



*An Independent Special District
Serving Orange County Since 1947*

AGENDA

739TH MEETING

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

**JUNE 19, 2008
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
739th Meeting, June 19, 2008
Thursday, 3:00 P.M.

ITEMS

COMMITTEE MEETINGS:

- ⇒ 2:30 P.M. - Budget and Finance Committee: Meeting to discuss audit with District's auditor
Lance, Soll & Lunghard LLP

REGULAR MEETING – 3:00 P.M.:

1. Pledge of Allegiance
2. Roll Call
3. Introduction of Visitors
4. Public Participation
5. District Manager Information Items
 - 5A - Nightline Video – Mosquito Fish
 - 5B - WNV Update
 - 5C - Other Information Items
6. Consent Calendar Items – Items for Approval by General Consent
 - 6A - Approve Independent Contractor Agreement with Dr. Martine Jozan for Overseeing Disease Surveillance Test Development
 - 6B - Report of District Activities
7. Approval of Minutes
8. Accept and Approve Monthly Financial Report; and Receive and File Warrant Register
 - 8A - Monthly Financial Report
 - 8B - Warrant Register
9. Approve Adjusted Budget Transfers for Fiscal Years 2007/08 and 2008/09
10. Orange County Employees Retirement System (OCERS) Settlement Update
11. Written Communications
12. Comments from the Board of Trustees
13. Other Business
14. 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 Thompson (Alternate: Trustee Freese).

2. **ROLL CALL:**

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	Placentia	Greg Sowards
Fullerton	Sharon Quirk	Rancho Santa Margarita	Gary Thompson
Garden Grove	Dr. Sheldon S. Singer	San Juan Capistrano	Laura Freese
Huntington Beach	Joe Carchio	Santa Ana	Fred S. Bella
Irvine	Rosemary Dugard	Seal Beach	Michael Levitt
Laguna Beach	Toni Iseman	Tustin	Lou Bone
Laguna Hills	Melody Carruth	Villa Park	Richard A. Freschi
Laguna Niguel	Joe Brown	Westminster	Frank Fry, Jr.
Laguna Woods	Dr. Robert Bouer	Yorba Linda	Jim Winder
La Habra	James Gomez	County of Orange	R. Paul Webb

3.INTRODUCTION OF VISITORS:

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. DISTRICT MANAGER INFORMATION ITEMS:

5A - **Nightline Video – Mosquito Fish:** Michael Hearst, Director of Communications, will show the video on mosquito fish, which aired on Nightline last month.

5B - **WNV Update:** Robert Cummings, Director of Scientific Technical Services, will give an update on West Nile virus.

5C - **Other Information Items:**

- 6. **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.

6A - **Approve Independent Contractor Agreement with Dr. Martine Jozan for Overseeing Disease Surveillance Test Development:** Dr. Martine Jozan works for the District as a consultant specializing in research on vector-borne disease testing. Attached as Exhibit A is Dr. Jozan’s contractor agreement for \$3,105 per month (\$37,260 annually), effective July 1, 2008. This agreement includes a 3.5 percent pay raise (same as District staff) amounting to \$105 per month (\$1,260 annually) to her current monthly rate of \$3,000 (\$36,000 annually). The last increase was effective July 2006, and the CPI increase during this period was approximately 6.2 percent.

Dr. Martine Jozan has worked for the District since 1996 and has provided expertise in the fields of virology, immunology, and serology. She oversees the implementation of several laboratory protocols, and most recently, has developed an *in-situ* ELISA to verify the accuracy of the District’s PCR results. Dr. Jozan will also work on developing testing procedures to detect flea-borne typhus in fleas, opossums, cats, and other animals.

Recommended Action: It is the District Manager’s recommendation that the Board of Trustees approve the amendment to the Independent Contractor Agreement for Dr. Martine Jozan’s specialized research work with the District in the amount of \$3,105 per month, effective July 1, 2008.

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

6B - **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 June 13, 2008.

Recommended Action: Receive and File.

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

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

- 7. **APPROVAL OF MINUTES:** Approve without reading the Minutes of the 738th Meeting of the Board of Trustees held May 15, 2008, enclosed as a separate item with the agenda.

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

8. **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.

8A - **Monthly Financial Report:**

Recommended Action: Accept for inclusion as Exhibit I, the Orange County Vector Control District Monthly Financial Report for the period ending May 31, 2008.

8B - **Warrant Register:**

Recommended Action: Receive and file payment of Warrant Register (Exhibit II) dated June 19, 2008, in the amount of \$475,048.49 as presented by In-House Check Runs dated May 8, 12, 13, 23, 27, and 29, 2008. (The financial information is enclosed as a separate item with the agenda packet.)

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

9. **APPROVE ADJUSTED BUDGET TRANSFERS FOR FISCAL YEARS 2007/08 AND 2008/09:** Staff has made adjustments to the transfers for both fiscal years 2007/08 and 2008/09 in order to fund the anticipated Orange County Employees Retirement System (OCERS) liability settlement and the initial transfer of funds to the approved retiree medical trust (GASB 45).

Changes to the transfers for fiscal year 2007/08 are as follows: \$100,000 will be transferred to the Retiree Medical Insurance Fund (Fund 90) from the Facilities Improvement Fund (Fund 60). The increase in fund balance will enable the District to satisfy the initial transfer of \$1,400,000 to start up the trust, as well as support the first year's payment of the annual required contribution (ARC).

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9. **APPROVE ADJUSTED BUDGET TRANSFERS FOR FISCAL YEARS 2007/08 AND 2008/09:** (continued)

The second change to the transfers for fiscal year 2007/08 is \$1,000,000 to the Retirement Contingency Fund (Fund 95) from the Facilities Improvement Fund (Fund 60). This action will allow the District to transfer \$2,033,588, plus interest, to OCERS, which shall satisfy the agreed upon liability settlement figure.

The last change in transfers will occur within fiscal year 2008/09. Staff will transfer \$400,000 to the Facilities Improvement Fund (Fund 60) from the Operating Fund (Fund 10). This transfer will replenish funds transferred out in fiscal year 2007/08 and will also allow for the District to fully fund the planned facility improvements in fiscal year 2008/09.

A copy of the revised Fund Balance Sheet is attached (Exhibit B).

Recommended Action: It is the District Manager's recommendation that the Board of Trustees approve the adjusted budget transfers for fiscal years 2007/08 and 2008/09.

[Staff Contact: K. Price. Phone: (714) 971-2421, Ext. 115]

10. **ORANGE COUNTY EMPLOYEES RETIREMENT SYSTEM (OCERS) SETTLEMENT UPDATE:** Effective January 5, 2007, the District withdrew from OCERS and all employees enrolled in OCERS at that time became deferred inactive members of the retirement system. After the District's withdrawal, OCERS actuary (Segal Company) calculated an unfunded liability for the District of \$2,033,588. The District has paid one of two installments of this liability. Payment made to date to OCERS by the District is \$693,033, which funds the District's retirement account at 100 percent based on market value of assets.

A settlement agreement is being prepared by OCERS pertaining to the withdrawal from the system by the District and the outstanding unfunded liability issue. The District and OCERS have agreed on several terms and/or conditions regarding this. The two entities have agreed that the District's assets will be separated and pooled within OCERS as of January 5, 2007, and into the future. Earnings will be credited to OCERS' assets based upon their asset pool amount and the rate of return on valuation value of assets (including any recognition of prior deferred gains or losses) for the entire OCERS pension trust fund. Currently, the District is entitled to a prorated amount of \$410,404,000 of deferred gains through December 31, 2007. These gains will be recognized over the next four calendar years.

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10. OCERS SETTLEMENT UPDATE: (continued)

Next, OCERS will produce an annual report for the District, which will address the experience of the prior year. The report will include updated Present Value of Future Benefits, Valuation Value of Assets (VVA), and unfunded liability. OCERS has also agreed to an annual meeting with the District to discuss the report.

Lastly, OCERS will engage in a “true-up” process beginning December 31, 2010, and every three years, thereafter. This process will calculate the VVA, Present Value of Future Benefits, and unfunded liability based on changes in actuarial assumptions as approved by action of the Board of Retirement. The District will be obligated to pay OCERS for any funding shortfall below 100 percent. Payment may be made with interest over a three year period.

The final issue to be addressed is the District’s request of OCERS to agree to a distribution of surplus assets, if a surplus occurs greater than a specific threshold level as determined by Segal. These surplus funds would be distributed to OCVCD’s retirement agency, CalPERS, for current retirement obligations. The OCERS Board of Retirement is scheduled to discuss this concept and any conditions attached to it on June 16. An oral report will be given to the District’s Board of Trustees on June 19 regarding the OCERS Board decision.

Recommended Action: The District Manager will provide his recommendation to the Board of Trustees following the meeting of the OCERS Board of Retirement on June 16.

[Staff Contact: K. Price. Phone: (714) 971-2421, Ext. 115]

11. WRITTEN COMMUNICATIONS:

12. 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 may be taken on non-agenda items unless authorized by law.

13. OTHER BUSINESS:

14. ADJOURNMENT: Next Regular Board of Trustees Meeting, July 17, 2008.

ORANGE COUNTY VECTOR CONTROL DISTRICT

MEETING CALENDAR

MEETING	LOCATION	DATE
MVCAC Summer Quarterly Meeting	Sacramento	July 24, 2008
SOVE Annual Conference	Hilton Hotel Fort Collins, Colorado	September 28 - October 2, 2008
MVCAC Fall Meeting	Embassy Suites Lake Tahoe	October 29 - November 1, 2008
MVCAC 77 th Annual Conference	To Be Determined	January 23 - 29, 2009
AMCA Annual Conference	New Orleans, LA	April 5 - 9, 2009

- 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
- 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