

**MINUTES of the San Gabriel Valley Mosquito & Vector Control District
Board of Trustees Meeting
June 14, 2019**

Trustees Attending

1. Roger Chandler (Arcadia)
2. Joseph Rocha (Azusa)
3. Cruz Baca (Baldwin Park)
4. Rick Barakat (Bradbury)
5. Corey Calaycay (Claremont)
6. Henry M. Morgan (Covina)
7. Margaret Finlay (Duarte)
8. Jerry Velasco (El Monte)
9. Charles Myers (Glendora)
10. Catherine Marcucci (Industry)
11. Manuel Garcia (Irwindale)
12. Dan Holloway (La Puente)
13. Elyse Rasmussen (La Verne)
14. Jamie Bissner (L.A. County)
15. Becky Shevlin (Monrovia)
16. Joseph Leon (Monterey Park)
17. Rachel Janbek (Pasadena)
18. Tim Sandoval (Pomona)
19. Sandra Armenta (Rosemead)
20. Emmett Badar (San Dimas)
21. Juli Costanzo (San Gabriel)
22. John Copoccia (Sierra Madre)

Trustees Absent

1. Stephen Sham (Alhambra)
2. Becky Shevlin (Monrovia)
3. Marina Khubesrian (So. Pasadena)
4. Cynthia Sternquist (Temple City)
5. Allen L. Wu (Walnut)
6. Vacant (West Covina)

Staff Attending

Jared Dever
Melissa Doyle
Levy Sun
Jason Farned
Carol Anne Hagele

1. Call to Order

Board President Corey Calaycay called the meeting to order at 7:00 am

2. Pledge of Allegiance and Silent Roll Call

President Calaycay led the Pledge of Allegiance

3. Opportunity for Public Comment on Non-Agenda Items

President Calaycay called Mr. Harry Boyd to address the Board of Trustees regarding concerns over the District's new out-of-service swimming pool program. At the conclusion of Mr. Boyd's comments, President Calaycay requested a copy of the letter prepared by Mr. Boyd.

Other Public Comments:

None

4. Consent Calendar

- A. List of Claims for the month of May**
- B. Budget Status Report for May**
- C. Minutes of Board of Trustees Meeting May**
- D. Operations Report**

E. Surveillance Report**F. Communications Report****G. April 2019 Monthly Treasurer Report / District Working Balance for June 2019**

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

5. Consider Amendments to Employment Agreement between the San Gabriel Valley Mosquito and Vector Control District and Employee, Jared Dever

President Calaycay reported that the board met in closed session during the May 10, 2019 Board of Trustees meeting to conduct the annual performance review for District Manager, Jared Dever. President Calaycay stated that Board members determined to amend the contractual monthly compensation and benefit allocations for Mr. Dever.

A motion made by Trustee Morgan to approve the recommended changes to District Manager Jared Dever contractual monthly compensation and benefit allocations was seconded by Trustee Leon and unanimously approved.

6. Consider Candidate for Professional Accounting Services to Conduct the District's Annual Audit as Recommended by the Finance Committee

Trustee Tim Sandoval reported the Finance Committee's recommendation on behalf of Vice President, Becky Shevlin. Trustee Sandoval stated that the Finance Committee conducted interviews of three professional accounting services firms selected from the pool of Request for Proposals (RFP) respondents on May 3, 2019. Trustee Sandoval announced that the Finance Committee has recommended Nigro & Nigro, PC for a contract period of two fiscal years to conduct the District's annual audit.

A motion made by Trustee Sandoval to approve the Finance Committee recommendation to hire Nigro & Nigro, PC for a contract period of two fiscal years, seconded by Trustee Chandler, was unanimously approved.

7. Distribution of Annual Engineers Report

District Manager Jared Dever presented the Engineers Report and advised that Melanie Guillory-Lee, Consultant for the Districts' engineering firm, SCI, was present to answer any questions.

No questions or discussion followed. The report was received.

8. Consider Approval of Resolution 2019-01 to Order Collection of Special Benefit Property Taxes, Inclusive of FY 2019/20 Budget

President Calaycay asked if any correspondence had been received by District staff in response to the either the publication of the draft annual budget or the public notice of the intent to collect special benefit assessment. District Manager Dever responded that none had been received.

President Calaycay opened the Public Hearing to receive Public Comments. No comments were made.

A motion made by Trustee Chandler to close the Public Hearing was seconded by Trustee Morgan. President Calaycay closed the Public Hearing.

President Calaycay opened the discussion period to receive comments from board members. No comments were made.

A motion made by Trustee Finlay to approve Resolution 2019-01 to Order Collection of Special Benefit Property Taxes, seconded by Trustee Morgan, was passed unanimously.

9. Consider Approving Job Descriptions for Positions Proposed in Resolution 2019-01, FY 2019/20 Annual Budget

District Manager Dever stated that the new job titles and job descriptions had been created for two positions approved in the FY2019/20 annual budget and need to be formally adopted by the Board. Manager Dever asked if board had any questions on positions. No questions were asked.

A motion made by Trustee Morgan to adopt the job titles as presented in the board agenda package, seconded by Trustee Baca, was passed unanimously.

10. District's Administration

A. AMCA Washington D.C. Conference, S.M.A.S.H. Act Update

District Manager Dever informed the Board that members of the American Mosquito Control Association are encouraging Congress to pass and fund the S.M.A.S.H. Act. The act would make grants funds available to local mosquito control agencies to help improve mosquito control efforts and suppress the spread of invasive *Aedes* mosquitoes.

B. SGVCOG Planning Technical Advisory Council, Unified Out-of-Service Swimming Pool Ordinance

District Manager Dever stated that he has made several presentations to San Gabriel Valley Council of Governments committees in an effort to gain support for a unified out-of-service pool ordinance.

C. District Facilities Exploration Sub Committee Meeting Report

District Manager Dever reported that the newly formed District Facilities Exploration Sub Committee had met on May 3, 2019 and discussed costly maintenance issues, limited capacity of current property, and strategies for expanding capacity to meet the growing

needs of the District. Trustee Chandler noted that District Manager Dever had toured several properties in the City of Arcadia as potential temporary facilities for staff members and equipment.

President Calaycay requested that further facility considerations be discussed at the July 2019 Board of Trustees meeting.

11. Board Bites: Monthly Summaries of District Activities

District Manager Dever advised that Trustee Velasco had requested a list of bullet points summarizing district activities that would be available each month for board members to report back to cities.

12. Department Reports

A. Operations

Operations Manager Jason Farned gave an update on the annual aerial pool program, including number of pools, status of responses, and the overall resolution rate. Farned stated that this program has resulted in a substantial reduction in staff hours to inspect and treat out-of-service pools.

Trustee Calaycay requested a summary report on the new pool program, broken down by city, be distributed to trustees.

B. Surveillance

Scientific Programs Manager Melissa Doyle reported that mosquito populations are increasing and dead birds have been collected and submitted for testing. However, no WNV positive mosquitoes or birds have been collected in 2019. Doyle stated that Coachella Valley Mosquito and Vector Control District has had many positive mosquito samples.

Trustee Chandler suggested that the dead bird hotline information should be shared with cities. District Manager Dever stated it will be included in board bites and sent to each city.

C. Communications

Communications Director Levy Sun reviewed the wide variety of advertisements produced and distributed by Communications Department staff. Advertisements have been displayed at movie theaters, online publications, social media, and local newspapers. Sun reported that the District mascot, Ada Eez, made an appearance during the South Pasadena City Council meeting in May. The visit was made to promote the District's Bite Back prevention program and the upcoming town hall mosquito training event. Sun previewed for the board a new music video titled "Don't Bring Back the Aedes". The video was created in-house and will be released in conjunction with National Mosquito Control Awareness Week on June 24-28, 2019.

13. Trustee Reports

Trustee Barakat requested that future board bites include information on the Districts' swimming pool program. District Manager Dever confirmed these data will be included.

New Business

No new business was reported.

14. Adjournment

No motion. The meeting was adjourned at 7:56 AM.