

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT
MINUTES NO. 2022 – 03**

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, March 10, 2022, 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* -- *7:11pm
Dr. Jeff Wassem, *City of Burbank*
Mark Bollman, *City of Cerritos*
Baru Sanchez, *City of Cudahy*
Ruth Low, *City of Diamond Bar*
Robert Kiefer, *City of Downey*
Vrej Agajanian, *City of Glendale*
Luis Roa, *City of Hawaiian Gardens*
Marilyn Sanabria, *Vice President - Huntington Park*
Catherine Houwen, *City of La Habra Heights*
Steve Croft, *City of Lakewood*
Emily Holman, *President - City of Long Beach*
Steve Appleton, *City of Los Angeles*
Steven Goldsworthy, *Los Angeles County*
Jessica Torres, *City of Maywood*
Avik Cordeiro, *City of Montebello*
Ana Valencia, *City of Norwalk*
Isabel Aguayo, *City of Paramount*
Raul Elias, *City of Pico Rivera*
Scott Kwong, *Vice President- City of San Marino*
Jesse H. Avila, *City of San Fernando*
Joe Angel Zamora, *City of Santa Fe Springs*
Robert Copeland, *City of Signal Hill*
Hector Delgado, *City of South El Monte*
Denise Diaz, *City of South Gate*
Leticia Lopez, *City of Vernon*
Jessica Martinez, *City of Whittier*

TRUSTEES ABSENT

Jim Dear, *City of Carson*
Leonard Mendoza, *City of Commerce*
Leonard Pieroni, *City of La Cañada
Flintridge*
Jorge Casanova, *City of Lynwood*

TRUSTEES ABSENT (EXCUSED)

John Lewis, *City of La Mirada*
Paulette Francis, *City of Gardena*
Heidi Heinrich, *President - City of Santa
Clarita*

OTHERS PRESENT

Susanne Klueh, *Interim General Manager*
Steve Vetrone, *Acting Director of
Scientific-Technical Services*
Mark Daniel, *Director of Operations*
Mary-Joy Coburn, *Director of
Communications*
Carolyn Weeks, *Director of Fiscal
Operations*
Allison Costa, *Director of Human
Resources*
Anais Medina Diaz, *Public Information
Officer*
Quinn Barrow, *General Counsel*

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

1. CALL TO ORDER

President Holman called the meeting to order at 7:01 pm. The meeting was held via teleconference, in compliance with AB 361 in the interest of maintaining appropriate social distancing.

2. QUORUM (ROLL) CALL

Following roll call, it was recorded that 29 Trustees were present and eight were absent. One trustee joined the meeting after roll call bringing the total to 30 Trustees present and six absent.

3. INVOCATION

President Holman asked for a moment of silence to allow those wishing to conduct an invocation/moment of prayer to do so.

4. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by President Holman.

5. CORRESPONDENCE

General Manager Klueh reported that correspondence was received in support for a LAFCO candidate from the City of Santa Clarita.

6. INTRODUCTIONS

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

NONE

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. CONSENT AGENDA (8.1 – 8.4)

(VOTE REQUIRED)

8.1 Consideration of **Minutes 2022-02** of regular Board Meeting held on February 10th, 2022. ***(EXHIBIT A)***

8.2 Consideration of **Resolution 2022-04** Authorizing Payment of Attached Requisition February 1st through February 28th, 2022. ***(EXHIBIT B)***

8.3 Compliance with AB 361 to facilitate remote Trustee attendance at meeting during the Covid-19 pandemic ***(EXHIBIT C)***

Summary: Board reconsideration of the circumstances of the declared COVID-19 emergency to determine whether the Board should continue to hold remote meetings pursuant to AB 361's special teleconferencing requirements.

- 8.4 Consideration of three (3) County of Los Angeles Negotiated Tax Exchange Resolution (NTER), related to the annexation of the territory known as Project Tract No. 60259, L 074-2021, and L 057-2021. This resolution authorizes the County of Los Angeles and GLACVCD to collectively approve and accept the negotiated exchange of ad valorem property tax revenue resulting from the annexation of the subject territories identified in the resolutions to provide revenue to the County Lighting Maintenance Districts (CLMD) 1687. A copy of the letter from the County of Los Angeles Department of Public Works requesting this resolution is attached. **(EXHIBIT D)**

Analysis: The NTER from the County of Los Angeles is similar to previous L.A. County tax sharing resolutions and seeks to generate revenue to partially fund the services of CLMD 1687. Similar resolutions have previously been adopted by the Board. These Petitions relate to funding for the operation and maintenance of new street lighting services for properties in Los Angeles County. Although the District gives up a negligible share of its ad valorem property taxes in these exchanges, in subsequent years, that amount would generally be regained, if not exceeded, due to an increase in property values associated with services provided by the CLMD.

Minutes were pulled for administrative correction to the Executive Board roster.

Trustee Croft made a motion to approve the consent agenda with the administrative correction to the minutes. The motion was seconded by Trustee Appleton and approved unanimously.

Yes: Artesia, Bell, Bell Gardens, Burbank, Cerritos, Cudahy, Diamond Bar, Downey, Glendale, Hawaiian Gardens, Huntington Park, La Habra Heights, Lakewood, Long Beach, Los Angeles City, Los Angeles County, Maywood, Montebello, Norwalk, Paramount, Pico Rivera, San Fernando, San Marino, Santa Fe Springs, Signal Hill, South El Monte, South Gate, Vernon, Whittier

No: NONE

Absent: Bellflower, Carson, Commerce, Gardena, La Canada Flintridge, La Mirada, Lynwood, Santa Clarita

9. CONSIDERATION AND VOTE FOR SPECIAL DISTRICT LAFCO REPRESENTATIVE, VOTING MEMBER AND ALTERNATE MEMBER FOR THE TERMS BEGINNING MAY 2022 (EXHIBIT E) (VOTE REQUIRED)

Summary: The Board should vote for one candidate on the ballot for Special District LAFCO Representative for each of the ballot items to fill the vacancies beginning May 2022. The candidates receiving the highest number of votes will be declared the special district voting member and alternate member to LAFCO. Ballots must be returned by 5:00pm on April 22, 2022.

Trustee Sanchez (Cudahy) made a motion to vote for Trustee Appleton as the special district representative on the LAFCO Board. The motion was seconded by Trustee Zamora (Santa Fe Springs) and approved unanimously.

Yes: Artesia, Bell, Bell Gardens, Bellflower, Burbank, Cerritos, Cudahy, Diamond Bar, Downey, Glendale, Hawaiian Gardens, Huntington Park, La Habra Heights, Lakewood, Long Beach, Los Angeles City, Los Angeles County, Maywood, Montebello, Norwalk, Paramount, Pico Rivera, San Fernando, San Marino, Santa Fe Springs, Signal Hill, South El Monte, South Gate, Vernon, Whittier

No: NONE

Absent: Carson, Commerce, Gardena, La Cañada Flintridge, La Mirada, Lynwood, Santa Clarita

Trustee Croft (Lakewood) made a motion to vote for Trustee Sanchez as the special district alternate seat representative on the LAFCO Board. The motion was seconded by Trustee Santa Ines (Bellflower) and approved unanimously.

Yes: Artesia, Bell, Bell Gardens, Bellflower, Burbank, Cerritos, Cudahy, Diamond Bar, Downey, Glendale, Hawaiian Gardens, Huntington Park, La Habra Heights, Lakewood, Long Beach, Los Angeles City, Los Angeles County, Maywood, Montebello, Norwalk, Paramount, Pico Rivera, San Fernando, San Marino, Santa Fe Springs, Signal Hill, South El Monte, South Gate, Vernon, Whittier

No: NONE

Absent: Carson, Commerce, Gardena, La Cañada Flintridge, La Mirada, Lynwood, Santa Clarita

10. COMMITTEE REPORTS

10.1 - Ad Hoc General Manager Selection Committee

Steve Croft, Chair

10.1.a. Committee Chair Report

10.1.b. Contract Details (oral presentation regarding compensation and benefits)
(Staff Report and Proposed Agreement: EXHIBIT F)

10.1.c. **Resolution 2022-05:** Approving General Manager Employment Agreement with Susanne Klueh ***(EXHIBIT G) (VOTE REQUIRED)***

Legal Counsel provided a brief update on the Brown Act requirements.

Trustee Croft provided an overview of Resolution 2022-05 that states the agreement between the District and Susanne Klueh to serve as general manager. The draft contract provides for an annual salary of \$185,000 for the period of March 11, 2022 through June 30, 2025, as well as medical benefits, vacation, sick leave, automobile allowance, and other fringe benefits. The Ad Hoc committee worked with Koff and Associates to select the best candidate to serve as the next general manager. After an extensive and thorough process, the ad hoc committee unanimously recommended the selection of Susanne Klueh. The ad hoc committee unanimously recommends the adoption of Resolution 2022-05 approving the employment agreement with Susanne Klueh as general manager.

Trustee Bollman (Cerritos) made a motion to approve the Resolution 2022-05 which approves the General Manager Employment Agreement with Susanne Klueh. The motion was seconded by Trustee Avila and approved unanimously.

Yes: Artesia, Bell, Bell Gardens, Bellflower, Burbank, Cerritos, Cudahy, Diamond Bar, Downey, Glendale, Hawaiian Gardens, Huntington Park, La Habra Heights, Lakewood, Long Beach, Los Angeles City, Los Angeles County, Maywood, Montebello, Norwalk, Paramount, Pico Rivera, San Fernando, San Marino, Santa Fe Springs, Signal Hill, South El Monte, South Gate, Vernon, Whittier

No: NONE

Absent: Carson, Commerce, Gardena, La Cañada Flintridge, La Mirada, Lynwood, Santa Clarita

10.2 Ad Hoc Facilities Expansion

Steve Goldsworthy, Chair

10.2.a Consider and discuss the preliminary research and strategy for District facility expansion in Santa Fe Springs and Sylmar.

Ad Hoc committee met to discuss the District's progress on research and strategy for the Santa Fe Springs and Sylmar expansions. The committee discussed that next steps would be to consult with legal counsel to assist with drafting a Request for Proposal (RFP) to find help for the District with planning the expansion work, which includes the relocation of the District lobby to better secure facility access.

Regarding the Sylmar office, the committee directed staff to research financing options and present to the committee what a new building might cost and how it would be financed.

10.3 Audit Committee

Baru Sanchez, Chair

10.3.a. Consider and discuss the District's auditing firm contract

The committee had no report at the time.

11. STAFF PROGRAM REPORTS: FEBRUARY 2022

11.1 Manager's Report

S. Klueh, Interim General Manager

General Manager Klueh did not have anything to add to her report. She reminded trustees to submit their Form 700 by the April 1st deadline, either online or printed. Additionally, General Manager Klueh shared that the District will be offering an orientation for new trustees, but all trustees were invited.

11.2 Scientific-Technical: (Staff Report A)

S. Vetrone, Acting Sci.-Tech Services Dir.

Acting Director Vetrone added that in addition to restarting mosquito surveillance for the season, the department has begun black fly and midge surveillance as well. Additionally, he highlighted the department's newest addition Nicholas Tremblay who was hired in November 2021 as an Assistant Vector Ecologist. Tremblay brings five years of vector control experience and is adding great value to the department by taking on challenging projects that will improve the effectiveness of trapping and evaluation processes.

11.3 Operations (Staff Report B)

M. Daniel, Operations Dir.

Director Daniel thanked the board for selecting General Manager Klueh to lead the agency forward.

11.4 Community Affairs (Staff Report C)

M.J. Coburn, Communications Dir.

Director Coburn congratulated General Manager Klueh on her new position. She also shared an overview of the Departments attendees at AMCA and thanked Trustees Diaz and Martinez for attending the conference. In addition, she reported that the District is hosting an Open House and Luncheon to commemorate its 70th year of service.

11.5 Fiscal (Staff Report D)

C. Weeks, Finance Director

Director Weeks did not have anything to add to her report.

11.6 Human Resources (Staff Report E) A. Costa, Human Resources Dir.

Director Costa congratulated General Manager Klueh. The HR department is currently working on filling nine vacancies, including the Director of Scientific-Technical Services.

11.7 General Counsel Report Q. Barrow, General Counsel

Board Counsel Barrow did not have anything to add.

12. OTHER

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

12.1. Consideration and discussion of potential return to in person Board Meetings

Trustee Santa Ines asked staff to research options for conducting a hybrid board meeting. Trustee Keifer and Appleton mentioned that they were comfortable with attending meetings in person again.

12.2. Trustee Denise Diaz reported that she attended the AMCA Conference in Jacksonville, Florida and expressed satisfaction in the District's representation. She congratulated Director Coburn for leading a stellar team with exceptional presentations regarding public affairs and District activities.

12.3. Trustee Jessica Martinez also reported that she was proud to represent GLACVCD at the AMCA Conference in Florida. She expressed her delight in the presentations provided by Director Coburn and Community Liaison Diana Garcia, and learning more about District activities. She also enjoyed the Trustee Day event for the opportunity to meet other District Trustees.

12.4 Education Program Coordinator Greg Mercado was the 2022 American Mosquito Control Association Boyd-Ariaz Grassroots Award recipient. This award is given to recognize excellent performance and dedicated by a mosquito control field staff. EPC Mercado was given a few minutes to thank District Trustees and staff for the opportunity.

12.4. Trustee Scott Kwong thanked Director Coburn for providing an excellent oral presentation at the recent City of San Marino Council Meeting. He also congratulated General Manager Klueh for her appointment at District GM.

13. ADJOURNMENT

President Holman adjourned the meeting at 8:08 p.m. The next Board of Trustees meeting will be scheduled on Thursday, April 14th, 2022, at 7:00 PM at the District headquarters at 12545 Florence Avenue, Santa Fe Springs.