

**ANTELOPE VALLEY MOSQUITO and VECTOR CONTROL DISTRICT
358th MEETING OF THE BOARD OF TRUSTEES
42624 6TH STREET EAST
LANCASTER, CA 93535
(661) 942-2917**

**APRIL 28, 2015
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 6th Street East, Lancaster, CA 93535, during normal business hours.

OPEN SESSION Call to Order and Pledge of Allegiance

1. Roll Call of Trustees: Elvie Ancheta, Dana Coleman, Barbara Little, John Manning, Dennis Persons
- Information 2. Public Comment – limit to 3 minutes
- Action 3. Approval of March 24, 2015 Meeting Minutes
- Action 4. Approval of EFT's and Warrants for a total of \$101,316.20
- Action 5. Approval of Requisition No. 1647 for a total of \$100,000
- Information 6. Public Outreach Update from County Public Health Department
- Action 7. Approval for Required Actuarial for OPEB (Other Post Employment Benefits)
- Action 8. Approval of Annual Levy Collection Costs from AndersonPenna
- Action 9. Approval of Revision to Sick Leave Policy Section 2040.3.1
- Action 10. Information on and Approval to Purchase Tablets to Replace GIS Archer Hand-Held Units
- Information 11. District Manager Monthly Report including Legislative Report
- Information 12. Next Board Meeting is scheduled for May 26, 2015 at 4PM at the District Office
- Information 13. Board of Trustees Comments
- Action 14. Adjournment

ANTELOPE VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

358th MEETING OF THE BOARD OF TRUSTEES

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

APRIL 28, 2015

4:00 P.M.

MINUTES

TRUSTEES PRESENT: Dana Coleman, John Manning, Dennis Persons

TRUSTEES ABSENT: Elvie Ancheta, Barbara Little

STAFF PRESENT: Cei Kratz, Carolyn Etherton (consultant)

OPENING: President Persons called the meeting to order at 4:00 p.m. and led 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. Frank Alvarez, LA County Public Health Department, was present.

APPROVAL OF MARCH 24, 2015 MEETING MINUTES: Trustee Manning moved to approve the minutes. Trustee Coleman seconded the motion. The motion passed unanimously.

APPROVAL OF EFT'S AND WARRANTS: Trustee Coleman moved to approve EFT's and Warrants for a total of \$101,316.20. Trustee Manning seconded the motion. The motion passed unanimously.

APPROVAL OF REQUISITION NO. 1647 FOR A TOTAL OF \$100,000: Trustee Coleman moved to approve the requisition. Trustee Manning seconded the motion. The motion passed unanimously.

PUBLIC OUTREACH UPDATE FROM COUNTY PUBLIC HEALTH DEPARTMENT:

Frank Alvarez reported that Public Health Nurse, Maria Estrada, completed an introduction to LA County residents that are not within our district boundaries (residents of Littlerock, Lake Los Angeles, etc.). Jamie Wolf, public outreach nurse for Public Health, will be working with Maria in approaching AV Hospital and Palmdale Medical Center in external and internal routes with bringing WNV awareness to patients and keeping hospital staff up to date via staff bulletins, etc.

Public Health will be doing presentations to the medical field and Frank Alvarez suggested Trustee Manning join in possibly co-presenting as a familiar and trusted name in the community.

Trustee Coleman requested a copy of the Public Health newsletter that is being distributed so he can propose including in/on school newsletters and billboards.

APPROVAL OF REQUIRED ACTUARIAL FOR OPEB (OTHER POST EMPLOYMENT BENEFITS):

GASB 57 requires an actuarial valuation be completed by July 1, 2015 for all agencies participating in its CERBT program. TCS performed the evaluation for AVMVCD in 2012. TCS has well over 500 California Public Agency GASB 45 clients which include over 70 participating in the CERBT program. TCS evaluation costs for this year is \$2,000 which includes full audit support for two years plus all actuarial support required by CalPERS to maintain the District's participation in the CERBT program. Trustee Manning moved to approve the required actuarial. Trustee Coleman seconded the motion. The motion passed unanimously.

APPROVAL OF ANNUAL LEVY COLLECTION COSTS FOR ANDERSONPENNA:

On a bi-annual basis, LA County Tax Assessor's office collects the annual levy charged by the District for its services. The District contracts with Anderson Pena to review, update and verify properties that are within district boundaries and then ensure that those properties are on the LA County Tax rolls. For the past five years, the cost of providing this service has been \$8,800. This year they have requested an additional \$500 to offset in increase in administrative costs. The total cost to perform these services will be \$9,300. Trustee Coleman moved to approve the levy collection. Trustee Manning seconded the motion. The motion passed unanimously.

APPROVAL OF REVISION TO SICK LEAVE POLICY SECTION 2040.3.1:

Changes to California State Labor Law has required that all Private and Public agencies and employers provide sick leave benefits to all employees – no matter what status. This revision is to satisfy the requirements of Assembly Bill 1522, The Healthy Workplace, Healthy Families Act. The only change to this policy provides for sick leave to temporary/seasonal employees as required by AB1522. Trustee Manning moved to approve the policy. Trustee Coleman seconded the motion. The motion passed unanimously.

INFORMATION ON AND APPROVAL TO PURCHASE TABLETS TO REPLACE GIS

ARCHER HAND-HELD UNITS: Field employees use GIS Archer Hand Held units to review, track, record and report treatment sites. An upgrade to these units would increase the accuracy of recording and reporting. The screen size of the Tablet is more than 6 times larger, the time requirements of downloading information is decreased and overall productivity to perform recording and reporting is increased.

DISTRICT MANAGERS MONTHLY REPORT INCLUDING LEGISLATIVE REPORT:

Manager Kratz reported on the following:

We sold one of the service vehicles for \$2,000. Jeep is still for sale; asking \$5,000.

Met with Liz Diachun, Frank Alvarez, Maria Estrada, Trustee Anchete and Trustee Coleman to discuss outreach options. Discussion items:

- a. Email blast – piggyback on Palmdale and Lancaster newsletters. Already doing
- b. Include information in Lancaster and Palmdale city magazines. (In the process)
- c. Frank and Maria will continue to focus on the local medical community
- d. Facebook posts – currently doing, looking into sponsor links
- e. Poster campaign with local hospitals
- f. Contact BOB FM – for PSA. Currently have PSA with Café Con Leche radio program
- g. Advertising on local busses (AVTA)

The week following the meeting, spoke with Wendy Williams, of AVTA (Antelope Valley Transit Authority) to discuss advertising on the local bus line. The requirements are very restrictive. Organizations cannot just advertise for the sake of getting their name out there, they must be promoting a specific event. We will explore this further – perhaps by joining with the Palmdale Water District when they do their fair.

Trustee Manning suggested contacting AVC for possible intern to assist in these tasks. He has been approached by AVC staff who expressed interest in getting students more involved in community projects.

Season has started. Anticipating a busy season. The seasonal staff is filtering in and we are finding breeding.

Aerial survey scheduled for June 1, 2015. Data should be ready June 9, 2015.

Working on the 2015-2016 budget. The budget will be presented at the next board meeting.

Provided the board with copies of the Pool Ordinance from City of Lancaster and City of Palmdale.

Orange County Vector Control reported first Yellow Fever mosquito.

**NEXT BOARD MEETING IS SCHEDULED FOR MAY 26, 2015 AT 4:00 PM 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 Persons adjourned the meeting at 5:00 p.m.

Respectfully Submitted:

Approved:

Dennis Persons
Board President

Barbara Little
Board Secretary