

Minutes

June 15, 2021

REGULAR JOINT MEETING OF THE EXECUTIVE COMMITTEE AND THE USER COMMITTEE

A. CALL TO ORDER

The Executive and User Committees convened in a regular joint session on June 15, 2021 at 2:02PM by teleconference.

B. ROLL CALL

Present: City Manager Clint Osorio, City of Gardena
City Manager Bruce Moe, City of Manhattan Beach
Chief Mike Ishii, Hawthorne Police Department
Chief Mike Saffell, Gardena Police Department
Chief Derrick Abell, Manhattan Beach Police Department
Chief Wolfgang Knabe, Manhattan Beach Fire Department
Chief Kenneth Powell, Culver City Fire Department

Also Present: Tim O'Brien, Acting Fire Marshal Manhattan Beach
Josh Armstrong, City of Hawthorne
Matthew Neal, Mark43
Matthew Portanova, Mark43
Chris Ogando, Mark43
Millicent Shih, Mark 43
Jerrold Emery, Mark43
James Tuffery, Mark 43
Ross Klun, Executive Director
Shannon Kauffman, Operations Manager
John Krok, Administrative Services Manager
Vanessa Alfaro, Finance & Performance Audit Manager
Jennifer Petrusis, Richards Watson Gershon
Laura Kalty, Liebert Cassidy Whitmore

C. PUBLIC DISCUSSION

None.

D. EXECUTIVE COMMITTEE CONSENT CALENDAR

MOTION: City Manager Moe moved to approve the Consent Calendar Items #1-4. The motion was seconded by Chief Ishii and passed by unanimous voice vote.

1. Minutes from May 18, 2021
APPROVE
2. Check Register and Budget Transfers – May 2021
RECEIVE AND FILE
3. Authorize the Executive Director to Bind and Approve FY 2021/22 Insurance Policies Proposed by Alliant Insurance Services, Inc. for Insurance Necessary to Protect the Authority and its Member Agencies; and
Approve Corresponding Purchase Orders in an Amount not to Exceed \$330,000
AUTHORIZE AND APPROVE

4. Approval of Purchase Order in the Amount of \$53,250.75 to OSI Hardware Inc. for the Purchase of Computer Network Switches and Related Hardware
APPROVE

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

None.

F. **EXECUTIVE COMMITTEE GENERAL BUSINESS**

1. Approve FY 2021/22 Blanket Purchase Orders for Supplies and Services in a Total Amount Not-To-Exceed \$1,168,830
APPROVE

Administrative Services Manager Krok reported on the Blanket Purchase Orders and Services including reimbursable parts.

MOTION: Chief Ishii moved to approve the Blanket Purchase Orders for Supplies and Services in a Total Amount not to Exceed \$1,168,830 for FY 2021/22. The motion was seconded by City Manager Moe and passed by unanimous voice vote.

2. Resolution Establishing a Schedule of Fees and Charges for Fiscal Year 2021/22
APPROVE

Administrative Services Manager Krok reported the schedule of fees for outside parties was currently in its third year. This is separate from the Cost Allocation policy for member and contract cities. Chief Ishii confirmed with Administrative Services Manager Krok the Fire Rigs and engines have priority.

MOTION: City Manager Moe moved to approve the resolution establishing a Schedule of Fees and Charges for FY 2021/22. The motion was seconded by Chief Ishii and passed by unanimous voice vote.

3. Update on Computer Aided Dispatch System Project with Mark43
RECEIVE AND FILE

Mr. Matt Neal responded to the questions included in the staff report. Late last year, Mark43 released some fire functionalities. After testing, the timeline changed to deploying two of the three features before the end of this year. The third feature should debut in early 2022. City Manager Moe has been city manager for three and a half years at Manhattan Beach. This dispatch system has been in talks before that and reported disbelief the delivery may be a year from now. The committee expressed concerns for the stability of the existing system while development takes place.

During discussion, Mr. Portanova established the test date would be determined after testing the features. Mr. Emery addressed the third feature in the next release cycle has more complexity. It has a quarter four deployment in the first quarter of 2022 even though it is being developed in parallel with the other features. Chief Abell would appreciate sharing of the timeline in layman terms to explain the status updates.

Mr. Neal reported that in 2019 where Fresno had an incident, the timeline and reallocation of resources caused delays along with the pandemic. Mr. Emery added the development in the last 6 months for fire continued to be one of the priorities. Chief Abell requested sharing monthly updates and with progress reports. Mr. Neal can set up follow-up meeting. City Manager Moe requested percentage completion reports. Also, Chief Ishii recommended setting up a meetings like the INSB for monthly progress reports to include setting up demos.

G. **USER COMMITTEE GENERAL BUSINESS**

1. Minutes from May 18, 2021
APPROVE

Motion: Chief Abell moved to approve the minutes from May 18, 2021. The motion was seconded by Chief Ishii.

H. **EXECUTIVE DIRECTOR'S REPORT**

Executive Director Klun provided information on 115 Trust, status of future in-person committee meetings and staffing.

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

None.

J. **EXECUTIVE COMMITTEE CLOSED SESSION AGENDA**

The Executive Committee entered into closed session at 2:13PM to discuss the following the item below:

1. CONFERENCE WITH LABOR NEGOTIATOR
Pursuant to Government Code Section 54957.6

Agency Designated Representative: Executive Director and Liebert, Cassidy, Whitmore

Employee Organization: The California Teamsters Public, Professional and Medical Employees Union Local 911

The Executive Committee returned from closed session at 3:26PM with no actions taken.

K. **ADJOURNMENT**

The meeting adjourned at 3:27PM.