

**YOLO EMERGENCY COMMUNICATIONS AGENCY (YECA)
GOVERNING BOARD**

August 2, 2023

2:00 P.M.

Minutes

The YECA Governing Board met on Wednesday August 2, 2023 at Yolo Emergency Communications Agency 35 N Cottonwood – Conference Room, Woodland. Board Chair Binns called the meeting to order at 2:03pm.

PRESENT: Primary Board Members: Dena Humphrey, YECA Executive Director, Kim McKinney, City of Woodland, John Miller, City of Winters, Shawn Kinney, Yocha Dehe Wintun Nation, Tom Lopez, Yolo County, Steve Binns, City of West Sacramento

Entry No. 2

Minute Order No. 2024-01

Approval of the Agenda - [Approved](#)

MOTION: Miller SECOND: McKinney AYES: Kinney, McKinney, Binns, Lopez, Miller

Entry No. 3

Announcements –

- a. Charles Keasler award recipient “Radio Technologist of the Year,” from The Northern California Chapter of Association of Public Safety Communications Officials (APCO)

Entry No. 4

Public Comment – None

Entry No. 5

Minute Order No. 2024-02

Approval of Consent Agenda– [Approved](#)

- a. Approval of the Minutes from the May 3, 2023, Regular Meeting & June 7, 2023, Regular Meetings
- b. Operations Division Report
- c. Current Year Budget Status Update
- d. 2023 2nd Quarterly Law & Fire Dispatch to Que Call Stats

**MOTION: Miller* SECOND: Kinney AYES: Kinney, Miller, McKinney, Binns, Lopez
* (Excluding item 5a for Meeting Minutes May 3, 2023 as Miller was absent)**

Entry No. 6

Minute Order No. 2024-03

YECA Building Expansion Concept to Fund Dispatch Room Upgrade – [*Voted Item- Approved](#)

MOTION: Lopez SECOND: Binns AYES: Kinney, McKinney, Binns, Lopez, Miller

- a. Board summary addressing funding approvals needed in FY24 for Dispatch room upgrades to run concurrent with FY24 CIP Dispatch console furniture replacement.

Dena, ED, discussed the furniture design that included 2 additional consoles which would accommodate future agency needs for the next 20 years, based on the last 20 years of historical call data.

The Capital Fund covers the \$270k set aside for the furniture replacement. The needed costs for the Dispatch room upgrade was estimated \$135k, with a 20% retainer brings a total needed of \$162k. The request was made to use \$162k from the General Reserve and replenish the funds with future yearend surplus. The optimal time to begin the Dispatch Room upgrade is January 2024. The project would be managed through the Yolo County General Services Department.

Board Member Lopez questioned the life-span of the building which Dena, Ed provided a 50-year lifespan based off the last architectural assessment given Nov 2019.

Entry No. 7

Minute Order No. 2024-04

Yolo County Dispatchers Association (YCDA) Request for Assisted Pet Therapy Policy - *Voted item- Approved

- a. Staff summary board letter outlining the request of proposed 6-month pilot program
- b. Proposed Assisted Pet Therapy policy
- c. Proposed Assisted Pet Therapy procedures
- d. Proposed Assisted Pet Therapy application
- e. Proposed Assisted Pet Therapy waiver form

MOTION: Miller SECOND: Kinney AYES: Kinney, McKinney, Binns, Lopez, Miller

- a. Board Member McKinney questioned who would be the enforcer of this policy. Dena, ED advised the dispatch supervisor on duty would be responsible for enforcing the Pet Therapy policies and procedures with the ED ultimately overseeing the entire program.

Entry No. 8

Closed session- Out of Session: 2:42p.m.

- a. Conference with Labor Negotiator

Back in session: 3:48p.m. – Reportable Action- None

Entry No. 9

Minute Order No. 2024-05

YECA Chair & Vice Chair Elections for FY23/24 - *Voted item- Approved

- a. Newly elected Board Chair & Vice-Chair would begin first meeting in the new fiscal year

Elected- Chair: Binns Vice Chair: Miller

MOTION: Binns SECOND: Kinney AYES: Kinney, McKinney, Binns, Lopez, Miller

Entry No. 10

Next Scheduled JPA Board Meeting Date: October 4th, 2023

Entry No. 11

Items for Future Meeting Agenda

- a. RMS- Central Square vs. RiMs

Entry No. 12

Meeting Adjourned at 4:00p.m.

Minutes submitted by Tianna Dumas