

**Agenda Item: 5.a**

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

April 4, 2018

**MINUTES**

The YECA Governing Board met on Wednesday, April 4, 2018 at Winters City Hall, 318 First Street, Winters. Chair Gary Fredericksen called the meeting to order at 2:02 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. 2018-17: Public Comment**

None

**Entry No. 3**

**Minute Order No. 2018-18**

**Announcements –**

- a. Proclamation “National Public Safety Telecommunications Week April 8<sup>th</sup> - 14<sup>th</sup>”  
- YECA Chair Board Member, Gary Fredericksen-Yocha Dehe Wintun Nation recognized National Public Safety Telecommunications Week by releasing an official proclamation.
- b. YECA 2017 Dispatcher of the Year “Laura Swink”  
- Chair Board Member, Gary Fredericksen-Yocha Dehe Wintun Nation congratulated Laura Swink as this year’s YECA Dispatcher of the Year.  
**Comments:** Board Members individually communicated their appreciation and congratulated Laura Swink in a well deserve honor as “Dispatcher of the Year 2017.”
- c. YECA would like to warmly thank the Yolo County Firefighters Association for their continued support and generous donation for a corporate sponsorship to this year’s Dispatcher’s Banquet.

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

**Entry No. 4**

**Minute Order No. 2018-19; Approval of Agenda**

The Agenda approved as presented.

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

**Entry No. 5 -**

**Minute Order No. 2018-20; Approval of Consent Agenda**

*The Consent Agenda approved as presented.*

- a. Approval of the Minutes from the February 7, 2018 Regular Meeting & February 23, 2018, Special Session – Closed Meeting
- b. Operations Division report

- c. Current year Budget Status Update
- d. New personnel Policy for Re-Hires

**Discussion:** Chair Gary Fredericksen would like a breakdown of statistics from Operations report to show actuals raw data into real time Fire Dispatch, PD/Sheriff Prioritization response times, from the time call received to dispatched agency response to arrivals. Also shared if the use of “FirstWatch APP” would provide a more detail report to show operational performance vs the new CAD system. A comparison has been requested to be presented.

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

**Entry No. 6**

**Minute Order No. 2018-21;**

**Information Technology Division Re-Structure – Voted Item – *Approved***

Dena Humphrey presented – Due to IT Manager retirement, proposing division restructure to converting one (1) IT Specialist II position to a Systems Administrator position and downgrading the IT Specialist II to an IT Specialist position. There would be minimal costs for the restructure as one position was upgraded, while the other position was downgraded for a wash. Position descriptions were provided for all three positions. A qualification process for the IT Manager position was completed Wednesday March 28, 2018 and resulted in YECA having viable candidates for an internal recruitment. The restructuring will also present AB1487 CALPERS clean up to eliminate “Out of class pay” for duties under the IT Specialist II to the new Systems Administrator position reflecting the out of class pay incorporated into the new salary range. All new positions would become effective July 1<sup>st</sup>.

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

**Entry No. 7 Nokia Multiplexer Project Status Update for Microwave System – Info Only**

**Minute Order No. 2018-22;**

Billy Keen I.T. Specialist II presented – a summary of the project details for the Nokia Multiplexer project migration. He stated, the project was planned over a 6-month process, remained within budget, and was successfully completed Feb 2018. **Comments:** Executive Director Dena Humphrey commended the IT group & CSI Telecommunications for their effort towards the successful completion of the project and for remaining within budget on the project, “it was a great success.”

**Entry No. 8**

**Closed Session –**

Board Chair Gary Frederickson adjourned the meeting to Closed Session at 2:32 pm

- a. Conference with Labor Negotiator (CG54957.6) Agency Representative: Darrell Murray  
Employee Organization: Yolo Communications Dispatchers Association (YCDA)

The Board gave direction to the labor negotiator.

Open Session resumed 2:58 pm

**Entry No. 9**

**Next Scheduled JPA Board Meeting May 2, 2018 @ YECA 35 N. Cottonwood Street, Woodland**

**Entry No. 10**

**Items for Future Agenda**

- a. Text to 9-1-1
- b. Labor Negotiations

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

**Meeting Adjourned 3:00 p.m.**

**Minutes submitted by: Eloise Austin, Recording Secretary**