

**YOLO EMERGENCY COMMUNICATIONS AGENCY (YECA)
GOVERNING BOARD
September 1, 2021
2:00 P.M. Public Session
Minutes**

The YECA Governing Board met on Wednesday September 1st, 2021 at the Woodland Police Department 1000 Lincoln Ave – Community Room, Woodland. Chair Derrek Kaff called the meeting to order at 2:07 p.m.

This meeting was formatted to allow Board Members, staff, and the public to participate in the meeting via teleconference, pursuant to the Governor’s Executive Order N-29-20 (March 17, 2020), was available at the following link:

Teleconference Options to join Zoom meeting:
By PC: <https://us02web.zoom.us/j/84256097223>
Meeting ID: 842 5609 7223
Or
By Phone: (669) 900-6833
Meeting ID: 842 5609 7223

PRESENT: Primary Board Members: Derrek Kaff, City of Woodland, Dena Humphrey, YECA Executive Director, Rebecca Ramirez, Yocha Dehe Wintun Nation

Joined via ZOOM: Tom Lopez, Yolo County, Steve Binns, City of West Sacramento

Absent: John Miller, City of Winters

Entry No.2

Minute Order No. 2021-42

Approval of the Agenda - [Approved as presented](#)

MOTION: Lopez SECOND: Ramirez AYES: Kaff, Lopez, Ramirez, Binns Absent: Miller

Entry No. 3

Announcements

- a. Vanesa Hoyt Promotion to Operations Supervisor & achievement of her Emergency Number Professional (ENP) Certificate
- b. Dispatch Supervisor Promotion Chris Brewer
- c. Dave Hetland achievement of his Intermediate and Advanced POST Certificates
- d. Amanda Garrison “Life Save” Commendation

Entry No. 4

Public Comment – Dan Tafoya – to be included with Agenda item 6.c. Robbins Fire District Update

Entry No. 5

Minute Order No. 2021-43

Approval of Consent Agenda - [Approved](#)

- a. Approval of the Minutes from the June 2, 2021, Regular Meeting
- b. Operations Division Report
- c. Current Year Budget Status Update
- d. 2021 2nd Quarter- Dispatch to Queue
- e. FY21 Destruction of Records Request

MOTION: Binns SECOND: Ramirez AYES: Kaff, Lopez, Ramirez, Binns Absent: Miller

Entry No. 6

Old Business

- a. YECA Building Remodel- Chair Kaff and board member Binns are reaching out to the city managers group, Chair Kaff advised to report back on this item at the next meeting.
- b. Records Management System Update & Central Square Agreement Details- I.T. Manager Billy Keen presented findings. Billy advised Woodland is ready to go live, Sheriff's office has a projection of March. Member agencies are in favor of Option 2: Single Tenant Solution
- c. Robbins Fire District Update- Public Comment from Dan Tafoya – Dan communicated the issues Robbins Fire District has been experiencing in taking on their own dispatch operations as he has observed.
 - 1- Coverage- radio compatibility (making sure ample coverage for area they are taking over)
 - 2- Costs- no communication from Robbins on authorization to move forward with associated costsAll board members agreed to get this project to move forward by getting a formal notice sent from the county that sets an established deadline of January 1st, 2022.
- d. ALERTWildfire Camera Program Status- At Bald Mountain 2 360-degree view cameras have been installed.

Entry No. 7

Regional Radio Needs Assessment Presentation from CSI Telecommunications, Craig Trygstad, Principal Engineer- Info Only

- a. Radio Needs Assessment Report – Craig Trygstad presented findings. Chair Kaff advised the goal for Woodland is to go digital. Board member Lopez questioned maintenance, Craig advised there would be maintenance for both systems. Board member Ramirez questioned funding for this project for the smaller rural fire agencies. Chair Kaff suggested grants going towards YECA as a funding source and to bring back this agenda item in January after review.

Entry No. 8

Closed Session- Out of Session: 3:17p.m.

- a. Conference with Labor Negotiator (CG54957.6)
Agency Representative: Gregory Ramirez
Employee Organization: Yolo Communications Dispatchers Association (YCDA)
Back in session: 3:27p.m. – No reportable action

Entry No.9

Minute Order No. 2021-44

Records Management QI System Server Housed at YECA- [Approved](#)

- a. Staff Summary Board Letter Detailing Project Scope Option# 2 Single Tenant Solution was voted in.

Motion: Lopez Second: Binns Ayes: Kaff, Lopez, Ramirez, Binns Absent: Miller

EntryNo.10

Minute Order No. 2021-45

Extend Assignment for FY22 – [Approved](#)

- a. Election for Chair & Co-Chair Assignment for FY22
Chair: Derrek Kaff, City of Woodland
Co-Chair: Steve Binns, City of West Sacramento

Motion: Binns Second: Ramirez Ayes: Kaff, Binns, Ramirez, Lopez Absent: Miller

Entry No. 11

Next Scheduled JPA Board Meeting Date November 3rd, 2021

Entry No.12

Items for Future Agenda - None

Entry No. 13 Meeting Adjourned at 3:40 p.m.

Minutes submitted by Tianna Dumas