

**San Gabriel Valley Mosquito & Vector Control District**  
**Board of Trustees Meeting**  
**July 14, 2017 7:00 AM**

**Minutes**

**Trustees Attending**

- 1 Stephen Sham (Alhambra)
- 2 Roger Chandler (Arcadia)
- 3 Joseph Rocha (Azusa)
- 4 Rick Barakat (Bradbury)
- 5 Corey Calaycay (Claremont)
- 6 Henry Morgan (Covina)
- 7 Jamie Bissner (Co. of LA)
- 8 Andre Quintero (El Monte)
- 9 Charles Myers (Glendora)
- 10 Abraham Cruz (Industry)
- 11 Manuel Garcia (Irwindale)
- 12 Dan Holloway (La Puente)
- 13 Becky Shevlin (Monrovia)
- 14 Joseph Leon (Monterey Park)
- 15 Bill Alarcon (Rosemead)
- 16 Tim Sandoval (Pomona)
- 17 Juli Costanzo (San Gabriel)
- 18 John Capoccia (Sierra Madre)
- 19 Cynthia Sternquist (Temple City)
- 20 Mary Su (Walnut)
- 21 Mike Spence (West Covina)

**Trustees Absent**

- 1 Margaret Finlay (Duarte)
- 2 Robert Neher (La Verne)
- 3 Emmett Badar (San Dimas)

**Staff Attending**

Jared Dever  
Rose Alba  
Jason Farned  
Esther Elliott  
Wakoli Wekesa  
Carol Anne Hagele  
Ramona Deacon  
Marta Tanaka  
Kim Nelson

**1. Call to Order**

The President called the meeting to order at 7:00 AM.

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

The Pledge of Allegiance was led by Trustee by John Capoccia.

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

None

**4. The Board will meet in Closed Session**

At 7:02 AM President Bissner announced the Board would meet in closed session.

**A. Anticipation of Litigation: Government Code Section 54956.9(d)(2) and (e)(5)**

*The Board finds, based on advice from legal counsel, that discussion in open session will prejudice the position of the District in the litigation. Number of Cases: One Case*

**B. Conference with Legal Counsel: Existing Litigation: Government Code Section 54956.9(d)(1)**

*The Board finds, based on advice from legal counsel, that discussion in open session will prejudice the position of the District in the litigation: Name of Case: Cook v. San Gabriel Valley Vector Control District, et al. Los Angeles County Superior Court, Case Number: BC651299*

The Board reconvened at 7:42 AM.

District Counsel Michael Jenkins announced there was no reportable action.

**5. Consent Calendar**

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

- A. **List of Claims for June 2017**
  - B. **Budget Status Report for June 2017**
  - C. **Minutes of Board of Trustees Meeting June 2017**
  - D. **Operations Report**
  - E. **Surveillance Report**
  - F. **Education Program**
  - G. **May 2017 Monthly Treasurer Report / District Working Balance for July 2017**
6. **Consider Changing the date of the Friday, November 10, 2017 Board of Trustees Meeting occurring on a District Holiday (Res. 92-11, Personnel & Salary, Article XIII, Section 1, Holidays Observed)**

District Manager Dever asked the Board for their recommendation.

A motion by Trustee Morgan to change the November 10, 2017 Board of Trustees Meeting to Friday, November 17, 2017 was seconded and approved with a vote of 15 to 6 of Trustees present. Three Trustees were absent.

7. **District Administration**  
**RFP Auditing Services**

District Manager Jared Dever reported the *Request for Proposal* for Auditing services closed on July 21, 2017 at 4:00 pm.

**Annexation Update**

LAFCO met on July 12, 2017 to open the protest period for the annexations of So. Pasadena and Baldwin Park. The protest period is open for 30 days. At the September 13, 2017 LAFCO meeting, all protests from the public will be reviewed and the determination to approve or deny annexation will be made.

To date the city of Pasadena has not taken the annexation tax agreement to their city council for signatures. City of Pasadena representatives

Michael Johnson, Rachel Janbek, and Dr. Goh informed Jared that a *Memorandum of Understanding* (MOU) had been signed with the City of Pasadena and San Gabriel Valley MVCD. The MOU was drafted with the intent to use funds from the Enhanced Laboratory Capacity Grant (ELC) to provide services for invasive *Aedes* control in the city of Pasadena prior to the completion of the annexation process.

Jared reported that the contract to receive the ELC grant funds from the County of Los Angeles Health Department is under review. Several changes to the contract have been requested, and the District is awaiting the revised contract prior to signing.

### **NeoGOV – HR Software**

Office Manager Rose Alba reported that the District has purchased NeoGOV, HR software for District Human Resources. This software will manage the announcement and submission of employment opportunities, simplify intake processes, and provide robust performance review practices. Significant features of the software will allow for the documentation of individual employees' performance, create opportunities for enhancing skills, and monitoring employee goals. The software is scheduled to be implemented around July 21, 2017

### **Fleet purchasing**

Jared recently met with Enterprise staff regarding the initial 6 vehicles purchased in 2013. He approached the Enterprise staff about the idea of buying used vehicles for the District. He asked them to research alternative purchasing options and report back to him.

### **ZIKA Virus Readiness, Response and Recovery Plan**

Jared reported that the Los Angeles County Operational Area Zika virus Readiness, Response, and Recovery Plan is in its final draft and should be ready for public dissemination soon. The plan was drafted with input from 5 county agencies and a number of other agency partners, and took over a year to prepare. This plan ensures all agencies in Los Angeles County are operating under the same strategic plan in the event of a vector-borne disease emergency.

### **District Website**

Jason reported that the District has launched a new website that is more functional, easier to navigate, and is tailored for both desktop and mobile web enabled devices. In addition, the new website is hosted with a company that manages regulatory standards for public agency transparency.

### **Aerial Surveillance**

The district has contracted with the industry leading aerial surveillance company to acquire an accurate and timely catalogue of out-of-service swimming pools. The company uses fixed-wing aircraft to systematically photograph every backyard in the District. The high resolution imagery is then analyzed to find pools in need of inspection by the District. This technique for identification has yielded far greater results than our previous helicopter manual cataloging efforts. Over 5,000 out-of-service swimming pools were identified during the aerial surveillance conducted in May 2017.

### **Disease Surveillance**

Scientific Programs Manager Wakoli Wekesa reported that in the Spring the heat wave increased West Nile virus (WNV) activity. WNV has been reported in the cities of San Gabriel, La Puente, Pomona and La Verne. The first WNV positive dead bird was officially reported from the city of Arcadia and a WNV positive chicken in La Verne; this is only the second positive chicken in the state. We have received lots of resident calls from the west end of the District complaining of mosquito bites. Mosquito counts in gravid and Co<sub>2</sub> are high this time of the year and many of them are testing positive for WNV.

The Albo crew has found *Aedes* throughout the District. The city of Pasadena just reported its first Asian Tiger Mosquito

*Aedes Aegypti* has been found in Alhambra, Rosemead, San Gabriel, El Monte, Pomona and South Pasadena and anticipate the numbers will grow.

**Trustee Reports**

None

**New Business**

None

**8. Adjournment:**

**No motion. The meeting was adjourned at 8:05 AM.**