

**SPECIAL MEETING OF THE BOARD OF DIRECTORS,
THE EXECUTIVE COMMITTEE, AND THE USER COMMITTEE**

SEPTEMBER 8, 2020

A. CALL TO ORDER

The Board of Directors, the Executive, and User Committees convened in a regular joint session at 2:06PM on September 8, 2020 by teleconference.

B. ROLL CALL BY ACTING EXECUTIVE DIRECTOR

Present: Councilmember Haidar Awad, City of Hawthorne
Councilmember Rodney Tanaka, City of Gardena
Councilmember Hildy Stern, City of Manhattan Beach
City Manager Bruce Moe, City of Manhattan Beach
City Manager Erick Lee, City of Hawthorne
City Manager Clint Osorio, City of Gardena
Chief Mike Saffell, Gardena Police Department
Chief Derrick Abell, Manhattan Beach Police Department
Chief Wolfgang Knabe, Manhattan Beach Fire Department
Chief Mike Ishii, Hawthorne Police Department

Also Present: Jennifer Petrusis, Richards Watson Gershon
Suja Lowenthal, City of Hermosa Beach
Chief Paul LeBaron, Hermosa Beach Police Department
Carl Jacobson
Lisa Jenkins, Manhattan Beach Human Resources
Captain Gary Tomatani, Hawthorne Police Department
Chief Kenneth Powell, Culver City Fire Department
Captain Eric Lane, Hawthorne Police Department
Acting Executive Director John Krok
Operations Manager Shannon Kauffman
Finance & Performance Audit Manager Vanessa Alfaro

C. PUBLIC DISCUSSION

None.

D. EXECUTIVE COMMITTEE CONSENT CALENDAR

MOTION: City Manager Moe moved to approve Consent Calendar, Items 1-3. The motion passed by unanimous voice vote.

1. Minutes from August 18, 2020, Regular Meeting
APPROVE
2. Check Register for August 2020
RECEIVE AND FILE
3. Fiscal Year ~~2020/21~~ 2019/20 Q4 Budget Performance Report
APPROVE

E. EXECUTIVE COMMITTEE GENERAL BUSINESS

1. New Agreement for Emergency Police Dispatch Services with the City of Hermosa Beach Based on Cost Allocation Policy and Shared Police Dispatch Services with the City of Manhattan Beach

APPROVE

Acting Executive Director Krok provided a summary of the new agreement with the City of Hermosa Beach. City Manager Moe wanted to confirm the fund balance would remain within policy limits. City Manager Lee clarified elimination of five positions as they are currently vacant. It was reported no impact to current staffing.

MOTION: City Manager Moe moved to approve the agreement. The motion was seconded by City Manager Osorio and passed by unanimous voice vote.

F. ELECTION OF BOARD OF DIRECTORS CHAIRPERSON AND VICE-CHAIR FOR FISCAL YEAR 2020/21

Councilmember Tanaka nominated Councilmember Stern as Chair seconded by Councilmember Awad. Councilmember Tanaka accepted nomination for Vice Chair.

G. BOARD OF DIRECTORS GENERAL BUSINESS

1. Minutes from April 14, 2020, Special Meeting

APPROVE

MOTION: Councilmember Tanaka moved to approve the minutes from April 14, 2020. The motion was seconded by Councilmember Awad and passed by unanimous voice vote.

2. Revised Technical Services Division Workload Support Charges

APPROVE

Councilmember Tanaka inquired about the priority of the workload and the impact on the current cities. It was reported not to have impact on the current cities. City Manager Lee clarified the policy was adopted last year by Board of Directors. Councilmember Stern inquired about the yearly report to be provided on a regular basis. Acting Executive Director Krok will provide these reports and will continue to report the data.

MOTION: Councilmember Tanaka moved to approved the revised Technical Services Division Workload Support charges. The motion was seconded by Councilmember Awad and passed by unanimous voice vote.

3. Fiscal Year 2019/20 Budget Surplus

APPROVE

FY2019/20 hasn't closed yet until auditors have finalized their reports.

MOTION: Councilmember Tanaka moved to approve the budget surplus for FY 2019/20. The motion was seconded by Councilmember Awad and passed by unanimous voice vote.

4. Fiscal Year 2020/21 Proposed Budget Amendment and Revised Assessments for Member Cities Pending Approval of Hermosa Beach Channel Sharing

APPROVE

MOTION: Councilmember Tanaka moved to approve the proposed budget amendment and revised assessments. The motion was seconded by Councilmember Awad and passed by unanimous voice vote.

5. Fiscal Year 2020/21 Proposed Budget Amendment and Revised Assessments for Member Cities without Hermosa Beach Channel Sharing

APPROVE

This item was removed with the approval of Hermosa Beach Channel Sharing.

6. Establishment of a Section 115 Trust with CERBT

APPROVE

MOTION: Councilmember Tanaka moved to approve the establishment of a Section 115 Trust with CERBT. The motion was seconded by Councilmember Awad and passed by unanimous voice vote.

H. USER COMMITTEE GENERAL BUSINESS

1. Minutes from August 18, 2020, Regular Meeting

APPROVE

Motion: Chief Abell moved to approve the minutes from August 18, 2020. The motion was seconded by Chief Ishii and passed by unanimous voice vote.

I. ACTING EXECUTIVE DIRECTOR'S REPORT

Acting Executive Director Krok provided a report on Recruitment of Communications Operator, Continuity of Operations during COVID-19 pandemic, Phase 2 Feasibility Study for the City of Palos Verdes Estates Update, Second Amended and Restated Joint Powers Agreement Update, and Mark43 CAD update.

J. BOARD OF DIRECTORS, EXECUTIVE, AND USER COMMITTEES' COMMENTS

None.

K. EXECUTIVE COMMITTEE CLOSED SESSION AGENDA

At 2:43PM, the Executive Committee entered into closed session to discuss the following item:

PUBLIC EMPLOYMENT

Pursuant to Government Code Section 54957(b)(1)

Title: Executive Director Recruitment

The meeting returned to open session at 2:59PM with no action taken in closed session.

L. ADJOURNMENT

The meeting adjourned at 2:59PM.