

San Gabriel Valley Mosquito & Vector Control District
1145 N. Azusa Canyon Road
West Covina, California 91790

Board of Trustees Meeting

November 14, 2008

7:00 AM

Agenda

1. Call to Order

Note: The public is requested to address the Board on an **Agenda Item** when the Board considers it.

2. Pledge of Allegiance and Silent Roll Call

3. Opportunity for Public Comment on Non-Agenda Items

The public is requested to provide a name/address and limit comment (s) to 5 minutes.

4. Consent Calendar

All items in the Consent Calendar are routine and may be enacted by one motion unless a request is made to remove and consider it (them) as a separate action.

- A. List of Claims for October, 2008 *
- B. Budget Status Report for October, 2008 *
- C. Minutes of Board of Trustees Meeting October, 2008 *
- D. Surveillance and Vector Report*
- E. Abatement Report*
- F. Education Program*

5. September 2008 Monthly Treasurer Report / District Working Balance for November 2008*

Note: Trustee Finlay can not attend the Board Meeting, and she requests continuance of this item to December.

6. Vote for Board of Trustees Officers for 2009

(Action Required)

President	Roger Chandler
Vice President	Stephen Sham
Secretary	Henry Morgan
Treasurer	Margaret Finlay

7. District Administration

(District Manager) (No Action Required)

A. Holiday Schedule:

Thanksgiving Days	Thursday, November 23, 2008
	Friday, November 24, 2008
Christmas Eve	Wednesday, December 24, 2008
Christmas Day	Thursday, December 25, 2008
New Year's Day	Thursday, January 1, 2009

* Indicates a written report.

- B. Baldwin Park Status Report
- C. MVCAC Legislative Day, Tuesday, March 3, 2009, Sacramento

- 8. Disease Surveillance**
(Assistant Manager) (Verbal Report) (No Action Required)
- 9. Trustee Reports**
(Verbal Report) (No Action Required)
- 10. New Business**
Opportunity for Trustees to request future agenda items
(Verbal)
- 11. Adjournment**

CERTIFICATE OF POSTING

I, Esther Elliott, Administrative Secretary of San Gabriel Valley MVCD, certify under penalty of perjury under the laws of the State of California, that the foregoing agenda was posted not less than 72 hours prior to said meeting. Dated this 7th day of November, 2008.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the San Gabriel Valley MVCD to all or a majority of the Board of Trustees less than 72 hours prior to that meeting are available for public inspection at the Administration Building Front Lobby located at 1145 North Azusa Canyon Road, West Covina, CA 91790 during normal business hours. For further information regarding agenda items, please contact the office of the San Gabriel Valley MVCD at 626-814-9466 or via email at district@sgvmosquito.org

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact this District at 626-814-9466. Notification 48 hours prior to the meeting will enable staff to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 34.102.104 ADA TITLE II)

Esther Elliott
Administrative Secretary
San Gabriel Valley MVCD

**San Gabriel Valley
Mosquito and Vector Control District List of Claims October 2008**

Item 4A

Payroll October 2, 2008

Account	Description	Amount
6210	Salaries, Exempt	\$19,303.43
6212	Salaries, Non-Exempt	\$27,742.76
6216	Salaries, Overtime	
6218	Salaries, Vacation	\$8,005.68
6219	Salaries, Holiday	
6220	Salaries, Sick Pay	\$3,968.27
6070	Employee Cash-out	\$2,059.12
	Bilingual compensation	
6230	Part-time Salaries	\$10,545.72
6140	Employer Medicare	\$1,029.20
6240	Employer Social Security	\$653.83
	Paychex	
Total Payroll October 2, 2008		\$73,308.01

Accounts Payable October 2, 2008

Check#	Account	Payee	Description	Amount
408625	6070	American Fidelity	Flex premiums	\$86.34
408626	6170	Arrowhead	Drinking water	\$186.97
408627	6343	Azusa Light and Water	Water bill	\$133.77
408628	6290	Bioquip	Educational supplies	\$970.70
408629	6070	CALPERS	Medical insurance premium	\$6,881.93
408630	6187	Mayer Hoffman McCann	Audit	\$13,500.00
408631	6290	Copies & Ink	Educational supplies	\$1,183.31
408632	6340	Edison	Electricity	\$2,928.33
408633	6044	Glendora Plumbing & Heating	Backflow test	\$96.00
408634	6232	Frank Hall	Per diem, MVCAC Fall mtg	\$177.00
408635	6080	Irwindale Industrial Clinic	Post-offer physicals	\$390.00
408636	6130	Jenkins and Hogin	Legal fees	\$927.50
408637	6046	Jesse Shelby	Network adimistration and service	\$2,000.00
408638	6232	Kenn Fujioka	Per diem, MVCAC Fall mtg	\$120.00
408639	6232	Kelly Middleton	Per diem, MVCAC Fall mtg	\$120.00
408640	6232	Chuck Myers	Per diem, MVCAC Fall mtg	\$177.00
408641	-----	Nationwide Retirement	Employee liability	-----
408642	-----	Nationwide Retirement	Employee liability	-----
408643	6200	PERS	Employer contribution	\$4,832.00
408643			Employee benefit	\$3,205.42
408644	6200	PERS	Employer contribution	\$4,832.00
408644			Employee benefit	\$3,205.42
408645	6250	Praxair	Dry ice	\$400.54
408646	-----	Premier Credit of NA	Employee liability	-----
408647	6040	Safety Kleen	Clarifier service	\$1,555.09
408648	6250	South Coast Water Co	Water system maintenance	\$130.00
408649	6250	South Coast Water Co	Water system maintenance	\$574.75
408650	6270	Staples Business Advantage	Office supplies	\$606.20
408651	6232	Steve West	Car Allowance	\$500.00
408652	6232	Steve West	Per diem, MVCAC Fall mtg	\$160.00

**San Gabriel Valley
Mosquito and Vector Control District List of Claims October 2008**

Check#	Account	Payee	Description	Amount
408653	6250	Thermal Combustion Innovators	Biohazardous waste disposal	\$107.61
408654	6302	US Bank-Brisco	Toms Mens Wear-Safety shoes	\$129.90
408654	6040	US Bank-Fujioka	ADT-building security	\$35.57
408654	6150		Paypal-SOVE membership	\$70.00
408654	6150		AMCA-annual membership	\$1,500.00
408654	6280		Amazon.com-ops supplies	\$119.50
408654	6150		AAAS-membership	\$146.00
408654	6290	US Bank-Hagele	Amazon Reptile Ctr-exhibit supplies	\$80.07
408654	6290		Petsmart-exhibit supplies	\$61.42
408654	6290		Vons-exhibit supplies	\$30.19
408654	6290		Albertsons-exhibit supplies	\$7.81
408654	6290	US Bank-Middleton	Michaels-Education supplies	\$10.81
408654	6046		DB Computer Investments-hard drive recovery	\$3,446.47
408654	6035		DB Computer Investments-hardware	\$172.11
408654	6232		Southwest Air-transport, MVCAC quarterly mtg	\$165.00
408654	6035		CDW-hardware	\$416.00
408654	6290		Café Bageley-refreshments, SCVET mtg	\$23.09
408654	6260	US Bank Niffenegger	Elite Glass Repair-winshiel repairs	\$105.00
408654	6302		Barr Lumber Co-safety supplies	\$10.81
408654	6260		Clippinger Ford-auto parts	\$9.75
408654	6260		Carquest-automotive parts	\$253.95
408654	6260		Autozone-automotive parts	\$148.23
408654	6260		Home Depot-auto parts	\$9.19
408654	6260		Tucker Tire-tires	\$69.00
408654	6040		Pressure Parts.com-Car wash parts refund	-\$188.15
408654	6040		Home Depot-bldg maint supplies	\$20.55
408654	6044		Home Depot-grounds maint supplies	\$90.76
408654	6250		Home Depot-lab supplies	\$112.36
408654	6260		IATN-auto maint software subscription	\$45.00
408654	6250		Radio Shack-lab supplies	\$3.24
408654	6232	US Bank-West	CSDA conf registration	\$425.00
408654	6312		Plantronics-refund	-\$89.80
408654	6232		Southwest Air-transport, MVCAC quarterly mtg	\$149.00
408655	6320	Verizon California	Office phones	\$416.15
408656	6315	Verizon Wireless	Wireless card-West	\$60.07
408656	6312		Field phones	\$1,456.29
408657	6315	Verizon Wireless	Wireless card-Fujioka	\$60.07
Total Accounts Payable October 2, 2008				\$59,568.29

Payroll October 16, 2008

Account	Description	Amount
6210	Salaries, Exempt	\$19,303.43
6212	Salaries, Non-Exempt	\$22,781.76
6216	Salaries, Overtime	
6218	Salaries, Vacation	\$2,524.24
6219	Salaries, Holiday	
6220	Salaries, Sick Pay	\$320.56
6070	Employee Cash-out	\$2,059.12

**San Gabriel Valley
Mosquito and Vector Control District List of Claims October 2008**

Check#	Account	Payee	Description	Amount
		Bilingual compensation		\$100.00
6230		Part-time Salaries		\$10,548.50
6140		Employer Medicare		\$825.48
6240		Employer Social Security		\$641.61
		Paychex		
			Processing fee	
Total Payroll October 16, 2008				\$59,104.70

Trustee Stipend October 16, 2008

Account	Trustee	Description	Amount
6030	Richard Barakat	Monthly stipend for attending District functions	\$100.00
	Mark Breceda		\$100.00
	Bob Bruesch		\$100.00
	Roger Chandler		\$100.00
	Linda Elderkin		\$100.00
	Margaret Finlay		\$100.00
	Kenneth Gillanders		\$100.00
	Ernest Gutierrez		\$100.00
	Daniel Holloway		\$100.00
	Dan Kirby		\$100.00
	Henry Morgan		\$100.00
		Board Secretary stipend	\$49.50
	Chuck Myers		\$100.00
	Janice Nelson		\$100.00
	Jef Parriott		\$100.00
	Joe Rocha		\$100.00
	Tom Sykes		\$100.00
	Jeff Templeman		\$100.00
	Employer Medicare		\$26.82
	Employer Social Security		\$114.67
Total October 16, 2008			\$1,890.99

Accounts Payable October 16, 2008

Check#	Account	Payee	Description	Amount
408658	6070	Allied Administrators	Dental premiums	\$1,152.73
408659	6332	Ameripride Uniforms	Uniforms	\$5.52
408660	6040	Athens Services	Trash pick up	\$161.10
408661	6044	Best Way Maintenance	Landscaping fees-May	\$450.00
408662	6330	CA DPH	Certification renewal	\$830.00
408663	6262	Chevron	Gasoline	\$5,594.45
408664	6315	COVAD	Internet usage charge	\$323.85
408665	-----	Franchise Tax Board	Tax	-----
408666	6040	J&J Janitorial Service	Janitorial service	\$1,058.00
408667	2140	Jermaine Turner	Reimbursement	\$171.53
408668	6040	McNeill Security Systems	Fire and security alarm monitoring and installation	\$4,330.00
408669	6070	Medical Eye Service	Vision premiums	\$187.54
408670	-----	Nationwide Retirement	Employee liability	-----
408671	6185	Neopost	Postage meter leasing	\$63.23
408672	6200	PERS	Employer contribution	\$4,832.00

**San Gabriel Valley
Mosquito and Vector Control District List of Claims October 2008**

Check#	Account	Payee	Description	Amount
408672			Employee benefit	\$3,205.42
408673	-----	Premier Credit of NA	employee liability	-----
408674	6332	Prudential Uniform	Uniforms	\$1,819.12
408674	6040		Floor mats and lockers	\$735.95
408675	6030	Shaffer Awards	Retirement award	\$92.95
408676	6341	The Gas Company	Gas bill	\$119.71
408677	6040	TNT Window Tinting	Garage window tinting	\$1,638.00
408678	6111	VCJPA	EAP premium	\$248.52
408679	6042	Verizon Select Services	Maintenance agreement	\$1,134.12
408680	6250	Western Weather Group	Weather station	\$55.00
Total Accounts Payable October 16, 2008				\$28,208.74

Payroll October 30, 2008

Account	Description	Amount
6210	Salaries, Exempt	\$19,303.43
6212	Salaries, Non-Exempt	\$26,575.76
6216	Salaries, Overtime	
6218	Salaries, Vacation	\$320.56
6219	Salaries, Holiday	\$250.72
6220	Salaries, Sick Pay	\$260.56
6070	Employee Cash-out	\$2,407.51
	Bilingual compensation	
6230	Part-time Salaries	\$10,623.95
6140	Employer Medicare	\$854.39
6240	Employer Social Security	\$658.69
	Paychex	\$524.63
	Processing fee	
Total Payroll October 16, 2008		\$61,780.20

Accounts Payable October 30, 2008

Check#	Account	Payee	Description	Amount
408681	6070	American Fidelity	Insurance premiums	\$2,172.72
408682	6070	American Fidelity	Flex premiums	\$506.00
408683	6170	Arrowhead	Drinking water	\$142.86
408684	6343	Azusa Light and Water	Water bill	\$100.29
408685	6070	CALPERS	Medical insurance premium	\$6,891.01
408686	6036	CDW	Protection software	\$1,228.70
408687	6250	Fisher Scientific	Lab supplies	\$2,038.03
408688	-----	Franchise Tax Board	Employee liability	-----
408689	6332	Lands End	Employee uniforms	\$385.99
408690	-----	Nationwide Retirement	Employee liability	-----
408691	6300	National Geographic	Subscription	\$34.00
408692	6200	PERS	Employer contribution	\$4,853.69
408692			Employee benefit	\$3,220.44
408693	6250	South Coast Water	Water system repair	\$215.09
408694	6250	Thermal Combustion Innovators	Biohazardous waste disposal	\$87.26
408695	6260	TNT Window Tinting	Vehicle tinting	\$510.00
408696	6270	US Bank-Alba	Office Depot-office supplies	\$740.71
408696	6270		Wal-Mart-office supplies	\$18.35

**San Gabriel Valley
Mosquito and Vector Control District List of Claims October 2008**

Check#	Account	Payee	Description	Amount
408696	6232		Smart n Final-meeting supplies	\$53.24
408696	6270	US Bank-Brisco	Michaels-Office supplies	\$31.33
408696	6040	US Bank-Fujioka	ADT-building security	\$35.57
408696	6232		Embassy Suites-MVCAC quarterly mtg lodging	\$325.00
408696	6290	US Bank-Hagele	Vons-exhibit supplies	\$37.28
408696	6290		Vons-Board meeting supplies	\$10.09
408696	6290		Best Buy-education equipment	\$151.54
408696	6030		Amazon Reptile Ctr-exhibit supplies	\$71.20
408696	6290		Petsmart-exhibit supplies	\$153.46
408696			Home Depot-education supplies	\$28.76
408696	6260	US Bank Niffenegger	Airgas West-automotive supplies	\$229.54
408696	6260		Home Depot-auto parts	\$31.84
408696	6260		Tucker Tire-tires	\$529.85
408696	6260		Harbor Freight-auto tools	\$17.27
408696	6260		Autozone-automotive parts	\$547.61
408696	6280		Barneys Key Service-keys for operations	\$24.36
408696	6040		Ferguson Enterprises-heater parts	\$148.40
408696	6035	US Bank-West	Circuit City-hardware	\$50.87
408696	6270		National Geographic-District greeting cards	\$155.75
408696	6232		Embassy Suites-MVCAC quarterly mtg lodging (3)	\$1,256.07
408697	6320	Verizon Conferencing	Conference call	\$1.56
408698	6320	Verizon California	Office phones	\$404.55
408699	6315	Verizon Wireless	Wireless card-West	\$60.07
408699	6312		Field phones	\$1,467.86
408700	6315	Verizon Wireless	Wireless card-Fujioka	\$65.07
408701	6250	Western Weather Group	Weather station	\$55.00
Total Accounts Payable October 30, 2008				\$29,088.28

Petty Cash	October 2008	Account	Payee	Description	Amount
2216		6232	Steve West	Per diem-CSDA conf-void	-\$160.00
2218			Kelly Middleton	Reimbursement for education supplies	\$35.17
2219		6270	Costco	Office supplies	\$166.73
2219		6030		Board room supplies	\$12.77
2219		6280		Operations supplies	\$68.25
2220			VOID		
2221		6030	Angela Brisco	Reimbursement-board room supplies	\$43.46
2222		6040	Modesto Santamaria	Welding	\$150.00
2223		6302	Ramona Deacon	Reimbursement-flu shots	\$60.00
2224		6170	Petty Cash	Replenish petty cash	\$250.00
Total Petty Cash				\$626.38	
Total Payroll				\$194,192.91	
Total Accounts Payable				\$118,756.30	
TOTAL LIABILITIES				\$313,575.59	
Trust Warrant 559				\$313,575.59	

SGVMVCD
Comparative YTD Actual to Full Year Budget
Current Period 34% of Year Completed)
October 31, 2008

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
PERSONNEL EXPENSES						
Salaries, Exempt	57,910.74	174,876.43	515,000.00	340,123.57	33.96	
Salaries - Non Exempt	77,200.28	230,322.29	683,000.00	452,677.71	33.72	
Salaries - Overtime	0.00	339.22	1,000.00	660.78	33.92	
Salaries - Vacation	10,850.48	23,229.64	55,000.00	31,770.36	42.24	Employee retired
Salaries-Holiday	250.72	5,790.24	41,000.00	35,209.76	14.12	
Salaries, Sick Pay	4,549.39	10,905.13	46,000.00	35,094.87	23.71	
Salaries, Part-time - XH	31,718.17	89,387.77	180,000.00	90,612.23	49.66	Seasonal help
Retirement, Employee	12,836.70	29,290.14	85,000.00	55,709.86	34.46	
Management Car Allowance	500.00	2,000.00	6,000.00	4,000.00	33.33	
Cafeteria Benefit	23,307.08	60,102.24	180,000.00	119,897.76	33.39	
Medicare	2,737.54	8,068.82	18,000.00	9,931.18	44.83	Seasonals
Retirement - Employer	19,349.69	43,953.37	123,000.00	79,046.63	35.73	
Social Security	2,075.00	5,962.39	13,000.00	7,037.61	45.86	Seasonals
TOTAL PERSONNEL EXPENSES	243,285.79	684,227.68	1,946,000.00	1,261,772.32	35.16	
OPERATING EXPENSES						
Fixed Assests-Furniture	0.00	0.00	10,000.00	10,000.00	0.00	
Awards	0.00	0.00	1,500.00	1,500.00	0.00	
Bank Charges	0.00	0.00	5,600.00	5,600.00	0.00	
Board expenses	1,852.54	7,501.04	29,200.00	21,698.96	25.69	
Computer Hardware	50.87	5,372.99	4,000.00	(1,372.99)	134.32	DM's laptop
Computer Software	1,228.70	1,228.70	2,750.00	1,521.30	44.68	
Building maintenance	9,561.92	15,680.46	39,490.00	23,809.54	39.71	New alarm system
Maintenance, equipment	1,134.12	2,754.38	8,000.00	5,245.62	34.43	
Maintenance, grounds	636.76	1,986.76	8,000.00	6,013.24	24.83	
Computers ,Maintenance	6,034.58	9,599.48	23,000.00	13,400.52	41.74	Repairs for PIO & DM
Fees & Assessments	0.00	811.28	9,500.00	8,688.72	8.54	
Hiring expenses	390.00	480.00	3,100.00	2,620.00	15.48	
VCJPA General Fund	0.00	10,521.00	9,200.00	(1,321.00)	114.36	One time fee
Insurance, liability	0.00	41,084.00	41,000.00	(84.00)	100.20	One time fee

SGVMVCD
Comparative YTD Actual to Full Year Budget
Current Period 34% of Year Completed)
October 31, 2008

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
Workers Comp Insurance	0.00	47,978.00	48,000.00	22.00	99.95	One time fee
Other Insurance	248.52	908.52	2,000.00	1,091.48	45.43	EAP premiums
Insurance, unemployment	0.00	9,485.00	11,000.00	1,515.00	86.23	Past seasonals
Legal	927.50	3,320.00	10,000.00	6,680.00	33.20	
Memberships	1,716.00	10,766.00	13,400.00	2,634.00	80.34	MVCAC dues
Miscellaneous expenses	329.83	1,120.05	2,500.00	1,379.95	44.80	Satellite Renewal
Postage	63.23	392.01	3,500.00	3,107.99	11.20	
Prof. Services, Auditor	13,500.00	13,500.00	15,000.00	1,500.00	90.00	One time fee
Professional Services	0.00	0.00	5,000.00	5,000.00	0.00	
Research	0.00	0.00	8,000.00	8,000.00	0.00	
Seminars and meetings	3,127.31	3,690.41	45,200.00	41,509.59	8.16	
Tuition Reimbursement	0.00	0.00	2,500.00	2,500.00	0.00	
Supplies, laboratory	3,778.88	6,799.68	18,000.00	11,200.32	37.78	Lab repairs
Supplies, mechanical	2,439.76	9,096.61	33,000.00	23,903.39	27.57	
Supplies, gasoline	5,594.45	24,806.43	55,770.00	30,963.57	44.48	Increase in fuel costs
Supplies, office	1,552.34	4,071.49	17,000.00	12,928.51	23.95	
Supplies, operations	178.49	178.49	28,000.00	27,821.51	0.64	
Supplies, public informat	2,809.64	14,044.99	35,000.00	20,955.01	40.13	Radio Buy for WNV PSA
Supplies, reference	34.00	429.88	3,000.00	2,570.12	14.33	
Supplies, safety	140.71	3,892.63	11,200.00	7,307.37	34.76	Ice machine
Tax Collection	0.00	0.00	115,000.00	115,000.00	0.00	
Communications, field	2,834.35	5,801.17	26,500.00	20,698.83	21.89	
Telephone, Internet	569.13	1,773.06	7,000.00	5,226.94	25.33	
Telephone , Office	822.26	1,752.38	6,000.00	4,247.62	29.21	
Training , CEU's	830.00	830.00	4,000.00	3,170.00	20.75	
Uniforms and clothing	2,210.63	4,648.57	13,000.00	8,351.43	35.76	
Utilities, Electric	2,928.33	12,785.76	28,800.00	16,014.24	44.40	Increase in electricity costs (A/C)
Utilities, Natural Gas	119.71	635.08	4,500.00	3,864.92	14.11	
Utilities, Water	234.06	510.90	3,100.00	2,589.10	16.48	
TOTAL OPERATING EXPENSES	67,878.62	279,187.20	769,310.00	489,072.80	36.29	
TOTAL EXPENSES	311,164.41	963,414.88	2,715,310.00	1,750,845.12	35.48	

SGVMVCD
Comparative YTD Actual to Full Year Budget
Current Period 34% of Year Completed)
October 31, 2008

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized
RESERVES					
Reserve, Unallocated Gene	0.00	0.00	814,706.95	814,706.95	0.00
Reserve, Public Health Em	0.00	0.00	379,425.97	379,425.97	0.00
Reserve, Capital & Asset	0.00	0.00	471,320.00	471,320.00	0.00
TOTAL RESERVES	0.00	0.00	1,665,452.92	1,665,452.92	0.00

San Gabriel Valley Mosquito & Vector Control District
Board of Trustees Meeting
October 10, 2008

Minutes

Trustees Attending

- 1 Roger Chandler (Arcadia)
- 2 Joseph Rocha (Azusa)
- 3 Rick Barakat (Bradbury)
- 4 Linda Elderkin (Claremont)
- 5 Henry Morgan (Covina)
- 6 Ernest Gutierrez (El Monte)
- 7 Margaret Finlay (Duarte)
- 8 Jeff Parriott (Industry)
- 9 Mark Breceda (Irwindale)
- 10 Dan Holloway (La Puente)
- 11 Charles Myers (Glendora)
- 12 Dan Kirby (Monrovia)
- 13 Robert Bruesch (Rosemead)
- 14 Jeffrey Templeman (San Dimas)
- 15 Janice Nelson (Sierra Madre)
- 16 Kenneth G. Gillanders (Temple City)
- 17 Tom Sykes (Walnut)

Trustees Absent

- 1 Stephen Sham (Alhambra)
- 2 Robert Neher (La Verne)
- 3 Dave Barron (Monterey Park)
- 4 Elliott Rothman (Pomona)
- 5 Albert Huang (San Gabriel)
- 6 Roger Hernandez (West Covina)
- 7 Frank Hall (Co. of Los Angeles)

Staff Attending

- Steve West
Kenn Fujioka
Kelly Middleton
Rose Alba
Esther Elliott
Carol Anne Hagele
Mel Cook

Staff Absent

Ramona Deacon

1. Call to Order

The meeting was called to order by President Roger Chandler at 7:01 a.m.

2. Pledge of Allegiance and Silent Roll Call

The Pledge of Allegiance was led by Trustee Gillanders.

3. Opportunity for Public Comment on Non-Agenda Items

4. Consent Calendar

- A. List of Claims for September, 2008
- B. Budget Status Report for September, 2008
- C. Minutes of Board of Trustees Meeting September, 2008
- D. Surveillance and Vector Report
- E. Abatement Report
- F. Education Program

A motion by Trustee Finlay to approve the Consent Calendar as presented was seconded and unanimously approved.

5. A. July 2008 Treasurer Report/District Working Balance for September 2008

A motion by Trustee Gutierrez to approve the July 2008 Treasurer's Report and District Working Balance for September 2008 was seconded and unanimously approved.

B. August 2008 Treasurer Report / District Working Balance for October 2008

A motion by Trustee Gutierrez to approve the August 2008 Treasurer's Report and District Working Balance for October 2008 was seconded and unanimously approved.

6. Consider Staff Recommendation on the District's Bee Control Program

Assistant Manager Kenn Fujioka explained that at the April 2008 meeting the Board of Trustees voted to retain the Bee Program and requested staff provide a subsequent assessment. He further reported the District has prioritized West Nile virus during the summer months since 2004, and bee calls are handled as time permits except for large public areas. The District is thus able to implement both programs without increasing field staff, although the FY 2008-2009 Budget included funding for temporary office staff to help with the approximately one hundred calls a week for bee removal service. In order to maintain the program as it exists, the District will need to continue this budget of \$14,000 during the months of March through July for each fiscal year the bee program continues.

The Assistant Manager continued that residents are reluctant to spend money for pest control operators (PCO) to needlessly remove bees. This allows 2 to 4 months for swarms to disperse. With 10% to 20% of the original calls left by that time, they are nests and will be destroyed. Beekeepers normally kill 70% to 80% of the swarms they remove because the Africanized gene manifests itself once they become hives, and the bees cannot be managed like normal European stock.

President Chandler felt that \$14,000 was justified to allow swarms of bees a chance to disperse.

Trustee Templeman remarked that residents need someone to call to minimize their fears. He supported the recommendation to continue the program and also to provide the residents with other cost effective educational information.

In response to Trustee Bruesch's question, Assistant Manager Fujioka stated that commercial beekeepers do not use wild stock in their commercial hives because the Africanized honey bees are very difficult to manage. Beekeepers would need to make special accommodations meaning they would lose time and money.

District Manager Steve West stated that the District is a vector control entity but by the Board's determination we conduct a bee program. In previous Board discussions, there were many comments about various ways to deal with bees and specifically not to destroy them. The staff's role will be to do everything it can to encourage the public not to request destruction of the bees, and this process places the burden of the bee program principally on the front office.

A motion by Trustee Templeman to continue the current bee program and fund \$14,000 necessary for seasonal help for the front office was seconded and unanimously approved.

7. Consider Cooperative Agreement Between the California Department of Public Health and the San Gabriel Valley Mosquito & Vector Control District for Calendar Year 2009.

A motion by Trustee Charles Myers to approve the Cooperative Agreement between the California Department of Public Health and the San Gabriel Valley Mosquito & Vector

Control District for Calendar Year 2009 and authorize the appropriate signature was seconded and unanimously approved.

8. President's Call for the Nominations' Committee Members (Calendar 2009 Officers)

Trustee Morgan proposed to retain the same officers, Roger Chandler, President, Stephen Sham, Vice President, Henry Morgan, Secretary and Margaret Finlay, Treasurer, for the 2009 slate of officers.

District Manager Steve West reported this proposed motion must appear as an agenda item at the next Board of Trustees meeting in November 2008.

9. District Administration

A. New Innovative Vector Control Instrumentation

District Manager Steve West displayed a new dipper designed by Maintenance Mechanic Mike Niffenegger.

10. Honey Bee, Avian Flu and West Nile Virus Update

Assistant Manager Fujioka reported that this is the worst year for WNV cases in Los Angeles County since 2004. Currently there are 309 cases in the State of California; of those 131 are in Los Angeles County, and 50 of those cases are in this District. Roughly 25% of the cases are asymptomatic blood donors. There have been three fatalities this year.

11. Trustee Reports

Trustee Nelson encouraged everyone to get their flu shot.

12. New Business

There will be a Public Information Committee meeting immediately following the Board meeting.

13. Adjournment

A motion by Trustee Myers to adjourn the meeting was seconded and unanimously approved. The meeting adjourned at 7:36 am

Surveillance Activities during October 2008

I. Mosquito Collections

Location	Mean mosquitoes per trap
Eaton Cyn Ntr Ctr –Altadena	3.5
LA Arboretum-Arcadia (8/4)	1.3
San Gabriel River-Azusa	1.5
Bernard Bio Station – Claremont	0.8
Basye Street – El Monte	1.5
Los Cerritos Rd-Glendora	2.0
CA Country Club-Industry	2.7
Santa Fe Dam – Irwindale	7.8
Live Oak Cyn Rd – La Verne	1.5
Mont. Park Cty Yd – Monterey Park	5.2
Cal Poly Univ – Pomona	2.8
Russell Place – Pomona	2.3
Puddingstone Creek – San Dimas	20.3
Cabillo Ranch Road – San Dimas	3.5
Shasta Court – San Dimas	0.0
Gartel Dr. – Walnut	0.8

II. Mosquito Pools Collected

Location	Species	No. of Pools
Cal Country Club -Industry	<i>Cx. quinquefasciatus</i>	1
Santa Fe Dam – Irwindale	<i>Cx. quinquefasciatus</i>	1
MP City Yard – Monterey Park	<i>Cx. quinquefasciatus</i>	1
Cal Poly Univ – Pomona	<i>Cx. quinquefasciatus</i>	1
Puddingstone Creek – San Dimas	<i>Cx. erythrothorax</i>	1
	<i>Cx. quinquefasciatus</i>	2

None of the pools collected in October were positive for WNV. As of November 5, 2008, 1947 mosquito pools collected from 26 counties have tested positive for WNV within California during 2008.

III. Dead Birds

American Crows picked up by District staff in September positive for West Nile virus were found in the following cities: Arcadia (1), Glendora (1), Pomona (1), and San Dimas (1). The total number of dead birds positive for WNV in California thus far in 2008 is now at 2094 in 41 counties.

IV. Sentinel Chicken Sera

The samples that were reported pending last month were all confirmed positive for WNV leaving no coop within the District negative for WNV. Within California, the total number of chickens positive for WNV as of November 5 is currently 564 in 26 counties.

V. Human Illness

As of November 5, 2008, 369 human cases of WNV have been reported in California from 24 counties. Los Angeles County has 130 confirmed cases. WNV related deaths have now number at 10 from the following counties: Fresno (1), Los Angeles (3), Orange (2), Riverside (3) and San Bernadino (1) counties.

VI. Horses and Rodents

In California thus far in 2008, 31 horses from 14 counties have been reported WNV positive, still none from Los Angeles County. There have been 32 squirrels from 7 counties reported WNV positive in 2008, 14 were from Los Angeles County including one last month from this District.

VII. Mean Maximum-Minimum Temperatures (degrees Fahrenheit)

	LA Civic Ctr max/min T°	Burbank max/min T°	Pasadena max/min T°	San Gabriel max/min T°	Ontario max/min T°	District max/min T°
Oct 2008	85.2/60.1	85.8/58.2	87.6/61.0	85.9/56.5	87.5/58.6	88.9/57.9
Oct 2007	79.2/58.3	79.3/55.9	81.4/57.9	79.8/54.0	81.0/57.4	83.4/56.4
Oct 5-yr mean	77.6/59.1	78.4/56.2	80.0/58.1	78.4/56.2	80.1/56.4	
Oct 2004	73.0/57.6	74.6/54.7	75.9/56.2	72.7/53.6	75.9/54.1	
Sep 2008	82.6/64.5	88.2/64.1	88.9/64.8	85.6/63.7	92.4/64.0	90.7/63.6
Sep 2007	81.2/62.7	83.3/61.1	85.1/62.8	81.4/60.4	85.3/59.0	88.4/62.0
Sep 5-yr mean	81.8/63.1	85.2/61.4	87.3/62.8	78.4/56.2	80.1/56.4	
Sep 2004	84.2/64.2	86.6/65.1	88.9/65.1	89.9/60.9	87.7/62.8	

Precipitation

Oct 2008	0.02	0.00	0.08	0.00	0.00	0.06
Oct 2007	1.03	1.81	1.69	1.55	1.43	0.02
Oct 5-yr mean	1.32	1.48	2.30	0.70	0.62	
Oct 2004	4.56	5.05	9.22	1.91	1.34	
Sep 2008	0.00	0.000	0.03	0.04	0.00	0.00
Sep 2007	0.52	0.98	1.51	0.00	0.22	0.08
Sep 5-yr mean	0.16	0.25	0.35	0.08	0.04	
Sep 2004	0.00	0.00	0.00	0.00	0.00	

To view information from the District's weather station go to:

<http://customerweb.westernwx.com/sqvmvcd> Username: sqvmvcd Password: weather

IX. Notes: National West Nile Virus Activity

The Centers for Disease Control reports on their website that as of October 21, 2008, 1141 human cases had been reported nationwide this year in the following 42 states: Alabama (19), Arizona (77), Arkansas (8), California (329), Colorado (77), Connecticut (7), Delaware (1), Florida (2), Georgia (7), Idaho (32), Illinois (19), Indiana (3), Iowa (9), Kansas (25), Louisiana (36), Maryland (13), Michigan (14), Minnesota (21), Mississippi (97), Missouri (16), Montana (5), Nebraska (37), Nevada (15), New Jersey (7), New Mexico (5), New York (39), North Dakota (43), Ohio (16), Oklahoma (8), Oregon (4), Pennsylvania (5), South Dakota (39), Tennessee (11), Texas (51), Utah (24) Virginia (1), Washington (2) West Virginia (1), Wisconsin (6), and Wyoming (8). Of the 1141 individuals, 520 (46%) had neuroinvasive illness. The 19 fatalities reported last month has increased to 25: Arizona (3), California (7), Iowa (1), Illinois (1), Mississippi (3), Missouri (1), New Jersey (1), New York (6), Ohio (1), and Texas (1).

For additional information on the national level go to:

<http://www.cdc.gov/ncidod/dvbid/westnile/index.htm>.

www.westnilemaps.usgs.gov.

Additional information about West Nile Virus activity within California can be found at:

www.westnile.ca.gov

www.calsurv.org



**Abatement Activities for
October 2008**

District Cities	Total Service Requests	TYPES OF SERVICE REQUESTS							
		Fish	Pools and Spas	Misc. Sources	Adult Mosquitoes	Black Flies	Midges	Bees	Other Insects
Alhambra	1				1				
Altadena	2	1	1						
Arcadia	3	1			2				
Azusa	1		1						
Baldwin Park	3	2			1				
Bradbury	0								
Claremont	3		2			1			
Covina	2		1					1	
Duarte	0								
El Monte	2				2				
Glendora	0								
Industry	1				1				
Irwindale	0								
L. A. County	6	1	3		2				
La Puente	2				1			1	
La Verne	2	1			1				
Monrovia	2	2							
Monterey Park	0								
Pomona	5		4					1	
Rosemead	0								
S. Pasadena	0								
San Dimas	3				1		1	1	
San Gabriel	0								
Sierra Madre	0								
Temple City	2	1			1				
Walnut	0								
West Covina	4		4						
TOTAL	44	9	16	0	13	1	1	4	0

Fish- Placed in ornamental ponds and water barrels. Never placed in abandoned swimming pools or spas.

Pools & Spas- Referred to the District by residents, Department of Health Services, and City Code Enforcement Officers.

Misc. Sources- Resident refers to breeding site other than fish pond, swimming pool, and spa.

Adult Mosq.- Resident is annoyed by adult mosquitoes and is not sure of breeding site.

Black Flies- Resident is annoyed by black flies.

Midges- Property owner is experiencing an insect problem which has been identified as midges.

Bees- Resident has requested service for bees, wasps, or hornets.

Other Insects- Resident has contacted District regarding the control of insects other than those controlled by the District.

MOSQUITO CONTROL ACTIVITIES

District Cities	Total Sources Inspected	Total Sources Breeding	Total Sources Treated	Total Area Treated (Acres)	JUVENILE CONTROL						
					Duplex* (Gallons)	Golden Bear (Gallons)	<i>Bti</i> Gran. (Pounds)	<i>B. sphaer.</i> (Pounds)	XR Briquets (Each)	Fish (Acres) (Planted)	Methoprene Pellets (Pounds)
Alhambra	267	105	105	0.076	0.083	0.092		0.858			
Altadena	91	15	16	0.071	0.105	0.049		0.242		0.000	
Arcadia	467	132	132	0.296	0.159	0.986		0.858			
Azusa	100	16	16	0.137	0.141	0.373		0.110			
Baldwin Park	75	18	19	0.052	0.003	0.141		0.066		0.001	
Bradbury	21	6	8	0.274	0.302	0.497					
Claremont	178	17	17	0.067	0.120	0.045		0.220			
Covina	251	51	51	1.619	4.698	0.145		0.440			
Duarte	70	14	14	0.046	0.134	0.002		0.088			
El Monte	158	42	42	0.451	0.206	1.143		0.066			
Glendora	164	23	23	0.111	0.185	0.200		0.176			
Industry	45	20	20	0.053	0.124	0.038		0.022			
Irwindale	51	17	17	0.253	0.716	0.069		0.022			
L. A. County	500	101	102	0.251	0.123	0.710		0.726		0.000	
La Puente	77	18	18	0.054	0.125	0.033		0.066			
La Verne	77	18	18	0.100	0.073	0.198		0.198			
Monrovia	155	42	42	0.359	0.598	0.585		0.462			
MontereyPark	105	17	18	0.022	0.011	0.039		0.066		0.002	
Pomona	150	42	42	0.188	0.253	0.224		0.638			
Rosemead	176	42	42	0.015	0.011	0.026		0.154			
S. Pasadena	0	0	0								
San Dimas	113	26	26	0.145	0.182	0.244		0.198			
San Gabriel	125	60	60	0.055	0.067	0.048		0.528			
Sierra Madre	81	26	27	0.066	0.045	0.081		0.396		0.006	
Temple City	202	61	62	0.152	0.225	0.199		0.440		0.003	
Walnut	119	12	13	0.067	0.081	0.145		0.022			
West Covina	259	49	51	0.150	0.198	0.259		0.308		0.000	
TOTAL	4077	990	1001	5.128	8.969	6.573	0.000	7.37	0	0.013	0.000

Total Sources Inspected- Total number of sources inspected for mosquitoes.

Total Sources Breeding- Total number of sources breeding for mosquitoes.

Total Sources Treated- Total number of sources treated for mosquitoes.

Total Area Treated- Total acres treated for mosquitoes only.

Juvenile Control- Pesticide used by type to control mosquito larvae and pupae.

Adult Control- Adulticide pesticide applied with ultra-low volume machine.

OTHER CONTROL

District Cities	BLACK FLIES				MIDGES		BEES			
	Larval Control		Adult Control		Larval Control		Sites Treated	Cynoff (Gallons)	Drione (Ounces)	M-Pede (Gallons)
	Teknar HP-D (Gallons)	Vectobac 12AS (Gallons)	Suspend SC (Gallons)	Area Treated (Acres)	Altosid Pellets (Pounds)	Area Treated (Acres)				
Alhambra										
Altadena										
Arcadia							2		1.000	1.000
Azusa		5.512								
Baldwin Park										
Bradbury										
Claremont										
Covina							1			0.250
Duarte										
El Monte										
Glendora										
Industry										
Irwindale										
L. A. County		0.225								
La Puente							1			1.000
La Verne										
Monrovia										
Monterey Park										
Pomona										
Rosemead										
S. Pasadena										
San Dimas							1			0.500
San Gabriel										
Sierra Madre										
Temple City							2			2.000
Walnut										
West Covina										
TOTAL	0	5.737	0.000	0.000	0	0	7	0.000	1.000	4.750

RODENT CONTROL ACTIVITIES

District Cities	TYPES OF SERVICE REQUESTS				CONTROL		
	Total Service Requests	Rats	Mice	Other	Corrective Notices	Number of Bait Stations	Bait Used (lbs)
Alhambra	0						
Altadena	0						
Arcadia	0						
Azusa	0						
Baldwin Park	0						
Bradbury	0						
Claremont	0						
Covina	2	2			1		
Duarte	0						
El Monte	0						
Glendora	0						
Industry	0						
Irwindale	0						
L. A. County	0						
La Puente	1	1			1		
La Verne	0						
Monrovia	0						
Monterey Park	0						
Pomona	0						
Rosemead	0						
S. Pasadena	0						
San Dimas	0						
San Gabriel	0						
Sierra Madre	0						
Temple City	0						
Walnut	0						
West Covina	1	1			1	1	0.500
TOTAL	4	4	0	0	3	1	0.500

Other - Technician found evidence of other animals such as opossums, ground squirrels, etc.

Corrective Notices - Resident was instructed to eliminate food and shelter and seal access to buildings.

Number of Bait Stations - Actual number of bait stations deployed after compliance with corrective notice.

Amount of Bait Used - Pounds of Maki Bait used in bait stations.

Status of Education Program
October 2008

Public Relations

Move over Halloween – ‘Green’ is taking over. This month, many cities/agencies hosted fall community events highlighting environmental education instead of the typical fall ‘harvest festival’ themed events. We were pleased again to help sponsor the 2008 Water Fest, a well attended annual event drawing thousands to Arcadia Park highlighting water quality and supply issues.



And you may have spotted the smiling faces of Trustee Jeff Parriott and District Manager Steve West in the San Gabriel Valley Tribune’s *Education and Literacy* Newspaper Supplement on October 30th. An accompanying article highlights this District’s partnerships to create a special space where watershed education and public health programs will merge to improve the quality of life in the San Gabriel Valley.

LA Board of Education Workshop

Carol Anne attended a workshop hosted by the Los Angeles County Board of Education. In attendance with her were groups from the Los Angeles Zoo, Cabrillo Aquarium and other top of the line institutions. The workshop was instituted to help those in charge of the informal science education programs align their programs and displays with the California Science Education Standards to make them more marketable to area schools. Carol Anne found out that one of the first questions on a field trip request form teachers fill out for their districts is “What State standards will be addressed by attending the program or facility?” She was told that because our River Lab has not yet been designed and built we are in a perfect position to develop a unique program that will stand out from the others.

Presentations & Events

October’s activities are summarized in the table below:

Outreach Activities in October 2008			
EVENT		# REACHED	CITY
Classroom Presentations:			
	ICC Community School	70	Pomona
	Little Learners	22	La Verne

	Cherrylee Elementary	22	El Monte
	Nativity School	215	El Monte
	Shull Elementary	35	San Dimas
Community Fairs:			
	Water Fest 2008	1000	Arcadia
	4 th Annual Senior Health Fair	60	Temple City
	32 nd Annual Walnut Family Festival	400	Walnut
	Green Fest 2008	100	Monterey Park
	Cal Poly Wellness Fair	60	Pomona
	2008 Senior Citizen Health Fair	400	Baldwin Park
Media:			
	Education & Literacy Supplement	500,000	All Cities
Literature & Repellent:			
	Santa Fe Dam Fishing Derby (2K Wipes)		All areas
	USPS Safety Fair (300 Lit. + Wipes)		City of Industry

MVCAC Quarterly Meeting

We attended the Associations Fall quarterly meeting in Tahoe to meet with Committees. This year, in addition to the routine schedule, the Public Relations Committee hosted a WEB design workshop for members, and the Association President hosted an adulticiding workshop to discuss issues related to the use of mosquito adulticides over populated areas. Both were informative and well attended. The Public Relations Committee was charged with creating additional outreach materials and guidance on the best methods for addressing the public's concerns when aerial adulticiding becomes necessary.

Upcoming Events for the Month of November

- Nov 5 – So. Cal Gas Safety Fair, Azusa
- Nov 5 – Senior Health Fair, La Puente
- Nov 6 – So. Cal Gas Safety Fair, Industry
- Nov 13 – Afternoon Reading Program, Baldwin Park
- Nov 14 – Christian Academy Presentation, El Monte
- Nov 18 – Straightway School Assemblies, West Covina
- Nov 20 – Hillcrest Elementary Assemblies, Monterey Park
- Nov 20 – Rotary Luncheon Presentation, Altadena

November 14, 2008

Item 5

**HONORABLE PRESIDENT AND MEMBERS OF THE BOARD OF TRUSTEES,
SAN GABRIEL VALLEY MOSQUITO & VECTOR CONTROL DISTRICT**

SUBJECT: November 1, 2008 District Working Fund Balance

Explanation: The Treasurer's certified September 2008 ending fund balance of \$2,072,878 compares to the District's November 1, 2008 working balance of \$1,759,302 as follows:

\$2,072,878	September Certified Ending Balance
<u>-\$ 313,576</u>	<u>October Liabilities</u>
\$1,759,302	November 1 st Working Balance

Respectfully Submitted:

Steve West
District Manager

Treasurer's Report-September 2008
San Gabriel Valley Mosquito and Vector Control District

The attached Treasurer's Report is for September 2008.

The Total of All Funds Balance is \$2,072,877.62

All investments that were made by the District comply with our current investment policy. The District can meet all expenditures for the next six months with funds from the revolving fund, Los Angeles County operating pool, and the LAIF.

I certify that the above statements and attached Treasurer's Report are true and accurate to the best of my knowledge.

Margaret Finlay, Board Treasurer

Attachment

Treasurer Finlay was not able to sign this report before it was mailed, and she will not be able to attend the Board meeting of November 14, 2008. The item will be continued to the December 12, 2008 Board meeting.

**September 2008 Treasurer's Report
(based on Balance Sheet Detail Activity Report,
Period 3, FY 2009 received on October 11, 2008)**

Item 5

Investment Vehicle	Yield	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Local Agency Investment Fund (LAIF)	4.96%	\$696,497.80			LAIF Statement (Sep 2008)	\$696,497.80

Maturity Date: Perpetual
Interest rate as of Dec 31 2007

Investment Vehicle	Yield	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Los Angeles County Pool	4.31%	\$1,360,532.91	trust warrant 556 interest	(\$328,615.77) \$2,717.62	ND 24 Per 3 ND 24 Per 3	\$1,034,634.76

Maturity Date: Perpetual
Interest rate as of Dec 31 2007

Investment Vehicle	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Bank of America Revolving Fund	\$104,027.09			B of A Statement Sep 2008	\$104,027.09

Investment Vehicle	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Citizens Bank Revolving Fund	\$109,511.27	Debit Activity-Sep 2008 Deposit Trust Warrant 556 Rebate	(\$200,609.07) \$328,615.77 \$200.00	CB Statement Sep 2008	\$237,717.97

Total Beginning Balance

\$2,270,569.07

Total End Balance \$2,072,877.62