

November 15, 2005

**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 2:07 p.m. in the second floor conference room of the South Bay Regional Public Communications Authority, 4440 W. Broadway, Hawthorne, CA.

ROLL CALL

Present: City Manager Steve Burrell, City of Hermosa Beach
City Manager Geoff Dolan, City of Manhattan Beach
City Manager Mitch Lansdell, City of Gardena
City Manager Richard Prentice, City of Hawthorne
Chief Dennis Groat, Manhattan Beach Fire Department
Chief Ernie Klevesahl, Manhattan Beach Police Department
Chief Stephen Port, Hawthorne Police Department

Absent: Chief Rodney Lyons, Gardena Police Department
Chief Russell Tingley, Hermosa Beach Fire Department

2. **PUBLIC DISCUSSION**

None.

3. **ACTION ITEMS**

3a. **APPROVAL OF MINUTES – OCTOBER 18, 2005***

The minutes of October 18, 2005 were approved as written.

3b. **MONTHLY FINANCIAL REPORT – OCTOBER 2005***

Executive Director Mailloux explained that, when the Teamster's salary increase is added to the 2005-2006 Operating Budget, this account will once again be within the budgeted amount.

The Monthly Financial Report for October 2005 was received and filed as written.

3c. **REGIONAL TRAINING CENTER MONTHLY FINANCIAL REPORT -
OCTOBER 2005***

Executive Director Mailloux advised that there is money remaining after all of the bills for the L.A. South Bay Regional Skills Center have been paid. Mr. Mailloux stated his intent to meet with El Camino College Dean of Industry and Technology Ron Way to discuss El Camino's plans to take over the Center. In answer to a question from City Manager Dolan, Executive Director Mailloux indicated that the delay in El Camino's take over has to do with their having new trustees.

The L.A. South Bay Regional Skills Center Monthly Financial Report as of October 2005 was received and filed as written.

4. **NEW BUSINESS**

None.

5. **EXECUTIVE DIRECTOR'S REPORT**

5a. Executive Director Mailloux reviewed the information in the Executive Director's Briefing distributed to the Executive Committee via email on October 27, 2005.

City Manager Lansdell related his appreciation of the newly-implemented Executive Director's Briefing, which he passed onto Gardena City Council. City Managers Burrell, Dolan and Prentice also voiced their appreciation of the Briefing.

5b. Executive Director Mailloux noted that he is scheduled to attend the Manhattan Beach City Council this evening and the Hawthorne City Council meeting on November 22nd, to discuss Wireless 9-1-1, the Authority's website and Verizon's recent 9-1-1 equipment failure. He mentioned that Authority staff will attend a meeting on December 8th to discuss the failure and that approximately 1,500 wireless 9-1-1 calls are now received per month, as compared to a total of 5,580 during 2004. Mr. Mailloux verified that multiple wireless 9-1-1 calls are received for the same incident and that, even with the addition of the wireless 9-1-1 calls, Authority staff continue to answer 98% of the calls received within one to two rings.

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5c. Executive Director Mailloux related that Authority staff met with a Motorola representative specializing in grants to discuss the possibility of obtaining funding for the infrastructure upgrade project at Punta Place, as well as the portable remote transmitter/receiver sites.

5d. City Manager Dolan introduced the idea of moving Manhattan Beach's Reverse 9-1-1 system to the Authority.

Chief Klevesahl noted that Reverse 9-1-1 does not include unlisted telephone numbers.

Executive Director Mailloux pointed out that, on December 13th, a meeting will be held to discuss the Reverse 9-1-1 system. He clarified that it is illegal to use PSAP lists for other programs.

The Executive Committee members supported further examination of the idea of the Authority operating the Reverse 9-1-1 system for the member cities.

City Manager Dolan suggested that the possibility of obtaining grant funds for Reverse 9-1-1 also be explored.

6. **ADJOURNMENT**

The meeting was adjourned at 2:25 p.m.