AGENDA REGULAR MEETING YECA GOVERNING BOARD

Yolo Emergency Communications Agency, 35 N. Cottonwood Street, Woodland, CA 95695 February 5, 2015

3:00 P.M. Public Session

ALL ITEMS ARE FOR ACTION UNLESS OTHERWISE NOTED WITH AN ASTERISK (*).

1. Call to Order (3:00 PM)

2. Public Comment *

Speakers must state their name and city of residence for the record and limit their remarks to three minutes. Members of the public audience may address the Governing Board on any item not on today's agenda. No response is required and no action can be taken, however, the Governing Board may add the item to the agenda of a future meeting.

3. Announcements

4. Approval of the Agenda

5. Consent Agenda

Consent Agenda items are considered to be routine and will be considered for adoption by one motion. There will be no separate discussion of these items unless a member of the Governing Board, member of the audience, or staff requests that the Governing Board remove an item. If an item is removed, it will be discussed in the order in which it appears on the Agenda.

- a. Approval of the Minutes from the January 14, 2015 Regular Meeting Pg. 1
- b. Operations Division Report Pg. 3
- c. Current Year Budget Status Update Pg. 5

6. Old Business

- a. AMR CAD to CAD Status Update
- b. Consolidation Policy Project for Law & Fire Update Pg. 6

7. Automatic Transfer Switch (ATS) Project

a. ATS Wrap-up Summary Pg. - 7

8. FY 16 Base Budget

- a. FY16 Proposed Base Budget Summary Pg. 8
- b. FY16 Proposed Capital Investment Plan (CIP) Pg. 10

9. Closed Session

a. Conference with Labor Negotiator (GC54957.6)

Agency Representative: Fran Buchanan

Employee Organization: Yolo Communications Dispatchers Association (YCDA)

10. Next Scheduled JPA Board Meeting March 4, 2015

11. Items for Future Agenda

12. Adjournment

I declare under penalty of perjury that the foregoing agenda was available for public review and posted on/or before February 2, 2015 on the bulletin board outside of the Yolo County Board of Supervisors Chambers, Erwin Meier Administration Center, 625 Court St., Woodland, California and on the agency website: http://www.yeca911.org/BoardCalendar2014.html

**The meeting room is wheelchair accessible and disabled parking is available. If you are a person with a disability and you need disability related accommodations to attend the meeting, please contact Marci Criste at (530) 666-8919 or (530) 666-8909 (fax). Requests for accommodations must be made

at least two full business days before the start of the meeting. **

Agenda Item: 5.a.

YOLO EMERGENCY COMMUNICATIONS AGENCY (YECA) GOVERNING BOARD January 14, 2015

MINUTES

The YECA Governing Board met on Wednesday, January 14, 2015 at the Yolo Emergency Communications Agency, Woodland CA. Board Chair Sergio Gutierrez called the meeting to order at 2:00 p.m.

PRESENT: Primary Board Members: Sergio Gutierrez, City of Winters, Tom Lopez, Yolo

County,

Dan Bellini, City of Woodland, Carol Richardson, City of West Sacramento, Gary Fredericksen, Yocha Dehe Wintun Nation, and Dena Humphrey, Agency

Manager.

Entry No. 2

Public Comment

None

Entry No. 3

Announcements

Board Member Fredricksen congratulated Board Member Tom Lopez on his recent marriage. Agency Manager Dena Humphrey briefed the Board on the County's transition of YECA payroll to a third party (Payality) effective January 2015.

Entry No. 4

Minute Order No. 2015-01: Approval of Agenda

The Agenda was approved as presented.

MOTION: Bellini SECOND: Lopez AYES: Richardson, Gutierrez, Fredericksen, Bellini, Lopez.

Entry No. 5

Minute Order No. 2015-02: Approval of Consent Agenda

The Consent Agenda was approved as presented.

MOTION: Richardson SECOND: Fredericksen AYES: Gutierrez, Richardson, Fredericksen, Bellini, Lopez.

Entry No. 6

Old Business – Information Only

IT Manager Mike Bowler briefed the Board on the progress that's being made in the AMR CAD to CAD project. Possible "go live" in three weeks.

Both Agency Manager Dena Humphrey and Operations Manager Karen Avara updated the Board on the status of the Policy Project for Law and Fire.

Entry No. 7

Motorola Radio Project

I.T. Specialist Charles Keasler updated the Board on the Motorola Gold Elite Radio Console Replacement Project. The new consoles will provide P25 compatibility (the latest standard in audio), Portable Radio Distress buttons, and each agency can be dispatched from any of the Dispatch console positions.

Installation of the new consoles began January 12th with the final install scheduled for February 23rd. During the replacement there is no scheduled down time for end users, both systems will run simultaneously, while each position is replaced one at a time.

No action taken, information only.

Entry No. 8

Closed Session

Board Chair Gutierrez adjourned the meeting to closed session at 2:22 p.m.

Reconvened to open session at 3:26 p.m.

Closed session announcements:

Staff was given direction.

Board Chair Sergio Gutierrez announced that there would be a title change to the position of Agency Manager. The title of Communications Agency Manager has been changed to Executive Director.

The next scheduled meeting will be February 5, 2015.

Meeting was adjourned at 3:30 p.m.

Minutes submitted by: Marci Criste, Recording Secretary

Agenda Item: 5.b.

Date: January 28, 2015

To: YECA Governing Board

Thru: Dena Humphrey, Agency Manager

From: Karen Avara, Operations Manager

Subject: Operations Division Report

Recommendation: No action required; information only.

Summary: Operations staff is currently engaged in the following:

• Grants:

The HSG award letter was received for FY14, although still awaiting EHP approval to complete the shelter security camera project.

• Staffing:

Maria and Nadia have begun training on their second radio channels, Maria on Woodland PD and Nadia on the Sheriff/Winters radio

Our four new employees are currently attending the in-service orientation academy and will begin training on the floor early February.

Internal Affairs: December 2014

Grievances: None
 Complaints: None
 Commendations: None

• Monthly Gold Board Employee Recognition:

The following employees were recognized for the month of December 2014: Dispatcher II Kim Lindsay was picked for the raffle, she was recognized for completing 24 POST Portal units in less than one week.

Other Employees who received recognition were, Scott Roberson, Mayra Berumen-Perez, Lee Sandoval, Krista Bryant, Vanesa Hoyt, Molly Scott, Nadia Wasilevsky, Brenda Kelley, Scott Fletcher, Amanda Garrison, Teri Lynn Caughie, Tammy Leggins, Maria Bigham, Ame Minnick, Kristen Root, Craig Priester, Traci Fitzsimmons, Tammy Lancaster, and Charles Keasler

• National Public Safety Telecommunicators Week:

This year the celebration runs from April 12th-18th, we are getting started on the planning for both YECA and OPST, nominations for Dispatcher or Dispatch Assistant of the Year set to be released February 2, 2015.

Statistical Information:

• Monthly Phone Statistics:

Month	9-1-1	Non-Emergency	Outgoing	Total
December	5,171	13,647	7,111	25,929

• Monthly CAD Events:

Included in "Other" category are AMR, Animal Control, All Public Works, County Maintenance, Social Services, Environmental Health, and Public Guardian.

Month	Law	Fire	Other
December	14,910	1,744	889

• Confidential Records Requests:

Month # of Requests

December 121

6 Old Business

b. Consolidation Policy Project for Law & Fire Update

Agenda Item: 5.c.

YECA BUDGET MANAGEMENT SUMMARY

2014 / 2015 As of 1/30/15

			8% JUL-14	17% AUG-14		25% SEPT-14		33% OCT-14		42% NOV-14		50% DEC-14		58% JAN-15		67% FEB-15		75% MAR-15		83% APR-15		92% MAY-15	100% JUN-15
360 360-1	ADMINISTRATION Appropriations Expenditures Percent Expended	\$ \$	2,409,409 40,589 2%	. , ,	\$	2,409,409 328,017 14%	\$, ,	\$	2,409,409 868,408 36%	•	2,409,409 972,716 <i>40%</i>	\$ \$	2,409,409 1,059,050 <i>44%</i>	\$ \$	2,409,409 - 0%	\$	2,409,409 - 0%	\$	2,409,409 - 0%	\$	2,409,409 - 0%	\$ 2,409,409 \$ -
360 360-2	OPERATIONS - DISPATCH Appropriations Expenditures Percent Expended	\$ \$	3,507,387 130,542 <i>4%</i>	. , ,	\$	3,507,387 939,471 27%		, ,	\$	3,507,387 1,471,379 42%		-,,	\$	3,507,387 1,800,818 51%		3,507,387 - <i>0%</i>	\$	3,507,387 - 0%	\$	3,507,387 - 0%	\$		\$ 3,507,387 \$ -
TOTAL for all budget	units - B/U 360-1 Administration	on; 360)-2 Operations	Dispatch;																			
	Appropriations	\$	5,916,796	. , ,		5,916,796		5,916,796		5,916,796		5,916,796		5,916,796		5,916,796		5,916,796		5,916,796		, ,	\$ 5,916,796
	Encumbrances	\$	3,441	*		3,206		2,985		2,854		2,714		2,523		-	\$	-	\$	-	\$	-	\$ -
	Expenditures	\$	171,130	,		1,267,488		, ,	\$	2,339,787		2,661,223		2,859,868	,		\$		\$		\$		\$ -
	Unencumbered	\$	5,742,225	, ,	,	4,646,102 21%		,,	\$	3,574,155	\$	3,252,859	\$	3,054,405	\$	5,916,796		5,916,796	\$	5,916,796	\$	-,,	\$ 5,916,796
	Percent Expended Estimated Revenue	\$	3% 5,916,796	9% \$ 5.916.796		5,916,796		32% 5.916.796	\$	40% 5,916,796	¢	45% 5.916.796	¢	48% 5.916.796	¢	0% 5.916.796		0% 5.916.796	e	0% 5,916,796	\$	0% 5.016.706	0% \$ 5,916,796
	Realized Revenue	\$		\$ 24,326		1.446.491		-,,	\$	1,622,225		-,,		3,493,732		-,,	\$	3,910,790	\$	3,910,790	\$, ,	\$ 5,910,790
	Percent Realized	Ψ	0%	0%		24%	Ψ	24%	Ψ	27%	Ψ	58%	Ψ	59%	Ψ	0%		0%	۳	0%	Ψ	0%	0%
			8%	17%		25%		33%		42%		50%		58%		67%		75%	1	83%		92%	100%
			8% JUL-14	17% AUG-14		25% SEPT-14		33% OCT-14		42% NOV-14		50% DEC-14		58% JAN-15		67% FEB-15		75% MAR-15		83% APR-15		92% MAY-15	100% JUN-15
360 360-3 CAD	CAD PROJECT																						
360 360-3 CAD BofA Capital Lease	CAD PROJECT Appropriations	\$		AUG-14	\$] \$				\$		\$		\$		\$		\$		\$	MAY-15	
			JUL-14 699,392	AUG-14		SEPT-14 699,392		OCT-14 699,392		NOV-14	•	DEC-14 20,000	\$	JAN-15		FEB-15	•	MAR-15	\$	APR-15	\$	MAY-15 20,000	JUN-15
	Appropriations Expenditures Unencumbered	\$	699,392 699,392	AUG-14 \$ 699,392 \$ - \$ 699,392	\$	SEPT-14 699,392 6,922 692,470	\$	699,392 6,922 692,470	\$ \$	20,000 4,200 15,800	\$	20,000 17,204 2,796	\$	20,000 17,204 2,796	\$	20,000 - 20,000	\$	20,000 - 20,000	\$	20,000 - 20,000	\$	20,000 - 20,000	JUN-15 \$ 20,000 \$ - \$ 20,000
	Appropriations Expenditures Unencumbered Percent Expended	\$ \$	699,392 699,392 0%	AUG-14 \$ 699,392 \$ - \$ 699,392 0%	\$ \$	SEPT-14 699,392 6,922 692,470 1%	\$	699,392 6,922 692,470 1%	\$ \$	20,000 4,200 15,800 21%	\$	20,000 17,204 2,796 86%	\$	20,000 17,204 2,796 86%	\$	20,000 - 20,000 0%	\$	20,000 - 20,000 0%	\$	20,000 - 20,000 0%	\$	20,000 - 20,000 0%	JUN-15 \$ 20,000 \$ - \$ 20,000 0%
	Appropriations Expenditures Unencumbered Percent Expended Estimated Revenue	\$ \$ \$	699,392 699,392	\$ 699,392 \$ 699,392 0% \$ 699,392	\$ \$	699,392 6,922 692,470 1% 699,392	\$ \$ \$	699,392 6,922 692,470 1% 699,392	\$ \$ \$	20,000 4,200 15,800 21% 20,000	\$ \$ \$	20,000 17,204 2,796 86% 20,000	\$ \$ \$	20,000 17,204 2,796 86% 20,000	\$ \$ \$	20,000 - 20,000	\$ \$ \$	20,000 - 20,000	\$	20,000 - 20,000	\$ \$	20,000 20,000 20,000 0% 20,000	JUN-15 \$ 20,000 \$ - \$ 20,000 0% \$ 20,000
	Appropriations Expenditures Unencumbered Percent Expended Estimated Revenue Realized Revenue	\$ \$	699,392 699,392 0% 699,392	* 699,392 \$ 699,392 0% \$ 699,392 0% \$ 699,392	\$ \$ \$	699,392 6,922 692,470 1% 699,392 6,922	\$ \$ \$	699,392 6,922 692,470 1% 699,392 6,922	\$ \$ \$ \$	20,000 4,200 15,800 21% 20,000 4,200	\$ \$ \$	20,000 17,204 2,796 86% 20,000 4,200	\$ \$ \$	20,000 17,204 2,796 86% 20,000 4,200	\$ \$ \$	20,000 - 20,000 0% 20,000	\$ \$ \$	20,000 - 20,000 0% 20,000	\$ \$ \$	20,000 - 20,000 0% 20,000	\$ \$ \$	20,000 20,000 20,000 0% 20,000	JUN-15 \$ 20,000 \$ - \$ 20,000 0% \$ 20,000 \$ -
	Appropriations Expenditures Unencumbered Percent Expended Estimated Revenue	\$ \$ \$	699,392 699,392 0%	* 699,392 \$ 699,392 0% \$ 699,392 0% \$ 699,392	\$ \$ \$ \$ \$ \$ \$	699,392 6,922 692,470 1% 699,392	\$ \$ \$ \$	699,392 6,922 692,470 1% 699,392	\$ \$ \$ \$	20,000 4,200 15,800 21% 20,000	\$ \$ \$	20,000 17,204 2,796 86% 20,000	\$ \$ \$	20,000 17,204 2,796 86% 20,000	\$ \$ \$	20,000 - 20,000 0%	\$ \$ \$	20,000 - 20,000 0%	\$ \$ \$ \$	20,000 - 20,000 0%	\$ \$ \$ \$	20,000 20,000 20,000 0% 20,000	JUN-15 \$ 20,000 \$ - \$ 20,000 0% \$ 20,000
BofA Capital Lease	Appropriations Expenditures Unencumbered Percent Expended Estimated Revenue Realized Revenue Unrealized Revenue Percent Realized	\$ \$ \$	99,392 699,392 0% 699,392 699,392	\$ 699,392 \$ 699,392 0% \$ 699,392 \$ 699,392 \$ 699,392	\$ \$ \$ \$ \$ \$ \$	699,392 6,922 692,470 1% 699,392 6,922 692,470	\$ \$ \$ \$	699,392 6,922 692,470 1% 699,392 6,922 692,470	\$ \$ \$ \$	20,000 4,200 15,800 21% 20,000 4,200 15,800	\$ \$ \$	20,000 17,204 2,796 86% 20,000 4,200 15,800	\$ \$ \$	20,000 17,204 2,796 86% 20,000 4,200 15,800	\$ \$ \$	20,000 - 20,000 0% 20,000 - 20,000	\$ \$ \$	20,000 - 20,000 0% 20,000 - 20,000	\$ \$ \$ \$	20,000 - 20,000 0% 20,000 - 20,000	\$ \$ \$ \$	20,000 - 20,000 0% 20,000 - 20,000	\$ 20,000 \$ - \$ 20,000 0% \$ 20,000 \$ - \$ 20,000
	Appropriations Expenditures Unencumbered Percent Expended Estimated Revenue Realized Revenue Unrealized Revenue Percent Realized RADIO PROJECT	\$ \$ \$ \$ \$ \$	99,392 699,392 0% 699,392 699,392	** 699,392 \$ 699,392 \$ 699,392 \$ 699,392 \$ 099,392	\$ \$ \$ \$ \$ \$ \$	699,392 6,922 692,470 1% 699,392 6,922 692,470	\$ \$ \$ \$	699,392 6,922 692,470 1% 699,392 6,922 692,470	\$ \$ \$ \$	20,000 4,200 15,800 21% 20,000 4,200 15,800 21%	\$ \$ \$ \$ \$	20,000 17,204 2,796 86% 20,000 4,200 15,800 21%	\$ \$ \$ \$ \$	20,000 17,204 2,796 86% 20,000 4,200 15,800 21%	\$ \$ \$ \$ \$ \$	20,000 - 20,000 0% 20,000 - 20,000 0%	\$ \$ \$ \$	20,000 - 20,000 0% 20,000 - 20,000 0%	\$ \$ \$ \$	20,000 - 20,000 0% 20,000 - 20,000 0%	\$ \$ \$ \$	20,000 - 20,000 0% 20,000 - 20,000 0%	\$ 20,000 \$ - \$ 20,000 % \$ 20,000 \$ - \$ 20,000
BofA Capital Lease	Appropriations Expenditures Unencumbered Percent Expended Estimated Revenue Realized Revenue Unrealized Revenue Percent Realized RADIO PROJECT Appropriations	\$ \$ \$ \$	99,392 699,392 0% 699,392 699,392	** 699,392 \$ 699,392 \$ 699,392 \$ 699,392 \$ 79	\$ \$ \$ \$ \$ \$ \$ \$	699,392 6,922 692,470 1% 699,392 6,922 692,470 1%	\$ \$ \$ \$	699,392 6,922 692,470 1% 699,392 6,922 692,470	\$ \$ \$ \$	20,000 4,200 15,800 21% 20,000 4,200 15,800 21% 672,470	\$\$ \$\$\$\$ \$\$\$\$\$\$\$\$\$\$	20,000 17,204 2,796 86% 20,000 4,200 15,800 21%	\$ \$ \$ \$ \$ \$	20,000 17,204 2,796 86% 20,000 4,200 15,800 21%	\$ \$ \$ \$ \$ \$ \$	20,000 - 20,000 0% 20,000 - 20,000 0% 672,470	\$ \$ \$ \$	20,000 - 20,000 0% 20,000 - 20,000 0% 672,470	\$ \$ \$ \$ \$	20,000 - 20,000 0% 20,000 - 20,000 0% 672,470	\$ \$ \$ \$ \$ \$	20,000 - 20,000 0% 20,000 - 20,000 0%	\$ 20,000 \$ - \$ 20,000 0% \$ 20,000 \$ 20,000 0% \$ 672,470
BofA Capital Lease 360 360-3 RAD	Appropriations Expenditures Unencumbered Percent Expended Estimated Revenue Realized Revenue Unrealized Revenue Percent Realized RADIO PROJECT Appropriations Expenditures	\$ \$ \$ \$ \$ \$ \$ \$	99,392 699,392 0% 699,392 699,392	**Bug-14** \$ 699,392 \$ 699,392 \$ 699,392 \$ 0% \$ 100,0000000000000000000000000000000000	\$ \$ \$ \$ \$ \$ \$ \$ \$	699,392 6,922 692,470 1% 699,392 6,922 692,470 1%	\$ \$ \$ \$	699,392 6,922 692,470 1% 699,392 6,922 692,470 1%	\$ \$ \$ \$ \$ \$ \$	20,000 4,200 15,800 21% 20,000 4,200 15,800 21% 672,470 31,709	\$\$\$ \$\$\$\$ \$\$\$\$	20,000 17,204 2,796 86% 20,000 4,200 15,800 21% 672,470 31,709	\$\$ \$\$\$ \$\$\$\$	20,000 17,204 2,796 86% 20,000 4,200 15,800 21% 672,470 364,127	\$ \$ \$ \$ \$ \$ \$	20,000 - 20,000 0% 20,000 - 20,000 0% 672,470	\$ \$ \$ \$ \$ \$	20,000 - 20,000 0% 20,000 - 20,000 0% 672,470 -	\$ \$ \$ \$ \$ \$ \$	20,000 - 20,000 0% 20,000 - 20,000 0% 672,470	\$ \$ \$ \$ \$ \$	20,000 - 20,000 0% 20,000 - 20,000 0% 672,470	\$ 20,000 \$ - \$ 20,000 0% \$ 20,000 \$ - \$ 20,000 0% \$ 4,470 \$ 672,470
BofA Capital Lease 360 360-3 RAD	Appropriations Expenditures Unencumbered Percent Expended Estimated Revenue Realized Revenue Unrealized Revenue Percent Realized RADIO PROJECT Appropriations Expenditures Unencumbered	\$ \$ \$ \$	JUL-14 699,392 699,392 0% 699,392 - 699,392 0%	* 699,392 \$ 699,392 \$ 699,392 \$ 699,392 \$ 699,392 \$ -\$ 599,392 \$	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$	699,392 6,922 692,470 1% 699,392 6,922 692,470 1%	\$ \$ \$ \$	699,392 6,922 692,470 1% 699,392 6,922 692,470 1%	\$ \$ \$ \$ \$ \$ \$ \$ \$	20,000 4,200 15,800 21% 20,000 4,200 15,800 21% 672,470 31,709 640,761	\$\$\$ \$\$\$\$ \$\$\$\$	20,000 17,204 2,796 86% 20,000 4,200 15,800 21% 672,470 31,709 640,761	\$\$ \$\$\$ \$\$\$\$	20,000 17,204 2,796 86% 20,000 4,200 15,800 21% 672,470 364,127 308,343	\$ \$ \$ \$ \$ \$ \$	20,000 - 20,000 - 20,000 - 20,000 - 0% 672,470 - 672,470	\$ \$ \$ \$ \$ \$ \$	20,000 - 20,000 0% 20,000 - 20,000 0% 672,470 - 672,470	\$ \$ \$ \$ \$ \$ \$	20,000 - 20,000 20,000 - 20,000 0% 672,470 - 672,470	\$ \$ \$ \$ \$ \$ \$ \$	20,000 - 20,000 - 0% 20,000 - 20,000 - 0% 672,470 - 672,470	\$ 20,000 \$ 20,000 \$ 20,000 \$ 20,000 \$ - \$ 20,000 0% \$ 672,470 \$ 672,470
BofA Capital Lease 360 360-3 RAD	Appropriations Expenditures Unencumbered Percent Expended Estimated Revenue Realized Revenue Unrealized Revenue Percent Realized RADIO PROJECT Appropriations Expenditures Unencumbered Percent Expended	\$ \$ \$ \$ \$ \$ \$ \$	699,392 699,392 0% 699,392 699,392	**Bug-14** \$ 699,392 \$ 699,392 \$ 699,392 \$ 0% \$ 100,0000000000000000000000000000000000	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$	699,392 6,922 692,470 1% 699,392 6,922 692,470 1%	\$ \$ \$ \$	699,392 6,922 692,470 1% 699,392 6,922 692,470 1%	\$ \$ \$ \$ \$ \$ \$ \$ \$	20,000 4,200 15,800 21,76 20,000 4,200 15,800 21% 672,470 31,709 640,761 5%	\$	20,000 17,204 2,796 86% 20,000 4,200 15,800 21% 672,470 31,709 640,761 5%	\$ \$ \$ \$ \$ \$ \$	20,000 17,204 2,796 86% 20,000 4,200 15,800 21% 672,470 364,127 308,343 54%	\$ \$ \$ \$ \$ \$ \$ \$ \$	20,000 - 20,000 0% 20,000 - 20,000 0% 672,470 - 672,470 0%	\$ \$ \$ \$ \$ \$	20,000 - 20,000 - 20,000 - 20,000 - 20,000 - 0% 672,470 - 672,470 0%	\$ \$ \$ \$ \$ \$ \$ \$	20,000 - 20,000 0% 20,000 - 20,000 0% 672,470 - 672,470 0%	\$ \$ \$ \$ \$ \$ \$	20,000 20,000 0% 20,000 - 20,000 0% 672,470 - 672,470 0%	\$ 20,000 \$ 20,000 \$ 20,000 \$ 20,000 \$ 20,000 \$ 20,000 \$ 672,470 \$ 672,470 0%
BofA Capital Lease 360 360-3 RAD	Appropriations Expenditures Unencumbered Percent Expended Estimated Revenue Realized Revenue Unrealized Revenue Percent Realized RADIO PROJECT Appropriations Expenditures Unencumbered	\$ \$ \$ \$ \$ \$ \$ \$	JUL-14 699,392 699,392 0% 699,392 - 699,392 0%	** 699,392 \$ 699,392 \$ 699,392 \$ 699,392 \$ 699,392 \$ 699,392 \$ 09	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	699,392 6,922 692,470 1% 699,392 6,922 692,470 1%	\$ \$ \$ \$	699,392 6,922 692,470 1% 699,392 6,922 692,470 1%	\$ \$ \$ \$ \$ \$ \$ \$ \$	20,000 4,200 15,800 21% 20,000 4,200 15,800 21% 672,470 31,709 640,761	\$	20,000 17,204 2,796 86% 20,000 4,200 15,800 21% 672,470 31,709 640,761	\$ \$ \$ \$ \$ \$ \$ \$ \$	20,000 17,204 2,796 86% 20,000 4,200 15,800 21% 672,470 364,127 308,343	\$ \$ \$ \$ \$ \$ \$ \$	20,000 - 20,000 - 20,000 - 20,000 - 0% 672,470 - 672,470	\$ \$ \$ \$ \$ \$	20,000 - 20,000 0% 20,000 - 20,000 0% 672,470 - 672,470 0% 672,470	\$ \$ \$ \$ \$ \$ \$ \$	20,000 - 20,000 0% 20,000 - 20,000 0% 672,470 - 672,470 672,470	\$ \$ \$ \$ \$ \$ \$	20,000 20,000 20,000 20,000 - 20,000 0% 672,470 - 672,470 0% 672,470	\$ 20,000 \$ 20,000 \$ 20,000 \$ 20,000 \$ - \$ 20,000 0% \$ 672,470 \$ 672,470
BofA Capital Lease 360 360-3 RAD	Appropriations Expenditures Unencumbered Percent Expended Estimated Revenue Realized Revenue Unrealized Revenue Percent Realized RADIO PROJECT Appropriations Expenditures Unencumbered Percent Expended Estimated Revenue	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$	JUL-14 699,392 699,392 0% 699,392 - 699,392 0%	**Bullet	\$\$ \$\$\$\$ \$	699,392 6,922 692,470 1% 699,392 6,922 692,470 1%	\$\$\$ \$\$\$\$ \$\$\$\$	699,392 6,922 692,470 1% 699,392 6,922 692,470 1%	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	20,000 4,200 15,800 21% 20,000 4,200 15,800 21% 672,470 31,709 640,761 5% 672,470	\$\$\$ \$\$\$\$ \$\$\$\$ \$\$\$\$	20,000 17,204 2,796 86% 20,000 4,200 15,800 21% 672,470 31,709 640,761 5% 672,470	\$\$ \$\$\$\$ \$\$\$\$ \$\$\$\$	20,000 17,204 2,796 86% 20,000 4,200 15,800 21% 672,470 364,127 308,343 54% 672,470	\$\$ \$	20,000 - 20,000 - 20,000 - 20,000 - 20,000 - 0% 672,470 - 672,470 - 0% 672,470	\$ \$ \$ \$ \$ \$ \$ \$ \$	20,000 - 20,000 0% 20,000 - 20,000 0% 672,470 - 672,470 0% 672,470	\$\$ \$\$\$\$ \$\$\$\$	20,000 - 20,000 0% 20,000 - 20,000 0% 672,470 - 672,470 672,470	\$\$ \$\$\$\$ \$	20,000 -20,000 0% 20,000 -20,000 0% 672,470 -672,470 672,470 -672,470	\$ 20,000 \$ 20,000 \$ 20,000 \$ 20,000 \$ 20,000 \$ 672,470 \$ 672,470 \$ 672,470

Agenda Item: 6.b.

Date: January 28, 2015

To: YECA Governing Board

Thru: Dena Humphrey, Agency Manager

From: Karen Avara, Operations Manager

Subject: Member Policy Consolidation Project Update

Recommendation: No action required; information only.

Summary:

The following is an update to the Board on the most recent progress towards the policy consolidation project. Both Law & Fire meet regularly to discuss various topics. The Law User Group meets monthly and the Fire Group (Operations Chief's) meets bi-monthly. The meetings have been incredibly successful and has helped tremendously with operations.

Law:

The next meeting is scheduled Thursday, February 5, 2015. There are no policy consolidation topics set on the agenda for this meeting

Fire:

The next meeting date for the Auto Aid group is tentatively on February 11th, OP's on April 8th, Fire Chiefs on March 10th, and Fire user group on March 9th. Below is a brief summary of the most recent greed upon consolidation for January 2015:

- The Yolo County Fire Chiefs have agreed to a consolidated policy on responding to bomb threats
- Woodland tentatively agreed to remove the automatic landing zone engine when an air ambulance is requested
- Woodland and West Sacramento agreed to remove the requirement that dispatch echo units status changes done via the MDC if YECA creates an acceptable practice to address situations where the resource has not responded and/or arrived in a pre-determined amount of time

The next policy to be discussed:

• Fire Search and Rescue incidents. Currently Capay Valley Fire is the only department with a specific response plan/incident for search and rescue, we are looking at a single engine response for all other rural agencies.

Agenda Item: 7.a.

Date: February 5, 2015

To: YECA Governing Board

From: Dena Humphrey, Executive Director

Subject: Automatic Transfer Switch (ATS) Project Summary

Recommendation: No action required; information only.

The ATS replacement project was first identified in a Building Needs Report presented by Optimized Energy to the Board back in November 2013. The Board gave direction for the replacement of the ATS at the December 2013 Board meeting. Through concentrated efforts working with the County, selecting the electrical engineer and contractor, the project from start to finish was completed in seven months. ECOM Engineering based out of Sacramento did a phenomenal job on the electrical design. The electrical contractor Paschke Electric was truly dedicated and completed the job with superior craftsmanship. The original budget for this project was set at \$325k, and was completed for \$300k, 8% under budget.

This project allowed for other areas identified in the Building Needs Report to be corrected. The interior panels have now all been labeled and each outlet traced to the correct panel. The emergency interior lights were non-functional and replaced. This project also revealed a need to increase the battery life for the CAD server from 35 minutes to 4 hours. This upgrade now allows the CAD system to run strictly off battery for an extended period in an extreme power failure.

The design called for specific functions to allow proper functioning of the electrical equipment. The new design called for a parallel bypass that now allows the equipment to be serviced while running the generator to the building. The new ATS also automates a monthly load bank testing onto the generator. This function transfers the full load of the building onto the generator once a month to exercise the generator to ensure full functioning of the generator.

During this project Holt of California was selected as our new generator maintenance contractor. They were chosen as having the largest inventory of backup generators in the Sacramento area and have a high reputation in the industry for reliable and dependable service.

There's was a tremendous amount of planning that went into this project and with great success there was zero downtime. YECA staff all pulled together during this project and the teamwork was an essential piece to the success.

Agenda Item: 8.a

Date: February 5, 2015

To: YECA Governing Board

From: Dena Humphrey, Communications Agency Manager

Subject: Proposed Base Budget for FY 2015/16 (Excludes CIP & Bargaining Costs)

Summary:

This year's proposed base budget for FY 2015/16 captures the operational costs and current staffing for 41 positions next year. The base budget was prepared for budget planning for the member agencies budget cycle. Other factors that would increase the base budget include approvals for the Capital Investment Plan (CIP) and any new costs associated with bargaining.

The total base budget for FY15 is \$6,446,185 the allocation portion to partners is \$5,085,509 for operations. This represents a 4% cost increase to previous years allocation. The cost increase reflects increases from salaries (CalPERS, Merits, 1% COLA, Health, etc.) \$235k; including the two (2) new FTE Dispatch positions. The agency reduced Supplies & Services account by \$106k to offset these total expenses, while the Capital lease went down \$6k. The total net increase for FY16 allocation to partners is \$123k.

Each budget unit under fund 360 is broken down as follows: Administration 360-1 reflects overhead salaries, services, and supplies; Operations 360-2, reflects salaries, services, supplies; Grants 360-3, reflects all current projects funded by the equipment lease bond and grants.

The agency allocations shown on the table below reflects the allocated operational & overhead costs along with the scheduled capital lease payments. The allocated operational & overhead cost is a reflection of operational costs minus capital lease, contracts, and rebates, based off the Annual Calls for Service Usage Report.

Proposed Base Budget for FY15/16

Budgets: 360-1 Administration & 360-2 Open	rations
Total Salaries & Benefits	\$4,004,986
Total Service & Supplies	\$1,142,636
Total Other Charges	\$ 409,563
Capital Equipment & Contingency	\$ 889,000
TOTAL APPROPRIATIONS	\$6,446,185
Total Member Contribution	\$5,085,509
Total Capital Lease Payments	\$ 409,563
Total Other	\$ 951,113
TOTAL REVENUE	\$6,446,185
Budget: 360-3 Grants	ф 20. <i>6</i> 50
Total Services & Supplies	\$ 38,658
TOTAL APPROPRIATIONS	\$ 38,658
Capital Lease & HSG FY14	\$ 38,658
TOTAL REVENUE	\$ 38,658
Total Appropriation Budget 360-1 & 360-2	\$6,446,185
Total Appropriation Budget 360-3	\$ 38,658
JPA GROSS TOTAL	\$6,484,843

Agency Allocations:

FY 15-16 Base Budget (Excludes CIP & Bargaining Costs)									
Agency Totals (Operations & Capital)	FY 15-16								
Yocha Dehe Cost - Operations	\$51,737								
Yocha Dehe - Capital	<u>\$8,626</u>								
Total	\$60,363								
Yolo County Cost - Operations	\$1,167,831								
Yolo County - Capital	\$143,992								
Total	\$1,311,823								
West Sac Cost - Operations	\$1,933,695								
West Sac - Capital	<u>\$55,515</u>								
Total	\$1,989,210								
Woodland Cost - Operations	\$1,724,840								
Woodland - Capital	\$97,149								
Total	\$1,821,989								
Winters Cost - Operations	\$259,144								
Winters - Capital	\$22,014								
Total	\$281,158								

Agenda Item: 8.b

Date: January 22, 2014

To: YECA Governing Board

From: Dena Humphrey, Communications Agency Manager

Subject: Proposed Capital Asset Plan (CIP)

Summary:

The proposed CIP is the initial draft to the Board to capture the future costs of capital assets for the next five years. The plan is to identify when the asset is needed along with other potential funding streams that could help offset some of the costs to the member agencies through possible grants or State reimbursements.

FY14 Approved CIP Items:

Last year the Board approved several Facility and Radio items for an approximate cost of \$669k. Some of these projects have been completed, while the remaining are planning to be completed over the next six months. The following below is the status of those projects:

Project	Cost	Status
Misleading Breakers	\$ 5,000	Completed
Gold Elite Radio consoles	\$605,000	March 2016
Beam Repair	\$ 5,000	March 2016
Retaining Wall	\$ 12,000	July 2016
HVAC Deck	\$ 15,000	July 2016
HVAC & Air System	\$ 17,000	July 2016
HVAC (Equip Room)	\$ 10,000	July 2016
TOTAL	\$669,000	

Building:

The soil embankments is one of the items listed for FY15-16. The costs was taken from the 2013 Building Needs assessment. This project will address the embankment erosion and exposed exterior walls.

Radio/Sites:

This section is included on the CIP as a placeholder for future costs that may be needed for the operations in support of the Microwave and/or Radio Infrastructure. No costs were realized at the time of preparing this plan.

Technology/Operations:

There's costs associated with hardware for technology to replace several assets nearing end of life to meet uninterrupted operational needs. As servers, data storage devices, and networking components reach their end of useful life, they must be replaced to maintain the availability and integrity of the dispatch data. No costs were realized at the time of preparing this plan.

The other cost for Operations is the \$85k stated as a placeholder for costs to replace the furniture consoles. The current furniture was purchased in 2002, and is falling apart under normal wear and tear of being used 24/7. The placeholder accounts for the unknown status of the building. Ideally it would make sense to purchase new furniture consoles with a new building design.

	Priority		Replacement					
Project	Value	Funding Sources	Cost (est.)	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
<u>Furniture</u>								
Dispatch Consoles		Member Agencies	\$85,000	000000000000000000000000000000000000000		\$85,000		
Server Room			-			***************************************		000000000000000000000000000000000000000
UPS		Member Agencies	\$35,000					\$35,000
SAN		Member Agencies	\$92,000			\$92,000		
R720 Servers (2)		Member Agencies	\$34,000			\$34,000		
R710 Servers (3)		Member Agencies	\$34,000		\$34,000			
Core Switches (4)		Member Agencies	\$44,000	***************************************	000000000000000000000000000000000000000		\$44,000	
Core Switches (2)		Member Agencies	\$22,000					\$22,000
Offsite SAN (Disaster Recovery)		Member Agencies	\$92,000		\$92,000			
911 Voice Logger (Server only)		State	\$52,000	\$52,000				
Radio/911 Equipment Room								
TSM 8000 Server		Member Agencies	\$25,000		\$25,000			
Dispatch Phones (CPE)		State	\$300,000	\$300,000				
Radio Sites								
Building								
Soil Embankments		Member Agencies	\$55,000	\$55,000				
Totals			\$870,000	\$407,000	\$151,000	\$211,000	\$44,000	\$57,000
Total per Funding Source		Member Agencies		\$55,000	\$151,000	\$211,000	\$44,000	\$57,000
		State		\$352,000				
		Grants						