

**YOLO EMERGENCY COMMUNICATIONS AGENCY (YECA)
GOVERNING BOARD
November 14, 2019
MINUTES**

The YECA Governing Board met on Thursday November 14, 2019 at the Woodland Police Department 1000 Lincoln Ave – Community Room, Woodland. Chair Derrek Kaff called the meeting to order at 2:08 p.m.

PRESENT: **Primary Board Members:** Derrek Kaff, City of Woodland, Steve Binns, City of West Sacramento, Tom Lopez, Yolo County, John Donlevy, City of Winters, Gary Fredericksen, Yocha Dehe Wintun Nation, Dena Humphrey, YECA Executive Director,

Entry No.2
Minute Order No. 2019-45
Approval of the Agenda

The Agenda was approved as presented

MOTION: Lopez SECOND: Fredericksen AYES: Kaff, Binns, Donlevy, Fredericksen, Lopez

Entry No. 3
Minute Order No. 2019-46; Announcements

- a. 2019 Northern CA APCO Preston Thomson Award of Excellence – Charles Keasler **Executive Director, Dena Humphrey recognized Charles for receiving the 2019 Northern California APCO Preston Thomson Award of Excellence**
- b. Fire Chief Gary Fredericksen Resolution of Appreciation for Serving as Chair & Board Member
Retirement resolution and plaque was presented by Chairperson Derrek Kaff to Chief Gary Fredericksen Yocha Dehe Wintun Nation for his eight years of service and contributions as a YECA Board Member.

Entry No. 4
Minute Order No. 2019-47; Public Comment - None

Entry No. 5
Minute Order No. 2019-48; Consent Agenda

- a. Approval of the Minutes from the October 2, 2019, Regular Meeting
- b. Operations Division Report
- c. Current Year Budget Status Update
- d. 2019 3rd Quarter – Dispatch to Que Report
- e. YECA Discrimination & Harassment Policy
- f. Payroll Third-Party Provider Change Update

MOTION: Lopez SECOND: Donlevy AYES: Kaff, Binns, Fredericksen, Donlevy, Lopez

Entry No. 6

Minute Order No. 2019-49; Old Business – Information Only – No Action Items

- a. General discussion on countywide Records Management System
- b. Radio project update for Rumsey Radio Site

Entry No. 7

Minute Order No. 2019-50; YECA Building Architectural Assessment & Structural Analysis – Info Only

- a. Presentation from Comstock Johnson Architects, Dan Eriksson AIA, Principal providing assessment details for consideration of a remodel and expansion of the building
- b. YECA Facility Condition Assessment & Expansion Study, dated Nov 7, 2019

Dan Eriksson with Comstock Johnson Architects Inc. presented to the board the Facility Condition Assessment & Expansion Study. Assessment study was provided in the agenda to the board members. See Agenda Item 7.b.

Entry No. 8 - Approved

Minute Order No. 2019-51; Motorola Radio Consoles Grant Submittal – Voted Item

- a. Staff summary outlining grant submittal to Yocha Dehe Community Grant for Dispatch consoles to equip two work stations

MOTION: Lopez SECOND: Fredericksen AYES: Kaff, Binns, Donlevy, Fredericksen, Lopez

Entry No. 9 - Approved

Minute Order No. 2019-52; CAD Interface for IP Based Toning for Member Agency Fire Departments – Voted Item

- a. Staff summary outlining the features IP base toning offers to the Fire departments and costs
Consideration to approve the purchase of an IP based toning systems for \$60k Funding will be as follows, \$50k will be from the contingency account held for equipment failures in restricted fund balance. The balance of \$10k would be absorbed within FY20 year’s budget

MOTION: Fredericksen SECOND: Donlevy AYES: Kaff, Binns, Lopez

Entry No. 10 - Approved

Minute Order No. 2019-53; YECA Co-Chair Assignment – Voted Item

- a. Election for Co-Chair assignment for FY20
Derrek Kaff - Chair
Steve Binns- Co-Chair

MOTION: Donlevy SECOND: Fredericksen AYES: Kaff, Binns, Lopez, Fredericksen, Donlevy

Next Scheduled JPA Board Meeting – Proposal February 5, 2019

Items for Future Agenda

- c. Mission Critical Continuity of Operations Assessment & Presentation
- d. FY19 External Annual Audit of Financials - CPA Presentation
- e. 2019 Calls for Service Report
- f. New Accounting System Project Update

Adjournment:

Meeting Adjourned 3:25 PM

Minutes submitted by Corina Macias