 MEDICAL PREMIUM-Retired EE	Medical premiums - Retired EE for March 2024	249.60
				\$ 499.20
LEWIS BRISBOIS BISGAARD & SMITH LLP	02/01/2024	6130 Profess Serv rendered	Invoice# 3881220 Professional Services rendered SGVMVCD General Counsel Dec 2023	1,625.11
LEWIS BRISBOIS BISGAARD & SMITH LLP	02/29/2024	6130 Profess Serv rendered	Professional Services Rendered General Counsel INV #3916830	1,625.00
				\$ 3,250.11
LINCOLN FINANCIAL GROUP	02/01/2024	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums Ref# 4657852906 Feb 2024	527.30
LINCOLN FINANCIAL GROUP	02/01/2024	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums Ref# 4657852906 Feb 2024	52.40
LINCOLN FINANCIAL GROUP	02/01/2024	6065 GROUP TERM LIFE	Group Term life Insurance Feb 2024	391.30
LINCOLN FINANCIAL GROUP	02/01/2024	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums Ref# 4657852906 Feb 2024	15.20
LINCOLN FINANCIAL GROUP	02/01/2024	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums Ref# 4657852906 Feb 2024	11.90
LINCOLN FINANCIAL GROUP	02/01/2024	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums Ref# 4657852906 Feb 2024	2.20
LINCOLN FINANCIAL GROUP	02/29/2024	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums 03/01-03/31 Ref# 4670771493	11.90
LINCOLN FINANCIAL GROUP	02/29/2024	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums 03/01-03/31	15.20
LINCOLN FINANCIAL GROUP	02/29/2024	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums 03/01-03/31	527.30
LINCOLN FINANCIAL GROUP	02/29/2024	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums 03/01-03/31	2.20
LINCOLN FINANCIAL GROUP	02/29/2024	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums 03/01-03/31	52.40
LINCOLN FINANCIAL GROUP	02/29/2024	6065 GROUP TERM LIFE	Group Term Life Insurance 03/01-03/31	391.30
				\$ 2,000.60
LLOYD JOHNSON	02/15/2024	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on February 9, 2024	149.50
				\$ 149.50
MARTA TANAKA	02/01/2024	6072 MEDICAL PREMIUM-Retired EE	Medical premiums - Retired EE February 2024	832.86



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MARTA TANAKA	02/15/2024	6072 MEDICAL PREMIUM-Retired EE	Medical premiums - Retired EE for March 2024	974.47
MARTA TANAKA	02/15/2024	6072 MEDICAL PREMIUM-Retired EE	Medical premiums - Retired EE- One time adjustment difference	141.61
				\$ 1,948.94
MARY ANGELA BRISCO	02/01/2024	6072 MEDICAL PREMIUM-Retired EE	Medical premiums - Retired EE February 2024	551.41
MARY ANGELA BRISCO	02/15/2024	6072 MEDICAL PREMIUM-Retired EE	Medical premiums - Retired EE- One time adjustment difference	157.00
MARY ANGELA BRISCO	02/15/2024	6072 MEDICAL PREMIUM-Retired EE	Medical premiums - Retired EE - for March 2024	708.41
				\$ 1,416.82
MESHAL KASHIFALGHITA	02/15/2024	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on February 9, 2024	100.00
				\$ 100.00
MIKE NIFFENEGGER	02/01/2024	6072 MEDICAL PREMIUM-Retired EE	Medical premiums - Retired EE February 2024	817.47
MIKE NIFFENEGGER	02/15/2024	6072 MEDICAL PREMIUM-Retired EE	Medical premiums - Retired EE- One time adjustment difference	157.00
MIKE NIFFENEGGER	02/15/2024	6072 MEDICAL PREMIUM-Retired EE	Medical premiums - Retired EE - for March 2024	974.47
				\$ 1,948.94
NATIONWIDE RETIREMENT	02/01/2024	6066 457 CONTRIBUTION	Employer Contributions for DM PPE 1/27/24	276.86
NATIONWIDE RETIREMENT	02/15/2024	6066 457 CONTRIBUTION	Employer Contributions for DM PP 2/10/24	276.86
NATIONWIDE RETIREMENT	02/29/2024	6066 457 CONTRIBUTION	Employer Contributions for DM PPE 2/24/24	276.86
				\$ 830.58
ODP BUSINESS SOLUTIONS, LLC	02/01/2024	6270 OFFICE SUPPLIES	Invoice# 346971729001 Folder, LTR 250 MANILA, color FF,LTR 1/3 cut-Tea, Highlighter, Accent, 12pk, Book, Memo WRBND	136.70
				\$ 136.70
OES OFFICE FURNITURE	02/29/2024	8000 CAPITAL OUTLAY	Capital Outlay Invoice #8028 OES Labor and Delivery. Hon Industries Motivate Table Rect 30Dx60W 2mm Edge Nesting Base	13,869.27
				\$ 13,869.27
PERS	02/01/2024	6200 RETIREMENT - CLASSIC	Employer Contribution (12.47%) PPE 1/27/24	530.82
PERS	02/01/2024	6200 RETIREMENT - CLASSIC	Employer Contribution (12.47%) PPE 1/27/24	2,207.11
PERS	02/01/2024	6200 RETIREMENT - CLASSIC	Employer Contribution (12.47%) PPE 1/27/24	464.88
PERS	02/01/2024	6201 RETIREMENT - PEPRA	Employer Contribution (7.68%) PPE 1/27/24	370.17
PERS	02/01/2024	6201 RETIREMENT - PEPRA	Employer Contribution (7.68%) PPE 1/27/24	2,693.55
PERS	02/01/2024	6201 RETIREMENT - PEPRA	Employer Contribution (7.68%) PPE 1/27/24	1,240.34
PERS	02/01/2024	6201 RETIREMENT - PEPRA	Employer Contribution (7.68%) PPE 1/27/24	1,047.24
PERS	02/01/2024	6201 RETIREMENT - PEPRA	Employer Contribution (7.68%) PPE 1/27/24	756.48
PERS	02/15/2024	6200 RETIREMENT - CLASSIC	Employer Contribution (12.47%) PPE 2/10/24	530.82
PERS	02/15/2024	6200 RETIREMENT - CLASSIC	Employer Contribution (12.47%) PPE 2/10/24	2,207.11
PERS	02/15/2024	6200 RETIREMENT - CLASSIC	Employer Contribution (12.47%) PPE 2/10/24	464.88
PERS	02/15/2024	6201 RETIREMENT - PEPRA	Employer Contribution (7.68%) PPE 2/10/24	756.48
PERS	02/15/2024	6201 RETIREMENT - PEPRA	Employer Contribution (7.68%) PPE 2/10/24	370.17
PERS	02/15/2024	6201 RETIREMENT - PEPRA	Employer Contribution (7.68%) PPE 2/10/24	2,693.55
PERS	02/15/2024	6201 RETIREMENT - PEPRA	Employer Contribution (7.68%) PPE 2/10/24	1,240.34



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PERS	02/15/2024	6201 RETIREMENT - PEPRA	Employer Contribution (7.68%) PPE 2/10/24	1,047.24
PERS	02/29/2024	6200 RETIREMENT - CLASSIC	Employer Contribution (12.47%) PPE 2/24/24	530.82
PERS	02/29/2024	6200 RETIREMENT - CLASSIC	Employer Contribution (12.47%) PPE 2/24/24	2,207.11
PERS	02/29/2024	6201 RETIREMENT - PEPRA	Employer Contribution (7.68%) PPE 2/24/24	1,047.24
PERS	02/29/2024	6201 RETIREMENT - PEPRA	Employer Contribution (7.68%) PPE 2/24/24	1,246.12
PERS	02/29/2024	6201 RETIREMENT - PEPRA	Employer Contribution (7.68%) PPE 2/24/24	2,693.55
PERS	02/29/2024	6201 RETIREMENT - PEPRA	Employer Contribution (7.68%) PPE 2/24/24	370.17
PERS	02/29/2024	6201 RETIREMENT - PEPRA	Employer Contribution (7.68%) PPE 2/24/24	756.48
PERS	02/29/2024	6200 RETIREMENT - CLASSIC	Employer Contribution (12.47%) PPE 2/24/24	464.88
				\$ 27,937.55
PRINCIPAL DENTAL	02/29/2024	6070 Dental premiums	Dental Premiums for Period 03/01-03/31	135.46
PRINCIPAL DENTAL	02/29/2024	6070 Vision Premiums	Vision Premiums for Period 03/01-03/31	53.22
PRINCIPAL DENTAL	02/29/2024	6070 Vision Premiums	Vision Premiums for Period 03/01-03/31	149.34
PRINCIPAL DENTAL	02/29/2024	6070 Vision Premiums	Vision Premiums for Period 03/01-03/31	17.74
PRINCIPAL DENTAL	02/29/2024	6070 Vision Premiums	Vision Premiums for Period 03/01-03/31	44.35
PRINCIPAL DENTAL	02/29/2024	6070 Dental premiums	Dental Premiums for Period 03/01-03/31	360.92
PRINCIPAL DENTAL	02/29/2024	6070 Dental premiums	Dental Premiums for Period 03/01-03/31	271.84
PRINCIPAL DENTAL	02/29/2024	6070 Dental premiums	Dental Premiums for Period 03/01-03/31	1,421.23
PRINCIPAL DENTAL	02/29/2024	6070 Dental premiums	Dental Premiums for Period 03/01-03/31	136.38
PRINCIPAL DENTAL	02/29/2024	6070 Vision Premiums	Vision Premiums for Period 03/01-03/31	17.74
				\$ 2,608.22
QUADIENT LEASING USA, INC	02/01/2024	6073 EQUIPMENT LEASE	Invoice# Q1156083 Coverage Period - 02/16/24-05/15/24	249.00
				\$ 249.00
RICHARD BARAKAT	02/15/2024	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on February 9, 2024	100.00
				\$ 100.00
ROBERT GONZALES	02/15/2024	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on February 9, 2024	100.00
				\$ 100.00
ROBERT S. JOE	02/15/2024	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on February 9, 2024	100.00
				\$ 100.00
RYAN A. VIENNA	02/15/2024	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on February 9, 2024	100.00
				\$ 100.00
SANDRA ARMENTA	02/15/2024	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on February 9, 2024	100.00
				\$ 100.00
SHO TAY	02/15/2024	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on February 9, 2024	100.00
				\$ 100.00
SOCALGAS	02/29/2024	6341 Utilities	01/10-02/08 Gas Service Acc # 057 518 2100 9	294.65
SOCALGAS	02/29/2024	6341 Utilities	01/10-02/08 Gas Service Acc # 059 618 2100 5	33.94
				\$ 328.59



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SOUTHERN CALIFORNIA EDISON	02/15/2024	6340 UTILITIES - ELECTRIC	1/3/24 to 1/31/24 Electricity usage Southern California Edison Account# 700251011287	2,024.18
				\$ 2,024.18
SOUTHERN CALIFORNIA NEWS GROUP	02/15/2024	6003 ADVERTISING	San Gab Valley News paper in A Class of Its own Special Issue	1,450.00
				\$ 1,450.00
STEVEN LY	02/15/2024	6334 BOOTS	Boots (\$200.00 maximum reimbursement allowance) for Steven Ly	168.32
				\$ 168.32
SYNTECH GROUP INC.	02/01/2024	6046 PROFESSIONAL SERVICES - IT	Knowbe4-End user Security [1/1/2024-12-31/2024] Contract name Procare Security Awareness Training + San Gabriel valley, Mosquito2023	1,110.00
SYNTECH GROUP INC.	02/01/2024	6046 PROFESSIONAL SERVICES - IT	Invoice# SVC-A23053 Knowbe4-End user Security [6/1/2023-12-31/2023] Contract name Procare Security Awareness Training	754.26
SYNTECH GROUP INC.	02/01/2024	6036 COMPUTER SOFTWARE	Microsoft Power Bi Pro for Government Monthly 1 YR Commit 12/01/23-12/31/23	10.00
SYNTECH GROUP INC.	02/01/2024	6036 COMPUTER SOFTWARE	Dropsuite Business Backup-Monthly 12/01/23-12/31/23	240.00
SYNTECH GROUP INC.	02/01/2024	6036 COMPUTER SOFTWARE	Microsoft office 365 G1 GCC-Per User CAL, 1YR commit license 12/01/23-12/31/23	792.00
SYNTECH GROUP INC.	02/01/2024	6036 COMPUTER SOFTWARE	Invoice# A22984 Microsoft office 365 G1 GCC-Per User CAL, 1YR commit license [12/1/2023-12/31/2023]	203.70
SYNTECH GROUP INC.	02/01/2024	6046 PROFESSIONAL SERVICES - IT	ProCare Support Cloud Per User- Standard 12/01/23-12/31/23	1,050.00
SYNTECH GROUP INC.	02/01/2024	6046 PROFESSIONAL SERVICES - IT	Invoice# A23006 ProCare base [12/1/2023-12/31/2023] ProCare Cloud Support + SGVM	900.00
SYNTECH GROUP INC.	02/01/2024	6046 PROFESSIONAL SERVICES - IT	ProCare Support Cloud Per User- Premium 12/01/23-12/31/23	1,050.00
SYNTECH GROUP INC.	02/15/2024	6035 COMPUTER HARDWARE	Invoice# A23079 Configure Laptop for HR Analyst reference Number T20231103.0031 ProCare Cloud Support + SGVM	525.00
SYNTECH GROUP INC.	02/15/2024	6036 COMPUTER SOFTWARE	Invoice# A23087 CoTerm Renewal 1015-T20240108.0009-SGV: 90 Days to Device Expiration Fortinet FGT-80E 1 year renewal 04/07/24-04/07/25	899.26
SYNTECH GROUP INC.	02/29/2024	6036 COMPUTER SOFTWARE	Dropsuite Business Backup - Monthly 02/01-02/29/24	240.00
SYNTECH GROUP INC.	02/29/2024	6046 PROFESSIONAL SERVICES - IT	ProCare Support Cloud Base Support + SGVM 02/01-02/29/24: Device Updates and Security Management, Application Support	900.00
SYNTECH GROUP INC.	02/29/2024	6046 PROFESSIONAL SERVICES - IT	ProCare Support Cloud Per User - Premium 02/01-02/29/24	1,050.00
SYNTECH GROUP INC.	02/29/2024	6046 PROFESSIONAL SERVICES - IT	ProCare Support Cloud Per User - Standard 02/01-02/29/24	1,050.00
SYNTECH GROUP INC.	02/29/2024	6036 COMPUTER SOFTWARE	Microsoft 365 G3 GCC - Per User CAL, 1 YR Commit License 02/01-02/29/24	792.00
SYNTECH GROUP INC.	02/29/2024	6036 COMPUTER SOFTWARE	Microsoft 365 G1 GCC - Per User CAL, 1 YR Commit License 02/01-02/29/24	203.70
SYNTECH GROUP INC.	02/29/2024	6036 COMPUTER SOFTWARE	Microsoft Power BI Pro for Government Monthly - 1 YR Commit 02/01-02/29/24	10.00
				\$ 11,779.92
TEXAS LIFE INSURANCE COMPANY	02/15/2024	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums Invoice# SM09BT20240211001 Mar 2024	127.15
TEXAS LIFE INSURANCE COMPANY	02/15/2024	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums Invoice# SM09BT20240211001 Mar 2024	42.25
				\$ 169.40
TIRE ZONE	02/15/2024	6260 SUPPLIES, MECHANICAL	Invoice#76970	279.00
TIRE ZONE	02/15/2024	6260 SUPPLIES, MECHANICAL	Invoice# 77003	810.91
				\$ 1,089.91
Tristan Hallum	02/01/2024	6232 Per Diem	Per Diem- MVCAC Legislative/Spring Meeting 2/21/24-2/22/24	110.00



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Tristan Hallum	02/29/2024	6232 Per Diem	Per Diem - AMCA 90th Annual Meeting 03/04-03/08/24	275.00
				\$ 385.00
ULINE	02/01/2024	6302 Supplies, Safety	Invoice #172750057	116.60
				\$ 116.60
UNITED PET CARE	02/15/2024	6070 Med premiums - Cafeteria	Pet premiums Invoice# 30029455 Feb 2024	17.50
UNITED PET CARE	02/15/2024	6070 Med premiums - Cafeteria	Pet premiums Invoice# 30029455 Feb 2024	17.50
UNITED PET CARE	02/15/2024	6070 Med premiums - Cafeteria	Pet premiums Invoice# 30029455 Feb 2024	34.00
UNITED PET CARE	02/15/2024	6070 Med premiums - Cafeteria	Pet premiums Invoice# 30029455 Feb 2024	17.50
				\$ 86.50
US BANK	02/01/2024	6030 BOARD EXPENSES	Smart and Final Covina	14.10
US BANK	02/01/2024	6030 BOARD EXPENSES	Stater Brothers West Covina	15.08
US BANK	02/01/2024	6030 BOARD EXPENSES	Smart and Final Covina	100.22
US BANK	02/01/2024	6030 BOARD EXPENSES	Smart and Final Covina	14.59
US BANK	02/01/2024	6030 BOARD EXPENSES	Yum Yum Donuts Covina	17.99
US BANK	02/01/2024	6232 SEMINARS AND MEETINGS	Panera Bread Monrovia	31.98
US BANK	02/01/2024	6232 SEMINARS AND MEETINGS	Sprouts Monrovia	8.99
US BANK	02/01/2024	6232 SEMINARS AND MEETINGS	Cafe de Olla Monrovia	36.33
US BANK	02/01/2024	6232 REGISTRATION - SEMINARS	MVCAC 92nd Annual Conference Registration 1.21.24-1.24.24	375.00
US BANK	02/01/2024	6232 Travel Expenses	Travel Expenses Southwest Airlines Ontario to Sacramento to Ontario Flight #1192/2066	285.96
US BANK	02/01/2024	6331 PROFESSIONAL DEVELOPMENT	2024 CSDM Study Group Registration 1.17.24	100.00
US BANK	02/01/2024	6232 Travel Expenses	Travel Expenses Southwest Airlines Ontario to Dallas to Ontario Flight #3038/5912	372.96
US BANK	02/01/2024	6232 Travel Expenses	Travel Expenses Southwest Airlines Ontario to San Jose to Ontario Flight #2060/2623	225.97
US BANK	02/01/2024	6232 SEMINARS AND MEETINGS	Executive Strategic Planning Meeting - Lunch Cafe de Olla - Monrovia	147.31
US BANK	02/01/2024	6232 SEMINARS AND MEETINGS	Executive Strategic Planning Meeting - Lunch Seasoning Alley - Monrovia	145.96
US BANK	02/01/2024	6003 ADVERTISING	Facebook Baldwin Park Bite Prevention Travel Campaign	1.38
US BANK	02/01/2024	6037 WEBSITE AND EMAIL SERVICE	GODADDY.COM Mosquitoawareness.org Domain Renewal	23.17
US BANK	02/01/2024	6232 Travel Expenses	Travel Expenses American Airlines Orange County to Dallas Flight SIAVZS	160.10
US BANK	02/01/2024	6232 Travel Expenses	Travel Expenses American Airlines Seat Selection 16A	10.35
US BANK	02/01/2024	6232 Travel Expenses	Travel Expenses Frontier Airlines Dallas to Orange County Flight GHQWNK	136.98
US BANK	02/01/2024	6333 BRANDED CLOTHING	Laundryup Order #62931	45.00
US BANK	02/01/2024	6333 BRANDED CLOTHING	Laundryup Order #64021	45.00
US BANK	02/01/2024	6250 LABORATORY SUPPLIES	Smart and Final La Puente - Dry Ice	37.33
US BANK	02/01/2024	6260 SUPPLIES, MECHANICAL	Seidner's Collision Center West Covina Claim #4A2310J9KT70001	344.40
US BANK	02/01/2024	6036 COMPUTER SOFTWARE	Medallia Zingle Subscription INV# INV00132494 12/28/23-01/27/24	229.00
US BANK	02/01/2024	6232 SEMINARS AND MEETINGS	AMCA 90th Annual Meeting Registration	535.00
US BANK	02/01/2024	6232 SEMINARS AND MEETINGS	Southwest Flight #47C3U3 Ontario to Dallas to Ontario	368.95
US BANK	02/01/2024	6232 SEMINARS AND MEETINGS	Expedia Car Reservation Itinerary #72739673125420	203.31
US BANK	02/01/2024	6232 SEMINARS AND MEETINGS	Expedia Car Reservation Itinerary #72739673858012	203.31
US BANK	02/01/2024	6076 EVENT PARTICIPATION FEES	San Gabriel Chamber of Commerce 4th Education and Family Resource Expo 1.21.24 Booth Fee	275.00
US BANK	02/01/2024	6290 Supplies, Public Informati	Amazon - Adjustable Banner Holder (2 pack)	16.41
US BANK	02/01/2024	6185 POSTAGE	USPS Irwindale Meridia EZ Vote	26.45
US BANK	02/01/2024	6280 SUPPLIES, OPERATIONS	Hardline Products Inc Invoice #101689	67.09
US BANK	02/01/2024	6280 SUPPLIES, OPERATIONS	SP Fenix Lighting Order #F241950	194.92



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US BANK	02/01/2024	6280 SUPPLIES, OPERATIONS	Hardline Products Inc Invoice #101752	36.59
US BANK	02/01/2024	6036 COMPUTER SOFTWARE	Arlo Technologies INC Purchase ID #187262526	17.99
US BANK	02/01/2024	6036 COMPUTER SOFTWARE	Wasabi Technologies Purchase ID# opsntbz93ve2	40.06
US BANK	02/01/2024	6036 COMPUTER SOFTWARE	DMARC Digests Purchase ID #opsntlvimj	10.00
US BANK	02/01/2024	6036 COMPUTER SOFTWARE	ESRI	1,320.00
US BANK	02/01/2024	6270 OFFICE SUPPLIES	Bath and Bodyworks Purchase ID #BB2US	74.21
US BANK	02/01/2024	6270 OFFICE SUPPLIES	Bath and Bodyworks Purchase ID #BB2US	12.56
US BANK	02/01/2024	6270 OFFICE SUPPLIES	Staples Inc	104.00
US BANK	02/01/2024	6232 Travel Expenses	Travel Expenses - MilkStork	384.41
US BANK	02/01/2024	6188 MEDIA PRODUCTION	Fiverr Logo Design INV # FI38052361501	76.35
US BANK	02/01/2024	6290 Supplies, Public Informati	Ikea Covina	29.28
US BANK	02/01/2024	6003 ADVERTISING	Google Ads 12.1.23-12.31.23	11.16
US BANK	02/01/2024	6036 COMPUTER SOFTWARE	Monday.com Standard yearly recurring INV #IB23011029345 12/23/23-12/23/24	1,200.00
US BANK	02/01/2024	6037 WEBSITE AND EMAIL SERVICE	Mailchimp Invoice #MC13445646	60.00
US BANK	02/29/2024	6260 SUPPLIES, MECHANICAL	Envision CDJR	1,102.94
US BANK	02/29/2024	6260 SUPPLIES, MECHANICAL	Parts Geek LLC	228.90
US BANK	02/29/2024	6040 Building Maintenance	New Pig Corp	332.61
US BANK	02/29/2024	6040 Building Maintenance	Adsoutloud LLC	18.99
US BANK	02/29/2024	6003 ADVERTISING	Meta West Covina Bite Prevention Travel Campaign	24.23
US BANK	02/29/2024	6003 ADVERTISING	Google Ad - EcoHealth Search Traffic	15.72
US BANK	02/29/2024	6037 WEBSITE AND EMAIL SERVICE	.org domain renewal (tiptossprotect.org)	46.34
US BANK	02/29/2024	6232 Travel Expenses	Travel Expenses - Portola Hotel (MVCAC Conference Lodging) Jan 2024	10.93
US BANK	02/29/2024	6232 Travel Expenses	Travel Expenses - Portola Hotel (MVCAC Conference Lodging) Jan 2024	579.10
US BANK	02/29/2024	6232 Travel Expenses	Travel Expenses - Parking	3.00
US BANK	02/29/2024	6305 EDUCATION PROGRAM SUPPLIES	Target: Utility Bin	54.10
US BANK	02/29/2024	6305 EDUCATION PROGRAM SUPPLIES	Target: Utility Bin	30.26
US BANK	02/29/2024	6305 EDUCATION PROGRAM SUPPLIES	Michaels Stores: Velcro Mini Fastener	13.21
US BANK	02/29/2024	6232 Travel Expenses	Travel Expenses - Portola Hotel (MVCAC Conference Lodging) Jan 2024	579.10
US BANK	02/29/2024	6232 Travel Expenses	Travel Expenses - Portola Hotel (MVCAC Conference Lodging) Jan 2024	579.10
US BANK	02/29/2024	6232 Travel Expenses	Travel Expenses - Portola Hotel (MVCAC Conference Lodging) Jan 2024	579.10
US BANK	02/29/2024	6037 WEBSITE AND EMAIL SERVICE	Mailchimp	60.00
US BANK	02/29/2024	6232 SEMINARS AND MEETINGS	Fox San Jose Airport Car Rental Jan 2024	360.26
US BANK	02/29/2024	6232 SEMINARS AND MEETINGS	Portola Hotel and Spa Monterey CA: MVCAC Convention Jan 2024	579.10
US BANK	02/29/2024	6232 SEMINARS AND MEETINGS	Shell Oil San Jose	24.49
US BANK	02/29/2024	6232 SEMINARS AND MEETINGS	Ontario Airport Parking	96.00
US BANK	02/29/2024	6232 SEMINARS AND MEETINGS	Leg Day: Residence Inn Downtown Sacramento Feb 2024	329.92
US BANK	02/29/2024	6232 Travel Expenses	Travel Expenses - Fox Rent a Car Jan 2024	104.37
US BANK	02/29/2024	6232 Travel Expenses	Travel Expenses - Portola Hotel MVCAC Conference Lodging Jan 2024	579.10
US BANK	02/29/2024	6232 Travel Expenses	Travel Expenses - Portola Hotel MVCAC Conference Lodging Jan 2024	641.83
US BANK	02/29/2024	6333 BRANDED CLOTHING	LaundryUp Order 6463	45.00
US BANK	02/29/2024	6232 Travel Expenses	Travel Expenses - Frontier Airlines	69.00
US BANK	02/29/2024	6333 BRANDED CLOTHING	LaundryUp Order 6528	45.00
US BANK	02/29/2024	6232 Travel Expenses	Travel Expenses - Expedia Flight Mar 2024	486.20
US BANK	02/29/2024	6333 BRANDED CLOTHING	LaundryUp Order 6601	45.00



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US BANK	02/29/2024	6250 LABORATORY SUPPLIES	Micro Center Online	103.97
US BANK	02/29/2024	6250 LABORATORY SUPPLIES	Smart and Final	63.24
US BANK	02/29/2024	6333 BRANDED CLOTHING	LaundryUp Order 6681	45.00
US BANK	02/29/2024	6232 Travel Expenses	Travel Expenses - Lyft (Conference Travel)	47.19
US BANK	02/29/2024	6232 Travel Expenses	Travel Expenses - Lyft (Conference Travel)	22.95
US BANK	02/29/2024	6250 LABORATORY SUPPLIES	Home Depot	40.16
US BANK	02/29/2024	6333 BRANDED CLOTHING	LaundryUp Order 6748	45.00
US BANK	02/29/2024	6232 Travel Expenses	Travel Expenses - Residence Inn Conference Travel Feb 2024	329.92
US BANK	02/29/2024	6232 Travel Expenses	Travel Expenses - Southwest Feb 2024	289.96
US BANK	02/29/2024	6232 REGISTRATION - SEMINARS	REGISTRATION: 2024 CCAC Annual Conference Registration	595.00
US BANK	02/29/2024	6030 BOARD EXPENSES	Smart & Final: Coffee Creamer/ Assorted Pastries/ Water/ etc	74.52
US BANK	02/29/2024	6232 SEMINARS AND MEETINGS	Costco: Staff Meeting	25.79
US BANK	02/29/2024	6150 Membership Dues	2024 CCAC Membership	250.00
US BANK	02/29/2024	6150 Membership Dues	IIMC Annual Membership Renewal	285.00
US BANK	02/29/2024	6270 OFFICE SUPPLIES	Target Women's Bathroom Items	66.15
US BANK	02/29/2024	6036 COMPUTER SOFTWARE	ARLO Technologies Monthly Fee	17.99
US BANK	02/29/2024	6036 COMPUTER SOFTWARE	DMarc Digests Monthly Fee (per domain)	10.00
US BANK	02/29/2024	6300 REFERENCE SUPPLIES	CalChamber CA Annual Law Update Materials	363.60
US BANK	02/29/2024	6232 Travel Expenses	Travel Expenses - CSMFO Annual Conference (Lodging)	466.83
US BANK	02/29/2024	6036 COMPUTER SOFTWARE	Wasabi Technologies Monthly Fee	40.12
US BANK	02/29/2024	6010 AWARDS	Employee Service Award	126.50
US BANK	02/29/2024	6300 REFERENCE SUPPLIES	CalChamber CA Annual Law Update Materials	24.52
US BANK	02/29/2024	6232 Travel Expenses	Travel Expenses - AMCA Annual Conference Registration 03/04-03/08/24	535.00
US BANK	02/29/2024	6250 LABORATORY SUPPLIES	Walmart	78.21
US BANK	02/29/2024	6250 LABORATORY SUPPLIES	Home Depot	34.90
US BANK	02/29/2024	6250 LABORATORY SUPPLIES	Walmart	1.18
US BANK	02/29/2024	6232 SEMINARS AND MEETINGS	Expedia Refund	-36.00
US BANK	02/29/2024	6232 SEMINARS AND MEETINGS	Expedia Refund	-167.31
US BANK	02/29/2024	6232 SEMINARS AND MEETINGS	Portola Hotel and Spa Monterey CA: MVCAC Convention Jan 2024	579.10
US BANK	02/29/2024	6036 COMPUTER SOFTWARE	Zingle INV# 00133749	229.00
US BANK	02/29/2024	6270 OFFICE SUPPLIES	Business Cards: Cecilia	37.21
US BANK	02/29/2024	6232 SEMINARS AND MEETINGS	Portola Hotel and Spa Monterey CA: MVCAC Convention 01/21/24	641.83
US BANK	02/29/2024	6040 Building Maintenance	My Filter Supply	102.35
				\$ 21,223.98
VERIZON WIRELESS	02/01/2024	6312 Monthly District Field Ph	Monthly District Field Phones Account #272560553-00001 Dec.11 - Jan.10	2,579.48
VERIZON WIRELESS	02/29/2024	6312 Monthly District Field Ph	Monthly District Field Phones Account # 272560553-00001 Jan 11- Feb 10, 2024	1,854.64
				\$ 4,434.12
VORTEX INDUSTRIES, INC.	02/01/2024	6040 Building Maintenance	Installation of Extra Long Header Bolt	1,483.20
				\$ 1,483.20
WESTERN SCIENTIFIC COMPANY INC	02/29/2024	6250 LABORATORY SUPPLIES	INV #79154: Preventive Maintenance Service on Stereo Microscopes	495.00
				\$ 495.00
WEX/CHEVRON	02/15/2024	6262 Fuel for Trucks	Fuel for Trucks 1/7/24- 2/6/24	3,165.69
				\$ 3,165.69



San Gabriel Valley Mosquito & Vector Control District
List of Claims | February 2024

TOTAL ACCOUNTS PAYABLE FOR FEBRUARY 2024	\$ 200,079.30
TOTAL PAYROLL FOR FEBRUARY 2024 (ATTACHED)	\$ 337,806.83
TOTAL CLAIMS FOR FEBRUARY 2024	\$ 537,886.13



San Gabriel Valley Mosquito & Vector Control District List of Claims | February 2024

San Gabriel Valley Mosquito And Vector Control District Payroll February 2024

Department	February 1, 2024	February 15, 2024	February 29, 2024	Total
100-EXECUTIVE	\$ 9,849.92	\$ 9,849.92	\$ 9,849.92	\$ 29,549.76
200-ADMINISTRATION	\$ 9,076.91	\$ 9,176.91	\$ 9,084.85	\$ 27,338.67
300-OPERATIONS	\$ 52,501.24	\$ 53,071.07	\$ 52,793.97	\$ 158,366.28
400-SURVEILLANCE	\$ 16,150.66	\$ 16,300.67	\$ 16,225.86	\$ 48,677.19
500-COMMUNICATIONS	\$ 17,298.84	\$ 17,305.52	\$ 17,298.86	\$ 51,903.22
300-1 EXTRA HELP (SEASONAL)	\$ -	\$ -	\$ -	\$ -
GROSS PAYROLL	\$ 104,877.57	\$ 105,704.09	\$ 105,253.46	\$ 315,835.12
EMPLOYER TAXES	\$ 2,804.80	\$ 1,613.20	\$ 1,591.24	\$ 6,009.24
CAR ALLOWANCE (DM)	\$ 500.00	\$ -	\$ -	\$ 500.00
EMPLOYEE BENEFITS-MED	\$ 5,034.22	\$ 5,394.03	\$ 5,034.22	\$ 15,462.47
TOTAL PAYROLL	\$ 113,216.59	\$ 112,711.32	\$ 111,878.92	\$ 337,806.83

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San Gabriel Valley Mosquito & Vector Control District Budget Status Report | February 2024

Comparative YTD Actual to Full Year Budget Current Period 67% of Year Completed February 29, 2024

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
PERSONNEL EXPENSES						
Salaries, Exempt	28,296.80	444,836.54	881,671.00	436,834.46	50.45	
Salaries - Non Exempt	66,899.07	960,189.85	1,959,706.00	999,516.15	49.00	
Salaries - Overtime	0.00	59,364.32	24,500.00	(34,864.32)	242.30	ENS Activity
Salaries - Vacation	2,989.75	108,843.47	113,939.00	5,095.53	95.53	Alba Term
Salaries-Holiday	1,531.30	73,941.80	123,815.00	49,873.20	59.72	
Salaries, Sick Pay	5,160.65	65,625.01	96,215.00	30,589.99	68.21	
Salaries, Part-time - XH	0.00	106,212.12	209,183.00	102,970.88	50.77	In season
Management Car Allowance	500.00	4,000.00	6,000.00	2,000.00	66.67	
Cafeteria Benefit	25,116.87	238,357.45	469,200.00	230,842.55	50.80	
Hlth Benefits, Ret Emps	6,441.90	29,100.78	46,000.00	16,899.22	63.26	
Employer, 457 Contribution	830.58	4,983.48	7,862.00	2,878.52	63.39	
Medicare	1,585.79	27,211.86	50,457.00	23,245.14	53.93	
Retirement - Classic - Normal Cost 12.47%	9,608.43	58,895.01	218,287.00	159,391.99	26.98	
Retirement - Pepra Normal Cost 7.68%	18,329.12	108,027.07	370,048.00	262,020.93	29.19	
Retirement - Classic Retire ADP	0.00	293,509.00	470,215.00	176,706.00	62.42	Remaining balance applied to PEPRA
Retirement - PEPRA Retire ADP	0.00	176,706.00	0.00	(176,706.00)	0.00	(see above)
Retirement - Classic-Unfunded Liability	0.00	115,719.00	119,589.00	3,870.00	96.76	Annual payment
Retirement - Pepra-Unfunded Liability	0.00	0.00	0.00	0.00	0.00	
Social Security	0.00	5,196.67	8,175.00	2,978.33	63.57	In season
Group Term Life Ins	782.60	3,676.60	5,500.00	1,823.40	66.85	
Tuition Reimbursement	2,000.00	4,000.00	4,000.00	0.00	100.00	
Insurance, unemployment	1,219.01	15,011.33	24,000.00	8,988.67	62.55	
Post Retirement Benefits	50,000.00	50,000.00	50,000.00	0.00	100.00	
TOTAL PERSONNEL EXPENSES	221,291.87	2,953,407.36	5,258,362.00	2,304,954.64	56.17	
OPERATING EXPENSES						
Event Participation Fees	275.00	300.00	2,000.00	1,700.00	15.00	
Arbovirus Testing Supplies	0.00	14,029.75	20,000.00	5,970.25	70.15	Supplies for fiscal year
Branded Clothing	315.00	2,311.53	4,000.00	1,688.47	57.79	
Boots	168.32	518.32	5,500.00	4,981.68	9.42	
Misc. Rentals	0.00	0.00	2,000.00	2,000.00	0.00	
Professional Development	100.00	550.00	2,000.00	1,450.00	27.50	
Awards	126.50	2,598.13	4,200.00	1,601.87	61.86	
Advertising	1,502.49	5,652.15	20,000.00	14,347.85	28.26	WNV Campaigns
	Current Period	Year-To-Date	Budget Full	Remaining	% Of Budget	



San Gabriel Valley Mosquito & Vector Control District Budget Status Report | February 2024

	Actual	Actual	Year	Budget	Utilized	
Bank Charges	568.30	11,313.31	21,000.00	9,686.69	53.87	
Board Expenses	2,301.83	16,843.40	41,000.00	24,156.60	41.08	
Computer Hardware	596.15	6,804.14	26,000.00	19,195.86	26.17	
Computer Software	6,504.82	75,950.63	84,000.00	8,049.37	90.42	NEOGOV renewal
Website/Email Service	189.51	6,000.01	7,500.00	1,499.99	80.00	Annual renewal
Building maintenance	9,914.20	41,596.68	90,000.00	48,403.32	46.22	
Maintenance, equipment	0.00	504.63	3,000.00	2,495.37	16.82	
Maintenance, grounds	0.00	1,000.00	2,000.00	1,000.00	50.00	Tree trimming
Equipment Lease	3,685.90	14,415.66	22,000.00	7,584.34	65.53	
Fees & Assessments	238.56	3,980.34	4,500.00	519.66	88.45	LAIF Fees
Hiring expenses	0.00	1,658.35	13,000.00	11,341.65	12.76	
VCJPA General Fund	0.00	3,726.00	2,095.00	(1,631.00)	177.85	Annual premium
Insurance, liability	0.00	118,087.00	131,279.00	13,192.00	89.95	Annual premium
Workers Comp Insurance	0.00	112,417.00	144,664.00	32,247.00	77.71	Annual premium
Automobile Insurance	0.00	2,832.00	2,834.00	2.00	99.93	Annual premium
Other Insurance	0.00	888.83	5,500.00	4,611.17	16.16	
Insurance, property	0.00	20,008.00	19,593.00	(415.00)	102.12	Annual premium
Legal	3,250.11	34,818.38	40,000.00	5,181.62	87.05	PSR
Memberships	535.00	31,547.58	39,000.00	7,452.42	80.89	Cal Chamber/MVCAC
Miscellaneous expenses	0.00	25.00	3,000.00	2,975.00	0.83	
Postage	26.45	5,246.01	10,400.00	5,153.99	50.44	Pool notifications
Professional Services, Accounting	1,423.77	7,798.77	0.00	(7,798.77)	N/A	AP Services (Accounting Specialist duties)
Professional Services, Auditor	0.00	16,230.00	20,000.00	3,770.00	81.15	One Time Expense (Nigro & Nigro/MacLeod Watts)
Professional Services, Other	0.00	0.00	5,000.00	5,000.00	0.00	
Professional Services, IT	7,864.26	24,464.26	60,000.00	35,535.74	40.77	
Printing & Reproduction	0.00	0.00	11,000.00	11,000.00	0.00	
Reference	388.12	388.12	800.00	411.88	48.52	
Seminars and meetings	14,233.52	31,951.66	46,000.00	14,048.34	69.46	
Supplies, Surveillance	2,213.22	7,691.34	16,000.00	8,308.66	48.07	
Supplies, Vehicle Maintenance	8,463.87	44,231.72	50,000.00	5,768.28	88.46	
Supplies, Gasoline	3,165.69	41,740.80	70,000.00	28,259.20	59.63	
Supplies, Office	683.77	4,829.29	10,200.00	5,370.71	47.35	
Supplies, Mosquito Fish	60.51	60.51	2,500.00	2,439.49	2.42	
Supplies, Operations	414.98	5,034.40	9,000.00	3,965.60	55.94	Spray equipment
Supplies, Pesticides	0.00	66,302.87	100,000.00	33,697.13	66.30	Supplies for Fiscal Year



San Gabriel Valley Mosquito & Vector Control District Budget Status Report | February 2024

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
Supplies, Communications other forms	-42.54	4,178.24	8,000.00	3,821.76	52.23	Insect Repellent
Supplies, Education Program	97.57	297.81	12,000.00	11,702.19	2.48	
Supplies, Safety	159.08	652.20	8,000.00	7,347.80	8.15	
Supplies, Media Production	76.35	186.85	800.00	613.15	23.36	
Benefit Assesment Admin Cost	7,517.57	19,914.18	119,000.00	99,085.82	16.73	
Communications, Field	4,434.12	21,216.98	50,000.00	28,783.02	42.43	
Telephone, Internet	555.00	8,977.50	20,000.00	11,022.50	44.89	
Telephone , Office	1,108.41	12,719.85	25,000.00	12,280.15	50.88	
Training , CEU's	0.00	4,715.00	4,400.00	(315.00)	107.16	Annual certification fee
Uniforms and clothing	420.64	6,282.56	12,000.00	5,717.44	52.35	
Utilities, Electric	2,024.18	23,501.58	35,500.00	11,998.42	66.20	A/C summer use
Utilities, Natural Gas	328.59	1,459.89	4,200.00	2,740.11	34.76	
Utilities, Water	238.80	1,058.50	2,500.00	1,441.50	42.34	
Surveillance, Aerial	0.00	0.00	27,150.00	27,150.00	0.00	
TOTAL OPERATING EXPENSES	86,127.62	891,507.71	1,501,115.00	609,607.29	59.39	
TOTAL EXPENSES	307,419.49	3,844,915.07	6,759,477.00	2,914,561.93	56.88	
CAPITAL OUTLAY EXPENSES						
Capital Outlay	13,869.27	13,869.27	25,000.00	11,130.73	55.48	
TOTAL CAPITAL EXPENSES	13,869.27	13,869.27	25,000.00	11,130.73	55.48	
RESERVES						
Reserve, Public Health Em	0.00	0.00	500,200.00	500,200.00	0.00	
Reserve, Capital Projects	0.00	0.00	300,000.00	300,000.00	0.00	
Reserve, Pension Liability	0.00	0.00	400,000.00	400,000.00	0.00	
Reserve, Building/Facilities	0.00	0.00	100,000.00	100,000.00	0.00	
Reserve, Vehicle Replacement	0.00	0.00	100,000.00	100,000.00	0.00	
TOTAL RESERVES	0.00	0.00	1,400,200.00	1,400,200.00	0.00	

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San Gabriel Valley Mosquito & Vector Control District Board of Trustees Meeting Minutes February 9, 2024

TRUSTEES PRESENT

Henry Aviles (Alhambra)
Sho Tay (Arcadia)
Robert Gonzales (Azusa)
Emmanuel Estrada (Baldwin Park)
Richard Barakat (Bradbury)
Corey Calaycay (Claremont)
Jerry Velasco (El Monte)
Jackie Doornik (Glendora)
Meshal Kashifalghita (La Verne)
Charlie Klinakis (La Puente)
Becky Shevlin (Monrovia)
Joseph Leon (Monterey Park)
Rachel Janbek (Pasadena)
Sandra Armenta (Rosemead)
Ryan Vienna (San Dimas)
Denise Menchaca (San Gabriel)
John Capoccia (Sierra Madre)
Robert Joe (South Pasadena)
Cynthia Sternquist (Temple City)
Allen Wu (Walnut)
Lloyd Johnson (West Covina)

TRUSTEES ABSENT

Patricia Cortez (Covina)
Margaret Finlay (Duarte)
Catherine Marcucci (Industry)
Manuel Garcia (Irwindale)
Anish Saraiya (L.A. County)
Tim Sandoval (Pomona)

STAFF PRESENT

Jason Farned
Cecilia Contreras
Tristan Hallum
Gilbert Holguin
Anais Medina Diaz
Jerry Mireles
Kriztian Luna

GUESTS PRESENT

District Counsel, Kelly Alhadeff-Black

1. Call to Order

Board President Capoccia called the meeting to order at 7:00 a.m. Vice President Kashifalghita led the Pledge of Allegiance. Clerk of the Board Mireles confirmed a quorum and noted absences.

2. Opportunity for Public Comment on Non-Agenda Items

None

3. Consent Calendar

Motion by Trustee Shevlin, seconded by Trustee Calaycay and carried by the following vote to approve Items 3.1- 3.8 of the Consent Calendar.

AYES: Aviles, Tay, Gonzales, Estrada, Barakat, Calaycay, Velasco, Doornik, Kashifalghita, Klinakis, Shevlin, Leon, Janbek, Armenta, Vienna, Menchaca, Capoccia, Joe, Sternquist, Wu, Johnson

NOES: None

ABSTAIN: None

ABSENT: Cortez, Finlay, Marcucci, Garcia, Saraiya, Sandoval



San Gabriel Valley Mosquito & Vector Control District

Board of Trustees Meeting Minutes

February 9, 2024

4. Presentation

4.1 Benefit Assessment Update

District Manager Farned provided an overview of the District's existing funding structure and projected financial requirements, including historical context regarding the assessment cap. He elaborated on the current assessment rate, which stands at \$16.90, and highlighted that the cap is set at \$20.00.

5. 2024 Trustee Committee Assignments

President Capoccia assigned committee roles to the Board and thanked them for their service, mentioning that the Committee Chairs will be determined at their first meeting.

Finance & Audit Committee

1. Lloyd Johnson, West Covina (Chair)
2. Patricia Cortez, Covina
3. Anish Saraiya, Los Angeles County
4. Becky Shevlin, Monrovia
5. Allen Wu, Walnut

Personnel & Policy Committee

1. Henry Aviles, Alhambra
2. Margaret Finlay, Duarte
3. Becky Shevlin, Monrovia
4. Robert Joe, South Pasadena
5. Cynthia Sternquist, Temple City

Public Information Committee

1. Sho Tay, Arcadia
2. Robert Gonzales, Azusa
3. Jerry Velasco, El Monte
4. Sandra Armenta, Rosemead
5. Denise Menchaca, San Gabriel

Legislative Committee

1. Corey Calaycay, Claremont
2. Jackie Doornik, Glendora
3. Joseph Leon, Monterey Park
4. Rachel Janbek, Pasadena
5. Tim Sandoval, Pomona

Motion by Trustee Shevlin, seconded by Trustee Calaycay and carried by the following vote to approve the 2024 Trustee Committee Assignments.

AYES: Aviles, Tay, Gonzales, Estrada, Barakat, Calaycay, Velasco, Doornik, Kashifalghita, Klinakis, Shevlin, Leon, Janbek, Armenta, Vienna, Menchaca, Capoccia, Joe, Sternquist, Wu, Johnson

NOES: None

ABSTAIN: None

ABSENT: Cortez, Finlay, Marcucci, Garcia, Saraiya, Sandoval



San Gabriel Valley Mosquito & Vector Control District Board of Trustees Meeting Minutes February 9, 2024

6. Consideration of Ad-Hoc Committee(s) for Solar Project and/or District Assessment Cap Increase

Mr. Farned explained to the Board about the District exploring two critical and costly projects that will require special attention from the Board of Trustees.

President Capoccia called for volunteers for an Ad-Hoc Committee for the Solar Project and/or District Assessment Cap Increase.

Trustees Lloyd Johnson and Corey Calaycay volunteered for the Ad-Hoc Committee for the Solar Project, while Trustees Richard Barakat, John Capoccia, and Becky Shevlin volunteered for the Ad-Hoc Committee for the District Assessment Cap Increase.

7. Consider 4/10 Work Schedule Proposal

Mr. Farned discussed the District's exploration of a district-wide 4/10 work schedule, detailing the proposed schedule and its benefits.

Trustee Barakat supported the idea of a 4/10 schedule but suggested the District remain open to the public five days a week.

Mr. Farned explained potential staffing issues and cost savings associated with the 4/10 schedule.

Trustee Velasco inquired about the cost savings from closing on Fridays, to which Mr. Farned estimated around \$5,000 per year.

Several trustees expressed support for the 4/10 schedule for employee retention and work-life balance, citing public familiarity with City Hall's closure on Fridays.

Trustee Calaycay proposed staff being on call on Fridays to assist the public.

President Capoccia highlighted staff survey results showing strong support for the 4/10 schedule.

Motion by Trustee Shevlin, seconded by Trustee Calaycay and carried by the following vote to approve the adoption of a 4/10 work schedule and approve revisions to Policy No. 10 – Work Period and Policy No. 14 Holidays to accommodate the new schedule.

AYES: Aviles, Tay, Gonzales, Estrada, Calaycay, Doornik, Kashifalghita, Shevlin, Leon, Janbek, Armenta, Vienna, Menchaca, Capoccia, Joe, Sternquist, Wu, Johnson
 NOES: Barakat, Velasco, Klinakis
 ABSTAIN: None
 ABSENT: Cortez, Finlay, Marcucci, Garcia, Saraiya, Sandoval



San Gabriel Valley Mosquito & Vector Control District Board of Trustees Meeting Minutes February 9, 2024

8. District Administration

8.1 Committee Meeting Notifications: Finance & Audit Committee

Mr. Farned updated the Board, stating that we are in the process of scheduling a Finance & Audit Committee.

8.2 District Update

Mr. Farned updated the Board on the LAFCO nomination process, noting nominations are being accepted until February 29th. He also informed them about the MVCAC annual conference and emphasized the District website's coverage of presentations by Jason Farned, Tristian Hallum, Pablo Cabrera and Kriztian Luna.

9. Committee Reports

None

10. Trustee Reports

Trustee Doornik presented her report on the annual MVCAC conference. She also praised District staff for their response to the dengue case that was highlighted at the conference.

11. New Business

None

12. Adjournment

The meeting was adjourned at 8:04 a.m.



Zone Specialists:

Zone	Specialist	Cities
1	Steven Ly	Alhambra, Monterey Park, San Gabriel, South Pasadena
2	Jon Halli	Altadena, Pasadena
3	Dane Miletich	Arcadia, Sierra Madre, Temple City
4	Hendricks Pena	Baldwin Park, El Monte, Rosemead
5	Darrin Jones	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

Operations Summary:

This report includes pesticide usage for January 2024. It does not include pesticide usage for February because the reporting period concluded before the end of the month. February's pesticide usage will be included in next month's report.

The department is currently involved in the recruitment process to hire 10 seasonal employees for the 2024 season. Preparation is also underway for a spring swimming pool condition confirmation. This effort will begin when rain events have subsided, and less rain is in the forecast.

Chemical Usage:

January 2024

Larvicides/Pupicides			
Method of Action	Target	Amount	Area Treated
Larvicide Oils (Surface Film)			
Suffocation	Mosquitoes	34.00 gal.	2503 sq.ft.
Insect Growth Regulators (IGR's)			
Inhibits metamorphosis	Mosquitoes	38.45 lbs.	15890 sq.ft.
Bacterials			
Ingestion, toxicant	Mosquitoes	4.96 gal.	158400 sq.ft.
Ingestion, toxicant	Mosquitoes	103.67 lbs.	328671 sq.ft.
Ingestion, toxicant	Black flies	452.30 gal.	125543 m ³
Biologicals			
Mosquito fish	Mosquitoes	195 ea.	1749 sq.ft.



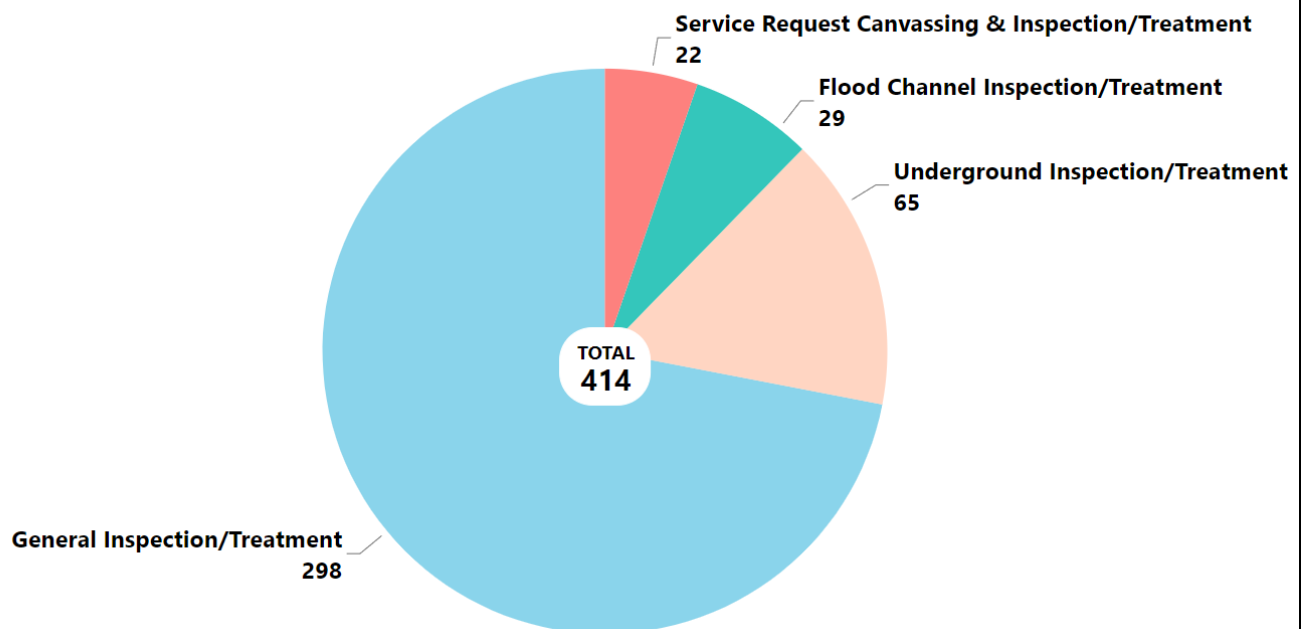
Field Statistics:

1,058 - 24.21 %
2023
SITES VISITED

16 - 5.88 %
2023
SERVICE REQUESTS

2 + 0 %
2023
CONSULTATIONS

FIELD HOURS





San Gabriel Valley Mosquito & Vector Control District Surveillance Department Report Disease Weeks 5 - 8 | January 28 – February 24

Surveillance Activities

Routine mosquito surveillance is currently on pause for disease weeks 5 through 8 of 2024. While the department is responding to disease case reports at the county health department's discretion, the department has been evaluating internal reporting measures, expanding analytic tools for the District and presenting at state conferences. Lastly the department has restarted the winter season tick surveillance program, aligning District goals with state standards and has had an opportunity to enact these standards. The department plans to reactivate routine surveillance activities March 18th or disease week 12.

Black Fly Surveillance

Early season black fly surveillance was conducted in between rain events during disease week seven or February 11th through 17th. This surveillance was conducted using Encephalitis Vector Surveillance (EVS) traps baited with carbon dioxide in the form of dry ice. The traps yielded minimal results in the form of black fly adults, far below predetermined thresholds set for operational action. Once routine surveillance has been reinitiated for the 2024 season, black fly surveillance will occur bi-weekly until actionable collections are identified, at which time those surveillance measures will be performed on a weekly basis.

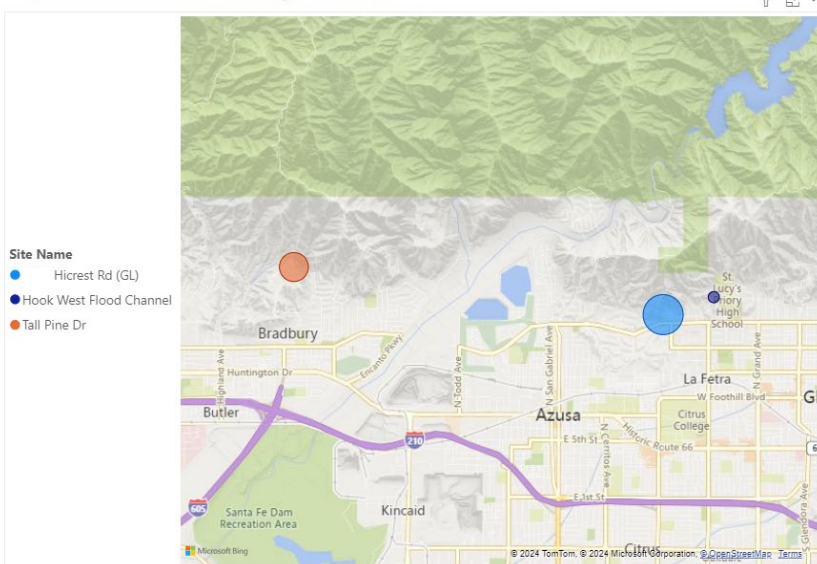
Week 7 Black Fly Data

CO2 Traps

Zone	Site Name	Trap Type	Total Black Fly
7	Hicrest Rd (GL)	CO2	25
5	Tall Pine Dr	CO2	12
7	Hook West Flood Channel	CO2	1
7	1000 Glencoe Heights	CO2	0

Other Traps

Zone	Site Name	Trap Type	Total Black Fly
------	-----------	-----------	-----------------



Notes:

The table shows all trap counts for the past week. Traps with counts of (100+) black flies per trap have ● and counts of (200+) black flies per trap have ●. Locations positive for black flies appear on the map. The bubbles on the map represent the relative numbers of black fly caught in each trap but are not drawn to scale.

Tick Surveillance

While mosquito activity decreases in the colder months of the year, adult tick prevalence increases in the foothill communities of the District. To that end, the department restarted the tick surveillance



San Gabriel Valley Mosquito & Vector Control District Surveillance Department Report Disease Weeks 5 - 8 | January 28 – February 24

program within the San Gabriel Valley while modifying collection methods to adhere more closely with state and CDC reporting standards.

During disease weeks 5-8, two tick surveillance activities occurred in the San Gabriel Valley foothills. The first activity occurred at Big Dalton Wilderness Park in Glendora on 1/31/24. This activity yielded five adult ticks from the area, three male and two female, all of which were identified as *Ixodes pacificus* or deer ticks. The second activity took place at Love Oak Canyon in West Covina on 2/15/2024. This activity resulted in one male adult tick collected and identified as *Dermacentor occidentalis* or the Pacific coast tick.

These ticks have been identified and stored for future pathogen testing. While the prevalence of tick-borne pathogens are extremely unlikely in the state of California we aim to continue monitoring for the rare possibility of tick-borne transmission in the San Gabriel Valley area.

Conference Presentations

The department's Vector Ecologist recently had the opportunity to present on continuing District work at the American Mosquito Control Association (AMCA) in Dallas, Texas. The presentation is currently posted the District's website under the "In the Spotlight" tab. Below is the title and abstracts or summary of the presentation. For more information please see the Vector Ecologist, Jamie Mangan or the Director of Scientific Programs, Tristan Hallum

Title: Larval ecology of *Aedes notoscriptus* in the San Gabriel Valley, California

Abstract: *Aedes notoscriptus* (Diptera: Culicidae) is endemic to Australia and invasive in parts of southern California. First detected in Monterey Park, CA in 2014, it has since been detected in other cities in Los Angeles, Orange, and San Diego counties. *Aedes notoscriptus* is a competent vector for Barmah and Ross River viruses and has demonstrated susceptibility to Zika virus in a laboratory setting. To date, *Ae. notoscriptus* has not been implicated as a vector in the United States. Larval habitats include cryptic natural and man-made containers, where they may compete with *Ae. albopictus* and *Ae. aegypti*. Larval and oviposition surveys were conducted to examine the larval ecology of *Ae. notoscriptus* and its relationship to other invasive *Aedes* species. Oviposition cups were placed at ground level, 1m, 2m, and 3m in height. Distilled and plant-infused water were compared at each height. Bamboo stumps, a frequent source of *Ae. notoscriptus* larvae, were used in the infusion. We found that *Ae. notoscriptus* shares cryptic larval habitat with *Ae. aegypti* and *Ae. albopictus* in natural and manmade containers and that the infused water yielded more eggs. Current recommended surveillance and control practices for *Ae. aegypti* and *Ae. albopictus* are likely to have an effect on *Ae. notoscriptus*, due to their overlap in larval habitat. Differences in local *Ae. notoscriptus* ecology and potential competition between the three species may require additional surveillance and control strategies. Continued active larval and adult surveillance combined with community science will be used to further examine *Ae. notoscriptus* ecology in the San Gabriel Valley.

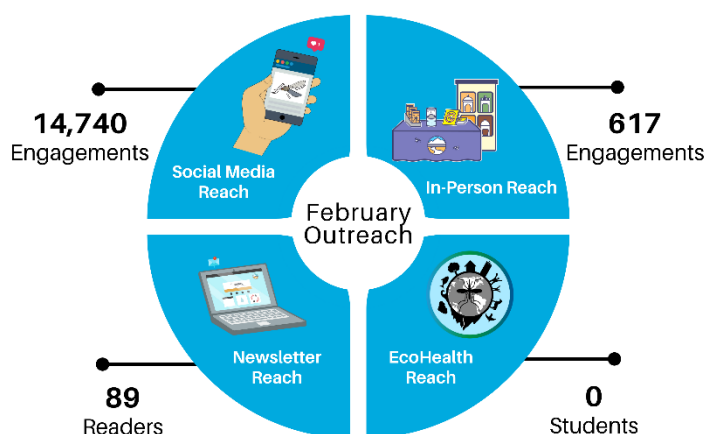


San Gabriel Valley Mosquito & Vector Control District Communications Department Report Disease Weeks 5 - 8 | January 28 – February 24

Outreach Summary:

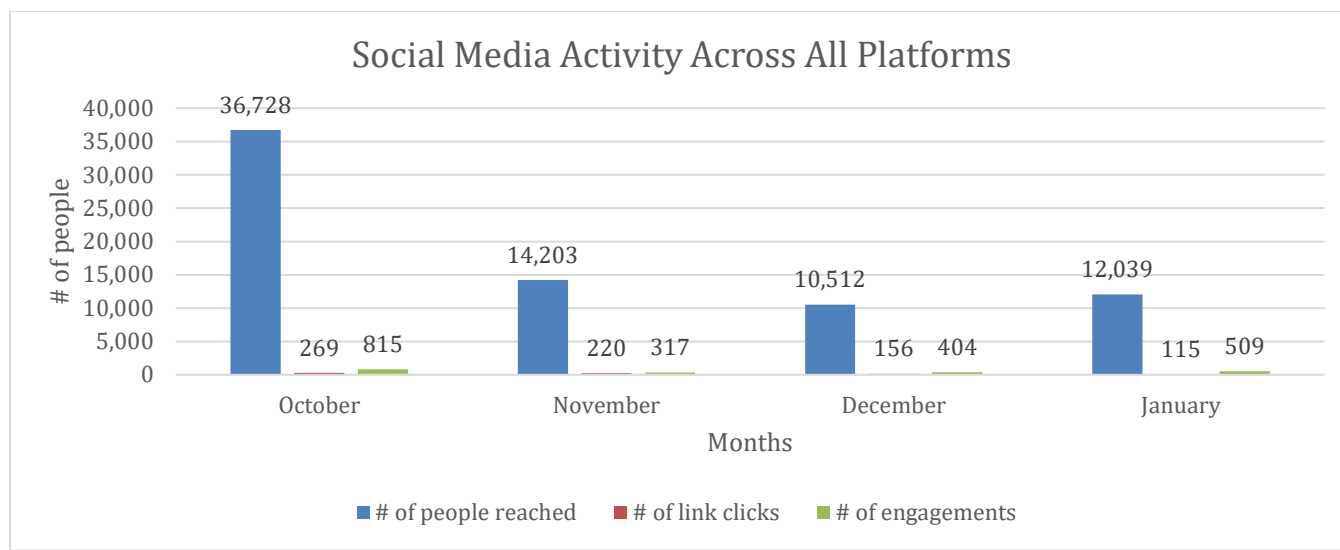
The Communications Department is busy at work planning an open house and additional activities to celebrate the District's 35th Anniversary. Staff look forward to highlighting the efforts and impact the agency has had on public health in the San Gabriel Valley. Outreach event requests are beginning to trickle in, and we're excited for the opportunity to share mosquito prevention and prevention tips with residents.

The EcoHealth Program continues to engage with students from the Fall 2023 community science cohorts and will be announcing its Public Health Teacher of the Year very soon! Additionally, education specialists were busy fine tuning their classroom program with new hands-on activities for students to learn about mosquitoes and the mosquito life cycle.



Digital Marketing:

1) Key Performance Indicators (KPIs):



A delay in reported data may be present. Reported numbers reflect full calendar months to accurately track KPIs from all District social media platforms.



San Gabriel Valley Mosquito & Vector Control District Communications Department Report Disease Weeks 5 - 8 | January 28 – February 24

2) Digital Response Support

- a) Winter campaign e-blast for Bite Back Champions.
- b) Insect repellent and safe travel tips for winter months.

3) Digital Newsletters

- a) Champion audience e-blasts:
 - i. Short Bites Monthly – February
- b) General Notification audience e-blasts:
 - i. Short Bites Monthly - February
- c) Blog audience:
 - i. Short Bites Monthly – February

Short Bites Monthly Performance

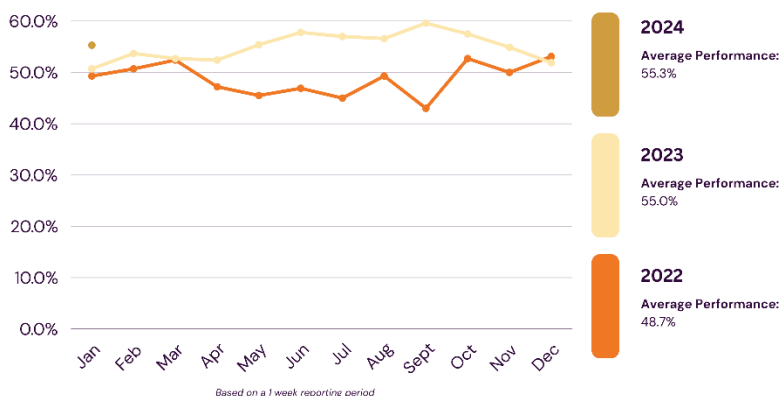
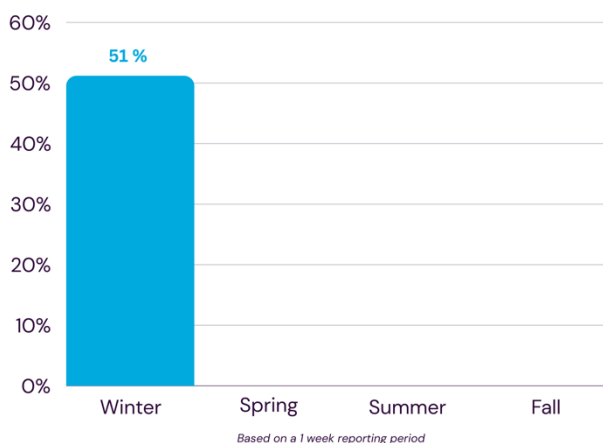


Image of comparative data for 2022-2024 newsletters. Percentage calculations are of average open rates and click rates based on a 1-week reporting period. A delay in reported data may be present.

Seasonal Campaign E-blast Performance





San Gabriel Valley Mosquito & Vector Control District Communications Department Report Disease Weeks 5 - 8 | January 28 – February 24

Image of comparative data for seasonal campaign newsletters. Percentage calculations are of average open rates and click rates based on a 1-week reporting period.

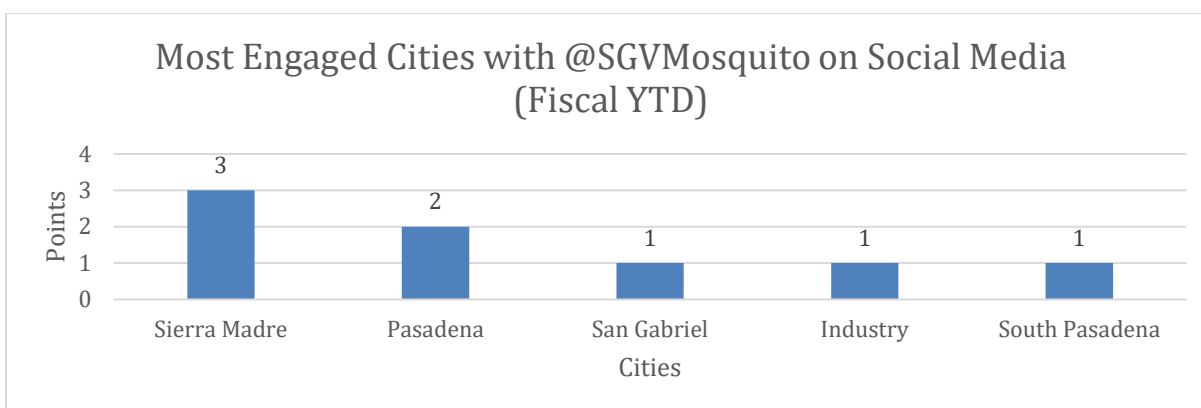
4) Press Releases and Media Hits

No press releases were distributed during the reporting period.

5) Social Media

a) Development of content for the current season by focusing on rain.

b) Including more general content about the District and what we do.



Tracking cities social media engagement with our District's social media platforms. Points are based on the following:

1 Point - Passive engagement: Like post, view IG story,

2 Points - Active Engagement: Share on FB, retweet, share in IG stories,

3 Points - Champion Engagement: Post content from SGVMVCD, creating a collaborative post, tags @SGVMosquito

6) Content Development

a) Developing branding and marketing plan to celebrate the District's 35th anniversary

b) Developing public service announcement video and accompanying digital assets in preparation for California Mosquito Awareness Week.



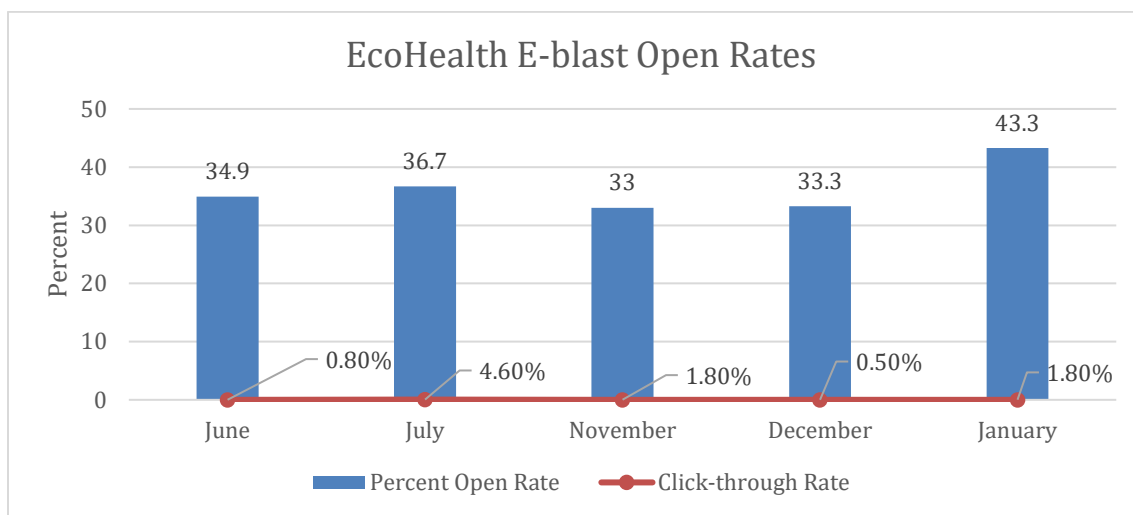
San Gabriel Valley Mosquito & Vector Control District Communications Department Report Disease Weeks 5 - 8 | January 28 – February 24



EcoHealth
Vector Education



1. Data in Education (Fiscal YTD)



2. EcoHealth Highlights

- Refreshed classroom program materials for K – 6 grade
- Prepared advertorial for Public Health Teacher of the Year for 2023
- Attended the Mosquito and Vector Control Educators Deep Dive, featuring Collier Mosquito's education program in Florida

3. EcoHealth Winter Newsletter

- Open rate: **43.3%**
- Click rate: **1.8%**



San Gabriel Valley Mosquito & Vector Control District Treasurer's Report | January 2024

This Treasurer's Report reflects the SGVMVCD's month end balance of District funds for the period noted above. It is in full compliance with the District's Investment Policy. The Secretary-Treasurer hereby certifies that the District can meet expenditure requirements for the next six months with funds from the Revolving Fund, L.A. County Pool, CA CLASS, and LAIF accounts.

LOCAL AGENCY INVESTMENT FUND (LAIF)				
BEGINNING BALANCE				\$138,079.51
Interest Earned		\$1,384.87		
ENDING BALANCE				\$139,464.38
% OF ANNUAL EXPENDITURE:	2.06%	YIELD:	3.92%	MATURITY DATE: PERPETUAL SOURCE: JAN 2024 STATEMENT

LOS ANGELES COUNTY POOL (PB1)				
BEGINNING BALANCE				\$2,864,435.29
Interest Earned		\$5,579.03		
Sec 10% Adv 2023-24 Pd		\$645,500.54		
Trust Warrant #742 (Withdrawal for Investment Transfer)		(\$2,764,435.29)		
ENDING BALANCE				\$751,079.57
% OF ANNUAL EXPENDITURE:	11.07%	YIELD:	4.14%	MATURITY DATE: PERPETUAL SOURCE: ND 24, PERIOD 7

CALIFORNIA CLASS PRIME				
BEGINNING BALANCE				\$1,246,745.59
Withdrawal (Claims for December 2023)		(\$370,297.65)		
Contribution		\$2,764,435.29		
Withdrawal (Claims for January 2024)		(\$344,158.20)		
Interest Earned		\$10,448.63		
ENDING BALANCE				\$3,307,173.66
% OF ANNUAL EXPENDITURE:	48.75%	YIELD:	5.49%	MATURITY DATE: PERPETUAL SOURCE: JAN 2024 STATEMENT

VCIPA CONTINGENCY FUND				
BEGINNING BALANCE				\$109,179.00
Contribution		\$40,268.00		
Interest Earned		\$5,022.00		
Admin Fee		-\$3.00		
ENDING BALANCE				\$154,466.00
% OF ANNUAL EXPENDITURE:	2.28%	YIELD:	2.57%	MATURITY DATE: PERPETUAL SOURCE: DEC 2023 STATEMENT

CITIZENS BANK (REVOLVING FUND)				
BEGINNING BALANCE				\$200,000.00
Debit Activity		(\$6,575,502.07)		
Deposits		\$6,575,619.36		
Service Charge		(\$117.29)		
ENDING BALANCE				\$200,000.00
% OF ANNUAL EXPENDITURE:	2.95%			SOURCE: JAN 2024 STATEMENT

CITIZENS BANK (SWEEP ACCOUNT)				
BEGINNING BALANCE				\$360,908.75
Debit Activity		(\$3,094,904.26)		
Deposits		\$3,362,141.42		
Interest Earned		\$57.24		
ENDING BALANCE				\$628,203.15
% OF ANNUAL EXPENDITURE:	9.26%			SOURCE: JAN 2024 STATEMENT

ALL FUNDS BEGINNING BALANCE	\$4,919,348.14
ALL FUNDS ENDING BALANCE	\$5,180,386.76

Lloyd Johnson, Secretary-Treasurer

3/1/2024

Date



San Gabriel Valley Mosquito & Vector Control District District Working Balance | March 2024

SGVMVCD WORKING FUND BALANCE MARCH 2024

ALL FUNDS ENDING BALANCE (PERIOD ENDING JANUARY 2024)	\$5,180,386.76
TOTAL RESERVES	(\$1,400,200.00)
FEBRUARY 2024 EXPENDITURES	<u>(\$537,886.13)</u>
MARCH 1, 2024 WORKING FUND BALANCE	<u><u>\$3,242,300.63</u></u>

A handwritten signature in black ink that reads "Jason Farned".

Jason Farned, District Manager

SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

REPORT OF STAFF'S ATTENDANCE

AT CONFERENCE/EVENT

Staff Name and Title: Cecilia Contreras, Director of Administrative Services

Name of Conference/Event: CSMFO Annual Conference

Date: 1/31/24 - 2/2/24

Location: Anaheim, CA

Significant points learned of benefit to the District and its ratepayers:

I had the opportunity to attend the annual CSMFO (California Society of Municipal Finance Officers) Conference this year which was a very informative and valuable experience. This event provided me with the opportunity to participate in educational content and professional development regarding government finance.

The event covered various topics in relation to financial management. There was a number of concurrent sessions provided during the event and I was personally able to attend the following presentations: CalPERS Actuarial Information / Valuations 101, Advanced Tools for Managing Pension Costs & UAL, Navigating Unpredictable Costs of Pension and OPEB Liabilities, Optimize your 457b/401a Plans While Reducing your Fiduciary Risk, Unlocking the Magic of Special District Compliance, Lessons Learned from GFOA's Review of Financial Documents, and Protecting Yourself in the Digital Age. I was also able to meet with vendors who provided information regarding their services and different technologies available.

My goal in attending this conference was to improve my knowledge, skills, and performance in fiscal policy and management. I believe the District and ratepayers benefit from this because it allows for me to stay current on government finance news and trends, learn about key issues facing the public sector in relation to financial matters, and provides continuing education on numerous financial topics. I am grateful for the chance to attend as I strive to continue to learn about finance so that I am able to provide quality public service on behalf of the District.

Date: 2/29/24

Signed: 

Print Name: Cecilia Contreras

SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT**REPORT OF STAFF'S ATTENDANCE****AT CONFERENCE/EVENT****Staff Name and Title:** Jason Farned, District Manager**Name of Conference/Event:** MVCAC Spring Meeting and Legislative Conference**Date:** February 20-22, 2024**Location:** Sacramento, CA**Significant points learned of benefit to the District and its ratepayers:**

The Mosquito and Vector Control Association of California combined its Spring committee meetings with its annual legislative day to reduce costs and travel time for attendees.

As part of the legislative day, I attended the morning workshop where I received information packets and educational materials prepared for legislators. Each District scheduled their own meetings with their respective legislators. Throughout the day I met with staff from the offices of Assembly Members Rubio, Rodriguez, and Holden, and Senators Rubio and Portantino. I discussed current challenges facing vector control in the State, including threats from *Aedes*-borne diseases like Dengue fever. I also shared the value and success of CalSurv which is a diseases surveillance platform that is critical to our work. The platform relies heavily on state funding.

The following day was filled with committee meetings and presentations. As a member of the Legislative Committee, I had the opportunity to meet with my committee and discuss our current charges. We also discussed the implications of potential new legislation. I sat in on all the committee meetings and was able to ask questions and participate in conversations regarding several committee projects in the works.

Date: 02/26/2024**Signed:** *Jason Farned***Print Name:** Jason Farned

SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

REPORT OF STAFF'S ATTENDANCE

AT CONFERENCE/EVENT

Staff Name and Title: Tristan Hallum, Director of Scientific Programs

Name of Conference/Event: 2024 MVCAC Spring Meet and Legislative Conference

Date: February 21st-22nd


Location: Residence Inn Sacramento Capitol Park

Significant points learned of benefit to the District and its ratepayers:

Acting as the Training and Certifications committee chair, I attended and participated in the 2024 MVCAC Spring Meeting that coincided with the Legislative Conference in Sacramento, California. This was an opportunity for leaders in the MVCAC to meet virtually and in person to discuss updates regarding committee charges for the 2024 year. I additionally had the opportunity to discuss current legislation affecting California vector control agencies and movement the state organization is making to influence those decisions. While I did not actively participate in the legislative visits this year, if I am still an MVCAC committee chair in 2025 I plan to participate in those conversations to actively engage our state legislatures on vector control topics.

This meeting provided me the opportunity away from annual conferences to meet with other department heads and managers to discuss regional issues and identify how the state organization filled those needs. From discussing management styles, to responding to emergency control scenarios, it was a good opportunity to hear from different regions about the issues they are facing or preparing for. A highlight of these challenges was in the Emergency Integration working group that was established in the wake of the lake Tulare and Dengue transmission incidents. The goals of this group are to identify necessary communicative pathways for vector control's response on a local, state, and federal level. These delineated planned pathways identify the needed contacts or resources to identify when an equitable level emergency response takes place in your respective region. This is a direct tool we at San Gabriel MVCD can utilize when we identify additional cases of *Aedes*-borne disease transmission in our service area.

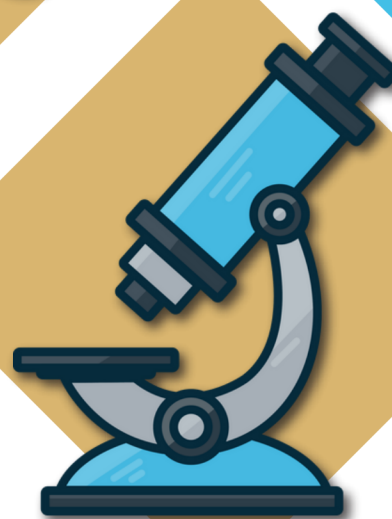
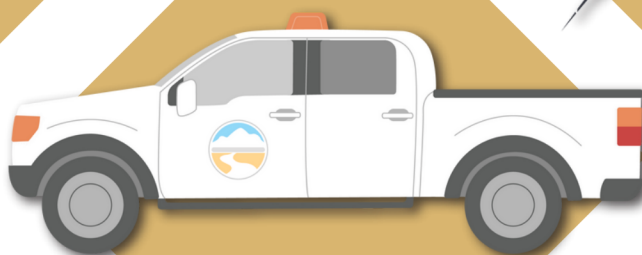
In addition to the new working groups there were many technological updates regarding Vectorsurv and the data reporting pathways they utilize. Several updates regarding the website infrastructure that directly impact my committee and how we disseminate information to the state. These updates regarding state-wide activities provided several avenues of new directions we as an agency can utilize and allowed for our agency to become a centralized voice in this state organization.

Date: 2-27-24 Signed: 
Print Name: Tristan Hallum

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San Gabriel Valley Mosquito & Vector Control District

2024 Strategic Report



Providing the highest level of protection from vectors & vector-borne diseases in San Gabriel Valley

(626) 814-9466 1145 N. Azusa Canyon Road, West Covina, CA 91790

SGVmosquito.org | @SGVmosquito

San Gabriel Valley Mosquito and Vector Control District

Mission and Guiding Principles



Our Mission

To provide the highest level of protection from vectors and vector-borne diseases in the San Gabriel Valley.

Our Guiding Principles

Mission First: Fulfill the District's mission effectively and lawfully as directed by the Board of Trustees.

Stewardship: Honest, transparent, and effective stewardship of public funds and assets.

Work Environment: Foster and maintain a safe, positive, and productive work environment.

Personal and Professional Growth: Foster and invest in the personal and professional growth of District employees.

San Gabriel Valley Mosquito and Vector Control District

Core Values and Environmental Scan



Our Core Values

- Integrity
- Teamwork
- Accountability
- Flexibility
- Professionalism
- Innovation
- Transparency
- Consistency
- Inclusion
- Support

ENVIRONMENTAL SCAN

Strengths

- High employee satisfaction and engagement
- Consistent outreach on multiple platforms with strong social media engagement
- Flexible team with a culture that embraces change
- Use of innovative methods to improve efficiency
- Strong community/partner relationships
- Public accessibility to staff and District information

Weaknesses

- Limited ability to increase scale of operations in a short amount of time.
- Single revenue source
- Aging facility with limited/no capacity for growth
- Peak season dependency on quality seasonal staff

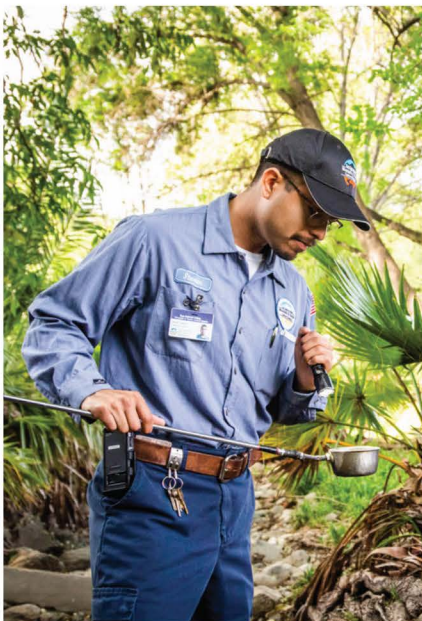
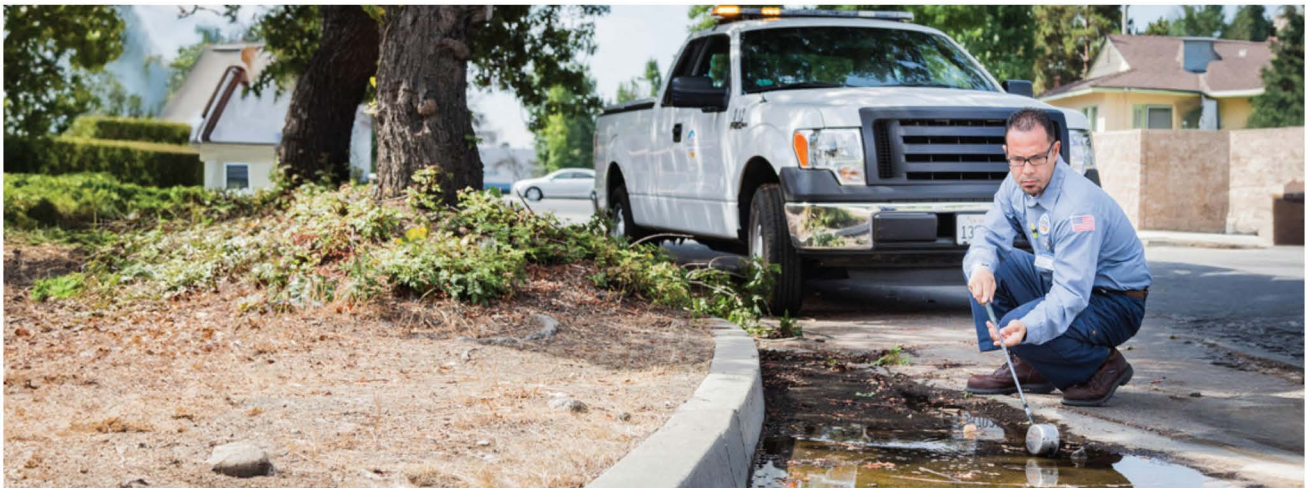
Challenges

- Assessment cap
- Climate change and extreme weather events
- Invasive *Aedes* management, control, and disease response is resource intensive
- Dengue fever and other emerging mosquito-borne diseases
- Insecticide resistance
- Legislative delays in SIT approval

San Gabriel Valley Mosquito and Vector Control District

Strategic Priorities

- Practice exemplary governance with integrity.
- Enhance detection of vectors and vector-borne disease.
- Reduce vector populations and the threat of vector-borne disease.
- Motivate behavior change to improve public health.



SGVMVCD | Strategic Priorities

PRACTICE EXEMPLARY GOVERNANCE WITH INTEGRITY



2024

FINANCE

- Prepare the District for rising costs and responsibilities associated with invasive *Aedes* management and control as well as *Aedes*-borne disease response.
- Explore the implications of the District's \$20.00 benefit assessment cap and develop a plan to secure alternative revenue source(s), if needed.
- Implement a long-term investment strategy to maximize investment yield on reserves.
- Continue to prioritize additional discretionary payments to reduce unfunded accrued liability and associated interest.

MANAGEMENT

- Improve standards and procedures for annual asset inventory.
- Seek a District of Distinction Accreditation from the Special District Leadership Foundation.

FLEET AND FACILITY

- Repair the parking lot asphalt.
- Explore the costs and benefits of solar installation.
- Consider fully electric and hybrid alternatives, if available, to gasoline-powered vehicles and equipment when replacement is needed.

SGVMVCD | Strategic Priorities

ENHANCE DETECTION OF VECTORS AND VECTOR-BORNE DISEASE



2024

IMPROVE SURVEILLANCE

- Improve standards and procedures for invasive *Aedes* surveillance.
- Create an underground/closed source surveillance protocol to improve disease surveillance and better inform and measure control efforts.

DATA COLLECTION AND ANALYSIS

- Better utilize technology and improve capabilities for statistic and spatial analysis.
- Improve protocols and frequency for pesticide resistance testing of local mosquitoes.

2026

DATA COLLECTION AND ANALYSIS

- Implement a risk and response analysis tool based on WNV prevalence.
- Perform annual semi field trials of adult resistance assays.

SGVMVCD | Strategic Priorities

REDUCE VECTOR POPULATIONS AND THE THREAT OF VECTOR-BORNE DISEASE



2024

NOVEL CONTROL STRATEGIES

- Tailor a sterile insect technique (SIT) strategy that fits the District's needs.
- Broaden scope of targeted adulticide treatments for invasive *Aedes* control.

IMPROVE PROGRAM EFFICIENCY

- Improve online resources and content for residents who prefer to do their own property inspections and mosquito mitigation.
- Utilize Nearmap High-Res Aerial Imagery to further reduce in-person swimming pool inspections, freeing up staff time and resources to be used elsewhere.
- Develop standards and procedures for the acquisition and implementation of area-wide inspection warrants.

ELIMINATE CHRONIC BREEDING SITES

- Develop campaign to reduce mosquito development in residential landscape drains.
- Develop campaign to encourage cities to prioritize repair of gutters that breed mosquitoes to permanently eliminate mosquito habitat.

2026

NOVEL CONTROL STRATEGIES

- Execute an SIT pilot project.

SGVMVCD | Strategic Priorities

MOTIVATE BEHAVIOR CHANGE TO IMPROVE PUBLIC HEALTH



2024

ENSURE STRONG DIGITAL OUTREACH

- Develop evergreen content around most common resident questions and concerns.
- Develop seasonal tool kits to distribute to cities and partners.
- Improve EcoHealth website accessibility.

PROVIDE EXCELLENT EDUCATION

- Explore opportunities to offer EcoHealth Vector Education to homeschool programs.
- Expand support material for virtual education.
- Increase student reach through teacher development.

ENHANCED REPUTATION AS TOPIC EXPERTS

- Increase exposure to and collaboration with city councils, local legislators, and community groups.
- Develop and implement a City Engagement Reward tool.
- Strengthen crisis communication and response strategies.
- Develop SIT education plan.

SGVMVCD | Strategic Priorities

MOTIVATE BEHAVIOR CHANGE TO IMPROVE PUBLIC HEALTH



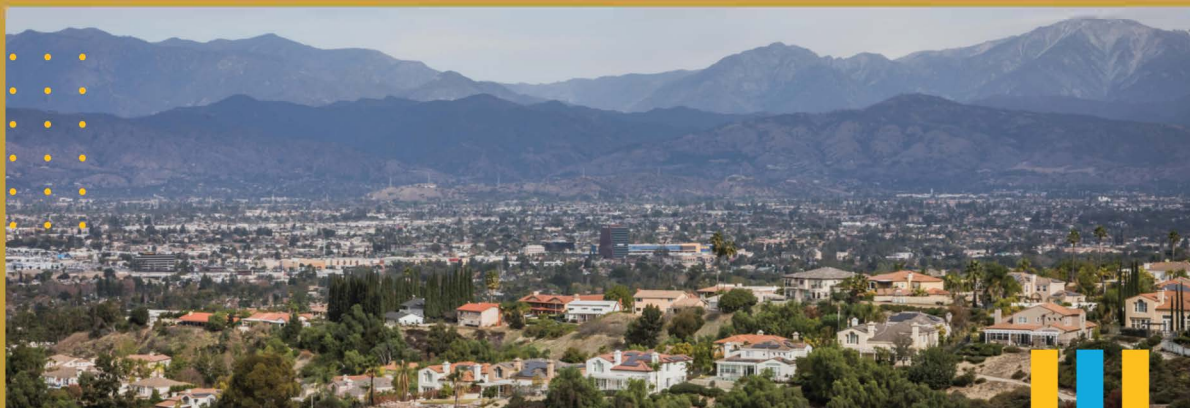
INCREASE BRAND RECOGNITION AND GOODWILL

- Improve outreach and partnerships with environmental and wildlife organizations.
- Maintain strong media relationships.
- Develop District brand assets.

CLOSE DEI GAPS IN OUTREACH AND EDUCATION

- Establish a network of translators.
- Identify key partners in hard-to-reach communities.
- Hold three pop-up events in hard-to-reach communities.

More Information About Us



Under the California Health and Safety Code, the San Gabriel Valley Mosquito and Vector Control District (District) is a public health agency that provides protection from vector-borne diseases.

The District is primarily charged with protecting the public from mosquito-borne diseases and serves more than 1.5 million residents in 26 cities in the San Gabriel Valley, and some unincorporated portions of Los Angeles County. A total area of 287 square miles.

We employ integrated vector management (IVM) techniques, which include public education and outreach; surveillance; biological control; physical control and/or habitat modification; chemical control; research; partnering with other agencies; legal action where necessary; enforcement of the California Health and Safety Code; and as governed by federal and state law.

Contact Us :



Phone Number
626-814-9466



Website
SGVmosquito.org



Follow Us
@SGVmosquito



Office Address
1145 N. Azusa Canyon Road, West Covina, CA 91790





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

Date: March 8, 2024

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

Subject: **Annual Review of Signatory Authority**

Exhibit(s): Exhibit 5A

Background

Resolution 2022-03, Authorizing Signature Authority is the guiding document that allows designated district officials signatory authority for its accounts and specifies that signatory authority will be reviewed by the Board annually. Director of Communications, Anais Medina Diaz will be added as an authorized signatory staff member to district account records as permitted by the resolution. Additionally, the Executive Committee will be updated to reflect current members which include President John Capoccia, Vice President Meshal Kashifalghita, Secretary-Treasurer Lloyd Johnson, and Past-President Becky Shevlin. Previous Past-President Corey Calaycay will be removed from the district account to accurately reflect current titles.

Committee's Recommendation

None

District Manager's Recommendation

Receive and file

Board Action Options

No action required

Submitted by:

A handwritten signature in black ink that reads "Jason Farned".

Jason Farned
District Manager

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RESOLUTION NO. 2022-03**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT AUTHORIZING SIGNATURE AUTHORITY**

WHEREAS, Citizens Business Bank requires by law a resolution of signature authority for its accounts as may other institutions as the Board of Trustees selects; and

WHEREAS, the District requires two signatures to effectively control its accounts; and

WHEREAS, it is necessary for designated District Officials to possess signatory authority for all its accounts and to deposit in any such custody account(s) stocks, bonds, securities, cash, funds, checks, instruments and/or other property held or owned by this District from whatever source received, and to hold, exchange, acquire, buy, sell, pledge, collect, transfer, deliver, disburse, redeem, withdraw, and/or dispose of any such stocks, bonds, securities, cash, funds, checks, instruments and/or other property upon written order or instruction;

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

Section 1. Resolution 2002-10 is rescinded, and

Section 2. Signatory authority will be reviewed by the Board annually, and

Section 3. That the Board of Trustees of the San Gabriel Valley Mosquito and Vector Control District authorizes and requires two signatures for all account transactions and that only two Trustees or one Trustee and one staff member from the list below may execute said documents.

Title

- President (Trustee)
- Vice President (Trustee)
- Secretary-Treasurer (Trustee)
- Executive Committee Member (Trustee)
- District Manager (Staff)
- Department Director (Staff)

PASSED, APPROVED AND ADOPTED by the Board of Trustees of the San Gabriel Valley Mosquito and Vector Control District this 11th day of February 2022, by the following vote:

AYES: Sham, Tay, Gonzales, Estrada, Barakat, Calaycay, Morgan, Finlay, Velasco, Doornik, Marcucci, Garcia, Klinakis, Rasmussen, Bissner, Shevlin, Leon, Janbek, Armenta, Badar, Menchaca, Capoccia, Joe, Sternquist, Wu, Johnson

NOES:
ABSTAIN:
ABSENT: Sandoval

Becky Shevlin

Becky Shevlin
President, Board of Trustees

ATTEST:

Lloyd Johnson
Lloyd A Johnson (Feb 15, 2022 08:22 PST)

Lloyd Johnson
Secretary/Treasurer, Board of Trustees

APPROVED AS TO FORM:

Kelly M. Alhadeff-Black
Kelly M. Alhadeff-Black (Feb 15, 2022 09:14 PST)

Kelly M. Alhadeff-Black
District Counsel

RESOLUTION 2024-01

(Supersedes and replaces, in its entirety, all prior Resolutions and Bylaws)

**SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL
BYLAWS GOVERNING DISTRICT MEETINGS**

Formed, operating, and managed in accordance with the Mosquito Abatement and Vector Control District Law (California Health and Safety Code §§ 2000 *et. seq.*), the San Gabriel Valley Mosquito and Vector Control District (the “District”) is an independent special district that provides protection for residents from vector-borne diseases. The District services approximately two million residents in 26 cities, and portions of unincorporated Los Angeles County, within the San Gabriel Valley.

Article I. General

1. Board of Trustees

The District is governed by a 27-member Board of Trustees (the “Board”) consisting of an appointed representative from each City serviced by the District and a representative from the County of Los Angeles.

2. Appointment and Qualifications

Members of the Board are appointed in accordance with the requirements of California Health and Safety Code § 2022. Each member of the Board must reside in and be a registered voter in the jurisdiction of their appointing legislative body.

3. Duties of Membership

Members of the District Board serve in accordance with the requirements of the California Health and Safety Code §§ 2020-2030.

- a. All members of the Board shall exercise their independent judgment on behalf of the interests of the residents, property owners, and the public as a whole in furthering the purposes and intent of the District. Members of the Board shall represent the interests of the public, as a whole, and not solely the interest of their individual legislative appointing body.
- b. Members of the Board are expected to attend all regular and scheduled Board Meetings and, when assigned and where applicable, Committee meetings. The Board reserves the right to determine whether a Trustee’s absence under the circumstances at a particular Board Meeting or Committee Meeting is excused. More than three (3) consecutive unexcused absences shall be reported to the absent Trustee’s legislative appointing body.
- c. Any vacancy in the office of a member appointed to a Board shall be filled pursuant to California Health & Safety Code § 2024 and California

Government Code § 1779. Any person appointed to fill a vacant office shall fill the balance of the unexpired term.

Article II. Board

1. 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.

2. Description of Officers

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. 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-Treasurer	<p>The Secretary-Treasurer shall serve as parliamentarian and assist the President as necessary.</p> <p>If the President and Vice-President are absent, the Secretary-Treasurer shall assume the duties of the President.</p> <p>The Secretary-Treasurer shall authenticate by signature all the acts, orders, and proceedings of the Board.</p>

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

The Secretary-Treasurer shall serve as Chairperson of the Finance and Audit Committee.

a. 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-Treasurer. Each Trustee will have one vote per office. New officers shall assume their positions and responsibilities at the February Board Meeting.

b. Committees and Chairpersons

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

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

c. Terms of Office

All Board Officers shall serve for a term of two calendar years. If a Board Officer or candidate is not re-appointed as a Trustee before the next Board Officer 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.

d. **Eligibility for Office**

Any member of the Board may be selected to serve as an Officer.

e. **Performance**

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.

Article III. Meetings

All meetings shall be held and conducted in accordance with the requirements of the California Health and Safety Code §§ 2000 et. seq., the California Government Code §§ 54950, *et seq.* (commonly referred to as the Ralph M. Brown Act or Brown Act), and any and all laws governing the scheduling, conduct or proceedings for public meetings.

1. Time of Meetings

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

2. Location of Meetings

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

3. Procedures for Meetings

a. **Quorum**

In regular District meetings, a quorum shall consist of a simple majority of appointed Board members pursuant to California Health & Safety Code § 2029. 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.

b. **Actions by the Board**

Pursuant to California Health & Safety Code § 2029, the Board shall act only by ordinance, resolution, or motion and keep records of its acts. However, the Board may adopt rules for its proceeding that are not contrary to California Health and Safety Code. §§ 2000 et. seq.

c. **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/Treasurer.

d. Recording of the Minutes

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

4. 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. 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*.

5. 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.

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

1. General

Board members shall use the District's Code of Conduct (Code) to guide their conduct as representatives of the District as required by California Government Code § 87300.

2. Purpose of the District's Code of Conduct:

The District's Code of Conduct shall:

- 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; and
- d. Establish positive, effective, and comprehensive guidance for the conduct of the Board.

3. Findings and Declarations

The residents of the District require an agency whose commitment to protecting public health outweighs competing personal or political considerations. Therefore, all actions, decisions, and votes should be made solely on their merits.

Board members must use discretion and judgment when they consider the spirit of this Code and must not evade or circumvent the laws which govern ethics laws and rules. Compliance is not always enough and no code of conduct can anticipate all situations nor can it prescribe behaviors that are appropriate to all situations.

4. Impartiality

The District's Code of Conduct takes a positive view of Board member obligations in light of, and as a reflection of, members commitment to ethical conduct and commitment to work for the betterment of all residents and property owners in the District.

Any statements of expectation in terms of ethical standards shall be enforced in order to inform all Board members of their duties and the consequences of failing to fulfill those duties in a good and ethical manner.

5. Confidentiality and Transparency

Confidential information shall not be disseminated. However, if a conflict arises, the member shall file a Form 700 in order to retain transparency.

6. Conduct at Board Meetings

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

7. Conduct towards District employees and Board members

Board members shall not publicly engage in personal attacks on District employees or attempt to discipline any employee.

8. Abstentions

Board members must 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.

9. Compliance

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

Article V. Compensation and Travel Expenses**1. Compensation**

Pursuant to California Health & Safety Code § 2030, the members of the Board shall serve without compensation, with the exception of the Secretary/Treasurer of the Board. Compensation for the Secretary/Treasurer of the Board shall be set by the Board.

2. Travel

The members of the Board may receive their actual and necessary traveling and incidental expenses incurred while on official business.

3. Reimbursement

Reimbursement for travel expenses is subject to California Government Code §§ 53232.2 and 53232.3.

Article VI. Records

Request for public records are subject to the California Public Records Act, California Government Code § § 6250 et. Se

EXECUTIVE COMMITTEE

I. COMPOSITION

The Executive Committee shall be comprised of four (4) members of the Board of Trustees, including the current President, Vice President, Secretary-Treasurer, and the most recent past President. The President shall be the Chair of the Committee.

II. MEETINGS

Meetings of the Executive Committee shall be scheduled on an as needed basis and shall be called by the Committee Chair. All Committee meetings shall be conducted pursuant to Government Code Sections 54950 through 54963 (Ralph M. Brown Act).

III. DUTIES

Duties of the Executive Committee shall include the following:

- A. Members of the Executive Committee will serve as de facto alternates for all other committees. A member of the Executive Committee may serve as an alternate member for any committee that cannot secure a quorum and may vote only in the absence or disqualification of a regular member.
- B. In April of each year, participate in the performance evaluation of the District Manager in closed session, led by the Personnel and Policy Committee, pursuant to Government Code Section 54957. The Personnel and Policy Committee shall inform the Board of Trustees of the results of the evaluation.

FINANCE AND AUDIT COMMITTEE

I. COMPOSITION

The Finance and Audit Committee shall be comprised of five (5) members of the Board of Trustees. The Secretary-Treasurer elected in January of each year shall be the Chair of the Committee. The members of the Committee shall be appointed by the President elected in January of each year. The President's appointments shall be included on the February agenda for Board ratification.

II. MEETINGS

Meetings of the Finance and Audit Committee shall be scheduled on an as needed basis and shall be called by the Committee Chair. All Committee meetings shall be conducted pursuant to Government Code Sections 54950 through 54963 (Ralph M. Brown Act).

III. DUTIES

Duties of the Finance and Audit Committee shall include the following:

- A. Review all District investments quarterly.
- B. Recommend investment instruments to the Secretary-Treasurer pursuant to ~~Policy No. 30, Investments, Article XIII, Investments, of Resolution No. 94-02, Fiscal Policies.~~ The Secretary-Treasurer shall execute all investments. Investments shall be reported by the Secretary-Treasurer to the Board of Trustees.
- C. In April of every second year beginning in 1993, make recommendations to the Board of Trustees regarding the firm to conduct the Districts annual audit and internal controls report for a two year period. Upon completion of the initial two-year commitment, the Finance and Audit Committee shall make recommendations to the Board of Trustees to either retain the services of the current auditing firm on a year-to-year basis or solicit requests for proposals for a new two-year commitment.
- D. In May of each year review staff's recommendations regarding the ensuing fiscal year's budget and recommendations from the Personnel Committee regarding salaries and benefits pursuant to ~~Article XIV, Salary Adjustments, of Resolution No. 94-02, Fiscal Policies~~ Policy No. 41, Salary Adjustments. Make recommendations to the Board of Trustees regarding ensuing fiscal year's budget and assessment rate adopted in June of each year.
- E. In January of each year, review the District's Investment policy and recommend changes to the Board of Trustees. The District's Investment policy shall be reviewed and adopted by the Board of Trustees at least annually.
- F. As needed, review and make recommendations to the Board of Trustees regarding budget adjustments that occur during any fiscal year.

- G. Annually review the Independent Auditors Report of Financial Transactions and Internal Controls Report and make recommendations to the Board of Trustees based on the contents of these reports.
- H. The Secretary-Treasurer, also the Finance and Audit Committee Chair, shall cause to be prepared all Financial Statements monthly. The Secretary-Treasurer shall receive all documents that pertain to investments and expenditures to verify the accuracy of the Financial Statements. These reports shall be submitted to the Secretary-Treasurer at the end of each month for approval in a timely manner for their inclusion in the agenda packet that is mailed to the Board of Trustees on the first Friday of each month. The Secretary/Treasurer shall sign the monthly report as the preparer signifying that the report is true and accurate to the best of his/her knowledge.
- I. With the exception of recommending investment instruments pursuant to section B. above, all actions taken by the Finance and Audit Committee must be approved by the Board of Trustees during a public meeting before becoming effective.

PERSONNEL AND POLICY COMMITTEE

I. COMPOSITION

The Personnel and Policy Committee shall be comprised of five (5) members of the Board of Trustees. The members of the Committee and the Chair shall be appointed by the President elected in January of each year. The President's appointments shall be included on the February agenda for Board ratification.

II. MEETINGS

Meetings of the Personnel and Policy Committee shall be scheduled on an as needed basis and shall be called by the Committee Chair. All Committee meetings shall be conducted pursuant to Government Code Sections 54950 through 54963 (Ralph M. Brown Act).

III. DUTIES

Duties of the Personnel and Policy Committee shall include the following:

- A. Instruct staff to prepare specific personnel policies as requested by the Board of Trustees.
- B. Review all personnel related policies prepared by staff and make recommendations regarding their adoption to the Board of Trustees.
- C. Prepare policies relating solely to the Board of Trustees for Board action.
- D. Review all policies of the District and make recommendations regarding their adoption to the Board of Trustees. Policies directly related to Finance and Audit may be referred to the Finance and Audit Committee.
- E. In April of each year, review staff's recommendations regarding salaries and benefits for the ensuing fiscal year's budget.
- F. Every third year beginning in 1995, review the salary survey completed by staff pursuant to ~~Policy No. 41, Salary Adjustments. Article XIV, Salary Adjustments, of Resolution No. 94-02, Fiscal Policies.~~
- G. Make recommendations to the Board of Trustees regarding salaries and benefits included in the ensuing fiscal year's budget.
- H. Make recommendations regarding the District Manager's salary and benefits to be submitted to the Finance and Audit Committee.
- I. In May of every third year beginning in 1995, make recommendations to the Board of Trustees regarding salary adjustments.
- J. In April of each year, conduct a performance evaluation of the District Manager in closed session, pursuant to Government Code Section 54957. This performance evaluation may include written comments from the Board

members that have been submitted to the Committee. The Personnel/Policy Committee shall inform the Board of Trustees of the results of the evaluation.

- K. As needed, hear and render determinations regarding disciplinary appeals. The decision of the Personnel and Policy Committee shall be final.
- L. As needed, hear and render a final decision regarding employee grievances. The decision of the Personnel and Policy Committee shall be final.
- M. As needed, conduct searches and interviews for the District Manager's position and make recommendations to the Board of Trustees on whom to offer the position.
- N. Investigate misconduct of the District Manager and recommend disciplinary action to be imposed on the District Manager to the Board of Trustees.
- O. With the exception of decisions regarding disciplinary appeals and employee grievances, all actions taken by the Personnel/Policy Committee must be approved by the Board of Trustees during a public meeting before becoming effective.

PUBLIC INFORMATION COMMITTEE

I. COMPOSITON

The Public Information Committee shall be comprised of five (5) members of the Board of Trustees. The members of the Committee and the Chair shall be appointed by the President elected in January of each year. The President's appointments shall be included on the February agenda for Board ratification.

~~The Public Information Committee shall be comprised of five (5) members of the Board of Trustees. The members of the Committee shall be appointed in January by the President each year. The Chair of the Committee shall be appointed before March by the President or by the Committee with majority Committee vote including a tie-breaking vote by the President, if necessary. The President's appointments shall be included on the subsequent regular Board of Trustees meeting agenda for Board ratification.~~

II. MEETINGS

Meeting of the Public Information Committee shall be scheduled on an as-needed basis and shall be called by the Committee Chair. All Committee meetings shall be conducted pursuant to Government Code Sections 54950 through 54963 (Ralph M. Brown Act).

III. DUTIES

Duties of the Public Information Committee shall include the following:

- A. Serves as an advisory board and provides support to the District's public relations goal to increase awareness and increase public support for the District mission and projects. This includes supporting the Communications Department mission: Increase transparency and credibility through multi-media dialogue in order to engage and motivate internal, local, regional, statewide, and nationwide stakeholders to take action and become public health agents of change in their communities.
- B. Receive updates regarding all matters relating to public relations, communications plans, media relations, website updates, social media platforms, branding, brand awareness, messaging, video production, marketing, and related activities that support the District's mission.
- C. Provide to the District resources and connections to professionals, organizations, cities, and other agencies to support the work of the District's education and public outreach efforts.

NOMINATIONS COMMITTEE**I. COMPOSITION**

The Nominations Committee shall be comprised of five (5) members of the Board of Trustees. The members of the Committee and the Chair shall be appointed by the President in October of each year and shall be ratified by the Board of Trustees at the October Board of Trustees' meeting.

II. MEETINGS

At least one meeting of the Nominations Committee shall be scheduled and called by the Committee Chair. All Committee meetings shall be conducted pursuant to Government Code Sections 54950 through 54963 (Ralph M. Brown Act).

III. DUTIES

Duties of the Nominations Committee shall include the following:

- A. Solicit candidates for the offices of President, Vice President/President Elect, Secretary/Treasurer from the members of the Board of Trustees.
- B. Notify nominees and present a list of prospective candidates to the Board of Trustees at the December Board of Trustees' Meeting.
- C. Obtain brief one page statements of qualifications from each candidate to be included in the January Board of Trustees' meeting agenda packet. The Committee may request that the candidate send the statement of qualifications directly to staff before the first Friday in January for inclusion in the agenda packet.
- D. For the purpose of conducting the annual election at the January Board of Trustees' meeting, the Nominations Committee Chair shall take control of the meeting. The Chair will present the prospective nominees and accept nominations from the floor.
- E. The Chair will request each member of the Board of Trustees to cast their vote vocally and record the votes for each office, consisting of President, Vice President/President Elect, Secretary/Treasurer, individually. Upon conclusion of the election, the Chair will turn control of the meeting back to the President.

LEGISLATIVE COMMITTEE

BACKGROUND

It is the mission of the Board of Directors of the San Gabriel Valley Mosquito and Vector Control District to preserve the public health and welfare through its legislative priorities listed below.

GENERAL POLICY

1. Support, defend and expand as needed, the definitions, issues, authority, and public health responsibilities and activities as described by State Health and Safety Codes (DSC 220-2360).
2. Preserve all revenue sources of the District and enthusiastically resist any efforts to redefine, reduce or otherwise restrict that income to the detriment of District public health responsibilities.
3. Respect and defend the use of integrated pest management, including the safe use of approved pesticides for continuing public health protection.
4. Resist any effort to reduce the efficiency and practicality of the District's operational practices.
5. Oppose any attempt by other governmental entities to impose additional public health responsibilities on the District without fiscal compensation equal to the cost of such function(s).
6. Promote and sponsor cooperation among governmental entities to the improvement of the public welfare.
7. Retain organizational identity, integrity and control of the District's resources in any mutual aid arrangement.
8. Support the MVCAC, CSDA and the AMCA when their legislative efforts compliment or coincide with this District's policy as reflected therein.
9. Endorse, promote and defend the authority of the Board of Trustees to conduct the business of the San Gabriel Valley Mosquito & Vector Control District.

PROCEDURES

1. COMPOSITION

The Legislative Committee shall be comprised of five (5) members of the Board of Trustees. The members of the Committee and the Chair shall be appointed by the President in January of each year. The President's appointments shall be included on the February agenda for Board ratification.

2. MEETINGS

Meetings of the Legislative Committee shall be scheduled on an as needed basis and shall be called by the Committee Chair. All Committee meetings shall

be conducted pursuant to State Government Code § 54950 through 54962 (Ralph M. Brown Act).

3. DUTIES

Duties of the Legislative Committee shall include the following:

- A. Monitor, review, create, and research legislation pertaining to or potentially affecting the responsibilities or the organization of the District.
- B. Recommend to the Board of Trustees positions to be taken on pending bills and the degree of District resources to be allocated to insure the District's position is effectively communicated
- C. Meet in April of each year to conduct an annual review of relevant legislation which may impact mosquito and vector control, public health, and special districts. Specific legislative topics include, but are not limited to:

Animals of Public Health Importance

Benefit Assessments

Endangered Species

Environmental Protection

Government Regulations

Legislative Mandates

Pesticides

Prevailing Wage

Public Health

Safety Regulations

Special Districts

Waste Water Use

Water Regulation

Waterfowl

Management

Wetlands

Workplace

Regulations

- D. Establish priority levels and positions. The priority levels and positions are as follows:

PRIORITY LEVELS

- | | |
|---------|---|
| Level 1 | The bill has significant effect on the District and position letters are regularly sent to appropriate legislators as the bill moves through the legislative process. |
| Level 2 | The bill affects the District and position letters are sent to legislators selectively through the legislative process. |
| Level 3 | The bill affects the District in a manner to establish a position and position letters are sent to the author and other interested parties. |

POSITIONS

Support

The District is in favor of the bill becoming law.

Support if Amended	The District is in favor of the bill becoming law only if amendments are made as recommended by the Committee.
Oppose	The District is not in favor of the bill becoming law.
Oppose unless Amended	The District is not in favor of the bill becoming law; however, opposition to the bill will be removed if the bill is amended as recommended by the Committee.
Neutral	The District does not have a position on the bill because it has no or minimal effect on the operations of our District.
Watch	The District does not have a position on the bill based on the current language; however, the Committee anticipates that the bill will be amended and the amendments may affect the District.

- E. Submit the list of bills which affect the District to the Board of Trustees at the regular Board meeting held in May of each year. The list will include the bill number, position, priority level, and brief description of the bill.
- F. Update the Board of Trustees during a regular meeting, as to the status of bills, when the position or priority level of a bill has changed, and if the bill has become law.
- G. Communicate to county, state and federal legislators the District's position with regard to proposed legislation. Such communication may be corresponded, telephonic, or personal contact, as the situation requires with special consideration to the effect of the latter as an effective means of establishing the District's position.
- H. Participate in statewide legislative efforts conducted by the Mosquito and Vector Control Association of California, the California Chamber of Commerce, the California Special Districts Association, and similar organizations.
- I. The District Manager or designee shall serve as an ex officio, non-voting member of the Committee.
- J. Recognizing the increased responsibilities of LAFCO based on the Knox-Cortese-Hertzberg Law, the Trustees and District Manager shall place increased emphasis on the impact of that organization's decisions.

- K. All actions taken by the Legislative Committee must be approved by the Board of Trustees during a public meeting before becoming effective unless specifically authorized by the President.
- L. When the need to convey the District's legislative position is immediate, particularly at the state legislative level, the President, Legislative Subcommittee Chair, or the District Manager may communicate that information so long as it consistent with Board policy or where such policy has not been specifically addressed by the Board would be in their judgment beneficial to the District. When one of these District Officers take such action, said individual shall notify the Board at its next General Meeting.

PASSED, APPROVED and ADOPTED by the Board of Trustees of the San Gabriel Valley Mosquito and Vector Control District this 8th day of March 2024, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

John Capoccia
President, Board of Trustees

ATTEST:

Lloyd Johnson
Secretary-Treasurer, Board of Trustees

APPROVED AS TO FORM:

Kelly M. Alhadeff-Black
District Counsel