



*West Cities Police Communications Center  
Joint Powers Authority*

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**MINUTES OF THE WEST CITIES POLICE COMMUNICATIONS CENTER  
SPECIAL MEETING OF THE BOARD OF DIRECTORS  
December 18, 2024**

**CALL TO ORDER**

The West Cities Police Communications conducted this meeting at 11:06 a.m. on Wednesday, December 18, 2024, in the Emergency Operations Center 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:

Board Member, Scott Minikus, City of Cypress  
Board Member, Jordan Nefulda, City of Los Alamitos  
Board Member, Lisa Landau, City of Seal Beach

Administrative Oversight Staff:

Peter Grant, City Manager, City of Cypress  
Chet Simmons, City Manager, City of Los Alamitos  
Patrick Gallegos, City Manager, City of Seal Beach

Technical Operations Committee:

Mark Lauderback, Chief of Police, City of Cypress  
Michael Henderson, 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:

Barbara Arenado, Director of Finance, City of Seal Beach  
Shanna Jacobs, Office Assistant, West-Comm

ABSENT:

Michael Claborn, Chief of Police, City of Los Alamitos

**ORAL COMMUNICATIONS**

None

**OLD BUSINESS:**

None

**CONSENT CALENDAR:**

- 1. Adopt a Resolution Approving Pay and Benefits Plans for the Non-Represented Employees in the Classifications of Dispatch Manager and Police Communications Director**

Recommendation: Approve as submitted

- 2. Approve Meeting Minutes – Meeting of November 19, 2024**

Recommendation: Approve as submitted

- 3. Receive and File the Basic Financial Statements and Independent Auditors' Report and Audit Letter for the Fiscal Year Ended June 30, 2024**

Recommendation: Receive and File financial statements, reports, and audit letter

- 4. Adopt a Resolution Updating Salary Steps for Temporary Part-Time Office Assistant I/II**

Recommendation: Approve as submitted

Chairperson Nefulda made a motion to approve Consent Calendar items. Board Member Landau seconded, and the motion passed.

Aye: Landau, Minikus, and Nefulda  
Nay: None  
Abstain: None  
Absent: None

**NEW BUSINESS:**

None

**DISCUSSION ITEMS:**

#1 – Comments from the Board of Directors

None

#2 – Comments from the Administrative Oversight Committee

None

#3 - Comments from the Technical Operations Committee

**CLOSED SESSION:**

The Board of Directors, AOS, JPA Treasurer, JPA Secretary, Staff and Legal Counsel, went into Closed Session at 11:08 a.m. 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)

The meeting reconvened at 11:15 a.m. and General Counsel reported that no reportable action was taken in Closed Session.

**ADJOURNMENT:**

There being no further business, General Counsel adjourned the meeting at 11:15 a.m. The next Regular Board Meeting will be at 4:30 p.m. on May 20, 2025, at the Seal Beach Police Department.

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Board Member

\_\_\_\_\_  
Date