

**ANTELOPE VALLEY MOSQUITO and VECTOR CONTROL DISTRICT**  
**346th MEETING OF THE BOARD OF TRUSTEES**  
**42624 6<sup>TH</sup> STREET EAST**  
**LANCASTER, CA 93535**  
**(661) 942-2917**

**MARCH 25, 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 February 25, 2014 Meeting Minutes
- Action 4. Approval of EFT's and Warrants for a total of \$37,772.24
- Action 5. Approval of Requisition No. 1635 for a total of \$50,000
- Information 6. Public Outreach Update from Maria Estrada, County Public Health Nurse
- Action 7. Review and Approval of 2012 – 2013 Annual Audit after Presentation of Audit Findings from Cobb, Doerfler & Associates, CPA (Anthony Bruneau, CPA)
- Action 8. Revision to 2013-2014 Annual Budget
- Information 9. District Manager Monthly Report including Legislative Report
- Information 10. Next Board Meeting Scheduled for April 22, 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**

**346th MEETING OF THE BOARD OF TRUSTEES**

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

**MARCH 25, 2014**

**4:00 P.M.**

**MINUTES**

**TRUSTEES PRESENT:** Joyce Axley, Barbara Little, Dennis Persons, George Reams, Matthew Smith arrived at 4:05

**TRUSTEES ABSENT:** none

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

**OPENING:** Vice President Little 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. Dr. Frank Alvarez, County Health Dept. and Anthony Bruneau, CPA, Cobb, Doerfler & Assoc. were present.

**APPROVAL OF FEBRUARY 25, 2014 MEETING MINUTES:** Trustee Persons moved to approve the minutes. Trustee Reams 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 \$37,772.24. Trustee Little seconded the motion. The motion passed unanimously.

**APPROVAL OF REQUISITION NO. 1635 FOR A TOTAL OF \$50,000:** Trustee Axley moved to approve the requisition. Trustee Persons seconded the motion. The motion passed unanimously.

**PUBLIC OUTREACH UPDATE FROM MARIA ESTRADA, COUNTY PUBLIC HEALTH NURSE:** Maria Estrada was unable to attend meeting. Dr. Frank Alvarez was in attendance and reported that they are continuing to work with our district and separately to educate the public on WNV through presentations, etc. They are planning a meeting with our district staff within the next month.

**REVIEW AND APPROVAL OF 2012-2013 ANNUAL AUDIT AFTER PRESENTATION OF AUDIT FINDINGS FROM COBB, DOERFLER & ASSOCIATES, CPA (ANTHONY BRUNEAU, CPA):** Each board member was provided a copy of the audit prior to the board meeting. Anthony Bruneau went through the audit and provided an explanation page by page. Trustee Little commended the District Manager for another excellent year. Trustee Reams also commended the auditor for his excellent work. Trustee Little moved to approve the annual audit. Trustee Persons seconded the motion. The motion passed unanimously.

**REVISION TO 2013-2014 ANNUAL BUDGET:** Manager Kratz provided the board members with line items that have to be revised:  
Prefunding OPEB Costs (approved at 12/17/13 meeting)  
Decrease on Wages/Benefits (due to Keith White out on Workers Compensation)  
Increase to Benefits (due to 2 new employees hired)  
Trustee Persons moved to approve the revisions. Trustee Little seconded the motion. The motion passed unanimously.

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

**Manager Kratz reported on the following:**

**New 2014 Ford was received this week.** Our District mechanic will bring the vehicle up to District requirements before the season begins.

**A meeting with the County Health Department is tentatively scheduled within the next 2 weeks.** Discussion will center around public outreach presentations and WNV mapping (the District will apprise DHS of its procedures so they better understand what we do).

**Full time VC Technician is already working in the field.** She has found breeding in several locations and has already started treatment. She is also working with other staff treating several pools. We continue to work with the City of Lancaster in regards to the City Pool Ordinance.

**Seasonal Start-up meeting is scheduled for Thursday, April 17.** 1<sup>st</sup> Seasonal employee will begin work on April 21.

**Received a document from Dennis Timoney on SDRMA policy for employees on leave.** In the process of reviewing and amending so that the District can incorporate the applicable passages into current District Policy. The changes to update District policy will be presented at the April Board meeting for Board review and approval.

**District Manager, Cei Kratz, participated in a webinar presented by CSDA, March 14, 2014 –New Developments under PEPRA.**

**District will pick up sentinel chickens April 2<sup>nd</sup>.** Manager Kratz explained our chicken program and procedures.

**Schools are starting to respond to outreach efforts.** We will be scheduling presentations so they will not conflict with field work.

**Continuing Education classes have begun and are ongoing for District employees.**

**City of Lancaster OUTLOOK magazine featured an article about the new pool ordinance.**

**NEXT BOARD MEETING SCHEDULED FOR APRIL 22, 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 5:28 p.m.

Respectfully Submitted:

Approved:

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Joyce Axley  
Board Secretary

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Matthew Smith  
Board President