

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

MAY 19, 2020

A. CALL TO ORDER

The Executive and User Committees convened in a regular joint session at 2:04PM on May 19, 2020 by teleconference.

B. ROLL CALL BY EXECUTIVE DIRECTOR

Present: City Manager Bruce Moe, City of Manhattan Beach
City Manager Clint Osorio, City of Gardena
Chief Mike Ishii, Hawthorne Police Department (Alternate for Mr. Shadbehr)
(arrived 2:15PM)
Chief Derrick Abell, Manhattan Beach Police Department
Chief Daryn Drum, Manhattan Beach Fire Department
Chief Mike Saffell, Gardena Police Department
Chief Paul LeBaron, Hermosa Beach Police Department

Also Present: Executive Director Erick B. Lee
Operations Manager Shannon Kauffman
Administrative Services Manager John Krok
Finance and Performance Audit Manager Vanessa Alfaro
Executive Assistant Clara Choi
Jennifer Petrusis, Richards Watson Gershon
Laura Kalty, Liebert Cassidy Whitmore

C. PUBLIC DISCUSSION

None.

D. EXECUTIVE COMMITTEE CONSENT CALENDAR

MOTION: City Manager Osorio moves to approve Consent Calendar, Items Numbers 1-5, 7, and 9. The motion was seconded by City Manager Moe and passed by unanimous roll call vote.

1. Minutes from April 14, 2020, Special Meeting
APPROVE
2. Minutes from April 28, 2020, Special Meeting
APPROVE
3. Minutes from May 7, 2020, Special Meeting
APPROVE
4. Check Register and Budget Transfers - April 2020
RECEIVE AND FILE
5. Cash & Investments Report/March 31, 2020
RECEIVE AND FILE
7. Side Letter Agreement Amending the July 1, 2019 to June 30, 2022 Memorandum of Understanding with Management and Confidential Employees
APPROVE

9. Approval of a Change Purchase Order to Richards Watson Gershon in the Amount of \$30,000 for a Total Not-To-Exceed Amount of \$95,000 for Legal Services
APPROVE

E. ITEMS REMOVED FROM CONSENT CALENDAR

6. Side Letter Agreement Amending the July 1, 2017 to June 30, 2020 Memorandum of Understanding with the California Teamsters Public, Professional and Medical Employees Union Local 911
APPROVE

MOTION: City Manager Osorio moved to approve amended Item D – 6. The motion was seconded by City Manager Moe and passed by unanimous roll call vote.

8. Approve Payment to the City of Hawthorne in the Amount of \$64,494 for Services Related to the Authority's Continued use of the Tiburon Computer Aided Dispatch System
APPROVE

City Manager Moe requested Item #8 to return at the next meeting.

F. EXECUTIVE COMMITTEE GENERAL BUSINESS

1. Update on Computer Aided Dispatch System Project with Mark43
Currently, the project is delayed due to two specific items, Geo files technical issue and GIS database. Mark43 is working to resolve CAD in July, GIS in March 2021. City of Richmond – moving away from Mark43. Will need to consider RFP for this project.
The chiefs plan to meet mid-June to discuss the next steps.
2. Fiscal year 2020-2021 Budget Discussion
The Executive Director reported modifying service levels to reduce expenditures. One possibility is to combine dispatch service channels with another option take action to use general fund to offset expenditures. Staff will review excess revenue over expenditures as well as line item details of expenditures to bring back at the June 16 meeting.
City Manager Moe discussed with Chief Abell the possibility of Hermosa Beach Police Department and Manhattan Beach Police Department sharing dispatching services for significant savings. Chief LeBaron plans to confer with his department to discuss further at the next meeting.
City Manager Osorio would like use surplus to use for the cost assessment for next year. Assessment for Quarter 1 will be sent out in the coming weeks based on the adopted budget. Assessment schedule for the remaining quarters of fiscal year 2020-2021 will be modified based on discussion from the meeting in June. City Managers Moe and Osorio verbalized they accepted that plan.
Chief Ishii mentioned to sharing frequency for Hawthorne Police Department as another option to review.

G. USER COMMITTEE GENERAL BUSINESS

1. Minutes from April 14, 2020, Special Meeting

Motion: Chief Saffell moved to approve the minutes. The motion was seconded by Chief Abell and passed by unanimous roll call vote.

I. EXECUTIVE DIRECTOR'S REPORT

Executive Director Lee provided updates on COVID-19, recruitment, the Manhattan Beach Water Tower Radio Site.

J. EXECUTIVE COMMITTEE AND USER COMMITTEES COMMENTS

None.

K. EXECUTIVE COMMITTEE CLOSED SESSION AGENDA

At 2:45PM, 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: Liebert Cassidy Whitmore & Executive Director
Employee Organization: Teamsters Local 911
2. CONFERENCE WITH LABOR NEGOTIATOR
Pursuant to Government Code Section 54957.6

Agency Designated Representative: Liebert Cassidy Whitmore & Executive Director
Employee Organization: Communications Workers of America
3. CONFERENCE WITH LABOR NEGOTIATOR
Pursuant to Government Code Section 54957.6

Agency Designated Representative: Liebert Cassidy Whitmore & Executive Director
Employee Organization: Management and Confidential Employees
4. THREAT TO PUBLIC SERVICES
Pursuant to Government Code Section 54957(a)

The Executive Committee will conduct a closed session with General Counsel on a matter posing a threat to the public's right of access to public services or public facilities related to COVID-19.

3:09PM, Ms. Petrusis reported the Executive Committee did not take any action in closed session and returned to open session.

L. ADJOURNMENT

The meeting adjourned at 3:11PM.