

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

**JUNE 20, 2023**

**A. CALL TO ORDER**

The Executive Committee and the User Committee convened in a regular joint session at 2:04PM on Tuesday, June 20, 2023, on the second-floor conference room of the South Bay Regional Public Communications Authority at 4440 West Broadway, Hawthorne, CA.

**B. ROLL CALL:**

Present: City Manager Bruce Moe, City of Manhattan Beach  
City Manager Von Norris, City of Hawthorne  
City Manager Clint Osorio, City of Gardena  
Captain Vincent Osorio, City of Gardena  
Chief Mike Lang, City of Manhattan Beach  
Chief Rachel Johnson, City of Manhattan Beach

Absent: Chief Gary Tomatani, City of Hawthorne  
Chief Mike Saffell, City of Gardena  
Operations Manager Shannon Kauffman

Also Present: Executive Director M. Ross Klun  
Administrative Services Manager John Krok  
Finance Manager Vanessa Alfaro  
Executive Assistant Cristina Manley  
General Counsel Jennifer Petrusis RWG Law

**C. PUBLIC DISCUSSION**

None.

**D. EXECUTIVE COMMITTEE CONSENT CALENDAR**

1. Minutes from May 16, 2023  
**APPROVED**
2. Check Register – May 2023  
**APPROVED**
3. Schedule of Fees and Charges for Fiscal Year 2023/24 as Described in Exhibit A of the Draft Resolution  
**CONSIDER WHETHER TO RECOMMEND THAT THE BOARD OF DIRECTORS ADOPT A RESOLUTION ESTABLISHING A SCHEDULE OF FEES AND CHARGES FOR FISCAL YEAR 2023/24**

**MOTION:** City Manager Norris moved to approve the Consent Calendar, item numbers 1 – 3. The motion was seconded by City Manager Osorio and passed by 3 – 0.

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

None.

**F. EXECUTIVE COMMITTEE GENERAL BUSINESS**

1. Executive Approve FY 2023/24 Blanket Purchase Orders for Supplies and Services in a Total Amount Not-To-Exceed \$ 1,438,242

**APPROVE AND AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE PURCHASE ORDERS**

**MOTION:** City Manager Moe moved to approve item numbers 1, the motion was seconded by City Manager Norris and passed 3 - 0.

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

**PROVIDE DIRECTION**

Executive Director Klun provided an overview of status of Mark 43. A total of seven years from the initial RFP, selection of the product and up to now. Authority currently has had a contract with Mark43 for over a year. Project has moved along but some significant issues with the CAD on the law enforcement side remain. Highlights of Mark 43 – Dex interface (State warrant management system) incomplete, no movement since October of 2022. Other law enforcement agencies in that State have requested the delivery of this interface and Mark43 unable to deliver thus far. It is a critical feature that is needed for CAD. Mark43 is not able to provide a premise history or hazard history based on an apartment or suite number unit. Our current CAD is able to provide history. Lacking on site support service (scheduled on site visit end of August 2023). Go-live date scheduled for Q1 2024. Newspaper article published last week, police software crashes forced East Bay dispatchers to hand write call info. We are looking for guidance and direction from the Executive Committee but at this point we are no longer confident that Mark43 is able to deliver a product to meet needs for the Authority. Discussed with general council on different options to exist out of the contract with Mark 43, recommendation to terminate contract for convenience.

City Manager Norris wanted to know timeline from producing an RFP and receiving proposals to review. Jennifer Petrusis recommended not to issue an RFP until we given notice of termination (180 days' notice). Next meeting – Agenda to discuss potential termination of Mark43 contract.

Chief Johnson commented on the usage of RMS for Manhattan Beach and concerned on the impacts of Mark43. Would like to have further discussion on potential impacts for Manhattan Beach.

Director Klun discussed the letter received in October 2022 with a list of items that Mark43 would deliver. Unfulfilled promises. Based on information provided, schedule a Special Executive and User Committee Meeting discuss impacts of possible termination.

3. Executive Director's Update on Staffing and Recruitment

**RECEIVE AND FILE**

Executive Director Klun provided an overview on staffing and recruitment. Staffing levels are at 90%. Recruitment efforts remain strong, 11 of 12 are currently in training.

G. **USER COMMITTEE CONSENT CALENDAR**

1. Minutes from May 16, 2023

**APPROVED**

**MOTION:** Captain Osorio moved to approve the Consent Calendar. The motion was seconded by Chief Johnson and passed 3 – 0.

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

None.

I. **EXECUTIVE DIRECTOR’S REPORT**

Executive Director Klun informed the group about July meeting will be annual elections for the Board, Executive and User Committee. In February, Klun informed the committee about applied for APCO’s Certified Public-Safety Executive (CPE) Program - International leaders in Public Safety Communications (Post-grad Program). Klun selected for the program which starts in July 2023.

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

Chief Lang requested discussion on PulsePoint software for a future agenda.

K. **ADJOURMENT**

The meeting was adjourned at 2:26PM.