

**YOLO EMERGENCY COMMUNICATIONS AGENCY (YECA)  
GOVERNING BOARD  
February 3rd, 2020  
2:00 P.M. Public Session  
Minutes**

The YECA Governing Board met on Wednesday February 3rd, 2020 at the Woodland Police Department 1000 Lincoln Ave – Community Room, Woodland. Chair Derrek Kaff called the meeting to order at 2:00 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, John Miller, City of Winters

**Absent:** Rebecca Ramirez, Yocha Dehe Wintun Nation

**Entry No.2**

**Minute Order No. 2020-29**

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

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

**Entry No. 3**

**Minute Order NO. 2020-30**

**Announcements – Dena has an announcement**

- a. Tianna Dumas was introduced to the Board as Administrative Specialist II effective December 7<sup>th</sup>, 2020 replacing Eloise Austin’s retirement.

**Entry No. 4**

**Public Comment – None**

**Entry No. 5**

**Minute Order No. 2020-31; Approval of Consent Agenda - [Approved](#)**

- a. Approval of the Minutes from the December 2, 2020, Regular Meeting
- b. Operations Division Report
- c. Current Year Budget Status Update
- d. 2020 4th Quarter – Dispatch to Queue
- e. 2020 Calls for Service

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

**Entry No. 6**

**FY19/20 External Audit Presentation by Richardson & Company, CPA's- Information Only**

- a. Richardson & Company representative presented findings of audited financial statements. Auditor commended YECA for findings with only 1 audit adjustment identified and no internal control weaknesses or compliance issues with final comments addressing the Board that it was a clean audit. Chair Kaff thanked all staff.

**Entry No. 7**

**FY21/22 Proposed Draft Budget & Presentation- Information Only**

- a. Dena presented overall projected budget of \$7,123,598. The FY22 budget captures operational costs for current staffing of 46 FTE's. Salaries increased by 3.8%. Recently negotiated side letter with YCDA resulted in a one-year extension bringing new end term date to June 30<sup>th</sup>, 2022. Board member Binns questioned if there are still two positions frozen. Dena confirmed agency was unable to fulfill all other available positions, leaving the 2 positions vacant at this time.
- b. The agency realized a \$550k fund balance. Chair Kaff presented proposal for using excess to pay down CalPERS pension liability. Board member Lopez felt with the state of the economy better option would be to hold funds for costs that may come up in the future. Chair Kaff advised Dena Humphrey, Executive Director, to bring final budget to the board for approval at the March meeting without any changes.

**Entry No. 8**

**Next Scheduled JPA Board Meeting –Next meeting March 3rd, 2021**

- a. Final budget will be presented for voting.

**Entry No. 9**

**Items for Future Agenda**

- a. Radio Encryption
- b. Evaluate the financial impact of radio encryption. The agency is currently working with CSI telecommunications engineer to make sure costs are relevant.

**Entry No. 11 Meeting Adjourned at 2:48 p.m.  
Minutes submitted by Tianna Dumas**