

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

1. **CALL TO ORDER**

The Executive Committee and the User Committee convened in a regular joint session at 2:10 PM on Tuesday, March 15, 2016, in the second floor conference room of the South Bay Regional Public Communications Authority, 4440 W. Broadway, Hawthorne, CA.

ROLL CALL

Present: City Manager Mark Danaj, City of Manhattan Beach
City Manager Mitch Lansdell, City of Gardena
Interim City Manager Arnie Shadbehr, City of Hawthorne
Chief Chris Donovan, El Segundo Fire Department
Chief Robert Espinosa, Manhattan Beach Fire Department
Chief Bob Fager, Hawthorne Police Department
Lt. Steve Prendergast, Gardena Police Department
Chief Mitch Tavera, El Segundo Police Department

Absent: Interim Chief Pete Bonano, Hermosa Beach Fire Department
Chief Eve Irvine, Manhattan Beach Police Department
Chief Ed Medrano, Gardena Police Department
Chief Sharon Papa, Hermosa Beach Police Department

Also Present: Executive Director Ralph Mailloux
Operations Manager Shannon Kauffman
Administration Manager John Krok
Finance Manager Valerie Mohler
Mr. Jeff Fukasawa, Compline

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At this time, those present introduced themselves.

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2. **PUBLIC DISCUSSION**

None.

3. **ACTION ITEMS**

3a. **Approval of Minutes – February 16, 2016**

MOTION: City Manager Danaj moved to approve the minutes of February 16, 2016 as written. The motion was seconded by City Manager Lansdell and passed by majority vote, with Interim City Manager Shadbehr abstaining due to his absence from the meeting.

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3b. **Budget Performance Report as of February 29, 2016**

Finance Manager Mohler presented the Budget Performance Report as of February 29, 2016 per written material of record. She related staff's recommendation to receive and file the Report.

MOTION: Interim City Manager Shadbehr moved to receive the Budget Performance Report as of February 29, 2016. The motion was seconded by City Manager Danaj and passed by unanimous vote.

4. **EXECUTIVE DIRECTOR'S REPORT**

4a. Executive Director Mailloux and Chief Fager related information about discussion at the recent Area G interoperability meeting.

4b. Executive Director Mailloux reported on the Authority's two new communications operators; the pending hiring of a medical director; and Manhattan Beach's new Parking & Animal Control ticket writing system which, he confirmed, can be used by public works' departments as well.

4c. Executive Director Mailloux noted the general consensus in favor of the Mark 43 computer aided dispatch/records management (CAD/RMS) system.

Chief Espinosa expressed his concern that the development of the CAD/RMS by a third-party such as Mark 43 would necessitate the assistance of the member departments in helping them understand how the system should work and developing an interface to a fire RMS. However, Tri Tech already has this capability.

Chief Fager pointed out that a key element of the CAD/RMS Technical Advisory Committee meetings is to ask questions and express concerns such as those posed above by Chief Espinosa. He suggested that the fire and police chiefs meet in the near future to discuss the CAD/RMS.

Administration Manager Krok related his understanding that Mark 43 has the ability to provide mapping and integration. If not, they have the expertise to develop these capabilities.

Executive Director Mailloux voiced his hope that the fire departments will collectively decide on an RMS. In answer to a question from Chief Donovan, he offered input on the anticipated timeline for the selection of the new CAD/RMS.

Chief Donovan stated his interest in the opportunity to connect the CAD and the RMS and put them under one umbrella.

Chief Tavera related his understanding that the police chiefs are strongly considering Mark 43.

5. **NEW BUSINESS**

5a. In response to a question from Executive Director Mailloux, the Executive and User Committees agreed that an open house for the Authority's communications center remodel should be held at 6:00 PM on a Monday, Wednesday or Thursday in June, the date to be determined.

6. **CLOSED SESSION**

Pursuant to Government Code Section 54957.6 (Conference Re: Labor Negotiations), the Executive Committee entered into a closed session at 2:40 PM to discuss the Executive Director Mailloux's contract. The meeting returned to open session at 3:00 PM, with no action taken in closed session.

7. **ADJOURNMENT**

The meeting was adjourned at 3:00 PM.