

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

**June 4, 2014**

**MINUTES**

The YECA Governing Board met on Wednesday, June 4, 2014 at the Yolo County Bauer Bldg., Suite #1600 (Thompson Room), Woodland CA. Board Chair Gary Fredericksen called the meeting to order at 3:02 p.m.

**PRESENT:** Primary Board Members: Gary Fredericksen, Yocha Dehe Wintun Nation, Sergio Gutierrez, City of Winters, Carol Richardson, City of West Sacramento, Dan Bellini, City of Woodland, Tom Lopez, Yolo County, and Dena Humphrey, Agency Manager.

Entry No. 2

**Public Comment**

None

Entry No. 3

**Announcements**

Agency Manager Dena Humphrey announced that Lee Sandoval, received the 2013 Dispatcher of the Year award and Scott Roberson, received the 2013 Dispatch Assistant award. Both were formally recognized and congratulated by the JPA Board.

Entry No. 4

**Minute Order No. 2014-44: Approval of Agenda**

The Agenda was approved as presented.

MOTION: Bellini SECOND: Richardson AYES: Fredericksen, Bellini, Gutierrez, Lopez, Richardson.

Entry No. 5

**Minute Order No. 2014-45: Approval of Consent Agenda**

The Consent Agenda was approved as presented.

MOTION: Gutierrez SECOND: Bellini AYES: Fredericksen, Bellini, Gutierrez, Lopez, Richardson.

Entry No. 6

**Minute Order No. 2014-46: Automatic Transfer Switch (ATS) Electrical Construction Contract**

Dave Smith from ECOM gave a presentation on the Automatic Transfer Switch Replacement Project. Board approved the recommended electrical contractor, Paschke Electric from Woodland to perform the ATS replacement.

MOTION: Richardson SECOND: Gutierrez AYES: Fredericksen, Bellini, Gutierrez, Lopez, Richardson.

Entry No. 7

**Minute Order No. 2014-47: Governing Board Elections**

For fiscal year 2014/2015, member Sergio Gutierrez was elected Chair and member Tom Lopez was elected Vice-chair.

MOTION: Richardson SECOND: Bellini/Gutierrez AYES: Fredericksen, Bellini, Gutierrez, Lopez, Richardson.

Entry No. 8

**Minute Order No. 2014-48: EMD-Determinate Dispatching Impact on Call Times**

Agency Manager Dena Humphrey informed the Board on the impact that EMD-Determinate Dispatching has on call processing times. A review of the Medical Aid calls showed an increase of doubling call processing times with full EMD determinate dispatching. Prior to implementation of Determinate Dispatching, using the Pre-alert method, the average call processing time was 90 seconds.

After some discussion the Board approved, that the pre-alert and then complete EMD method would be adopted. The Board also requested that quarterly stats be included in the OPS Division Report effective July 1, 2014.

MOTION: Gutierrez SECOND: Bellini AYES: Fredericksen, Bellini, Gutierrez, Lopez, Richardson.

Entry No. 9

**Text to 9-1-1**

Agency Manager Dena Humphrey advised the Board of the progress being made with Text to 9-1-1. This was information only, no action was taken.

Entry No. 10

**Software Maintenance Cost Allocations**

Agency Manager Dena Humphrey advised the Board that YECA hosts several systems that benefit both YECA and member agencies. YECA staff requested direction with regard to the allocation of costs for software licensing when member agencies request to purchase additional licenses.

The Board recommended that a cost allocation model be brought back to the next meeting.

Entry No. 11

**Minute Order No. 2014-49: AMR CAD-to-CAD Interface**

Board Chair Gary Fredericksen led the discussion on the CAD-to-CAD interface with AMR. Board approved and delegated signing authority to Agency Manager, Dena Humphrey; to capture the agreement in writing with AMR; for payment to be received by January 1, 2015 and for the connection work with Tri-Tech is to begin immediately.

MOTION: Richardson SECOND: Gutierrez AYES: Fredericksen, Bellini, Gutierrez, Lopez, Richardson.

The July 2, 2014 scheduled meeting has been cancelled. The next scheduled meeting will be August 6, 2014.

Meeting was adjourned at 4:10 p.m.

Minutes submitted by: Marci Criste, Recording Secretary