



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

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**HOW TO OBSERVE THE MEETING:**

**Telephone:** Listen to the meeting live by calling Zoom at (669) 900-6833.

Enter the Meeting ID# 658 616 453 followed by the pound (#) key. More phone numbers can be found on Zoom's website at <https://zoom.us/j/658616453> if the line is busy.

**Computer:** Watch the live streaming of the meeting from a computer by navigating to <https://zoom.us/j/658616453> using a computer with internet access that meets Zoom's system requirements (see <https://support.zoom.us/hc/en-us/articles/201362023-System-Requirements-for-PC-Mac-and-Linux>)

**Mobile:** Log in through the Zoom mobile app on a smartphone and enter Meeting ID# 658 616 453.

**HOW TO SUBMIT PUBLIC COMMENTS:**

**Before the Meeting:** Please email your comments to [district@sgvmosquito.org](mailto: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](mailto: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
  - 1.3 ORDER OF BUSINESS – Review and prioritization of Agenda Items including, if necessary, identification of any emergency items arising after posting of the Agenda and requiring action prior to next regular meeting.
  
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 (Vote by Poll)  
 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 June 2021\*
  - 3.2. Budget Status Report for June 2021\*
  - 3.3. Minutes of Board of Trustees Meeting June 2021\*
  - 3.4. Operations Report June 2021\*
  - 3.5. Surveillance Report June 2021\*
  - 3.6. Communications Report June 2021\*
  - 3.7. May 2021 Monthly Treasurer Report / District Working Balance for July 2021\*
  
4. Presentation: National Mosquito Control Awareness Week, June 20-26, 2021  
 (Director of Communication, Levy Sun)
  
5. Closed Session: Employee Evaluation and Contract Revision: Public Employee, District Manager  
 (Board President, Becky Shevlin) (Personnel and Policy Committee Chair, Richard Barakat)
 

Government Code Section 54957 and 54957.6  
 Title of Position: District Manager

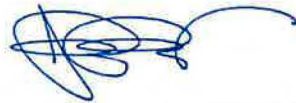
  - **Board Action Required:** Following the closed session discussion by members of this item, the appropriate action is to report any required information or action(s) taken.

6. Review, consider and take action on a new Employment Agreement for District Manager of the San Gabriel Valley Mosquito and Vector Control District (Board President, Becky Shevlin)(EXHIBIT 6A)
  - o **Board Action Required:** Consider and Vote on the Employment Agreement for District Manager of the San Gabriel Valley Mosquito and Vector Control District.
  - o **Alternative Board Action:** Do Not Consider and Vote on the Employment Agreement for District Manager of the San Gabriel Valley Mosquito and Vector Control District.
7. Consider Ordinance 2021-01 of the San Gabriel Valley Mosquito and Vector Control District Authorizing Staff to Access State and Federal Summary Criminal History Information for Employment, Licensing or Certification Purposes. (Board President, Becky Shevlin) (Written Report) (Exhibit 7A, 7B)
  - o **Board Action Required:** If the Board concurs, the appropriate action is to approve Ordinance 2021-01 of the San Gabriel Valley Mosquito and Vector Control District Authorizing Staff to Access State and Federal Summary Criminal History Information for Employment, Licensing or Certification Purposes.
  - o **Alternative Board Action:** If after discussion by members of this item, the Board may choose to deny approval of Ordinance 2021-01 of the San Gabriel Valley Mosquito and Vector Control District Authorizing Staff to Access State and Federal Summary Criminal History Information for Employment, Licensing or Certification Purposes.
8. District Administration
  - 8.1. Committee Meeting Notifications: Finance and Audit Committee, Personnel and Policy Committee
  - 8.2. West Nile virus Update
  - 8.3 Brown Act Compliance for Public Meetings: September 30,2021
9. Committee Reports
10. Trustee Reports
11. New Business
12. 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 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.



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Jared Dever, District Manager  
San Gabriel Valley Mosquito and Vector Control District  
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)

**SAN GABRIEL VALLEY MVCD**  
**Claims List**  
June 10, 2021

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
EFT	06/10/2021	AMERICAN FIDELITY AKA FLEX ACCOUNT ADM	6070 FLEX PREMIUMS (Flex Premiums)	125.00
			6070 FLEX PREMIUMS (Flex Premiums)	313.65
6004133			6070 FLEX PREMIUMS (Flex Premiums)	166.65
			6070 FLEX PREMIUMS (Flex Premiums)	262.50
			6070 FLEX PREMIUMS (Flex Premiums)	150.00
				<u>1,017.80</u>
EFT	06/10/2021	AMERICAN FIDELITY ASSURANCE	6070 Premiums, life - Cafeter (Voluntary Insurance l	223.47
			6070 Premiums, life - Cafeter (Voluntary Insurance l	296.61
D318179			6070 Premiums, life - Cafeter (Voluntary Insurance l	1,414.38
			6070 Premiums, life - Cafeter (Voluntary Insurance l	275.44
			6070 Premiums, life - Cafeter (Voluntary Insurance l	54.95
				<u>2,264.85</u>
EFT	06/10/2021	NATIONWIDE RETIREMENT	6066 457 CONTRIBUTION	553.84
				<u>553.84</u>
PR of 6/10/2021				
EFT	06/10/2021	PERS	6200 RETIREMENT - CLASSIC (Employer Contribu	708.19
			6200 RETIREMENT - CLASSIC (Employer Contribu	1,586.27
PR of 6/10/21	06/10/2021		6200 RETIREMENT - CLASSIC (Employer Contribu	360.27
			6201 RETIREMENT - PEPRA (Employer Contributic	139.30
			6201 RETIREMENT - PEPRA (Employer Contributic	2,854.05
			6201 RETIREMENT - PEPRA (Employer Contributic	1,610.33
			6201 RETIREMENT - PEPRA (Employer Contributic	848.98
			6201 RETIREMENT - PEPRA (Employer Contributic	100.45
				<u>8,207.84</u>
18059	06/10/2021	AERIAL SERVICES	6304 - SURVEILLANCE, AERIAL	25,136.00
				<u>25,136.00</u>

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<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
211523				
<b>18060</b>	<b>06/10/2021</b>	<b>ATHENS SERVICES</b>	6040 Refuse Disposal (Refuse Disposal)	<u>260.09</u> 260.09
10463606				
<b>18061</b>	<b>06/10/2021</b>	<b>CYPRESS HEATING &amp; AIR CONDITIONING</b>	6040 Building Maintenance	<u>14,700.00</u> 14,700.00
13987284				
<b>18062</b>	<b>06/10/2021</b>	<b>ENVIRONMENT CONTROL</b>	6040 Building Maintenance	<u>1,299.00</u> 1,299.00
10532-411				
<b>18063</b>	<b>06/10/2021</b>	<b>FLEET SOLUTIONS CENTER</b>	6260 SUPPLIES, MECHANICAL	<u>313.46</u> 313.46
3746				
<b>18064</b>	<b>06/10/2021</b>	<b>IRWINDALE INDUSTRIAL CLINIC</b>	6080 Hiring Expenses	<u>30.00</u> 30.00
4438-1032417				
<b>18065</b>	<b>06/10/2021</b>	<b>LAMAR</b>	6003 ADVERTISING	547.00
			6003 ADVERTISING	<u>4,359.00</u>
112529493,112537392				4,906.00
<b>18066</b>	<b>06/10/2021</b>	<b>NOMIC STUDIOS, INC,</b>	6305 EDUCATION PROGRAM SUPPLIES	<u>3,000.00</u> 3,000.00
SOW01 kickoff				

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<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
18067	06/10/2021	PRAXAIR DISTRIBUTION	6250 LABORATORY SUPPLIES	459.26
				<u>459.26</u>
63940084				
18068	06/10/2021	RED WING SHOE STORE	6334 BOOTS	147.80
				<u>147.80</u>
20210610026095				
18069	06/10/2021	SOUTHERN CALIFORNIA EDISON	6340 UTILITIES - ELECTRIC	2,290.31
				<u>2,290.31</u>
259000-025107				
18070	06/10/2021	STAPLES CREDIT PLAN	6270 OFFICE SUPPLIES	80.79
				<u>80.79</u>
Acct ending 9187				
18071	06/10/2021	STREAMLINE	6037 WEBSITE AND EMAIL SERVICE	200.00
				<u>200.00</u>
0EAF59-0007				
18072	06/10/2021	WELLS FARGO VENDOR FIN SERV	6073 EQUIPMENT CANON (Canon Graphics Equip	1,500.16
				<u>1,500.16</u>
5015344099				
18073	06/10/2021	WEST VALLEY MVCD	6251 ARBOVIRUS TESTING SUPPLIES	996.00
				<u>996.00</u>
2675				
18074	06/10/2021	WESTCOAST INDUSTRIES	6302 Supplies, Safety	483.52
			6302 Supplies, Safety	45.93
860			6302 Supplies, Safety	20.12
				<u>20.12</u>

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<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
				549.57
18075	06/10/2021	WEX/CHEVRON	6262 Fuel for Trucks (Fuel for Trucks)	5,996.61
				5,996.61
72179476				
18076	06/10/2021	JOHN CAPOCCIA	Replace stale dated check	100.00
				100.00
18077	06/10/2021	FLEET SOLUTIONS CENTER	Replace lost check	2,134.15
				2,134.15
18078	06/10/2021	STEVEN LY	Replace lost check	175.00
				175.00
<b>Total Accounts Payable for June 10, 2021</b>				<b>76,318.53</b>



**SAN GABRIEL VALLEY MVCD**  
**Claims List**  
June 24, 2021

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
EFT	06/24/2021	NATIONWIDE RETIREMENT	6066 457 CONTRIBUTION	138.46
				<u>138.46</u>
PR of 6/24/21				
EFT	06/24/2021	PERS	6200 RETIREMENT - CLASSIC (Employer Contribu	763.68
			6200 RETIREMENT - CLASSIC (Employer Contribu	1,106.47
PR of 6/24/21			6200 RETIREMENT - CLASSIC (Employer Contribu	1,586.27
			6200 RETIREMENT - CLASSIC (Employer Contribu	360.27
			6201 RETIREMENT - PEPRA (Employer Contributic	139.30
			6201 RETIREMENT - PEPRA (Employer Contributic	2,643.31
			6201 RETIREMENT - PEPRA (Employer Contributic	1,352.67
			6201 RETIREMENT - PEPRA (Employer Contributic	848.98
			6201 RETIREMENT - PEPRA (Employer Contributic	100.45
				<u>8,901.40</u>
EFT	06/24/2021	TEXAS LIFE INSURANCE COMPANY	6070 Premiums, life - Cafeter (Voluntary Insurance l	191.87
			6070 Premiums, life - Cafeter (Voluntary Insurance l	100.00
SM09BT20210613001			6070 Premiums, life - Cafeter (Voluntary Insurance l	42.25
				<u>334.12</u>
18079	06/24/2021	ADDRESSERS	6185 POSTAGE	1,147.05
				<u>1,147.05</u>
101856				
18080	06/24/2021	ALLEN WU	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 6/11/21				
18081	06/24/2021	AMAZON.COM	6290 Supplies, Public Informati	565.48
			6188 MEDIA PRODUCTION	112.79
acct ending 5999			6305 EDUCATION PROGRAM SUPPLIES	337.32
			6302 Supplies, Safety	1,778.50

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<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
			6270 OFFICE SUPPLIES	104.73
			8000 CAPITAL OUTLAY (Capital Outlay)	143.90
			6280 SUPPLIES, OPERATIONS	95.24
			6280 SUPPLIES, OPERATIONS	45.34
			6250 LABORATORY SUPPLIES	29.55
			6281 MOSQUITO FISH SUPPLIES	169.04
			6035 COMPUTER HARDWARE	137.88
			6280 SUPPLIES, OPERATIONS	131.36
			6250 LABORATORY SUPPLIES	1,406.72
				<u>5,057.85</u>
<b>18082</b>	<b>06/24/2021</b>	<b>AZUSA LIGHT &amp; WATER</b>	6343 Meter # 99172930 (Account # 303-0190.300)	90.86
			6343 Meter # 45169724 (Account # 303-0191.300)	55.71
303-0190.300				<u>146.57</u>
<b>18083</b>	<b>06/24/2021</b>	<b>BECKY A. SHEVLIN</b>	6030 BOARD EXPENSES	100.00
BM of 6/11/21				<u>100.00</u>
<b>18084</b>	<b>06/24/2021</b>	<b>CATHERINE MARCUCCI</b>	6030 BOARD EXPENSES	100.00
BM of 6/11/2021				<u>100.00</u>
<b>18085</b>	<b>06/24/2021</b>	<b>CHARLIE KLINAKIS</b>	6030 BOARD EXPENSES	100.00
BM of 6/11/21				<u>100.00</u>
<b>18086</b>	<b>06/24/2021</b>	<b>COREY CALAYCAY</b>	6030 BOARD EXPENSES	100.00
BM of 6/11/21				<u>100.00</u>

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18087	06/24/2021	CYNTHIA STERNQUIST	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 6/11/2021				
18088	06/24/2021	DENISE MENCHACA	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 6/11/2021				
18089	06/24/2021	ELYSE RASMUSSEN	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 6/11/2021				
18090	06/24/2021	FLEET SOLUTIONS CENTER	6260 SUPPLIES, MECHANICAL	440.51
			6260 SUPPLIES, MECHANICAL	151.85
3662, 3744				<u>592.36</u>
18091	06/24/2021	HAROLD J. BISSNER III	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 6/11/2021				
18092	06/24/2021	HENRY M. MORGAN	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 6/11/2021				
18093	06/24/2021	HOME DEPOT	6250 LABORATORY SUPPLIES	110.24
			6250 LABORATORY SUPPLIES	55.11
Acct ending in 4710			6280 SUPPLIES, OPERATIONS	8.67
			6042 EQUIPMENT MAINTENANCE	59.40
			6280 SUPPLIES, OPERATIONS	17.57
			6042 EQUIPMENT MAINTENANCE	290.62
			6042 EQUIPMENT MAINTENANCE	<u>5.78</u>

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<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
				547.39
<b>18094</b>	<b>06/24/2021</b>	<b>IGNACIO UREÑA</b>	2100 EMPLOYEE RETIREMENT	<u>191.76</u>
				191.76
Reimbursement				
<b>18095</b>	<b>06/24/2021</b>	<b>INTERSTATE BATTERY SYSTEM</b>	6260 SUPPLIES, MECHANICAL	<u>136.34</u>
				136.34
10181561				
<b>18096</b>	<b>06/24/2021</b>	<b>JACKIE DOORNIK</b>	6030 BOARD EXPENSES	<u>100.00</u>
				100.00
BM of 6/11/2021				
<b>18097</b>	<b>06/24/2021</b>	<b>JERRY VELASCO</b>	6030 BOARD EXPENSES	<u>100.00</u>
				100.00
BM of 6/11/2021				
<b>18098</b>	<b>06/24/2021</b>	<b>JOHN CAPOCCIA</b>	6030 BOARD EXPENSES	<u>100.00</u>
				100.00
BM of 6/11/2021				
<b>18099</b>	<b>06/24/2021</b>	<b>JOSEPH LEON</b>	6030 BOARD EXPENSES	<u>100.00</u>
				100.00
BM of 6/11/2021				
<b>18100</b>	<b>06/24/2021</b>	<b>LAMAR</b>	6003 ADVERTISING	<u>594.00</u>
				594.00
112566496				
<b>18101</b>	<b>06/24/2021</b>	<b>LAND'S END BUSINESS OUTFITTERS</b>	6333 BRANDED CLOTHING	61.82
			6333 BRANDED CLOTHING	38.94
SIN9131879			6333 BRANDED CLOTHING	9.95

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June 24, 2021

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
			6333 BRANDED CLOTHING	9.59
				<u>120.30</u>
<b>18102</b>	<b>06/24/2021</b>	<b>LEADING EDGE ASSOCIATES, INC.</b>	6036 COMPUTER SOFTWARE	6,825.00
			6036 COMPUTER SOFTWARE	648.38
160067				<u>7,473.38</u>
<b>18103</b>	<b>06/24/2021</b>	<b>LEWIS BRISBOIS BISGAARD &amp; SMITH LLP</b>	6130 Profess Serv rendered (Professional Services	1,892.80
				<u>1,892.80</u>
2997001				
<b>18104</b>	<b>06/24/2021</b>	<b>LIEBERT CASSIDY WHITMORE</b>	6130 Profess Serv rendered (Professional Services	1,106.00
				<u>1,106.00</u>
1522198				
<b>18105</b>	<b>06/24/2021</b>	<b>LLOYD JOHNSON</b>	6030 BOARD EXPENSES	149.50
				<u>149.50</u>
BM of 6/11/2021				
<b>18106</b>	<b>06/24/2021</b>	<b>MACLEOD WATTS INC</b>	6190 OTHER	1,700.00
				<u>1,700.00</u>
061721SGVMV				
<b>18107</b>	<b>06/24/2021</b>	<b>MANUEL GARCIA</b>	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 6/11/2021				
<b>18108</b>	<b>06/24/2021</b>	<b>MARGARET E. FINLAY</b>	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 6/11/2021				

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18109	06/24/2021	NOMIC STUDIOS, INC,	6305 EDUCATION PROGRAM SUPPLIES	3,000.00
				<u>3,000.00</u>
Final payment SOW01				
18110	06/24/2021	OCEAN BLUE BUILDERS, INC.	6044 MAINTENANCE, GROUNDS	8,789.00
				<u>8,789.00</u>
Final payment				
18111	06/24/2021	READYREFRESH BY NESTLE	6170 Arrowhead Water (Arrowhead Water)	324.75
			6170 Arrowhead Water (Arrowhead Water)	6.95
				<u>331.70</u>
11F0024588535				
18112	06/24/2021	RICHARD BARAKAT	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 6/11/2021				
18113	06/24/2021	ROBERT GONZALES	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 6/11/2021				
18114	06/24/2021	ROBERT S. JOE	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 6/11/2021				
18115	06/24/2021	ROGER CHANDLER	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 6/11/2021				
18116	06/24/2021	RYAN A. VIENNA	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 6/11/2021				

SAN GABRIEL VALLEY MVCD

Claims List

June 24, 2021

Item 3.1 - 11 of 13

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
18117	06/24/2021	SANDRA ARMENTA	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 6/11/2021				
18118	06/24/2021	SOCALGAS	6341 Utilities (Acc # 057 518 2100 9 Acc # 059 618	138.73
			6341 Utilities (Acc # 057 518 2100 9 Acc # 059 618	31.02
				<u>169.75</u>
057-518-2100-9				
18119	06/24/2021	STEPHEN SHAM	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 6/11/2021				
18120	06/24/2021	SYNTECH GROUP INC.	6046 PROFESSIONAL SERVICES - IT	900.00
			6046 PROFESSIONAL SERVICES - IT	450.00
			6046 PROFESSIONAL SERVICES - IT	787.50
			6046 PROFESSIONAL SERVICES - IT	2,015.00
			6046 PROFESSIONAL SERVICES - IT	695.00
				<u>4,847.50</u>
A21035,A21037,A21041				
18121	06/24/2021	TIM SANDOVAL	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 6/11/2021				
18122	06/24/2021	TPx COMMUNICATIONS	6315 Monthly Internet Charges (Monthly Internet Ch	998.30
			6320 Office phones (Office phones)	787.91
				<u>1,786.21</u>
143990334-0				
18123	06/24/2021	ULINE	6280 SUPPLIES, OPERATIONS	272.27
			6280 SUPPLIES, OPERATIONS	304.02
				<u>576.29</u>
134379503				

**SAN GABRIEL VALLEY MVCD**  
**Claims List**  
June 24, 2021

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
18124	06/24/2021	VERIZON WIRELESS	6312 Monthly District Field Ph (Monthly District Field	2,067.88
				<u>2,067.88</u>
272560553-00001				
18125	06/24/2021	SYNTECH GROUP INC.	6046 PROFESSIONAL SERVICES - IT	775.00
			6046 PROFESSIONAL SERVICES - IT	660.00
SVC-1313			6046 PROFESSIONAL SERVICES - IT	620.00
				<u>2,055.00</u>
18126	06/24/2021	VERIZON WIRELESS	6312 Monthly District Field Ph (Monthly District Field	485.87
				<u>485.87</u>
272560553-00002				
18127	06/24/2021	VERIZON WIRELESS	6312 Monthly District Field Ph (Monthly District Field	325.23
				<u>325.23</u>
272560553-00003				
18128	06/24/2021	VERIZON WIRELESS	6312 Monthly District Field Ph (Monthly District Field	1,521.73
				<u>1,521.73</u>
772560380-00001				
<b>Total Accounts Payable for June 24, 2021</b>				<b>58,585.44</b>
<b>Total Accounts Payable for June 2021</b>				<b>134,903.97</b>
<b>Total Payroll for June 2021</b>				<b>237,850.85</b>
see attached				
<b>Total Claims for June 2021</b>				<b>372,754.82</b>



**San Gabriel Valley MVCD  
Payroll for June 2021**

Item 3.1 - 13 of 13

<b>Department</b>	<b>June 10, 2021</b>	<b>June 24, 2021</b>	<b>TOTAL</b>
EXECUTIVE	9,133.96	6,923.08	16,057.04
ADMINISTRATION	11,617.38	11,982.37	23,599.75
OPERATIONS	48,463.52	49,916.89	98,380.41
SURVEILLANCE	21,288.77	17,692.73	38,981.50
COMMUNICATIONS	14,239.51	14,388.69	28,628.20
SEASONAL WORKERS	<u>8,346.37</u>	<u>8,618.07</u>	<u>16,964.44</u>
Gross Payroll	113,089.51	109,521.83	222,611.34
Employer Taxes	2,638.07	2,303.26	4,941.33
Car Allowance	500.00	-	500.00
Employee Benefit-Med	<u>5,263.16</u>	<u>4,535.02</u>	<u>9,798.18</u>
<b>TOTAL PAYROLL</b>	<b>121,490.74</b>	<b>116,360.11</b>	<b>237,850.85</b>

SGVMVCD  
 Comparative YTD Actual to Full Year Budget  
 Current Period 100% of Year Completed  
 June 30, 2021

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
<b>PERSONNEL EXPENSES</b>						
Salaries, Exempt	49,595.89	587,566.14	605,545.00	17,978.86	97.03	
Salaries - Non Exempt	134,155.87	1,718,257.19	1,915,927.00	197,669.81	89.68	
Salaries - Overtime	148.10	12,332.82	39,500.00	27,167.18	31.22	
Salaries - Vacation	7,491.93	93,221.49	84,149.00	(9,072.49)	110.78	Retirement payout
Salaries-Holiday	8,243.78	98,817.15	109,279.00	10,461.85	90.43	
Salaries, Sick Pay	6,286.77	73,912.86	87,127.00	13,214.14	84.83	
Salaries, Part-time - XH	16,689.00	152,967.56	197,580.00	44,612.44	77.42	
Management Car Allowance	500.00	5,650.00	6,000.00	350.00	94.17	
Cafeteria Benefit	13,414.95	384,409.64	364,800.00	(19,609.64)	105.38	
Hlth Benefits, Ret Emps	0.00	22,208.58	26,000.00	3,791.42	85.42	
Employer, 457 Contribution	692.30	3,582.38	3,150.00	(432.38)	0.00	
Medicare	3,306.72	41,144.49	45,790.00	4,645.51	89.85	
Retirement - Classic	10,188.58	100,702.67	223,650.00	122,947.33	45.03	
Retirement - Pepra	15,010.84	131,592.99	295,800.00	164,207.01	44.49	
Retirement - Classic-Unfunded Liability	0.00	146,402.00	151,439.00	5,037.00	96.67	One time fee
Retirement - Pepra-Unfunded Liability	0.00	8,065.00	8,342.00	277.00	96.68	One time fee
Social Security	899.77	5,221.54	8,170.00	2,948.46	63.91	
Group Term Life Ins	0.00	4,473.69	4,300.00	(173.69)	104.04	additional participants
Tuition Reimbursement	0.00	250.00	4,000.00	3,750.00	6.25	
Insurance, unemployment	734.84	24,420.98	25,000.00	579.02	97.68	
Post Retirement Benefits	0.00	0.00	50,000.00	50,000.00	0.00	
<b>TOTAL PERSONNEL EXPENSES</b>	<b>267,359.34</b>	<b>3,615,199.17</b>	<b>4,255,548.00</b>	<b>640,348.83</b>	<b>84.95</b>	
<b>OPERATING EXPENSES</b>						
Event Participation Fees	0.00	99.00	4,000.00	3,901.00	2.48	
Arbovirus Testing Supplies	996.00	15,867.12	26,000.00	10,132.88	61.03	
Branded Clothing	120.30	7,114.41	8,600.00	1,485.59	82.73	
Boots	147.80	3,911.53	4,500.00	588.47	86.92	
Misc. Rentals	0.00	0.00	2,000.00	2,000.00	0.00	
Professional Development	0.00	116.04	2,000.00	1,883.96	5.80	
Awards	0.00	2,084.06	3,000.00	915.94	69.47	
Advertising	5,500.00	20,858.94	30,000.00	9,141.06	69.53	

SGVMVCD  
 Comparative YTD Actual to Full Year Budget  
 Current Period 100% of Year Completed  
 June 30, 2021

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
Bank Charges	1,048.60	17,054.45	19,000.00	1,945.55	89.76	
Board expenses	2,549.50	28,483.64	38,000.00	9,516.36	74.96	
Computer Hardware	137.88	16,900.08	48,750.00	31,849.92	34.67	
Computer Software	7,473.38	31,536.82	61,000.00	29,463.18	51.70	
Website/Email Service	200.00	5,762.53	6,200.00	437.47	92.94	
Facility maintenance	16,259.09	77,222.44	40,000.00	(37,222.44)	193.06	Electrical work, alarm service
Maintenance, equipment	355.80	2,915.59	4,000.00	1,084.41	72.89	
Maintenance, grounds	8,789.00	8,852.63	10,000.00	1,147.37	88.53	
Lease Equipment	1,500.16	19,289.90	21,000.00	1,710.10	91.86	
Fees & Assessments	0.00	4,214.78	4,300.00	85.22	98.02	LAFCO Fees
Hiring expenses	30.00	4,170.60	4,000.00	(170.60)	104.27	
VCJPA General Fund	0.00	7,517.00	9,248.00	1,731.00	81.28	One time fee
Insurance, liability	0.00	84,115.00	79,056.00	(5,059.00)	106.40	One time fee
Workers Comp Insurance	0.00	114,515.00	114,890.00	375.00	99.67	One time fee
Automobile Insurance	0.00	2,257.00	2,257.00	0.00	100.00	One time fee
Other Insurance	0.00	2,500.83	3,500.00	999.17	71.45	
Insurance, property	0.00	6,143.00	6,423.00	280.00	95.64	One time fee
Legal	2,998.80	73,987.79	75,000.00	1,012.21	98.65	Personnel Issues
Memberships	0.00	28,080.46	32,000.00	3,919.54	87.75	
Miscellaneous expenses	331.70	2,486.56	3,500.00	1,013.44	71.04	
Postage	1,147.05	7,132.78	6,700.00	(432.78)	106.46	
Accounting Services, Auditor	0.00	7,463.50	22,000.00	14,536.50	33.93	
Professional Services , Other	1,700.00	1,700.00	2,000.00	300.00	85.00	
Professional Services-IT	6,902.50	40,237.50	50,000.00	9,762.50	80.48	
Printing & Reproduction	0.00	6,398.13	19,500.00	13,101.87	32.81	
Reference	0.00	627.25	500.00	(127.25)	125.45	Publications
Seminars and meetings	0.00	7,686.91	19,700.00	12,013.09	39.02	
Supplies, Surveillance	2,060.88	16,568.41	14,150.00	(2,418.41)	117.09	New traps
Supplies, Vehicle Maintenance	1,042.16	28,000.75	60,000.00	31,999.25	46.67	
Supplies, Gasoline	6,021.61	53,585.03	65,000.00	11,414.97	82.44	
Supplies, Office	185.52	10,328.99	11,600.00	1,271.01	89.04	
Supplies, Mosquito Fish	169.04	2,405.29	5,000.00	2,594.71	48.11	
Supplies, Operations	874.47	6,666.90	15,000.00	8,333.10	44.45	
Supplies, Pesticides	0.00	120,726.40	120,000.00	(726.40)	100.61	

SGVMVCD  
 Comparative YTD Actual to Full Year Budget  
 Current Period 100% of Year Completed  
 June 30, 2021

Item 3.2 - 3 of 3

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
Supplies, Communications	565.48	1,752.21	10,000.00	8,247.79	17.52	
Supplies, Education Program	6,337.32	15,641.61	18,000.00	2,358.39	86.90	
Supplies, Safety	2,328.07	21,855.54	25,000.00	3,144.46	87.42	
Supplies, Media Production	112.79	1,996.21	6,000.00	4,003.79	33.27	
Benefit Assesment Admin Cost	0.93	116,000.37	118,000.00	1,999.63	98.31	County Admin fees
Communications, field	4,400.71	47,199.51	42,000.00	(5,199.51)	112.38	Cell phone upgrade
Telephone, Internet	998.30	12,245.81	14,000.00	1,754.19	87.47	
Telephone , Office	787.91	10,256.02	15,500.00	5,243.98	66.17	
Training , CEU's	0.00	2,759.00	6,000.00	3,241.00	45.98	
Uniforms and clothing	0.00	10,296.07	12,000.00	1,703.93	85.80	
Utilities, Electric	2,290.31	26,859.16	30,000.00	3,140.84	89.53	
Utilities, Natural Gas	169.75	2,716.90	3,100.00	383.10	87.64	
Utilities, Water	146.57	1,784.54	2,200.00	415.46	81.12	
Automobile Lease	0.00	37,523.17	35,100.00	(2,423.17)	106.90	Paid lease in full
Surveillance, Aerial	25,136.00	25,136.00	25,500.00	364.00	98.57	
<b>TOTAL OPERATING EXPENSES</b>	<b>111,815.38</b>	<b>1,231,607.16</b>	<b>1,435,774.00</b>	<b>204,166.84</b>	<b>85.78</b>	
<b>TOTAL EXPENSES</b>	<b>379,174.72</b>	<b>4,846,806.33</b>	<b>5,691,322.00</b>	<b>844,515.67</b>	<b>85.16</b>	
<b>CAPITAL OUTLAY EXPENSES</b>						
Capital Outlay	143.90	149,867.58	242,000.00	92,132.42	61.93	
<b>TOTAL CAPITAL EXPENSES</b>	<b>143.90</b>	<b>149,867.58</b>	<b>242,000.00</b>	<b>92,132.42</b>	<b>61.93</b>	
<b>RESERVES</b>						
Reserve, Public Health Em	0.00	0.00	1,326,200.00	1,326,200.00	0.00	
Reserve, Capital Projects	0.00	0.00	459,929.00	459,929.00	0.00	
Reserve, Pension Liability	0.00	0.00	200,258.00	200,258.00	0.00	
Reserve, Building/Facilities	0.00	0.00	224,761.00	224,761.00	0.00	
Reserve, Vehicle Replacement	0.00	0.00	105,761.00	105,761.00	0.00	
<b>TOTAL RESERVES</b>	<b>0.00</b>	<b>0.00</b>	<b>2,316,909.00</b>	<b>2,316,909.00</b>	<b>0.00</b>	



**MINUTES of the San Gabriel Valley Mosquito and Vector Control District  
Board of Trustees Meeting  
1145 N. Azusa Canyon Road, West Covina, CA 91790  
June 11, 2021**

**TRUSTEES PRESENT**

- Stephen Sham (Alhambra)
- Roger Chandler (Arcadia)
- Robert Gonzales (Azusa)
- Richard Barakat (Bradbury)
- Corey Calaycay (Claremont)
- Henry Morgan (Covina)
- Margaret Finlay (Duarte)
- Jerry Velasco (El Monte)
- Jackie Doornik (Glendora)
- Catherine Marcucci (Industry)
- Manuel Garcia (Irwindale)
- Elyse Rasmussen (La Verne)
- Charlie Klinakis (La Puente)
- Jamie Bissner (Los Angeles Co.)
- Joseph Leon (Monterey Park)
- Becky Shevlin (Monrovia)
- Rachel Janbek (Pasadena)
- Tim Sandoval (Pomona)
- Sandra Armenta (Rosemead)
- Ryan Vienna (San Dimas)
- Denise Menchaca (San Gabriel)
- John Capoccia (Sierra Madre)
- Robert Joe (So. Pasadena)
- Cynthia Sternquist (Temple City)
- Allen Wu (Walnut)
- Lloyd Johnson (West Covina)

**TRUSTEES ABSENT**

**STAFF PRESENT**

- Jared Dever
- Rose Alba
- Jason Farned
- Evelyn Gutierrez
- Levy Sun
- Melissa Doyle

**GUESTS PRESENT**

Representatives, Lewis Brisbois Bisgaard and Smith (Legal counsel)

**1. Call to Order**

Board President Becky Shevlin called the meeting to order at 7:00 AM, Trustee John Cappocia led the Pledge of Allegiance, and District Manager, Jared Dever took Roll Call.

**2. Opportunity for Public Comment on Non-Agenda Items**

None

**3. Consent Calendar**

A motion made by Trustee Margaret Finlay and seconded by Trustee Corey Calaycay to approve the Consent Calendar passed unanimously.

**4. Presentation: None**

**5. Consider Resolution 2021-02 to Order Collection of Special Benefit Property Taxes inclusive of FY2021/22 Annual Budget.\* (EXHIBIT 5A,5B)  
(Board President, Becky Shevlin)**

President Shevlin opened the public hearing at 7:11 AM and asked for any comments or request to speak from the public that have been received by staff. Staff reported that no comments had been submitted or requested. President Shevlin instructed District Manager, Jared Dever to provide a report on the proposed Resolution 2021-02. District Manager Dever provided an overview of the proposed Resolution 2021-02, FY2021/22 Annual Budget, and engineers report. At the conclusion of District Manager Dever's comments, President Shevlin called for public testimony. No public testimony was received or requested.

Motion by Trustee Corey Calaycay and seconded by Trustee Henry Morgan to approve Resolution 2021-02 to Order Collection of Special Benefit Property Taxes inclusive of FY2021/22 Annual Budget passed unanimously by roll call vote.

**6. District Administration**

**6.1** Legislative Update: District Manager Dever provided an update on the efforts to secure funding for the California CalSurv program.

**6.2** West Nile virus Update: District Manager Dever discussed the recent West Nile virus positive indications and the dynamics of drought conditions on the likelihood of disease transmission.

**7. Committee Reports**

**7.1** Finance and Audit Committee  
(Finance and Audit Committee Chair, Lloyd Johnson)

President Shevlin announce that the Finance and Audit Committee did not meet due to a lack of quorum.

**8. Trustee Reports**

**8.1** Trustee Jerry Valasco reminded members about the statewide West Nile virus hotline for reporting dead birds. District Manager Dever provided clarification on the role of squirrels in the West Nile virus transmission cycle.

**9. New Business**

Director of Communications, Levy Sun reminded the Trustees that the EcoHealth in-class and virtual education, and public event education programs are now available for scheduling. He also thanked the Trustees that participated in the Mosquito Control Awareness Week proclamation effort. President Shevlin gave a progress update on the possibility of in-person Board Meetings and the options for hybrid meeting format in the future.

**10. Adjournment**

The meeting was adjourned at 8:01 a.m.

**Operations Department**  
Disease Weeks 22 – 25 | May 30 – June 26

**Zone Specialists:**

Zone	Specialist	Cities
1	Dane Miletich	Alhambra, Monterey Park, San Gabriel, South Pasadena
2	Jon Halili	Altadena, Pasadena
3	Darrin Jones	Arcadia, Sierra Madre, Temple City
4	Hendricks Pena	Baldwin Park, El Monte, Rosemead
5	Marc Mitchell	Azusa, Bradbury, Duarte, Irwindale, Monrovia
6	Ignacio Urena	Industry, La Puente, West Covina
7	Fred Ibarra	Covina, Glendora, San Dimas
8	Steven Gallegos	Claremont, La Verne, Pomona, Walnut

**Chemical Usage:****May 2021**

Larvicides/Pupicides					
Method of Action	Target	Amount		Area Treated	
<b>Larvicide Oils (Surface Film)</b>					
Suffocation	Mosquitoes	4.52	gal.	40631	sq.ft.
<b>Insect Growth Regulators (IGR's)</b>					
Inhibits metamorphosis	Mosquitoes	29.76	lbs.	8689	sq.ft.
<b>Bacterials</b>					
Ingestion, toxicant	Mosquitoes	1.49	gal.	760317	sq.ft.
Ingestion, toxicant	Mosquitoes	69.80	lbs.	1560603	sq.ft.
Ingestion, toxicant	Black flies	10.95	gal.	3039	m <sup>3</sup>
<b>Biologicals</b>					
Mosquito fish	Mosquitoes	351	ea.	4915	sq.ft.

**Operations Summary:**

This report includes pesticide usage for May 2021. It does not include pesticide usage for June because the reporting period concluded before the end of the month. June's pesticide usage will be included in next month's report.

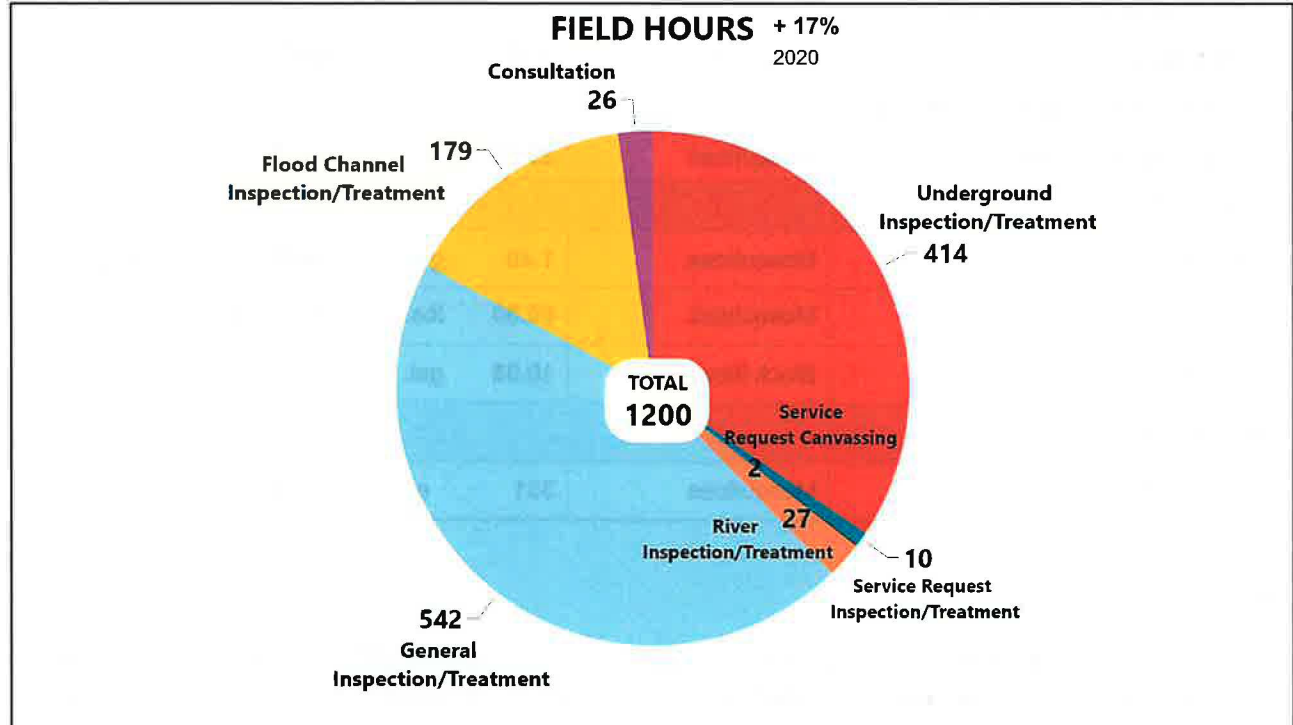
The District conducted aerial surveillance to identify non-functional swimming pools on May 05 and 23, 2021. The fixed wing aircraft identified 3,201 non-functional swimming pools within the District's service area. Of those non-functional swimming pools, 2,445 were confirmed to be

well maintained. 756 swimming pools were identified as unmaintained and a violation of the California Health and Safety Code. A violation notice was mailed to each property on June 22, asking the residents to resolve the public health violation and confirm compliance by July 06. As of July 01, 135 (18%) violations have been resolved. A second notice will be sent to all outstanding violations on July 07.

Service request demand continues to be down over last year allowing for a 17% increase in field time dedicated to preventative maintenance and control measures.

The surveillance team has detected West Nile virus activity in birds and mosquitoes in several locations throughout the district. The Operations department has responded to each case with enhanced investigation and control measures. A cluster of positive mosquito pools and dead birds in Covina has been responded to with an aggressive comprehensive effort including enhanced surveillance, public education, and control. A broadscale pesticide treatment has been scheduled for July 03, to target adult mosquitoes to reduce the threat of human infection.

**Field Statistics:**





**Surveillance Department**  
 Disease Weeks 22 - 25 | May 30, 2021 – June 26, 2021

**Insect Surveillance Activities**

Weekly mosquito surveillance was implemented on March 1, 2021. Mosquito activity has been low in comparison to 2020. Traps were placed weekly and mosquito samples were tested for the presence of arbovirus.

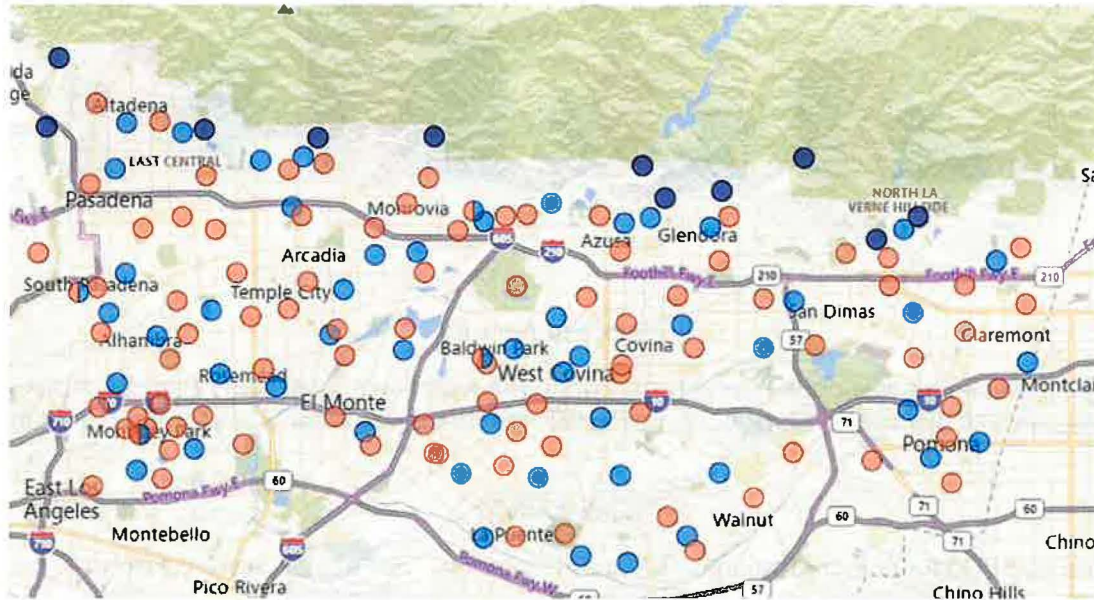


Figure 1 Sampling locations – Orange indicates traps targeting *Culex*, Light blue indicates traps targeting *Aedes*, Dark blue indicates traps targeting black fly, Pink indicates targeting ticks

**West Nile Virus Activity SGVMVCD**

The Surveillance Department places traps weekly and submits mosquito samples for testing for arboviruses, like West Nile virus (WNV). Enhanced trapping is conducted in areas where arbovirus activity and other risk factors are observed. This data assists the Operations Department to focus resources. Eight mosquito samples tested positive for WNV and three bird tested positive for WNV.

City	Virus	Number of Positive Mosquito Samples	Number of Positive Bird Samples
Covina	WNV	5	2
West Covina	WNV	1	0
Unincorporated LA County – Vincent	WNV	2	0

**Mosquito Activity**

Mosquito activity during weeks 22 and 25 was average in comparison to activity observed in 2018 and 2019 but lower than observed in 2020.

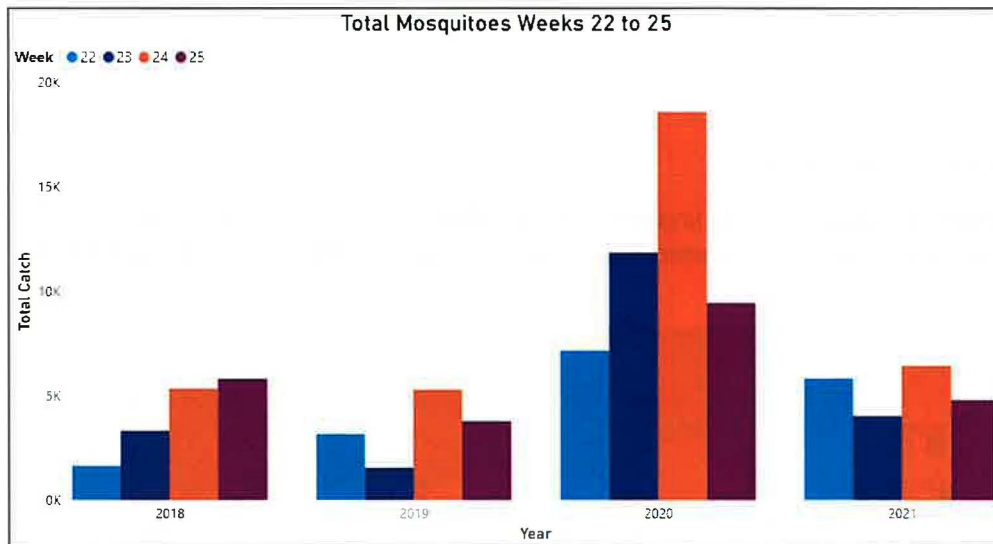


Figure 2 Mosquito activity in 2021 is lower than observed in 2020

### Black Fly Activity

Sampling for black flies was done biweekly and when requested to support operational activities. These traps collected 528 black flies. Black fly sampling will be done every other week for the rest of the season.

### Tick Activity

Ticks were sampled for at four locations. Tick activity was low. Tick sampling will continue to monitor for activity and monitor for potential invasive ticks that have been identified on the East Coast.

Location	City	Ticks Collected
Big Dalton Wilderness Park	Glendora	6
Hook West Flood Channel	Glendora	14
Live Oak Canyon	Claremont	32
Mount Baldy Road	Claremont	12

### West Nile Virus Activity in California

West Nile virus has been observed in 4 birds in 2021. Interestingly, nearly twice as many birds have been tested in 2021 in comparison to 2020, yet nearly the same number of birds have tested positive.

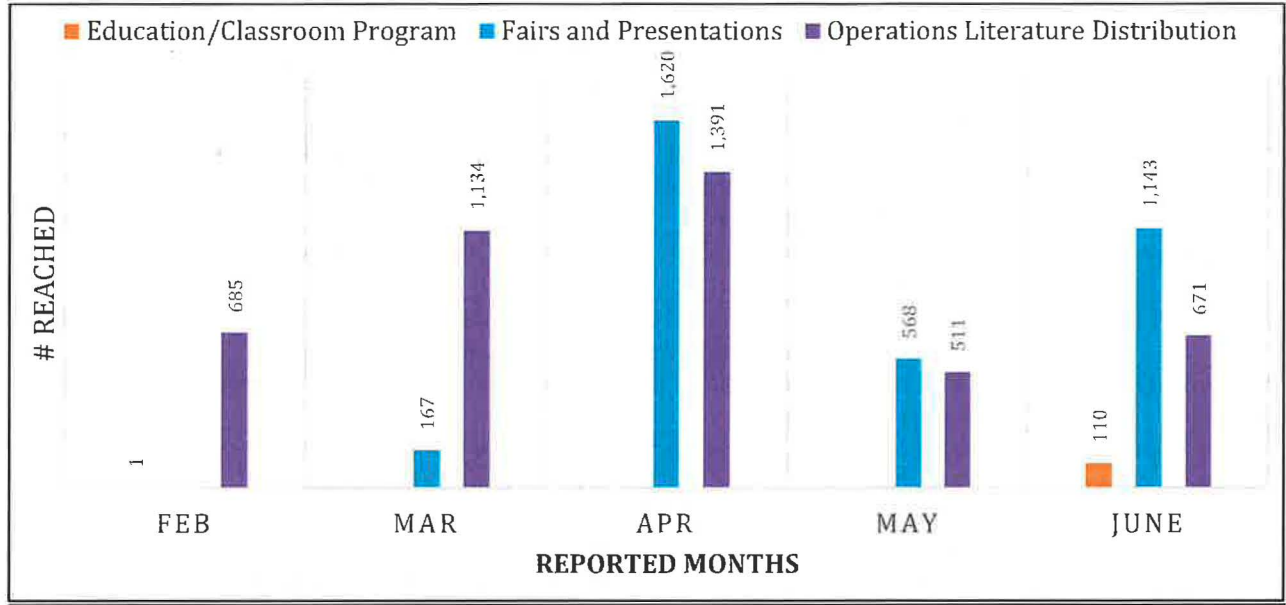
2020 & 2021 YTD West Nile Virus Comparisons		
	2020	2021
# Human Cases	0	0
# Positive Dead Birds / #Tested	10 / 442	26 / 737
# Positive Mosquito Samples / # Tested	65 / 10,137	54 / 10,404

### Department News

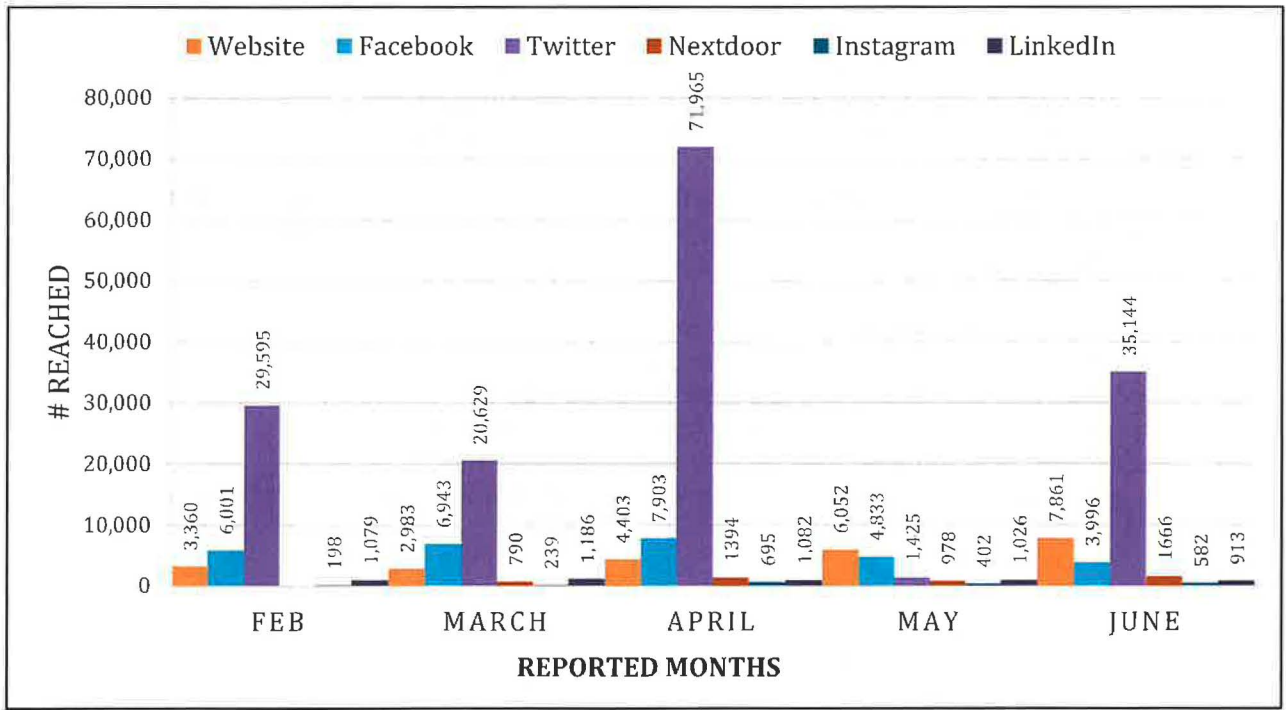
Members of the surveillance department collaborated with the other departments to support the projects of the district. Gimena Ruedas (Assistant Vector Ecologist), participated in the Covina and Walnut Bite Back Tour Stops. Jung Kim (Limited Term Technician) is applying her graphic design skills in assisting the Communications Department in the creation of graphics for outreach materials.

**Communications Department**  
**Disease Weeks 22-25 | May 30 – Jun 26**

**Outreach Activities:**



**Digital Activities:**



<b>Media Activity</b>	<b>Headline</b>
Press release	Mosquito control officials confirm first West Nile virus activity in Los Angeles County for 2021
South Pasadena City Hall Scoop	Mosquito control officials confirm first West Nile virus activity in Los Angeles County for 2021
South Pasadenan	First West Nile Virus Cases Reported in L.A. County
Pasadena Now	West Nile Virus Detected in Dead Crow Found in South Pasadena
KNX 1070	West Nile Virus Detected in Dead Crow Found in South Pasadena
NBC Los Angeles	West Nile Virus Detected in Dead Crow Found in South Pasadena
News.de	West-Nil-Virus in Los Angeles: Angst vor neuer Pandemie? Tropen-Virus in den USA nachgewiesen
Topky News	Odborníci varují: POZOR na komáre! V meste sa objavil nebezpečný tropický vírus
News 24 France	Le virus du Nil occidental découvert à Los Angeles alors qu'un corbeau mort est trouvé porteur d'une maladie qui n'a AUCUN remède
Noticias por el mundo	Virus del Nilo Occidental detectado en un cuervo muerto encontrado en el sur de Pasadena
Daily Advent	West Nile Virus Confirmed in Dead Crow   South Pasadena
California News Times	West Nile virus found in dead crows   South Pasadena
City of Claremont	Reminding residents about mosquitoes
CA Special Districts Associations	A New Los Angeles County Collaboration Washes Away Bloodthirsty Mosquitoes and Water Wasting Behavior

### **EcoHealth Vector Education Program**

1. New Developments
  - a. Participated in Bite Back Tours for City of Industry, Azusa, Covina, and Walnut
  - b. (6/23/2021) Presented at Arcadia Wilderness Day Camp
  - c. (6/25/2021) Participated in Santa Fe Dam: Overnight Family Camping Repellent Zone
  - d. Recorded videos of surveillance staff for EcoHealth resources
  - e. Produced June EcoHealth blog post on vectoreducation.org. Content matches our e-blast to teachers. Post has 10 views by 7 unique visitors.
2. Projects in progress
  - a. Provided feedback on work done for Journey of the Germ to Robot Sea Monster Games
  - b. Worked with Jung Kim to create illustrations for Journey of the Germ
  - c. Began gathering acknowledgments for Journey of the Germ
  - d. New GRID intro video voiceover completed
  - e. Drafted Gov Tech award submission
  - f. Assisted with development of bilingual videos
  - g. Assisted with Mosquito Bites LIVE featuring Ada
  - h. Assisted with Prep for Dez Eez (new banners, new sand weights)
  - i. Edited and prepared materials for in-person programs
  - j. Developed surveillance-centered video storyboard for in-person EcoHealth programs

### **Design**

1. Marketing Collateral
  - a. Editing the new Black Fly Trifold brochure
  - b. Updating design of four-language Aedes booklet

2. Digital and Video
  - a. Continued development of short social media video content and repurposing of older content.
  - b. Continued development of YouTube page by adding keywords and bookmarks
  - c. The District participated in a nationwide video "Pass the Repellent".
  - d. Finalized the Los Repelentes pre-production plan
  - e. Finalized the Los Repelentes instrumental song and began coordinating the voiceover

### **General Outreach**

1. Advertising
  - a. Launched strategic warning ads in South Pasadena regarding West Nile virus: 28,000 impressions over video, web banners and social media.
2. Social Media
  - a. June 20 – 26 was National Mosquito Control Awareness Week and the District ran a campaign composed of social media post, live videos, and short form videos
  - b. Ongoing national days content creation
3. Mosquito Bites Live
  - a. The Districted hosted an Instagram Live with Sacramento-Yolo Mosquito and Vector Control District in Spanish
  - b. For National Mosquito Week the Districted hosted an Instagram Live with: Sacramento-Yolo Mosquito and Vector Control District, Collier Mosquito Control District, and The GLOBE Program a NASA sponsored program. The live videos generated a total of 339 views.
4. City Council Meetings
  - a. The cites of Monrovia, El Monte, and Azusa created proclamations of June 20 – 26 as National Mosquito Control Awareness Week.
5. Bite Back Program
  - a. The virtual Bite Back Tour continues to build traction by averaging 138 views per spot
  - b. Presented to the District our department's report on our work with California Native Plants (6/14)
6. Repellent Zone
  - a. Coordinated the Comm Dept. for a Summer series of Repellent Zones @ Bonelli park & the Santa Fe Dam for LA County's Overnight Family Camping events

### **Administrative/Trainings**

1. Organization
  - a. Prepared and updated Dez Eez for Summer event appearances
2. Training/webinars
  - a. 6/1 Webinar: Designing Flexible Teaching Materials for an Uncertain Fall that Engage Students
  - b. 6/2 Webinar: Creating a Comprehensive & Engaging Volunteer Training Program
  - c. 6/15: Twitter Ad webinar
  - d. 6/22 Defensive Driver Training

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**Treasurer's Report – May 2021  
San Gabriel Valley Mosquito and Vector Control District**

The attached Treasurer's Report is for May 2021.

The Total of All Funds Balance is \$6,643,993.44

All investments that were made by the District comply with our current investment policy. The District can meet all expenditures for the next six months with funds from the revolving fund, Los Angeles County operating pool, and the LAIF.

I certify that the above statements and attached Treasurer's Report are true and accurate to the best of my knowledge.

A handwritten signature in blue ink, reading "Loyal D. Johnson", is written over a horizontal line. The signature is cursive and includes a large loop at the end.

Authorized Board of Trustee Member

**July 9, 2021**

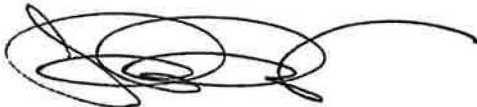
**HONORABLE PRESIDENT AND MEMBERS OF THE BOARD OF TRUSTEES,  
SAN GABRIEL VALLEY MOSQUITO & VECTOR CONTROL DISTRICT**

**SUBJECT: July 1, 2021 District Working Fund Balance**

July 1, 2021 balance:	\$4,327,084.44
June 1 – June 30, 2021 expenditures:	\$372,754.82

**July 1, 2021 Working Fund Balance: \$3,954,329.62**

**Respectfully Submitted:**



**Jared Dever  
District Manager**



**San Gabriel Valley Mosquito and Vector Control District  
Treasurer's Report (based on Balance Sheet Detail Activity Report,  
Period 11, FY 2020-2021 received on June 1, 2021**

Item 3.7 - 3 of 3

Investment Vehicle	Yield	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Local Agency Investment Fund (LAIF)	0.34%	\$1,426,015.66	Interest	\$0.00	LAIF Statement (May 2021)	\$1,426,015.66

Maturity Date: Perpetual  
Interest rate as of Apr 2021

Investment Vehicle	Yield	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Los Angeles County Pool	0.46%	\$4,296,290.97	interest Trust Warrant #708 Sec Mst 20-21 2nd pd Red Mstr 20-21 3rd pd	\$939.12 (\$527,902.27) \$638,093.97 \$12,781.53	ND 24 Per 11 ND 24 Per 11 ND 24 Per 11	\$4,420,203.32

Maturity Date: Perpetual  
Interest rate as of Apr 2021

Investment Vehicle	Yield	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
VCJPA Contingency Fund	1.56%	\$134,687.00	interest Contributions	\$0.00 \$0.00	VCJPA Statement (Mar 2021)	\$134,687.00

Maturity Date: Perpetual  
Interest rate as of June 2020

Investment Vehicle	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Citizens Bank Revolving Fund	\$200,000.00	Deb Activity-May 2021 Sweep Trust Warrant #708	(\$861,964.85) \$334,062.58 \$527,902.27	CB Statement May 2021	\$200,000.00

Investment Vehicle	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Citizens Bank Sweep Account	\$295,308.31	Deb Activity-May 2021 Deposit	(\$334,062.58) \$501,841.73	CB Statement May 2021	\$463,087.46

<b>Total Beginning Balance</b>	<b>\$6,352,301.94</b>			<b>Total End Balance</b>	<b>\$6,643,993.44</b>
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San Gabriel Valley Mosquito and Vector Control District  
District Manager's Report

Date: July 9, 2021

Meeting of: San Gabriel Valley Mosquito and Vector Control District Board of Trustees

Subject: **Consider Ordinance 2021-01 of The San Gabriel Valley Mosquito and Vector Control District Authorizing Staff to Access State and Federal Summary Criminal History Information for Employment, Licensing or Certification Purposes**

Exhibit(s): **EXHIBIT 7A, 7B**

Background

At the November 13, 2020 Board of Trustees Meeting, Resolution No. 2020-03 authorizing District staff to access state and federal summary criminal history information for employment, licensing or certification purposes was passed unanimously (**EXHIBIT 7A**). Staff has worked with the California Department of Justice on the application and approval process for the Live Scan program. However, the District has recently received notification that the Federal Department of Justice has changed their application and eligibility requirements. The new ruling requires an ordinance to be adopted by each applicant, instead of a resolution as previously required.

The District currently utilizes the pre-employment background check services of a company called Hire Right. The service relies on the stated information from an applicant to validate their Social Security number and produce information about any convictions or other criminal activity for the past 7 years. However, the service does not include applicant fingerprint submission to the California or Federal (FBI) Departments of Justice Live Scan background check program. The District seeks to enhance our background check process and gain the ability to receive automated updates of any future violations and convictions for staff members.

The proposed Ordinance 2021-01 (**EXHIBIT 7B**) authorizes District executive and administrative staff to access local, state, and federal summary criminal history for employment, licensing, and certification purposes. It further authorizes the transmission of fingerprint images to the Federal Department of Justice, and subsequently to the Federal Bureau of Investigation.

As stated in the proposed Ordinance, under Penal Code Sections 11105(b)(11) the Board of Trustees must authorize access to summary criminal history information for employment, licensing, or certification purposes.

Manager's Recommendation:

It is recommended that the Board approve Ordinance 2021-01 of The San Gabriel Valley Mosquito and Vector Control District Authorizing Staff to Access State and Federal Summary Criminal History Information for Employment, Licensing or Certification Purposes.

Alternative

Do not approve Ordinance 2021-01 of The San Gabriel Valley Mosquito and Vector Control District Authorizing Staff to Access State and Federal Summary Criminal History Information for Employment, Licensing or Certification Purposes.

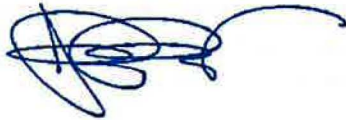
Fiscal Impact

The rate for our current background check provider, Hire Right, is \$87 per submission.

If the ordinance is approved, the District has two options for acquiring valid fingerprints for submission to the Live Scan program. The first option is to utilize third party Live Scan fingerprint rolling services (UPS, Police Station) at approximately \$35 per person. The second option is to purchase a digital fingerprint scanner at an approximate one-time cost of \$2,500. The Live Scan program also charges a general processing fee of \$32 per person, and an FBI charge of \$17 per person, bringing the total Live Scan per person cost to \$84.

If the District acquires a digital fingerprint scanner, the total cost per person would be reduced to \$49. However, given the initial purchase price of the scanner, the district would not realize the savings until after 3 years, or 72 persons scanned for Live Scan submission. The district submits approximately 20 background checks per year.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Jared Dever', with a stylized flourish extending to the right.

Jared Dever  
District Manager

RESOLUTION NO. 2020-03

RESOLUTION OF THE SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT AUTHORIZING STAFF TO ACCESS STATE AND FEDERAL SUMMARY CRIMINAL HISTORY INFORMATION FOR EMPLOYMENT, LICENSING OR CERTIFICATION PURPOSES

WHEREAS, Penal Code Sections 11105(b)(11) authorize districts to access state and local summary criminal history information for employment, licensing or certification purposes: and

WHEREAS, Penal Code Section 11105(b)(11) authorizes districts authorities to access federal level criminal history information by transmitting fingerprint images and related information to the Department of Justice to be transmitted to the Federal Bureau of Investigation; and

WHEREAS, Penal Code Sections 11105(b)(11) and 13300(b)(11) require that there be a requirement or exclusion from employment, licensing, or certification based on specific criminal conduct on the part of the subject of the record; and

WHEREAS, Penal Code Sections 11105(b)(11) require the governing body of a district authority to specifically authorized access to summary criminal history information for employment, licensing, or certification purposes.

NOW THEREFORE, BE IT RESOVED, by the Board of Trustees of the district are hereby authorized to access state and federal level summary criminal history information for employment (including volunteers and contract employees) purposes and may not disseminate the information to a private entity.

ADOPTED November 13, 2020, by the Board of Trustees of the San Gabriel Valley Mosquito and Vector Control District by the following vote, to wit:

AYES: Sandra Armenta, Richard Barakat, Jamie Bissner, Corey Calaycay, Julie Costanzo, Margaret Finlay, Manuel Garcia, Rachel Janbek, Lloyd Johnson, Joseph Leon, Catherine Marcucci, Charles Myers, Elyse Rasmussen, Joseph Rocha, Tim Sandoval, Stephen Sham, Becky Shevlin, Cynthia Sternquist, Jerry Velasco, Ryan Vienna, Allen Wu

NOES:

ABSENT: John Capoccia, Roger Chandler, Robert Joe, Manuel Lozano, Henry Morgan

ABSTAIN:

APPROVED:   
Becky Shevlin, Board President

ATTEST:   
Lloyd Johnson, Secretary-Treasurer

APPROVED AS TO FORM: \_\_\_\_\_

**ORDINANCE NO. 2021-01**

**AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT AUTHORIZING ACCESS TO STATE AND FEDERAL CRIMINAL HISTORY INFORMATION FOR EMPLOYMENT, LICENSING OR CERTIFICATION PURPOSES.**

**WHEREAS**, candidates for employment with the San Gabriel Mosquito and Vector Control District (the “District”) are aware that any employment with the District will necessarily allow access to certain information and materials, including without limitation personal information and certain pesticides regulated by the California Department of Pesticide Regulation and California Department of Public Health, much of which are sensitive in form, substance and nature; and

**WHEREAS**, California Penal Code Sections 11105(b)(11) and 13300 (b)(11) authorize a local agency to access state and local summary criminal history information for employment, licensing or certification purposes and further authorize access to federal level criminal history information by transmitting fingerprint images and related personal information to the Department of Justice to be transmitted to the Federal Bureau of Investigation; and

**WHEREAS**, Federal Public Law 92-544 authorizes the Federal Bureau of Investigation to exchange criminal history record information with official of state and local governmental agencies for licensing and employment purposes; and

**WHEREAS**, California Penal Code Sections 11105(b)(11) and 13300 (b)(11) require there be an exclusion from employment, licensing, or certification based on specific criminal conduct on the part of the subject of the record; and

**WHEREAS**, the Board of Trustees, by action at its duly noticed and conducted public hearing on November 13, 2020, approved Resolution No. 2020-03 which authorizes District staff to require access to and receipt of certain state and federal criminal history information in connection with employment, licensing and certification purposes; and

**WHEREAS**, section 2029(c) of the California Health and Safety Code authorizes the Board of Trustees of a mosquito abatement and vector control district to act by ordinance on matters before the Board of Trustees.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of the District does ordain as follows:

**SECTION 1 – RECITALS**

The above recitals are true and correct and are incorporated herein.

**SECTION 2 – AUTHORIZATION TO FINGERPRINT AND CONDUCT BACKGROUND CHECK**

No person shall be offered employment or issues any license or certification by the District unless they have first cleared a background check as determined by the District Manager or his/her designee, as required by this ordinance. All employee, license or certification candidates must be informed of, and consent in writing to, the requirement that they be fingerprinted and that the fingerprints will be used to check the individual's criminal history records.

The District authorizes the District Manager to receive the results of the investigations of the criminal history investigation searches when evaluating a candidate for employment, licensing or certification.

**SECTION 3 – CEQA REVIEW**

The Board of Trustees hereby finds that this ordinance is not subject to review under the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of Title 14 of the California Code of Regulations as it is certain that this ordinance authorizing background checks on candidates for employment, license or certification will have no significant adverse effects on the environment.

**SECTION 4 – NO LIABILITY**

The provisions of this ordinance shall not in any way be construed as imposing any duty of care, liability or responsibility to for damage to person or property upon the District or any official, employee or agent thereof.

**SECTION 5 – SEVERABILITY**

If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases of this ordinance, or its application to any other person or circumstance. The Board of Trustees of the District hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that any one or more other sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases hereof be declared invalid or unenforceable.

**SECTION 7 – CONSTRUCTION**

The Board of Trustees intends the ordinance to supplement, not duplicate or contradict, applicable state and federal law and this ordinance shall be construed in light of that intent.

**SECTION 8 – EFFECTIVE DATE**

This ordinance shall take effect and be enforced thirty (30) days following its adoption.

**SECTION 9 – NOTICE OF ADOPTION**

The Clerk of the Board of Trustees shall certify to the adoption of this ordinance, publish a summary of this ordinance, and shall post a certified copy of this ordinance in the District's office at least five (5) days prior to the adoption of the proposed ordinance. Within fifteen (15) days after adoption of the ordinance, the Clerk of the Board of Trustees shall publish a summary of the ordinance with the names of the members of the Board of Trustees voting for and against the ordinance.

THE FOREGOING ORDINANCE WAS PASSED AND ADOPTED by the Board of Trustees of the District on \_\_\_\_\_ at a regular meeting of the Board of Trustees by the following vote:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

\_\_\_\_\_  
Becky Shevlin  
President, Board of Trustees

ATTEST:

\_\_\_\_\_  
Clerk of the Board

APPROVED AS TO FORM:

\_\_\_\_\_  
Kelly M. Alhadef-Black  
District Counsel