

YOLO EMERGENCY COMMUNICATIONS AGENCY (YECA) GOVERNING BOARD

April 6, 2016

MINUTES

The YECA Governing Board of met on Wednesday, April 6, 2016 at the Yolo Emergency Communications Agency, 35 N Cottonwood Street, Woodland. Chair Tom Lopez called the meeting to order at 2:01 p.m.

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

Entry No.2

Public Comment

None

Entry No. 3

Board Chair Tom Lopez read the Proclamation for “National Public Safety Telecommunications” week April 10th-16th 2016.

The JPA Board recognized and congratulated Nadia Wasilevsky for being chosen YECA’s 2015 Dispatcher of the Year.

Entry No. 4

Minute Order No. 2016-05; Approval of Agenda

The Agenda was approved as presented.

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

Entry No. 5

Minute Order No. 2016-06; Approval of Consent Agenda

The Consent Agenda was approved as presented.

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

Entry No.6

Minute Order No. 2016-07; Approval of FY14/15 External Audit

FY14/15 External Audit approved as presented

FY14/15 External Audit Presentation by Macias Gini & O’Connell LLP, Scott Brunner, CPA

Presented by Scott Brunner – provided each board member FY14/15 Fiscal Audit Report.

Addressed findings FY14/15 audit and new requirements that will need to be included in future audit reports.

-GASB6871

-CAFR report

-OPEB Liability in 2018

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

Entry No. 7

Minute Order No. 2016-08; Approval of Human Resources/Administrator position upgrade

Human Resources/Administrative Coordinator Position Upgrade to Fiscal/Human Resources Administrator

Executive Director Dena Humphrey briefed the Board on the current Human Resources/Administrator Coordinator job description and the need to upgrade this position to include the human resources programs and oversee accounting, payroll and CalPERS reporting functions for the Agency. The salary increase for this upgraded position would be absorbed in the FY16/17 approved salary budget. A job description for the Fiscal/Human Resources Administrator was presented to board members.

The position upgrade to Fiscal/Human Resources Administrator was approved as presented.

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

Entry No. 8

Dispatch Staffing Goal

Executive Director Dena Humphrey presented historical summary of staffing goals and future projections. Key positions were identified to support Dispatch Operations:

- Training Coordinator Position
- Dispatch Retirement Backfill
- Dispatch Assistants

Information only, no action taken.

Entry No. 9

Tri-Tech Inform ME Application for CAD iPhones, iPad, Android-Informational only.

I.T Manager Mike Bowler brought back additional information requested by the Board on the Tri-Tech Inform ME Application. Executive Director Dena Humphrey requested that the board vote on whether to approve to implement the application after I.T. Manager Mike Bowler's presentation.

After the presentation and some discussion, the JPA Board Members decided not to approve implementation of the application due to the fiscal impact it would have and the uncertainty that the application may not benefit or meet the necessary requirements.

Entry No. 10

Next Scheduled JPA Board Meeting May 4, 2016.

Entry No. 11

Items for Future Agenda:

- a. Discuss remodeling of YECA or New Building site

Meeting was adjourned at 2:55 p.m.

Minutes submitted by: Eloise Austin Sr. Admin Specialist II
for Marci Criste, Recording Secretary