

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

December 7, 2016

MINUTES

The YECA Governing Board met on Wednesday, December 7, 2016 at the Yolo Emergency Communications Agency, 35 N Cottonwood Street, Woodland. Chair Tom McDonald called the meeting to order at 2:03 p.m.

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

ABSENT: Dan Bellini, City of Woodland,

Entry No.2

Minute Order No. 2016-28: Public Comment

Chief Burns, Esparto Fire District addressed JPA Board the need for a second fire dispatcher. It is a Fire service concern of only being assigned one Fire Dispatcher to a community that is growing. Chief Burns verbally provided a timeline of the numerous times addressing this same issue and is requesting a second Fire Dispatcher to be implemented.

Chief John Heilmann- President of Yolo County Chief Association- is supporting Chief Burns, Esparto Fire District request for a second Fire Dispatcher. Chief Heilmann stated City of West Sacramento is also expanding and calls have doubled. Chief Heilmann offered his assistance to the JPA Board to make this implementation of a second Fire Dispatcher.

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

Entry No. 3

Announcements

None

Entry No. 4

Minute Order No. 2016-29; Approval of Agenda

The Agenda approved as presented.

Entry No. 5

Minute Order No. 2016-30; Approval of Consent Agenda

The Consent Agenda approved with comment.

Comment: 5.a correction in "Discussion" paragraph corrected title to "Board Member" Tom Lopez instead of "Board Chair"

Update: correction made to minutes and updated website.

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

Entry No. 6

Minute Order No. 2016-31; Old Business –

A. P25 Radio Updates – Update-Informational Only

Charles Keasler presented a brief comment on the P25 project stated agencies are working together.

B. After Hours Records Update – Leah Goodwin presented -met with Records clerks from the various agencies with the exception of City of Winters was not able to attend. Sheriff's Office requested additional data and in the process of reviewing.

C. Member Cost Formula Update – Dena Humphrey presented; met with City Manager of Woodland Paul Navazio & City Manager of Winters John Donlevy to discuss financial data requirements for member agencies cost formula. Making progress looking to meet again with both City Managers.

Entry No. 7

Minute Order No. 2016-32 FY15/16 External Audit Presentation by Macias Gini & O'Connell LLP, Scott Brunner, CPA

Presented by Scott Brunner – Presented Fiscal Audit Report – Asked the JPA Board if had any comments or needed a clarification on any of the reports provided.

Comment: Board Member John Donlevy commented on page 21 Note 5: Pension Plans; will go over formula with Executive Director Dena Humphrey & Woodland City Manager Paul Navazio as part of Budget cost formula project. However, overall very happy with the report.

Scott Brunner commented that all financial transactions of the Audit went very smoothly thanks to Corina Macias HR/Financial Manager who is very knowledgeable with Accounting Principles.

Entry No. 8

Board Chair Tom McDonald adjourned the meeting to Closed Session at 2:20pm

Open Session resumed 2:55pm

Entry No. 8

Next Scheduled JPA Board Meeting TBD

Entry No. 9

Items for Future Agenda

- a. Lionakis Building Assessment
- b. CSI Recommendations for Microwave Equipment
- c. Budget Cost add second Fire Dispatcher

Meeting was Adjourned 3:00 p.m.

Minutes submitted by: Eloise Austin, Recording Secretary