

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

September 4, 2019

MINUTES

The YECA Governing Board met on Wednesday September 4, 2019 at the Yolo Emergency Communications Agency, 35 N. Cottonwood Street, Woodland. Co-Chair Tom McDonald called the meeting to order at 2:05 p.m.

PRESENT: **Primary Board Members:** Tom McDonald, City of West Sacramento, Derrek Kaff, City of Woodland, John Donlevy, City of Winters, Tom Lopez, Yolo County, Gary Fredericksen, Yocha Dehe Wintun Nation, Dena Humphrey, YECA Executive Director,
Alternate Board Member: John Miller, City of Winters
Due to resignation of Chair Board member Luis Soler, City of Woodland primary member officially assigned to Deputy Chief Derrek Kaff effective September 4, 2019(letter attached)

ABSENT: None

Entry No. 2

1. Minute Order No. 2019-32: YECA Presentation & Facility Tour – Information only

- a. Presentation covering key issues for YECA and facility tour

Dena Humphrey presented a slide presentation to City Managers before commencing the tour of the facility.

Historical background was given of 911 Dispatch Center and no longer conducive for today's technology and growing community and 911 Dispatch space needed for growth.

Presentation covered:

FY20 6.8M Budget-Expenses, Revenues, Calls for Service, Infrastructure -Radio/Microwave sites and 911 Dispatch Center Building Timeline 2001-2019.

City Managers/CAO in attendance:

- Paul Navazio – City of Woodland
- Aaron Laurel – City of West Sacramento
- Michael Webb – City of Davis
- John Donlevy – City of Winters –Board Member
- Patrick Blacklock – County of Yolo

Tour commenced @ 2:57pm hosted by Dena Humphrey; ended @ 3:28pm.

Discussion: City Manager Aaron Laurel asked Executive Director Dena Humphrey for a copy of Assessment and Infrastructure Cost study for new 911 Dispatch Center to be given to City Managers.

Entry No. 3

Minute Order No. 2019-33; Approval of Agenda

The Agenda approved as presented

MOTION: Lopez SECOND: Donlevy AYES: McDonald, Fredericksen, Kaff, Donlevy, Lopez

Entry No. 4

1. Minute Order No. 2019-34; Announcements

- a. Beginning in October 2019, YECA will permanently move its monthly Public Board meetings to the Woodland Police Department, 1000 Lincoln Ave, PD Community Room.
- b. The resignation of Luis Soler as Chair is hereby accepted, effective September 4, 2019. Co-Chair Tom McDonald read official letter from City of Woodland Manager Paul Navazio announcing

Derrek Kaff, Deputy Chief as primary board member for City of Woodland effective September 4, 2019.

Entry No. 5

Minute Order No. 2019-35 Public Comment - None

Entry No. 6

Minute Order No. 2019-36; Consent Agenda

- a. Approval of the Minutes from the May 22, 2019, Regular Meeting
- b. Operations Division Report
- c. Current Year Budget Status Update
- d. Lactation Break Policy
- e. 2019 2nd Quarter – Dispatch to Que Report

MOTION: Lopez SECOND: Fredericksen AYES: Kaff, McDonald, Donlevy, Fredericksen, Lopez

Entry No. 7

Minute Order No. 2019-37; Old Business – Information Only

- a. General discussion on countywide Records Management System – I.T. Manager Billy Keen presented- attended the Central Square Regional Meeting regards the possibility consolidate RMS System with surrounding agencies. At this time not moving forward with the consolidation. If in the future agencies would like to consolidate RMS System would be easy to interconnect due to each agency module under the same vendor “Central Square.”

Discussion: Board member John Donvley stressed the importance of the agencies interconnecting the RMS System for the sake of safety to our officers.

- b. Radio project update for Rumsey Radio Site – I.T. Manager Billy Keen presented stated completion is at 98% Delta Wireless is still fine tuning the radio system before the final assessment is done.

Entry No. 8

Minute Order No. 2019-38; New Year YECA Chair and Co-Chair Assignment(s) – Voted Item-Approved****

- a. Election for Chair & Co-Chair assignment for FY20

Chair: Tom McDonald, City of West Sacramento

Co-Chair: Derrek Kaff, City of Woodland

MOTION: Lopez SECOND: Fredericksen AYES: Kaff, McDonald, Donlevy, Fredericksen, Lopez

Entry No. 9

Next Scheduled JPA Board Meeting October 2, 2019

MOTION ADJOURN: Kaff SECOND: Fredericksen AYES: McDonald, Lopez, Donlevy, Fredericksen, Kaff

Entry No. 10

Items for Future Agenda

- a. Continuity of Operations Plan

Entry No. 11

Adjournment

Meeting Adjourned 3:46pm

Minutes submitted by: Eloise Austin, Recording Secretary