

# **GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT**

12545 Florence Avenue, Santa Fe Springs, CA 90670

Office (562) 944-9656 | Fax (562) 944-7976

Email: [info@GLAmosquito.org](mailto:info@GLAmosquito.org) | Website: [www.GLAmosquito.org](http://www.GLAmosquito.org)

## **A G E N D A - A M E N D M E N T**

### **THE REGULAR MEETING OF THE BOARD OF TRUSTEES**

**Thursday, June 13, 2024**

District Office  
12545 Florence Avenue  
Santa Fe Springs, CA 90670

1. **CALL TO ORDER**

2. **QUORUM (ROLL) CALL**

3. **INVOCATION**

4. **PLEDGE OF ALLEGIANCE**

5. **CORRESPONDENCE**

6. **INTRODUCTIONS**

(Introductions requested by staff or Trustees of persons attending the meeting are made at this time).

7. **PUBLIC COMMENT**

(This time is reserved for members of the public to address the Board relative to matters within the subject matter jurisdiction of the District. Comments will be limited to three minutes per person).

## **8. CONSENT AGENDA (8.1 – 8.4)**

### ***(VOTE REQUIRED)***

- 8.1 Consideration of **Minutes 2024-05** of regular Board Meeting held on May 9<sup>th</sup>, 2024. ***(EXHIBIT A)***
- 8.2 Consideration of **Resolution 2024-08** Authorizing Payment of Attached Requisition May 1<sup>st</sup> through May 31<sup>st</sup>, 2024. ***(EXHIBIT B)***
- 8.3 Consideration of one County of Los Angeles Joint Tax Transfer Resolution, related to Annexation No. 2021-03 to the Artesia Cemetery District, Downey Cemetery District, Little Lake Cemetery District, and Detachment from the Little Lake Cemetery District. Copies of the letters from the County of Los Angeles, Chief Executive Office requesting the resolution is attached. ***(EXHIBIT C)***
- 8.4 Consideration of **Resolution 2024-09** and Approval of GLACVCD's Fixed Assets Capitalization Policy. ***(EXHIBIT D)***

## **9. CLOSED SESSION**

9.1 Conference with Legal Counsel (ANTICIPATED LITIGATION) (Government Code Section 54956.9(d)(2)(E)(1))

Number of Cases: 1

A point has been reached where, in the opinion of the Board of Trustees on the advice of the General Counsel, based upon existing facts and circumstances, there is significant exposure to litigation against the District.

## **10. COMMITTEE REPORT**

10.1 Audit Committee

Ali Saleh, Chair

10.1.a Presentation from Paul J. Kaymark CPA with Nigro & Nigro regarding findings from audit of District FY 2022/2023 financials. ***(EXHIBIT E)***  
***(RECEIVE AND FILE)***

## 10.2 Joint Personnel and Budget & Finance

Robert Copeland and Melissa Ramoso, Chairs

10.1.a. The Budget & Finance Committee has reviewed staff's Allocation of Savings for FY 2022/2023 and is prepared to report its findings to the Board and make recommendations to the Board to approve and accept Allocation of Savings for FY 2022/2023. **(VOTE REQUIRED)**

10.2.b. The Budget & Finance Committee has reviewed staff's Budget Adjustments for FY 2023/2024 and is prepared to report its findings to the Board and make recommendations to the Board to approve and accept Budget Adjustments for FY 2023/2024. **(EXHIBIT F) (VOTE REQUIRED)**

10.3.c. The Personnel and Budget & Finance Committees has reviewed staff's findings of its Compensation and Class study and is prepared to report its findings to the Board and make recommendations to the Board to approve and accept District's 2024 Comp. and Class. **(EXHIBIT G) (VOTE REQUIRED)**

Recommendations: The total compensation analysis shows the Greater Los Angeles County Vector Control District's compensation is below market standards. Salaries considered, the District falls behind by an average of 2.1%, and total compensation considered, the District falls behind by an average of 5.1%. This disparity is evident when considering that 21 of the 29 positions analyzed fall below the 75th percentile of comparator agencies. Although 72% of classifications are below the 75th percentile, it is recommended that salaries be adjusted for non-contract positions where total compensation falls 3.0% to 29.4% below the 75th percentile of comparator agencies' total compensation. The 3.0% cutoff is due to district-tier benefits and internal salary relationships. Additionally, noted roles are recommended for reclassification to properly reflect functions and ensure internal equity. For example, the Knowledge, Skills, and Abilities Questionnaires revealed that the Facilities & Fleet Maintenance Supervisor's functions evolved, therefore warranting a title and salary range reclassification. On the other hand, the Vector Ecologist salary range falls below the market, requiring a salary range reclassification. With the Vector Ecologist salary range increasing, the Assistant and Senior Vector Ecologist classifications need corresponding shifts to maintain internal equity. Lastly, it is recommended that all Fair Labor Standards Act ("FLSA") Exempt employees receive administrative leave in place of overtime pay to maintain fairness and consistency within the organization. Currently, only certain FLSA Exempt employees receive administrative leave. Making administrative leave available to all FLSA-exempt employees mitigates the risk of inequities from varying workloads and ensures that employees are compensated appropriately for their extra efforts. The recommended changes listed here aim to align compensation with market standards ensuring that the District's pay structure reflects accurate roles.

10.3.a. Job Classifications List & Salary Schedule effective 06/14/2024  
**(EXHIBIT H) (VOTE REQUIRED)**

10.3.b. Job Classifications List & Salary Schedule effective 07/01/2024

***(EXHIBIT I) (VOTE REQUIRED)***

10.4. d. The Budget & Finance Committee has reviewed staff's proposed FY 2024/2025 budget and is prepared to report its findings to the Board and make recommendations to the Board to approve and accept the FY 2024/2025 budget.

***(EXHIBIT J) (VOTE REQUIRED)***

**11. STAFF PROGRAM REPORTS: May 2024**

11.1 Manager's Report	S. Kluh, General Manager
11.2 Assistant General Manager's Report	A. Costa, Assistant General Manger
11.3 Scientific-Technical (Staff Report A)	S. Vetrone, Sci.-Tech Services Director
11.4 Operations (Staff Report B)	M. Daniel, Operations Director
11.5 Communications (Staff Report C)	D. Pailin Jr., Communications Manager
11.6 Fiscal (Staff Report D)	Y. Segoro-Nguyen, Finance Manager
11.7 Human Resources (Staff Report E)	C. Reyes, Human Resources Manager
11.8 General Counsel Report	Q. Barrow, General Counsel

**12. OTHER**

Pursuant to Government Code (Brown Act) §54954.2(b), the Board may not take action on items not on the agenda unless:

- (1) A majority of the Board votes to determines that an emergency situation exists; or
- (2) Two-thirds of the Board votes in support of a motion that:
  - a. there is a need to take immediate action and
  - b. the need for action came to the attention of the Board after the agenda was posted.

**13. ADJOURNMENT**

The next Board of Trustees meeting will be scheduled on Thursday, July 11<sup>th</sup>, 2024, at 7:00 p.m. at the District's headquarters at 12545 Florence Avenue, Santa Fe Springs.