

MINUTES OF THE 872nd MEETING
BOARD OF TRUSTEES
Orange County Mosquito and Vector Control District

TIME: 3:00 P.M. July 18, 2019

PLACE: 13001 Garden Grove Blvd., Garden Grove, CA 92843

PRESIDENT:	Cheryl Brothers	Fountain Valley
VICE-PRESIDENT:	Shari Horne	Laguna Woods
SECRETARY:	Mike Alvarez	Orange

TRUSTEES PRESENT:

Aliso Viejo	Ross Chun	Los Alamitos	Mark Chirco
Anaheim	Lucille Kring	Mission Viejo	Bob Ruesch
Brea	Cecilia Hupp	Newport Beach	Jeff Herdman
Buena Park	Michael Davis	Orange	Michael Alvarez
Costa Mesa	Sandra Genis	Placentia	Craig Green
Fountain Valley	Cheryl Brothers	Rancho Santa Margarita	April Josephson
Irvine	Farrah Khan	San Clemente	Michelle Schumacher
La Habra	James Gomez	Santa Ana	Cecilia Aguinaga
Laguna Beach	Michael Morris	Seal Beach	Sandra Massa-Lavitt
Laguna Hills	Larry Woodruff	Stanton	Gary Taylor
Laguna Woods	Shari Horne	Westminster	Sergio Contreras
Lake Forest	Bob Holtzclaw	Yorba Linda	Peggy Huang
		County of Orange	Lala Ragen

TRUSTEES ABSENT:

Dana Point	Rick Viczorek	La Palma	Marshall Goodman
Fullerton	Jennifer Fitzgerald	Laguna Niguel	John Mark Jennings
Garden Grove	Stephanie Klopfenstein	Tustin	Barry Cooper
Huntington Beach	Mike Posey	Villa Park	Bill Nelson

* Trustees Viczorek, Fitzgerald, Posey, Goodman, Jennings, Cooper, and Nelson had an excused absence.

OTHERS PRESENT:

Rick Howard, District Manager
Larry Shaw, Director of Operations
Robert Cummings, Director of Scientific Technical Services
Tawnia Pett, Executive Assistant/Clerk of the Board
Alan Burns, District Counsel

A. Opening:

1. **Call the Business Meeting to Order:** President Brothers called the meeting to order at 3:02 p.m.
2. **Pledge of Allegiance:** President Brothers asked Trustee Woodruff to lead the Pledge of Allegiance.
3. **Roll Call:** Roll call indicated 25 Trustees were present with Trustees Genis and Josephson arriving late to bring the total to 27 out of the current Board membership of 35.
4. **Late/Other Communications:**
Late Communication: None.
Other Communications:
 - 1) Monthly City Reports
 - 2) Some trustees received results from mosquito trapping at their house
 - 3) CSDA Magazine
 - 4) Invitation to an event in Placentia
 - 5) Some trustees received correspondence from a candidate running for OC LAFCO board
 - 6) Non-agenda Item, Urgency Item (Discussed during District Counsel Report)

B. Public Comments: (Because there were members of the public that wished to speak, President Brothers moved public comment before the scheduled closed session) Four Members of the public spoke. Three candidates running for seats on the OC LAFCO board spoke. One member of the public spoke in favor of one of the candidates running for the OC LAFCO board.

5. **Closed Session:** Pursuant to Government Code Section 54957.6, (Conference with Labor Negotiator), 54957 (Performance Evaluation) and 54957.8 (District Manager Compensation), President Brothers called for the closed session at 3:17 p.m.
6. **Open Session:** Open session resumed at 3:52 p.m. District Counsel Burns reported that there was a tentative agreement with District Manager Howard on his contract and it will be memorialized in a formal agreement and will be on the agenda at a future meeting.

C. Presentations:

1. President Brothers recognized Vice President Horne for her five years of service.
2. District Manager Howard gave a presentation on the district's strategic plan.

D. OCMVCD Committee Reports to the Board of Trustees:

1. **Joint Committee Meeting:** Building, Property, & Equipment Committee and Budget & Finance Committee: BPE Committee Chair Alvarez reported that the committees reviewed three options for the future of the district: stay at the current location and rebuild, move to a new location and renovate the building on the site, or buy a lot and build an entirely new building. After reviewing the options, the committees recommend getting further information on two of the options, rebuilding the current location or buying a new property and renovating the building on that site.
2. **Budget and Finance Committee:** Committee Chair Nelson was not at the meeting, so Trustee Green reported that the committee meeting was a clarification meeting and the information will be presented to the full board in September.
3. **Policy and Personnel Committee:** Committee Chair Josephson was not at the meeting, so the committee elected Trustee Schumacher as the acting chair. Trustee Schumacher reported the committee came to a tentative agreement with the employee association on their proposed contract.

E. Consent Calendar: Items for Approval by General Consent

On motion from Trustee Aguinaga, seconded by Trustee Kring, and passed by unanimous vote, the Board of Trustees approved Consent Calendar Items E.2 and E.3, E.5 through E.7. Trustee Morris asked for Agenda Item E.4 to be pulled for discussion. Agenda Item E.1 was passed by majority vote due to absences at the previous Board Meeting (Abstained: Trustees Chun and Khan).

Ayes: Trustees Chun, Kring, Hupp, Davis, Genis, Morales, Brothers, Khan, Gomez, Morris, Woodruff, Horne, Holtzclaw, Chirco, Ruesch, Herdman, Alvarez, Green, Josephson, Schumacher, J. Taylor, Aguinaga, Massa-Lavitt, G. Taylor, Contreras, Huang, and Ragen.

Noes: None.

Abstained: None.

Absent: Trustees Viczorek, Fitzgerald, Klopfenstein, Posey, Goodman, Jennings, Cooper, and Nelson.

1. **Approval of Minutes:** Approved, without reading, the minutes of the 871st Meeting of the Board of Trustees held June 20, 2019.
2. **Warrant Register for May 2019: (Exhibit A)** Received and filed.
3. **Monthly Financial Report for May 2019: (Exhibit A)** Received and filed.
5. **Issued Purchase Order to Life Technologies for the period of July 1, 2019 to June 30, 2020. (Exhibit A)**
6. **Adopted Resolution No. 480 Assigning Check Signing Signature Authority for Certain Banking Accounts with Farmers & Merchants (Exhibit A):** The board approved removing Director of Administrative Services Goodson and adding Finance Manager Nguyen as authorized signatories.
7. **Adopted Resolution No. 481 Establishing the job description for the position of Finance Manager (Exhibit A, B):** The board approved the position of Finance Manager at the June 20, 2019 board meeting, this resolution establishes the job description and includes it in the district's list of authorized positions.
4. **Trustee Morris had questions on Agenda Item E.4. After a discussion, during which IT Manager Ngo answered all of Trustee Morris' questions, the item was moved for approval.**
Issued Purchase Order to PC Mall Government (PCM-G) for Software and Hardware Licensing Annual Renewals for the period of July 1, 2019 to June 30, 2020. (Exhibit A): On motion from Trustee Morris, seconded by Trustee Hupp, Agenda Item E.4 was approved by unanimous vote.

Ayes: Trustees Chun, Kring, Hupp, Davis, Genis, Morales, Brothers, Khan, Gomez, Morris, Woodruff, Horne, Holtzclaw, Chirco, Ruesch, Herdman, Alvarez, Green, Josephson, Schumacher, J. Taylor, Aguinaga, Massa-Lavitt, G. Taylor, Contreras, Huang, and Ragen.

Noes: None.

Abstained: None.

Absent: Trustees Viczorek, Fitzgerald, Klopfenstein, Posey, Goodman, Jennings, Cooper, and Nelson.

F. Business and Action Items:

- 1. Election for the OC LAFCO Regular District Member Seat and Alternate District Member Seat (Exhibit A, B, C, D):** The board of trustees had the option of voting for Jim Fisler, Sandra Jacobs, or abstaining for the regular seat position for the OC LAFCO Board.

Fisler: Trustees Genis, Morales, Gomez, Chirco, Herdman, Alvarez, Schumacher, Aguinaga, Massa-Lavitt, G. Taylor, and Huang.

Jacobs: Trustees Chun, Kring, Hupp, Davis, Khan, Morris, Woodruff, Horne, Holtzclaw, Ruesch, Green, Josephson, J. Taylor, Contreras, and Ragen.

Abstained: Trustee Brothers.

Absent: Trustees Viczorek, Fitzgerald, Klopfenstein, Posey, Goodman, Jennings, Cooper, and Nelson.

By a vote of 11, 15, 1 the District voted for Sandra Jacobs for the regular seat for the OC LAFCO board.

The board of trustees had the option of voting for Cecilia Aguinaga, Kathryn Freshley, Margie Rice, or abstaining for the alternate seat position for the OC LAFCO Board.

Aguinaga: Trustees Chun, Hupp, Genis, Morales, Khan, Gomez, Woodruff, Holtzclaw, Chirco, Ruesch, Herdman, Alvarez, Green, Schumacher, Aguinaga, Massa-Lavitt, G. Taylor, Huang, and Ragen.

Freshley: Trustees Davis, Horne, Josephson, and J. Taylor.

Rice: Trustees Morris and Contreras.

Abstained: Trustees Kring and Brothers.

Absent: Trustees Viczorek, Fitzgerald, Klopfenstein, Posey, Goodman, Jennings, Cooper, and Nelson.

By a vote of 19, 4, 2, 2 the District voted for Cecilia Aguinaga for the alternate seat for the OC LAFCO board.

2. **Election for the CSDA Board of Directors Seat B, Southern Network (Exhibit A, B):** The board of trustees had the option of voting for Ronald Coats, Dennis LaMoreaux, Michael Mack, Greg Mills, Kelly Rivers, Kathleen Tiegs, or Lindsey Woods for the position of Seat B, Southern Network.

Coats: None.

LaMoreaux: None.

Mack: None.

Mills: Trustees Hupp, Genis, Brothers, Gomez, Horne, Holtzclaw, Chirco, Alvarez, Josephson, Aguinaga, Massa-Lavitt, and Huang.

Rivers: Trustees Woodruff, Green, J. Taylor, and Contreras.

Tiegs: Trustees Morris and Ruesch.

Woods: None.

Abstained: Trustees Chun, Kring, Davis, Khan, Schumacher, G. Taylor, and Ragen.

Absent: Trustees Morales, Viczorek, Fitzgerald, Klopfenstein, Posey, Goodman, Jennings, Herdman, Cooper, and Nelson.

By a vote of 0, 0, 0, 12, 4, 2, 0, 7 the District voted for Greg Mills for Seat B Southern Region on the CSDA board.

G. Informational Items Only (NO ACTION NECESSARY):

1. **West Nile Virus and Invasive Aedes Mosquito Monthly Update:** Director of Scientific Technical Services Cummings gave an update on WNV activity in the county, state and the nation.
2. **Staff Presentation:** Director of Scientific and Technical Services Cummings gave an update on typhus activity in the county and in the state. Director Cummings reported that there have been three dengue cases reported in the county.
3. **Report of District Activities:** Public Information Officer Coburn reported on upcoming outreach events and presentations before the next board meeting.
4. **Laboratory Report:** Received and filed.

H. President's Report and Trustee Comments: None.

I. District Manager's Report:

1. The IT Department received an award for the iForm program it made.
2. Public Information Officer Coburn showed a bottle cap challenge and three mission tip n toss videos used in the public outreach campaign this summer and some photos of the district's campaign on bus shelters, the backs of buses in the county, billboards, and magnets on city vehicles.
3. Pubic Information Officer Coburn has taken a new job with the Greater Los Angeles County Vector Control District.
4. The CSDA Annual Conference is in September and there is one trustee registration available if any trustee is interested in attending.

5. The August Board Meeting is the district's annual open house so there will be displays from each department available to viewing before the board meeting.
 6. The MissionTipNToss campaign was entered the CSDA for an award. The winners will be announced at the annual conference in September.
- J. **District Legal Counsel Report:** District Counsel Burns announced to the board that there was a need for a non-agenda item, urgency item, certifying the district's assessments for fiscal year 2019-20. All public agencies need to certify that they are compliant with Prop 218 law. The certification needs to be made before August 10, 2019. The information was received after the agenda packet had been posted and the item was due to the county before the next board meeting. The document is an agreement to indemnify, defend, and hold the county harmless from all liability for any litigation challenging that the district complied with Prop 218. On motion from Trustee Genis and seconded by Trustee Josephson the board of trustees unanimously approved adding this item to the agenda as an urgency item.

Ayes: Trustees Chun, Kring, Hupp, Davis, Genis, Brothers, Khan, Gomez, Morris, Woodruff, Horne, Holtzclaw, Chirco, Ruesch, Alvarez, Green, Josephson, Schumacher, J. Taylor, Aguinaga, Massa-Lavitt, G. Taylor, Contreras, Huang, and Ragen.

Noes: None.

Abstained: None.

Absent: Trustees Morales, Viczorek, Fitzgerald, Klopfenstein, Posey, Goodman, Jennings, Herdman, Cooper, and Nelson.

After discussion, the board moved to approve the certification of the district's assessments for fiscal year 2019-20. On motion from Trustee Gomez, seconded by Trustee Aguinaga, and approved by unanimous vote, the board of trustees approved certifying the district's assessments for fiscal year 2019-20.

Ayes: Trustees Chun, Kring, Hupp, Davis, Genis, Brothers, Khan, Gomez, Morris, Woodruff, Horne, Holtzclaw, Chirco, Ruesch, Alvarez, Green, Josephson, Schumacher, J. Taylor, Aguinaga, Massa-Lavitt, G. Taylor, Contreras, Huang, and Ragen.

Noes: None.

Abstained: None.

Absent: Trustees Morales, Viczorek, Fitzgerald, Klopfenstein, Posey, Goodman, Jennings, Herdman, Cooper, and Nelson.

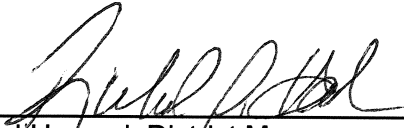
K. **Correspondence:** None.

L. **Future Agenda Items:** None.

M. **Adjournment:**

1. President Brothers adjourned the meeting at 4:53 p.m. to the next regular meeting on Thursday, August 15, 2019.

I certify that the above minutes substantially reflect the actions taken by the Board of Trustees at its meeting held July 18, 2019



Richard Howard, District Manager

Approved as written and/or corrected by the Board of Trustees at its 873RD

EIGHT HUNDRED SEVENTY-THIRD meeting held AUGUST 15, 2019

ATTEST: 
Mike Alvarez, Secretary