

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

**June 7, 2023**

**2:00 P.M.**

**Minutes**

The YECA Governing Board met on Wednesday June 7<sup>th</sup>, 2023 at Yolo Emergency Communications Agency 35 N Cottonwood – Conference Room, Woodland. Board Chair Miller called the meeting to order at 1:59pm.

**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 **ABSENT:** Tom Lopez, Yolo County, Steve Binns, City of West Sacramento

**Entry No. 2**

**Minute Order No. 2023-05**

**Approval of the Agenda - [Approved](#)**

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

**Entry No. 3**

**Announcements – None**

**Entry No. 4**

**Public Comment – None**

**Entry No. 5**

**Minute Order No. 2023-06**

**Approval of Consent Agenda B-F – [Approved](#) – excluding item A (Board Member McKinney & Miller were absent will need to vote with May Meeting Board Members)**

- a. Approval of the Minutes from the May 3, 2023, Regular Meeting
- b. Operations Division Report
- c. Current Year Budget Status Update
- d. UCD Fire Dispatch Services Contract Amendment
- e. Sutter Buttes Radio Services Contract Agreement
- f. Position Downgrade Accountant II to Sr. Accounting Technician

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

**Entry No. 6**

**YECA Building Expansion Needs Discussion and Planning – [\\*Info Only](#)**

- a. Discussion for YECA building concept to address current and future office space needs

Dena, ED, discussed the trends in calls for service with an average increase of 1.5% calls per year. The proposed building expansion would take care of growth needs for the next 20 years based on call volume. Potential funding needs for FY23/24 were discussed with proposed grant funds of \$331K and member costs of \$331K, with the member share portion coming from the \$175K year-end surplus and \$156K general reserve to cover estimated costs of the building expansion. Dena, ED, noted that the estimated costs are contractor costs that do not include the costs for an architect. Board member Kinney advised with the Community Grant fund re-structuring that the Agency pull the current grant

submittal. Dena, ED, was in agreement and advised that YECA will pull the current grant submittal and re-submit with updates.

- b. Physical building tour of office and training room space needs- Dena, ED, conducted physical tour of the agency, including proposed expansion plans.

**Entry No. 7**

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

- a. Staff summary board letter outlining the request of proposed 6-month pilot program
- b. Proposed Assisted Pet Therapy policy

**No reportable action** – Board came to a general consensus that Dena, ED, will meet with the association, draft procedures, and meet with YCPARMIA to get final approval and bring back to the board at the next regular meeting as an agenda item.

**Entry No. 8**

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

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

**No reportable action-** Board elected to postpone election and include on the agenda for the next regular meeting.

**Entry No. 9**

**Closed session- Out of Session: 2:57p.m.**

- a. Public Employee Performance Evaluation (GC54957)

Position Title: Executive Director

**Back in session: 3:17p.m. – Reportable Action- None**

**Entry No. 10**

**Next Scheduled JPA Board Meeting Date: TBD**

**Entry No. 11**

**Items for Future Meeting Agenda**

- a. Assisted Pet Therapy Policy
- b. YECA Chair & Vice Chair Elections for FY23/24

**Entry No. 12**

**Meeting Adjourned at 3:18 p.m.**

**Minutes submitted by Tianna Dumas**