

YOLO EMERGENCY COMMUNICATIONS AGENCY (YECA) GOVERNING BOARD

September 7, 2016

MINUTES

The YECA Governing Board of met on Wednesday, September 7, 2016 at the Yolo Emergency Communications Agency, 35 N Cottonwood Street, Woodland. Chair Tom McDonald called the meeting to order at 2:04 p.m.

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

Entry No.2

Public Comment – Held Public Comment until after **Entry No. 7 Record Entry Coverage**

Dispatcher II Stephanie Taylor commented on the impacts of record entry on Dispatch staff.

Entry No. 3

Announcements

None

Entry No. 4

Minute Order No. 2016-18; Approval of Agenda

The Agenda approved as presented.

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

Entry No. 5

Minute Order No. 2016-19; Approval of Consent Agenda

The Consent Agenda approved as presented.

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

Entry No. 6

Minute Order No. 2016-20; Old Business - P25 Planning for W. Sacramento and Impacts to Member Agencies – Update-Informational Only

Charles Keasler presented a brief update on the P25 project.

Entry No. 7

Minute Order No. 2016-21; After Hours Records Entry Coverage

Executive Director Dena Humphrey presented standardizing after-hours record entry coverage for three member agencies as noted in Agenda Item 7.a staff report. Respectively asking the JPA Board to approve YECA proposed Record Entry Hours as noted Agenda Item 7.a pg.3 staff report.

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

With Comment: Board member Tom Lopez, Undersheriff, is open in resolving the issue by discussing after hour records coverage in-depth with the records managers from the effected agencies and will include an invitation to YECA Operations Manager Leah Goodwin in an attempt to provide a workable resolution.

Entry No. 8

Minute Order No. 2016-22; Project Planning for YECA Building

Executive Director Dena Humphrey presented – Draft proposal from Lionakis Hazardous Materials Building survey assessment dated August 19, 2016; which outlined detailed scope of services cost is \$6,000.00. Requesting Board approve cost and to move forward with Hazardous assessment.

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

Entry No. 9

Minute Order No. 2016-23; YECA Member Agency Cost Formula-Seeking direction

Executive Director Dena Humphrey presented;

Discussion: Cost Formula needs to show YECA fixed Capital Cost and Service Cost. Dena Humphrey will meet with Winters City Manager John Donlevy & Woodland City Manager Paul Navazio for guidance with YECA Member Cost Formula. Will present at October JPA board meeting.

Entry No. 10

Next Scheduled JPA Board Meeting October 5, 2016

Entry No. 11

Items for Future Agenda

-West Sacramento City Fire interested in interfacing with Sacramento Regional Fire -CAD

Meeting was Adjourned 3:12pm

Minutes submitted by: Eloise Austin, Recording Secretary