

A. **CALL TO ORDER**

The Executive and User Committees convened in a regular joint session at 2:03PM on Tuesday, July 16, 2019, on the second-floor conference room of the South Bay Regional Public Communications Authority at 4440 West Broadway, Hawthorne, CA.

ROLL CALL:

Present: City Manager Edward Medrano, City of Gardena
City Manager Bruce Moe, City of Manhattan Beach
Interim City Manager Arnie Shadbehr, City of Hawthorne

Also Present: Chief Derrick Abell, Manhattan Beach Police Department
Chief Chris Donovan, El Segundo Fire Department
Chief Daryn Drum, Manhattan Beach Fire Department (arrived 2:43PM)
Chief Michael Ishii, Hawthorne Police Department
Chief Tom Kang, Gardena Police Department
Acting Chief Milton McKinnon, Hermosa Beach Police Department
Chief Bill Whalen, El Segundo Police Department
Captain Manny Cid, Culver City Police Department
Lt. Leon Lopez, Culver City Police Department
Finance Director Viki Copeland, City of Hermosa Beach
Nico De Anda-Scaia, City of Hermosa Beach
Executive Director Erick Lee
Acting Operations Manager Lena Ramos
Administrative Services Manager John Krok
Laura Kalty, Liebert Cassidy Whitmore
Finance & Performance Audit Manager Vanessa Alfaro
Courtney Ramos, Matrix Consulting Group
Khushboo Hussain, Matrix Consulting Group

B. **ELECTION OF EXECUTIVE COMMITTEE CHAIRPERSON AND VICE CHAIRPERSON FOR FISCAL YEAR 2019-2020**

MOTION: City Manager Moe nominated City Manager Medrano to serve as Chair. Interim City Manager Shadbehr nominated City Manager Moe to serve as Vice Chair. City Manager Moe moved to approve the nominations. The motion was seconded by Interim City Manager Shadbehr and passed by unanimous voice vote.

C. **PUBLIC DISCUSSION**

None

D. **EXECUTIVE COMMITTEE CONSENT CALENDAR**

MOTION: City Manager Moe moved to approve the Consent Calendar, Item Numbers 1-5. The motion was seconded by Interim City Manager Shadbehr and passed by unanimous voice vote.

1. Minutes of the Regular Meeting – June 18, 2019
2. Check Register - May 2019

3. Check Register - June 2019
4. Amendment No. 4 to the Agreement between the South Bay Regional Public Communications Authority and M Jack Brooks, JD for Consulting Services; and

Approval of a Corresponding Fiscal Year 2018-2019 Change Purchase Order in the Amount of \$30,000 for a Total Not-To-Exceed Amount of \$210,000 for these Services; and

Approval of A Fiscal Year 2019-2020 Purchase Order in the Not-To-Exceed Amount of \$65,000; and

Approval of an Operating Budget Transfer in the Amount of \$65,000 from the Salaries & Benefits Category to the Supplies & Services Category of the Adopted Fiscal Year 2019-2020 Budget to Fund these Services.
5. Memorandum of Understanding between the Manhattan Beach Unified School District and the South Bay Regional Public Communications Authority for Microwave Network Access

E. **ITEMS REMOVED FROM THE CONSENT CALENDAR**

None

F. **EXECUTIVE COMMITTEE GENERAL BUSINESS**

1. Comprehensive Cost of Service and Allocation Study

Executive Director Lee presented the Comprehensive Cost of Service and Allocation Study results. After discussing the issues surrounding the study and receiving input from chiefs from member and contract cities, City Manager Medrano moved to direct staff to work with the consultant to refine the analysis, review the study and validate its methodology with the Finance Directors from the member and contract cities, and then bring back a multi-year implementation plan for the Executive Committee to consider. The motion was seconded by City Manager Moe and passed by a unanimous voice vote.

G. **USER COMMITTEE GENERAL BUSINESS**

1. Election of User Committee Chair & Vice-Chair Fiscal Year 2019-2020

MOTION: Chief Kang moved to nominate Chief Ishii to serve as Chair and Chief Drum to serve as Vice Chair. The motion was seconded by Chief Abell and passed by a unanimous voice vote.

H. **EXECUTIVE DIRECTOR'S REPORT**

Executive Director provided updates on recruitment, the INSB Network Project, and the vision, mission and values project.

I. **EXECUTIVE COMMITTEE AND USER COMMITTEE COMMENTS**

None.

J. **CLOSED SESSION AGENDA**

At 2:48PM, the Executive Committee entered into closed session to discuss the following items:

- **CONFERENCE WITH LABOR NEGOTIATOR**
Pursuant to Government Code Section 54957.6
Agency Designated Representative: Liebert Cassidy Whitmore
Employee Organization: Teamsters Local 911

- **CONFERENCE WITH LABOR NEGOTIATOR**
Pursuant to Government Code Section 54957.6
Agency Designated Representative: Liebert Cassidy Whitmore
Employee Organization: Communications Workers of America
- **CONFERENCE WITH LABOR NEGOTIATOR**
Pursuant to Government Code Section 54957.6
Agency Designated Representative: Liebert Cassidy Whitmore
Employee Organization: Management & Confidential Employees
- **CONFERENCE WITH LABOR NEGOTIATOR**
Pursuant to Government Code Section 54957.6
Agency Designated Representative: Erick B. Lee, Executive Director
Unrepresented Employees: Part-Time Communications Operators

The meeting returned to open session at 3:10PM with no action taken in closed session.

J. **ADJOURNMENT**

The meeting adjourned at 3:11PM.