

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT
MINUTES NO. 2021-01**

The regular meeting of the Board of Trustees of the Greater Los Angeles County Vector Control District held at 7:00 p.m. on Thursday, January 14, 2021, via teleconference at the District office at 12545 Florence Avenue, Santa Fe Springs, California.

TRUSTEES PRESENT

Melissa Ramoso, *City of Artesia*
Ali Saleh, *City of Bell*
Pedro Aceituno, *City of Bell Gardens*
Sonny Santa Ines, *City of Bellflower*
Dr. Jeff Wasseem, *City of Burbank*
Mark Bollman, *City of Cerritos*
Leonard Mendoza, *City of Commerce**7:08pm
Baru Sanchez, *City of Cudahy*
Steve Tye, *City of Diamond Bar*
Robert Kiefer, *City of Downey*
Dan Medina, *City of Gardena*
Luis Roa, *City of Hawaiian Gardens*
Marilyn Sanabria, *City of Huntington Park*
Leonard Pieroni, *City of La Cañada Flintridge*
Catherine Houwen, *City of La Habra Heights*
John Lewis, *City of La Mirada*
Steve Croft, *City of Lakewood*
Emily Holman, Sec-Treasurer - *City of Long Beach*
Steve Appleton, President - *City of Los Angeles*
Marisela Santana, *City of Lynwood*
Jessica Torres, *City of Maywood* *7:08pm
Avik Cordeiro, *City of Montebello*
Ana Valencia, *City of Norwalk*
Isabel Aguayo, *City of Paramount*
Raul Elias, *City of Pico Rivera*
Scott Kwong, *City of San Marino*
Heidi Heinrich, Vice President -*City of Santa Clarita*
Jesse H. Avila, *City of San Fernando*
Robert Copeland, *City of Signal Hill*
Denise Diaz, *City of South Gate*
Hector Delgado, *City of South El Monte*
Jessica Martinez, *City of Whittier*

TRUSTEES ABSENT

Vrej Agajanian, *City of Glendale*
Steven Goldsworthy, *Los Angeles County*

TRUSTEES ABSENT (EXCUSED)

Elito Santarina, *City of Carson*
Vacant, *City of Santa Fe Springs*

OTHERS PRESENT

Truc Dever, *General Manager*
Mark Daniel, *Director of Operations*
Susanne Klueh, *Director of Scientific-Technical Services*
Mary-Joy Coburn, *Director of Community Affairs*
Carolyn Weeks, *Director of Fiscal Operations*
Allison Bradley, *Director of Human Resources*
Anais Medina Diaz, *Public Information Officer*
Quinn Barrow, *Legal Counsel*

* Denotes time of late arrival (vote tallies on agenda items reflect actual Trustees present at time of vote)

1. CALL TO ORDER

President Appleton called the meeting to order at 7:00 pm. The meeting was held via teleconference pursuant to Governor Newsom's Executive Orders in the interest of maintaining appropriate social distancing.

2. QUORUM (ROLL) CALL

Following roll call, it was recorded that 30 Trustees were present and six were absent. Two Trustee joined the meeting after roll call bringing the total to 32 Trustees present, three absent, and one seat vacant.

3. INVOCATION

The invocation was conducted by President Appleton.

4. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by President Appleton

5. CORRESPONDENCE

NONE

6. INTRODUCTIONS

(Introductions requested by staff or Trustees of persons attending the meeting are made at this time).

Vice-President Heinrich introduced her husband and children, extended family, friends and members of the Girl Scout who were present to witness her appointment as the new Board President.

7. PUBLIC COMMENT

(This time is reserved for members of the public to address the Board relative to matters of business on and off the agenda. Comments will be limited to three minutes per person).

NONE

8. RECOGNITION OF TRUSTEE REAPPOINTMENTS

Trustee reappointments include:

<u>Trustee Representative</u>	<u>City</u>	<u>Term</u>
Melissa Ramoso	Artesia	2-year Term
Pedro Aceituno	Bell Gardens	2-year Term
Sonny Santa Ines	Bellflower	4-year Term
Baru Sanchez	Cudahy	2-year Term
Catherine Houwen	La Habra Heights	4-year Term
Steven Appleton	Los Angeles City	4-year Term
Jesse Avila	San Fernando	2-year Term
Jessica Martinez	Whittier	2-year Term

9. RECOGNITION OF NEW TRUSTEES

New Trustees appointed include:

<u>Trustee Representative</u>	<u>City</u>	<u>Term</u>
Jessica Torres	Maywood	2-year Term

Ana Valencia
Isabel Aguayo

Norwalk
Paramount

2-year Term
2-year Term

President Appleton provided the newly appointed trustees with a few minutes to introduce themselves and share their background with the board, staff, and attendees.

10. ELECTION OF DISTRICT SECRETARY-TREASURER FOR CALENDAR YEAR 2021 (VOTE REQUIRED)

Board policy of February 14, 1957, page 137 of Minute Book No. 1 and July 13, 1967, page 13 of Minute Book No. 3, provides for the election of officers on a rotational (succession) basis and nomination of a minimum of two candidates for the Office of Secretary-Treasurer by the Nominating Committee composed of Past Presidents.

Trustee Sanchez reported that the Nominating Committee met and put forth two Trustees for consideration; Trustee Kwong from San Marino and Trustee Goldsworthy from Los Angeles County, and requested additional nominations from the floor. None were presented. Trustee Kwong was given an opportunity to address the Board to discuss his qualifications and interest in the position. Trustee Goldsworthy was not in attendance, however other Trustees also spoke of his background and service.

Trustees were polled via roll-call vote according to District bylaws.

Following voting, President Appleton reported that Trustee Kwong received the highest number of votes, and was elected to serve as the 2021 Secretary-Treasurer.

11. INSTALLATION OF BOARD PRESIDENT HEIDI HEINRICH FOR CALENDAR YEAR 2021

President Appleton installed incoming President Heinrich who thanked Trustee Appleton for his outstanding service as the 2020 Board President during a global pandemic, and for his leadership in guiding the District to ensure protection and safety for staff.

General Manager Dever presented Trustee Appleton with a plaque on behalf of the District Board and staff.

12. INSTALLATION OF VICE-PRESIDENT EMILY HOLMAN AND NEWLY ELECTED SECRETARY-TREASURER FOR CALENDAR YEAR 2021

President Heinrich welcomed Vice-President Holman and newly elected Secretary-Treasurer Kwong to their new positions.

**13. CONSENT AGENDA (13.1 – 13.2)
*(VOTE REQUIRED)***

13.1 Consideration of **Minutes 2020-12** of regular Board Meeting held on December 10, 2020. *(EXHIBIT A)*

13.2 Consideration of **Resolution 2021-1** Authorizing Payment of Attached Requisition December 1 through December 31, 2020. *(EXHIBIT B)*

Trustee Croft made a motion to approve the consent agenda. The motion was seconded by Trustee Bollman and approved unanimously.

14. STAFF PROGRAM REPORTS: DECEMBER 2020

14.1 Manager's Report

T. Dever, General Manager

General Manager Dever thanked Trustee Appleton for his work as President and for helping guide the District during a global pandemic. Additionally, she welcomed the new Trustees to the Board and shared that they will be sworn in at the next meeting.

General Manager Dever invited the Trustees to the upcoming virtual conferences and asked if anyone would be interested in attending.

Trustee Bollman inquired about the AMCA Conference schedule and shared that the talks and presentations would also be available after the conference.

Lastly, General Manager Dever reported that most staff will be eligible for vaccination during Phase 1C of the vaccine rollout, which is projected to occur in late April or early May. Management and the Executive Board will discuss developing a plan regarding employee vaccinations when it is more appropriate.

14.2 Scientific-Technical: *(Staff Report A)*

S. Kluh, Sci.-Tech Services Dir.

Director Kluh recapped the Sci-Tech team's efforts throughout the year. Additionally, she encouraged Trustees to attend MVCAC and AMCA and reported that her staff will be presenting on the work conducted this past year.

14.3 Operations *(Staff Report B)*

M. Daniel, Operations Dir.

Director Daniel congratulated the new Executive Board and reported that the Operations team has been busy due to the warm weather. He also reported that the Operations Supervisors have been developing their plans for the upcoming mosquito season.

14.4 Community Affairs *(Staff Report C)*

M.J. Coburn, Community Affairs Dir.

Director Coburn congratulated the new Executive Board and introduced herself to the newly appointed Trustees as the Board Liaison. She reminded the Trustees to submit their Committee Interest forms.

In addition, Director Coburn shared that the Community Affairs team are busy developing public relations campaigns to launch in the Spring and Summer seasons.

14.5 Fiscal *(Staff Report D)*

C. Weeks, Finance Director

Director Weeks did not have any additions to her report.

14.6 Human Resources *(Staff Report E)*

A. Bradley, Human Resources Dir.

Director Bradley reported that her department provided tools and resources for staff regarding COVID-19.

14.7 Legal Counsel Report

Q. Barrow, Legal Counsel

Counsel Barrow congratulated the new executive board and welcomed the new Trustee members.

15. OTHER

The Board may consider items not on the agenda provided that the Board complies with the Government Code (Brown Act) §54954.2(b).

Trustee Bollman shared that Trustee Heinrich visited their Explorers base and shared her experiences and obstacles throughout her career and congratulated her on her new role on the board.

16. ADJOURNMENT

President Heinrich adjourned the meeting at 8:00 pm. The next scheduled Board meeting will be held at 7:00 p.m. on Thursday, February 11, 2021 via Zoom teleconference.