

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

**August 7, 2024**

**10:00 A.M.**

**Minutes**

The YECA Governing Board met on Wednesday August 7, 2024 at Yolo Emergency Communications Agency 35 N Cottonwood – Conference Room, Woodland. Board Chair Binns called the meeting to order at 10:03am.

**PRESENT: Primary Board Members:** Dena Humphrey, YECA Executive Director, Kim McKinney, City of Woodland, John Miller, City of Winters, Shawn Kinney, Yocha Dehe Wintun Nation, Steve Binns, City of West Sacramento, Tom Lopez, Yolo County

**Entry No. 2**

**Minute Order No. 2024-16**

**Approval of the Agenda - [Approved](#)**

**MOTION: Miller SECOND: Kinney AYES: Binns, Kinney, Miller, McKinney, Lopez**

**Entry No. 3**

**Announcements- None**

**Entry No. 4**

**Public Comment – None**

**Entry No. 5**

**Minute Order No. 2024-17**

**Approval of Consent Agenda – [Approved](#)**

- a. Approval of the Minutes from the April 3, 2024, Regular Meeting
- b. Operations Division Report
- c. Current Year Budget Status Update
- d. 2024 1<sup>st</sup> & 2<sup>nd</sup> Quarterly Law & Fire Dispatch to Que Call Stats

**MOTION: McKinney SECOND: Miller AYES: Binns, Kinney, Miller, McKinney, Lopez**

**\*Lopez abstaining from item 5a. Minutes April 3, 2024 as he was absent**

**Entry No. 6**

**Old Business**

- a. YECA Dispatch Room Remodel Update

ED Humphrey shared a status update on the remodel project. The agency is currently working on the third bid with GSD, 21 people attended and the bid protest end date is August 23<sup>rd</sup> with more concrete numbers to follow after that date. Engineering cost estimate assessment completed for \$4.2k, anticipated costs for the remodel are \$400K, \$200K over the initial estimate two years ago. ED Humphrey asked Board Member Kinney if Community Grant funding is still an option to offset the difference in costs. Board Member Kinney advised to make an appointment and re-submit the grant application.

**MOTION: McKinney SECOND: Kinney AYES: Binns, Kinney, Miller, McKinney, Lopez**

**Entry No. 7**

**Closed Session – Out of Session: 10:08am**

Conference with Labor Negotiator (CG54957.6)

Agency Representative: Dena Humphrey, Executive Director  
Gregory Ramirez, IEDA Labor Consultant  
Employee Organization: Yolo Communications Dispatchers Association (YCDA)

**Back in Session: 11:42am – Reportable Action** – Direction given to staff

**Entry No. 8**

**Minute Order No. 2024-18**

**Operations Manager Position Reinstatement for Current Fiscal Year 24/25– [Approved](#)**

- a. Board summary addressing managing duties and responsibilities for operations and request to reinstate the Operations Manager position
- b. Proposed YECA Organization Chart
- c. Proposed YECA FY24/25 Authorized Position Resolution
- d. Operations Manager Job Description

ED Humphrey presented succession plan with the goal over the next three years for the Operations Manager to have a better understanding of the administrative side of running a communications center, assuming more of the responsibilities of the Deputy Director with more tasks delegated to the Operations Manager position.

**MOTION: Lopez SECOND: Kinney AYES: Binns, Kinney, Miller, McKinney, Lopez**

**Entry No. 9**

**Next Scheduled JPA Board Meeting Date:** September 4, 2024

**Entry No. 10**

**Items for Future Meeting Agenda – None**

**Entry No. 11**

**Meeting Adjourned at 11:50am**

**Minutes submitted by Tianna Dumas**