



*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  
MAY 01, 2012**

**CALL TO ORDER**

A Special Meeting of the West-Comm Board of Directors was called to order at 4:33 pm on Tuesday, May 01, 2012, in the training room of the Seal Beach Police Department, 911 Seal Beach Boulevard, Seal Beach, California, by Chairperson Todd Seymore.

**ROLL CALL**

**PRESENT:**

Board of Directors:

Chairperson - Todd Seymore, City of Cypress  
Alternate Vice-Chairperson, Troy Edgar, City of Los Alamitos  
Alternate Board Member, Ellery Deaton, City of Seal Beach

Administrative Oversight Staff:

John Bahorski, City Manager, City of Cypress  
Jill Ingram, City Manager, City of Seal Beach

Technical Operations Committee:

Todd Mattern, Chief of Police, City of Los Alamitos  
Robert Luman, Chief of Police, City of Seal Beach  
Jackie Gomez-Whiteley, Chief of Police, City of Cypress

Secretary:

Paul Philips, Interim Dispatch Administrator, West-Comm

General Counsel:

Teri Highsmith, General Counsel, Colantuono & Levin

Staff:

Stephanie Smith, Office Assistant, West-Comm

Absent:

Board Member, David Sloan, City of Seal Beach  
Angie Avery, City Manger, City of Los Alamitos

**APPROVAL OF MINUTES:**

Motion to approve the Minutes of the August 16, 2011 Regular Board Meeting of the JPA Board of Directors was made by Mr. Seymore and Seconded by Ms. Poe.

Motion Passed. Minutes Approved.

Aye: Seymore, Poe  
Nay: None  
Abstain: Deaton  
Absent: Sloan

The approval of the Minutes of the Regular Meeting of November 15, 2011, was tabled due to the absence of Mr. Sloan and the absence of Ms. Poe at the November 15, 2011 meeting.

**ORAL COMMUNICATIONS:**

None

**OLD BUSINESS:**

None

**CLOSED SESSION:**

The Board of Directors, AOS, TOC and Legal went into Closed Session. The following items were discussed:

Conference with Labor Negotiator per Government Code Section 54957.6  
Agency Representative: Paul Philips, Interim Dispatch Administrator  
Employee Organization: West-Comm Police Employee Association

Conference with Labor Negotiator per Government Code Section 54957.6  
Agency Representative: Paul Philips, Interim Dispatch Administrator  
Non-Represented Employee: Dispatch Manager/Supervisor and Office Assistant II

General Counsel reported that the Board met with its general Counsel and Labor Negotiator and gave a status update on the negotiations. No other action was taken.

## **BOARD ITEMS AND REPORTS**

### **New Business:**

#### **Agenda Item #1 – Proposed Budget FY 2012/13**

Mr. Philips presented the Board with the Proposed Budget for Fiscal Year 2012-2013 for review and consideration of approval. Mr. Philips confirmed an increase to Personnel and Supplies and Services in the amount of \$36,245 from last fiscal budget year. Mr. Philips went on to remind the Board of the three (3) sources of revenue with an expected increase from Orange County Parks for 2012/2013. Mr. Seymore inquired on how the increase is calculated and what the anticipated amount would be. Mr. Philips explained that the increase is based on the CPI rate issued in the month of June and cannot exceed five percent. Mr. Philips recommended that the Board recognize that the proposed Fiscal Year 2012/2013 Budget exceeds last year's adopted budget, that each city use 2011/2012 approved contributions and appropriate the \$36,245 from the current Fund Balance to be utilized during Fiscal Year 2012/2013.

Mr. Seymore made a motion to receive and file the proposed budget for FY 2012/2013 and appropriate the increase of \$36,245 from the Fund Balance.

Motion passed. Report filed.

Aye: Seymore, Poe, Deaton  
Nay: None  
Abstain: None  
Absent: Sloan

#### **Agenda Item #2 – Treasures Report**

Mr. Storey presented the Quarterly Financial Statements ending March 31, 2012. Mr. Storey explained further on how the fund balance is utilized. Mr. Storey stated that the bottom line is at 76%. Mr. Storey cautioned the Board that the personnel cost is at 77% and went on to explain that this is due to a higher amount of working hours that are being performed. He informed the Board that this is due to vacations and holidays that are not being utilized. Mr. Philips indicated that with the additional Part-time Dispatchers recently hired will help relieve the overtime and working hours.

Motion by Mr. Seymore and seconded by Ms. Poe to received and file.

Aye: Seymore, Poe, Deaton  
Nay: None  
Abstain: None  
Absent: Sloan

**Agenda Item #3 – Recognizing National Public Safety Dispatcher Week**

Mr. Philips recommended that the Board approve and adopt the Proclamation as presented. Mr. Seymore acknowledged the West-Comm Dispatcher Award recipients for 2011.

Motion by Mr. Seymore and seconded by Ms. Poe to approve and adopt the Proclamation.

Aye: Seymore, Poe, Deaton  
Nay: None  
Abstain: None  
Absent: Sloan

**DISCUSSION ITEMS:**

#1 – Comment from the Board of Directors:

None

#2 – Comments from the Administrative Oversight:

None

#3 – Comments from the Technical Operations Committee:

None

**ADJOURNMENT:**

There being no further business, Mr. Seymore adjourned the meeting at 5:46 p.m. The next Regular Board Meeting will be at 4:30 p.m. on August 21, 2012 at the Seal Beach Police Department.

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Todd Seymore, Chairperson

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Date