

**MINUTES of the San Gabriel Valley Mosquito and Vector Control District
Board of Trustees Meeting
1145 N. Azusa Canyon Road, West Covina, CA 91790
January 10, 2020**

Trustees Attending

Roger Chandler (Arcadia)
Joseph Rocha (Azusa)
Richard Barakat (Bradbury)
Corey Calaycay (Claremont)
Margaret Finlay (Duarte)
Jerry Velasco (El Monte)
Charles Myers (Glendora)
Manuel Garcia (Irwindale)
Dan Holloway (La Puente)
Elyse Rasmussen (La Verne)
Jamie Bissner (L.A. Co.)
Becky Shevlin (Monrovia)
Joseph Leon (Monterey Park)
Rachel Janbek (Pasadena)
Tim Sandoval (Pomona)
Sandra Armenta (Rosemead)
Emmett Badar (San Dimas)
Juli Costanzo (San Gabriel)
John Capoccia (Sierra Madre)
Allen Wu (Walnut)
Lloyd Johnson (West Covina)

Trustees Absent

Stephen Sham (Alhambra)
Manuel Lozano (Baldwin Park)
Henry Morgan (Covina)
Catherine Marcucci (Industry)
Marina Khubesrian (So. Pasadena)
Cynthia Sternquist (Temple City)

Staff Attending

Jared Dever
Rose Alba
Jason Farned
Melissa Doyle
Levy Sun
Marta Tanaka

1. Call to Order

The meeting was called to order at 7:00 a.m.

2. Pledge of Allegiance and Silent Roll Call

Corey Calaycay led the Pledge of Allegiance

3. Opportunity for Public Comment on Non-Agenda Items

None

4. Consent Calendar

A motion made by Trustee Finlay and seconded by Trustee Chandler to approve Consent Calendar was unanimously passed.

5. Consider Resolution 2020-01: Articles and Bylaws Governing District Meetings

Nominations Committee Member Charles Myers reported that the committee made recommendations to combine the Secretary and Treasurer into one position, and add Past President to the Executive Committee.

A motion made by Trustee Chandler and seconded by Trustee Finlay to Amend Resolution 2014-04 and Approve Resolution 2020-01, Articles and Bylaws Governing District Meetings, with amendments to Board Officers and Officers and Their Duties, passed unanimously.

6. Election of the 2020-2021 Board of Trustees Officers

Nominations Committee Member Charles Myers reported the following trustees were recommended for the slate of Executive Officers for 2020-2021;

Becky Shevlin	Board President
Tim Sandoval	Vice President
Lloyd Johnson	Secretary/Treasurer
Corey Calaycay	Past President

A motion made by Trustee Chandler and seconded by Trustee Finlay to Approve the slate of Board Officers for 2020-2021 as recommended by the Nominations Committee passed unanimously.

Past President Corey Calaycay passed the gavel to Board President Becky Shevlin.

7. Recognition of Reappointed Board of Trustees Member(s):

Board President Becky Shevlin recognized and congratulated Trustees Richard Barakat, Sandra Armenta, Corey Calaycay, Marina Khubesrian, Lloyd Johnson, Margaret Finlay, and Jerry Velasco on their reappointment to the district's Board of Trustees.

8. Introduction of New Board Members:

Board President Becky Shevlin announced that the City of Baldwin Park appointed Manuel Lozano as their new board representative. Trustee Lozano was unable to attend today's meeting.

9. Presentation of Trustee Service Recognition Pins:

Board President Becky Shevlin presented Trustees Manuel Garcia, Joseph Leon, and Charles Myers with 10-year service pins, and announced that Trustee Stephen Sham will be presented with a 15-year service pin at the next board meeting.

President Shevlin congratulated and thanked Trustees Garcia, Leon and Myers for their service.

10. Selection of Trustees to Attend Education Opportunity: 2020 American Mosquito Control Annual Conference in Portland, OR, March 16-20, 2020:

Board President Becky Shevlin reported that two Statements of Interest in attending the 2020 American Mosquito Control Annual Conference in Portland, OR, March 16-20, 2020, were received from Trustees Marina Khubesrian and Lloyd Johnson.

President Shevlin selected Trustees Khubesrian and Johnson to attend the conference.

11. Appointment of Member to Ad Hoc Facilities Committee

District Manager reported that management staff discussed re-purposing the former Operations Building to better accommodate changing needs of the district. Dever advised that expanding the women's locker room is a project that is necessary due to growing number of female staff members. Dever requested that the Board Ad-Hoc Committee meet to discuss various options for renovation of the former Operations Building.

Board President Becky Shevlin appointed Trustees Capoccia, Barakat, and Myers, Chandler, and Bissner to serve on the Ad Hoc Committee.

President Shevlin stated that Trustees received the Committee Assignment list for 2019, and requested volunteers for 2020 Committees.

The following Trustees requested to serve on Committees in 2020. All other committee member assignments will be presented at the regular meeting of the Board of Trustees on February 14, 2020:

Sandra Armenta	Personnel Committee
Corey Calaycay	Legislative Committee
Elyse Rasmussen	Finance Committee

12. District Administration

- 12.1.1 District Manager Jared Dever announced that a couple security upgrades, enclosure of the customer intake area, and the installation of panic buttons, will be completed soon.
- 12.1.2 District Manager Jared Dever reported that the district's Personnel and Salary Resolution is need of a complete revision. This undertaking will require additional district resources to ensure it is completed expeditiously and accurately. Dever stated that the district will discuss the release of an Request for Proposals (RFP) for completing this policy revision.
- 12.1.3 District Manager Jared Dever stated that management staff has been gathering bids for the repair and renovation of the damaged Operations Building. Dever stated that the Ad Hoc Facilities Committee would meet to discuss the best use of the space. Dever advised that the district would release Request for Proposals (RFP) for the construction project after the Ad Hoc and Finance Committees have met.

13. Department Reports

- 13.1. Scientific Director Melissa Doyle reported that it is currently tick season, and advised the board on tick prevention.

Doyle informed the board that a new Vector Ecologist will be joining the district staff next week.

- 13.2. Communications Director Levy Sun reported that communications has been planning spring and summer campaigns, and suggested that trustees look for upcoming city events that the district can participate in. Sun further advised that the new district mascot, Ada Eez, will be delivered soon, and will be available for booking to attend city meetings and events.
- 13.3 Operations Manager Jason Farned reported that recent rains have flushed out the underground storm drain systems. Farned also advised that the flow of water in the San Gabriel River has been increased, resulting in year-round black fly breeding, resulting in ongoing monitoring and control by operations staff. Farned stated that operations staff takes advantage of the reduced field time caused by inclement weather to focus on planning for the upcoming season.

14. Trustee Reports

None

15. New Business

Trustee John Capoccia reported on an upcoming tour of directors at the Santa Fe Dam. Tom Love will be present and available to explain water distribution to anyone interested in attending.

16. Adjournment

The meeting was adjourned at 7:43 a.m.