



*West Cities Police Communications Center
Joint Powers Authority*

**MINUTES OF THE WEST CITIES POLICE COMMUNICATIONS CENTER
MEETING OF THE BOARD OF DIRECTORS
May 21, 2024**

CALL TO ORDER

The West Cities Police Communications conducted this meeting at 4:34 pm on Tuesday, May 21, 2024, in the Emergency Operations Center training room of the Seal Beach Police Department, 911 Seal Beach Boulevard, Seal Beach, California, by Board Secretary Kasandra Edwards.

ROLL CALL

PRESENT:

Board of Directors:

Board Member, Scott Minikus, City of Cypress
Board Member, Jordan Nefulda, City of Los Alamitos
Board Member, Lisa Landau, City of Seal Beach

Administrative Oversight Staff:

Peter Grant, City Manager, City of Cypress
Chet Simmons, City Manager, City of Los Alamitos
Jill Ingram, City Manager, City of Seal Beach

Technical Operations Committee:

Mark Lauderback, Chief of Police, City of Cypress
Michael Claborn, Chief of Police, City of Los Alamitos
Michael Henderson, Chief of Police, City of Seal Beach

Treasurer:

Matt Burton, Finance Director, City of Cypress

Secretary:

Kasandra Edwards, Police Communications Director, West-Comm

General Counsel:

Michael Daudt, General Counsel, City of Los Alamitos

Staff:

Barbara Arenado, Director of Finance, City of Seal Beach

ORAL COMMUNICATIONS

None

OLD BUSINESS:

None

CONSENT CALENDAR:

1. **Approve Meeting Minutes – Meeting of November 21, 2023 an February 27, 2024**

Recommendation: Approve as submitted

2. **Receive and File the Financial Reports for the Periods Ended December 31, 2023 and March 31, 2024**

Recommendation: Receive and File financial reports

Vice Chairperson Minikus motion to approve Consent Calendar items. Board Member Landau seconded, and the motion passed.

Aye: Landau, Minikus, and Nefulda
Nay: None
Abstain: None
Absent: None

NEW BUSINESS:

3. Adopt Fiscal Year 2024-25 Budget

Director Edwards provided a presentation on the proposed budget for the fiscal year (FY) 2024 – 2025.

Personnel costs are proposed with a 5.5% increase due to salary and benefit increases in accordance with the MOU for the West-Comm Police Employee Association. In addition to CalPERS increases and a second year of programming six months of staffing for an additional full-time Dispatcher as part of succession planning for retirements anticipated within the next year.

Supplies and Services overall has decreased .04%.

In Capital Outlay and Improvements, \$21,000 is set aside for the reoccurring and periodic replacement of computers, furniture, and workstations. \$150,000 is set aside for future upgrades and replacement of major systems. This is the sixth year the set aside has been included in the budget.

In FY 2023-24 the Board of Directors approved the replacement of all six Dispatch consoles. The project will be completed at the beginning of FY 2024-25. A contingency of \$20,000 is needed for unforeseen expenditures during the tear down and building of the new consoles, along with temporarily moving the Dispatch Center during the construction. These costs are in addition to electrical upgrades required for the new consoles, as well as vendor support for IT, phones, and radios.

In FY 2022-23 the Dispatch computers were replaced. The computer monitors were not replaced at that time, in anticipation of the desk replacement, to ensure correct sizing. Of this total, \$6,000 is available from the computer replacement budget carry over into FY 24-25 and an additional \$6,000 is being requested in the FY 24-25 budget.

Estimated Revenues and Sources has a decrease of 2.9% to \$3,526,933 due to significantly less need for use of equipment reserves and proposed member contributions have decreased by 0.8% to \$3,150,931.

With no further questions, Vice Chairperson Minikus made a motion to adopt the FY 2024-25 Budget. Board Member Landau seconded the motion.

Aye: Landau, Minikus, and Nefulda
Nay: None
Abstain: None
Absent: None

DISCUSSION ITEMS:

#1 – Comments from the Board of Directors

None

#2 – Comments from the Administrative Oversight Committee

None

#3 - Comments from the Technical Operations Committee

CLOSED SESSION:

The Board of Directors, AOS, JPA Treasurer, JPA Secretary, Staff and Legal Counsel, went into Closed Session at 4:48 p.m. The following items were discussed:

CONFERENCE WITH LABOR NEGOTIATOR PER GOVERNMENT CODE SECTION 54957.6

AGENCY REPRESENTATIVES: Communications Director, JPA Treasurer

EMPLOYEE GROUPS: West-Comm Police Employee Association (WCPEA)

The meeting reconvened at 4:59 p.m. and General Counsel reported that no reportable action was taken in Closed Session.

ADJOURNMENT:

There being no further business, General Counsel adjourned the meeting at 5:00 p.m. The next Regular Board Meeting will be at 4:30 p.m. on November 19, 2024, at the Seal Beach Police Department.



Board Member

11/19/24

Date