

July 18, 2017

**MINUTES OF A REGULAR MEETING
OF THE EXECUTIVE COMMITTEE
AND THE USER COMMITTEE**

1. **CALL TO ORDER**

The Executive Committee and the User Committee convened in a regular joint session at 2:03 PM on Tuesday, July 18, 2017, in the second floor conference room at the South Bay Regional Public Communications, 4440 W. Broadway, Hawthorne, CA.

ROLL CALL

Present: City Manager Mark Danaj, City of Manhattan Beach
City Manager Sergio Gonzalez, City of Hermosa Beach
Acting City Manager Ed Medrano, City of Gardena
Interim City Manager Arnie Shadbeh, City of Hawthorne
Chief Pete Bonano, Hermosa Beach Fire Department
Chief Robert Espinosa, Manhattan Beach Fire Department
Chief Bob Fager, Hawthorne Police Department
Chief Eve Irvine, Manhattan Beach Police Department
Captain Uiki Niko, Gardena Police Department
Chief Sharon Papa, Hermosa Beach Police Department
Chief Bill Whalen, El Segundo Police Department

Absent: Chief Scott Bixby, Culver City Police Department
Chief Chris Donovan, El Segundo Fire Department
Chief Dave White, Culver City Fire Department

Also Present: Executive Director Ralph Mailloux
Operations Manager Shannon Kauffman
Finance Manager Valerie Mohler
Management Analyst George Gabriel, City of Manhattan Beach
Mr. Carl Jacobson, City of El Segundo

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Those present introduced themselves at this time.

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2. **PUBLIC DISCUSSION**

None.

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3. **ACTION ITEMS**

3a1. **Approval of Minutes-Regular Meeting June 20, 2017**

MOTION: Interim City Manager Shadbehr moved to approve the minutes of the regular joint meeting of the Executive and User Committees on June 20, 2017. The motion was seconded by Acting City Manager Medrano and passed by unanimous voice vote.

3a2. **Approval of Minutes-Special Meeting June 29, 2017**

MOTION: Interim City Manager Shadbehr moved to approve the minutes of the special meeting of the Executive Committee on June 29, 2017. The motion was seconded by Acting City Manager Medrano and passed by unanimous voice vote.

3b. **Cash & Investments – June 30, 2017**

Finance Manager Mohler presented the staff report (per written material of record) with the recommendation to receive and file.

The Cash & Investments Report as of June 30, 2017 was received and filed as written.

4. **EXECUTIVE DIRECTOR'S REPORT**

Executive Director Mailloux reported on the status of the negotiations with the Teamsters Local 9-1-1 and Communications Workers of America (CWA) bargaining groups and the Interoperability Network of the South Bay (INSB).

Noting previous discussions of the owner agencies pre-funding the grant for the INSB, Acting City Manager Medrano suggested that examining options so that the member agencies do not have to carry the load be made a priority.

5. **NEW BUSINESS**

5a. Chief Fager provided updated information on the status of the new Mark 43 computer aided dispatch (CAD) system.

5b. Referring to discussion of Hermosa Beach's contract at a special meeting prior to this meeting, Chief Fager advocated for a consistent cost methodology model going forward so that agencies currently with the Authority are treated fairly.

6. **ADJOURNMENT**

The meeting was adjourned at 2:10 PM.

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**SPECIAL MEETING OF THE
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1. **CALL TO ORDER**

The Executive Committee and the User Committee convened in a special joint session at 1:22 PM on Tuesday, July 18, 2017, in the second floor conference room at the South Bay Regional Public Communications Authority, 4440 W Broadway, Hawthorne, CA.

ROLL CALL

Present: City Manager Mark Danaj, City of Manhattan Beach
City Manager Sergio Gonzalez, City of Hermosa Beach
Acting City Manager Ed Medrano, City of Gardena
Interim City Manager Arnie Shadbehr, City of Hawthorne
Chief Bob Fager, Hawthorne Police Department
Chief Bob Espinosa, Manhattan Beach Fire Department
Chief Eve Irvine, Manhattan Beach Police Department
Chief Sharon Papa, Hermosa Beach Police Department
Chief Bill Whalen, El Segundo Police Department

Absent: None.

Also Present: Executive Director Ralph Mailloux
Operations Manager Shannon Kauffman
Management Analyst George Gabriele

2. **PUBLIC DISCUSSION**

None.

3. **ACTION ITEMS**

3a. **Hermosa Beach Contract**

Executive Director Mailloux provided background information on the contract between Hermosa Beach and the Authority (per written material of record). He explained that Manhattan Beach and Hermosa Beach currently share a frequency, which helps to keep their cost down. But, Manhattan Beach would like to have its own frequency, which will be possible when the communications operator staffing levels increase.

Chief Irvine pointed out that Manhattan Beach is the only owner agency without its own frequency. She said that, while she appreciates the mobile data computers (MDCs), many of the tasks performed by Manhattan Beach's Parking & Animal Control (PACS) are not conducive to using them.

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Executive Director Mailloux noted that Culver City transitioned to the Authority much sooner than anticipated and the plan was to move Hermosa and Manhattan Beach PACS to the police primary frequency at some point.

Chief Fager related his understanding of the predicament in which Hermosa Beach has been placed since they transitioned into the Authority at a comfortable cost that will be greatly increased. He stated his apprehension over apparent cost inconsistencies with past agreements and said that owner agencies should not be footing the bill to keep contract agencies' costs down.

Chief Papa stated Hermosa Beach's acceptance of an incremental increase in cost.

Acting City Manager Medrano stressed the need to re-examine the cost allocations. He recalled that incrementally increasing Hermosa Beach's cost, as well as increasing El Segundo's cost when their contract ends, was previously discussed. He entertained the idea of using Culver City's contract as a model in the future for consistency purposes.

Executive Director Mailloux advised that the new cost methodology was developed prior to negotiations with Culver City and it was not developed solely for them. He verified that, when their contract expires, El Segundo's cost will coincide with the new cost methodology, which, he advocated, should not be changed.

Acting City Manager Medrano agreed that, as an owner agency, Manhattan Beach should have its own frequency. He questioned how this could be accomplished.

Executive Director Mailloux noted the possibility that the City of Palos Verdes Estates is interested in transitioning to the Authority. If this were to be the case, they could share a frequency with Hermosa Beach, which would reduce the cost.

City Manager Gonzalez stated his main goal to understand the cost methodology. He related Hermosa Beach's understanding that their cost will increase. However, should it be increased to approximately \$1,100,000, they could be forced to examine the possibility of running their own dispatch center, even though they do not want to. City Manager Gonzales affirmed that Hermosa Beach could agree to an incremental increase coinciding with the new cost methodology over a five-year period.

Executive Director Mailloux confirmed for City Manager Gonzalez that no discretionary factors are included in the cost methodology. He explained that agencies come to the Authority to avoid the pain of running their own dispatch center, not to save money, and that approximately \$1,100,000 would not come close to the cost of running a dispatch center.

Acting City Manager Medrano noted that he was critical of the old cost methodology and that, even though it has a few nuances, the new methodology seems fairer to everyone.

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Chief Irvine voiced her understanding that Manhattan Beach having its own frequency will not happen over night.

City Manager Danaj entertained the idea of directing Executive Director Mailloux to enter into negotiations with Hermosa Beach for a multi-year contract. He offered the following motion:

MOTION: City Manager Danaj moved to direct Executive Director Mailloux to enter into negotiations with Hermosa Beach for a multi-year contract that includes incremental cost increases up to the current cost methodology over a period of no more than five years, to be presented for the Executive Committee's review. The motion was seconded by Interim City Manager Shadbehr and passed by unanimous voice vote.

6. **ADJOURNMENT**

The meeting was adjourned at 2:02 PM.