

**YOLO EMERGENCY COMMUNICATIONS AGENCY (YECA)  
GOVERNING BOARD  
May 5th, 2021  
2:00 P.M. Public Session  
Minutes**

The YECA Governing Board met on Wednesday May 5th, 2021 at the Woodland Police Department 1000 Lincoln Ave – Community Room, Woodland. Chair Derrek Kaff called the meeting to order at 2:04 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

**Joined via ZOOM:** Tom Lopez, Yolo County, Steve Binns, City of West Sacramento, Rebecca Ramirez, Yocha Dehe Wintun Nation, John Miller, City of Winters

**Entry No.2**

**Minute Order No. 2021-36**

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

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

**Entry No. 3**

**Announcements – None**

**Entry No. 4**

**Public Comment – None**

**Entry No. 5**

**Minute Order No. 2021-37; Approval of Consent Agenda - [Approved](#)**

- a. Approval of the Minutes from the March 3, 2021, Regular Meeting
- b. Operations Division Report
- c. Current Year Budget Status Update
- d. 2021 1<sup>st</sup> Quarter- Dispatch to Queue
- e. FY21 Budget Adjustments

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

**Entry No. 6**

**Old Business**

- a. YECA Building Remodel- Dena presented proposal for building remodel with any available funding coming from grants. As YECA plans for the future operational needs of the agency, YECA will need to eventually split the workload of the West Sacramento law channel

between 2 dispatchers as well as for the Woodland Law channel. Kaff supported this proposal citing steadily increasing call volume reaching critical mass but expressed funding concerns. Kaff questioned how the agency can formally present this remodel. Dena proposed meeting with the city managers and the CAO to execute moving forward with the YECA remodel. Kaff supported this proposal and added that YECA staff give a tour of the agency to enable city managers and CAO representatives to better understand potential operational limitations. Binns and Ramirez supported this proposal with Binns advising that he would meet with the West Sacramento City Manager.

- b. Records Management System Update - Billy Keen, YECA I.T. Manager presented power point for the Central Square IQ search feature.

Current Implementation- Plan A – Multiple Tenant Solution

- \*CS Cloud WDP Tenant

- \*CS Cloud WSP Tenant

- \*CS Cloud YSO Tenant

Optional Implementation- Plan B – Single Tenant Solution

- \*CS Cloud YECA Tenant – Primary Agency YECA, Secondary Agencies – WSP, WDP, YSO

Kaff advised that his staff supported Plan B as the best solution for their agency.

- c. ALERT Wildfire Camera Program Status – Dena advised that the MOU was not received until a week prior to the meeting but once MOU's are in place this program will take about a week to execute.

#### **Entry No. 7**

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

- a. Radio Needs Assessment Report – This item was pulled. Kaff supported bringing this agenda item to the meeting in June to discuss radio needs.

#### **Entry No. 8**

#### **Closed Session- Out of Session: 2:29pm**

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

**Back in session: 2:39pm**

#### **Entry No. 9**

#### **Next Scheduled JPA Board Meeting Date May 12, 2021 at 2pm, "Special Meeting"**

- a. Lopez requested adding a 15min closed session for the next meeting, Kaff supported this proposal.

#### **Entry No.10**

#### **Items for Future Agenda**

- a. YECA Re-Org
- b. T-Mobile Lease

#### **Entry No. 11 Meeting Adjourned at 2:50 p.m. Minutes submitted by Tianna Dumas**