



# City of Woodland

## REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR  
AND CITY COUNCIL

DATE: July 7, 2009

SUBJECT: Minutes of Yolo Emergency Communications Agency Board

### **Report in Brief**

Request that the City Council receive and accept the minutes of the YECA Joint Powers Agency Board meeting.

### **Background**

Attached are the minutes from the YECA JPA Regular Board and Special meeting held on:

May 6, 2009

Prepared by: Carey F. Sullivan  
Chief of Police

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Mark G. Deven  
City Manager

Attachments: YECA Board Minutes for 4/1/09 & 4/7/09

# YOLO EMERGENCY COMMUNICATIONS AGENCY

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**GOVERNING BOARD  
YOLO EMERGENCY COMMUNICATIONS AGENCY  
35 N. Cottonwood St., Woodland, CA 95695  
May 6, 2009**

## **REGULAR MEETING MINUTES**

### **Entry No. 1.**

Call to Order: The Governing Board of YECA met on May 6, 2009, at the Yolo Emergency Communications Agency. The meeting was called to order at 1:23 PM. Primary (P) and Alternate (A) members present were: Yolo County – Ray Groom (P); City of Woodland – Carey Sullivan (P); City of Winters – Bruce Muramoto (P); YECA – Patricia Williams, Secretary to the Board.

The primary member for the City of West Sacramento, Carol Richardson, joined the meeting at 1:26 PM.

### **Entry No. 2.**

Closed Session Announcements: None.

### **Entry No. 3.**

Public Comment: There was no public comment.

### **Entry No. 4.**

Announcements: The Executive Director announced that she had attended the regional National Public Safety Telecommunicators Week banquet in April. She noted that it was a positive, well attended event and that she would provide advance notice to the Board next year.

### **Entry No. 5.**

*Minute Order No. 2009-20: Approval of Agenda.*

The agenda was approved as presented.

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

### **Entry No. 6.**

*Minute Order No. 2009-21: Approval of Consent Agenda.*

The consent agenda was approved as presented.

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

### **Entry No. 7.**

Agency Budget Status Report: Receipt was noted and filed for the April report.

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## **Entry No. 8a.**

### ***Minute Order No. 2009-22: Bids and Contracts.***

The Board approved the Canyon Creek Radio Site License Agreement and Chair Sullivan signed it. The Board complimented staff on their work and requested that a 'thank you' letter be sent to the property owner.

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

## **Entry No. 8b.**

### ***Minute Order No. 2009-23: Bids and Contracts.***

The Board approved the PG&E License Agreement (Bald Mtn.) and Chair Sullivan signed it. Chair Sullivan noted that the monthly cost of this agreement is much less than a previously proposed, unexecuted agreement from 2008.

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

## **Entry No. 9.**

Discussion Item: CAD, Mobile/AVL Project Timeline.

The staff report outlined criteria for participation on the project team. The suggestion to have a crime analysis unit member participate was cited as it relates to the potential RMS component. Board members Sullivan and Muramoto will raise discussion at the next LEAC meeting. Executive Director Williams will raise discussion at the next YCFC meeting. Staff was directed to move forward with the process.

## **Entry No. 10.**

### ***Minute Order No. 2009-24: FY 2009/2010 Proposed Budget.***

The budget was approved as presented for \$5,066,507. Executive Director Williams noted the support of staff especially that of Administrative Coordinator Marci Neilson.

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

## **Entry No. 11.**

Director's Report:

- a. Phase I Radio Project Update: Selection of an electrical engineering firm is pending receipt of a quote for our scope of work. We have support from County Supervisors Chamberlain and McGowan. Meetings with community groups from the affected areas have been scheduled. The AFG equipment amendment was approved. The Agency's approximate cost for this phase of implementation was reduced to \$1,459,403. The member agency shares as presented are incorrect and need to be modified according to the long-term financial plan.

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**Entry No. 12.**

Adjourn to Closed Session: The public meeting adjourned to closed session at 2:50 PM. Closed session adjourned at 3:13 PM.

**Entry No. 13.**

Closed Session Announcements: There were no closed session announcements.

**Entry No. 14.**

Items for the next JPA Board agenda: Dispatch Services Contracts Update.

**Entry No. 15.**

Adjournment: The meeting was adjourned at 3:13 PM.

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

\*The next regularly scheduled Board Meeting is planned for June 3, 2009 at 2:00 PM; YECA Communications Center, 35 N. Cottonwood St. Woodland, CA.