

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

March 7, 2019

MINUTES

The YECA Governing Board met on Thursday, March 7, 2019 at the Yolo Emergency Communications Agency, 35 N. Cottonwood Street, Woodland. Chair Luis Soler called the meeting to order at 2:03 p.m.

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

Entry No.2

Minute Order No. 2019-10 - Public Comment- None

Entry No. 3

Minute Order No. 2019-11: Announcements –

-Telecommunications Week April 14th – 20th; Dena Humphrey, Executive Director announced “National Public Safety Telecommunications Week April 14th – 20th. Recognition of outstanding work for Public Safety Dispatchers will be presented at O.P.S.T Award Banquet April 6th, 2019 to be held at Mahany Sports Center, Roseville. Tickets are \$35 each, and can be purchased by emailing Laura Swink lswink@yolo911.org.

- Letters of Commendation for Dispatch staff

Member Gary Fredericksen- Read and presented commendation to Dave Hetland- for his assistance in helping Sac Regional Fire during power outage on Jan 6, 2019.

Chair Luis Soler- Read and presented commendations to 10 Dispatch staff members for their true dedication to their profession in providing 911 Emergency Dispatching relief to City of Davis during a time of crisis.

Leah Goodwin – Operations Manager

Billy Keen – I.T. Manager

Dispatch Supervisors- Dave Hetland, Scott Fletcher, Craig Priester, Molly Scott

Dispatchers- Kristen Root, Krista Bryant, Shawanda Peoples, Racheal Nakasu

Co-Chair Tom McDonald -read and presented commendation to Shawanda (Shay) Peoples for her assistance in saving a life of a suicidal caller. Her Compassion and professionalism to the citizens is deeply appreciated. The caller also thanked Shay for help that was so needed and saved a life.

Entry No. 4

Minute Order No. 2019-12; Approval of Agenda

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

Entry No. 5

Minute Order No. 2019-13; Approval of Consent Agenda

- a. Approval of the Minutes from the January 10, 2019, Regular Meeting
- b. Operations Division Report
- c. Current Year Budget Status Update
- d. 2018 Calls for Service Report

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

Entry No. 6

Minute Order No. 2019-14; Old Business – Informational Only- Dena Humphrey, Executive Director presented

- a. General discussion and current status update of YECA building
-CSI assessment cost of Infrastructure will be presented to the JPA Board on April 3, 2019 board meeting.

Discussion: Co-chair Tom McDonald suggested City Managers of each member agency should be given information in regards to cost and financing of the new Communications center site. Member John Donlevy agreed to arrange a facility tour and will include in the agenda of the next City Managers Meeting which meets ever 3rd Friday each Month. Next manager meeting is March 15th.

Entry No. 7

Minute Order No. 2019-15; FY19/20 Proposed Base Budget – Information Only- Dena Humphrey, Executive Director presented and provided handouts of FY19/20 Proposed Budget which included a power point presentation.

- a. **FY19/20 Proposed Base Budget;** Agency Overall Cost, Personnel Costs, Fund Summary, Fiscal Year Comparison.
- b. **FY19/20 Proposed CIP;** Summary of proposed FY19/20 CIP cost and items of \$231,000. YECA has submitted an application for Homeland Security Grant; still waiting for an approval.
- c. **FY19/20 Proposed Position Table;** YECA has four current vacancies, no recommendations for additional staff for the FY20, total authorized positions 46FTE's.

No direction or recommendation from the Board at this time.

Entry No. 8

Minute Order No. 2019-16 Closed Session - Chair Luis Soler adjourned at 2:36pm for closed session

- a. Public Employee Performance Evaluation (GC54957)
Position Title: Executive Director

Open Session resumed 3:12pm – **No Report**

Entry No. 9

Next Scheduled JPA Board Meeting April 3, 2019 at 2:00pm

Entry No. 10

Items for Future Agenda

- a. FY20 Budget- **Voted Item**
- b. CSI Engineering - Building Infrastructure Move Assessment presentation
- c. Closed Session – Public Employee Performance Evaluation (GC54957)
Position Title: Executive Director

Entry No. 11

Adjournment

Meeting Adjourned 3:16 pm.

Minutes submitted by: Eloise Austin, Recording Secretary