

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

FEBRUARY 15, 2022

A. CALL TO ORDER

The Executive and User Committees convened in a regular joint meeting on February 15, 2022, at 2:01PM by tele conference.

B. ROLL CALL

Present: City Manager Vontray Norris, City of Hawthorne
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 Mike Lang, Manhattan Beach Fire Department
Chief Derrick Abell, Manhattan Beach Police Department

Also Present: Captain Gary Tomatoni, Hawthorne Police Department
Captain Eric Lane, Hawthorne Police Department
Jennifer Petrusis, Richards Gershon Watson
Laura Kalty, Liebert Cassidy Whitmore
John Krok, Administrative Services Manager
Vanessa Alfaro, Finance & Performance Audit Manager
Megan Cunningham, Communications Supervisor
Ross Klun, Executive Director
Shannon Kauffman, Operations Manager

C. PUBLIC DISCUSSION

None.

D. EXECUTIVE COMMITTEE CONSENT CALENDAR

Motion: Vice-Chair Moe moved to approve the Consent Calendar, Items #1-5 with the amended portion for the minutes. The motion was seconded by City Manager Norris and passed by voice vote.

1. Minutes from January 18, 2022 - **as amended.**
APPROVE
2. Check Register– January 2022
RECEIVE AND FILE
3. Cash & Investments Report/ December 31, 2021
RECEIVE AND FILE
4. AB 361 Findings for Special Brown Act Requirements for Teleconference Meetings
MAKE FINDINGS PURSUANT TO AB 361
5. Agreement with the City of Culver City for Emergency Police and Fire Dispatch Services
AUTHORIZE AND APPROVE

E. ITEMS REMOVED FROM THE CONSENT CALENDAR

None.

F. EXECUTIVE COMMITTEE GENERAL BUSINESS

1. Revision to the Budgetary Policy Allowing Ongoing Funding for Pension and Other Post-Employment Benefits Unfunded Liabilities

RECOMMEND THE BOARD OF DIRECTORS ADOPT RESOLUTION ESTABLISHING A BUDGETARY POLICY THAT ALLOWS ONGOING FUNDING FOR PENSION AND OTHER POST-EMPLOYMENT BENEFITS UNFUNDED ACTUARIAL LIABILITIES

Mr. Klun provided summary on the revision to the budgetary policy to include ongoing funding for pension and other post-employment benefits unfunded liabilities.

Vice-Chair Moe inquired after the rationale of 90% target instead of 100%. Finance Manager Alfaro reported the intent to maintain in the event CalPERS has investment returns that exceed their target to avoid overfunded plan. Not the same concern with OPEB.

Motion: Vice-Chair Moe moved to recommend the revision to the budgetary policy. The motion was seconded by Chair Osorio and passed by voice vote.

2. Fiscal Year 2022-2023 Preliminary Budget

PROVIDE DIRECTION

Finance Manager Alfaro presented the Preliminary Budget for fiscal year 2022-2023. Vice-Chair Moe asked about the unreserved fund balance five-year projection growing to 5.7 million to see if there was a plan for use, such as additional OPEB funding or rebates for the member cities. Chair Osorio inquired about the current policy for the reserve. Finance Manager Alfaro reported policy only requires 10% of annual budget in operating and capital reserves. Chair Osorio questioned whether 10% is adequate. City Manager Norris recommended to see other options for the unreserved fund balance and to compare and contrast the other reserve percentages used regionally. Staff agreed to bring additional information on reserves policy and an additional amendment to update the reserves percentage if needed and use of unreserved funds.

Motion: Chair Osorio moved to approve the Preliminary Budget for fiscal year 2022-2023. The motion was seconded by City Manager Norris and passed by voice vote.

3. Agreement with Mark43 for Computer Aided Dispatch System

APPROVE

Vice-Chair Moe inquired after section 6.2 with the termination temporary suspension by mutual consent. The Authority must have minimum days but there is no mention for Mark43. Ms. Petrusis confirmed there is no termination timeline for Mark43. They have the option not to renew the contract. Up to the Authority to renew after three years given with 30 days' notice not to renew for additional 12 months.

Motion: Chair Osorio moved to approve the agreement with Mark43. The motion was seconded by City Manager Norris. Vice Chair Moe voted against the motion and the motion passed by voice vote.

G. **USER COMMITTEE CONSENT CALENDAR**

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

1. Minutes from January 18, 2022

APPROVE

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

MAKE FINDINGS PURSUANT TO AB 361

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

None.

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

Chief Ishii wanted to thank staff for the Superbowl weekend.

J. **EXECUTIVE COMMITTEE CLOSED SESSION AGENDA**

The Executive Committee entered into closed session at 2:50PM to discuss the following items.

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

Agency Designated Representative: Executive Director and Liebert, Cassidy, Whitmore
Employee Organization: The Communications Workers of America
2. 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 3:30PM with no actions taken.

K. **ADJOURNMENT**

The meeting adjourned at 3:30PM.