

*West Cities Police Communications Center
Joint Powers Authority*

**MINUTES OF THE WEST CITIES POLICE COMMUNICATIONS CENTER
SPECIAL MEETING OF THE BOARD OF DIRECTORS
June 17, 2020**

CALL TO ORDER

The West Cities Police Communications conducted this meeting at 3:06 pm on Tuesday, June 17, 2020 via teleconference only in accordance with California Governor Newsom's Executive Orders N-29-20 and COVID-19 pandemic protocols.

ROLL CALL

PRESENT:

Board of Directors:

Board Member, Paulo Morales, City of Cypress
Vice-Chairperson, Dean Grose, City of Los Alamitos
Board Member, Joe Kalmick, City of Seal Beach

Administrative Oversight Staff:

Peter Grant, City Manager, City of Cypress
Chet Wilson, 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
Phil Gonshak, Chief of Police, City of Seal Beach

Treasurer:

Matt Burton, Director of Finance/Administrative Services, City of Cypress

Secretary:

Kasandra Edwards, Police Communications Director, West-Comm

General Counsel:

Michael Daudt, General Counsel, City of Los Alamitos

Staff:

Kelly Telford, Director of Finance/City Treasurer, City of Seal Beach
Craig Koehler, Interim Finance Director
Stephanie Smith, Office Assistant II, West-Comm
Phil Danie, IT Support, Scientia Consulting

ABSENT:

None

WELCOME AND INTRODUCTIONS

Communications Director Edwards introduced City of Cypress Council Member Paulo Morales, City of Seal Beach Council Member Joe Kalmick and the Los Alamitos City Manager Chet Simmons to the JPA Board. Communications Director Edwards provided an overview of the JPA and the responsibility of each member agency.

A request was made to defer the selection of the JPA Board of Directors Chair/Vice-Chairperson to a later portion of the meeting.

ORAL COMMUNICATIONS

None

CLOSED SESSION:

None

OLD BUSINESS:

None

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 Grose requested item 3 be pulled from the Consent Calendar.

1. APPROVE MINUTES – Regular Meeting of November 19, 2019

Recommendation: Approve as submitted

2. FINANCIAL REPORTS FOR THE PERIODS ENDED DECEMBER 31, 2019 AND MARCH 31, 2020

Recommendation: Receive and File

3. APPROVE A CONTRACT WITH SEPCTRUM FOR ETHERNET SERVICES FOR CAD/RMS

Recommendation: Approve Contract

Regarding Item No. 3: Vice-Chairperson Grose inquired who from the organization was involved in the negotiations with Spectrum. Communications Director Edwards confirmed representation was handled by herself and stated Spectrum was the only vendor that responded to the RFQ. Communications Director Edwards assured the board the cost is less than the previous contract due to a longer agreement.

Board Member Morales motioned to approve Consent Calendar items 1 through 3. Vice Chairperson Grose seconded, and the motion passed.

Aye: Morales, Grose, Kalmick
Nay: None
Abstain: None
Absent: None

NEW BUSINESS

4. ADOPT WEST-COMM FISCAL YEAR 2020-21 BUDGET

Communications Director Edwards presented to the board the proposed budget for fiscal 2020/21. Communications Director Edwards reported the Dispatch Managers position will remain vacant through 20/21. Communications Director Edwards confirmed there is a salary savings of .7 percent and that does include the CalPERS and MOU increase.

Communications Director Edwards reported an increase of 4 percent to Supplies and Services. Communications Director Edwards stated the increase is due to annual maintenance and licensing for the virtual CAD/RMS servers. Communications Director Edwards proposed an increase under Building Maintenance for a deep cleaning to the dispatch center during these unsettling times.

Communications Director Edwards reported IT security awareness has been added to staff development for training and telephone cost continues to obtain a savings. Communications Director Edwards explained the \$3500.00 dollar increase to travel is due to the state increasing their reimbursement for POST required training.

Communications Director Edwards confirmed there is a \$1700.00 dollar increase to liability and this is with no prior claims, Administration will be researching new insurance providers. Ms. Ingram assured the board the AOS will make this a top discussion item.

With no further questions, Board Member Kalmick made a motion to approve and adopt the West-Comm Fiscal 2020-2021 budget which was seconded by Board Member Morales.

Aye: Kalmick, Morales, Grose
Nay: None
Abstain: None
Absent: None

Regarding the selection of the JPA board, Communications Director Edwards explained both Chairs have a year left of the term and both chairs are open for nomination.

Board Member Kalmick nominated Vice-Chairperson Grose and unanimously was elected for Chairperson.

Aye: Kalmick, Morales
Nay: None
Abstain: None
Absent: None

Board Member Morales nominated Board Member Kalmick and unanimously was elected for Vice-Chairperson.

Aye: Morales, Grose
Nay: None
Abstain: None
Absent: None

DISCUSSION ITEMS:

#1 – Comments from the Board of Directors

Chairperson Grose asked General Counsel to investigate the possibilities of additional board members.

#2 – Comments from the Administrative Oversight Staff
None

#3 – Comments from Technical Operations Committee:
None

#4 – Comments from Communications Director

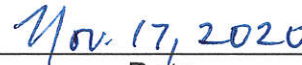
Communications Director Edwards provided the board with an update on how West-Comm has been maintaining COVID-19 safety standards and precautions. Communications Director Edwards informed the board in March a meeting took place with the member cities IT support team to discuss security and standards.

ADJOURNMENT:

There being no further business, Chairperson Grose adjourned the meeting at 3:52 p.m. The next Regular Board Meeting will be at 4:30 p.m. on November 17, 2020 at the Seal Beach Police Department.



Chairperson



Date