



*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  
MAY 20, 2008**

**CALL TO ORDER**

A Regular Meeting of the West-Comm Board of Directors was called to order at 4:40 pm on Tuesday, May 20, 2008, in the conference room of the Seal Beach Police Department, 911 Seal Beach Boulevard, Seal Beach, California, by Secretary Lisa Barr.

**ROLL CALL**

**PRESENT:**

Board of Directors:

Board Member – Todd Seymore, City of Cypress  
Alternate Board Member - Ken Parker, City of Los Alamitos  
Board Member – Michael Levitt, City of Seal Beach

Administrative Oversight Staff:

John Bahorski, City Manager, City of Cypress  
David Rudat, Interim City Manager, City of Los Alamitos  
David Carmany, City Manager, City of Seal Beach

Technical Operations Committee:

Rick Hicks, Chief of Police, City of Cypress  
Todd Mattern, Chief of Police, City of Los Alamitos

Treasurer:

Richard Storey, Director Personnel & Finance, City of Cypress

Secretary:

Lisa Barr, Dispatch Administrator, West-Comm

General Counsel:

Jamie Raymond, Best Best & Krieger

Staff:

Tim Olson, Captain, City of Seal Beach

**ABSENT:**

Board of Directors:

Board Member – Gerri Mejia, City of Los Alamitos

Technical Operations Committee:

Jeff Kirkpatrick, Chief of Police, City of Seal Beach

**NEW BUSINESS**

**Agenda Item #1 – Selection of West-Comm JPA Board of Directors Chair/Vice-Chair Per Resolution 00-02**

Alternate Board Member Parker nominated Mr. Seymore for the position of Chair and Mr. Levitt seconded the nomination. With no other nominations and hearing no objections, the motion passed and Mr. Seymore was elected to the position of JPA Chair of the Board.

Aye: Seymore, Parker, Levitt  
Nay: None  
Abstain: None  
Absent: Mejia

Alternate Board Member Parker nominated Ms. Mejia for the position of Vice-Chair and Mr. Seymore seconded the nomination. With no other nominations and hearing no objections, the motion passed and Ms. Mejia was elected to the position of JPA Vice-Chair of the Board.

Aye: Seymore, Parker, Levitt  
Nay: None  
Abstain: None  
Absent: Mejia

The meeting was turned over to newly appointed JPA Board Chair Todd Seymore.

**WELCOME AND INTRODUCTIONS**

Mr. Seymore introduced new JPA Board Member, Seal Beach Councilmember Michael Levitt. Mr. Levitt was welcomed by the Board.

Mr. Seymore then recognized newly appointed Los Alamitos Chief of Police/Technical Operations Committee Member Todd Mattern. Chief Mattern was welcomed and congratulated by the Board.

**APPROVAL OF MINUTES**

Due to lack of a quorum, approval of the minutes of the February 19, 2008, Regular Meeting of the Board of Directors was tabled to the next Meeting of the Board of Directors.

**ORAL COMMUNICATIONS**

No member of the public was present for Oral Communications.

**BOARD ITEMS AND REPORTS**

**New Business:**

**Agenda Item #1 –Resolution of the West Cities Police Communications, Joint Powers Authority Adopting Policy for Selection of the Chair and Vice-Chair of the Board of Directors and to Repeal Resolution 00-02.**

Ms. Barr advised that at the last Meeting of the Board of Directors, there was discussion to coordinate the selection of the Chair and Vice-Chair of the Board with that of the City Council reorganizations of the JPA cities. A request was made to move the selection dates to the first meeting of the year as opposed to the May meeting of the year as indicated in Resolution 00-02. Resolution 08-02 moves the selection date to the first meeting of the year, it keeps all other selection functions unchanged and repeals Resolution 00-02.

Motion by Mr. Parker and second by Mr. Levitt to approve and adopt Resolution 08-02 A Resolution of the West Cities Police Communications, Joint Powers Authority Adopting Policy for Selection of the Chair and Vice-Chair of the Board of Directors and to Repeal Resolution 00-02.

Aye: Seymore, Parker, Levitt  
Nay: None  
Abstain: None  
Absent: Mejia

Motion Passed.

**Agenda Item #2 – State Compensation Insurance Fund Notice of Class Action.**

Ms. Barr indicated that this report was prepared with the assistance of Ms. Raymond. Ms. Raymond explained that a notice was received regarding a class action against State Compensation Insurance Fund which has to do with interest on deposit premiums. The class period is from June 30, 2001 to October 20, 2007. West-Comm did deposit premiums in the amount of approximately \$94,000 during that time period. The action is claiming that the State Compensation Insurance Fund should have collected interest on the premium deposits so that when the deposit premium is refunded, interest would be paid. As it stands, West-Comm is part of the class and if the JPA wanted to opt out of it, the JPA would have to file a notice. If the JPA remains in the class, whatever action is taken, West-Comm will be bound by it.

Mr. Seymore questioned the amount that could possibly be returned to us in the form of interest on the \$94,000 for six years. Ms. Raymond advised she does not know what that amount would be. Mr. Storey advised it would probably be approximately \$20,000 in interest. Mr. Seymore asked whether the \$94,000 had been returned and Ms. Barr clarified that the \$94,000 was the JPA's premiums and not subject to be returned.

Mr. Levitt questioned whether there would be any reason for West-Comm to pursue this matter on our own and was there a cost-effectiveness of staying in the Class Action. Ms. Raymond advised that none of the information had been brought to our attention prior and that there would be no reason for West-Comm to pursue reimbursement individually.

Mr. Parker stated that it appeared that the best course of action would be to do nothing and to remain in the Class Action.

Motion by Mr. Parker and second by Mr. Seymore to remain in the Class Action.

Ayes: Seymore, Parker, Levitt  
Nays: None  
Abstain: None  
Absent: Mejia

Motion Passed.

**Agenda Item #3 – Treasurer’s Report**

Mr. Richard Storey indicated that this is the Quarterly Report for the period ending March 31, 2008 and included the Balance Sheet, Statement of Revenue, Expenditures and Changes in Fund Balance and the Statement of Expenditures (Budget to Actual). He noted that there was nothing unusual and the budget is where it was expected to be at this time. He also noted that West-Comm was expected to come in a little under-budget for this fiscal year. He pointed out that the Reserve for Capital Replacements has disappeared as capital purchases have been made from the previous amount of approximately \$180,000. Overall, he noted that a 20% contingency in the fund balance is being maintained as well as enough for cash flow. Mr. Storey recommended that the Board accept the Quarterly Financial Statements.

Mr. Parker complemented Ms. Barr and Mr. Storey on their work and noted that he appreciated the consistency.

Mr. Levitt commented that as a Private District Vector Control is required to maintain a certain reserve, and Cities are required to maintain a certain reserve. He questioned whether West-Comm was required to maintain a specific amount of reserve. Mr. Storey advised that there is no requirement for a specific amount in reserve. He explained that we could be operating on cash spent as it is received, but that it is our practice to maintain a reserve.

Motion by Mr. Levitt and second by Mr. Parker to receive and file Quarterly Financial Statements.

Ayes: Seymore, Parker, Levitt  
Nays: None  
Abstain: None  
Absent: Mejia

Motion Passed.

**Old Business:**

None

**DISCUSSION ITEMS:**

#1 – Comments from Board of Directors:

Mr. Levitt – None

Mr. Parker: Offered congratulation to Mr. Seymore on being elected as Chair of the Board.

Mr. Seymore: Commented on the great job that was being done by the staff.

**#2 – Comments from the Administrative Oversight Staff:**

Mr. Carmany: Speaking on behalf of the AOS, reported that there was a meeting and a good amount of time spent working on the budget. Mr. Carmany requested to select a meeting date for a Special Meeting to adopt the Fiscal Year 08/09 Budget. A Special Meeting of the Board of Directors was scheduled for June 10, 2008 at 4:30 pm.

Mr. Bahorski: None

Mr. Rudat: None

**#3 – Comments from the Technical Operations Committee**

Chief Hicks: None

Chief Mattern: None

Chief Kirkpatrick: Absent

**ADJOURNMENT:**

There being no further business, Mr. Seymore adjourned the meeting at 4:55 pm. The next Board Meeting will be a Special Meeting at 4:30 p.m. on June 10, 2008, at the Seal Beach Police Department.

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Todd Seymore, Chairperson

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Date