



San Gabriel Valley Mosquito and Vector Control District
Board of Trustees Meeting
April 9, 2021 – 7:00 a.m.
1145 N. Azusa Canyon Road, West Covina, CA 91790

IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCE MEETINGS:
Based on the mandates by the Governor in Executive Order 33-20 and the Los Angeles County Public Health Department “Safer at Home” declaration to minimize the spread of the coronavirus, please note the following changes to the District’s ordinary meeting procedures:

- The District offices are not open to the public at this time. (See District's Administrative Declaration of Local Emergency)
- The meeting will be conducted via teleconference using Zoom. (See Executive Order 29-20)
- All members of the public seeking to observe and/or to address the local legislative body may participate in the meeting telephonically or otherwise electronically in the manner described below.

HOW TO OBSERVE THE MEETING:

Computer: Watch the live streaming of the meeting from a computer by navigating to:
<https://www.youtube.com/c/sgvmosquito>

HOW TO SUBMIT PUBLIC COMMENTS:

Before the Meeting: Please email your comments to district@sgvmosquito.org, write “Public Comment” in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the meeting (not to exceed three minutes at staff’s cadence), prominently write “Read Aloud at Meeting” at the top of the email. All comments received before 5:00 AM the day of the meeting will be included as an agenda supplement on the District’s website under the relevant meeting date and provided to the Trustees at the meeting. Comments received after this time will be treated as contemporaneous comments.

Contemporaneous Comments: During the meeting, the Board President or designee will announce the opportunity to make public comments and identify the cut off time for submission. A short recess (generally less than 10 minutes) will take place during the time public comment is open to allow the comments to be collected. Please email your comments to district@sgvmosquito.org, write “Public Comment” in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. Once the public comment period is closed, all comments timely received will be read aloud at the meeting (not to exceed three minutes at staff’s cadence). Comments received after the close of the public comment period will be added to the record after the meeting.

1. Call to Order
 - 1.1 Pledge of Allegiance
 - 1.2 Roll Call
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.
 - 3.1. List of Claims for the month of March
 - 3.2. Budget Status Report for March *
 - 3.3. Minutes of Board of Trustees Meeting March *
 - 3.4. Operations Report March *
 - 3.5. Surveillance Report March *
 - 3.6. Communications Report March *
 - 3.7. February 2021 Monthly Treasurer Report / District Working Balance for April 2021*
4. Presentation: none
5. Employee Class and Compensation Proposal for FY2021/22 (EXHIBIT 5A)
(Board President, Becky Shevlin) (Personnel and Policy Committee Chair, Richard Barakat) (Finance and Audit Committee Chair, Lloyd Johnson)
(Action required: none) (Discussion)
 - o **Board Action Required:** none
 - o **Alternative Board Action:** none
6. Consider Amendments to Personnel and Salary Resolution 92-11, Article XI Leave Provisions* (EXHIBIT 6A,6B)
(Board President, Becky Shevlin) (Approve/Deny)
 - o **Board Action Required:** If the Board concurs, following the public hearing and discussion by members of this item, the appropriate action is to approve the

proposed amendments to Personnel and Salary Resolution 92-11, Article XI Leave Provisions.

- **Alternative Board Action:** If after discussion by members of this item, the Board may choose to deny the proposed amendments to Personnel and Salary Resolution 92-11, Article XI Leave Provisions.

7. Consider Amendments to Personnel Job Description and Duties: Position Title - Executive Secretary/Clerk of the Board* (EXHIBIT 7A,7B)
(Board President, Becky Shevlin) (Approve/Deny)

- **Board Action Required:** If the Board concurs, following the public hearing and discussion by members of this item, the appropriate action is to approve amendments to Personnel Job Description and Duties: Position Title - Executive Secretary/Clerk of the Board.
- **Alternative Board Action:** If after discussion by members of this item, the Board may choose to deny approval of Amendments to Personnel Job Description and Duties: Position Title - Executive Secretary/Clerk of the Board.

8. Closed Session: Public Employee Evaluation
(Board President, Becky Shevlin) (Personnel and Policy Committee Chair, Richard Barakat)

Government Code Section 54957
Title of Position: District Manager

- **Board Action Required:** Following the closed session discussion by members of this item, the appropriate action is to report any required information or action(s) taken.

9. District Administration

9.1. Upcoming Committee Meetings: Finance and Audit Committee

10. Committee Reports

10.1. Joint Meeting of the Finance and Audit, and Personnel and Salary Committees - March 23, 2021
(Board President, Becky Shevlin) (Personnel and Policy Committee Chair, Richard Barakat) (Finance and Audit Committee Chair, Lloyd Johnson)

10.2. Personnel and Policy Committee – April 8, 2021
(Personnel and Policy Committee Chair, Richard Barakat)

11. Trustee Reports

12. New Business

13. Adjournment

CERTIFICATE OF POSTING

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). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the San Gabriel Valley Mosquito and Vector Control District at (626-814-9466) during regular business hours, at least twenty-four hours prior to the time of the meeting.

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



Marta Tanaka
Clerk of the Board, San Gabriel Valley MVCD
Board of Trustees

Notice to the Public

It is the intention of the San Gabriel Valley Mosquito and Vector Control District (District) to comply with the Americans With Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the District will attempt to accommodate you in every reasonable manner.

Please contact the Clerk of the Board at (626) 814-9466. Assisted listening devices are available at the meeting for individuals with hearing impairments. 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)