



*West Cities Police Communications Center
Joint Powers Authority*

**MINUTES OF THE WEST CITIES POLICE COMMUNICATIONS CENTER
REGULAR MEETING OF THE BOARD OF DIRECTORS
NOVEMBER 15, 2016**

CALL TO ORDER

A Regular Meeting of the West-Comm Board of Directors was called to order at 4:33 p.m. on Tuesday, November 15, 2016 in the training room of the Seal Beach Police Department, 911 Seal Beach Boulevard, Seal Beach, California, by Secretary, Kasandra Bowden.

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, City of Los Alamitos
Jill Ingram, City Manager, City of Seal Beach

Technical Operations Committee:

Rod Cox, Chief of Police, City of Cypress
Eric Nunez, Chief of Police, City of Los Alamitos
Joe Miller, Acting Chief of Police, City of Seal Beach

Treasurer:

Matt Burton, Finance Director, City of Cypress

Secretary:

Kasandra Bowden, Police Communications Director, West-Comm

General Counsel:

Cary Reisman, General Counsel, City of Los Alamitos

Staff:

Marie Pope, Lead Dispatcher, West-Comm
Stephanie Smith, Office Assistant II, West-Comm
Michael Berry, Lead Dispatcher, West-Comm
Vikki Beatley, Finance Director/City Treasurer, City of Seal Beach
Jason Al-Imam, Administrative Services Director, City of Los Alamitos
Cassandra Sexton, Part-Time Dispatcher, West-Comm

Absent:

Joe Stilinovich, Chief of Police, City of Seal Beach

ORAL COMMUNICATIONS

None

CLOSED SESSION:

None

WELCOME AND INTRODUCTIONS

Ms. Bowden introduced the newly hired Part-Time Dispatcher, Cassandra Sexton to the Board.

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.

Vice-Chairperson Peat introduced a motion to approve Consent Calendar Items 1, 2, 3, 4 and 5. 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 AUGUST 9, 2016

Recommendation: Approve as submitted.

**2. QUARTERLY FINANCIAL REPORTS FOR THE FISCAL YEAR ENDING
JUNE 30, 2016**

Recommendation: Received and File the financial reports for the period Ending June 30, 2016

3. QUARTERLY FINANCIAL REPORTS FOR THE PERIOD ENDING SEPTEMBER 30, 2016.

Recommendation: Receive and file the financial reports for the period Ending September 30, 2016

4. A RESOLUTION APPROVING PAY AND BENEFITS PLAN FOR THE NON-REPRESENTED EMPLOYEE IN THE CLASSIFICATIONS OF OFFICE ASSISTANT I/II, DISPATCH MANAGER, AND POLICE COMMUNICATIONS DIRECTOR

Recommendation: The Board of Directors adopt a Resolution Approving Pay and Benefits Plans for the Non-Represented Employees in the Classification of Office Assistant I/II, Dispatch Manager, and Police Communications Director

5. ADOPT A RESOLUTION REVISING THE CLASS SPECIFICATION FOR THE POSITION OF DISPATCH MANAGER

Recommendation: The Board of Directors adopt a Resolution revising the class specifications of the Dispatch Manager position.

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

Regarding Item No. 4: A RESOLUTION APPROVING PAY AND BENEFITS PLAN FOR THE NON-REPRESENTED EMPLOYEE IN THE CLASSIFICATIONS OF OFFICE ASSISTANT I/II, DISPATCH MANAGER, AND POLICE COMMUNICATIONS DIRECTOR, Chairperson Grose reported the City of Los Alamitos made a change to the MOU regarding educational pay reimbursement. Chairperson Grose stated after reviewing Exhibit A, the Office Assistant is able to submit for education reimbursement. Chairperson Grose proposed to modify the three agreements to include language that states if tuition reimbursement is requested and an employee separates within three (3) years, the reimbursed amount is pro-rated and paid back by the employee.

Board Member Sloan inquired if there were any restrictions at this time and if the change was implemented, would it have to go back for discussion. Mr. Reisman asked if this change had been discussed with the employees affected. Mr. Grant stated the employees are unrepresented and confirmed it had not been discussed. Mr. Reisman confirmed the change would not have to go back, however recommended the terms to the change should be brought to the affected employees.

After further discussion, Board Member Sloan and Vice-Chairperson Peat did not support the proposed change to the 3 agreements proposed by Chairperson Grose to add, if tuition reimbursement is received by an employee and separates within three (3) years, the employee would be responsible to reimburse the agency at a prorated amount.

OLD BUSINESS:

None

NEW BUSINESS:

6. A REQUEST TO APPROVE AGEEMENTS WITH SUNGARD PUBLIC SECTORS, DELL MARKETING LP, IMPEX TECHNOLOGIES, AND DIGITAL SCEPTER FOR A NEW COMPUTER AIDED DISPATCH/RECORDS MANAGEMENT SYSTEM AND APPROVE A SUPPLEMENTAL APPROPRIATION AND MEMBER ASSESSMENT FOR THE PROJECT.

With no additional information requested Vice-Chairperson Peat moved for a motion and Chairperson Grose seconded the motion to approve the following:

- A. Approve a supplemental appropriation and member assessment of \$1,475,100 to fund the CAD/RMS project; and
- B. Approve a \$954,279 agreement with SunGard for the acquisition of CAD/RMS software and services; and
- C. Approve an ongoing maintenance agreement with SunGard for CAD/RMS software for an initial amount of \$57,601; and
- D. Approve an ongoing agreement for \$53,299.51 with Dell Marketing LP, under CMAS Contract No. 3-16-70-0012B, for the purchase of computer hardware and licensing; and
- E. Approve an ongoing agreement for \$57,328 with IMPEX Technologies under WSCA-NASPO Contract No, 7-15-70-34-019, for the purchase of computer data storage; and
- F. Approve an ongoing agreement for \$22,540 with Digital Scepter under CMAS Contract No. 3-08-70-2626A, for the purchase of network security firewall subscription and support

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

DISCUSSION ITEMS:

#1 – Comment from the Board of Directors:

Board member Sloan thanked the JPA and stated how proud he was to be a part of the organization.

Chairperson Grose stated it was a pleasure to be a part of the JPA Board and thanked staff and the JPA committees.

#2 – Comments from the Administrative Oversight Staff

Mr. Grant reported an update had been received by Management Partners, the response was very positive and the final report was pending completion. Mr. Grant stated the approval of item six is a milestone for the organization and recognized the countless hours that have gone into the preparation of the CAD/RMS project.

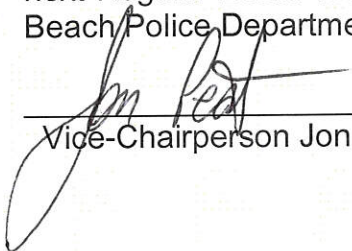
Mr. Plumlee thanked Ms. Bowden for the hard work on the CAD/RMS project and thanked the outgoing Board Members.

#3 – Comments from Technical Operations Committee:

Chief Nunez thanked West-Comm staff for their support throughout the Administration transition period.

ADJOURNMENT:

There being no further business, Mr. Grose adjourned the meeting at 4:56 p.m. The next Regular Board Meeting will be at 4:30 p.m. on February 21, 2017 at the Seal Beach Police Department.



Vice-Chairperson Jon Peat

2/21/17
Date