

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

May 12th, 2021

2:00 P.M. Public Session “Special Meeting”

Minutes

The YECA Governing Board met on Wednesday May 12th, 2021 via Zoom. Chair Derrek Kaff called the meeting to order at 2:01 p.m.

This meeting was formatted to allow Board Members, staff, and the public to participate in the meeting via teleconference, pursuant to the Governor’s Executive Order N-29-20 (March 17, 2020), was available at the following link:

Teleconference Options to join Zoom meeting:
By PC: <https://us02web.zoom.us/j/84256097223>
Meeting ID: 842 5609 7223
Or
By Phone: (669) 900-6833
Meeting ID: 842 5609 7223

PRESENT: Primary Board Members: None

Joined via ZOOM: Derrek Kaff, City of Woodland, Dena Humphrey, YECA Executive Director, Tom Lopez, Yolo County, Steve Binns, City of West Sacramento, Rebecca Ramirez, Yocha Dehe Wintun Nation, John Miller, City of Winters

Entry No.2

Minute Order No. 2021-38

Approval of the Agenda - [Approved as presented](#)

MOTION: Ramirez SECOND: Binns AYES: Kaff, Binns, Lopez, Ramirez

Entry No. 3

Public Comment – None

Entry No. 4

Minute Order No. 2021-39

Proposed YECA Administration Division & Operations Restructure- [Approved](#)

- a. Dena presented and outlined plans for the vacancy of the HR/Fiscal Administrator position. The restructure entails using existing staff to absorb some of the duties of the HR/Fiscal administrative position, while reclassifying and creating a new position for an Accountant II and an Operations Supervisor position. Proposed restructure costs would be absorbed within the FY22 Budget; no additional funds would be needed to fund this restructure. Ramirez questioned the proposed position of the Operations Supervisor, wanting to know if the person in this position would be able to pick up duties of the Deputy Director in their absence. Lopez echoed this sentiment questioning the ability of these positions to laterally support the overall operations of the agency. Dena affirmed that the purpose of these added positions would be creating future skillsets and cross training for succession planning.

MOTION: Lopez SECOND: Miller AYES: Kaff, Binns, Lopez, Ramirez, Miller

Entry No. 5 Meeting Adjourned at 2:16 p.m.

Minutes submitted by Tianna Dumas