

Agenda Item: 5.a

**YOLO EMERGENCY COMMUNICATIONS AGENCY (YECA)
GOVERNING BOARD
June 6, 2018
MINUTES**

The YECA Governing Board met on Wednesday, June 6, 2018 at the Yolo Emergency Communications Agency, 35, N Cottonwood Street, Woodland. Chair Gary Fredericksen called the meeting to order at 2:08 p.m.

PRESENT: Primary Board Members: Gary Fredericksen, Yocha Dehe Wintun Nation, Tom McDonald, City of West Sacramento, John Donlevy, City of Winters, Tom Lopez, Yolo County, Dena Humphrey, YECA Executive Director.

ABSENT: Luis Soler, City of Woodland

Entry No.2

Minute Order No. 2018-23: Public Comment

None

Entry No. 3

Announcements –

- a. Retirement Resolution presented by Chairperson Gary Fredericksen to Information Technology Manager Mike Bowler 18 years of service with YECA.
- b. UCD Fire contract for dispatch services to be implemented July 1st - Dena presented transition has been seamless with team effort from I.T Department & Operations. A special thanks to OPS Manager Leah Goodwin for arranging the UCD Tours for Dispatch.
- c. YECA's new website – demo – Billy Keen presented demo with preview of new website under construction. Dena commented she attended California Special District Association conference and Streamline builds websites that covers governmental transparency requirements

Entry No. 4

Minute Order No. 2018-24; Approval of Agenda

The Agenda approved as presented.

MOTION: Lopez SECOND: McDonald AYES: Donlevy, Fredericksen, McDonald, Lopez,

Entry No. 5

Minute Order No. 2018-25; Approval of Consent Agenda

- a. Approval of the Minutes from the April 4, 2018, Regular Meeting
- b. Operations Division Report – Leah Goodwin presented
-**Quarter 1 2018 Call statistics** – provided call processing time / Que for Law & Fire:
The JPA Board gave direction to provide Quarterly Call statistics encompassing various time stamps of the call process
- c. Current year Budget Status Update

The Consent Agenda approved as presented.

MOTION: Lopez SECOND: McDonald AYES: Donlevy, Fredericksen, McDonald, Lopez,

Entry No. 6

Minute Order No. 2018-26; Radio Update for Rumsey Canyon Area & Grey Fire Simulcast contingency to Green Fire – Informational Only – Charles Keasler presented

- a. Staff summary report outlining the details and status of radio projects

Entry No. 7 Minute Order No. 2018-27; Text-to-911 Information and Project Update – Informational Only - Dena Humphrey, Executive Director presented

- a. Staff Summary report outlining the details of the project and key dates. Operations Manager Leah Goodwin is spearheading the project.

Entry No. 8 Minute Order No. 2018-28; New MOU W/Yolo County Dispatchers Association (YCDA) & Non-Represented Compensation Packages – Voted Item - Approved

- a. Staff Summary for New 3-Year MOU with YCDA
- b. YECA & YCDA MOU Agreement [View attachment](#)
- c. New Non-Represented Compensation & Benefits Packages
- d. New Agency Salary Schedules
- e. New Agency Summary of Benefits

Executer Director Dena Humphrey commended Stephanie Taylor YCDA President on an excellent job in balancing the agreement in negotiations.

MOTION APPROVED: Lopez SECOND: McDonald AYES: Donlevy, Fredericksen, McDonald, Lopez,

Entry No. 9 Minute Order No. 2018-29; FY18/19 Budget Proposal Process – Voted Item - Approved

Executive Director Dena Humphrey Presented statement of cost, staffing, member agency allocations, CIP proposal for FY18/19.

- a. FY18/19 Proposed Budget
- b. FY18/19 Proposed CIP
- c. FY18/19 Proposed Position Table

Dena Humphrey Executive Director presented Surplus Fund Proposal:

Fiscal Year 2017 Surplus fund balance \$675K to be included in Budget proposal:

- *Use \$350k to offset FY18/19 Budget
- *Use \$235k to offset FY19/20 Budget
- *Use \$50k for equipment failures, reducing \$100k contingency account
- *Use \$40k to increase the General Reserve (Goal 20%)
 - Current balance \$760k, or 13% of the operating budget
 - Proposed balance \$800k, or 14% of the operating budget

COMMENT: Board Member John Donlevy asked that any surplus from fund balance to be directed to CALPERS pre-payment to reduce UAL balance.

MOTION APPROVED: Lopez SECOND: Donlevy AYES: Fredericksen, McDonald, Lopez, Donlevy,

Entry No. 10 July 4, 2018 JPA Board Meeting has been cancelled; Due to Holiday.

Next Scheduled JPA Board Meeting August 1, 2018

Entry No. 11

Items for Future Agenda

- a. Elections for Chair & Co-Chair Assignments for FY19
- b. Member agencies to name an Alternate for JPA Board Meetings by next Board Meeting August 1, 2018

Entry No. 12 Adjournment

Meeting Adjourned 3:35 p.m. / Minutes submitted by: Eloise Austin, Recording Secretary