



*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, 2015**

**CALL TO ORDER**

A Regular Meeting of the West-Comm Board of Directors was called to order at 4:30 p.m. on Tuesday, November 17, 2015 in the training room of the Seal Beach Police Department, 911 Seal Beach Boulevard, Seal Beach, California, by Secretary, Steve Ditmars.

**ROLL CALL**

**PRESENT:**

Board of Directors:

Chairperson, Dean Grose, City of Los Alamitos  
Vice-Chairperson, Jon Peat, City of Cypress  
Board Member, David Sloan, City of Seal Beach

Administrative Oversight Staff:

Peter Grant, City Manager, City of Cypress  
Bret Plumlee, City Manager, Los Alamitos

Technical Operations Committee:

Rod Cox, Chief of Police, City of Cypress  
Todd Mattern, Chief of Police, City of Los Alamitos  
Joe Stilinovich, Chief of Police, City of Seal Beach

Treasurer:

Matt Burton, Finance Director, City of Cypress

Secretary:

Steve Ditmars, Interim Dispatch Administrator, West-Comm

General Counsel:

Cary Reisman, General Counsel, City of Los Alamitos

Staff:

Melissa Wintersole, Dispatch Manager, West-Comm  
Stephanie Smith, Office Assistant II, West-Comm  
Vikki Beatley, Finance Director/City Treasurer, City of Seal Beach  
Jason Alimam, Administrative Services Director, City of Los Alamitos

Absent:

Jill Ingram, City Manager, City of Seal Beach

**ORAL COMMUNICATIONS**

None

**CLOSED SESSION:**

The Board of Directors, AOS, JPA Treasurer, City of Seal Beach Finance Director, City of Los Alamitos Administrative Service Director, Legal and Mr. Ditmars went into Closed Session. The following items were discussed:

Conference with Labor Negotiator per Government Code Section 54957.6

Agency Representative: Steve Berliner, Liebert Cassidy Whitmore

Employee Organization: West-Comm Police Employee Association

Conference with Labor Negotiator per Government Code Section 54957.6

Agency Representative: Acting Dispatch Administrator, Steve Ditmars

Non-Represented Employees: Dispatch Manager, Office Assistant II and Part-Time and Temporary Employees (Dispatchers)

General Counsel reported that the Board met in Closed Session to discuss the two matters of labor negotiations. In regards to the first matter, there was no formal vote that will occur and with regards to the second matter, non-represented employees, General Counsel conveyed, the discussion was informative only, no votes were requested or taken.

**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.*

Chair Person Grose introduced a motion to approve Consent Calendar Items 1 and 2. Board Member Sloan seconded, and the motion passed.

Aye: Grose, Sloan, Peat

Nay: None

Abstain: None

Absent: None



**1. APPROVAL OF MINUTES FOR SPECIAL MEETING OF OCTOBER 13, 2015**

Recommendation: Approve as submitted.

**2. QUARTERLY FINANCIAL STATEMENTS ENDING SEPTEMBER 30, 2015**

Recommendation: Received and File

**OLD BUSINESS:**

None

**NEW BUSINESS:**

**3. A REQUEST TO THE WEST CITIES POLICE COMMUNICATIONS CENTER JOINT POWERS OF AUTHORITY BOARD OF DIRECTORS TO APPROVE A CONTRACT WITH MOTOROLA SOLUTIONS INC. IN THE AMOUNT OF \$698,704 FOR THE PURCHASE, INSTALLATION, AND SUPPORT OF A NEW 800 MHz RADIO COMMUNICATIONS SYSTEM.**

Mr. Grose informed the Board that there were points of concern regarding the notice from Motorola. Mr. Grose stated the insurance and training are items that should be absorbed by Motorola along with concerns to the changes within the payment schedule. Mr. Grose confirmed with General Counsel a motion for approval can be contingent on Staff's attempt to negotiate the changes with Motorola. Mr. Reisman affirmed Mr. Grose's inquiry.

Mr. Ditmars relayed to the Board that the AOS requested the email sent by Motorola be forwarded to Robert Stoffel, Director of Communications & Technology Division and who leads the countywide radio upgrade project. Mr. Ditmars confirmed there had been no response received from Mr. Stoffel.

Ms. Beatley reported a resolution for an amendment to the agreement for the operations maintenance that was prepared by Mr. Ditmars was taken to council for approval. Ms. Beatley explained the amendment is regarding the contract that all the agencies signed when the JPA was created and confirmed the information provided identified Motorola as the sole source for the new equipment.

Mr. Grose inquired if West-Comm is scheduled for the first installation of the new radios, how this will integrate with vehicles and handhelds that have not been switched over. Mr. Ditmars explained the new system will be backward compatible to continue communications with each city and the county. Mr. Grant confirmed all member cities are active to purchase the radio equipment through Motorola.

With all questions and concerns addressed General Counsel advised the Board to empower staff to negotiate the five items outlined in the letter and delegate the responsibility to the Interim Dispatch Administrator to execute the final version on behalf of the Board. A motion was made by Board Member Sloan and seconded by Chairperson Grose.

Aye: Grose, Sloan, Peat  
Nay: None  
Abstain: None  
Absent: None

**4. ADOPTION OF A RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING WITH THE WEST-COMM POLICE EMPLOYEE ASSOCIATION CONCERNING SALARIES, FRINGE BENEFITS AND CONDITIONS OF EMPLOYMENT FOR THE CONTRACT PERIOD JULY 1, 2015 THROUGH JUNE 30, 2018**

With all questions addressed during close session a motion by Vice Chairperson Peat to approve the resolution as amended by the erratic change and Board Member Sloan seconded the motion.

Aye: Grose, Sloan, Peat  
Nay: None  
Abstain: None  
Absent: None

**DISCUSSION ITEMS:**

**#1 – Update on the 9-1-1 Phone System Update**

Mr. Ditmars gave an update on the progress of the 9-1-1 phone upgrade. Mr. Ditmars confirmed Vesta will be switched over by January of 2016.

**#2 – Update on the CAD/RMS Project**

Mr. Ditmars stated that during the last AOS meeting potential solutions regarding the hardware and software for the CAD-RMS had been discussed. Mr. Ditmars informed the Board Los Alamitos IT Support has provided assistance with an executive summary that will provide a solution to the cost.

**#3 - Comments from the Board of Directors:**

Mr. Peat requested an update on the Police Communications Director Recruitment. Mr. Grant reported the anticipated hiring of the new Police Communications Director will take place the first quarter of 2016.

**#4 – Comments from the Administrative Oversight:**

None

**#5 – Comments from Technical Operations Committee:**

None

**ADJOURNMENT:**

There being no further business, Mr. Grose adjourned the meeting at 5:29 p.m. The next Regular Board Meeting will be at 4:30 p.m. on May 17, 2016 at the Seal Beach Police Department.

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Chairperson, Dean Grose

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Date