

**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 2:35 PM on Tuesday, March 21, 2017, in the second floor conference room at the South Bay Regional Public Communications Authority, 4440 W. Broadway, Hawthorne, CA.

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City Manager Danaj introduced Management Analyst George Gabriel, City of Manhattan Beach.

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ROLL CALL

Present: City Manager Mark Danaj, City of Manhattan Beach
Interim City Manager John Jalili, City of Hermosa Beach
City Manager Mitch Lansdell, City of Gardena
Interim City Manager Arnie Shadbehr, City of Hawthorne
Chief Pete Bonano, Hermosa Beach Fire Department
Chief Bob Espinosa, Manhattan Beach Fire Department
Captain Mike Ishii, Hawthorne Police Department
Captain Milton McKinnon, Hermosa Beach Police Department

Absent: Chief Eve Irvine, Manhattan Beach Police Department
Chief Mitch Tavera, El Segundo Police Department

Also Present: Executive Director Ralph Mailloux
Operations Manager Shannon Kauffman
Administration Manager John Krok
Finance Manager Valerie Mohler
Management Analyst George Gabriel, City of Manhattan Beach
Mr. Carl Jacobson, City of El Segundo

2. **PUBLIC DISCUSSION**

None.

3. **ACTION ITEMS**

3a. **Approval of Minutes – February 21, 2017**

MOTION: City Manager Lansdell moved to approve the minutes of the joint meeting of the Board of Directors, Executive Committee and User Committee on February 21, 2017. The motion was seconded by City Manager Shadbehr and passed by unanimous voice vote.

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3b. **Budget Performance Report – February 28, 2017**

Finance Manager Mohler presented the staff report per written material of record.

MOTION: City Manager Lansdell moved to receive and file the Budget Performance Report as of February 28, 2017. The motion was seconded by City Manager Shadbehr and passed by unanimous voice vote.

3c. **Hermosa Beach Contract**

The Executive Committee agreed to consider the Hermosa Beach Contract even though it should have been shown as Agenda Item No. 3c instead of Item No. 3e.

Referring to the staff report, Executive Director Mailloux provided background information on the Hermosa Beach contract. He advised that, using the new assessment methodology, Hermosa Beach's contract would increase approximately \$500,000, for a total of approximately \$1,100,000, and that, with the new methodology, Hermosa Beach would be entitled to a police dispatcher 24/7. However, due to the need for additional staffing as a result of Culver City's transition to the Authority, this cannot be accomplished at this time. But, it is anticipated that it will be possible to provide Hermosa Beach with five additional eight-hour days of separation from Manhattan Beach's frequency beginning July 2018.

Interim City Manager Jalili related Hermosa Beach's agreement with Option No. 2 in the staff report as follows: "Notify Hermosa Beach that the new methodology for annual client increases shall be utilized this year, with an increase from the current assessment methodology amount of .9%, or \$677,121, to 4.32%, or \$700,072, for an additional increase of \$22,951." He suggested that this item be tabled so the police chiefs, who are at a conference, can be present for this discussion.

Chief Bonano stated his understanding that the increase to Hermosa Beach's contract was based on the methodology developed for Culver City.

Executive Director Mailloux pointed out that Hermosa Beach's contract expired years ago.

The Executive Committee agreed to continue discussion of the Hermosa Beach Contract to the next meeting.

City Manager Lansdell noted that Option No. 2 would be only for one year.

4. **EXECUTIVE DIRECTOR'S REPORT**

4a. Executive Director Mailloux presented information on the status of Culver City's transition to the Authority on March 1, 2017 and the Interoperability Network of the South Bay (INSB).

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4b. At the request of Executive Director Mailloux, Captain Ishii offered input on the new computer aided dispatch/records management system (CAD/RMS). He advised that Hawthorne will pay for the CAD and, in turn, assess the cities.

5. **NEW BUSINESS**

5a. Finance Manager Mohler affirmed that the proposed Fiscal Year 2017-2018 Budget will be presented for the Executive Committee's consideration at the next regular meeting on April 18, 2017.

6. **CLOSED SESSION**

Pursuant to Government Code Section 54957.6 (Personnel Matters), at 2:35 PM, the Executive Committee entered into a closed session to discuss the Executive Director's evaluation.

At 2:55 PM, the meeting returned to open session, with no action taken in closed session.

7. **ADJOURNMENT**

The meeting was adjourned at 2:56 PM.