

AGENDA
REGULAR JOINT MEETING OF THE EXECUTIVE COMMITTEE AND THE USER COMMITTEE
TUESDAY, APRIL 19, 2022, 2:00 PM
SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY
CONDUCTED VIA TELECONFERENCE

PLEASE NOTE: PURSUANT TO GOVERNOR NEWSOM’S EXECUTIVE ORDER NOS. N-25-20 AND N-29-20, MEMBERS OF THE EXECUTIVE COMMITTEE, USER COMMITTEE, AND STAFF WILL PARTICIPATE IN THIS MEETING VIA A TELECONFERENCE. IN THE INTEREST OF MAINTAINING APPROPRIATE SOCIAL DISTANCING, THE AUTHORITY ENCOURAGES THE PUBLIC TO PARTICIPATE AND TO PROVIDE COMMENTS ON AGENDA ITEMS OR OTHER SUBJECT MATTER WITHIN THE JURISDICTION OF THE EXECUTIVE COMMITTEE, AND/OR USER COMMITTEE BY JOINING:

Link: <https://us02web.zoom.us/j/87115877514?pwd=WE0vNkl0Q1JDZ1NoZ2NTbHlHb09adz09>

Meeting ID: [871 1587 7514](#)

Access Code: [393077](#)

A. **CALL TO ORDER**

B. **ROLL CALL**

1. Executive Committee
2. User Committee

C. **PUBLIC DISCUSSION**

In the interest of maintaining appropriate social distancing, members of the Executive Committee, User Committee, and staff will participate in this meeting via teleconference. The Authority encourages the public to participate by using one of the following options for public comments:

Email your public comment to cchoi@rcc911.org by 7:30 AM, the day of the meeting to have your comment available to Executive Committee and the public.

Call (310) 973-1802 ext.100 and leave a message by 7:30 AM, the day of the meeting.

All of your comments provided by the deadlines above will be available to the Executive Committee, User Committee, and the public prior to the meeting.

In addition, you may participate by joining Zoom during the meeting by using the link above and using the “raise hand” button or entering *9 on the phone’s dial pad if you would like to make a comment.

D. **EXECUTIVE COMMITTEE CONSENT CALENDAR**

1. Minutes from March 15, 2022
APPROVE
2. Check Register and Budget Transfers– March 2022
RECEIVE AND FILE
3. AB 361 Findings for Special Brown Act Requirements for Teleconference Meetings
MAKE FINDINGS PURSUANT TO AB 361
4. Approve a Change Purchase Order to CDW-G in the Amount of \$75,000 for a Total Not-To-Exceed Amount of \$150,000 for Supplies and Equipment
APPROVE

5. Approve a Change Purchase Order to Motorola Solutions Incorporated in the Amount of \$40,000 for a Total Not-To-Exceed Amount of \$80,000 for Supplies and Equipment
APPROVE
6. Approve a Fiscal year 2021-22 Blanket Purchase Order to Westin Incorporated for Supplies in a Total Amount Not-To-Exceed \$25,000
APPROVE
7. Approve a Change Purchase Order in the Amount of \$20,000 to Liebert Cassidy & Whitmore for a Total Not-To-Exceed Amount of \$65,000 for Legal Services
APPROVE
8. FY 2021-22 Budget Performance Report – Q3
RECEIVE & FILE

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

F. **USER COMMITTEE CONSENT CALENDAR**

1. Minutes from March 15, 2022
APPROVE
2. AB 361 Findings for Special Brown Act Requirements for Teleconference Meetings
MAKE FINDINGS PURSUANT TO AB 361

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

H. **EXECUTIVE DIRECTOR'S REPORT**

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

J. **EXECUTIVE COMMITTEE CLOSED SESSION AGENDA**

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
2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Pursuant to Government Code Section 54957(b)(1)
Title: Executive Director

K. **ADJOURNMENT**

Posting Date/Time: April 14, 2022/9:30AM

Signature:



Ross Klun, Executive Director

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

MARCH 15, 2022

A. CALL TO ORDER

The Board of Directors, the Executive and User Committees convened in a regular joint meeting on March 15, 2022 at 2:00PM by teleconference.

B. ROLL CALL

Present: Mayor Hildy Stern, City of Manhattan Beach
Mayor Pro Tem Rodney Tanaka, City of Gardena
Councilmember Alex Monteiro, City of Hawthorne
City Manager Clint Osorio, City of Gardena
City Manager Bruce Moe, City of Manhattan Beach
City Manager Vontray Norris, City of Hawthorne
Chief Mike Ishii, Hawthorne Police Department
Chief Mike Lang, Manhattan Beach Fire Department
Chief Derrick Abell, Manhattan Beach Police Department
Chief Mike Saffell, Gardena Police Department

Also Present: Shannon Kauffman, Operations Manager
John Krok, Administrative Services Manager
Jennifer Petrusis, Richards Gershon Watson
Laura Kalty, Liebert Cassidy Whitmore
Vanessa Alfaro, Finance & Performance Audit Manager
Ross Klun, Executive Director

C. PUBLIC DISCUSSION

None.

D. BOARD OF DIRECTORS CONSENT CALENDAR

Motion: Mayor Stern moved to approve Consent Calendar, Items #1-3. The motion was seconded by Vice-Chair Tanaka and passed by voice vote.

1. Minutes from January 18, 2021
APPROVE
2. AB 361 Findings for Special Brown Act Requirements for Teleconference Meetings
MAKE FINDINGS PURSUANT TO AB 361
3. Cash & Investments Report/December 31, 2021
RECEIVE AND FILE

E. ITEMS REMOVED FROM THE CONSENT CALENDAR

None.

F. BOARD OF DIRECTORS GENERAL BUSINESS

1. Resolution Revising Budgetary Policy to Allow Ongoing Funding for Pension and Other Post-Employment Benefits Unfunded Liabilities
ADOPT RESOLUTION

After a brief presentation, Chair Monteiro inquired after the basis of the contributed funds to OPEB and 115 trust as well as the anticipated savings. Finance Manager Alfaro reported contributions are determined by actuaries every two years. Vice-Chair Tanaka indicated with the interest rates low if other options were researched instead of using cash. Finance Manager Alfaro discussed with Treasurer and the liability is not as large as member cities. The cost of undergoing pension obligation

bonds may not be administratively feasible.

Motion: Vice-Chair Tanaka moved to approve the revision to the budgetary policy to allow ongoing funding for pension and other post-employment benefits unfunded liabilities. The motion was seconded by Mayor Stern and passed by voice vote.

2. Resolution Adopting the Budget for Fiscal Year 2022-2023

ADOPT RESOLUTION

Finance Manager Alfaro presented to the Board the budget for fiscal year 2022-2023. Work plans were summarized. Vice-Chair Tanaka was not able to see the column for City of Gardena on the presentation. Finance Manager Alfaro mentioned the margins cut out and will email the information to the Board. Chair Monteiro requested a summary on the Cost Allocation Policy.

Motion: Vice-Chair Tanaka moves to approve the budget. The motion was seconded by Mayor Stern and passed by voice vote.

3. Resolution Adopting an Amended Statement of Investment Policy and Rescinding Resolution No. 341

ADOPT RESOLUTION

Finance Manager Alfaro presented a summary on the Amended Statement of Investment Policy.

Motion: Vice-Chair Tanaka moved to approve the amended statement of investment policy. The motion was seconded by Mayor Stern and passed by voice vote.

G. **EXECUTIVE COMMITTEE CONSENT CALENDAR**

Motion: City Manager Norris moved to approve the Consent Calendar, Items #1-5. The motion was seconded by Chair Osorio and passed by voice vote.

1. Minutes from February 15, 2021

APPROVE

2. Check Register - February 2022

RECEIVE AND FILE

3. AB 361 Findings for Special Brown Act Requirements for Teleconference Meetings

MAKE FINDINGS PURSUANT TO AB 361

4. Approve a Change Purchase order to Compline Incorporated in the Amount of \$50,000 for a Total Not-To-Exceed Amount of \$65,000 for Supplies and Equipment

APPROVE

5. Agreement with the City of Culver City for Emergency Police and Fire Dispatch Services

APPROVE AND AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE THE AGREEMENT ON BEHALF OF THE AUTHORITY

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

None.

I. **EXECUTIVE COMMITTEE GENERAL BUSINESS**

1. Memorandum of Understanding with the Communications of Workers of America

APPROVE AND AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE THE MEMORANDUM OF UNDERSTANDING ON BEHALF OF THE AUTHORITY

Administrative Services Manager Krok provided summary on the Memorandum of Understanding with the Communications of Workers of America. He projected \$242,000 over the next three years. The increase is 2.52% of the total salaries and benefits for RCC and 6% of salaries and benefits for the CWA group.

Motion: Vice-Chair Moe moved to approve the Memorandum of Understanding with the Communications

of Workers of America. The motion was seconded by City Manager Norris and passed by voice vote.

J. **USER COMMITTEE CONSENT CALENDAR**

Motion: Chief Ishii moved to approve the Consent Calendar, Items #1-2. The motion was seconded by Chief Abell and passed by voice vote.

1. AB 361 Findings for Special Brown Act Requirements for Teleconference Meetings
MAKE FINDINGS PURSUANT TO AB 361
2. Minutes from February 15, 2021
APPROVE

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

None.

L. **EXECUTIVE DIRECTOR'S REPORT**

The Executive Director provided update on the regional study on fire dispatch center.

M. **BOARD OF DIRECTORS, EXECUTIVE, AND USER COMMITTEES' COMMENTS**

City Manager Moe requested monthly status reports on Mark43.

N. **EXECUTIVE COMMITTEE CLOSED SESSION AGENDA**

The Executive Committee entered into closed session at 2:43PM to discuss the following item:

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 by closed session at 3:17 PM with no actions taken.

O. **ADJOURNMENT**

The meeting adjourned at 3:17PM.

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Check Register FY 2021-22

March 2022

<u>Accounts Payable Check Issued Date</u>	<u>Total Check Amount</u>	<u>Notes</u>
March 4, 2022	\$65,912.06	
March 11, 2022	\$165,300.30	
March 18, 2022	\$110,638.71	
March 25, 2022	<u>\$103,298.40</u>	
Accounts Payable Total	\$445,149.47	
 <u>Payroll Checks Issued Date</u>		
March 11, 2022	\$154,182.93	
March 25, 2022	<u>\$155,063.64</u>	
Payroll Total	\$309,246.57	

Bank : union UNION BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
1896	3/4/2022	00012	CALIFORNIA WATER SERVICE4675328235	2/16/2022	WATER SERV HQ/ 1/19/21 - 2/	200.51	200.51
1897	3/4/2022	00069	SOUTHERN CALIFORNIA EDI\$700383926852	2/17/2022	ELEC SERV PUNTA/ 1/20/22 -	788.15	788.15
56300	3/4/2022	00392	ALLEN MANUFACTURING, LLRINV232396	2/15/2022	RAY ALLEN MANUFACTURIN	379.83	379.83
56301	3/4/2022	00014	CDW GOVERNMENT, INC.	S757461	2/26/2022	CDW-G BILLABLE PARTS	10,446.19
				S331667	2/17/2022	CDW-G BILLABLE PARTS	1,350.56
				S331670	2/17/2022	CDW-G BILLABLE PARTS	1,350.56
				S331672	2/17/2022	CDW-G BILLABLE PARTS	1,350.56
				S750385	2/26/2022	CDW-G BILLABLE PARTS	1,350.56
				S750400	2/26/2022	CDW-G BILLABLE PARTS	1,350.56
				S240415	2/15/2022	CDW-G BILLABLE PARTS	716.63
				S271527	2/16/2022	CDW-G BILLABLE PARTS	716.63
				S320725	2/16/2022	CDW-G BILLABLE PARTS	716.63
				S320735	2/16/2022	CDW-G BILLABLE PARTS	716.63
				S320743	2/16/2022	CDW-G BILLABLE PARTS	716.63
				S503099	2/21/2022	CDW-G BILLABLE PARTS	716.63
				S503104	2/21/2022	CDW-G BILLABLE PARTS	716.63
				S503105	2/21/2022	CDW-G BILLABLE PARTS	358.31
							22,573.71
56302	3/4/2022	00017	CHEM PRO LABORATORY, INI684474	2/23/2022	WATER TREATMENT SERVIC	91.50	91.50
56303	3/4/2022	00888	CITY OF GARDENA Ref000033769	2/28/2022	Refund receipt #: 001678	977.28	977.28
56304	3/4/2022	00008	FEDERAL SIGNAL CORP 7967380	2/23/2022	FEDERAL SIGNAL CORP BILL	2,370.38	2,370.38
56305	3/4/2022	00880	JUAN CHAVEZ LANDSCAPINGINV0811	3/1/2022	HQ MAINTENANCE - LANDSC	450.00	450.00
56306	3/4/2022	00760	LAWLES ENTERPRISES, INC. 11439	3/1/2022	BACKGROUND INVESTIGATI	2,000.00	
				11440	3/1/2022	BACKGROUND INVESTIGATI	35.00
							2,035.00
56307	3/4/2022	00442	LAWSON PRODUCTS, INC. 9309298369	2/21/2022	LAWSON PRODUCTS BILLAB	414.56	414.56
56308	3/4/2022	00087	LIEBERT CASSIDY & WHITMO212117	1/31/2022	LEGAL SERVICES	5,544.40	
				212458	1/31/2022	LEGAL SERVICES	2,535.00
				212347	1/31/2022	LEGAL SERVICES	1,443.00
							9,522.40
56309	3/4/2022	00671	MARC R. COHEN, MD FY21-22-08	3/1/2022	MEDICAL DIRECTOR SERVIC	2,541.67	2,541.67
56310	3/4/2022	00331	MITSUBISHI ELECTRIC INC 419017	3/1/2022	HQ MAINTENANCE - ELEVAT	761.27	761.27
56311	3/4/2022	00047	MOTOROLA SOLUTIONS, INC.8281332205	2/23/2022	MOTOROLA SOLUTIONS INC	72.39	72.39
56312	3/4/2022	01005	ORKIN PEST CONTROL 223890220	2/24/2022	HQ MAINTENANCE	81.00	81.00
56313	3/4/2022	00411	PITNEY BOWES 3105347501	2/23/2022	OFFICE EQUIPMENT LEASE	170.36	170.36
56314	3/4/2022	00122	RAMOS, LENA 022622	2/26/2022	HOLIDAY EVENT TEAM B REI	125.00	125.00
56315	3/4/2022	00818	RICHARDS,WATSON & GERSI235797	2/23/2022	GENERAL COUNSEL & LEGAI	7,298.12	7,298.12

Bank : union UNION BANK

(Continued)

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount Paid</u>	<u>Check Total</u>
56316	3/4/2022	00145	SETINA MFG CO INC 240478	2/21/2022	SETINA MANUFACTURING CO	414.90	414.90
56317	3/4/2022	00803	SPARKLETTS 18193479 02182	2/18/2022	HQ MAINTENANCE - WATER I	43.00	43.00
56318	3/4/2022	01010	THE WILL-BURT COMPANY 10039569	2/16/2022	PARTS - BILLING	12,819.20	12,819.20
56319	3/4/2022	00171	VERIZON WIRELESS 9899848156	2/18/2022	CELL PH. CHGS: 1/19/22-2/18,	361.00	361.00
56320	3/4/2022	00996	WAGeworks INC., HEALTHEINV3478328	2/24/2022	MONTHLY COMPLIANCE FEE	81.50	81.50
56321	3/4/2022	00150	WATTCO 59001-42842	3/2/2022	WATTCO BILLABLE PARTS	393.38	393.38
56322	3/4/2022	00063	WHELEN ENGINEERING CO., 068959	2/16/2022	WHELEN ENGINEERING CO I	945.95	945.95
Sub total for UNION BANK:							65,912.06

Bank : union UNION BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
20406	3/1/2022	00696	GUARDIAN	533654-03	2/22/2022	GUARDIAN - DENTAL, VISION,	7,422.36	7,422.36
20407	3/10/2022	00058	CALPERS	1000000167152	2/14/2022	HEALTH PREMIUMS - MARCH	59,117.71	59,117.71
20408	3/11/2022	00219	INTERNAL REVENUE SERVICE	Ben33816	3/11/2022	FEDERAL WITHHOLDING TAX	31,153.49	31,153.49
20409	3/11/2022	00223	EMPLOYMENT DEVELOPMENT	Ben33820	3/11/2022	STATE DISABILITY INSURANCE	12,314.81	12,314.81
20410	3/11/2022	00222	STATE DISBURSEMENT UNIT	Ben33826	3/11/2022	SUPPORT: PAYMENT	184.62	184.62
20411	3/11/2022	00058	CALPERS	Ben33818	3/11/2022	PERS RETIREMENT: PAYMENT	36,754.21	36,754.21
20412	3/11/2022	00221	MISSIONS SQUARE RETIREMENT	Ben33822	3/11/2022	DEFERRED COMPENSATION	16,164.14	16,164.14
56323	3/11/2022	00217	CALIFORNIA TEAMSTERS UNION	Ben33812	3/11/2022	UNION DUES TEAMSTERS: P.	1,732.50	1,732.50
56324	3/11/2022	00218	CWA LOCAL 9400	Ben33814	3/11/2022	UNION DUES CWA: PAYMENT	260.30	260.30
56325	3/11/2022	00996	WAGeworks INC., HEALTH CARE	Ben33824	3/11/2022	HEALTH CARE FSA: PAYMENT	196.16	196.16
Sub total for UNION BANK:							165,300.30	

Bank : union UNION BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
1898	3/18/2022	00012	CALIFORNIA WATER SERVICE5550731926	3/1/2022	FIRE PROTECTION SERVICE	101.00	101.00
1899	3/18/2022	00651	FRONTIER 209-188-0077-04	3/1/2022	PHONE SERVICE 3/1/22 - 3/31	352.96	352.96
1900	3/18/2022	00073	STATE BOARD OF EQUALIZAT012-6555960	3/18/2022	SALES & USE TAX 2022 Q1 PI	741.00	741.00
1901	3/18/2022	00069	SOUTHERN CALIFORNIA EDI5700610392752	3/8/2022	ELECT SERV GRANDVIEW/ 2	209.69	209.69
1902	3/18/2022	00621	FIRST BANKCARD				
		00087	LIEBERT CASSIDY & WHITMO2667	2/24/2022	LCW WEBINAR	475.00	
		01015	SOCAL NEWS GROUP 18877705	2/10/2022	RECRUITMENT	399.00	
		00228	COSTCO MEMBERSHIP 021822	2/18/2022	JANITORIAL SUPPLIES	373.53	
		01021	CERRITOS DODGE CHRYSLER557380	2/9/2022	VEHICLE REAIR	240.00	
		00610	DIRECTV 065190124X220	2/5/2022	CABLE SERVICE	231.99	
		00466	AMAZON MARKETPLACE 112-2315196-13	2/24/2022	PARTS - BILLING CCPD RV	229.66	
		00903	SCOTT ROBINSON 26261	2/3/2022	GENERAL TECH SUPPLIES	180.68	
		00466	AMAZON MARKETPLACE 114-8550107-18	2/14/2022	OFFICE SUPPLIES	165.34	
		00466	AMAZON MARKETPLACE 111-1330191-11	2/17/2022	PARTS - BILLING	164.40	
		00583	WALMART SUPERCENTER #52992201-398786	1/28/2022	OFFICE SUPPLIES - COVID TI	131.51	
		00466	AMAZON MARKETPLACE 111-8360826-42	2/7/2022	MEMBERSHIP RENEWAL	131.20	
		00014	CDW GOVERNMENT, INC. 1C6ZJ2V	2/1/2022	OFFICE SUPPLIES	130.11	
		00141	POWERPHONE INC 75692	2/10/2022	MANDATORY EMERGENCY M	129.00	
		00466	AMAZON MARKETPLACE 111-1127785-13	2/3/2022	OFFICE SUPPLIES	122.26	
		00466	AMAZON MARKETPLACE 113-1493676-29	2/4/2022	OFFICE SUPPLIES	101.06	
		00466	AMAZON MARKETPLACE 114-5544949-47	2/4/2022	OFFICE EQUIPMENT	90.38	
		00600	CHEVRON G&M #186 107761	3/14/2022	FUEL - EXPLORER	75.82	
		00087	LIEBERT CASSIDY & WHITMO2275	2/10/2022	TRAINING COURSE	75.00	
		00466	AMAZON MARKETPLACE 112-0540384-47	1/31/2022	JANITORIAL SUPPLIES	66.12	
		01020	LOCKSMITH 020322	2/3/2022	HQ MAINTENANCE	65.00	
		00466	AMAZON MARKETPLACE 112-5890936-39	2/17/2022	PARTS - BILLING CCPD ERT U	58.64	
		00795	MEDIA TEMPLE 324775-43	2/23/2022	MONTHLY WEBSITE HOSTING	55.00	
		00466	AMAZON MARKETPLACE 113-9526996-96	2/4/2022	JANITORIAL SUPPLIES	48.91	
		00466	AMAZON MARKETPLACE 114-7232246-22	2/4/2022	OFFICE EQUIPMENT	44.09	
		00014	CDW GOVERNMENT, INC. 1C72TF6	2/14/2022	OFFICE SUPPLIES	38.26	
		00466	AMAZON MARKETPLACE 111-1356273-40	2/4/2022	JANITORIAL SUPPLIES	33.57	
		00466	AMAZON MARKETPLACE 111-1733664-18	2/4/2022	OFFICE SUPPLIES	32.93	
		00466	AMAZON MARKETPLACE 111-8783416-45	2/1/2022	JANITORIAL SUPPLIES	31.73	
		00466	AMAZON MARKETPLACE 112-7599936-51	2/24/2022	PARTS - BILLING HPD RV	30.40	

Bank : union UNION BANK (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
		00854	MANHATTAN POSTAL CENTER	340041	2/9/2022	RECRUITMENT	23.50
		00826	LA TIMES	031422	1/31/2022	LA TIMES MONTHLY SUBSCR	15.96
56326	3/18/2022	00867	& INVESTIGATION SERVICES	2022-03-004	3/4/2022	PRE-EMPLOYMENT POLYGR	225.00
56327	3/18/2022	00297	AT&T, ATT CALNET	000017909127	3/13/2022	PHONE SERV 2/13/22-3/12/22	2,740.31
				000017852352	3/3/2022	PHONE SERVICE 2/03/22-3/02	376.29
				000017913263	3/13/2022	PHONE SERV 2/13/22-3/12/22	207.56
				000017916327	3/13/2022	PHONE SERV 2/13/22-3/12/22	204.94
56328	3/18/2022	00064	AT&T, ATT PAYMENT CENTER	960 461-1623 55	3/14/2022	PHONE SERVICE 3/01/2022-3	1,357.96
56329	3/18/2022	01004	BOB & MARC PLUMBING CO	S-105552	3/7/2022	HQ MAINTENANCE	120.00
56330	3/18/2022	00014	CDW GOVERNMENT, INC.	T214930	3/9/2022	CDW-G BILLABLE PARTS	1,460.81
				S941952	3/2/2022	CDW-G BILLABLE PARTS	358.31
				T101441	3/7/2022	CDW-G BILLABLE PARTS	237.53
56331	3/18/2022	00225	COMMLINE INC	0350964-IN	2/28/2022	MONTHLY FEE FOR TECH SE	15,000.00
56332	3/18/2022	00101	CORDOVA, TONY	031822	3/18/2022	RETIREE MED PREM/APR 20:	601.00
56333	3/18/2022	00879	CROWN CASTLE	1068924	3/1/2022	REDUNDANT INTERNET SER	1,100.00
56334	3/18/2022	00103	DIVINITY, TANJI	031822	3/18/2022	RETIREE MED PREM/APR 20:	570.78
56335	3/18/2022	00008	FEDERAL SIGNAL CORP	7972644	3/2/2022	REIMBURSABLE LABOR CHA	200.00
56336	3/18/2022	00651	FRONTIER	Y002Z665-S-220	3/5/2022	PHONE SERV 3/05/22-4/04/22	980.94
				7002Z664-S-220	3/5/2022	PHONE SERV 3/05/22-4/04/22	118.55
56337	3/18/2022	00148	HAWTHORNE, CITY OF	IT-21-03-rcc	3/15/2022	COMPUTER SERVICES/ CAD	50,000.00
56338	3/18/2022	00116	MEADORS, LATANYA	031822	3/18/2022	RETIREE MED PREM/APR 20:	527.48
56339	3/18/2022	00577	NEW LOOK AUTO DETAIL	2605	3/2/2022	VEHICLE MAINTENANCE & D	105.00
56340	3/18/2022	00819	OCCUPATIONAL HEALTH CEN	74628384	3/3/2022	PRE-EMPLOYMENT MEDICAL	380.00
56341	3/18/2022	00121	PINELA, ELIZABETH	031822	3/18/2022	RETIREE MED PREM/APR 20:	570.78
56342	3/18/2022	00060	RIVERA, JOSE	031822	3/18/2022	RETIREE MED PREM/APR 20:	557.02
56343	3/18/2022	00824	SMART JANITORIAL, COMPLE	19562	3/1/2022	HQ MAINTENANCE - CLEANIN	3,585.00
56344	3/18/2022	00460	SPECTRUM BUSINESS	1133787030422	3/4/2022	COMMUNICATION CONTRAC	1,900.00
56345	3/18/2022	01014	STANCIL CORPORATION	11287	3/2/2022	SECURITY SYSTEM MAINTEN	14,950.00
56346	3/18/2022	00034	STEVENS, GARY	031822	3/18/2022	RETIREE MED PREM/APR 20:	601.00
56347	3/18/2022	00036	TALLEY INCORPORATED	10407843	3/1/2022	TALLEY INC BILLABLE PARTS	41.54
56348	3/18/2022	00171	VERIZON WIRELESS	9900287532	2/23/2022	GPD DAC CHARGES/ 1/24/22-	2,783.18
				9900224140	2/23/2022	DAC CHARGES HPD/ 1/24/22-	1,546.41
				9900207963	2/23/2022	MODEM SVC. MBPD/ 1/24/22	722.81
				9900207964	2/23/2022	MODEM SVC. MBPD/ 1/24/22-	78.02
56349	3/18/2022	00735	XEROX FINANCIAL SERVICES	3131007	3/10/2022	OFFICE EQUIPMENT LEASE	1,035.79

Sub total for UNION BANK: 110,638.71

Bank : union UNION BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
20413	3/25/2022	00219	INTERNAL REVENUE SERVICE	Ben33911	3/25/2022	FEDERAL WITHHOLDING TAX	31,652.59	31,652.59
20414	3/25/2022	00223	EMPLOYMENT DEVEL DEPT	Ben33915	3/25/2022	STATE DISABILITY INSURANC	12,526.28	12,526.28
20415	3/25/2022	00222	STATE DISBURSEMENT UNIT	Ben33921	3/25/2022	SUPPORT: PAYMENT	184.62	184.62
20416	3/25/2022	00058	CALPERS	Ben33913	3/25/2022	PERS RETIREMENT: PAYMEN	36,894.75	36,894.75
20417	3/25/2022	00221	MISSIONSQUARE RETIREMEI	Ben33917	3/25/2022	DEFERRED COMPENSATION	16,921.14	16,921.14
56350	3/25/2022	00002	AFLAC	Ben33905	3/25/2022	AFLAC INSURANCE: PAYMEN	2,920.94	2,920.94
56351	3/25/2022	00217	CALIFORNIA TEAMSTERS UN	Ben33907	3/25/2022	UNION DUES TEAMSTERS: P.	1,732.50	1,732.50
56352	3/25/2022	00218	CWA LOCAL 9400	Ben33909	3/25/2022	UNION DUES CWA: PAYMENT	269.42	269.42
56353	3/25/2022	00996	WAGeworks INC., HEALTHE	Ben33919	3/25/2022	HEALTH CARE FSA: PAYMEN	196.16	196.16
Sub total for UNION BANK:							103,298.40	

**Report of Budget Transfers approved by Executive Director
March 2022**

<u>Item</u>	<u>Date</u>	<u>Reference #</u>	<u>Amount</u>	<u>Description</u>
1	3/31/2022	BA-2203	\$ 29,000	Transfer from various supplies, services and equipment object codes to 5305 Legal Services (Administration)
2	3/31/2022	BA-2204	9,450	Transfer from various supplies, services and equipment object codes to 5810 Office Equipment and 5830 Furniture & Fixtures (Administration)

D-3



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: April 19, 2022

ITEM: D-3

TO: Executive Committee

FROM: M. Ross Klun, Executive Director

SUBJECT: AB 361 FINDINGS FOR SPECIAL BROWN ACT
REQUIREMENTS FOR TELECONFERENCE MEETINGS

SUMMARY:

Staff has placed this item on the agenda to give the Executive Committee an opportunity to make findings specific in AB 361 (2021) for special Brown Act requirements for teleconference meetings. These special requirements give local public agencies greater flexibility to conduct teleconference meetings when there is a declared state of emergency and either social distancing is mandated or recommended, or an in-person meeting would present imminent risks to the health and safety of attendees.

RECOMMENDATION:

Staff recommends that the Executive Committee make the following findings so that meetings of the Executive Committee will be subject to the AB 361 special Brown Act requirements for teleconference meetings: 1) the Executive Committee has reconsidered the circumstances of the COVID-19 state of emergency; and 2) state and local officials continue to recommend measures to promote social distancing.

BACKGROUND

On March 4, 2020, Governor Newsom proclaimed a state of emergency to exist in California due to the spread of COVID-19. The Governor subsequently issued numerous executive orders suspending or modifying state laws to facilitate the response to the emergency. Among other things, these executive orders superseded certain Brown Act requirements and established special rules to give local public agencies greater flexibility to conduct teleconference meetings. The special rules included provisions allowing local public agencies to conduct teleconference meetings without having to provide a physical location from which the public may attend or comment, without having to use teleconference locations that are publicly accessible, and without having to identify teleconference locations on the agenda. Those special rules expired September 30, 2021.

On September 16, 2021, in anticipation of the then-imminent expiration of his special rules for teleconference meetings, the Government signed AB 361. In key part, this bill amends the Brown Act to establish special requirements for teleconference meetings if a legislative body of a local public agency makes two findings pursuant to Government Code section

54953(e)(3). Like the special rules in the Governor’s executive orders, the special Brown Act requirements in AB 361 include provisions allowing public agencies to conduct teleconference meetings without having to provide a physical location from which the public may attend or comment, without having to use teleconference locations that are public accessible, and without having to identify teleconference locations on the agenda. The AB 361 special Brown Act requirements are scheduled to be repealed on January 1, 2024.

In order for a local public agency to be subject to the AB 361 Brown Act requirements for teleconference meetings, a legislative body of a local public agency first must make a finding that it has “reconsidered” the circumstances of a declared state of emergency. Second, the legislative body must find that such emergency continues to directly impact the ability of the legislative body’s members to meet in person. Alternatively, for the second finding, the legislative body must find that state or local officials continue to impose or recommend social distancing measures. These findings must be made within 30 days after the legislative body teleconferences for the first time under AB 361 and every 30 days thereafter.

The COVID-19 state of emergency declaration is still in effect. Furthermore, the State of California and the County of Los Angeles have recommended measures to promote social distancing. Thus, the California Division of Occupational Safety and Health still requires that employers provide training on the effectiveness of physical distancing in the workplace. Additionally, the Los Angeles County Department of Public Health still encourages people at risk for severe illness or death from COVID-19 to take protective measures such as social distancing and, for those not yet fully vaccinated, to physically distance from others whose vaccination status is unknown. The County Health Department also continues to recommend that employers take steps to support physical distancing.

FISCAL IMPACT

None.

D-4



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: April 19, 2022

ITEM NUMBER: D-4

TO: Executive Committee

FROM: John Krok, Administrative Services Manager

SUBJECT: APPROVE A CHANGE PURCHASE ORDER TO CDW-G IN THE AMOUNT OF \$75,000 FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$150,000 FOR SUPPLIES AND EQUIPMENT

ATTACHMENT: None

RECOMMENDATION

Staff recommends the Executive Committee approve a change purchase order in the amount of \$75,000 to CDW-G for supplies and equipment.

BACKGROUND

The Executive Committee approved a blanket purchase order (“BPO”) to CDW-G in the amount of \$60,000 on June 15, 2021. In addition, the Executive Director approved an additional \$15,000 on March 24, 2022. Because year-end expenditures associated with this vendor are anticipated to total \$150,000, approval of the Executive Committee for this change purchase order is required, per Resolution 316 adopted on August 21, 2018.

DISCUSSION

CDW Corporation was founded in 1984 and remains a leader in providing technology products and services for business, government and education. The company has a secondary division known as CDW-G, devoted solely to United States government entities, including Local, State and the Federal government.

The Authority routinely orders computers, modems, cables and other related accessories from CDW for the installation work performed by the Technical Services Division. The proposed BPO will provide staff with the ability to order supplies and equipment in a timely and efficient manner, cutting down on both lead and build time.

Purchase Order Authorized by Executive Committee on 06/05/2021	\$60,000
Change Order Authorized by Executive Director on 03/04/2022	\$15,000
Change Order Requested	\$75,000
Total Not-to-Exceed Amount	\$150,000

FISCAL IMPACT

Funds for the above requested change purchase order, which total \$75,000, are included in the Fiscal Year 2021/22 Adopted Budget. Additionally, all costs associated with the upfitting of vehicles are 100% reimbursable by the member or contract agencies requesting the service.

D-5



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: April 19, 2022

ITEM NUMBER: D-5

TO: Executive Committee

FROM: John Krok, Administrative Services Manager

SUBJECT: APPROVE A CHANGE PURCHASE ORDER TO MOTOROLA SOLUTIONS INCORPORATED IN THE AMOUNT OF \$40,000 FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$80,000 FOR SUPPLIES AND EQUIPMENT

ATTACHMENT: None

RECOMMENDATION

Staff recommends the Executive Committee approve a change purchase order in the amount of \$40,000 to Motorola Solutions Incorporated for supplies and equipment.

BACKGROUND

The Executive Committee approved a blanket purchase order (“BPO”) to Motorola Solutions Incorporated in the amount of \$25,000 on June 15, 2021. In addition, the Executive Director approved an additional \$15,000 on February 9, 2022. Because year-end expenditures associated with this vendor are anticipated to total \$80,000, approval of the Executive Committee for this change purchase order is required, per Resolution 316 adopted on August 21, 2018.

DISCUSSION

The Authority routinely orders mobile and portable radios, microphones, chargers and other related accessories from Motorola for the installation work performed by the Technical Services Division. The proposed BPO will provide staff with the ability to order supplies and equipment in a timely and efficient manner, cutting down on both lead and build time. Motorola provides the Authority a 10%-20% discount depending on the item. These discounts are passed along to member and contract cities alike.

Purchase Order Authorized by Executive Committee on 06/05/2021	\$25,000
Change Order Authorized by Executive Director on 02/09/2022	\$15,000
Change Order Requested	\$40,000
Total Not-to-Exceed Amount	\$80,000

FISCAL IMPACT

Funds for the above requested change purchase order, which total \$40,000, are included in the Fiscal Year 2021/22 Adopted Budget. Additionally, all costs associated with the upfitting of vehicles are 100% reimbursable by the member or contract agencies requesting the service.

D-6



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: April 19, 2022

ITEM NUMBER: D-6

TO: Executive Committee

FROM: John Krok, Administrative Services Manager

SUBJECT: APPROVE A FISCAL YEAR 2021/22 BLANKET PURCHASE ORDER TO WESTIN INCORPORATED FOR SUPPLIES IN A TOTAL AMOUNT NOT-TO-EXCEED \$25,000

ATTACHMENT: None

RECOMMENDATION

Staff recommends the Executive Committee approve a Fiscal Year 2021/22 blanket purchase order to Westin Incorporated for supplies in a total amount not to exceed \$25,000.

BACKGROUND

Staff issues blanket purchase orders (BPOs) to vendors that provide goods and services to the Authority throughout the fiscal year on an as-needed basis. The costs associated with this proposed purchase exceeds \$15,000 and therefore require approval of the Executive Committee, per Resolution 316 adopted on August 21, 2018.

DISCUSSION

The Authority is now buying push bumpers from Westin Incorporated Public Safety Division and other related accessories for the installation work performed by the Technical Services Division. Westin's Public Safety Division was founded on a simple basic philosophy of designing top quality, highly functional parts that combine aesthetics with superior performance and are designed to last.

FISCAL IMPACT

Funds for the above requested change purchase order, which total \$25,000, are included in the Fiscal Year 2021/22 Adopted Budget. Additionally, all costs associated with the upfitting of vehicles are 100% reimbursable by the member or contract agencies requesting the service.

D-7



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: April 19, 2022

ITEM NUMBER: D-7

TO: Executive Committee

FROM: M. Ross Klun, Executive Director

SUBJECT: APPROVAL OF A CHANGE PURCHASE ORDER IN THE AMOUNT OF \$20,000 TO LIEBERT CASSIDY & WHITMORE FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$65,000 FOR LEGAL SERVICES

ATTACHMENT: None

RECOMMENDATION

Staff recommends the Executive Committee approve a change purchase order to Liebert Cassidy & Whitmore in the amount of \$20,000.00 for a total not-to-exceed amount of \$65,000.00 for legal services.

BACKGROUND

The Executive Committee approved a Blanket Purchase Order (BPO) to Liebert Cassidy & Whitmore in the amount of \$30,000 on June 5, 2021. In addition, the Executive Director approved an additional \$15,000 on February 3, 2022. Since year-end expenditures associated with this vendor are anticipated to total \$65,000, approval of the Executive Committee for this change purchase order is required, per Resolution 316 adopted on August 21, 2018.

DISCUSSION

The Authority contracts with Liebert Cassidy & Whitmore for legal services. The Authority has utilized legal services extensively this fiscal year for labor negotiations and anticipates further need in this area through the remainder of the year. In order to fund legal services through the end of the fiscal year, a change purchase order in the amount of \$20,000.00 is recommended. Such a change would bring the total not-to-exceed amount on the BPO to \$65,000.00. A summary of the purchase order authorizations for the current fiscal year is as follows:

Purchase Order Authorized by Executive Committee on 06/05/2021	\$30,000
Change Order Authorized by Executive Director on 02/03/2022	\$15,000
Change Order Requested	\$20,000
Total Not-to-Exceed Amount	\$65,000

FISCAL IMPACT

None. Funding for these services is available in the adopted Fiscal Year 2021-2022 budget.

D-8



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: April 19, 2022

ITEM NUMBER: D-8

TO: Executive Committee

FROM: Ross Klun, Executive Director
Vanessa Alfaro, Finance & Performance Audit Manager

SUBJECT: FY 2021-22 BUDGET PERFORMANCE REPORT – Q3

ATTACHMENTS: 1. Revenue Status Report
2. Expenditure Status Report

RECOMMENDATION

Staff recommends the Executive Committee receive and file the Fiscal Year 2021-2022 Budget Performance Report for the period July 1, 2021 through March 31, 2022.

DISCUSSION

Staff has analyzed the Authority's financial activities through March 31, 2022. The Authority has accrued 100% in assessment revenues (Attachment #1) from its member and contract cities in accordance with the FY21-22 budget adopted by the Board of Directors in March 2021 and 93% of overall revenues projected for the fiscal year.

As it relates to expenses (Attachment #2), a total of \$8,344,576 has been expended from the Enterprise Fund, which represents 66.2% of the budget through the third quarter of the fiscal year.

Expenses for salary and benefits accounted for 69.1% of their budgeted amounts, across all departments. This percentage also includes the CalPERS unfunded actuarial liability (UAL) lump sum payment of \$593,961 for fiscal year 2021-22, which generates interest savings of nearly \$20,500 compared to monthly payments throughout the year. Also, included in the adjusted appropriation and expenses is the CalPERS Additional Discretionary Payment (ADP) of \$281,864 towards the Authority's UAL approved by the Board of Directors in January 2022. Additionally, the Authority's liability and workers' compensation insurance premiums for the entire fiscal year, totaling approximately \$319,752, were also paid in full in the first quarter of the fiscal year.

Below is a summary of expenses by category and department for all funds:

Department	Adjusted Appropriation	Year-to-date Expenses	Percent Used	Year-to-date Encumbrances	Balance	Percent Used (w/ encumbrances)
SALARY & BENEFITS						
Administration	\$ 1,299,957	\$ 904,662	69.6%	\$ -	\$ 395,296	69.6%
Operations	7,779,362	5,401,943	69.4%	-	2,377,420	69.4%
Technical Services	784,682	510,464	65.1%	-	274,218	65.1%
Salary & Benefits Total	\$ 9,864,002	\$ 6,817,069	69.1%	\$ -	\$3,046,933	69.1%
SUPPLIES, SERVICES & EQUIPMENT						
Administration	\$ 1,003,917	\$ 740,800	73.8%	\$ 173,842	\$ 89,275	91.1%
Operations	280,259	124,788	44.5%	8,795	146,676	47.7%
Technical Services	1,236,042	617,184	49.9%	469,456	149,402	87.9%
Total	\$ 2,520,218	\$ 1,482,771	58.8%	\$ 652,093	\$ 385,354	84.7%
CAPITAL IMPROV. PROJECTS						
	\$ 225,619	\$ 44,736	19.8%	\$ 18,064	\$ 162,819	27.8%
ENTERPRISE FUND TOTAL						
	\$ 12,609,839	\$ 8,344,576	66.2%	\$ 670,157	\$3,595,106	71.5%
ENTERPRISE FUND ADJ. TOTAL						
	\$ 12,609,839	\$ 8,344,576	66.2%	\$ 670,157	\$3,595,106	71.5%

FISCAL IMPACT

None.

D-8

Attachment 1

Revenue Status Report

South Bay Regional PCA
 7/1/2021 through 3/31/2022

10 SBRPCA Enterprise Fund

<u>Account Number</u>	<u>Adjusted Estimate</u>	<u>Revenues</u>	<u>Year-to-date Revenues</u>	<u>Balance</u>	<u>Prct Rcvd</u>
10-50 Administration					
10-50-111 Administration					
10-50-111-4110 Gardena	2,141,335.00	2,141,335.00	2,141,335.00	0.00	100.00
10-50-111-4120 Hawthorne	2,619,842.00	2,619,842.00	2,619,842.00	0.00	100.00
10-50-111-4130 Manhattan Beach	1,461,578.00	1,461,578.00	1,461,578.00	0.00	100.00
10-50-111-4140 Hermosa Beach	758,305.00	758,305.00	758,305.00	0.00	100.00
10-50-111-4145 El Segundo	1,699,634.00	1,699,634.00	1,699,634.00	0.00	100.00
10-50-111-4146 Culver City Assessment	2,691,169.00	2,691,169.00	2,691,169.00	0.00	100.00
10-50-111-4150 El Camino Community College	790.00	0.00	0.00	790.00	0.00
10-50-111-4153 Medical Director Service/Manhattan Beach	30,500.00	15,250.02	15,250.02	15,249.98	50.00
10-50-111-4210 Investment Earnings (LAIF)	50,000.00	5,901.96	5,901.96	44,098.04	11.80
10-50-111-4220 POST Reimbursements	6,450.00	0.00	0.00	6,450.00	0.00
10-50-111-4240 911 Reimbursements	8,000.00	2,796.00	2,796.00	5,204.00	34.95
10-50-111-4241 Redondo Beach Maintenance Agreement	13,000.00	0.00	0.00	13,000.00	0.00
10-50-111-4255 Unrealized Gain/Loss on Investments	0.00	-355.87	-355.87	355.87	0.00
10-50-111-4430 Other Miscellaneous Revenue	2,500.00	22,089.15	22,089.15	-19,589.15	883.57
Total Administration	11,483,103.00	11,417,544.26	11,417,544.26	65,558.74	99.43
10-60 Operations					
10-60-211 Communications Center					
10-60-211-4215 DUI Reimbursement-Overtime	2,000.00	0.00	0.00	2,000.00	0.00
10-60-211-4435 Reimbursements Sprint Wireless	70,000.00	23,084.05	23,084.05	46,915.95	32.98

Revenue Status Report

South Bay Regional PCA
 7/1/2021 through 3/31/2022

10 SBRPCA Enterprise Fund

<u>Account Number</u>	<u>Adjusted Estimate</u>	<u>Revenues</u>	<u>Year-to-date Revenues</u>	<u>Balance</u>	<u>Prct Rcvd</u>
10-60-211-4440 Reimbursements/Verizon Wireless	50,000.00	50,924.12	50,924.12	-924.12	101.85
Total Operations	122,000.00	74,008.17	74,008.17	47,991.83	60.66
10-70 Technical Services					
10-70-311 Technical Services					
10-70-311-4310 Labor-Installation-Member	290,910.00	183,577.14	183,577.14	107,332.86	63.10
10-70-311-4320 Labor-Installation-Non Member	171,162.00	39,421.54	39,421.54	131,740.46	23.03
10-70-311-4360 Reimbursements for Billable Parts	700,000.00	170,607.00	170,607.00	529,393.00	24.37
10-70-311-4370 Reimbursements for GST Software	52,692.00	52,692.00	52,692.00	0.00	100.00
Total Technical Services	1,214,764.00	446,297.68	446,297.68	768,466.32	36.74
Total SBRPCA Enterprise Fund	12,819,867.00	11,937,850.11	11,937,850.11	882,016.89	93.12

Revenue Status Report

South Bay Regional PCA
 7/1/2021 through 3/31/2022

20 Grant Fund

<u>Account Number</u>	<u>Adjusted Estimate</u>	<u>Revenues</u>	<u>Year-to-date Revenues</u>	<u>Balance</u>	<u>Prct Rcvd</u>
20-80 Capital Infrastructure Projects					
20-80-458 COVID-19					
20-80-458-4275 Grant Reimb/COVID-19	0.00	29,750.00	29,750.00	-29,750.00	0.00
Total Grant Fund	0.00	29,750.00	29,750.00	-29,750.00	0.00
 Grand Total	 12,819,867.00	 11,967,600.11	 11,967,600.11	 852,266.89	 93.35

D-8

Attachment 2

Expenditure Status Report

South Bay Regional PCA
 7/1/2021 through 3/31/2022

10 SBRPCA Enterprise Fund

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
50 Administration						
50-100 Administration						
50-100-5000 Expenditures						
50-111-5101 Salaries (Full-Time)	870,626.00	623,699.17	623,699.17	0.00	246,926.83	71.64
50-111-5102 Salaries (Part-Time)	0.00	8,129.59	8,129.59	0.00	-8,129.59	0.00
50-111-5104 Acting Pay	1,243.00	0.00	0.00	0.00	1,243.00	0.00
50-111-5107 Longevity Pay	2,350.00	2,350.00	2,350.00	0.00	0.00	100.00
50-111-5108 Sick Leave Payoff	35,271.00	22,743.25	22,743.25	0.00	12,527.75	64.48
50-111-5109 Vacation Leave Payoff	32,242.00	13,325.88	13,325.88	0.00	18,916.12	41.33
50-111-5112 Other Pay	17,200.00	2,080.00	2,080.00	0.00	15,120.00	12.09
50-111-5201 Medical Insurance	94,993.00	43,258.64	43,258.64	0.00	51,734.36	45.54
50-111-5202 Dental Insurance	7,607.00	6,593.91	6,593.91	0.00	1,013.09	86.68
50-111-5203 Vision Insurance	1,726.00	1,383.03	1,383.03	0.00	342.97	80.13
50-111-5204 Life Insurance	792.00	606.24	606.24	0.00	185.76	76.55
50-111-5205 Medicare	14,448.00	9,879.96	9,879.96	0.00	4,568.04	68.38
50-111-5207 Workers' Compensation	8,051.00	7,341.00	7,341.00	0.00	710.00	91.18
50-111-5208 PERS Contributions	91,601.00	64,110.97	64,110.97	0.00	27,490.03	69.99
50-111-5209 Retirees' Medical Insurance	6,000.00	4,085.57	4,085.57	0.00	1,914.43	68.09
50-111-5211 Social Security	0.00	567.08	567.08	0.00	-567.08	0.00
50-111-5212 Deferred Comp Matching Benefit	37,500.00	16,200.00	16,200.00	0.00	21,300.00	43.20
50-111-5219 PERS Contributions-UAL	78,307.44	78,307.44	78,307.44	0.00	0.00	100.00
50-111-5301 Communications Contract Services	48,000.00	29,559.15	29,559.15	20,392.27	-1,951.42	104.07
50-111-5302 Computer Contract Services/CAD-Tiburon	55,000.00	41,250.00	41,250.00	13,750.00	0.00	100.00
50-111-5304 Accounting/Auditing Services	27,550.00	27,450.00	27,450.00	0.00	100.00	99.64
50-111-5305 Legal Services	104,000.00	71,783.86	71,783.86	2,278.14	29,938.00	71.21
50-111-5306 Recruitment Costs	46,750.00	25,508.41	25,508.41	19,432.00	1,809.59	96.13
50-111-5307 Software Maintenance Services	64,652.00	44,743.50	44,743.50	6,196.00	13,712.50	78.79
50-111-5308 Banking Services (Fees)	6,000.00	6,917.67	6,917.67	0.00	-917.67	115.29
50-111-5309 Online/Website Maintenance Services	7,500.00	878.00	878.00	2,562.00	4,060.00	45.87
50-111-5312 Medical Director Services/Paramedics	30,500.00	20,333.36	20,333.36	10,166.64	0.00	100.00

Expenditure Status Report

South Bay Regional PCA
 7/1/2021 through 3/31/2022

10 SBRPCA Enterprise Fund

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
50-111-5313 Temporary Staffing Services	16,000.00	0.00	0.00	0.00	16,000.00	0.00
50-111-5401 Memberships & Dues	390.00	398.00	398.00	0.00	-8.00	102.05
50-111-5402 Publications	750.00	423.58	423.58	0.00	326.42	56.48
50-111-5403 Conferences, Meetings & Travel	12,725.00	9,513.00	9,513.00	0.00	3,212.00	74.76
50-111-5404 Employee Services/EC-BOD	5,500.00	3,205.84	3,205.84	0.00	2,294.16	58.29
50-111-5501 Office Supplies	9,000.00	5,762.06	5,762.06	0.00	3,237.94	64.02
50-111-5502 Miscellaneous Supplies	7,100.00	4,920.34	4,920.34	0.00	2,179.66	69.30
50-111-5507 Postage & Shipping	1,600.00	693.99	693.99	1,179.01	-273.00	117.06
50-111-5509 Reproduction	1,500.00	0.00	0.00	0.00	1,500.00	0.00
50-111-5511 Office Equipment Lease	15,750.00	10,530.08	10,530.08	4,469.92	750.00	95.24
50-111-5513 General Liability Insurance Premium	216,000.00	227,988.53	227,988.53	0.00	-11,988.53	105.55
50-111-5517 Vehicle Operations	2,000.00	153.34	153.34	0.00	1,846.66	7.67
50-111-5601 Telephone - Administration	15,000.00	10,820.99	10,820.99	0.00	4,179.01	72.14
50-111-5701 Maintenance - HQ	161,650.00	67,294.16	67,294.16	93,416.07	939.77	99.42
50-111-5703 Electricity - HQ	110,000.00	100,045.83	100,045.83	0.00	9,954.17	90.95
50-111-5704 Electricity - Grandview	2,200.00	1,795.72	1,795.72	0.00	404.28	81.62
50-111-5705 Electricity - Punta Place	9,000.00	7,151.81	7,151.81	0.00	1,848.19	79.46
50-111-5706 Gas - HQ	11,000.00	8,248.65	8,248.65	0.00	2,751.35	74.99
50-111-5707 Water - HQ	3,850.00	2,612.50	2,612.50	0.00	1,237.50	67.86
50-111-5715 Electricity-MB Water Tower	3,500.00	1,440.89	1,440.89	0.00	2,059.11	41.17
50-111-5810 Office Equipment	3,300.00	3,229.90	3,229.90	0.00	70.10	97.88
50-111-5830 Furniture & Fixtures	6,150.00	6,146.43	6,146.43	0.00	3.57	99.94
Total Expenditures	2,303,874.44	1,645,461.32	1,645,461.32	173,842.05	484,571.07	78.97
Total Administration	2,303,874.44	1,645,461.32	1,645,461.32	173,842.05	484,571.07	78.97
51 GASB 68 Pension Expenses						
51-100 Administration						
51-100-5000 Expenditures						
Total GASB 68 Pension Expenses	0.00	0.00	0.00	0.00	0.00	0.00
60 Operations						

Expenditure Status Report

South Bay Regional PCA
 7/1/2021 through 3/31/2022

10 SBRPCA Enterprise Fund

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
60-200 Operations						
60-200-5000 Expenditures						
60-211-5101 Salaries (Full-Time)	5,025,397.00	3,240,767.82	3,240,767.82	0.00	1,784,629.18	64.49
60-211-5102 Salaries (Part-Time)	0.00	20,133.48	20,133.48	0.00	-20,133.48	0.00
60-211-5103 Overtime	195,539.00	155,520.87	155,520.87	0.00	40,018.13	79.53
60-211-5104 Acting Pay	10,000.00	3,624.25	3,624.25	0.00	6,375.75	36.24
60-211-5105 Bilingual Pay	8,400.00	5,800.00	5,800.00	0.00	2,600.00	69.05
60-211-5108 Sick Leave Payoff	106,350.00	83,777.94	83,777.94	0.00	22,572.06	78.78
60-211-5109 Vacation Leave Payoff	55,000.00	68,744.11	68,744.11	0.00	-13,744.11	124.99
60-211-5110 Training Pay	15,000.00	3,537.66	3,537.66	0.00	11,462.34	23.58
60-211-5114 Holiday Payoff	75,000.00	53,202.38	53,202.38	0.00	21,797.62	70.94
60-211-5115 Education Incentive Pay	116,900.00	83,064.07	83,064.07	0.00	33,835.93	71.06
60-211-5201 Medical Insurance	601,964.00	374,495.55	374,495.55	0.00	227,468.45	62.21
60-211-5202 Dental Insurance	42,265.00	34,089.95	34,089.95	0.00	8,175.05	80.66
60-211-5203 Vision Insurance	16,059.00	10,981.54	10,981.54	0.00	5,077.46	68.38
60-211-5204 Life Insurance	7,524.00	6,420.24	6,420.24	0.00	1,103.76	85.33
60-211-5205 Medicare	80,465.00	53,136.04	53,136.04	0.00	27,328.96	66.04
60-211-5206 Unemployment Insurance	10,000.00	1,871.80	1,871.80	0.00	8,128.20	18.72
60-211-5207 Workers' Compensation	38,242.00	34,870.00	34,870.00	0.00	3,372.00	91.18
60-211-5208 PERS Contributions	596,231.00	380,376.58	380,376.58	0.00	215,854.42	63.80
60-211-5209 Retirees' Medical Insurance	50,000.00	42,983.16	42,983.16	0.00	7,016.84	85.97
60-211-5212 Deferred Comp Matching Benefit	0.00	12,075.00	12,075.00	0.00	-12,075.00	0.00
60-211-5219 PERS Contributions-UAL	729,026.21	729,026.21	729,026.21	0.00	0.00	100.00
60-211-5220 FSA Expense	0.00	3,443.91	3,443.91	327.00	-3,770.91	0.00
60-211-5401 Memberships & Dues	2,290.00	0.00	0.00	0.00	2,290.00	0.00
60-211-5402 Publications	1,710.00	0.00	0.00	0.00	1,710.00	0.00
60-211-5403 Conferences, Meetings & Travel	11,151.00	4,031.00	4,031.00	1,469.00	5,651.00	49.32
60-211-5404 Employee Services/EC-BOD	2,500.00	1,184.56	1,184.56	0.00	1,315.44	47.38
60-211-5405 Employee Awards	500.00	307.55	307.55	0.00	192.45	61.51
60-211-5406 POST Training	12,608.00	1,648.00	1,648.00	0.00	10,960.00	13.07
60-211-5407 Tuition Reimbursement	16,000.00	6,337.00	6,337.00	0.00	9,663.00	39.61
60-211-5506 Uniforms/Safety Equipment	8,000.00	539.56	539.56	6,360.44	1,100.00	86.25

Expenditure Status Report

South Bay Regional PCA
 7/1/2021 through 3/31/2022

10 SBRPCA Enterprise Fund

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
60-211-5509	Reproduction	500.00	0.00	0.00	0.00	500.00 0.00
60-211-5603	Telephone - El Segundo	3,000.00	2,124.67	2,124.67	0.00	875.33 70.82
60-211-5604	Telephone - Gardena	15,000.00	10,881.02	10,881.02	0.00	4,118.98 72.54
60-211-5606	Telephone - Hawthorne	6,000.00	10,252.91	10,252.91	0.00	-4,252.91 170.88
60-211-5607	Telephone - Hermosa Beach	30,000.00	5,357.43	5,357.43	0.00	24,642.57 17.86
60-211-5608	Telephone - Manhattan Beach	6,000.00	3,003.79	3,003.79	0.00	2,996.21 50.06
60-211-5611	Telephone - Punta Place	4,500.00	839.86	839.86	0.00	3,660.14 18.66
60-211-5612	Telephone - RCC	11,000.00	7,227.35	7,227.35	0.00	3,772.65 65.70
60-211-5613	Sprint Wireless Reimbursable	70,000.00	9,302.24	9,302.24	0.00	60,697.76 13.29
60-211-5614	Verizon Wireless Reimbursable	50,000.00	35,441.57	35,441.57	0.00	14,558.43 70.88
60-211-5615	Telephone - Culver City	14,500.00	9,973.87	9,973.87	0.00	4,526.13 68.79
60-211-5810	Office Equipment	0.00	607.54	607.54	638.93	-1,246.47 0.00
60-211-5820	Other Equipment	15,000.00	15,728.01	15,728.01	0.00	-728.01 104.85
	Total Operations	8,059,621.21	5,526,730.49	5,526,730.49	8,795.37	2,524,095.35 68.68
70	Technical Services					
70-300	Technical Services					
70-300-5000	Expenditures					
70-311-5101	Salaries (Full-Time)	469,753.00	291,584.67	291,584.67	0.00	178,168.33 62.07
70-311-5103	Overtime	6,850.00	283.98	283.98	0.00	6,566.02 4.15
70-311-5107	Merit Pay	2,000.00	448.00	448.00	0.00	1,552.00 22.40
70-311-5108	Sick Leave Payoff	17,780.00	7,811.69	7,811.69	0.00	9,968.31 43.94
70-311-5109	Vacation Leave Payoff	14,386.00	6,329.18	6,329.18	0.00	8,056.82 44.00
70-311-5201	Medical Insurance	62,000.00	32,713.42	32,713.42	0.00	29,286.58 52.76
70-311-5202	Dental Insurance	2,801.00	3,687.68	3,687.68	0.00	-886.68 131.66
70-311-5203	Vision Insurance	1,339.00	1,133.49	1,133.49	0.00	205.51 84.65
70-311-5204	Life Insurance	660.00	433.20	433.20	0.00	226.80 65.64
70-311-5205	Medicare	7,431.00	4,108.34	4,108.34	0.00	3,322.66 55.29
70-311-5207	Workers' Compensation	54,344.00	49,552.00	49,552.00	0.00	4,792.00 91.18
70-311-5208	PERS Contributions	56,847.00	33,783.52	33,783.52	0.00	23,063.48 59.43
70-311-5209	Retirees' Medical Insurance	20,000.00	9,503.86	9,503.86	0.00	10,496.14 47.52
70-311-5212	Deferred Comp Matching Benefit	0.00	600.00	600.00	0.00	-600.00 0.00

Expenditure Status Report

South Bay Regional PCA
 7/1/2021 through 3/31/2022

10 SBRPCA Enterprise Fund

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
70-311-5219 PERS Contributions-UAL	68,491.35	68,491.35	68,491.35	0.00	0.00	100.00
70-311-5302 Computer Contract Services/CAD-Tiburon	145,000.00	108,750.00	108,750.00	36,250.00	0.00	100.00
70-311-5311 GST Software Reimbursable	52,692.00	52,692.00	52,692.00	0.00	0.00	100.00
70-311-5403 Conferences, Meetings & Travel	650.00	0.00	0.00	0.00	650.00	0.00
70-311-5503 General Technical Supplies	7,500.00	2,584.47	2,584.47	0.00	4,915.53	34.46
70-311-5506 Uniforms/Safety Equipment	2,500.00	0.00	0.00	600.00	1,900.00	24.00
70-311-5507 Postage & Shipping	1,200.00	0.00	0.00	0.00	1,200.00	0.00
70-311-5514 Parts - Billing	700,000.00	250,032.53	250,032.53	374,342.26	75,625.21	89.20
70-311-5517 Vehicle Operations	4,500.00	1,738.37	1,738.37	1,055.00	1,706.63	62.07
70-311-5521 Outside Technical Serv-Towers & Equip	320,000.00	200,000.00	200,000.00	56,570.00	63,430.00	80.18
70-311-5810 Office Equipment	2,000.00	1,386.41	1,386.41	638.93	-25.34	101.27
Total Technical Services	2,020,724.35	1,127,648.16	1,127,648.16	469,456.19	423,620.00	79.04
80 Capital Infrastructure Projects						
80-400 CIP						
80-400-5000 Expenditures						
80-454-5901 CIP Expenditures-IT Infrastructure/Equip	100,618.96	44,735.69	44,735.69	18,064.00	37,819.27	62.41
80-459-5901 CIP Expenditures-HVAC	125,000.00	0.00	0.00	0.00	125,000.00	0.00
Total Expenditures	225,618.96	44,735.69	44,735.69	18,064.00	162,819.27	27.83
Total CIP	225,618.96	44,735.69	44,735.69	18,064.00	162,819.27	27.83
Total Capital Infrastructure Projects	225,618.96	44,735.69	44,735.69	18,064.00	162,819.27	27.83
Total SBRPCA Enterprise Fund	12,609,838.96	8,344,575.66	8,344,575.66	670,157.61	3,595,105.69	71.49

Expenditure Status Report

South Bay Regional PCA
 7/1/2021 through 3/31/2022

20 Grant Fund

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
80 Capital Infrastructure Projects						
80-400 CIP						
80-400-5000 Expenditures						
Total Grant Fund	0.00	0.00	0.00	0.00	0.00	0.00
Grand Total	12,609,838.96	8,344,575.66	8,344,575.66	670,157.61	3,595,105.69	71.49

F-1

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

MARCH 15, 2022

A. CALL TO ORDER

The Board of Directors, the Executive and User Committees convened in a regular joint meeting on March 15, 2022 at 2:00PM by teleconference.

B. ROLL CALL

Present: Mayor Hildy Stern, City of Manhattan Beach
Mayor Pro Tem Rodney Tanaka, City of Gardena
Councilmember Alex Monteiro, City of Hawthorne
City Manager Clint Osorio, City of Gardena
City Manager Bruce Moe, City of Manhattan Beach
City Manager Vontray Norris, City of Hawthorne
Chief Mike Ishii, Hawthorne Police Department
Chief Mike Lang, Manhattan Beach Fire Department
Chief Derrick Abell, Manhattan Beach Police Department
Chief Mike Saffell, Gardena Police Department

Also Present: Shannon Kauffman, Operations Manager
John Krok, Administrative Services Manager
Jennifer Petrusis, Richards Gershon Watson
Laura Kalty, Liebert Cassidy Whitmore
Vanessa Alfaro, Finance & Performance Audit Manager
Ross Klun, Executive Director

C. PUBLIC DISCUSSION

None.

D. BOARD OF DIRECTORS CONSENT CALENDAR

Motion: Mayor Stern moved to approve Consent Calendar, Items #1-3. The motion was seconded by Vice-Chair Tanaka and passed by voice vote.

1. Minutes from January 18, 2021
APPROVE
2. AB 361 Findings for Special Brown Act Requirements for Teleconference Meetings
MAKE FINDINGS PURSUANT TO AB 361
3. Cash & Investments Report/December 31, 2021
RECEIVE AND FILE

E. ITEMS REMOVED FROM THE CONSENT CALENDAR

None.

F. BOARD OF DIRECTORS GENERAL BUSINESS

1. Resolution Revising Budgetary Policy to Allow Ongoing Funding for Pension and Other Post-Employment Benefits Unfunded Liabilities
ADOPT RESOLUTION

After a brief presentation, Chair Monteiro inquired after the basis of the contributed funds to OPEB and 115 trust as well as the anticipated savings. Finance Manager Alfaro reported contributions are determined by actuaries every two years. Vice-Chair Tanaka indicated with the interest rates low if other options were researched instead of using cash. Finance Manager Alfaro discussed with Treasurer and the liability is not as large as member cities. The cost of undergoing pension obligation

bonds may not be administratively feasible.

Motion: Vice-Chair Tanaka moved to approve the revision to the budgetary policy to allow ongoing funding for pension and other post-employment benefits unfunded liabilities. The motion was seconded by Mayor Stern and passed by voice vote.

2. Resolution Adopting the Budget for Fiscal Year 2022-2023

ADOPT RESOLUTION

Finance Manager Alfaro presented to the Board the budget for fiscal year 2022-2023. Work plans were summarized. Vice-Chair Tanaka was not able to see the column for City of Gardena on the presentation. Finance Manager Alfaro mentioned the margins cut out and will email the information to the Board. Chair Monteiro requested a summary on the Cost Allocation Policy.

Motion: Vice-Chair Tanaka moves to approve the budget. The motion was seconded by Mayor Stern and passed by voice vote.

3. Resolution Adopting an Amended Statement of Investment Policy and Rescinding Resolution No. 341

ADOPT RESOLUTION

Finance Manager Alfaro presented a summary on the Amended Statement of Investment Policy.

Motion: Vice-Chair Tanaka moved to approve the amended statement of investment policy. The motion was seconded by Mayor Stern and passed by voice vote.

G. **EXECUTIVE COMMITTEE CONSENT CALENDAR**

Motion: City Manager Norris moved to approve the Consent Calendar, Items #1-5. The motion was seconded by Chair Osorio and passed by voice vote.

1. Minutes from February 15, 2021

APPROVE

2. Check Register - February 2022

RECEIVE AND FILE

3. AB 361 Findings for Special Brown Act Requirements for Teleconference Meetings

MAKE FINDINGS PURSUANT TO AB 361

4. Approve a Change Purchase order to Compline Incorporated in the Amount of \$50,000 for a Total Not-To-Exceed Amount of \$65,000 for Supplies and Equipment

APPROVE

5. Agreement with the City of Culver City for Emergency Police and Fire Dispatch Services

APPROVE AND AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE THE AGREEMENT ON BEHALF OF THE AUTHORITY

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

None.

I. **EXECUTIVE COMMITTEE GENERAL BUSINESS**

1. Memorandum of Understanding with the Communications of Workers of America

APPROVE AND AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE THE MEMORANDUM OF UNDERSTANDING ON BEHALF OF THE AUTHORITY

Administrative Services Manager Krok provided summary on the Memorandum of Understanding with the Communications of Workers of America. He projected \$242,000 over the next three years. The increase is 2.52% of the total salaries and benefits for RCC and 6% of salaries and benefits for the CWA group.

Motion: Vice-Chair Moe moved to approve the Memorandum of Understanding with the Communications

of Workers of America. The motion was seconded by City Manager Norris and passed by voice vote.

J. **USER COMMITTEE CONSENT CALENDAR**

Motion: Chief Ishii moved to approve the Consent Calendar, Items #1-2. The motion was seconded by Chief Abell and passed by voice vote.

1. AB 361 Findings for Special Brown Act Requirements for Teleconference Meetings
MAKE FINDINGS PURSUANT TO AB 361
2. Minutes from February 15, 2021
APPROVE

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

None.

L. **EXECUTIVE DIRECTOR'S REPORT**

The Executive Director provided update on the regional study on fire dispatch center.

M. **BOARD OF DIRECTORS, EXECUTIVE, AND USER COMMITTEES' COMMENTS**

City Manager Moe requested monthly status reports on Mark43.

N. **EXECUTIVE COMMITTEE CLOSED SESSION AGENDA**

The Executive Committee entered into closed session at 2:43PM to discuss the following item:

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 by closed session at 3:17 PM with no actions taken.

O. **ADJOURNMENT**

The meeting adjourned at 3:17PM.

F-2



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: February 15, 2022

ITEM: F-2

TO: User Committee

FROM: M. Ross Klun, Executive Director

SUBJECT: AB 361 FINDINGS FOR SPECIAL BROWN ACT
REQUIREMENTS FOR TELECONFERENCE MEETINGS

SUMMARY:

Staff has placed this item on the agenda to give the User Committee an opportunity to make findings specific in AB 361 (2021) for special Brown Act requirements for teleconference meetings. These special requirements give local public agencies greater flexibility to conduct teleconference meetings when there is a declared state of emergency and either social distancing is mandated or recommended, or an in-person meeting would present imminent risks to the health and safety of attendees.

RECOMMENDATION:

Staff recommends that the User Committee make the following findings so that meetings of the User Committee will be subject to the AB 361 special Brown Act requirements for teleconference meetings: 1) the User Committee has reconsidered the circumstances of the COVID-19 state of emergency; and 2) state and local officials continue to recommend measures to promote social distancing.

BACKGROUND

On March 4, 2020, Governor Newsom proclaimed a state of emergency to exist in California due to the spread of COVID-19. The Governor subsequently issued numerous executive orders suspending or modifying state laws to facilitate the response to the emergency. Among other things, these executive orders superseded certain Brown Act requirements and established special rules to give local public agencies greater flexibility to conduct teleconference meetings. The special rules included provisions allowing local public agencies to conduct teleconference meetings without having to provide a physical location from which the public may attend or comment, without having to use teleconference locations that are publicly accessible, and without having to identify teleconference locations on the agenda. Those special rules expired September 30, 2021.

On September 16, 2021, in anticipation of the then-imminent expiration of his special rules for teleconference meetings, the Government signed AB 361. In key part, this bill amends the Brown Act to establish special requirements for teleconference meetings if a legislative body of a local public agency makes two findings pursuant to Government Code section

54953(e)(3). Like the special rules in the Governor’s executive orders, the special Brown Act requirements in AB 361 include provisions allowing public agencies to conduct teleconference meetings without having to provide a physical location from which the public may attend or comment, without having to use teleconference locations that are public accessible, and without having to identify teleconference locations on the agenda. The AB 361 special Brown Act requirements are scheduled to be repealed on January 1, 2024.

In order for a local public agency to be subject to the AB 361 Brown Act requirements for teleconference meetings, a legislative body of a local public agency first must make a finding that it has “reconsidered” the circumstances of a declared state of emergency. Second, the legislative body must find that such emergency continues to directly impact the ability of the legislative body’s members to meet in person. Alternatively, for the second finding, the legislative body must find that state or local officials continue to impose or recommend social distancing measures. These findings must be made within 30 days after the legislative body teleconferences for the first time under AB 361 and every 30 days thereafter.

The COVID-19 state of emergency declaration is still in effect. Furthermore, the State of California and the County of Los Angeles have recommended measures to promote social distancing. Thus, the California Division of Occupational Safety and Health still requires that employers provide training on the effectiveness of physical distancing in the workplace. Additionally, the Los Angeles County Department of Public Health still encourages people at risk for severe illness or death from COVID-19 to take protective measures such as social distancing and, for those not yet fully vaccinated, to physically distance from others whose vaccination status is unknown. The County Health Department also continues to recommend that employers take steps to support physical distancing.

FISCAL IMPACT

None.

H



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: April 19, 2022
ITEM: H
TO: Executive Committee and User Committee
FROM: M. Ross Klun, Executive Director
SUBJECT: EXECUTIVE DIRECTOR'S REPORT
ATTACHMENTS: None

The Executive Director will give a short presentation on the current status of the Mark43 CAD project.