

**MINUTES of the San Gabriel Valley Mosquito and Vector Control District
Board of Trustees Meeting
1145 N. Azusa Canyon Road, West Covina, CA 91790
January 8, 2021**

TRUSTEES PRESENT

Stephen Sham (Alhambra)
Roger Chandler (Arcadia)
Richard Barakat (Bradbury)
Corey Calaycay (Claremont)
Henry Morgan (Covina)
Margaret Finlay (Duarte)
Jerry Velasco (El Monte)
Jackie Doornik (Glendora)
Catherine Marcucci (Industry)
Manuel Garcia (Irwindale)
Jamie Bissner (Los Angeles Co.)
Becky Shevlin (Monrovia)
Joseph Leon (Monterey Park)
Rachel Janbek (Pasadena)
Sandra Armenta (Rosemead)
Ryan Vienna (San Dimas)
Denise Menchaca (San Gabriel)
John Capoccia (Sierra Madre)
Robert Joe (So. Pasadena)
Allen Wu (Walnut)
Lloyd Johnson (West Covina)

TRUSTEES ABSENT

Robert Gonzales (Azusa)
Manuel Lozano (Baldwin Park)
Elyse Rasmussen (La Verne)
Tim Sandoval (Pomona)
Cynthia Sternquist (Temple City)

STAFF PRESENT

Jared Dever
Rose Alba
Melissa Doyle
Levy Sun
Jason Farned
Marta Tanaka

GUESTS PRESENT

Representative, Lewis Brisbois
Bisgaard & Smith, Legal Counsel

1. Call to Order

Board President Becky Shevlin called the meeting to order at 7:00 a.m, Trustee Margaret Finlay led the Pledge of Allegiance, and Clerk of the Board Marta Tanaka took Roll Call.

Board President Becky Shevlin introduced new Trustees, Jackie Doornik, appointed by City of Glendora, and Denise Menchaca, appointed by the City of San Gabriel, and informed of the appointment of Robert Gonzales by the City Azusa, who was not in attendance. President Shevlin welcomed the new Board Members.

Board President Becky Shevlin announced the reappointments of Trustees John Capoccia, Manuel Garcia, Catherine Marcucci, Tim Sandoval, Stephen Sham, Cynthia Sternquist, Ryan Vienna, and Allen Wu, and congratulated them on their appointments.

2. Opportunity for Public Comment on Non-Agenda Items

None

3. Consent Calendar

A Motion made by Trustee Corey Calaycay, seconded by Trustee Jerry Velasco, to approve the Consent Calendar, passed by majority vote.

AYES: S. Sham, R. Chandler, R. Barakat, C. Calaycay, H. Morgan, M. Finlay, J. Velasco, J. Doornik, C. Marcucci, M. Garcia, J. Bissner, B. Shevlin, J. Leon, R. Janbek, S. Armenta, D. Menchaca, J. Capoccia, R. Joe, A. Wu, L. Johnson

NOES: None

ABSENT: R. Gonzales, M. Lozano, E. Rasmussen, T. Sandoval, R. Vienna, C. Sternquist

ABSTAIN: None

4. Joint Tax Transfer Resolution – San Gabriel Valley Mosquito and Vector Control District Annexation 2018-06

Board President Becky Shevlin suspended the agenda item, citing it will be brought back for consideration at a future meeting.

5. Governing Authority, Relevant Laws and Requirements

District Legal Counsel Kelly Black described this memo as an outline of relevant statutes, providing a summary of relevant sections such as the Brown Act, Health and Safety Code, Public Records Act, and containing hyperlinks with additional information.

6. San Gabriel Valley Mosquito and Vector Control District Bylaws Governing District Meetings, Resolution 2021-01

District Legal Counsel Kelly Black reported that the current Board Bylaws have not been revised since 2014, and key provisions were due for revision. Black stated that relevant California State rules and regulation are now included in Bylaws.

District Manager Jared Dever added that additions to the Bylaws include provisions on attendance, conflict of interest, and a code of conduct. Dever also confirmed this resolution replaces all previous Bylaws and Amendments.

AYES S. Sham, R. Chandler, R. Barakat, C. Calaycay, H. Morgan, M. Finlay, J. Velasco, J. Doornik, C. Marcucci, M. Garcia, J. Bissner, B. Shevlin, J. Leon, R. Janbek, S. Armenta, D. Menchaca, J. Capoccia, R. Joe, A. Wu, L. Johnson

NOES None

ABSENT R. Gonzales, M. Lozano, E. Rasmussen, T. Sandoval, R. Vienna, C. Sternquist

ABSTAIN None

7. Trustee Service Pins

Board President Becky Shevlin announced that Trustee Roger Chandler has diligently served for 20 years, and that Trustee Cynthia Sternquist has dedicated 10 years of service to the District. Shevlin advised that their service pins will be presented when board meetings resume in-person, and thanked both trustees for their service.

8. Trustee Committee Assignments

Board President Becky Shevlin stated that the current Committee composition is mostly complete, with the exception of the Public Information Committee, requiring four additional members, and the Personnel and Policy Committee, which needs one.

Board President Becky Shevlin instructed staff to distribute the list of Committees to Board Members. Trustee Richard Barakat requested that a list of Committee descriptions be included.

9. District Administration

9.1 Virtual Trustee Orientation Invitation

District Manager Jared Dever invited any new or returning Trustees interested in attending a virtual orientation presentation and district tour reach out to him or Clerk of the Board, Marta Tanaka, to schedule.

9.2 Finance and Audit Committee Meeting Reminder

District Manager Jared Dever announced that meetings of the Finance and Audit and Personnel and Policy Committees need to be convened prior to the February Board Meeting.

9.3 Covid-19 Update

District Manager Jared Dever detailed additional measures taken by the district in December, aimed at enhancing safety and preventing Covid-19 transmission. Dever advised that measures included sanitization stations installed throughout the district facility, as well as personal protective equipment distributed to staff.

10. Committee Reports

10.1 Executive Committee

Board President Becky Shevlin advised that all agenda items discussed during the Executive Committee meeting had been addressed in previous board agenda items.

11. Trustee Reports

Board President Becky Shevlin dedicated this meeting in honor of former Los Angeles City Councilmember Thomas LaBonge.

12. New Business

None.

13. Adjournment

The meeting was adjourned at 7:35 a.m.