

MINUTES OF THE 734TH MEETING
BOARD OF TRUSTEES
Orange County Vector Control District

TIME: 3:00 P.M., January 17, 2008

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

TRUSTEES PRESENT:

Stanton	Al Ethans, President		
Cypress	Sandra Montez, Vice-President		
San Clemente	Joe Anderson, Secretary		
Aliso Viejo	Phillip B. Tsunoda	Lake Forest	Jean D. Jambon
Anaheim	Lucille Kring	La Palma	Larry A. Herman
Brea	Roy Moore	Los Alamitos	Ken C. Parker
Buena Park	Jim Dow	Mission Viejo	Gail Reavis
Costa Mesa	Wendy Leece	Newport Beach	Dr. Virginia L. Barrett
Dana Point	Wayne Rayfield	Orange	Denis Bilodeau
Fountain Valley	Cheryl Brothers	Rancho Santa Margarita	Gary Thompson
Fullerton	Sharon Quirk	San Juan Capistrano	Laura Freese
Garden Grove	Dr. Sheldon S. Singer	Santa Ana	Fred S. Bella
Huntington Beach	Joe Carchio	Seal Beach	Michael Levitt
Irvine	Rosemary Dugard	Villa Park	Richard A. Freschi
Laguna Beach	Toni Iseman	Westminster	Frank Fry, Jr.
Laguna Hills	Melody Carruth	Yorba Linda	Jim Winder
Laguna Niguel	Joe Brown	County of Orange	R. Paul Webb
Laguna Woods	Dr. Robert Bouer		
La Habra	James Gomez		

TRUSTEES ABSENT:

Placentia	Greg Sowards	Tustin	Lou Bone
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OTHERS PRESENT:

Gerard Goedhart, District Manager	John Parsons, Vector Control Inspector III
Lawrence H. Shaw, Assist. Manager/Dir. of Operations	John Drews, Vector Control Inspector III
Michael G. Hearst, Director of Communications	John Newton, Vector Control Inspector II
Kelly Price, Director of Administrative Services	Julie Romo, Operations Clerk
Robert Cummings, Dir. of Scientific Technical Services	
Lora Babilo, Communications Specialist	
Alan R. Burns, District Counsel	
Viki Blaylock, Executive Assistant/Clerk of the Board	

1. **Pledge of Allegiance:** President Dugard called the meeting to order at 3:00 p.m. and asked Trustee Reavis to lead the Pledge of Allegiance.

2. **Roll Call:** Roll call indicated 30 Trustees present, with Trustees Tsunoda, Fry, and Winder arriving shortly thereafter, making a total of 33 Trustees present out of the current Board membership of 35.

3. **Introduction of Visitors:** Arthur Munson, Project Manager, Summit Consulting; Leroy Mills, Mayor Pro Tem, City of Cypress.

4. **Introduction of New Trustees:** President Dugard introduced new Trustees: Lucille Kring, Anaheim; Joe Carchio, Huntington Beach; Melody Carruth, Laguna Hills; Ken C. Parker; Los Alamitos; and Denis Bilodeau, Orange. Not present was Lou Bone, Tustin.

5. **Public Participation:** None.

6. **Appointment of Trustee Representatives:** On motion by Trustee Anderson, seconded by Trustee Fry, and passed by unanimous vote, the Board of Trustees accepted the following without reading the communications from the named cities advising the Board of the appointment of a representative for the next two or four year term of office.

<u>Trustee Representative</u>	<u>Governing Body</u>	<u>Date of Communications</u>
Lucille Kring	Anaheim	December 19, 2007 (2 yrs.)
Sandra Montez	Cypress	December 13, 2007 (2 yrs.)
Sharon Quirk	Fullerton	December 20, 2007 (2 yrs.)
Joe Carchio	Huntington Beach	December 18, 2007 (2 yrs.)
Rosemary Dugard	Irvine	January 9, 2008 (2 yrs.)
Melody Carruth	Laguna Hills	January 9, 2008 (4 yrs)
Jean Jambon	Lake Forest	December 10, 2007 (2 yrs.)
Larry A. Herman	La Palma	December 18, 2007 (2 yrs.)
Ken C. Parker	Los Alamitos	December 20, 2007 (4 yrs.)
Gail Reavis	Mission Viejo	December 20, 2007 (2 yrs.)
Denis Bilodeau	Orange	December 12, 2007 (2 yrs.)
Gary Thompson	Rancho Santa Margarita	December 19, 2007 (2 yrs.)
Joe Anderson	San Clemente	January 8, 2008 (2 yrs.)
Lou Bone	Tustin	December 5, 2007 (2 yrs.)
Richard A. Freschi	Villa Park	December 19, 2007 (2 yrs.)

- 7. **Nominating Committee Report on Election of Officers of the Board of Trustees for 2008:** Trustee Jambon reported that the Nominating Committee (Trustees Jambon, Fry, and Webb) has placed the following names in nomination for the respective offices.

President	Al Ethans	Stanton
Vice-President	Sandra Montez	Cypress
Secretary	Joe Anderson	San Clemente

- 8. **Election of Officers of the Board of Trustees for 2008:** President Dugard placed the following names in nomination for the respective offices, and asked if there were further nominations from the floor. Hearing none, President Dugard called for a motion to close nominations.

President	Al Ethans	Stanton
Vice-President	Sandra Montez	Cypress
Secretary	Joe Anderson	San Clemente

On motion by Trustee Bouer, seconded by Trustee Gomez, and passed by unanimous vote, the nominations were closed.

President Dugard called for a motion of acceptance.

On motion by Trustee Bouer, seconded by Trustee Gomez, and passed by unanimous vote, the above named Trustees were elected to their respective offices.

Trustee Ethans was installed as the new President for 2008 by Trustee Dugard, who presented him with a new gavel.

- 9. **Recognition of Outgoing President:** President Ethans presented an engraved plaque to Past-President Dugard along with her engraved gavel.
- 10. **Recognition of Natalie “Lee” Klein for Her Service to the District:** This item was deferred until the February Board meeting.
- 11. **Trustee Anderson from the City of San Clemente Completed Ten Years of Service:** Trustee Joe Anderson, from the City of San Clemente, completed ten years of service on the Board of Trustees. Trustee Anderson was appointed to the Board in January 1998, and served on the Budget and Finance, Policy and Personnel, and Supplemental Services Committees. Trustee Anderson has attended 92 of the 121 meetings of the Board for a 76 percent attendance record. President Ethans presented a ten year service certificate to Trustee Anderson at the Board meeting.

12. District Manager Information Items:

12A - **Garage/Hatchery Project Update:** Lawrence H. Shaw, Assistant District Manager/Director of Operations, introduced Project Manager Arthur Munson, who presented an update of the Garage/Hatchery Project.

13. Consent Calendar – Items Approved by General Consent: On motion by Trustee Brown, seconded by Trustee Singer, and passed by unanimous vote, the Board of Trustees approved the following Consent Calendar Items, with the exception of Agenda Item 13C, which was pulled for discussion and separate action.

13A - **Authorized Travel to Attend the 23rd Annual Vertebrate Pest Conference in San Diego:** Authorized travel for Microbiologist Fogarty to attend the 23rd Annual Vertebrate Pest Conference in San Diego, from March 17 - 20, 2008, at the Westin Hotel at Emerald Plaza, in San Diego; and authorized total travel expenses in the amount of \$1,140.

13B - **Authorized Travel to Attend the 2008 Annual RIFA Conference in Charleston, South Carolina:** Authorized travel for Assistant District Manager/Director of Operations Shaw, Vector Control Inspector III Cassidy, and Vector Control Inspector II Drake to attend the 2008 Annual Red Imported Fire Ant (RIFA) Conference in Charleston, South Carolina, to be held at the Doubletree Guest Suites, on March 24 – 27, 2008, and authorized total travel expenses in the amount of \$3,603.

13D - **Board of Trustees Committee Assignments:** Received and filed: Each year, at the installation of the new Board officers, the Board Committees are reconstituted. Enclosed with the Agenda was a questionnaire and committee function sheet. New committees will be approved in February, and will commence in March.

13E - **2007 Trustee Attendance Report:** Received and Filed: Attached as Exhibit C is the 2007 Board of Trustees Attendance Report.

13F - **Report of 2007 District Accomplishments:** Received and Filed: Attached as Exhibit D is the Report of 2007 District Accomplishments.

13G - **Report of Upcoming District Projects:** Received and Filed: Attached as Exhibit E is the Report of Upcoming District Projects.

13H - **Statement of Economic Interests:** Included with the Agenda was a packet with the Statement of Economic Interests forms and explanation sheets. Each Trustee was requested to fill out these forms and return to Viki Blaylock. These forms require filing in the office of the Clerk of the Board of Supervisors by April 1. Those Trustees who have filed this statement with their city as a council member may file the same forms **only if this filing pertains to the entire County of Orange** (front sheet must have an **original signature** and the Clerk of the Board requests this signature to be in **blue ink**).

(Consent Calendar Continued Next Page)

13. **Consent Calendar – Items for Approval by General Consent:** (continued)

13I - **Report of District Activities:** Received and Filed: Enclosed with the Agenda was the Report of District Activities as submitted by staff to the Board of Trustees by separate report dated January 11, 2008.

Item Approved by Separate Action: The following item was pulled from the Consent Calendar and separate was action taken as follows:

13C - **Accepted Basic Financial Statements Dated June 30, 2007 and Management Compliance Letter for 2006/07 Annual Audit:** On motion by Trustee Brown, seconded by Trustee Reavis, and passed by unanimous vote, the Board of Trustees accepted the Basic Financial Statements dated June 30, 2007 (available upon request), Management Letter (Exhibit A), and Compliance Letter (Exhibit B); all documents prepared by Lance, Soll & Lunghard. The 2006-07 annual audit reported two items that required fund equity restatements. One item pertained to a vehicle acquisition expenditure that was recorded in fiscal year 2005-06. The item was then moved to 2006-07 when it was discovered the District would not take possession of the vehicles until after July 1, 2006. The second item pertained to a prepaid three year rent expenditure the District paid in late 2005-06. This expenditure should have been allocated over the three fiscal years, spanning the agreement. The two items were corrected upon discovery.

It was determined that none of the significant deficiencies discovered by the auditors were classified as a “material weaknesses.” The auditors also determined that, “none of the adjustments we proposed...indicate matters that could have a significant effect on the financial reporting process.” The auditors went on to report “no disagreements arose” and “no significant difficulties” were encountered with management as a result of the audit.

As per a request by Trustee Brown, Kelly Price, Director of Administrative Services, will update Trustees on the Statement on Auditing Standards (SAS) Number 112 in the next weekly memo.

14. **Approval of Minutes:** On motion by Trustee Jambon, seconded by Trustee Singer, and passed by unanimous vote, the Board of Trustees approved without reading the Minutes of the 733rd Meeting of the Board of Trustees held December 20, 2007.

15. **Accepted and Approved the Monthly Financial Report and Warrant Register:** The Board of Trustees accepted and approved items (A) and (B) below.

15A - On motion by Trustee Brothers, seconded by Trustee Gomez, and passed by unanimous vote, the Board of Trustees accepted for inclusion as Exhibit I (attached) the Orange County Vector Control District Monthly Financial Report for the period ending December 31, 2007.

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15. **Accepted and Approved the Monthly Financial Report and Warrant Register:**(continued)

15B - On motion by Trustee Thompson, seconded by Trustee Brothers, and passed by unanimous vote, the Board of Trustees received and filed approval of payment of Warrants Register dated January 17, 2008 (Exhibit II) in the amount of \$287,904.01 as presented by In-House Check Runs dated December 6, 10, 11, 20, 24, 26, and 27, 2007.

16. **Approved the 2008 Legislative Objectives:** On motion by Trustee Kring, seconded by Trustee Levitt, and passed by unanimous vote, the Board of Trustees approved the 2008 Legislative Objectives. The Legislative Objectives for 2008 are attached as Exhibit F; Discussion of 2008 OCVCD Legislative Objectives is attached as Exhibit G.

17. **Approval of Research Grant with UCLA for an Analysis of Important Environmental Causes Influencing West Nile Virus Activity in Orange County During 2004-2007:** On motion by Trustee Rayfield, seconded by Trustee Jambon, and passed by unanimous vote, the Board of Trustees approved a research grant with the University of California, Los Angeles (UCLA), for an analysis of important environmental causes influencing West Nile virus activity in Orange County during 2004-2007, at a total cost of \$17,354. Payment of 50 percent of the total cost will be dispersed at the start of the project in February, and final payment will be made upon completion in June after the District receives a final summary of the results. Robert Cummings, Director of Scientific Technical Services, will summarize the report for the Board upon completion of the research project. The proposal is attached as Exhibit H.

18. **Adjournment:** There being no further business for the Board’s consideration, President Ethans adjourned the meeting at 4:08 p.m. in memory of Steve Anderson, Councilmember, City of La Habra.

I certify that the above Minutes substantially reflect the actions taken by the Board of Trustees at its meeting held January 17, 2008.

Gerard Goedhart, District Manager

Approved as written and/or corrected by the Board of Trustees at its _____
_____ meeting held _____

ATTEST: _____
Secretary