

**ANTELOPE VALLEY MOSQUITO and VECTOR CONTROL DISTRICT**  
**344th MEETING OF THE BOARD OF TRUSTEES**  
**42624 6<sup>TH</sup> STREET EAST**  
**LANCASTER, CA 93535**  
**(661) 942-2917**

**JANUARY 28, 2014**  
**AGENDA**

*Written materials distributed to the Board within 72 hours of the Board meeting are available for public inspection immediately upon distribution in the Antelope Valley Mosquito and Vector Control District office at 42624 6<sup>th</sup> Street East, Lancaster, CA 93535, during normal business hours.*

**OPEN SESSION** Call to Order and Pledge of Allegiance

1. Roll Call of Trustees: Joyce Axley, Barbara Little, Dennis Persons, George Reams, Matthew Smith
- Information 2. Public Comment – limit to 3 minutes
- Action 3. Approval of December 17, 2013 Meeting Minutes
- Action 4. Approval of EFT's and Warrants for a total of \$55,508.00
- Action 5. Approval of Requisition No. 1633 for a total of \$50,000
- Information 6. Presentation from Dennis Timoney – SDRMA on Workers Compensation and How It Affects District Benefits
- Action 7. Approval of Medical Benefits for Employees on Workers Compensation
- Action 8. Election of Board of Trustees Officers
- Information 9. District Manager Monthly Report including Legislative Report
- Information 10. Next Board Meeting Scheduled for February 25, 2014 at 4:00 p.m. at the District Office
- Information 11. Board of Trustees Comments
- Action 12. Adjournment

**ANTELOPE VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT**

**344th MEETING OF THE BOARD OF TRUSTEES**

**42624 - 6TH STREET EAST, LANCASTER, CALIFORNIA 93535 (661) 942-2917**

**JANUARY 28, 2014**

**4:00 P.M.**

**MINUTES**

**TRUSTEES PRESENT:** Joyce Axley, Barbara Little, Dennis Persons, Matthew Smith

**TRUSTEES ABSENT:** George Reams

**STAFF PRESENT:** Cei Kratz, Carolyn Etherton (consultant)

**OPENING:** President Smith called the meeting to order at 4:00 p.m. and asked Trustee Persons to lead in the Pledge of Allegiance.

**PUBLIC COMMENT:** limit to 3 minutes:

An opportunity for members of the public to address the Board on items of interest that are within the Board's subject matter jurisdiction, and are not otherwise posted on the agenda. Dr. Frank Alvarez and Maria Estrada from LA County Health Dept.

**APPROVAL OF DECEMBER 17, 2013 MEETING MINUTES:** Trustee Persons moved to approve the minutes. Trustee Axley seconded the motion. The motion passed unanimously.

**APPROVAL OF EFT'S AND WARRANTS:** Trustee Axley moved to approve EFT's and Warrants for a total of \$55,508.00. Trustee Little seconded the motion. The motion passed unanimously.

**APPROVAL OF REQUISITION NO. 1633 FOR A TOTAL OF \$50,000:** Trustee Little moved to approve the requisition. Trustee Smith seconded the motion. The motion passed unanimously.

**PRESENTATION FROM DENNIS TIMONEY – SDRMA ON WORKERS**

**COMPENSATION AND HOW IT AFFECTS DISTRICT BENEFITS:** Dennis Timoney notified Manager Kratz that he was unable to attend the meeting due to illness. He will attend the March board meeting to give his presentation.

**APPROVAL OF MEDICAL BENEFITS FOR EMPLOYEES ON WORKERS**

**COMPENSATION:** Since this is contingent on the presentation from Dennis Timoney,

Trustee Persons moved to table this item until the next board meeting. Trustee Little seconded the motion. The motion passed 3 ayes and 1 absent (due to phone call).

**ELECTION OF BOARD OF TRUSTEES OFFICERS:** Trustee Little moved to maintain the current officers in their current positions:

President – Matthew Smith

Vice President – Barbara Little

Secretary – Joyce Axley

Trustee Axley seconded the motion. The motion passed unanimously.

**DISTRICT MANAGERS MONTHLY REPORT INCLUDING LEGISLATIVE REPORT:**

Manager Kratz introduced Dr. Frank Alvarez, LA County Public Health Dept., and he reported on the following:

He met with Karen Mellor in September and she gave him a tour of our facility and a run-down of our operating procedures.

LA County District 5 and the City of Lancaster have urged him and his team to be more engaged with the operations of our board and offer their support. He would like to partner with our district to help enhance community education amongst both residents and medical health providers. He provided the board with statistics and graph of WNV in 2013, and is looking forward to joining forces this year on WNV community outreach. He explained they attend public health fairs, senior centers and other vulnerable residents to give presentations on public health issues. Trustee Little suggested reaching out to the following departments:

- City of Lancaster and City of Palmdale to request they include reports from LA County Public Health and our agency in their quarterly OUTLOOK magazine that goes to every resident in the cities.
- School districts to have flyers sent home with students to give their parents regarding WNV and public health issues
- Local church councils
- Mobile home parks which house seniors and possibly impoverished people that aren't as engaged with press releases/media.
- City parks department - to educate their employees

Public Health Nurse, Maria Estrada, arrived and Dr. Alvarez introduced her to the board. She will be assisting with presentations, etc. Trustee Little introduced her to each board member.

**Manager Kratz reported on the following:**

- **Ethics Training is still available to Board Members at no cost to the District through the end of February.** Records show that all Board Members are due to complete this training. Leann emailed information about procedure in taking the test. Please contact her if you have any difficulties and she can walk you through the process. Board members are also welcome to come into the district office to watch the webinar and take the test.
- **Interviews were held all last week and yesterday for Mechanic and Vector Control Technician Position.** We received numerous applications from some very well-qualified candidates. The new hires will begin work on February 10, 2014.
- **Vehicles that were approved for purchase at the last board meeting have been ordered and should be arriving mid-February.** Our new mechanic will begin modifications on the vehicles to bring them in compliance with District needs.

- **We've ordered a new computer and will be re-arranging office assignments to fit new hires.** There may be some minor purchases necessary to accommodate office reconfiguration.
- **SDRMA representative will be in attendance at the February board meeting** to answer any questions Board members may have about worker's compensation and how it affects the District.
- **Audit Report for FY 2012-13 has been completed.** A review of the Draft was completed last week and finalized copies are being prepared for the District Office and Board members. Anthony Bruneau will provide his annual report at the March 2014 Board Meeting.
- **District pamphlets and flyers have been placed at numerous locations in the Cities of Palmdale and Lancaster.** Dissemination of flyers to the local schools was completed in December. School response usually begins in early Spring when classes have a little more time to schedule outside presentations. Our first classroom presentation is scheduled for March. Historically, our presentation schedule picks up significantly in May and June – just as the weather begins to warm up and as our season begins.
- **A meeting with the County Health Department (Public Health Nurse – Maria Estrada) is scheduled for tomorrow, January 29.** Discussion will include ways to increase public outreach/ education to increase public's knowledge of West Nile Virus and how the District is involved in reducing the risk to the population.
- **A meeting is scheduled with Lancaster City Code Enforcement on February 5 at 1:00 p.m.** Karen and our new VCT will be attending. Topic is the City's new Ordinance on Pool Maintenance. The City and the District will work in cooperation and support in minimizing problems with dirty pools as breeding sources.
- **Tentative schedule for picking up sentinel chickens is April 2, 2014.**
- **Manager Kratz will attend a Webinar Communication Protocols for Board and Staff** on February 4, 2014 and Spot the Fraud on February 11, 2014.
- **District website has been updated.** There are a couple little kinks to work out – it is done for the most part.
- **MVCAC Conference is scheduled for February 18 – 21.** Manager Kratz and Karen Mellor will attend.

**NEXT BOARD MEETING SCHEDULED FOR FEBRUARY 25, 2014 AT 4:00 P.M. AT THE DISTRICT OFFICE**

**BOARD OF TRUSTEES COMMENTS:** none

**ITEMS NOT ON THE POSTED AGENDA:** None

**ADJOURNMENT:** There being no further business to come before the Board, President Smith adjourned the meeting at 4:59 p.m.

Respectfully Submitted:

Approved:

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Joyce Axley  
Board Secretary

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Matthew Smith  
Board President