

Agenda Item: 5.a

**YOLO EMERGENCY COMMUNICATIONS AGENCY (YECA)
GOVERNING BOARD
January 10, 2018
MINUTES**

The YECA Governing Board met on Wednesday, January 10, 2018 at the Yolo Emergency Communications Agency, 35, N Cottonwood Street, Woodland. Chair Gary Fredericksen called the meeting to order at 2:14 p.m.

PRESENT: Primary Board Members: Tom McDonald, City of West Sacramento, John Donlevy, City of Winters, Gary Fredericksen, Yocha Dehe Wintun Nation, Tom Lopez, Yolo County, Luis Soler, City of Woodland, Dena Humphrey, YECA Executive Director.

ABSENT: None

Entry No.2

Minute Order No. 2018-01: Public Comment

None

Entry No. 3

Announcements

John Donlevy, City of Winters; announced that the cities of Dixon and Winters Fire departments have ended their relationship and that currently the City of Winters has begun a rotation program for the interim Chief position. This program will last for 1 year and the interim Chief position will rotate once per quarter. The current interim Chief is Brad Lopez.

Entry No. 4

Minute Order No. 2018-02; Approval of Agenda

The Agenda approved as presented.

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

Entry No. 5

Minute Order No. 2018-03; Approval of Consent Agenda

The Consent Agenda approved as presented.

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

Entry No. 6

Minute Order No. 2018-04; External Audit Presentation by Richardson & Company, CPA's – Information Only

A Richardson and Company representative gave a presentation regarding the audit and reported findings. The presenter noted that the audit showed clean financial records with no issues discovered. Recommendations were noted in the report for future accounting practices, including obtaining an in-house accounting software program for YECA to perform all accounting functions in-house to reduce

potential human error and lost information. The presenter noted that the agency is doing well financially and that future planning for pensions and OPEB to prepay into a trust.

Comment: In reference to prepaying into a trust, Tom Lopez stated that Yolo County is already doing this and that it is a significant percentage of the county's budget. Dena Humphrey stated that YECA is already looking for quotes on what this type of trust would look like financially for the YECA. Tom Lopez appreciated the work that the YECA staff has done to ensure the financials were accurate and that the organization was in good shape financially.

Entry No. 7

Closed Session

Board Chair Gary Frederickson adjourned the meeting to Closed Session at approximately 2:32 pm

Conference with Labor Negotiator: The Board gave direction to the labor negotiator.

Open Session resumed approximately 4:10pm

Entry No. 10

Next Scheduled JPA Board Meeting

The next board meeting will be held at Yolo Emergency Communications Center on February 7, 2018 at 2:00 PM.

Entry No. 11

Items for Future Agenda

- a. Annual calls for service report
- b. Employment hiring policies
- c. UCD Fire status update
- d. Labor negotiations

Meeting was Adjourned 4:11 p.m.

MOTION: McDonald SECOND: Donlevy

Minutes submitted by: Charles Keasler, Recording Secretary