



*West Cities Police Communications Center  
Joint Powers Authority*

---

**MINUTES OF THE WEST CITIES POLICE COMMUNICATIONS CENTER  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
November 16, 2021**

**CALL TO ORDER**

A Regular Meeting of the West-Comm Board of Directors was called to order at 4:33 p.m. on Tuesday, November 16, 2021 in the training room of the Seal Beach Police Department, 911 Seal Beach Boulevard, Seal Beach, California, by Board Secretary Kasandra Edwards.

**ROLL CALL**

**PRESENT:**

Board of Directors:

Vice-Chairperson, 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:

Mark Lauderback, Chief of Police, City of Cypress  
Phil Gonshak, Chief of Police, City of Seal Beach

Treasurer:

Matt Burton, Finance Director, City of Cypress

Secretary:

Kasandra 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  
Wayne Byerley, Captain, City of Los Alamitos

ABSENT: Board Member, Paulo Morales, City of Cypress  
Eric Nunez, Chief of Police, City of Los Alamitos

**ORAL COMMUNICATIONS**

None

**OLD BUSINESS:**

None

**CLOSED SESSION**

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.*

Vice-Chairperson Nefulda motioned to approve Consent Calendar items 1 through 5. Alternate Board Member Massa-Lavitt seconded, and the motion passed.

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

**1. Approve Minutes – Meeting of October 5, 2021**

Recommendation: Approve as submitted

**2. Approve a Three-Year Agreement with SoftwareOne for Microsoft Office Email and Server Licensing**

Recommendation: Approve a three-year agreement with SoftwareOne for a total cost of \$42,319.20 for Microsoft licensing of Office 365 and server software

**3. Approve Agreement with AT&T for 800MHz Next Generation Radio and Phone Line Transition**

Recommendation: Approve an agreement with AT&T, using CalNet pricing for:

- a. Four new fiber lines required by the 800MHz radio upgrade: and
- b. Transition the non-emergency business phone lines to fiber

**4. Approve Receive and File the Basic Financial Statements and Independent Auditors Report and Audit Letter for the Fiscal Year Ended June 30, 2021**

Recommendation: Receive and file the attached financial statements and audit letter

**5. Receive and File the Financial Reports for the Period Ended September 30, 2021**

Recommendation: Receive and File the attached financial reports

**NEW BUSINESS:**

**6. Receive and File an Update on the Close Out of the Computer Aided Dispatch/Records Management System Project**

Director Edwards provided a presentation on a brief history and overview of the West Cities Computer Aided/Records Management System (CAD/RMS) project. Director Edwards reported at the conclusion of the project, there was an unexpended amount left in the budget of approximately \$415,000. The remaining unspent funds will then be set aside for future capital outlay projects.

No action was taken on this item.

**DISCUSSION ITEMS:**

#1 – Comments from the Board of Directors

None

#2 – Comments from the Administrative Oversight Staff

Mr. Grant commented on the CAD/RMS project, acknowledging all the hard work and time that went into it.

Ms. Ingram made a statement regarding potential options for the unspent funds from the CAD/RMS project discussed in item #6.

Mr. Burton addressed Ms. Ingram's question.

Ms. Telford, Seal Beach Finance Director, discussed investment options related to Ms. Ingram's question.

Mr. Burton addressed Ms. Telford's financial question.

#3 – Comments from Technical Operations Committee:

None

**ADJOURNMENT:**

There being no further business, General Counsel adjourned the meeting at 4:47pm. The next Regular Board Meeting will be in person at 4:30pm on May 17, 2022, at the Seal Beach Police Department.



---

Board Member

6/15/22

---

Date