

**MINUTES REGULAR JOINT MEETING OF THE
EXECUTIVE COMMITTEE AND THE USER COMMITTEE
OCTOBER 18, 2022**

A. CALL TO ORDER

The Executive Committee and the User Committee convened in a regular joint meeting on Tuesday, October 18, 2022 at 2:03 PM via teleconference.

B. ROLL CALL

Present: City Manager Vontray Norris, City of Hawthorne
City Manager Bruce Moe, City of Manhattan Beach
City Manager Clint Osorio, City of Gardena
Chief Rachel Johnson, Manhattan Beach Police Department
Chief Mike Lang, Manhattan Beach Fire Department
Chief Mike Saffell, Gardena Police Department

Absent: Chief Mike Ishii, Hawthorne Police Department

Also present: Executive Director Ross Klun
Operations Manager Shannon Kauffman
Administrative Services Manager John Krok
Finance Manager Vanessa Alfaro
Executive Assistant Cristina Manley
Jennifer Petrusis, RWG Law

C. PUBLIC DISCUSSION

None.

D. EXECUTIVE COMMITTEE CONSENT CALENDAR

1. Minutes from September 20, 2022
APPROVE
Director Klun amended minutes (typo) from September 20, 2022 item D. 1
Reference: Check Register July 19, 2022
Correction: Minutes July 19, 2022
2. Check Register – September 2022
RECEIVE AND FILE
3. AB 361 Findings for Special Brown Act Requirements for Teleconference Meetings
MAKE FINDINGS PURSUANT TO AB 361
4. Budget Performance Report – FY 2022/23 Q1
RECEIVE AND FILE

MOTION: City Manager Bruce Moe moved to approve the consent calendar as written 1-4. The motion was seconded by City Manager Vontray Norris and passed by a 3-0 call vote.

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

None.

F. **EXECUTIVE COMMITTEE GENERAL BUSINESS**

1. Executive Director's Update on the Status of the Mark43 Project

Executive Director Klun provided a Power Point presentation on the status of the Mark43 Project. Round 1 of Data Migration loaded and ready for validation, currently under review. A new Product Consultant has been assigned to Mark43 CAD. Next week a meeting is scheduled with VP of Product, Wendy Gilbert to discuss the system wide outage from last meeting discussion. System Reliability – Mark43 will be providing documentation/reports. Go-Live Date: 4/3/2023

2. Executive Director's Update on Staffing and Recruitment

Executive Director provided a Power Point presentation on Staffing and Recruitment. The Recruitment Incentive and Referral Bonus Policy was adopted by the BoD on September 29, 2022.

Overview of recent recruitment activity – no passing score on the Critical test. Currently, three candidates in background process. Staff attended an in-person job fair that generated a few applicants. All city websites have links to our employment page.

Current Staffing – 35 out of 50 Operators 7 out of 7 Supervisors

Two conditional offers offered this week – start date mid-November

G. **USER COMMITTEE CONSENT CALENDAR**

1. Minutes from September 20, 2022

APPROVE

Director Klun amended minutes (typo) from September 20, 2022 item D. 1

Reference: Check Register July 19, 2022

Correction: Minutes July 19, 2022

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

MAKE FINDINGS PURSUANT TO AB 361

MOTION: Chief Safell moved to approve the User Committee Consent Calendar as written 1-2. The motion was seconded by Chief Johnson and passed by unanimous roll call vote, absent Chief Ishii.

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

None.

I. **EXECUTIVE DIRECTOR'S REPORT**

1. Executive Director Klun status on Senate Bill 1000, which would require law enforcement agencies to conduct dispatch operations on an open and clear channel that could be monitored by the public and require that criminal justice and personally identifiable information not be transmitted in a way that could be monitored by the public. Placed on the suspense file, will not be moving forward.

2. Briefing on Assembly Bill 2449 changes remote attendance rules under Brown Act's Opening Meeting Laws. Effective January 1, 2023, local agencies will no longer be able to rely on AB361's provision and will be left with Brown Act teleconferencing rules that require a quorum of the legislative body to meet in-person in the agency's jurisdiction. Remote participation under two specific circumstances:
 - a. Just Cause – limit per calendar year
 - b. Emergency Circumstance

J. **EXECUTIVE COMMITTEE AND USER COMMITTEE COMMENTS**

None.

K. **ADJOURNMENT**

The meeting was adjourned at 2:21 PM.