



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: March 2, 2010

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 meetings held on:

November 12, 2009

December 2, 2009

Prepared by: Carey F. Sullivan
Chief of Police

Mark G. Deven
City Manager

Attachments

YOLO EMERGENCY COMMUNICATIONS AGENCY

REGULAR MEETING GOVERNING BOARD BRIEF OF MINUTES November 12, 2009

The Governing Board met at 1:58 p.m. on Thursday, November 12, 2009, at the Yolo Emergency Communications Agency.

PRESENT: Primary Board Members: Ray Groom, Yolo County; Bruce Muramoto, City of Winters; Carey Sullivan, City of Woodland; Executive Director (ED) Patricia Williams

ABSENT: Primary Board Member: Carol Richardson, City of West Sacramento

2. **Public Comment:** Yocha Dehe Fire Chief Chandler acknowledged YECA's concerns regarding the radio shelter electrical cost estimates and requested a cost summary for the entire project. He plans to approach the Fire Commission about funding and seek approval from the Tribal Council. The issue may be resolved before year's end.

3. **Announcements:** reiteration that YECA recognized the efforts of Support Services staff members this week. Board members expressed "thanks" as well.

4. **Approval of the Agenda: Minute Order No. 2009-44.**

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

5. **Consent Agenda: Minute Order No. 2009-45.**

Item 5d was pulled for discussion. The remainder of the consent agenda was approved.

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

5d. **Alcohol, Drug and Mental Health After Hours Services:**

The staff report was noted; no action(s) recommended by staff. Board member Groom advised that the other member agencies would likely see an increase in their annual fee due to a decrease in the *mental health* calls-for-service that have been billed to the County in past years.

6. **Closed Session:**

The public meeting adjourned to closed session at 2:05 p.m. Closed session adjourned at 2:31 p.m.

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7. Closed Session Announcements:

IEDA provided an update on a personnel matter and staff was given direction.

8. Dispatch Services Contracts: Minute Order No. 2009-46.

The staff report was noted. The Board expressed appreciation for the efforts of the ED & the Fire Chiefs, and approved the Agreement between YECA and the Arbuckle-College City Fire Protection District and the Agreement between YECA and the Yocha Dehe Wintun Nation.

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

9. Billable Calls Process:

The staff report was noted; no action(s) recommended by staff.

10. Animal Services Billing:

Board member Groom advised that Yolo County is billed approximately \$400,000 per year for *animal services* and the bulk of calls are being generated by the cities. He suggested that the costs should be allocated to the agency with jurisdiction. He noted that YSO does not denote an annual budget line item to pay for YECA's dispatch services; they're a hidden cost paid from the County's General Fund. Because YECA has no governance over County budgeting issues, the Board suggested that the matter be referred to the Board of Supervisors for resolution. Board member Groom requested that staff research any records relating to this issue and advised that he would advance the issue to the Board of Supervisors.

11. CAD Replacement Project:

The staff report was noted; no action(s) recommended by staff. The Board suggested a comparison of the Hitech Systems proposal with a similar proposal in order to determine the true value of their "Flagship Account" program.

12. JPA Membership Expansion:

The staff report was noted; no action(s) recommended by staff. Board member Groom advised that there would likely be additional follow-up by Yolo County with elected representatives of the City of Davis

13. Agency Budget Status Report:

The report for October was noted; expenditures are below the aggregate rate.

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14. Phase I Radio System Upgrade: Minute Order No. 2009-47.

The staff report was noted. The ED confirmed that funds have been spent or designated for expenditure, in relation to the grants in budget unit 360-3. In order to provide an audit trail for grant expenditures in budget unit 360-3, the Board recommended encumbering all amounts by using purchase orders. Such action would be reflected in the monthly budget status report. The Board approved the Knights Landing Site License Agreement, and the Clarksburg Site License Agreement.

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

15. Server Virtualization:

The staff report was noted. While acknowledging the need, the Board declined the action recommended by staff (authorize the purchase of server virtualization equipment and related expenses at a cost not to exceed \$165,000 from SoftChoice) citing a desire to meet the Agency's current objectives as outlined in the strategic plan.

16. Items for Future Agendas of the Governing Board

17. Adjournment:

The meeting was adjourned at 3:40 p.m.

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

*The next regularly scheduled Board meeting is planned for December 2, 2009 at 2:00 PM; YECA Conference Room, 35 N. Cottonwood St. Woodland, CA.

YOLO EMERGENCY COMMUNICATIONS AGENCY

REGULAR MEETING GOVERNING BOARD BRIEF OF MINUTES December 2, 2009

The Governing Board met at 2:02 p.m. on Wednesday, December 2, 2009, at the Yolo Emergency Communications Agency.

PRESENT: Primary Board Members: Ray Groom, Yolo County; Bruce Muramoto, City of Winters; Carol Richardson, City of West Sacramento; Carey Sullivan, City of Woodland; Executive Director (ED) Patricia Williams

ABSENT: ///

2. Public Comment: none.

3. Announcements: the ED acknowledged Karen Avara's 25 years of service with YECA and presented her with a service pin. The Board members expressed "thanks" as well.

4. Approval of the Agenda: Minute Order No. 2009-48.

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

5. Consent Agenda: Minute Order No. 2009-49.

Item 5b was pulled for discussion. The remainder of the consent agenda was approved.

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

5b. Memorandum of Understanding between YECA and Yolo County Dispatchers Assoc.:

Board member Sullivan expressed appreciation to the staff directly involved in the negotiations process. He cited their cooperative efforts to come to an agreement.

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

6. CAD Replacement Project:

The staff report was noted; no action(s) recommended by staff. A review of the Hitech Systems proposal is pending additional information. The next project team meeting will be held on December 9th, 2 p.m., at the Health Services Bldg. in the Community Room.

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7. JPA Membership Expansion:

The staff report was noted: no action(s) recommended by staff.

8. Agency Budget Status Report:

The report for November was noted; expenditures are below the aggregate rate. The ED noted the increase in encumbrances for the grant budget units. Board member Groom requested a *header* on both pages of the report.

9. Phase I Radio System Upgrade:

The staff report was noted. Board member Groom indicated the Public Utility Code could allow us to act on the obstructions along the effected microwave pathways. Alternate Board member Reddish (City of Woodland) questioned the possibility of completing the AFG by the current period of performance deadline (February 2010), despite the latest engineering concerns. Staff confirmed the inability to complete the AFG given the time needed to effectively resolve the engineering issues. The Board recommended notifying local government members of the AFG amendment request. Also recommended was the immediate purchasing of all grant related equipment.

10. Closed Session:

The public meeting adjourned to closed session at 2:56 p.m. Closed session adjourned at 3:16 p.m.

11. Closed Session Announcements: none.

12. Items for Future Agendas of the Governing Board

Generator Replacement Update

13. Adjournment:

The meeting was adjourned at 3:17 p.m.

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

*The next regularly scheduled Board meeting is planned for January 6, 2009 at 2:00 PM; YECA Conference Room, 35 N. Cottonwood St. Woodland, CA.



YOLO EMERGENCY COMMUNICATIONS AGENCY

MEMORANDUM

DATE: January 7, 2010
TO: All
FROM: Patricia Williams, Executive Director
SUBJECT: January - Governing Board Meeting

The January meeting has been cancelled. The next regularly scheduled Governing Board Meeting will be on Wednesday, February 3rd at 2 pm.