

GLACVCD

BOARD OF TRUSTEES MEETING

AGENDA AND EXHIBITS



Thursday, January 9th, 2020

7:00 p.m. Board Meeting
Santa Fe Springs District Headquarters
12545 Florence Avenue
Santa Fe Springs, CA 90670
Trustee Baru Sanchez, President
Trustee Steve Appleton, Vice President
Trustee Heidi Heinrich, Secretary-Treasurer

General Manager, Truc Dever
Director of Operations, Mark Daniel
Director of Human Resources, Richard Knott
Director of Fiscal Operations, Carolyn Weeks
Director of Community Affairs, Mary-Joy Coburn
Director of Scientific-Technical Services, Susanne Kluh
Board Legal Counsel, Quinn M. Barrow, Richards, Watson, Gershon
Labor Legal Counsel, Scott Tiedemann, Liebert, Cassidy, Whitmore

Copies of staff reports or other written documentation relating to agenda items are available online <https://www.glacvcd.org/board-of-trustees/board-agendas/> and are on file at the District's Headquarters at the Front Office for public inspection. If you have questions regarding an agenda item, please contact the Front Office Staff at (562) 944-9656 ex: 504 during regular business hours.

ADA Information: *The Greater Los Angeles County Vector Control District complies with the Americans with Disabilities Act (ADA). Anyone with a disability who require a disability-related modification or accommodation in order to participate in a meeting, including auxiliary aids or services, may request such modification or accommodation from the front office at (562)944.9656 ext. 504. Notification 48 business hours prior to the meeting will enable the facility staff to make reasonable arrangements to assure accessibility to the meeting.*

Please refrain from smoking, eating or drinking in the Boardroom



GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

12545 Florence Avenue, Santa Fe Springs, CA 90670
Office (562) 944-9656 Fax (562) 944-7976
Email: info@glacvcd.org Website: www.glacvcd.org

PRESIDENT

Baru Sanchez, Cudahy

VICE PRESIDENT

Steven Appleton, Los Angeles City

SECRETARY-TREASURER

Heidi Heinrich, Santa Clarita

GENERAL MANAGER

Truc Dever

A G E N D A

THE REGULAR MEETING OF THE BOARD OF TRUSTEES

• Thursday, January 9, 2020 •

District Office
12545 Florence Avenue
Santa Fe Springs, California 90670

- ARTESIA
Melissa Ramoso
- BELL
Ali Saleh
- BELL GARDENS
Pedro Aceituno
- BELLFLOWER
Sonny R. Santa Ines
- BURBANK
Dr. Jeff D. Wassen
- CARSO
Elito M. Santarina
- CERRITOS
Mark W. Bollman
- COMMERCE
Leonard Mendoza
- DIAMOND BAR
Steve Tye
- DOWNEY
Robert Kiefer
- GARDENA
Dan Medina
- GLENDALE
Jerry Walton
- HAWAIIAN GARDENS
Luis Roa
- HUNTINGTON PARK
Marilyn Sanabria
- LA CAÑADA FLINTRIDGE
Leonard Pieroni
- LA HABRA HEIGHTS
Catherine Houwen
- LAKEWOOD
Steve Croft
- LA MIRADA
Larry P. Mowles
- LONG BEACH
Emily Holman
- LOS ANGELES COUNTY
Steven A. Goldsworthy
- LYNWOOD
Marisela Santana
- MAYWOOD
Ricardo Lara
- MONTEBELLO
Avik Cordeiro
- NORWALK
Leonard Shryock
- PARAMOUNT
Dr. Tom Hansen
- PICO RIVERA
Raul Elias
- SAN FERNANDO
Jesse H. Avila
- SAN MARINO
Scott T. Kwong
- SANTA FE SPRINGS
Jay Sarno
- SIGNAL HILL
Robert D. Copeland
- SOUTH EL MONTE
Hector Delgado
- SOUTH GATE
Denise Diaz
- WHITTIER
Josué Alvarado

6:30 P.M. - Library Conference Room: Pre-meeting refreshments

7:00 P.M. – Board Room, Convene Board of Trustees Meeting

1. **CALL TO ORDER**
2. **QUORUM (ROLL) CALL**
3. **INVOCATION**
4. **PLEDGE OF ALLEGIANCE**
5. **CORRESPONDENCE**
6. **INTRODUCTIONS**
(Introductions requested by staff or Trustees of persons attending the meeting are made at this time).
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).
8. **RECOGNITION OF TRUSTEE REAPPOINTMENTS**
Trustee reappointments include:

<u>Trustee Representative</u>	<u>City</u>	<u>Term</u>
Ali Saleh	Bell	4 Years
Elito M. Santarina*	Carson	4 Years
Mark W. Bollman	Cerritos	4 Years
Steve Tye	Diamond Bar	2 Years

<u>Trustee Representative</u>	<u>City</u>	<u>Term</u>
Robert Kiefer	Downey	2 Years
Dan Medina	Gardena	2 Years
Leonard Pieroni	La Cañada Flintridge	4 Years
Steve Croft	Lakewood	2 Years
Steven Goldsworthy	Los Angeles County	2 Years
Avik Cordeiro*	Montebello	2 Years
Scott Kwong	San Marino	2 Years
Hector Delgado	South El Monte	2 Years
Denise Diaz	South Gate	2 Years

*Awaiting official letter from City

9. RECOGNITION OF NEW TRUSTEES

New Trustees appointed include:

<u>Trustee Representative</u>	<u>City</u>	<u>Term</u>
Marisela Santana	Lynwood	2 Years

**10. ELECTION OF DISTRICT SECRETARY-TREASURER FOR CALENDAR YEAR 2020
(VOTE REQUIRED)**

Board policy of February 14, 1957, page 137 of Minute Book No. 1 and July 13, 1967, page 13 of Minute Book No. 3, provides for the election of officers on a rotational (succession) basis and nomination of a minimum of two candidates for the Office of Secretary-Treasurer by the Nominating Committee composed of Past Presidents.

11. INSTALLATION OF BOARD PRESIDENT STEVEN APPLETON FOR CALENDAR YEAR 2020

12. INSTALLATION OF VICE-PRESIDENT HEIDI HEINRICH AND NEWLY ELECTED SECRETARY-TREASURER FOR CALENDAR YEAR 2020

**13. CONSENT AGENDA (13.1 – 13.6)
(VOTE REQUIRED)**

- 13.1 Consideration of **Minutes 2019-12** of regular Board Meeting held December 12, 2019. (**EXHIBIT A**)
- 13.2 Consideration of **Resolution 2020-01** authorizing payment of attached requisition December 1, 2019 through December 31, 2019. (**EXHIBIT B**)
- 13.3 Consideration of contract renewal with Vector Disease Control International, LLC for aerial application services and authorization for use of emergency reserves in disease emergency. (**EXHIBIT C**)

Summary: The District's Exotic Disease Emergency Action Plan identifies that aerial pesticide applications to suppress the spread and transmission of vector-borne disease

impacting public health may become necessary. Activating aerial services requires considerable planning and federal approvals, necessitating early preparation. The renewal of the contingency contract and preauthorization to utilize Emergency Vector Control Reserves will permit prompt and timely response to a public health emergency were the need to arise. The Emergency Vector Control Reserve account (CalTRUST Account #1031.0) has a current available balance of \$1,260,953..

- 13.4 Consideration of contract renewal with SCI Consulting Group to perform services related to the determination, levy and collection of Assessment revenues. **(Exhibit D)**

Summary: SCI Consulting Group is a public finance and urban economic consulting firm with over 30 years of expertise in assisting public agencies in California with administering and establishing assessments and other special levies. Their client list includes more than two dozen vector control districts throughout the state. SCI's latest contract dated December 2016 (Exhibit D) included an option in the fee schedule to extend the contract for an additional two fiscal years. "If the District chooses to extend the contract, the fee for fiscal year 2020-21 shall be \$24,200 with \$12,100 due upon submittal of the special assessment levies to the County Auditor and the remainder due on January 15 of the fiscal year, and the fee for fiscal year 2021-2022 shall be \$24,900 with \$12,450 due upon submittal of the special assessment levies to the County Auditor and the remainder due on January 15 of the fiscal year." For fiscal year 2019-20, the total compensation paid by the District to SCI for the Scope of Work was \$23,500. It is staff's recommendation that the Board approve extending the contract with SCI for an additional two fiscal years.

- 13.5 Consideration of Contract with Koff & Associates for Compensation and Classification Study and Budget Adjustment to Account # 5664. **(Exhibit E)**

Summary: After reviewing the proposals, the General Manager and Human Resources Director recommend the Board approve the contract with Koff & Associates based on experience and quality of proposed services. Koff & Associates was selected based upon their extensive experience working with various special districts, cities, and their reasonable cost for the entire project that would not exceed \$64,650. Their team is comparatively qualified and includes members who are knowledgeable and familiar with the District's local public agency area.

- 13.6 Consideration of a Joint Tax Sharing Resolution, related to the annexation of Project SCV-1094. This resolution authorizes the Sanitation Districts of Los Angeles County and GLACVCD to collectively approve and accept the negotiated exchange of ad valorem property tax revenue resulting from the annexation of the subject territory identified in the resolution to provide revenue to the Santa Clarita Valley Sanitation District. A copy of the letter from the Sanitation Districts of Los Angeles County requesting this resolution is attached. **(EXHIBIT F)**

Analysis: Similar to previous L.A. County tax sharing resolutions and seek to generate revenue to partially fund the services of SCV-1094 as noted above. Similar resolutions have previously been adopted by the Board; Annexation No. 1094 relates to funding for the operation and maintenance of off-site disposal of sewage. 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 Sanitation Districts.

14. COMMITTEE REPORTS

14.1 Audit Committee Meeting

Pedro Aceituno, Chair

- *Presentation from auditors at White Nelson Diehl Evans (WNDE) regarding findings from District audit of FY 2018/2019 financials. (EXHIBIT G) (RECEIVE AND FILE)*

15. MOBILE SCIENCE AND VECTOR EDUCATION FOUNDATION REPORT

15.1 Education Foundation Report

Dan Medina, President

16. CONSIDERATION OF POTENTIAL WOLBACHIA PROGRAM AD HOC COMMITTEE AND COMPOSITION OF AD HOC COMMITTEE

17. STAFF PROGRAM REPORTS: DECEMBER 2019

17.1 Manager's Report

T. Dever, General Manager

17.2 Scientific-Technical: (Staff Report A)

S. Kluh, Sci.-Tech Services Dir.

17.3 Operations: (Staff Report B)

M. Daniel, Operations Dir.

17.4 Community Affairs: (Staff Report C)

MJ. Coburn, Community Affairs Dir.

17.5 Fiscal: (Staff Report D)

C. Weeks, Finance Director

17.6 Human Resources: (Staff Report E)

R. Knott, Human Resources Dir.

17.7 Legal Counsel Report

Q. Barrow, Legal Counsel

18. OTHER

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

19. ADJOURNMENT

The next Board of Trustees meeting will be scheduled on Thursday, February 13th, 2020 at 7:00 PM at the District's headquarters at 12545 Florence Avenue, Santa Fe Springs.

GLACVCD

BOARD OF TRUSTEES MEETING

STAFF REPORTS



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Truc Dever

General Manager's Report for January 9, 2020 Board of Trustees Meeting

ARTESIA

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BELL

Ali Saleh

BELL GARDENS

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Robert D. Copeland

SOUTH EL MONTE

Hector Delgado

SOUTH GATE

Denise Diaz

WHITTIER

Josué Alvarado

I would first like to start by wishing all of you a happy New Year! We usher in this new decade with big plans and great hope for a successful and productive 2020. As you'll see from this month's agenda, we are kicking off the year by welcoming new Trustees, installing a new Board President, electing a new Secretary-Treasurer, reviewing our financial audit, and approving service contracts and renewals. In addition, Trustees will be asked to indicate their committee interests for the year and committee assignments will be ratified by the Board in February.

During these winter months, the staff will be focused on recalibrating equipment and vehicles, targeting known *Aedes* hot spots for breeding source removal, safety training, and strategizing for the upcoming mosquito season.

We also welcome the return of the SWAT Lab now that our two new Education Program Coordinators are fully trained in the curriculum and driving the giant vehicle. School visits resume this January and the school calendar is filling up quickly.

In the lab, vector ecologists will be working on bioassays for pesticide efficacy against our *Aedes* foes while lab assistants conduct maintenance on mosquito traps and equipment. This year, we have decided to suspend our sentinel chicken surveillance program due to continued challenges related to the Newcastle disease chicken quarantines. Sentinel chickens have become very difficult to obtain and once we have them, we are unable to move them due to very strict regulations imposed by the Agricultural Commissioner.

As you know, we will also spend this year discussing plans for possible Wolbachia-infected male mosquito releases in the summer of 2021 to combat the *Aedes aegypti* mosquitoes. We will be working closely with our partners at OCMVCD, San Gabriel Valley MVCD, MosquitoMate and Verily and will continue to provide the Board and the new Wolbachia Ad Hoc Committee with updates.

Finally, I would like to congratulate Yessenia Curiel who was selected as our new Underground Storm Drain Team Supervisor, replacing Kevin Vargas, who retired from the position after more than three decades with the District. Yessenia has been working as our *Aedes* Team Lead (VCS IV) and helped the District develop and refine the highly-regarded *Aedes* control program we have today. Welcome to our management team, Yessenia!

Sincerely,



GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

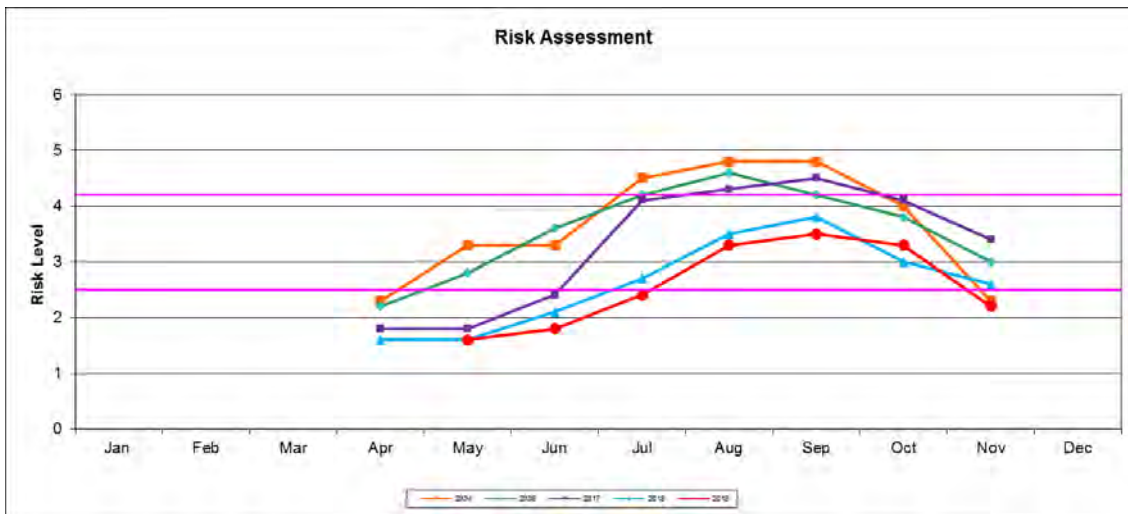


SCIENTIFIC-TECHNICAL REPORT

December, 2019

Susanne Kluh, *Scientific-Technical Services Director*
Harold Morales, Tanya Posey & Steve Vetrone, *Vector Ecologists*
Rande Gallant, Faiza Haider & Ryan Amick, *Assistant Vector Ecologists*
Christopher Ortiz & Randy Hannie, *Field Assistants*

I. RISK ASSESSMENT



All WNV surveillance was discontinued for the winter at the end of November, thus, no risk assessment could be calculated for December.

II. GLACVCD MOSQUITO-BORNE DISEASE WATCH

Summary

- All WNV surveillance was discontinued for the winter at the end of November.
- Staff is working on equipment maintenance and data analysis for upcoming state and national conference presentations.
- No additional human cases of WNV have been reported.
- In December, two travel-associated cases of dengue have been reported, triggering yard inspections in a 150 m diameter area.

Chickens	Number Tested	WNV Positive	WEE Positive	SLE Positive	Other Positive
This Period	210	0	0	0	0
Year to Date	978	7	0	0	0

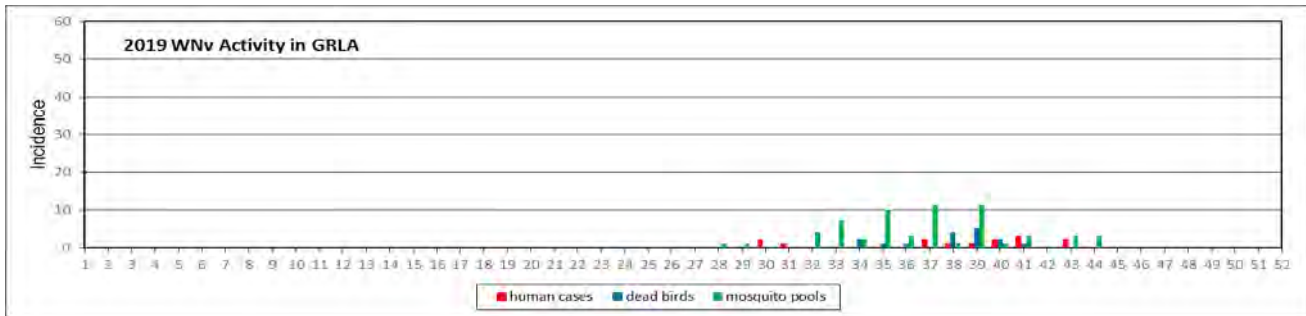
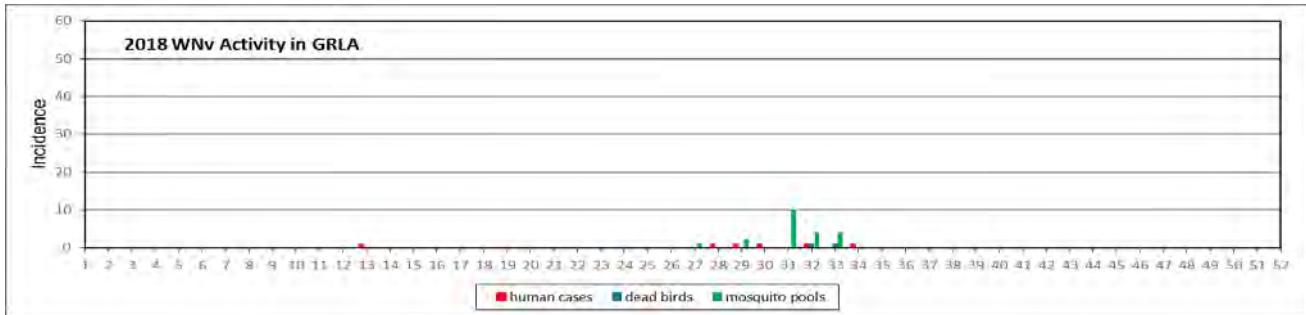
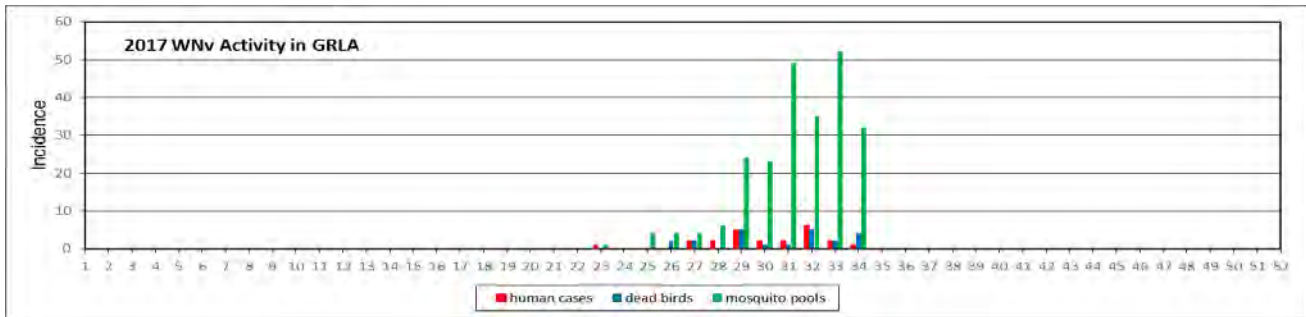
Dead Birds	Number Submitted	WNv Positive
This Period	0	0
Year to Date	73	16

Culex Mosquito Pools	Number Tested	WNV Positive	WEE Positive	SLE Positive	Other Positive
This Period	55	0	0	0	0
Year to Date	2,326	55	0	1	0

Aedes Mosquito Pools	Tested	CHIK	DEN	Zika
This period	32	0	0	0
Year to Date	225	0	0	0

S-TS STAFF REPORT A

City/Area	GLACVCD WNv+			City/Area	GLACVCD WNv+		
	Human Cases	Mosquito Pools	Dead Birds		Human Cases	Mosquito Pools	Dead Birds
Bellflower		2	1	North Hollywood			1
Boyle Heights	1	1		Northridge		1	
Canoga Park		4	3	Norwalk		1	
Carson		2		Panorama City	1		
Cerritos		5	1	Pico Rivera		1	
Chatsworth	1			Porter Ranch			1
Commerce		1		Reseda		4	2
Downey		1		San Pedro	2		
Elysian Valley		1		Santa Fe Springs		2	
Encino		3		Sherman Oaks		2	
Gardena		1		Signal Hill		1	
Granada Hills		2		South Whittier		1	
Hawaiian Gardens		2		Studio City		1	
Huntington Park		1		Tarzana			2
La Mirada	1	2		Toluca Lake		1	
Lakewood	1	3		Van Nuys	1		
Long Beach		1	1	West Hills	1	2	1
Los Feliz	1	1		Whittier	1	3	1
Montebello		1		Winnetka	1	5	
Newhall	1			Woodland Hills	1	1	2
North Hills		1					
Total					15	55	6



GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

OPERATIONS REPORT

December, 2019



Mark Daniel, Operations Director

Martin Serrano, Operations Supervisor, Headquarters

Wesley Collins, Operations Supervisor, Sylmar

Vacant, Operations Supervisor, USD

Mark Hall, Urban Water Program Manager

Fernando Martinez, Facilities & Fleet Maintenance Supervisor

Departmental Activities

Operations

- Operations Director accepted an invitation and participated as a panel expert on Water Infrastructure at Infraday West in Los Angeles.
- Operations continues to enjoy decreases in Service Request activity finishing the year with only 35 calls for December. This is the least amount received in a month's time in the last four years.
- All Operations Management participated in a two-day strategic planning meeting with all departments for the coming year 2020.
- Operations is concentrating field resources with a focus on the areas with the highest service request activity from last season.
- Operations is utilizing the winter season to conduct cross training exercises between the programs, USD, Aedes, BMP, and Zones.
- Assisting Maintenance with vehicle repairs and equipment updates.

Urban Water Program

- UWPM is severing on the Rio Hondo Watershed Area Steering Committee (WASC) for the Safe Clean Water Program, presently meeting bi-monthly.
- UWPM attended the American Rainwater Catchment Systems Association conference, Emphasis on Vector impacts and exclusion in rainwater catchments and conveyance systems.
- UWPM presented at the Water Harvesting and Management workshop, Lopez Canyon.
- District Strategic Planning meeting for the coming year 2020.
- UWPM has been appointed the MVCAC Trash Capture Committee Coordinator for 2020.

Facilities & Maintenance

- Purchased new Nissan Frontier for Operations Santa Fe Springs replacing a 2007 Chevy Colorado.
- Installed new cubicle work stations for Community Outreach in the Sylmar office.
- Installed a new cellular alarm panel at the Santa Fe Springs facility replacing the obsolete analog phone line alarm.

WORK PERFORMED BY DISTRICT

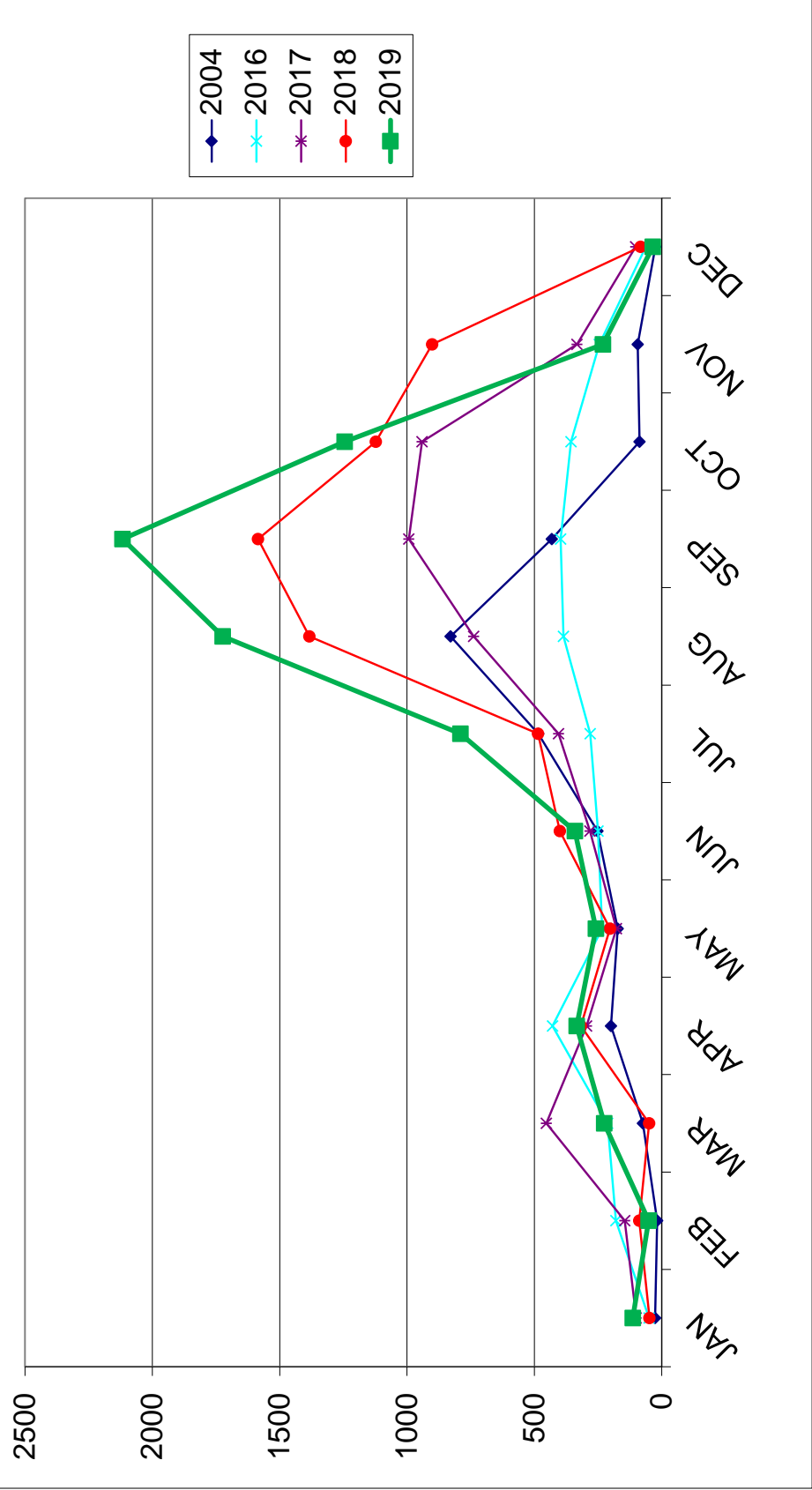
December, 2019

CONTROL AND OPERATIONS

						Hours <i>December</i>	worked 2019
Fishing (Mosquitofish)						3	186
Source Reduction						62	101
Mosquito Control	<i>Sources inspected 6,036 / Sources with larvae 1,448</i>					1,795	50,488
Insecticide used:							
Larvicide oils	9.75	gals @	\$14.13	per =			\$137.77
Altosid P35	0.01	lbs @	\$17.25	per =			\$0.17
Altosid Briquets 30 day	1,303	ea @	\$1.14	ea. =			\$1,485.42
Altosid Briquets XR	12	ea @	\$3.38	ea. =			\$40.56
Altosid Pellets	0.7	lbs @	\$27.24	per =			\$19.07
Altosid Liquid Larvicide	0	gal @	\$269.62	per =			\$0.00
Fourstar BTI Brqts 45 day	0	ea @	\$1.30	per =			\$0.00
Altosid WSP	473	ea @	\$0.84	per =			\$397.32
Vectobac 12AS	0.01	gals @	\$41.96	per =			\$0.42
Vectobac G	26.17	lbs @	\$2.75	per =			\$71.97
Duplex G	0	lbs @	\$14.25	per =			\$0.00
Vectomax FG	63.54	lbs @	\$8.92	per =			\$566.78
Vectomax WSP	157	ea @	\$1.86	per =			\$292.02
Natular	0	gals @	\$877.61	per =			\$0.00
Vectolex WDG	0	lbs @	\$56.21	per =			\$0.00
Vectobac WDG	0.44	lbs @	\$40.92	per =			\$18.00
<hr/>							
Midge Control						0	6
Insecticide used:							
Dimilin WP 25%	0	lbs @	49.34	per =			\$0.00
Blackfly Control						0	289
Insecticide used:							
Vectobac 12AS	0	gals @	\$38.62	per =			\$0.00
Underground Mosquito Control	<i>UGSD inspected 2,306 / UGSD treated 109</i>					1,108	20,898
Insecticide used:							
Vectobac 12AS	0.14	gals @	\$38.62	per =			\$5.41
Vectolex WDG	2.25	lbs @	\$56.06	per =			\$126.14
Fogging						0	42
Insecticide used:							
Duet	0	gals @	\$200.00	per =			\$0.00
Aquaduet	0	gals @	\$653.70	per =			\$0.00
			Total				\$3,161.04
Supervisory						649	10,700
Continuing Education / Training						131	2,516
Overtime: Community Outreach						0	273
Mosquito Control						0	1,392
<u>REPAIR AND MAINTENANCE OF EQUIPMENT</u>							
Vehicles						615	6,114
Spray Equipment						103	1,087
Buildings and yards						310	3,318
<hr/>							
VEHICLE MILEAGE :	<i>December</i>		<i>2019</i>				
	25,404		573,023			4,776	97,410

Greater Los Angeles County Vector Control District
 Mosquito Service Request Report

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2004	26	18	74	199	173	252	485	829	432	87	94	25
2016	50	180	213	429	234	250	281	386	397	356	245	63
2017	100	145	453	295	178	282	405	738	993	941	333	102
2018	48	88	49	318	203	400	486	1383	1585	1123	901	83
2019	114	52	226	334	258	341	790	1724	2117	1245	231	35



BREAKDOWN OF MONTHLY SERVICE REQUESTS
AND REQUEST FOR MOSQUITOFISH

	Mosquitoes	Midges	Swimming Pools	Fish Ponds	Other	Black Flies	Yellow Jackets	Total Service Request	Mosquitofish Requests	Number of Mosquitofish
ARTESIA								0		0
BELL								0		0
BELLFLOWER	1							1		0
BELL GARDENS								0		0
BURBANK	1							1		0
CARSON								0		0
CERRITOS								0		0
COMMERCE								0		0
CUDAHY								0		0
DIAMOND BAR	1							1		0
DOWNNEY	3		2					3		0
GARDENA								0		0
GLENDALE								0		0
HAWAIIAN GARDENS								0		0
HUNTINGTON PARK								0		0
LA CANADA FLINTRIDGE								0		0
LA HABRA HEIGHTS								0		0
LA MIRADA	1							1		0
LAKewood	1							1		0
LONG BEACH	3							3		0
LOS ANGELES CITY	21		7					21		0
LOS ANGELES COUNTY	1							1		0
LYNWOOD								0		0
MAYWOOD								0		0
MONTEBELLO								0		0
NORWALK								0		0
PARAMOUNT	1							1		0
PICO RIVERA								0		0
SAN FERNANDO								0		0
SAN MARINO								0		0
SANTA CLARITA	1							1		0
SANTA FE SPRINGS								0		0
SIGNAL HILL								0		0
SOUTH EL MONTE								0		0
SOUTH GATE								0		0
WHITTIER								0		0
TOTAL	35	0	9	0	0	0	0	35	0	0

	Drains	Ditches (Miles)	Standing Water	Lakes, Marshes (acres)	Swimming Pools	Fish Ponds	Sumps	Containers	Water Troughs	Well Cellars
ARTESIA	1					2	4			
BELL	5									1
BELLFLOWER	11	0.01			3		10			
BELL GARDENS							1			
BURBANK					26	1				
CARSON	42	0.01					3			
CERRITOS	26				9	2	11	1		
COMMERCE	22						17			
CUDAHY	8				1		1			
DIAMOND BAR							4			
DOWNEY	10				6	3	12			
GARDENA										
GLENDALE					17	9				
HAWAIIAN GARDENS	7						6			
HUNTINGTON PARK	1						4			
LA CANADA FLINTRIDGE					7	1				
LA HABRA HEIGHTS					1		4	4		0
LA MIRADA	1									
LAKELWOOD	26				26	3	8			
LONG BEACH	20	0.01	1.5	2	15	6	16	31		
LOS ANGELES CITY	153	0.04	0.05		143	36	8	9		10
LOS ANGELES COUNTY	17	0.01			14	1			2	
LYNWOOD										
MAYWOOD						1				
MONTEBELLO	2				5		1	2		
NORWALK	4				2		3			
PARAMOUNT	8									
PICO RIVERA	1				6		1			1
SAN FERNANDO					1					
SAN MARINO					1					
SANTA CLARITA	18		0.13				1			
SANTA FE SPRINGS	15	0.01					3			
SIGNAL HILL	30					1	9			9
SOUTH EL MONTE	27						15			
SOUTH GATE	4				1					
WHITTIER	33				8	5	1			
Total	492	0.09	1.68	2.00	292	71	143	47	2	21

	Channels (miles)	Debris Basins (acres)	Stabilizers	Outfalls	Freeway Drains	Undergrounds (miles)	Gutters	Catch Basins	Total Hrs. of Activity
ARTESIA								1	1.69
BELL									1.93
BELLFLOWER								4	8.97
BELL GARDENS									2.98
BURBANK									19.6
CARSON					0.01				28.7
CERRITOS								1	10.3
COMMERCE									11.74
CUDAHY								2	1.9
DIAMOND BAR									12.53
DOWNEY					0.01	0.1			47.73
GARDENA									5.42
GLENDALE						0.1			22.14
HAWAIIAN GARDENS						0.1		1	2.5
HUNTINGTON PARK									1.72
LA CANADA FLINTRIDGE									3.8
LA HABRA HEIGHTS									3.29
LA MIRADA	0.01							1	6.14
LAKewood	0.02							4	12.86
LONG BEACH								5	35.6
LOS ANGELES CITY	0.59			1	0.01	10.1	0.05	3	452.85
LOS ANGELES COUNTY	0.36	0.03						1	81.95
LYNWOOD					0.01				8.16
MAYWOOD									1.44
MONTEBELLO									14.32
NORWALK	0.02							2	28.01
PARAMOUNT									4.64
PICO RIVERA						0.2			12.89
SAN FERNANDO									1.03
SAN MARINO									1.77
SANTA CLARITA				1		0.3			86.19
SANTA FE SPRINGS									16.75
SIGNAL HILL								1	3.9
SOUTH EL MONTE									9.89
SOUTH GATE					0.01				13.86
WHITTIER	0.05								19.62
Total	1.05	0.03	0.00	2.00	0.05	10.90	0.05	26	998.81



DEPARTMENT OF COMMUNITY AFFAIRS
DECEMBER 2019

Mary-Joy Coburn, Director of Community Affairs
Anais Medina Diaz, Public Information Officer
Francis Fernando, Education Program Coordinator
Gregory Mercado, Education Program Coordinator
Caroline Gongora, Community Liaison
Diana Gutierrez, Community Liaison
Helen Kuan, Community Liaison
Liliana Moreno, Outreach Assistant

Departmental Activities

Executive Summary

The Community Affairs team members are getting well-acquainted with each other and the District. Due to the shared media market and residents living across District jurisdictions, it is imperative for the team to get acquainted with our neighboring agencies and to establish good working relations. This month the team visited the Orange County MVCD and San Gabriel Valley MVCD. We also met with representatives from Antelope Valley MCVD and Northwest MVCD. During our visits, we shared best practices on content creation and social media engagement, and gave a brief overview of our various programs and campaigns. We look forward to future collaborations and strategy discussions to better serve our residents.

December was also a big month for the Education Program Coordinators. EPCs Fernando and Mercado have been working hard modifying and updating the curriculum to further ignite interest in vector ecology and disease prevention among students. The students will be equipped with mission files, a special badge, and a secret handshake. The EPCs, along with Director Coburn and Outreach Assistant Moreno also dedicated three days of behind-the-wheel training to drive the SWAT Lab. With added training, they are now confident and ready to restart the program in 2020.

<p>CA Staff visit Orange County MVCD</p>	<p>CA Staff visit San Gabriel Valley MVCD</p>	<p>EPCs Fernando and Mercado in front of the SWAT Lab</p>

STAFF REPORT C

Administrative

- Director held Department Meeting with all Community Affairs staff.
- Director assigned Community Affairs Staff into Working Groups to tackle various campaigns and projects.
- Director participated in the Supervisor Workshop presented by Liebert Cassidy Whitmore.
- PIO is working on redeveloping website pages and creating updated content for upcoming season.

Programmatic

- Staff are developing content for upcoming mascot campaign. First production session was held in mid-December and will continue into the new year.
- PIO is working on updating the website compliance before the new year.
- Director and PIO are collaborating with a small group of public information officers in the region to establish a Los Angeles County working group.
- Community Liaisons are scheduling upcoming presentations and meetings for Spring season.

Meetings & Training

- 12/3 – Community Affairs Department visit to OC Mosquito and Vector Control District Facilities
- 12/4 – Scientific-Technical Services Questionnaire Feedback Meeting
- 12/4 – Mosquitofish Presentation from Sci-Tech
- 12/9 – Director and PIO attended District Strategic Planning Meeting
- 12/10 – Director and PIO attended District Strategic Planning Meeting
- 12/10 – CA Department Debrief on DTLA MiniMaker Event
- 12/11 – District Holiday Potluck
- 12/12 – Management Meeting
- 12/12 – Board of Trustees Meeting
- 12/16 – EPC RV Driving Training
- 12/17 – EPC RV Driving Training
- 12/18 – EPC RV Driving Training
- 12/18 – Velma’s Announcement Video and Photoshoot Session 1
- 12/19 – CA Department visit to San Gabriel Valley Mosquito and Vector Control District Facilities
- 12/20 – New Mosquito Character Working Group Meeting
- 12/20 – Neighborhood Program Working Group Meeting
- 12/15 – Christmas Day – District Closed
- 12/26 – New Mosquito Character Working Group Meeting

Media Coverage/Publications

Media Activity

Date	Media Type	Media Name	Activity
12/5/19	Online	ENR California	Infraday West Emphasizes Disruptive Technology, Smart Cities

Total Coverage:

December 2019: 1

Fiscal Year-to-Date: 119

Educational Outreach

Education Program Coordinators Fernando and Mercado incorporated a take home student assignment handbook into their curriculum. Media is also being implemented into the curriculum in order to increase awareness and deliver a message. The EPCs were able to meet with other EPCs from the Orange County and San Gabriel Valley Vector Control District, and present their curriculum. The EPCs found the meetings helpful as it gave them insight and ideas to improve their curriculum.

The EPCs also renewed a reservation system. The new reservation is allowing them to schedule and track appointments. The SWAT Lab is open for registration and they are already being highly requested. SWAT Lab Postcards have been completed and mailed across their district. They completed their RV driving training and are ready to begin the new curriculum in January.

Total year-to-date:

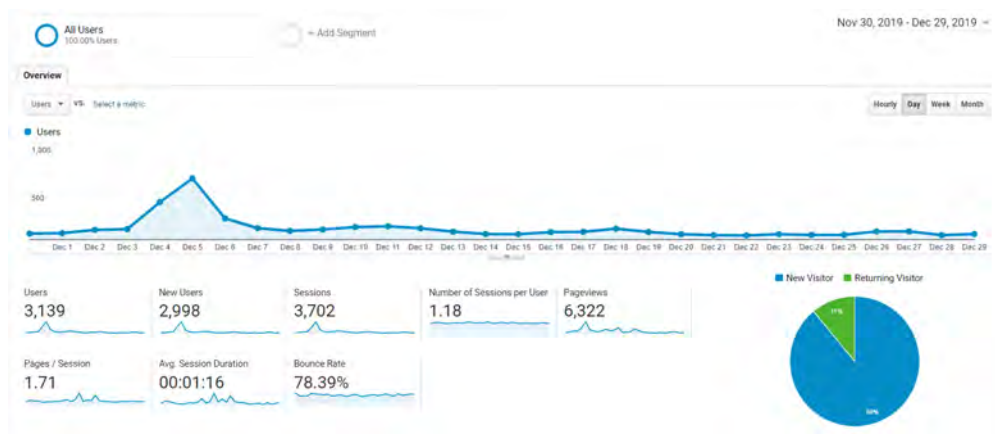
Digital Outreach

Website/Social Media Maintenance

- Staff are working on revamping website. Additionally, content and files are being updated to remain ADA compliant.

Outreach Medium	Number of Subscribers	Reach
Email List	2,475 (↑ 3)	1,960
Facebook	4,075 (↑ 0)	5,479
Twitter	1,242 (↑ 15)	24,800
Instagram	361 (↑ 11)	780
NextDoor	622,635	57,537

GLACVCD Website



In the period from December 1st through December 30th, the District website (www.glacvcd.org) had 3,702 visits.

**GREATER LOS ANGELES COUNTY VECTOR
CONTROL DISTRICT**

FISCALREPORT DECEMBER 2019



Carolyn M. Weeks, CPA, Director of Fiscal Operations
Yousef Kamara, Accounting Clerk

- Preparing 1099s for filing before 1/31/2020
- Processing accrual pay outs
- Preparing departmental budget worksheets
- Starting gathering information for sales tax report
- Working on reorganizing all the files in storage

STAFF REPORT D

Breakdown on Financial Statement Categories

Regular & Limited Term Salaries – Salaries, Overtime and Payout on Accruals

Employee Taxes – Employer’s cost of employment taxes

Extra Help Salaries – seasonal staff’s salaries

General Benefits - CalPERS retirement and 401(a) funding

Health Benefits – Medical, Dental, Vision and Retirees Medical Premiums

Chemicals – pesticides

Operational Support Equipment – portable spray equipment, support equipment and miscellaneous parts and supplies

Uniforms and Accessories – boots, gloves, coveralls, uniform cleaning, caps, accessories, work apparel, logo patches, shields, staff year pins, and protective safety equipment

Communications – wireless telephone, GPS tracking, two way radios, website services, telephone land lines and internet connection

Kitchen Materials and Supplies – kitchen supplies and miscellaneous expense

VCJPA Insurance – Workers’ Compensation, Liability, Automobile, Group Property, Group Fidelity, Travel, General Fund and Employee Assistance

Maintenance Automotive – Electrical parts, vehicle registration, brake and suspension, tire, wheels and alignment, cooling system parts and service, body repair, fabrication supplies, hazardous waste, engine and transmission, smog checks, first aid, trans, chassis and drive trans, engine, and miscellaneous parts and service

Office Equipment – Equipment repair, copier expenses, computer supplies, and computer software

STAFF REPORT D

Maintenance Buildings/Yards – Towel supply, floor mates, irrigation, landscape maintenance, janitorial maintenance, pond maintenance, interior and exterior supplies, HVAC, fixture and hardware, and security alarm

Scientific-Technical Lab Supplies – Mosquito fish and supplies, reference materials, lab supplies and equipment, field supplies and equipment and shipping and testing

Memberships – all memberships

Office Expense – Bank and finance fees, postage expenses, office supplies, printing and stationery, payroll processing fees, pre and post employment services, tuition reimbursement and safety/management training

Professional Services – computer consultant, professional/temp services, lawsuit settlements, legal services, NPDES monitoring, CEQA fees, advertising and audit contract

Public Information and Education – public info video, supplies and equipment, information materials, photography expenses, educational material and supplies, promotional and educational, public exhibit, media monitoring and mobile education unit

Special Expense – Property tax administration, LA County Property Tax, meeting/supplies, board of trustee stipends, and board meeting expenses

Transportation and Travel – Permits and fees, certification renewals, continuing education and seminars and manager's auto allowance

Fuel – Fleet fuel

Utilities – utilities, water, and waste disposal

SUMMARY OF CASH ACCOUNTS
December, Fiscal Year 2019-2020
Carolyn Weeks CPA, Director of Fiscal Operations

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
COUNTY TREASURY -1010.0												
Fund Balance - 6/30/19 \$179,628.00												
Deposits/Revenues	202,382	148,098	2,932	3,070	174,467	6,240,923	-	-	-	-	-	-
YTD	202,382	350,480	353,412	356,482	530,949	6,771,873	6,771,873	6,771,873	6,771,873	6,771,873	6,771,873	6,771,873
Transfer to LAIF 1020.0	-	-	-	-	450,000	-	-	-	-	-	-	-
YTD	-	-	-	-	450,000	450,000	450,000	450,000	450,000	450,000	450,000	450,000
Fund Balance	\$ 382,010	\$ 530,108	\$ 533,040	\$ 536,110	\$ 260,577	\$ 6,501,500	\$ 6,501,500	\$ 6,501,500	\$ 6,501,500	\$ 6,501,500	\$ 6,501,500	\$ 6,501,500
LAIF ACCOUNT - 1020.0												
Fund Balance - 6/30/19 \$7,380,312.00												
Deposits (Transfer from County Treasury 1010 or Reserve accounts)	-	-	-	-	450,000	-	-	-	-	-	-	-
Interest Earned	-	-	-	34,091	-	-	-	-	-	-	-	-
YTD	-	-	-	34,091	484,091	484,091	484,091	484,091	484,091	484,091	484,091	484,091
Withdrawals (Transfer to BPB Payable 1015)	450,000	875,000	350,000	400,000	300,000	350,000	-	-	-	-	-	-
Withdrawals (Transfer to BPB Payroll 1017)	1,165,000	800,000	700,000	850,000	625,000	350,000	-	-	-	-	-	-
Withdrawals (Transfers to Reserve Accounts)	-	-	-	-	-	-	-	-	-	-	-	-
YTD	1,615,000	3,290,000	4,340,000	5,590,000	6,515,000	7,215,000	7,215,000	7,215,000	7,215,000	7,215,000	7,215,000	7,215,000
Fund Balance	\$ 5,786,727	\$ 4,111,727	\$ 3,061,727	\$ 1,845,818	\$ 1,370,818	\$ 670,818	\$ 670,818	\$ 670,818	\$ 670,818	\$ 670,818	\$ 670,818	\$ 670,818
CHASE ACCOUNTS PAYABLE 1015.0												
Fund Balance - 6/30/19 \$70,785.00												
Deposits (Transfer from LAIF 1020)	450,000	875,000	350,000	400,000	300,000	350,000	-	-	-	-	-	-
Deposits (Transfer from BPB Payroll 1018)	-	-	-	-	-	-	-	-	-	-	-	-
Misc. Receipts	-	19,550	-	29,956	7,403	3,388	-	-	-	-	-	-
YTD	450,000	1,344,550	1,694,550	2,124,506	2,431,909	2,785,297	2,785,297	2,785,297	2,785,297	2,785,297	2,785,297	2,785,297
Withdrawals (Transfers to BPB Payroll 1018)	-	-	-	-	-	-	-	-	-	-	-	-
Withdrawals for Payables	444,334	888,049	377,767	361,745	281,839	282,110	-	-	-	-	-	-
YTD	444,334	1,332,383	1,710,149	2,071,894	2,353,733	2,635,842	2,635,842	2,635,842	2,635,842	2,635,842	2,635,842	2,635,842
Account Balance	\$ 76,451	\$ 82,952	\$ 55,185	\$ 123,397	\$ 148,961	\$ 220,239	\$ 220,239	\$ 220,239	\$ 220,239	\$ 220,239	\$ 220,239	\$ 220,239
AB ACCOUNTS PAYABLE 1016.0												
Fund Balance - 6/30/19 \$22,773.00												
Deposits (Transfer from LAIF 1020)	-	-	-	-	-	-	-	-	-	-	-	-
Deposits (Transfer from BPB Payroll 1018)	100,000	-	-	-	-	-	-	-	-	-	-	-
Misc. Receipts	-	-	-	-	-	-	-	-	-	-	-	-
YTD	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Withdrawals (Transfers to BPB Payroll 1018)	102,938	-	-	(4,164)	-	-	-	-	-	-	-	-
Withdrawals for Payables	102,938	102,938	102,938	98,774	98,774	98,774	98,774	98,774	98,774	98,774	98,774	98,774
YTD	102,938	102,938	102,938	98,774	98,774	98,774	98,774	98,774	98,774	98,774	98,774	98,774
Account Balance	\$ 19,834	\$ 19,834	\$ 19,834	\$ 23,998	\$ 23,998	\$ 23,998	\$ 23,998	\$ 23,998	\$ 23,998	\$ 23,998	\$ 23,998	\$ 23,998
CHASE PAYROLL ACCOUNT 1017.0												
Fund Balance - 6/30/19 \$124,299.00												
Deposits (Transfer from LAIF 1020)	-	-	-	-	-	-	-	-	-	-	-	-
Deposits (Transfer from BPB Payroll 1018)	-	-	-	-	-	-	-	-	-	-	-	-
Misc. Receipts	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Withdrawals (Transfers to BPB Payroll 1018)	-	-	-	-	-	-	-	-	-	-	-	-
Withdrawals for Payables	53,280	39,797	21,831	-	-	175	-	-	-	-	-	-
YTD	53,280	93,076	114,907	114,907	114,907	115,082	115,082	115,082	115,082	115,082	115,082	115,082
Account Balance	\$ 71,019	\$ 31,222	\$ 9,391	\$ 9,391	\$ 9,391	\$ 9,216	\$ 9,216	\$ 9,216	\$ 9,216	\$ 9,216	\$ 9,216	\$ 9,216
AB PAYROLL ACCOUNT 1018.0												
Fund Balance - 6/30/19 \$228,666.00												
Deposits (Transfer from LAIF 1020)	1,165,000	800,000	700,000	850,100	625,000	850,000	-	-	-	-	-	-
Deposits (Transfer from BPB Payable 1016)	-	-	-	-	-	-	-	-	-	-	-	-
Deposits (Transfer from CalTrust1019)	-	-	-	-	-	-	-	-	-	-	-	-
YTD	1,165,000	1,965,000	2,665,000	3,515,100	4,140,100	4,990,100	4,990,100	4,990,100	4,990,100	4,990,100	4,990,100	4,990,100
Withdrawals for Payroll	1,169,215	707,074	781,254	783,220	709,013	678,941	-	-	-	-	-	-
Withdrawals (Transfer to BPB Payable 1016)	100,000	-	-	-	-	-	-	-	-	-	-	-
YTD	1,269,215	1,976,289	2,757,543	3,540,763	4,249,776	4,928,717	4,928,717	4,928,717	4,928,717	4,928,717	4,928,717	4,928,717
Account Balance	\$ 124,452	\$ 217,377	\$ 136,123	\$ 203,004	\$ 118,990	\$ 290,049	\$ 290,049	\$ 290,049	\$ 290,049	\$ 290,049	\$ 290,049	\$ 290,049

SUMMARY OF CASH ACCOUNTS
December, Fiscal Year 2019-2020
Carolyn Weeks CPA, Director of Fiscal Operations

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
CalTRUST Account Cash Flow - 1019.0												
Fund Balance - 6/30/19 \$1,524,701.00												
Deposits												
Interest Earned	(966)	2,931	2,649	4,818	-	3,925	-	-	-	-	-	-
YTD	(966)	1,965	4,614	9,432	9,432	13,357	13,357	13,357	13,357	13,357	13,357	13,357
Withdrawals	-	-	-	-	-	500,000	-	-	-	-	-	-
Administrative Expenses	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	500,000	500,000	500,000	500,000	500,000	500,000	500,000
Fund Balance	\$ 1,523,735	\$ 1,526,666	\$ 1,529,315	\$ 1,534,133	\$ 1,534,133	\$ 1,038,058	\$ 1,038,058	\$ 1,038,058	\$ 1,038,058	\$ 1,038,058	\$ 1,038,058	\$ 1,038,058
VCJPA TRUST FUND - 1012.0												
Fund Balance - 6/30/19 \$1,206,880.00												
Deposits			52,850									
Interest Earned			14,915									
YTD			67,765	67,765	67,765	67,765	67,765	67,765	67,765	67,765	67,765	67,765
Withdrawals												
Administrative Expenses				29	29	29	29	29	29	29	29	29
YTD				29	29	29	29	29	29	29	29	29
Fund Balance	\$ 1,206,880	\$ 1,206,880	\$ 1,274,616	\$ 1,274,616	\$ 1,274,616	\$ 1,274,616	\$ 1,274,616	\$ 1,274,616	\$ 1,274,616	\$ 1,274,616	\$ 1,274,616	\$ 1,274,616
VCJPA PROPERTY - 1013.0												
Fund Balance - 6/30/19 \$53,956.00												
Deposits												
Interest Earned												
YTD												
Withdrawals			53,956									
Administrative Expenses												
YTD			53,956	53,956	53,956	53,956	53,956	53,956	53,956	53,956	53,956	53,956
Fund Balance	\$ 53,956	\$ 53,956	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CalTRUST ACCOUNT EMERGENCY VECTOR CONTROL RESERVES- 1031.0												
Fund Balance - 6/30/19 \$1,248,722.00												
Deposits (Transfers from 1020.0)			(3,722)	6,987	(2,490)	798						
Interest Earned	481	10,177										
YTD	481	10,658	6,937	13,924	11,434	12,232	12,232	12,232	12,232	12,232	12,232	12,232
Withdrawals												
YTD												
Fund Balance	\$ 1,249,203	\$ 1,259,380	\$ 1,255,658	\$ 1,262,646	\$ 1,260,156	\$ 1,260,953	\$ 1,260,953	\$ 1,260,953	\$ 1,260,953	\$ 1,260,953	\$ 1,260,953	\$ 1,260,953
LAIF ACCOUNT MEU VEHICLE REPLACEMENT - 1023.0												
Fund Balance - 6/30/18 \$0												
Deposits (Transfers from 1020.0)												
Interest Earned												
YTD												
Withdrawals												
YTD												
Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LAIF ACCOUNT CAPITAL DESIGNATED RESERVES - 1025.0												
Fund Balance - 6/30/19 \$113,277.00												
Deposits (Transfers from 1020.0)												
Interest Earned												
YTD												
Withdrawals												
YTD												
Fund Balance	\$ 113,277	\$ 113,277	\$ 113,277	\$ 113,277	\$ 113,277	\$ 113,277	\$ 113,277	\$ 113,277	\$ 113,277	\$ 113,277	\$ 113,277	\$ 113,277
CalTRUST ACCOUNT OPERATIONS DESIGNATED RESERVES - 1033.0												
Fund Balance - 6/30/19 \$416,404.00												
Deposits (Transfers from 1020.0)			(1,241)	2,329	(830)	266						
Interest Earned	160	4,043										
YTD	160	4,203	2,963	5,292	4,462	4,728	4,728	4,728	4,728	4,728	4,728	4,728
Withdrawals												
YTD												
Fund Balance	\$ 416,564	\$ 420,607	\$ 419,367	\$ 421,696	\$ 420,866	\$ 421,132	\$ 421,132	\$ 421,132	\$ 421,132	\$ 421,132	\$ 421,132	\$ 421,132

SUMMARY OF CASH ACCOUNTS
December, Fiscal Year 2019-2020
Carolyn Weeks CPA, Director of Fiscal Operations

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
LAIF ACCOUNT OPEB DESIGNATED RESERVES - 1027.0												
Fund Balance - 6/30/19 \$270,696.00												
Deposits (Transfers from 1020.0)	-	-	-	-	-	-	-	-	-	-	-	-
Interest Earned	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Fund Balance	\$ 270,696	\$ 270,696	\$ 270,696	\$ 270,696	\$ 270,696	\$ 270,696	\$ 270,696	\$ 270,696	\$ 270,696	\$ 270,696	\$ 270,696	\$ 270,696
LAIF ACCOUNT COMPENSATED ABSENCES RESERVE - 1029.0												
Fund Balance - 6/30/19 \$50,000.00												
Deposits (Transfers from 1020.0)	-	-	-	-	-	-	-	-	-	-	-	-
Interest Earned	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Fund Balance	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
CaITRUST ACCOUNT CAPITAL RESERVES - 1032.0												
Fund Balance - 6/30/19 \$676,459.00.00												
Deposits (Transfers from 1020.0)	-	-	-	-	-	-	-	-	-	-	-	-
Interest Earned	264	6,671	(2,047)	3,843	(1,370)	439	7,801	7,801	7,801	7,801	7,801	7,801
YTD	264	6,936	4,889	8,732	7,362	7,801	7,801	7,801	7,801	7,801	7,801	7,801
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Fund Balance	\$ 676,724	\$ 683,395	\$ 681,348	\$ 685,191	\$ 683,821	\$ 684,260	\$ 684,260	\$ 684,260	\$ 684,260	\$ 684,260	\$ 684,260	\$ 684,260
CaITRUST ACCOUNT VEHICLE REPLACEMENT - 1034.0												
Fund Balance - 6/30/19 \$208,202.00												
Deposits (Transfers from 1020.0)	-	-	-	-	-	-	-	-	-	-	-	-
Interest Earned	80	2,021	(620)	1,165	(415)	133	2,364	2,364	2,364	2,364	2,364	2,364
YTD	80	2,102	1,481	2,646	2,231	2,364	2,364	2,364	2,364	2,364	2,364	2,364
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Fund Balance	\$ 208,282	\$ 210,304	\$ 209,684	\$ 210,848	\$ 210,433	\$ 210,566	\$ 210,566	\$ 210,566	\$ 210,566	\$ 210,566	\$ 210,566	\$ 210,566
CASH BALANCE	\$ 12,229,809	\$ 10,788,382	\$ 9,619,262	\$ 8,564,821	\$ 7,750,734	\$ 13,039,380	\$ 13,039,380	\$ 13,039,380	\$ 13,039,380	\$ 13,039,380	\$ 13,039,380	\$ 13,039,380

This above information is provided in compliance with the District's Investment Policy.

MONTHLY EXPENSE STATEMENT
December, Fiscal Year 2019-2020
Carolyn M. Weeks CPA, Director of Fiscal Operations

ACCOUNT	ACTUAL MONTHLY EXPENSE (\$)	BUDGETED MONTHLY EXPENSE (\$)	MONTHLY VARIANCE (\$)	YTD ACTUAL EXPENSE (\$)	YTD BUDGETED EXPENSE (\$)	YTD VARIANCE (\$)
<u>Salaries and Benefits</u>						
Regular & Limited Term Salaries	\$ 578,747	\$ 586,379	\$ 7,632	\$ 3,438,017	\$ 3,551,728	\$ 113,711
Employee Taxes	9,980	11,883	1,903	107,858	124,127	16,269
Extra Help Salaries	2,834	-	(2,834)	414,623	409,671	(4,952)
General Benefits	90,512	102,720	12,208	1,053,061	1,075,639	22,578
Health Benefits	134,638	161,743	27,105	817,059	1,021,874	204,816
SUBTOTAL	\$ 816,710	\$ 862,725	\$ 46,015	\$ 5,830,617	\$ 6,183,040	\$ 352,422
<u>Services and Supplies</u>						
Chemicals	\$ 3,649	\$ 26,000	\$ 22,351	\$ 59,950	\$ 173,195	\$ 113,245
Operational Support Equipment	204	2,400	2,196	6,688	16,375	9,687
Uniforms and Accessories	1,782	6,494	4,712	24,560	40,838	16,278
Communications	13,540	11,338	(2,202)	62,995	103,980	40,985
Kitchen Materials and Supplies	109	167	57	1,028	1,050	22
VCJPA Insurance	-	-	-	555,684	574,015	18,331
Maintenance: Automotive	14,217	9,550	(4,667)	91,616	68,435	(23,181)
Office Equipment	3,601	5,335	1,734	25,536	30,555	5,019
Maintenance: Bldgs/Yards	13,310	10,163	(3,147)	50,064	59,729	9,665
Scientific-Technical Lab Supplies	3,758	10,500	6,742	55,302	68,550	13,248
Memberships	225	11,000	10,775	28,605	26,243	(2,362)
Office Expense	7,456	59,292	51,836	46,612	98,275	51,663
Professional Services	2,267	16,700	14,433	76,375	148,700	72,325
Public Information & Education	667	775	108	74,692	18,100	(56,592)
Special Expense	5,314	349,420	344,106	71,599	427,500	355,901
Transportation & Travel	16,204	13,450	(2,754)	55,777	49,921	(5,856)
Fuel	7,542	17,345	9,803	114,482	137,315	22,833
Utilities	8,553	7,417	(1,136)	49,972	63,400	13,428
SUBTOTAL	\$ 102,399	\$ 557,346	\$ 454,947	\$ 1,451,539	\$ 2,106,176	\$ 654,637
<u>Fixed Assets</u>						
Automotive/Specialty Vehicles	\$ 25,433	-	\$ (25,433)	\$ 67,512	\$ 29,000	\$ (38,512)
Machinery & Equipment	664	7,000	6,336	3,497	30,025	26,528
Spray Equipment	-	-	-	-	2,525	2,525.00
Computer Equipment	2,142	7,700	5,558	8,107	13,000	4,893
Laboratory Equipment	-	-	-	-	500	500
Public Information/Ed. Equipment	-	-	-	-	-	-
Furniture & Fixtures	-	-	-	2,779	6,100	3,321
Reserves	-	-	-	-	-	-
Capital Improvements	-	-	-	5,963	85,000	79,037
SUBTOTAL	\$ 28,239	\$ 14,700	\$ (13,539)	\$ 87,857	\$ 166,150	\$ 78,293
<u>Reserves</u>						
Capital Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MEU (Vecmobile) Replacement Res.	-	-	-	-	-	-
SUBTOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 947,348	\$ 1,434,771	\$ 487,422	\$ 7,370,014	\$ 8,455,366	\$ 1,085,352

**Greater Los Angeles County Vector Control District
Revenue Reported on a Cash Basis
Fiscal Year 2019 - 2020**

	2020															
	2019	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL	BUDGET	VARIANCE
COUNTY TREASURY -1010.0																
Deposits/Revenues																
111 Taxes Receivable- Current Secured		199,317				7,394								206,711		206,711
112 Taxes Receivable - Current Unsecured		-												-	1,770,000	(1,770,000)
80A Prop Taxes - Current- Sec																
8006ABx1 26 Property Tax Revenue			37,765			8,512								37,765	1,600	36,165
80 B Prop Taxes-Current-Unsecure		(1,654)	10,647											17,505	(14,000)	31,505
80C Prop Taxes - Prior-Secure		4,699	3,878											8,577	4,000	4,577
80D Prop Taxes-Prior- Unsecured			3,767			10,713								14,481	26,000	(11,519)
80F Supplemental Prop Taxes Current			52			2,093								2,145	1,500	645
80G Supplemental Prop Taxes Prior															5,000	(5,000)
81C Other Taxes															65,000	(23,665)
84D Pen Int & Costs Del Taxes Secure	(1)	9,406	2,932		2,031	31,930								41,335	13,000	28,335
86 Revenue - Use of Money & Prop		8,217				2,547								15,726	6,100	9,626
88 Intergymtl Revenue - State			335		1,039	1,647								3,021	4,000	(979)
91 Intergymtl Revenue - Other			74,033			110,261	6,240,923							6,425,217	14,554,354	(8,129,137)
92 Charges For Services																
* Total Revenues	202,362	148,098	2,932	3,070	175,097	6,240,923	6,772,482	16,436,554	9,664,072							
^ Miscellaneous Income		20	19,550	9,934	79,996	4,355	3,295							117,150	155,400	(38,250)
Grand Total Revenue	202,382	167,648	12,866	83,066	179,452	6,244,219	6,789,732	16,591,954	9,702,322							
State of California Receivable						629								629		
Administrative Auditor-Controller Services (Less)																

Grants	Interest received on LAIF account	Rebate earned on US Bank Visa	Calendar Year 2,018				Calendar Year 2,019				Total rebate
			1st quarter	2nd quarter	3rd quarter	4th quarter	1st quarter	2nd quarter	3rd quarter	4th quarter	
Trailer	16,005	2,162					34,209	1st quarter			2,898
2002 Dodge Neon #4	21,415	5,121					21,415	2nd quarter			6,951
2001 Ford Taurus #1	17,621	2,870					34,091	3rd quarter			5,440
1982 Ford water Truck #5	6,662	5,150					-	4th quarter			3,295
2001 Jeep	61,702	15,302					89,715	Total interest			18,583
Total	61,702	15,302					89,715	Interest received on VCJPA accounts	16,551		
Sale of Vehicles								1st quarter	18,374		
2002 Dodge Neon #4		(4,379)						2nd quarter	14,915		
2001 Ford Taurus #1		10,432						3rd quarter	-		
1982 Ford water Truck #5		4,348						4th quarter	49,840		
2001 Jeep		15,369						Total interest	-		
Total	10,482	25,770						Rebate earned on US Bank Visa	629		

* The County report for the month of December has not been received at the time this report was being compiled.

^ Miscellaneous income is composed of LAIF interest, proceeds from the sale of assets, contract proceeds, rebates, grants and any other income that is not listed above.

GREATER LOS ANGELES VECTOR CONTROL DISTRICT
 Chart of Financial Activity: FY 2020

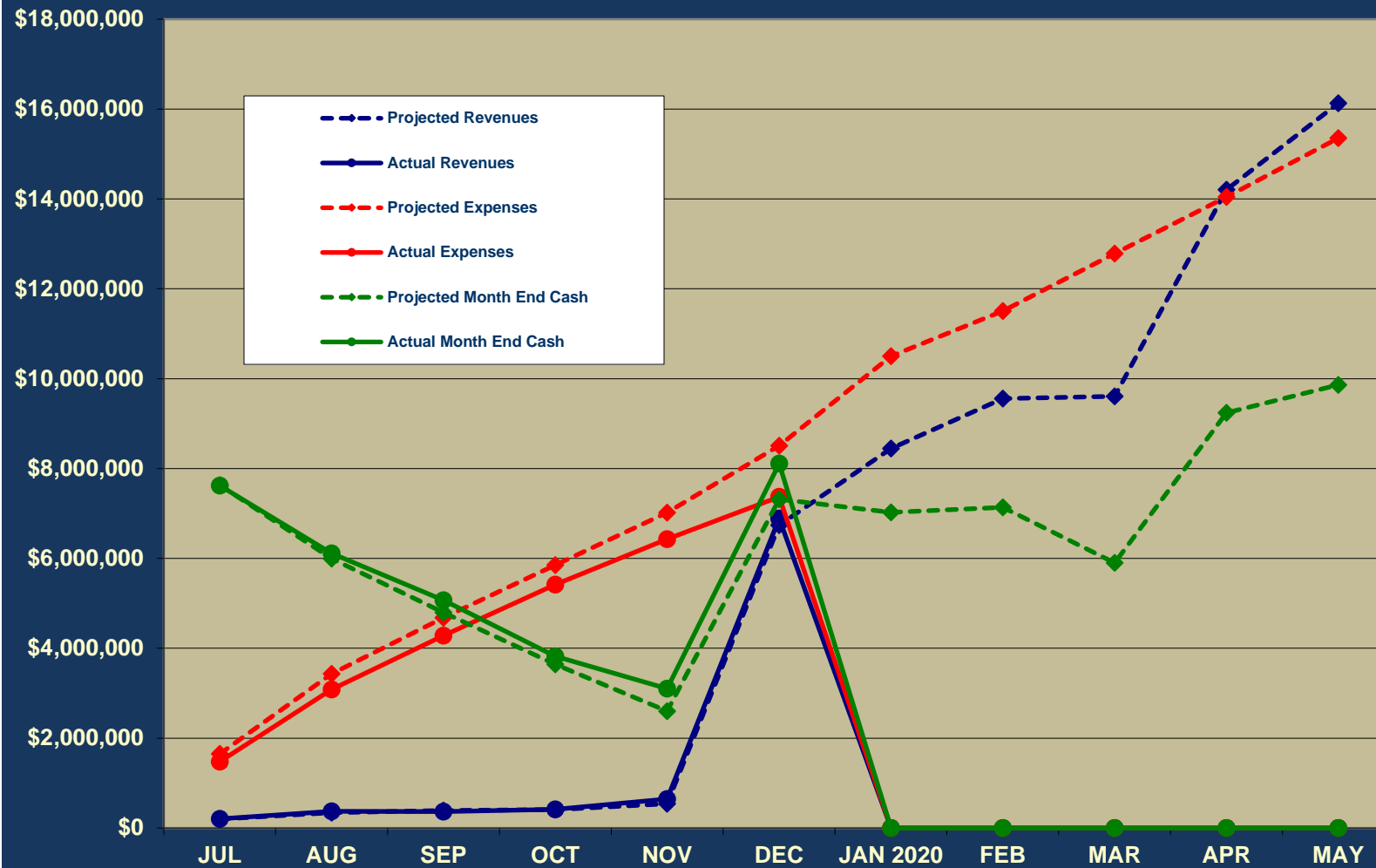
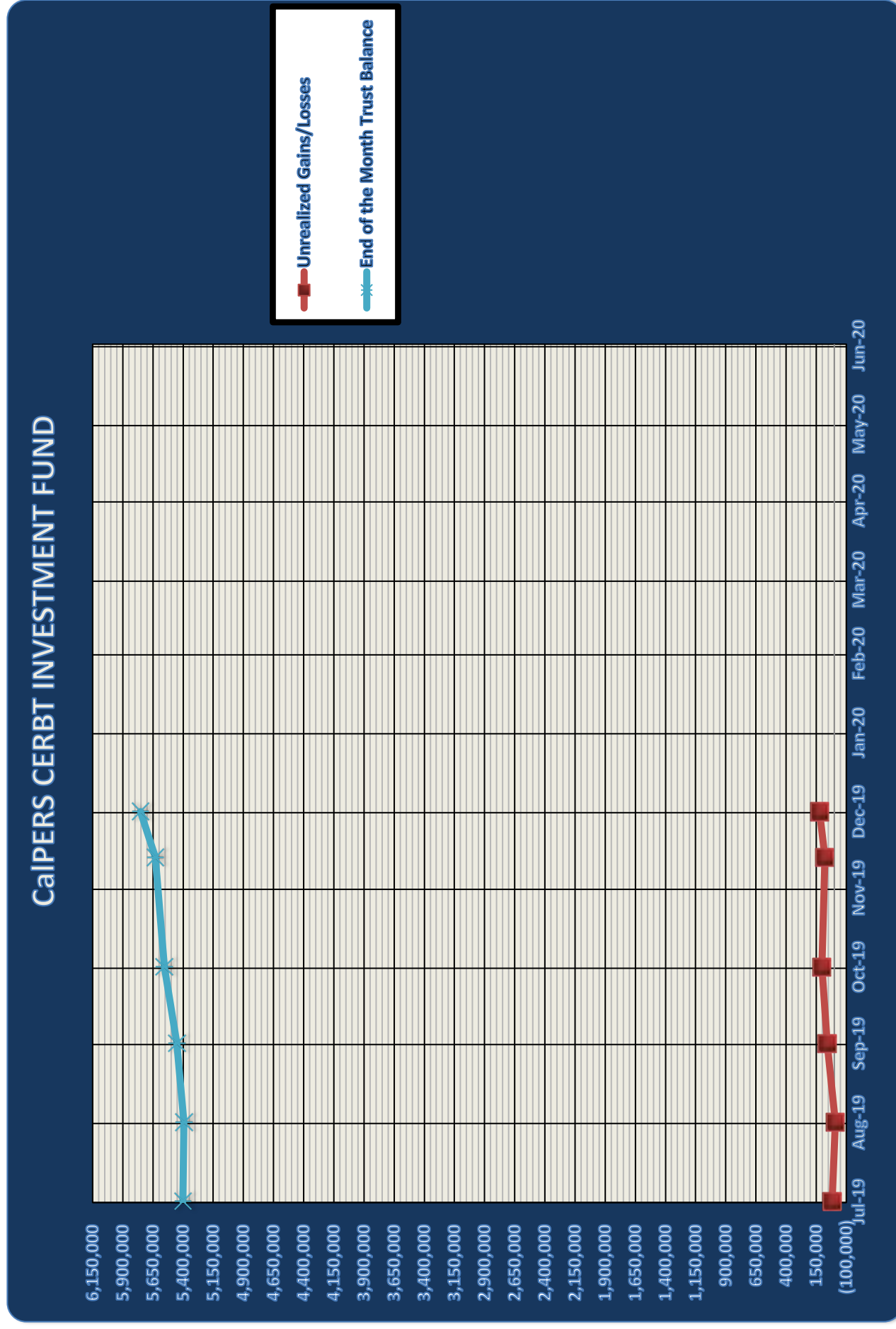


TABLE FOR CHART JULY 2019 - JUNE 2020

Month	Projected Revenues	Actual Revenues	Projected Expenses	Actual Expenses	Projected Month End Cash	Actual Month End Cash
JUL	200000	202382	1650847	1479005	7634153	7619047
AUG	340000	370030	3429351	3083653	5995649	6113393
SEP	390000	367981	4676603	4281714	4798397	5071042
OCT	408000	416957	5850464	5417135	3642536	3825860
NOV	538000	643311	7020596	6426344	2602404	3104951
DEC	6738000	6889632	8505366	7370014	7317634	8108876
JAN 2020	8445000	0	10502720	0	7027280	0
FEB	9560000	0	11507856	0	7137144	0
MAR	9604000	0	12784877	0	5904123	0
APR	14204000	0	14045221	0	9243779	0
MAY	16131000	0	15353042	0	9862958	0
JUN	16239000	0	16591594	0	8732406	0

SUMMARY of CalPERS CERBT INVESTMENT FUND
 December, Fiscal Year 2019-2020
 Carolyn Weeks, CPA, Director of Fiscal Operations

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
CalPERS CERBT Plan for Pre--Funding OPEB												
Fund Balance - 6/30/19 \$5,384,392.00												
Deposits												
YTD Deposits												
Unrealized Gains/Losses	18,204	(8,667)	58,614	103,393	76,922	122,664	-	-	-	-	-	-
YTD Unrealized Gains/Losses	18,204	9,537	68,151	171,544	248,466	371,130	371,130	371,130	371,130	371,130	371,130	371,130
Administrative Fees	391	383	379	392	390	342	-	-	-	-	-	-
YTD Administrative Fees	391	775	1,154	1,546	1,936	2,278	2,278	2,278	2,278	2,278	2,278	2,278
Fund Balance	\$ 5,402,205	\$ 5,393,155	\$ 5,451,389	\$ 5,554,390	\$ 5,630,922	\$ 5,753,244	\$ 5,753,244	\$ 5,753,244	\$ 5,753,244	\$ 5,753,244	\$ 5,753,244	\$ 5,753,244





**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT
HUMAN RESOURCES DEPARTMENT REPORT
DECEMBER 2019**

*Richard Knott, Director of Human Resources
Jamie Hebein Salazar, Human Resources Benefit Specialist
Cindy Reyes, Human Resources Assistant*

I. Employment & Recruiting:

- a. Operations Supervisor:
 - i. Selected Yessenia Curiel: Start date 1/11/20

II. Department Activities:

- a. Management Strategic Planning: 12/9-10/19
- b. Holiday Potluck: 12/11/19
- c. New Field Assistant: Randy Hannie 12/11/19
- d. Benefit Bridge Conference Call: 12/16/19
- e. Classification & Compensation Conference Call and Presentation - Koff & Associates: 12/17/19
- f. H.R. at Sylmar Day: 12/18/19

III. Department Training & Workshops

Date	Conference	Topic	Location
December 9-10, 2019	NA	Strategic Planning	SFS

Department Activity Highlight:

With the year-end holidays in full bloom, activity in and around the District only seems to have quieted down. Insofar as employee relations and the Human Resources department activities are concerned, work continues on regardless of the time of season. During the month of December H.R. staff have been meeting with employees to ensure various selected benefit coverages for the new year are in place, auditing health benefit records for accuracy and any further required information, and placing the finishing touches on our Benefit Bridge software program.

We have been steadily rolling out our new NeoGov Performance Appraisal module to supervisors and Directors. **Like any new software there is a learning curve to progress through, although the software's intuitive look and feel have made it a welcome resource to all management staff.**

There have been no new workers' compensation claims this past month, and overall the District experienced a relatively very low number of claims in 2019. I commend my fellow Directors and Supervisors on providing proper training and equipment to help reduce work-related injuries.