



*An Independent Special District
Serving Orange County Since 1947*

AGENDA

767TH MEETING

**BOARD OF TRUSTEES
ORANGE COUNTY VECTOR CONTROL DISTRICT**

**OCTOBER 21, 2010
THURSDAY
3:00 P.M.**

**13001 GARDEN GROVE BOULEVARD
GARDEN GROVE, CALIFORNIA 92843-2102**

The mission of the Orange County Vector Control District is to provide the citizens of Orange County with the highest level of protection from vectors and vector-borne diseases.

BOARD OF TRUSTEES
Orange County Vector Control District
AGENDA
767th Meeting, October 21, 2010
Thursday, 3:00 P.M.

ITEMS

COMMITTEE MEETINGS:

⇔ 1:45 P.M. - Policy & Personnel Committee: 1) Conference with Labor Negotiator Regarding Compensation and Benefits for District Manager (Gov. Code § 54957.6)

MEETING – 3:00 P.M.:

1. Pledge of Allegiance
2. Roll Call
3. Introductions
4. Public Participation
5. Announcement of Late Communications
6. Presentation: Performance Management System Proposal
7. Management Information Items
 - 7A - Presentation: Best Management Practices for Reduction of Vectors in Orange County
 - 7B - Other Information Items
8. Committee Reports: Policy & Personnel Committee
9. Consent Calendar – Items for Approval by General Consent
 - 9A - Accept and Approve Monthly Financial Report; and Receive and File Warrant Register
 - 9A.1 - Monthly Financial Report
 - 9A.2 - Warrant Register
 - 9B - Approve Updates to District's Integrated Vector Management and Response Plan
 - 9C - Trustees' Terms of Office to Expire December 31, 2010
 - 9D - Authorize Signing of Cooperative Agreement with the California Department of Public Health
 - 9E - Authorize Travel for Assistant Biologist to Attend the MVCAC Fall Quarterly Meeting in South Lake Tahoe, CA
 - 9F - Report of District Activities
10. Approval of Minutes
11. Closed Session: Conference with Labor Negotiator Regarding Compensation and Benefits for District Manager (Gov. Code § 54957.6)
12. Reconvene to Open Session
13. Approval of Addendum to Employment Agreement for District Manager
14. Written Communications
15. Comments from the Board of Trustees
16. Other Business
17. Adjournment
(Meeting Calendar follows agenda.)

AGENDA

AGENDA: This Agenda contains a brief general description of each item to be considered. Except as otherwise provided by law, no action shall be taken on any item not appearing in the following Agenda.

NOTICE: The public is entitled to copies of all documents that are made part of the agenda packet. If any document or other writing pertaining to an agenda item is distributed to all or a majority of the Board after the packet is prepared, a copy of that writing may be obtained by contacting the Clerk of the Board at 714-740-4141.

PUBLIC PARTICIPATION: Citizens desiring to comment on specific agenda items are requested to indicate their interest to the Executive Assistant/Clerk of the Board before the start of the meeting. At the beginning of the meeting, members of the public may address the Board of Trustees on agendized items, or non-agendized items of interest that are within the subject matter jurisdiction of the Board of Trustees. A member of the public shall be allowed a period of up to three (3) minutes, or a time at the discretion of the President of the Board, to address the Board of Trustees.

ADA AGENDA NOTICE: “In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District Office at (714) 971-2421. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR Part 35]”

BOARD ACTIONS: The Board may not legally take action on any item presented at this time other than to direct staff to investigate a complaint or place an item on a future agenda unless (1) by a majority vote, the Board determines that an emergency situation exists, as defined by Government Code Section 54956.5, or (2) by a two-thirds vote, the Board determines that the need for action arose subsequent to the agenda being posted as required by Government Code Section 54954.2(b).

WEB SITE: The Agenda and Minutes are available through the Internet at www.ocvcd.org. You can access the Agenda on the Monday prior to the Board of Trustees meeting. The Minutes are approved at the next regular Board of Trustees meeting and are available online the following Monday.

1. **PLEDGE OF ALLEGIANCE:** To be lead by Trustee Ledesma (Alternate: Trustee Bilodeau).

2. **ROLL CALL:**

San Clemente	Joe Anderson, President		
Brea	Roy Moore, Vice-President		
Newport Beach	Dr. Virginia L. Barrett, Secretary		
Aliso Viejo	Phillip B. Tsunoda	Lake Forest	Richard T. Dixon
Anaheim	Lucille Kring	La Palma	Larry A. Herman
Buena Park	Jim Dow	Los Alamitos	Ken C. Parker
Costa Mesa	Wendy Leece	Mission Viejo	John Paul Ledesma
Cypress	Doug Bailey	Orange	Denis Bilodeau
Dana Point	Steven H. Weinberg	Placentia	Greg Sowards
Fountain Valley	Cheryl Brothers	Rancho Santa Margarita	Gary Thompson
Fullerton	R. Paul Webb	San Juan Capistrano	Laura Freese
Garden Grove	Mark Rosen	Santa Ana	VACANT
Huntington Beach	Joe Carchio	Seal Beach	Michael Levitt
Irvine	Dr. Steven Choi	Stanton	Al Ethans
Laguna Beach	Toni Iseman	Tustin	Al Murray
Laguna Hills	Melody Carruth	Villa Park	James Rheins
Laguna Niguel	Robert Ming	Westminster	Frank Fry, Jr.
Laguna Woods	Dr. Robert Bouer	Yorba Linda	Jim Winder
La Habra	James Gomez	County of Orange	John M. W. Moorlach

3. **INTRODUCTIONS:**

4. **PUBLIC PARTICIPATION:** At this time, members of the public may address the Board of Trustees regarding **agenda items or items of interest** that are within the subject matter jurisdiction of the Board of Trustees. Generally, the Board will not enter into a dialogue during this period.

Speakers should have a “Speaker Card” completed and presented to the Clerk of the Board prior to the start of the Board meeting.

Comments shall be limited to **three minutes per person**, unless different time limits are set by the President, subject to the approval of the Board.

5. **ANNOUNCEMENT OF LATE COMMUNICATIONS:**

6. **PRESENTATION: PERFORMANCE MANAGEMENT SYSTEM PROPOSAL:**

Robert J. Burg, Executive Vice President with Ralph Andersen & Associates, will present a Proposal to Assist in the Development of a Performance Management System for the District.

7. **MANAGEMENT INFORMATION ITEMS:**

7A - **Presentation: Best Management Practices for Reduction of Vectors in Orange County:** Amber Semrow, District Biologist, will give a PowerPoint® presentation on Best Management Practices for Reduction of Vectors in Orange County.

7B - **Other Information Item:**

8. **COMMITTEE REPORTS:**

Policy & Personnel Committee: Meeting at 1:45 p.m., October 21: 1) Conference with Labor Negotiator Regarding Compensation and Benefits for District Manager (Gov. Code § 54957.6) (Agenda Items No. 11 & 13).

*****CONSENT CALENDAR*****

9. **CONSENT CALENDAR – Items for Approval by General Consent:** All Consent Calendar items may be acted upon by one motion unless a Trustee requests separate action on a specific item.

9A - **Accept and Approve Monthly Financial Report; and Receive and File Warrant Register:** Kelly Price, Director of Administrative Services, will present the financial report and warrant register, and address any questions the Board may have regarding these reports.

9A.1 - **Monthly Financial Report:**
Recommended Action: Accept for inclusion as Exhibit I, the Orange County Vector Control District Monthly Financial Report for the period ending September 30, 2010.

9A.2 - **Warrant Register:**
Recommended Action: Receive and file payment of Warrant Register (Exhibit II) dated October 21, 2010, in the amount of \$401,675.80 as presented by In-House Check Runs dated September 2, 9, 13, 14, 23, and 28, 2010. (The financial information is enclosed as a separate item with the agenda packet.)

[Staff Contact: K. Price. Phone: (714) 971-2421, Ext. 137]

9B - **Approve Updates to District’s Integrated Vector Management and Response Plan:** The Board of Trustees approved the District’s Integrated Vector Management and Response Plan (Response Plan) on May 20, 2010. Some required updates (Exhibit A) have been incorporated into the document. The entire Response Plan can be viewed on the District’s website at www.ocvcd.org. This document, in general, will be reviewed annually by District staff and approved by the Board of Trustees. The changes proposed at this time are to ensure this document accurately reflects the most recent practices.

Recommended Action: It is the District Manager’s recommendation that the Board of Trustees approve the updates to the District’s Integrated Vector Management and Response Plan.

[Staff Contact: R. Cummings. Phone: (714) 971-2421, Ext. 138]

(Consent Calendar continued next page)

9. **CONSENT CALENDAR – Items for Approval by General Consent:** (continued)

9C - **Trustees’ Terms of Office to Expire December 31, 2010:** The following Trustees terms will expire on December 31, 2010.

<u>Trustee Representative</u>	<u>Governing Body</u>
Phillip B. Tsunoda	Aliso Viejo
Jim Dow	Buena Park
Wendy Leece	Costa Mesa
Steven H. Weinberg	Dana Point
Toni Iseman	Laguna Beach
Robert Ming	Laguna Niguel
Dr. Robert Bouer	Laguna Woods
James Gomez	La Habra
Dr. Virginia L. Barrett	Newport Beach
Greg Sowards	Placentia
Laura Freese	San Juan Capistrano
Al Ethans	Stanton
Frank Fry, Jr.	Westminster
Jim Winder	Yorba Linda

Recommended Action: It is the District Manager’s recommendation that the Board of Trustees direct staff to advise the above named governing bodies that the two or four year term of office of their representative will expire on December 31, 2010, and to request that they reappoint their representative or appoint a successor for the next two or four year term of office. Correspondence will also be sent to the governing bodies of Trustees whose term of office expires after December 31, 2010, notifying them when their representative’s term ends.

[Staff Contact: V. Blaylock. Phone: 714-971-2421, Ext. 112]

(Consent Calendar continued next page)

9. CONSENT CALENDAR – Items for Approval by General Consent: (continued)

- 9D - **Authorize Signing of Cooperative Agreement with the California Department of Public Health:** The current Cooperative Agreement will expire on December 31, 2010. This agreement is entered pursuant to the California Health and Safety Code Section 116180, which provides that the State Department of Public Health and local vector control districts may enter into cooperative agreements regarding financial support and the use of pesticides for vector control. This agreement “helps to ensure that all state and federal requirements regarding the use of pesticides are met and provides participating agencies with the flexibility to perform their legally mandated role to control mosquitoes and other public health vectors.” In the event of a mosquito-borne disease outbreak, the Cooperative Agreement is crucial to “ensure that the outbreak response is supervised appropriately and conducted by licensed personnel using sound integrated mosquito management techniques.” Therefore, mosquito and vector control personnel are required to be involved to provide an appropriate and integrated response to any disease threat. Vector control employees also have the rights of access and immunities to properly perform the job.

To be eligible the District is required to agree to comply with the calibration, record keeping, reporting, and application standards set forth therein. District Counsel has reviewed the agreement and approved as to form.

Recommended Action: It is the District Manager’s recommendation that the Board of Trustees authorize the District Manager to sign the Cooperative Agreement (Exhibit B) with the California Department of Public Health.

[Staff Contact: R. Cummings. Phone: 714-971-2421, Ext. 138]

- 9E - **Authorize Travel for Assistant Biologist to Attend the MVCAC Fall Quarterly Meeting in South Lake Tahoe, CA:** Last month the Board approved three District personnel to attend the Mosquito and Vector Control Association of California (MVCAC) Fall Quarterly Meeting on November 3 - 5, 2010, at the Embassy Suites in South Lake Tahoe, California. Staff is requesting that Assistant Biologist Saba also attend this meeting because of his expertise on NPDES, CEQA, and other environmental issues, which will be discussed at the meeting. The total cost is approximately \$550.

Recommended Action: It is the District Manager’s recommendation that the Board of Trustees authorize travel for Assistant Biologist Saba to attend the MVCAC Quarterly Meeting to be held November 3 - 5, 2010, at the Embassy Suites in South Lake Tahoe, California; and authorize a total cost of \$550 for travel expenses.

[Staff Contact: M. Hearst. Phone: (714) 971-2421, Ext. 129]

(Consent Calendar continued next page)

9. **CONSENT CALENDAR – Items for Approval by General Consent:** (continued)

9F - **Report of District Activities:** Enclosed with the Agenda is the Report of District Activities as submitted by staff to the Board of Trustees by separate report dated October 15, 2010.

Recommended Action: Receive and File.

[Staff Contact: V. Blaylock. Phone: (714) 971-2421, Ext. 112]

*****END OF CONSENT CALENDAR*****

10. **APPROVAL OF MINUTES:** Approve without reading the Minutes of the 766th Meeting of the Board of Trustees held September 30, 2010, enclosed as a separate item with the agenda.

[Staff Contact: V. Blaylock. Phone: (714) 971-2421, Ext. 112]

11. **CLOSED SESSION:** Adjourn to closed session to conference with Labor Negotiator regarding compensation and benefits for District Manager (Government Code Section 54957.6)

Agency Representative: President Joe Anderson

Unrepresented Employee: Michael G. Hearst

12. **RECONVENE TO OPEN SESSION:**

13. **APPROVAL OF ADDENDUM TO EMPLOYMENT AGREEMENT FOR DISTRICT MANAGER:** The Policy and Personnel Committee will meet on Thursday, October 21 at 1:45 p.m. to negotiate Section 6 (Hours of Work, Vacation and Sick Leave) of the District Manager Employment Agreement. The Addendum to Employment Agreement is attached as Exhibit C.

14. **WRITTEN COMMUNICATIONS:**

15. **COMMENTS FROM THE BOARD OF TRUSTEES:** At this time, members of the Board of Trustees may comment on agenda or non-agenda matters and ask questions of or give directions to staff, provided that NO action is taken on non-agenda items unless authorized by law.

16. **OTHER BUSINESS:**

17. **ADJOURNMENT:**

**ORANGE COUNTY VECTOR CONTROL DISTRICT
MEETING CALENDAR**

MEETING	LOCATION	DATE
CalPERS Educational Forum	Renaissance Esmeralda Indian Wells, CA	October 25 - 27, 2010
MVCAC Fall Meeting	Embassy Suites South Lake Tahoe, CA	November 3 - 5, 2010
MVCAC 79 th Annual Conference	Renaissance Esmeralda Indian Wells, CA	January 30 - February 2, 2011
AMCA 77 th Annual Conference	Disneyland Hotel Anaheim, CA	March 20 - 24, 2011
MVCAC Spring Meeting	Embassy Suites Monterey Bay Seaside, CA	May 5 - 6, 2011
MVCAC Summer Meeting	Visalia Marriott Visalia, CA	July 21, 2011
MVCAC Fall Meeting	Embassy Suites South Lake Tahoe	November 2 - 4, 2011

- AMCA - American Mosquito Control Association
- ASTMH - American Society of Tropical Medicine and Hygiene
- CALPELRA - California Public Employees Labor Relations Association
- CalPERS - California Public Employees' Retirement System
- CDFA - California Department of Food & Agriculture
- CSDA - California Special Districts Association
- CSMFO - California Society of Municipal Financial Officers
- ERMA - Employment Risk Management Authority
- ESA - Entomological Society of America
- LCC - League of California Cities
- MVCAC - Mosquito and Vector Control Association of California
- OCERS - Orange County Employees Retirement System
- RIFA - Red Imported Fire Ant
- SOVE - Society for Vector Ecology
- SWS - Society of Wetland Scientists
- VCJPA - Vector Control Joint Powers Agency
- UTMB - University of Texas Medical Branch
- WNV - West Nile Virus