



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: November 20, 2007

SUBJECT: Minutes of Yolo County Communications and Emergency Services
Agency Board

Report in Brief

Request that the City Council receive and accept the minutes of the YCCESA Joint Powers Agency Board meetings.

Background

Attached are the minutes from the YCCESA JPA Board meetings held on:

August 15, 2007
September 5, 2007
October 2, 2007
October 24, 2007

Prepared by: Carey F. Sullivan
Chief of Police

Mark G. Deven
City Manager

Enclosure, exhibits & attachments required to support the report

**YOLO COUNTY COMMUNICATIONS
EMERGENCY SERVICE AGENCY (YCCESA)
GOVERNING BOARD**

October 2, 2007

MINUTES

The Governing Board of YCCESA met on the 2nd of October at 2:06 pm; at YCCESA Communications, 135 N. Cottonwood St., Woodland, CA. Primary (P) and Alternate (A) members present were: City of West Sacramento – Carol Richardson (P); City of Winters – Bruce Muramoto (P); City of Woodland – Carey Sullivan (P); Yolo County – Ray Groom (P); YCCESA – Jana Snowball, Secretary to the Board.

Entry No. 1.

Public Comment.

There was no public comment.

Entry No. 2.

Minute Order No. 2007-30: Consent Agenda.

The Minutes of the September 5, 2007, Regular Board Meeting and the Minutes of the August 15, 2007 Special Board Meeting were approved as presented.

MOTION: Sullivan. SECOND: Muramoto. AYES: Groom, Sullivan, Muramoto, Richardson.

Entry No. 3.

YCCESA Strategic Plan - Workshop.

The JPA Board discussed and prepared for the Strategic Plan presentation on October 24, 2007.

Entry No. 4.

Closed Session: Conference with Labor Negotiator (Govt. Code 54957).

The Board went into closed session at 3:05 and returned to open session at 3:30.

Minute Order No. 2007-31: Resolution Fixing the Employees Contribution under the Public Employees' Medical and Hospital Care Act.

The JPA Board adopted the PERS Resolution, specific to the YCCESA Management Unit, where the employer's contribution for health benefits plan is up to the maximum amount of \$700.00 per month.

YCCESA

AGENDA REPORT

MOTION: Sullivan. SECOND: Muramoto. AYES: Groom, Sullivan, Muramoto, Richardson.

Entry No. 5.

Adjournment.

The meeting was adjourned at 3:50 p.m. The next meeting will be held on October 24, 2007 at 9:00 A.M., at Yolo County Administration Building, 625 Court Street, Woodland, CA.

AGENDA ITEM # 2

Approval to Participate in the Fiscal Year 2007 Public Safety Interoperable Communications Grant Program to Enhance Countywide Emergency Response Communication Systems – Yolo County Communications Emergency Service Agency.

Approve Yolo County Communications Emergency Service Agency (YCCESA) to participate in the Public Safety Interoperable Communications Grant Program; and

Approve the Governing Board Resolution; and

Authorize the Chief Executive Officer (Chair) to sign a letter acknowledging participation in the grant process.

Background:

The Fiscal Year 2007 Public Safety Interoperable Communications Grant Program is a \$1 billion federal grant program to assist public safety communications for first responders. The amount of funds available to YCCESA should be approximately \$600,000. The grant requires a local match of 20% of the award. It is anticipated that Agency capital funding will be used for the required match.

Discussion:

This item is submitted to the YCCESA Board to receive approval to participate in the Public Safety Interoperable Communications Grant.

The Deficit Reduction Act of 2005, as amended, directed the National Telecommunications and Information Administration, in consultation with the Department of Homeland Security, to establish and implement a \$1 billion grant program to assist public safety agencies in the acquisition of, deployment of, or training for the use of interoperable communications systems. The resulting Public Safety Interoperable Communications Grant Program (PSIC) is a one-time formula-based, matching grant program intended to enhance interoperable communications with respect to voice, data, and/or video signals.

The state Office of Homeland Security (OHS) applied for and received approval for \$94,034,510 in PSIC funding for the State of California. OHS is awarding funding to local government through the California Statewide Interoperability Executive Committee (CalSIEC) planning areas. There are four CalSIEC planning areas in California, Northern, Central, Capitol-Bay and Southern. Yolo County is part of the Capitol-Bay planning area. OHS awarded \$22,793,965 to this planning area. Of that funding \$14,943,724 is guaranteed for the Bay Area Super Urban Area Security Initiative (UASI). Nine Operational Areas in the Capitol are eligible for the remaining \$4,004,899. Those nine Operational Areas include Yolo, Alpine, Amador, Calaveras, El Dorado, Placer, San Joaquin, Stanislaus and Tuolumne counties. The nine Operational Areas are required to submit concept papers and equipment lists to the Capitol-Bay Planning Area. Our requests will be included in the UASI grant application. The Yolo County OA is eligible for at least \$600,000 of the \$4,004,899. A twenty percent match is required. The JPA Board approved a two year YCCESA budget for fiscal years 2007-2009, which includes an annual capital contribution of \$175,838. It is anticipated that this funding will qualify as the match for this grant.

Since the local concept paper and grant documentation for the FY07 PSIC grant are due on November 2, 2007, the Board is requested to authorize YCCESA to participate in the grant process, approve the Governing Body Resolution that must be submitted with the grant application and authorize the Chief Executive Officer to send a letter acknowledging participation in the grant process. The Governing Body Resolution identifies the authorized agent to execute any actions necessary on behalf of YCCESA for the purpose of obtaining federal financial assistance provide by the Federal Department of Homeland Security and sub-granted through the State of California. The authorized agent indentified by position for YCCESA is the Executive Director.

Once YCCESA's application is approved, an agenda item requesting approval to accept the award will be submitted to the Board.

Policy Issues:

This grant is consistent with the Board's approval of the YCCESA Strategic Plan for a well-planned public safety radio infrastructure system.

**YOLO COUNTY COMMUNICATIONS
EMERGENCY SERVICE AGENCY (YCCESA)
GOVERNING BOARD**

August 15, 2007

MINUTES

The Governing Board of YCCESA met on the 15th of August at 10:00 am; at Yolo County ADMH Building, Thomson Room, 137 N. Cottonwood St., Woodland, CA. Primary (P) and Alternate (A) members present were: City of West Sacramento – Carol Richardson (P); City of Winters – Bruce Muramoto (P); Yolo County – Ray Groom (P); YCCESA – Jana Snowball, Secretary to the Board.

YCCESA - Marianne Wolf, Karen Avara; City of West Sacramento – Leigh Keicher; City of Winters – Shelly Gunby; City of Woodland – Joan Drayton; Yolo County – Don Huff.

Entry No. 1.

Public Comment.

There was no public comment.

Entry No. 2.

YCCESA Strategic Plan – Workshop

On August 15, 2007 YCCESA met with the JPA partners’ financial directors to discuss possible funding mechanisms for the capital projects identified in the Strategic Plan. It was pointed out that the plan has a wide cost range and in order to develop a sound financial plan, projects and costs should be identified and refined.

Entry No. 3.

Adjournment.

The meeting was adjourned at 11:45 am.

MEETING DATE: October 2, 2007		ITEM NO: 3	
SUBJECT: Work Shop - YCCESA Strategic Plan			
INITIATED OR REQUESTED BY: <input checked="" type="checkbox"/> JPA Board <input checked="" type="checkbox"/> Staff <input type="checkbox"/> Other		REPORT COORDINATED OR PREPARED BY: Jana Snowball <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> Jana Snowball <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> Received – Jana Snowball, Executive Director	
ATTACHMENT	Yes	No	Information Direction Action

RECOMMENDED ACTION:

- This is a workshop for the YCCESA JPA Board and staff to develop the presentation on the Strategic Plan to be presented at the Manager’s meeting on October 24, 2007.

BACKGROUND:

Strategic Plan

On August 15, 2007 YCCESA met with the JPA partners’ financial directors to discuss possible funding mechanisms for the capital projects identified in the Strategic Plan. It was pointed out that the plan has a wide cost range (\$17 - \$31 million) and in order to develop a sound financial plan, projects and costs should be identified and refined. YCCESA projects should also be prioritize and a time line developed. A similar discussion was held at a subsequent county-wide Managers meeting.

DISCUSSION:

The Strategic Plan identifies a wide cost range for the radio, CAD/RMS/Mobile and facility projects. To develop a sound project budget and identify funding, the Agency will identify and segregate the capital projects, refine the costs and eliminate costs in the plan that represent expenses already being paid (i.e., CAD/RMS/Mobile and radio maintenance).

MEETING DATE: October 2, 2007		ITEM NO: 4
SUBJECT: Closed Session: Conference with Labor Negotiator (Govt. Code 54957).		
INITIATED OR REQUESTED BY: JPA Board X Staff Other	REPORT COORDINATED OR PREPARED BY: Jana Snowball _____ Jana Snowball _____ Received – Jana Snowball, Executive Director	
ATTACHMENT Yes No Information Direction X Action		

Closed Session: Conference with Labor Negotiator (Govt. Code 54957).

YCCESA Annuitant Health Care – Management Unit

**YOLO COUNTY COMMUNICATIONS
EMERGENCY SERVICE AGENCY (YCCESA)
GOVERNING BOARD**

September 5, 2007

MINUTES

The Governing Board of YCCESA met on the 5th of September at 2:10 pm; at Yolo County ADMH Building, Room 1603, 137 N. Cottonwood St., Woodland, CA. Primary (P) and Alternate (A) members present were: City of West Sacramento – Carol Richardson (P); City of Winters – Bruce Muramoto (P); City of Woodland – Carey Sullivan (P); Yolo County – Ray Groom (P); YCCESA – Jana Snowball, Secretary to the Board.

Guests: Marianne Wolf, Karen Avara, Mike Bowler (YCCESA) and Drew Gidlof (City of West Sacramento).

Entry No. 1.

Public Comment.

There was no public comment.

Entry No. 2.

Minute Order No. 2007-27: Consent Agenda.

The Minutes of the June 20, 2007, Special Board Meeting were approved as presented.

MOTION: Muramoto. SECOND: Groom. AYES: Richardson, Groom, Muramoto, Sullivan.

Entry No. 3.

YCCESA Strategic Plan.

The JPA Board discussed the input that came out the meetings with the Financial Committee and Managers’ meetings regarding Strategic Plan costs. Staff was directed to finalize the refined project and costs for discussion at the next JPA Board meeting. The work is being done in preparation of the upcoming Strategic Plan meeting tentatively scheduled in October.

Entry No. 4.

YCCESA CAD/RMS/Mobile.

The Board discussed county-wide law enforcement records management systems as they pertain to the current and future role of the Agency. The Board deferred action on this item.

Minute Order No. 2007-28: Public Safety Data Sharing.

The JPA Board directed staff to research data connectivity products which, YCCESA would be the “hub” to a system that would allow access to a variety of RMS data bases for member agencies. Staff was directed to report back to the Board with their findings and recommendation.

MOTION: Sullivan. SECOND: Muramoto. AYES: Richardson, Groom, Muramoto, Sullivan.

Entry No. 6.

JPA Board Update on Retiree Health Benefits – Impact of AB 2544.

AB 2544 impacts annuitant health benefit computations for agencies contracting for CalPERS Health Benefits and who utilize the “unequal contribution” method. Annuitant benefit amounts will be computed on the new formula effective January 1, 2008.

Entry No. 7

Closed Session: Conference with Labor Negotiator (Govt. Code 54957).

YCCESA Annuitant Health Care – Management Unit

JPA Board went into closed session at 3:35 and returned to open session at 3:45.

JPA Board directed the Executive Director to clarify with CalPERS that the annual employer contribution will not exceed an increase of \$100/month/annuitant under AB 2455 and to determine the best contractual option in which the annuitant benefit will remain consistent with the Agency’s current employer contribution.

Entry No. 8.

Minute Order No. 2007-29: Election of Chairperson and Vice-Chairperson (YCCESA Bylaws, Article 1, Section 106).

The JPA Board elected Ray Groom as the Chairperson and Carey Sullivan as the Vice-Chairperson.

MOTION: Muramoto. SECOND: Richardson. AYES: Richardson, Groom, Muramoto, Sullivan.

Entry No. 9.

Adjournment.

The meeting was adjourned at 3:50 p.m. The next meeting will be held on October 2, 2007 at 2:00 P.M., at the Communications Center, 35 N Cottonwood Street, Woodland, CA.

**YOLO COUNTY COMMUNICATIONS
EMERGENCY SERVICE AGENCY (YCCESA)
GOVERNING BOARD**

October 24, 2007

MINUTES

The Governing Board of YCCESA met on the 24th of October at 9:10 am; at Yolo County Administration Building, 625 Court St., Woodland, CA. Primary (P) and Alternate (A) members present were: City of West Sacramento – Carol Richardson (P); City of Winters – Bruce Muramoto (P); City of Woodland – Carey Sullivan (P); Yolo County – Ray Groom (P); YCCESA – Jana Snowball, Secretary to the Board.

Guests: City of West Sacramento – Toby Ross, Fred Postel, Dave Sherlock & Drew Gidlof; City of Woodland – Mark Deven; Yolo County – Sharon Jensen & Don Hoff.

Entry No. 1.

Public Comment.

There was no public comment.

Entry No. 2.

Minute Order No. 2007-32: Consent Agenda.

The Minutes of the October 2, 2007, Regular Board Meeting were approved as presented.

MOTION: Muramoto. SECOND: Sullivan. AYES: Groom, Sullivan, Muramoto, Richardson.

Entry No. 3.

Minute Order No. 2007-33: Approval of participation in the Fiscal Year 2007 Public Safety Interoperable Communications Grant, Governing Board Resolution and authorization for the CEO (JPA Board Chair) to sign Letter Acknowledging Participation.

MOTION: Muramoto. SECOND: Sullivan. AYES: Groom, Sullivan, Muramoto, Richardson.

Entry No. 4.

YCCESA Strategic Plan – YCCESA Strategic Plan Presentation for County wide Managers.

Executive Director presented the YCCESA Communications Systems and Facility Strategy Report (Strategic Plan) to the county wide managers and representatives of the respective political jurisdictions.

The Executive Director will coordinate the effort to create a 10-year financial plan for the Agency (JPA) to be presented at the next regular scheduled Board Meeting on December 5, 2007.

Entry No. 5.

Adjournment.

The meeting was adjourned at 11:00 a.m. The next meeting will be held on December 5, 2007 at 2:00 P.M., at the Communications Center, 35 N. Cottonwood Street, Woodland, CA.