

August 21, 2007

**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 2:00 p.m. on Tuesday, August 21, 2007, in the second floor conference room of the South Bay Regional Public Communications Authority, 4440 W. Broadway, Hawthorne, CA.

**ROLL CALL**

Present: City Manager Mitch Lansdell, City of Gardena  
City Manager Jag Pathirana, City of Hawthorne  
Chief Greg Savelli, Hermosa Beach Police Department  
Interim Chief Jerry Gomez, Hermosa Beach Fire Department  
Lt. Derrick Abell, Manhattan Beach Police Department  
Battalion Chief Frank Chiella, Manhattan Beach Fire Department

Absent: City Manager Steve Burrell, City of Hermosa Beach  
City Manager Geoff Dolan, City of Manhattan Beach  
Chief Ed Medrano, Gardena Police Department  
Chief Mike Heffner, Hawthorne Police Department

Also Present: Executive Director Ralph Mailloux  
Operations Manager Janey Hall  
Finance Manager Agnes Walker  
Technical Services Manager Jose Rivera  
Mr. Kunle Aderonmu, Legal Counsel for the Authority  
Mr. Jim Darr, 3SI Security  
Mr. Carl Jacobson, El Segundo Resident

2. **PUBLIC DISCUSSION**

None.

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3. **ACTION ITEMS**

3a. **APPROVAL OF MINUTES – JUNE 19, 2007**

Agenda Item No. 3a was considered later in the meeting (see below).

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Agenda Item No. 3c was considered out of order at this time.

3c. **3SI CASH PROTECTION SYSTEM**

Mr. Jim Darr, 3SI Security Systems, gave a presentation on a cash protection system designed to recover cash stolen from banks and help apprehend the criminals. He clarified that the system has held up in court; that each member police department would be given a hand-held device to assist in tracking suspects; and that the system would be funded by the banks in the member cities, with no costs to the Authority or the member police departments.

Executive Director Mailloux related the support of this system by Authority staff and the Police Task Force. He verified that there would be no cost to the Authority.

**MOTION:** City Manager Lansdell moved to support the implementation of the 3SI Cash Protection System. The motion was seconded by City Manager Pathirana and passed by unanimous vote, absent City Manager Dolan.

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Discussion returned to regular agenda order.

3a. **APPROVAL OF MINUTES – JUNE 19, 2007**

The minutes of the joint meeting of the Executive Committee and User Committee on June 19, 2007 were unanimously approved as written, absent City Manager Dolan.

3b. **CASH & INVESTMENTS REPORT – JUNE 30, 2007**

Finance Manager Walker recommended that the Cash & Investments Report as of June 30, 2007 be received and filed. She explained that the Report is based on un-audited numbers, but staff is confident there will be no significant, if any, changes after the audit and that the Authority's cash position is healthy and consists of enough cash flow to fund expenses for the next six months.

The Cash & Investments Report as of June 30, 2007 was received and filed as written.

3c. **3SI CASH PROTECTION SYSTEM**

Considered earlier in the meeting (see page 2).

3d. **RESOLUTION RE BUDGETARY POLICY**

Finance Manager Walker recommended the approval of the proposed budgetary policy and adoption of Resolution No. 256. She reviewed that, at a previous meeting, the Executive Committee directed staff to define the level of budgetary control, which is included in the proposed resolution.

**MOTION:** City Manager Lansdell moved to approve the budgetary policy as written and adopt Resolution No. 256. The motion was seconded by City Manager Pathirana and passed by unanimous vote, absent City Manager Dolan.

3e. **EL CAMINO COMMUNICATIONS EQUIPMENT MAINTENANCE CONTRACT**

Executive Director Mailloux advised that, in response to direction from the Executive Committee at a previous meeting, the proposed charges are a little higher than those charged by private industry and that the contract before the Committee at this time is for one year. Mr. Mailloux affirmed that Chief Port of El Camino Police Department is aware the contract would be for one year.

**MOTION:** City Manager Lansdell moved for the approval of the proposed contract with El Camino Police Department. The motion was seconded by City Manager Pathirana and passed by unanimous vote, absent City Manager Dolan.

4. **EXECUTIVE DIRECTOR'S REPORT**

4a. Executive Director Mailloux related that Operations Manager Janey Hall plans to retire in December 2007; that a written examination for the position will be on August 29<sup>th</sup>; and that the oral interviews for the position will be on September 10<sup>th</sup>.

4b. Executive Director Mailloux announced the Authority's acquisition of three new frequency pairs. He indicated that interference issues with Arcadia, who has a Letter of Concurrence for one of the frequencies, will be examined in the near future; that a master plan for the frequencies will be developed; and that the idea of selling the Authority's 800 MHz frequency and acquiring another frequency is being considered.

4c. Executive Director Mailloux provided information on the status of hiring efforts for the position of Communications Operator.

5. **NEW BUSINESS**

None.

6. **CLOSED SESSION**

At the suggestion of City Manager Pathirana, the Executive Committee delayed entering into closed session until such time as those City Managers absent from the meeting can be present.

7. **ADJOURNMENT**

At 2:25 p.m., the meeting was adjourned.