



*West Cities Police Communications Center  
Joint Powers Authority*

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**MINUTES OF THE WEST CITIES POLICE COMMUNICATIONS CENTER  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
November 17, 2020**

**CALL TO ORDER**

The West Cities Police Communications conducted this meeting at 4:35 pm on Tuesday, November 17, 2020 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:

Chairperson, Dean Grose, City of Los Alamitos  
Vice-Chairperson, Joe Kalmick, City of Seal Beach  
Board Member, Paulo Morales, City of Cypress

Administrative Oversight Staff:

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

Technical Operations Committee:

Chris Revere, Acting Chief of Police, City of Cypress  
Eric Nunez, Chief of Police, City of Los Alamitos  
Phil Gonshak, Chief of Police, City of Seal Beach

Treasurer:

Matt Burton, Director of Finance/Administrative Services, City of Cypress

Secretary:

Kasandra Edwards, Police Communications Director, West-Comm

General Counsel:

Michael Daudt, General Counsel, City of Los Alamitos

Staff:

Kelly Telford, Director of Finance/City Treasurer, City of Seal Beach  
Craig Koehler, Interim Finance Director  
Stephanie Smith, Office Assistant II, West-Comm  
Phil Danie, IT Support, Scientia Consulting

ABSENT:

None

**ORAL COMMUNICATIONS**

None

**CLOSED SESSION:**

None

**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.*

**1. APPROVE MINUTES – Special Meeting of June 17, 2020**

Recommendation: Approve as submitted

**2. BASIC FINANCIAL STATEMENTS AND INDEPENDENT AUDITORS' REPORT AND AUDIT LETTER FOR THE FISCAL YEAR ENDED JUNE 30, 2020**

Recommendation: Receive and File

**3. APPROVE FY 2019-20 CARRYOVER ENCUMBRANCES AND CONTINUING APPROPRIATIONS TO FY 2020-21**

Recommendation: Approve as submitted

**4. FINANCIAL REPORTS FOR THE PERIOD ENDED SEPTEMBER 30, 2020**

Recommendation: Receive and File

Board Member Morales motioned to approve Consent Calendar items 1 through 4. Vice Chairperson Kalmick seconded, and the motion passed.

Aye: Morales, Kalmick, Grose  
Nay: None  
Abstain: None  
Absent: None

**NEW BUSINESS**

**5. APPROVE A SUPPLEMENTAL BUDGET APPROPRIATION FOR  
SECONDARY FIREWALL LICENSING AND MAINTENANCE.**

Communications Director Edwards reported to the board that West-Comm currently utilizes a singular firewall to protect their network and CAD/RMS system. Communications Director Edwards explained the firewall prevents cyber-attacks and protects the network from unnecessary traffic. Communications Director Edwards stated an additional firewall was recommended by IT Support to assure critical systems within the CAD/RMS stay functional to all member cities during system updates and provides an additional protection to the network. Communications Director Edwards went on to explain, when running dual firewalls they must be of the same make and model and confirmed the current firewall was purchased in 2016 and is no longer available.

Communications Director Edwards requested to purchase a used firewall of the same make and model for \$500.00 and \$7,600.00 for annual maintenance and licensing. Communications Director Edwards confirmed the annual maintenance for the next 2 years would be incorporated into future budgets.

Chairperson Grose inquired if additional costs were to be expected in 3 to 4 years. Communications Director Edwards confirmed once the maintenance and licensing expires, new firewall equipment will need to be purchased. IT Consultant Phil Danie confirmed Communications Director Edwards request and added additional information to the board.

With no further questions, Board Member Kalmick made a motion to approve a supplemental budget appropriation for Secondary Firewall Licensing and Maintenance which was seconded by Chairperson Grose.

Aye: Kalmick, Grose, Morales  
Nay: None  
Abstain: None  
Absent: None

**DISCUSSION ITEMS:**

#1 – Comments from the Board of Directors

Chairperson Grose inquired if the requested update regarding adding additional board members from the previous meeting had been completed. General Counsel Daudt advised on limited comments and discussions since it was not an agenda item. General Counsel Daudt also confirmed an amendment would have to be added to the original JPA agreement and approval by the board and legislative body of each member city.

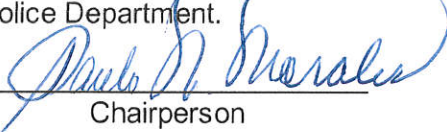
All board members agreed to not move forward on this matter.

#2 – Comments from the Administrative Oversight Staff  
None

#3 – Comments from Technical Operations Committee:  
None

**ADJOURNMENT:**

There being no further business, Chairperson Grose adjourned the meeting at 4:59 p.m. The next Regular Board Meeting will be at 4:30 p.m. on May 18, 2021 at the Seal Beach Police Department.

  
\_\_\_\_\_  
Chairperson

5-18-2021  
\_\_\_\_\_  
Date