



*West Cities Police Communications Center  
Joint Powers Authority*

**MINUTES OF THE WEST CITIES POLICE COMMUNICATIONS CENTER  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
November 19, 2013**

**CALL TO ORDER**

A Regular Meeting of the West-Comm Board of Directors was called to order at 4:31 p.m. on Tuesday, November 19, 2013, in the training room of the Seal Beach Police Department, 911 Seal Beach Boulevard, Seal Beach, California, by Chairperson, Mariellen Yarc.

**ROLL CALL**

**PRESENT:**

Board of Directors:

Chair Person, Mariellen Yarc, City of Cypress  
Vice-Chairperson, Richard Murphy, City of Los Alamitos  
Board Member, David Sloan, City of Seal Beach

Administrative Oversight Staff:

John Bahorski, City Manager, City of Cypress  
Jill Ingram, City Manager, City of Seal Beach  
Greg Korduner, City Manager, Los Alamitos

Technical Operations Committee:

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

Secretary:

Steve Ditmars, Interim Dispatch Administrator, West-Comm

General Counsel:

Cary Riesman, General Counsel, Attorney at Law

Staff:

Matt Burton, Finance Manager, City of Cypress  
Stephanie Smith, Office Assistant II, West-Comm

Absent:

Richard Storey, Director Personnel & Finance, City of Cypress

**CONSENT CALENDAR:**

*All matters listed on the Agenda under "Consent Calendar" are to be considered by the City Council to be routine and will be enacted by one motion approving the recommendations listed on the Agenda.*

Vice-Chair Person Richard Murphy introduced a motion to approve Consent Calendar Items No. 1 and Item No. 2. Board Member David Sloan seconded, and the motion passed.

Aye: Yarc, Murphy, Sloan

Nay: None

Abstain: None

Absent: None

**Item No. 1: APPROVAL OF MINUTES FOR REGULAR MEETING OF AUGUST 20, 2013**

Recommendation: Approve as submitted.

**Item No. 2: QUARTERLY FINANCIAL STATEMENTS ENDING SEPTEMBER 30, 2013**

Recommendation: Received and Filed

**ORAL COMMUNICATIONS**

None

**OLD BUSINESS:**

**UPDATE ON THE 800MHz RADIO UPGRADE AND COST (ORAL REPORT)**

Mr. Ditmars presented the Board with an update on the County 800 MHz Radio Upgrade. Mr. Ditmars reiterated that all radios have to be P25 compliant by 2018 and explained that this project is federal standard. Mr. Ditmars reported that after attending a presentation by Orange County Communications Director, Robert Stoffel the new projected cost of the project will be \$565,000.00 That amount includes, base radio stations and six (6) portable radios. Mr. Ditmars stated the current amount to complete the project was substantially less than the preliminary cost originally estimated to West-Comm.



Mr. Bahorski suggested to the Board the final proposed amount given by the Orange County Communications be divided equally between each JPA member in order to attain the necessary funds for the radio upgrade. Mr. Bahorski went on to recommend that the additional membership fees be added to the equipment fund for payment on the radio upgrade. Mr. Bahorski stated that with this type of schedule no city will feel the burden of this unexpected cost.

Mr. Sloan inquired if this contribution was in addition to the expense to be incurred by each city for the radio upgrade. Mr. Bahorski confirmed that the cost of the West-Comm radio upgrade is separate from the purchase that each city will individually fund. Ms. Yarc asked if there were funds available in the current budget for this project. Mr. Bahorski confirmed there are some in the Reserve Capital and Non-Reserve, but with two (2) major projects in the near future, it is essential that each city begin a 3-5 year contribution plan to the JPA.

#### **UPDATE ON RFQ FOR CAD/RMS CONSULTANT (ORAL REPORT)**

Mr. Ditmars updated the Board on the progress of the RFQ (Request for Qualifications) regarding the CAD/RMS consultant. Mr. Ditmars reported the RFQ was published in all three (3) local newspapers and distributed amongst two (2) consulting groups that worked with Chino Police Department and Costa Mesa Police Department. Mr. Ditmars informed the Board that once a consultant has been obtained, the next step will be to meet with West-Comm and each city to determine the CAD/RMS needs. He went on to explain that the consultant will then forward the requirements of each agency to a multitude of vendors for an estimate. Mr. Ditmars confirmed this portion of the process could take up to 6 months.

#### **UPDATE ON VOICE LOGGING RECORDER AND REIMBURSEMENT (ORAL REPORT)**

Mr. Ditmars reminded the Board of the approved funds regarding the Voice Print Logging System Upgrade and reminded the Board that it is mandated by the state to record all calls that come in and out of the center and additionally all radio traffic are recorded as well. Mr. Ditmars reported that after contacting the State 911 Office, a request for reimbursement was submitted and approved. Mr. Ditmars confirmed once the reimbursement has been received the final updated would be presented to the Board.

#### **UPDATE ON THE AT&T T-1 LINE DISPUTE (ORAL REPORT)**

Mr. Ditmars informed the Board on the status of the ongoing dispute with AT&T regarding the unauthorized agreement to upgrade the data line connection to a T-1 priority line. Mr. Ditmars confirmed that West-Comm, along with other agencies that utilize the West-Covina CAD/RMS System were unaware of this until AT&T began billing each agency for twice the amount originally agreed upon. Mr. Ditmars reported that after speaking with General Counsel and the AOS Committee the

decision was made not to pay the additional cost since West-Comm had no knowledge of the agreement.

Mr. Reisman reported that a letter was sent to AT&T's legal department and each city was sent a copy. Mr. Resiman confirmed no response from AT&T has been received. Ms. Yarc inquired if any written communication had been sent regarding the increase. Mr. Ditmars confirmed there was nothing sent by AT&T or West Covina concerning the line upgrade. Mr. Reisman offered to send out a second correspondence representing the JPA and suggested that the Board delegate the AOS Committee to direct General Counsel on an alternate solution.

With no further questions a motion was made by Mr. Murphy for the AOS Committee to give direction to General Counsel. Ms. Yarc seconded that motion.

Motion Passed.

Aye: Murphy, Yarc, Sloan

Nay: None

Abstain: None

Absent: None

**CLOSED SESSION:**

None

**NEW BUSINESS:**

**Agenda Item #1 – A REQUEST OF THE WEST CITIES POLICE COMMUNICATIONS CENTER JOINT POWERS AUTHORITY BOARD OF DIRECTORS TO AUTHORIZE A THIRD AMENDMENT TO THE RANGER DISPATCH CONTRACT BETWEEN WEST CITIES POLICE COMMUNICATIONS CENTER AND COUNTY OF ORANGE**

Mr. Bahorski requested that Agenda Item 1 be moved under the AOS Committee discussion item.

**DISCUSSION ITEMS:**

#1 – Comments from the Board of Directors:

None



#2 – Comments from the Administrative Oversight:

**Agenda Item #1 – A REQUEST OF THE WEST CITIES POLICE COMMUNICATIONS CENTER JOINT POWERS AUTHORITY BOARD OF DIRECTORS TO AUTHORIZE A THIRD AMENDMENT TO THE RANGER DISPATCH CONTRACT BETWEEN WEST CITIES POLICE COMMUNICATIONS CENTER AND COUNTY OF ORANGE**

Mr. Bahorski explained to the Board that Item 1 was removed from New Business due to an email received earlier in the day. Mr. Ditmars received that email from the Board of Supervisors informing him that the reinstated 2<sup>nd</sup> Amended Agreement had been approved. Mr. Ditmars confirmed that the County of Orange did not inform any member of the JPA that it was added to their November 19, 2013 agenda. Mr. Bahorski reported all funds for FY 2013 will be retroactive.

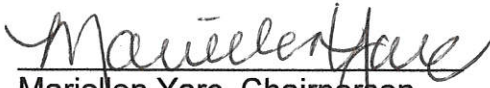
Mr. Bahorski informed the Board the AOS Committee met with the City of La Palma for continued discussion regarding dispatch contract services. Mr. Bahorski informed the Board that a Special Meeting may be scheduled in January regarding the contract and direction of the parameters on pricing and annual rated adjustments. Mr. Bahorski also went on to confirm the City Manager of La Palma was meeting with their City Council to present the same inquiries.

#3 – Comments from Technical Operations Committee:

None

**ADJOURNMENT:**

There being no further business, Ms. Yarc adjourned the meeting at 5:02 p.m. The next regular Board Meeting will be at 4:30 p.m. on February 18, 2014 at the Seal Beach Police Department.

  
Mariellen Yarc, Chairperson

3/4/2014  
Date