

**San Gabriel Valley Mosquito & Vector Control District
Board of Trustees Meeting
November 17, 2017**

Minutes

Trustees Attending

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

Trustees Absent

1. Stephen Sham (Alhambra)
2. Bill Alarcon (Rosemead)
3. Mary Su (Walnut)

Staff Attending

Jared Dever
Rose Alba
Jason Farned
Esther Elliott
Carol Anne Hagele
Ramona Deacon
Pablo Cabrera
Kim Nelson

Guest(s)

Geoff Sheldon, ERMA
Henry Eng, CPA, Auditor

1. Call to Order

President Jamie Bissner called the meeting to order at 7:02 AM

2. Pledge of Allegiance and Silent Roll Call

Trustee Dan Holloway led Pledge of Allegiance

3. Opportunity for Public Comment on Non-Agenda Items

No members of the public were present.

4. The Board will meet in Closed Session.

At 7:04 AM President Bissner announced the Board would meet in closed session and asked that District staff be excused.

**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

The Board of Trustees reconvened at 7:16 AM. Geoff Shelton announced there was no reportable action.

5. Consent Calendar

- A. List of Claims for October 2017**
- B. Budget Status Report for October 2017**
- C. Minutes of Board of Trustees Meeting October 13, 2017**
- D. Operations Report**
- E. Surveillance Report**
- F. Communications Report**
- G. September Monthly Treasurer Report / District Working Balance for November 2017**

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

6. District Administration

A. Pasadena Annexation

District Manager Jared Dever reported that LAFCO has officially approved the annexation of the City of Pasadena. City officials will review their contract with the District.

LAFCO has directed our District to adopt a small area located within District borders that were not committed to the tax roll after formation of the District.

B. LAFCO Presentation

Trustee Finlay reported that Jared's PP overview of California Vector Control agencies' functions and mosquito control activities at a recent LAFCO meeting were well received by agency representatives as well as Janice Hahn, member of the Los Angeles County Board of Supervisors' Fourth District.

C. MVCAC Southern Region Representative

Jared announced he is now the MVCAC Southern Region representative.

D. Warehouse /Lab conversion

District staff is making progress on the warehouse conversion to office

space for Operations personnel. He invited the Board to take a look before leaving.

E. Holiday Schedule

Jared reported the following dates District offices will be closed.

1. **Friday, December 22, 2017**
Monday, December 25, 2017
2. **Monday, January 1, 2018**
Tuesday, January 2, 2018

7. Trustee Reports

Trustee Andre Quintero announced that November is his last meeting as representative for the City of El Monte. He explained that the City of El Monte has changed their election cycle and that a new representative would be appointed in December. He thanked the Board and District staff for the privilege of serving on this Board.

Trustee Finlay questioned if it is practical to initiate formal discussion of District's counsel. Jared stated that if it is the will of the Board to explore District counsel options, a *Request for Proposal* (RFP) could be disseminated. Trustee Finlay requested discussion for this process be agenzized for the next month. Trustee Sandoval requested that the minutes from the meeting when a RFP for legal counsel was discussed be included in next month's agenda packet to assist with the future discussion.

Trustee Spence reported that staff's presentation to the city of West Covina City Council was well received.

8. New Business

Trustee Sandoval requested that permanent name plates be provided for each Trustee.

9. The Nominations Committee will meet immediately after the Board adjourns.

10. The Finance Committee will meet immediately after the Nominating Committee adjourns.

11. The Personnel Policy Committee will meet after the Finance Committee adjourns

12. Adjournment

A motion by President Bissner to adjourn the meeting was seconded and unanimously approved. The Board meeting was adjourned at 7:32 AM.

**The Nominating Committee
will meet Immediately after the Board Adjourns**

Henry M. Morgan, Chairperson	Juli Costanzo (alternate)
Richard Barakat	Margaret Finlay
Jamie Bissner	Charles Myers

**The Finance Committee
will meet Immediately after the Nominating Committee Adjourns**

Margaret Finlay, Chairperson	Joe Rocha
Jamie Bissner	Stephen Sham
Joseph Leon	Andre Quintero
Henry M. Morgan	

**The Personnel / Policy Committee will meet
Immediately after the Finance Committee Adjourns**

Cynthia Sternquist, Chairperson	Henry M. Morgan
Jaime Bissner	Charles Myers
Richard Barakat	Tim Sandoval
Roger Chandler	Stephen Sham
Margaret Finlay	