

**YOLO EMERGENCY COMMUNICATIONS AGENCY (YECA)
GOVERNING BOARD
February 5, 2015
MINUTES**

The YECA Governing Board met on Wednesday, February 5, 2015 at the Yolo Emergency Communications Agency, Woodland CA. Board Chair Sergio Gutierrez called the meeting to order at 3:04 p.m.

PRESENT: Primary Board Members: Sergio Gutierrez, City of Winters, Tom Lopez, Yolo County, Carol Richardson, City of West Sacramento, Gary Fredericksen, Yocha Dehe Wintun Nation, and Dena Humphrey, Executive Director.

ABSENT: Dan Bellini, City of Woodland

Entry No. 2

Public Comment

None

Entry No. 3

Announcements

Board Member Fredricksen announced that Board Member Tom Lopez's birthday is coming up.

Entry No. 4

Minute Order No. 2015-03: Approval of Agenda

The Agenda was approved as presented.

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

Entry No. 5

Minute Order No. 2015-04: Approval of Consent Agenda

The Consent Agenda was approved as presented.

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

Entry No. 6

Old Business – Information Only

IT Manager Mike Bowler briefed the Board on the progress that's being made in the AMR CAD to CAD project. A possible "Go live" is scheduled for March 1st but is contingent on the additional functional testing that still needs to be completed.

Operations Manager Karen Avara updated the Board on the recent progress towards the policy consolidation project.

No action was taken, information only.

Entry No. 7

Automatic Transfer Switch (ATS) Project

Executive Director Dena Humphrey gave a wrap-up summary of the project to the Board. From design to construction it took approximately 7 months and came in under budget by 8%.

There was a tremendous amount of planning that went into this project and there was zero downtime. YECA staff was commended on their teamwork and that teamwork was an essential piece to the success of the project.

No action taken, information only.

Entry No. 8

FY 2015 – 2016 Base Budget Summary

A draft budget was presented for FY 2015-2016. The Executive Director discussed the information used to draft the budgets and answered questions from the Board. It was decided that additional information is needed and will be brought back to the Board next month.

The Executive Director presented an initial draft of the Capital Asset Plan to the Board. The plan will identify when an asset is needed and some potential funding that could offset the costs. A status of projects for FY14 was also presented.

No action was taken.

Entry No. 9

Closed Session

Board Chair Gutierrez adjourned the meeting to closed session at 3:26 p.m.

Reconvened to open session at 4:20 p.m.

No closed session announcements

The next scheduled meeting will be March 4, 2015.

Meeting was adjourned at 4:22 p.m.

Minutes submitted by: Marci Criste, Recording Secretary