



*West Cities Police Communications Center
Joint Powers Authority*

**MINUTES OF THE WEST CITIES POLICE COMMUNICATIONS CENTER
REGULAR MEETING OF THE BOARD OF DIRECTORS
May 18, 2021**

CALL TO ORDER

The West Cities Police Communications conducted this meeting at 4:37 pm on Tuesday, May 18, 2021, via teleconference only in accordance with California Governor Newsom's Executive Orders N-29-20 and COVID-19 pandemic protocols.

ROLL CALL

PRESENT:

Board of Directors:

Board Member, Paulo Morales, City of Cypress
Board Member, Jordan Nefulda, City of Los Alamitos
Alternate Board Member, Sandra Massa-Lavitt, City of Seal Beach

Administrative Oversight Staff:

Peter Grant, City Manager, City of Cypress
Chet Simmons, City Manager, City of Los Alamitos
Jill Ingram, City Manager, City of Seal Beach

Technical Operations Committee:

Phil Gonshak, Chief of Police, City of Seal Beach
Eric Nunez, Chief of Police, City of Los Alamitos

Treasurer:

Matt Burton, Finance Director, City of Cypress

Secretary:

Kassandra Edwards, Police Communications Director, West-Comm

General Counsel:

Michael Daudt, General Counsel, City of Los Alamitos

Staff:

Kelly Telford, Finance Director/City Treasurer, City of Seal Beach
Matt Timney, Commander, City of Cypress

Stephanie Smith, Office Assistant II, West-Comm
Craig Koehler, Interim Administrative Services Director, City of Los Alamitos
Alisha Farnell, City Clerk, City of Cypress

Absent:

Board Member, Thomas Moore, City of Seal Beach

ORAL COMMUNICATIONS

None

WELCOME AND INTRODUCTIONS

Communications Director Edwards reported with the change of board members the chair and vice-chair positions have opened. Communication Director Edwards stated the election will defer to the next meeting due to all members not being present.

Communications Director Edwards welcomed City Council member Jordan Nefulda to the JPA board and thanked Board Member Nefulda for his time.

CLOSED SESSION:

The Board of Directors, AOS, JPA Treasurer, JPA Secretary, and Legal Counsel, went into Closed Session. The following items were discussed.

CONFERENCE WITH LABOR NEGOTIATOR PER GOVERNMENT CODE SECTION
54957.6

AGENCY REPRESENTATIVES: Communications Director, JPA Treasurer

EMPLOYEE GROUPS: West-Comm Police Employee Association (WCPEA)
Non-Represented Employees

General Counsel reported the board has reconvened with no reportable action to be taken.

OLD BUSINESS:

None

CONSENT CALENDAR:

All matters listed on the agenda under "Consent Calendar" are to be considered by the JPA Board to be routine and will be enacted by one motion approving the recommendations listed on the Agenda.

Board Member Morales motioned to approve Consent Calendar items 1 through 3. Alternate Board Member Massa-Lavitt seconded, and the motion passed.

Aye: Morales, Massa-Lavitt, Nefulda
Nay: None
Abstain: None
Absent: None

1. APPROVAL OF MINUTES

Regular Meeting of November 17, 2020

Recommendation: Approve as submitted

2. ADOPT A RESOLUTION SETTING PAY AND BENEFITS PLANS FOR THE NON-REPRESENTED EMPLOYEES IN THE CLASSIFICATIONS OF OFFICE ASSISTANT I/II, DISPATCH MANAGER, AND POLICE COMMUNICATIONS DIRECTOR

Recommendation: Approve and Adopt

3. RECEIVE AND FILE THE FINANCIAL REPORTS FOR THE PERIODS ENDED DECEMBER 31, 2020 AND MARCH 31, 2021.

Recommendation: Receive and File

NEW BUSINESS:

4. WEST CITIES FISCAL YEAR 2021-22 BUDGET

Communications Director Edwards presented the board the proposed budget for fiscal year 21/22. Communications Director Edwards reported staffing and personnel had no changes. At this time the Dispatch Managers position will remain unfilled, and the dispatch job share position will be converted back to a full-time position. Communications Director Edwards went on to report overtime will remain unchanged at 1500 hours and confirmed there is a 1.7 percent increase in the budget due to the anticipated PERS and salary increases.

Communications Director Edwards reported to the board an overall 2.5 percent decrease to Supplies and Services. Increases included Computer Software and Hardware due to expiring contractual agreements, Microsoft licensing, and CAD/RMS renewals. As well as an increase to Contractual Services for licensing and maintenance cost associated with the secondary firewall for the CAD/RMS system. Decreases are reported for telephone costs, due to the setback on the upgrade of the 800MHz radio connectivity lines, travel and meeting expenses decreased due to virtual training, and Liability insurance went down by \$2,959 dollars.

Board Member Morales inquired if funding for negotiations were included in the proposed personnel budget. City Manager Pete Grant explained the budget includes assumptions for personnel increases. Treasurer Burton confirmed there is a modest amount included for tentative agreements.

With no further questions, Board Member Morales made a motion to approve and adopt the fiscal year budget for 2021/2022 and Board Member Nefulda seconded the motion.

Aye: Morales, Nefulda, Massa-Lavitt
Nay: None
Abstain: None
Absent: None

DISCUSSION ITEMS:

#1 – Comments from the Board of Directors
None

#2 – Comments from the Administrative Oversight Staff

None

#3 – Comments from Technical Operations Committee:

None

ADJOURNMENT:

There being no further business, General Counsel adjourned the meeting at 5:26 p.m. The next Regular Board Meeting will be at 4:30 p.m. on November 16, 2021, at the Seal Beach Police Department.



Board Member



Date