

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

JUNE 16, 2020

A. CALL TO ORDER

The Executive and User Committees convened in a regular joint session at 2:02PM on June 16, 2020 by teleconference.

B. ROLL CALL BY ACTING EXECUTIVE DIRECTOR

Present: City Manager Bruce Moe, City of Manhattan Beach
City Manager Clint Osorio, City of Gardena
Assistant City Manager Erick Lee, City of Hawthorne
Chief Mike Ishii, Hawthorne Police Department
Chief Paul LeBaron, Hermosa Beach Police Department
Chief Daryn Drum, Manhattan Beach Fire Department
Chief Mike Saffell, Gardena Police Department

Absent: Chief Derrick Abell, Manhattan Beach Police Department

Also Present: Acting Executive Director John Krok
Operations Manager Shannon Kauffman
Finance & Performance Audit Manager Vanessa Alfaro
Jennifer Petrusis, Richards Watson Gershon
Josh Armstrong, City of Hawthorne
Lisa Jenkins, City of Manhattan Beach
Stephanie Swofford, City of Manhattan Beach

C. PUBLIC DISCUSSION

None.

D. EXECUTIVE COMMITTEE CONSENT CALENDAR

MOTION: City Manager Osorio moved to approve Consent Calendar, Items 1-4, and 6-8. The motion was seconded by Assistant City Manager Lee and passed by unanimous roll call vote.

1. Minutes from May 19, 2020, Regular Meeting
APPROVE
2. Minutes from May 19, 2020, Special Meeting
APPROVE
3. Check Register and Budget Transfers May 2020
RECEIVE AND FILE
4. Approval of a Change Order to Federal Signal Corporation in the Amount of \$60,000 for a Total Not-to-Exceed Amount of \$135,000 for Equipment and Supplies
APPROVE
6. Approve a Purchase Order to 911Vehicle Incorporated for Equipment for a Total Amount of \$51,347.64
APPROVE
7. Side Letter Agreement Amending the July 1, 2017 to June 30, 2020 Memorandum of Understanding with Teamsters
APPROVE
8. Side Letter Agreement Amending the July 1, 2017 to June 30, 2020 Memorandum of Understanding with The Communications Workers of America
APPROVE

E. ITEMS TO REMOVE FROM CONSENT CALENDAR

5. Approve Payment to the City of Hawthorne in the Amount of \$64,493.38 for Services Related to the Authority's continued use of the Tiburon Computer Aided Dispatch System

APPROVE

City Manager Moe inquired after the funding of the escrow account. Assistant City Manager Lee replied that the City of Hawthorne holds the funds. Chief Ishii explained these costs pertain to current maintenance and third party payments.

MOTION: Assistant City Manager Lee moved to approve payment to the City of Hawthorne. The motion was seconded by City Manager Osorio and passed by unanimous voice vote.

F. EXECUTIVE COMMITTEE GENERAL BUSINESS

1. Approve Fiscal Year 2020/21 Blanket Purchase Orders for Supplies and Services in Total Amount Not-to-Exceed \$1,251,830

Acting Executive Director Krok reported these blanket purchase orders were created for existing professional services agreements and for Technical Services Division's services.

MOTION: Assistant City Manager Lee moved to approve the blanket purchase orders. The motion was seconded by City Manager Osorio and passed by unanimous roll call vote.

2. Shared Police Dispatch for Manhattan Beach and Hermosa Beach

Acting Executive Director Krok reported on the savings associated with shared police dispatching between Manhattan Beach and Hermosa Beach. Chief LeBaron weighed in to indicate the City of Hermosa Beach agreed with the proposal. Acting Executive Director Krok reported no layoffs would take place with staffing levels. It was recognized that a decrease in fund balance in the Authority's projections in the outyears would be effected. The impact of shared police dispatching include up to year 2025. Finance Manager Alfaro recommended re-negotiation to start with the new fiscal year with some kind of premium as to not fully lose the current contract details. Acting Executive Director Krok reported that with pandemic the current staffing will stay in place for at least a few more months. City Manager Moe nominated Assistant City Manager Lee to serve as Ad Hoc Chair for negotiations while legal counsel will review any conflicts.

MOTION: City Manager Moe moved to appoint Assistant City Manager Lee as Ad Hoc Chair for the negotiation of a contract with the Hermosa Beach Police Department. The motion was seconded by City Manager Osorio and passed by unanimous roll call vote.

3. Fiscal Year 2020/21 Proposed Budget Amendment and Revised Assessments for Member Cities

Acting Executive Director Krok provided report of the extra savings with the recruitment of the Executive Director position and would be included in the proposed budget amendment and revised assessments.

MOTION: City Manager Osorio moved to ~~approve the proposed budget amendment and revised assessments~~ **to apply the FY2019/20 surplus to the each three member cities' cost assessments for FY2020/21.** The motion was seconded by Assistant City Manager Lee and passed by unanimous roll call vote.

4. Fiscal Year 2019/20 Budget Surplus

Acting Executive Director Krok provided report on the budget surplus, changes to assessments and a reduction in fund balance. The timeline would close out at the end of July and be presented to Board of Directors in the September meeting.

MOTION: City Manager Osorio move to approve surplus. The motion was seconded by Assistant City Manager Lee and passed by unanimous roll call vote.

5. Update on Computer Aided Dispatch System Project with Mark43

The User Committee will be hosting a special meeting following this meeting to discuss the next course of action.

G. USER COMMITTEE GENERAL BUSINESS

1. Minutes from May 19, 2020, Regular Meeting
APPROVE

MOTION: Chief Drum moved to approve the minutes. The motion was seconded by Chief Ishii and passed by roll call vote.

H. ACTING EXECUTIVE DIRECTOR'S REPORT

Acting Executive Director Krok provided updates on COVID-19, the Manhattan Beach Water Tower Radio Site, Assembly Bill 1945, and Phase 2 Feasibility Study for the City of Palos Verdes Estates.

I. EXECUTIVE AND USER COMMITTEES' COMMENTS

None.

J. EXECUTIVE COMMITTEE CLOSED SESSION AGENDA

At 2:49PM, the Executive Committee entered into a closed session to discuss the following items:

1. CONFERENCE WITH LABOR NEGOTIATOR
Pursuant to Government Code Section 54957.6
Agency Designated Representative: Acting Executive Director
Employee Organization: Teamsters Local 911
2. CONFERENCE WITH LABOR NEGOTIATOR
Pursuant to Government Code Section 54957.6
Agency Designated Representative: Acting Executive Director
Employee Organization: Communications Workers of America
3. PUBLIC EMPLOYMENT
Pursuant to Government Code Section: 54957(b)(1)
Title: Executive Director Recruitment

The Executive Committee met in closed session pursuant to Government Code section 54957(b)(1) regarding the recruitment for the position of Executive Director. The Committee took action to appoint City Manager Moe to serve in an ad hoc capacity as the Executive Committee's point person for the recruitment process and that vote was unanimous.

K. ADJOURNMENT

The meeting adjourned at 3:30PM.