

# MINUTES OF THE 753RD MEETING

## BOARD OF TRUSTEES

Orange County Vector Control District

TIME: 3:00 P.M., August 20, 2009

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

### TRUSTEES PRESENT:

Cypress	Sandra Montez, President		
San Clemente	Joe Anderson, Vice President		
Brea	Roy Moore, Secretary		
Anaheim	Lucille Kring	La Habra	James Gomez
Costa Mesa	Wendy Leece	La Palma	Larry A. Herman
Dana Point	Steven H. Weinberg	Los Alamitos	Ken C. Parker
Fountain Valley	Cheryl Brothers	Mission Viejo	Gail Reavis
Fullerton	Dr. F. Richard Jones	Placentia	Greg Sowards
Garden Grove	Mark Rosen	San Juan Capistrano	Laura Freese
Huntington Beach	Joe Carchio	Santa Ana	Fred S. Bella
Laguna Beach	Toni Iseman	Seal Beach	Michael Levitt
Laguna Hills	Melody Carruth	Stanton	Al Ethans
Laguna Niguel	Robert Ming	Villa Park	James Rheins
Laguna Woods	Dr. Robert Bouer	Westminster	Frank Fry, Jr.
Lake Forest	Jean D. Jambon	Yorba Linda	Jim Winder
		County of Orange	John M. W. Moorlach

### TRUSTEES ABSENT:

Aliso Viejo	Phillip B. Tsunoda	Newport Beach	Dr. Virginia L. Barrett
Buena Park	Jim Dow	Orange	Denis Bilodeau
Irvine	Rosemary Dugard	Rancho Santa Margarita	Gary Thompson
		Tustin	Al Murray

### OTHERS PRESENT:

Gerard Goedhart, District Manager	Lawrence H. Shaw, Director of Operations
Michael G. Hearst, Director of Communications	Allyson Reinig, Vector Control Inspector III
Kelly Price, Director of Administrative Services	Carlos Martinez, Vector Control Inspector III
Robert Cummings, Dir. of Scientific Technical Services	John Parsons, Vector Control Inspector III
Amber Semrow, Biologist	John Newton, Vector Control Inspector II
Tawnia Pett, Public Outreach Coordinator	Julie Romo, Operations Clerk
Alan R. Burns, District Counsel	
Viki Blaylock, Executive Assistant/Clerk of the Board	

1. **Pledge of Allegiance:** President Montez called the meeting to order at 3:05 p.m. and asked Trustee Brothers to lead the Pledge of Allegiance.
2. **Roll Call:** Roll call indicated 28 Trustees present out of the current Board membership of 35.
3. **Introduction of Visitors:** Jim McGuire, Senior Project Manager, Willdan Financial Services; Mark Risco, Vice President/Group Manager, District Administration Services, Willdan Financial Services; and Kathleen Moran, Executive Assistant, Office of Supervisor Moorlach.
4. **Public Participation:** None.
5. **Announcement of Late Communications:** Viki Blaylock, Clerk of the Board, announced that the following late communications were received and distributed to the Board of Trustees, staff, and made available to the public:
  - Additional information for Item 8, OCVCD Annual Satisfaction Survey, entitled Comments from 2009 OCVCD Satisfaction Survey.
6. **Committee Reports:**
  - 6A - **Operations Committee:** The Operations Committee met at 2:15 p.m. prior to the Board meeting with the following agenda: 1) Review functions where outsourcing is feasible; 2) Methodology for obtaining market interest; 3) Prioritization of areas to approach; 4) Timing in view of workload schedules; 5) Discussion on Enterprise Fleet Services. Trustee Ming reported that there was a lively discussion on potential outsourcing issues. Guidance was provided to staff on potential response to Enterprise Fleet Services on their proposal from last month. Staff will report back to the committee on their findings of outsourcing possibilities.
7. **District Manager Information Items:**
  - 7A - **Roof Rat Biology and Control Presentation:** Lawrence H. Shaw, Director of Operations, gave a PowerPoint® presentation on Roof Rat Biology and Control.
  - 7B - **WNV Update:** Robert Cummings, Director of Scientific Technical Services, gave an update on West Nile virus (WNV).

8. **OCVCD Annual Satisfaction Survey:** Received and filed: Michael Hearst, Director of Communications, presented the Satisfaction Survey results. The Orange County Vector Control District (OCVCD) sent a Business Reply Post Card to every household requesting service during the month of June, and once again the results are excellent. For the fifth consecutive year the results of the District's Service Satisfaction Survey reveal a very high level of satisfaction with the service provided by District staff. The 2009 satisfaction level is 94.1%. The response rate is 42.1%. Survey results are attached as Exhibit A.
  
9. **Consent Calendar – Items Approved by General Consent:** On motion by Trustee Ethans, seconded by Trustee Gomez, and passed by unanimous vote, the Board of Trustees approved the following Consent Calendar Items.
  - 9A - **Authorized Travel to Attend the CalPERS Educational Forum 2009 in Santa Clara:** Authorized travel for Human Resources Specialist Rehders to attend the California Public Employees' Retirement System (CalPERS) Educational Forum 2009 on October 26 - 28, 2009, at the Hyatt Regency, Santa Clara, California; and authorized total travel expenses of \$1,250.
  
  - 9B - **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 August 14, 2009.
  
10. **Approval of Minutes:** On motion by Trustee Gomez, seconded by Trustee Reavis, and passed by unanimous vote, the Board of Trustees approved the Minutes of the 752nd Meeting of the Board of Trustees held July 16, 2009.
  
11. **Accepted and Approved the Monthly Financial Report and Warrant Register:** The Board of Trustees accepted and approved items (A) and (B) below.
  - 11A - On motion by Trustee Kring, seconded by Trustee Anderson, and passed by unanimous vote, the Board of Trustees accepted for inclusion as Exhibit I the Orange County Vector Control District Monthly Financial Report for the period ending July 31, 2009.
  
  - 11B - On motion by Trustee Fry, seconded by Trustee Carruth, and passed by unanimous vote, the Board of Trustees received and filed approval of payment of Warrants Register dated August 20, 2009 (Exhibit II) in the amount of \$792,159.17 as presented by In-House Check Runs dated July 1, 2, 8, 16, 17, 20, 22, and 30, 2009.

- 12. **Approval of Contract with Willdan Financial Services for Professional Consulting, Engineering, and Levy Administration Services to the Orange County Vector Control District:** On motion by Trustee Gomez, seconded by Trustee Jambon, and passed by unanimous vote, the Board of Trustees approved the contract (Exhibit B) with Willdan Financial Services for Professional Consulting, Engineering, and Levy Administration Services to the Orange County Vector Control District at a cost of \$24,500 for each of the three fiscal years for levy administration beginning 2010-2011 through 2012-2013, with the added option of a two year extension for fiscal year's 2013-14 and 2014-15, and a one-time charge of \$8,000 for fiscal year 2010-11 for review and modification of existing engineer's report.
  
- 13. **Adjournment:** There being no further business for the Board's consideration, President Montez adjourned the meeting at 4:03 p.m.

I certify that the above Minutes substantially reflect the actions taken by the Board of Trustees at its meeting held August 20, 2009.

\_\_\_\_\_  
Gerard Goedhart, District Manager

Approved as written and/or corrected by the Board of Trustees at its \_\_\_\_\_

\_\_\_\_\_ meeting held \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Secretary