

San Gabriel Valley Mosquito & Vector Control District  
Board of Trustees Meeting  
March 8, 2019  
MINUTES

Trustees Attending

- 1 Stephen Sham (Alhambra)
- 2 Joseph Rocha (Azusa)
- 3 Roger Chandler (Arcadia)
- 4 Cruz Baca (Baldwin Park)
- 5 Rick Barakat (Bradbury)
- 6 Corey Calaycay (Claremont)
- 7 Henry Morgan (Covina)
- 8 Margaret Finlay (Duarte)
- 9 Jerry Velasco (El Monte)
- 10 Charles Myers (Glendora)
- 11 Catherine Marcucci (Industry)
- 12 Manuel Garcia (Irwindale)
- 13 Dan Holloway (La Puente)
- 14 Elyse Rasmussen (La Verne)
- 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 Capoccia (Sierra Madre)
- 23 Cynthia Sternquist (Temple City)
- 24 Allen L. Wu (Walnut)
- 25 Mike Spence (West Covina)

Trustees Absent

1. Jamie Bissner (Co. of L.A.)
2. Marina Khubesrian (So. Pas)

Staff Attending

- Jared Dever  
Jason Farned  
Levy Sun  
Esther Elliott  
Melissa Doyle

1. **Call to Order**  
Board President Corey Calaycay called the meeting to order at 7:01 AM
2. **Pledge of Allegiance and Silent Roll Call**  
Trustee Rasmussen led the pledge of Allegiance
3. **Opportunity for Public Comment on Non-Agenda Items**  
None
4. **Consent Calendar**
  - A. **List of Claims for February 2019**
  - B. **Budget Status Report for February 2019**
  - C. **Minutes of Board of Trustees Meeting of February 8, 2019**
  - D. **Operations Report 2019**

- E. Surveillance Report 2019**
- F. Communications Report 2019**
- G. January 2018 Monthly Treasurer Report / District Working Balance for March 2019**

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

**5. Consider Amendments to the Personnel and Salary Resolution 92-11, Article XXIII, Travel and Per Diem**

District Manager Jared Dever reported that the amended Resolution 92-11, Personnel and Salary, Article XXIII, Travel and Per Diems authorizes the Board President to approve Trustees' requests to attend association conferences. Trustees are required to submit a written request 30 days prior to an event. A calendar of association events will be incorporated into next year's budgets.

A motion by Trustee Finlay to approve amendments to Resolution 92-11 Article XXIII, Travel and Per Diem was seconded by Trustee Morgan and unanimously approved.

**6. Consider Authorizing the Release of a Request for Proposal for Professional Accounting Services to Conduct the District's Annual Audit.**

A motion by Trustee Wu to release a *Request for Proposal* (RFP) for Professional Accounting Services to conduct the District's annual audit and selection of respondent(s) for committee interviews was seconded by Trustee Baca and approved.

**7. Conference Reports**

**A.** Verbal summaries of the written Conference Reports were given.

**8. District's Administration**

**A. LED Lighting Conversion Update**

District Manager Jared Dever reported that many of newly installed LED lights installed at the District have been failing at a high rate. The conversion project was approved in 2015 for \$80,000

President Calaycay suggested the issue be discussed in closed session of the April 12, 2019 Board meeting with legal counsel in attendance.

**B. Data Management Software Update – Leading Edge Inc.**

District Manager Jared Dever reported that the implementation of the software and hardware is going very well with staff scheduled to begin training soon.

**9. Department Reports**

**A. Operations**

Jason Farned Operations Manager informed the Board that three seasonal positions have been posted with a hire date scheduled for March.

**B. Surveillance**

Scientific Programs Manager Melissa Doyle announced that seasonal ecologist Jackie Cordova is now part of her Surveillance team.

**C. Communications**

Public Information Officer Levy Sun asked Trustees to provide names of local newspapers, community leaders, and school district personnel so they can determine what is needed in the respective communities and who might be able to help.

**10. Trustee Reports**

President Calaycay reminded the Board that all requests for agenda items must be presented to the Board President or the Executive Committee before discussion can take place at a public meeting.

**11. New Business**

**12. Adjournment**

No Motion. The meeting was adjourned at 7:48 AM