

# YOLO EMERGENCY COMMUNICATIONS AGENCY

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**GOVERNING BOARD  
YOLO EMERGENCY COMMUNICATIONS AGENCY  
35 N. Cottonwood St., Woodland, CA 95695  
March 4, 2009**

## REGULAR MEETING MINUTES

### Entry No. 1.

Call to Order: The Governing Board of YECA met on March 4, 2009, at the Yolo Emergency Communications Agency. The meeting was called to order at 2:14 PM. Primary (P) and Alternate (A) members present were: Yolo County – Ray Groom (P); City of Woodland – Carey Sullivan (P); City of Winters – Bruce Muramoto (P); City of West Sacramento – Carol Richardson (P); YECA – Patricia Williams, Secretary to the Board.

### Entry No. 2.

Closed Session Announcements: Chair Sullivan advised that during the closed session of the regular board meeting held February 11, 2009, no action was taken on the Bald Mountain Purchase Agreement and staff was given direction.

### Entry No. 3.

Public Comment: There was no public comment.

### Entry No. 4.

Announcements: Chair Sullivan advised that on March 3, 2009, he and the Executive Director presented an overview of the agency's strategic & financial plans to the Woodland City Council. There were some questions but in general it was well received.

### Entry No. 5.

*Minute Order No. 2009-08: Approval of Agenda.*

The agenda was approved as presented.

MOTION: Richardson. SECOND: Muramoto. AYES: Sullivan, Groom, Muramoto, Richardson.

### Entry No. 6.

*Minute Order No. 2009-09: Approval of Consent Agenda.*

The consent agenda was approved as presented for the following items:

- Approval of minutes from the February 11, 2009, regularly scheduled board meeting.

MOTION: Richardson. SECOND: Muramoto. AYES: Sullivan, Groom, Muramoto, Richardson.

### Entry No. 7.

Agency Budget Status Report: Receipt was noted and filed for the February report.

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## **Entry No. 8.**

### ***Minute Order No. 2009-10: Addition of New Budget Unit.***

The Board approved the addition of a new budget unit which will be used to track grant revenue and expenditures.

MOTION: Muramoto. SECOND: Groom. AYES: Sullivan, Groom, Muramoto, Richardson.

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

### ***Minute Order No. 2009-11: Bids and Contracts.***

The Board approved the Bald Mtn. Purchase Agreement for radio site enhancements and Chair Sullivan signed it.

MOTION: Richardson. SECOND: Muramoto. AYES: Sullivan, Groom, Muramoto, Richardson.

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

### ***Minute Order No. 2009-12: Bids and Contracts.***

The Board approved the Bald Mtn. Ground Lease and Road Maintenance Agreements and Chair Sullivan signed it.

MOTION: Muramoto. SECOND: Richardson. AYES: Sullivan, Groom, Muramoto, Richardson

## **Entry No. 10.**

Discussion Item: Developing Community Support for Tower Build-Outs (Clarksburg, Knights Landing, and Winters).

Board member Groom recommended that the Executive Director set up a meeting with County Supervisors McGowan and Chamberlain in order to present the plan and determine next steps.

## **Entry No. 11.**

Discussion Item: Membership Expansion.

The Board discussed establishing criteria for membership expansion and desired goals. No action was taken.

## **Entry No. 12.**

Discussion Item: CAD, Mobile/AVL Project Timeline.

Staff presented general information along with a timeline for the project. Board member Richardson recommended staff extend the initial phases of the timeline. The Board opted not to pursue consultant services at this time. Staff was directed to move forward with the project and make it a standing item beginning with the May 2009 meeting and bi-monthly thereafter.

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Staff was asked to present a timeline for the AFG Grant projects.

## **Entry No. 13.**

Director's Report:

- a. Long-term Financial Plan: 1<sup>st</sup> Borrowing: in a follow-up discussion pursuant to the February 11<sup>th</sup> meeting, the Board agreed to pursue self-funding. Follow-up discussion will occur at the next Board meeting.
- b. FY 09/10 Budget: The Board was presented with budget drafts. They requested additional detail and were advised they would be presented with an updated version at the next board meeting.

## **Entry No. 14.**

Adjourn to Closed Session: The public meeting adjourned to closed session at 3:59 PM. Closed session adjourned at 4:26 PM.

## **Entry No. 15.**

Closed Session Announcements: There were no closed session announcements.

## **Entry No. 16.**

Items for the next JPA Board agenda:

- 2009 YCDA Contract Negotiations Follow-up

## **Entry No. 17.**

Adjournment: The meeting was adjourned at 4:27 PM.

MOTION: Sullivan. SECOND: Muramoto. AYES: Sullivan, Groom, Muramoto, Richardson.

\*The next regularly scheduled Board Meeting is planned for April 1, 2009 at 2:00 PM; YECA Communications Center, 35 N. Cottonwood St. Woodland, CA.