

**NORTH COUNTY DISPATCH JOINT POWERS AUTHORITY
REGULAR MEETING OF THE CHIEFS
AGENDA**

November 09, 2017 / 09:00 a.m.

Pala Fire Department, Training Room
34884 Lilac Extension Road
Pala, CA 92059

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT

At this time, any member of the public may come forward to speak on any item within the subject matter jurisdiction of the North County Dispatch JPA Chiefs' Committee, not otherwise on the Agenda. Remarks are to be limited to not more than three minutes. (Please print your name and address on the roster).

Any person may address the Board on any item of Board business or Board concern. The Board cannot take action on any matter presented during Public Comment, but can refer it to the Administrative Officer for review and possible discussion at a future meeting. As permitted by State Law, the Board may take action on matters of an urgent nature of which require immediate attention.

4. CLOSED SESSION

- A. Section 54956.9(d)(2): Conference with Legal Counsel – Anticipated Litigation

Facts and circumstances (pursuant to Government Code Section 54956.9(e)(2)): A dispute has arisen in the calculation of retiree benefits for three former JPA employees based on revisions to the reporting of special compensation for these retirees.

- B. Section 54957: Public Employee Discipline/Dismissal/Release

With respect to every item of business to be discussed in closed session pursuant to 54957.

5. ANNOUNCEMENT OF CLOSED SESSION ACTIONS

6. PROCLAMATIONS AND PRESENTATIONS

There are no Proclamation and Presentations items for the November 09, 2017 meeting.

7. CONSENT CALENDAR

All items listed under the Consent Items are considered routine and will be enacted in one motion. There will be no separate discussion of these items prior to the Board action on the motion, unless members of the Board, Staff or public request specific items be removed from the Consent Agenda.

- A. Approve Regular Chiefs Meeting Minutes, August 2017 – (pg. 01)
Standing Item – Review and Approve

- B. Draft Agenda November Board of Directors Meeting – (pg. 07)
Standing Item – Review and Approve

C. Reports

- Quarterly Communications Report – (pg. 12)
- Budget Analysis
 - 1st Quarter Report: July 1, 2017 – September 30, 2017 – (pg. 15)
- List of Demands:
 - 1st Quarter Report: July 1, 2017 – September 30, 2017 – (pg. 16)
Informational – Receive and File

D. Modification of the Authorized Signatures, Interest Bearing Checking Account and Transfers

- *Staff Report 17/18* – (pg. 23)
- Resolution 17-12 – Payroll Process & Direct Deposit – (pg. 24)
- Resolution 17-13 – ACH Transfers from County – (pg. 26)
- Resolution 17-14 – System for Award Management (SAM) Deposit – (pg. 29)
- Resolution 17-15 – Accounts Payable/Receivable Process – (pg. 32)
Action Requested – Review and Approve

E. Updated JPA Pay Schedule

- *Staff Report 17/19* – (pg. 35)
- Updated JPA Pay Schedule – (pg. 36)
Action Requested – Review and Approve

F. New Management Job Descriptions

- *Staff Report 17/20* – (pg. 37)
- Accounting and Administrative Manager (Attachment A) – (pg. 38)
- Budget and Finance Manager (Attachment B) – (pg. 42)
Action Requested – Review and Approve

G. Reserve Funds

- *Staff Report 17/21* – (pg. 46)
- Resolution 17-16 – CalPERS UAL, Encumbered Projects, GIS, VHF, JPA MDC, and Operational Area Dispatch Reserve Funds – (pg. 47)
Action Requested – Review and Adopt

H. GIS Reserve & VHF Reserve Funds

- *Staff Report 17/22* – (pg. 49)
Action Requested – Review and Approve

I. 2018 Meeting Calendar

- Regular Finance Committee Meetings – (pg. 50)
Action Requested – Review and Approve

8. **COMMITTEE REPORTS**

9. ACTION ITEMS

OLD BUSINESS

- A. Dispatch Performance Reports: Administrative Support Manager, Libby-Jones (JPA)
August – November 2017 – (Handout)
Action Requested – Discuss and Direct
- B. Regular Board of Directors Meetings Calendar – (pg. 51) Administrator Wilson (JPA)
Action Requested – Discuss and Direct
- C. County of San Diego Health and Human Resources Data Request – (pg. 52) Administrator Wilson (JPA)
Action Requested – Discuss and Direct
- D. Budget - UAL Budget/Finance Mgr. Dinh (JPA)
• *Staff Report 17/24* – (pg. 53)
• UAL – Accelerated Payment Options (Attachment A) – (pg. 55)
Standing Item – Discuss and Direct

NEW BUSINESS

- A. KTimeHR Payroll and HR Services Accounting & Administrative Manager, Patros (JPA)
• *Staff Report 17/23* – (pg. 58)
Action Requested – Review and Approve
- B. Election of Officers – Board of Chiefs Chief Davis (Carlsbad)
• Chair of Board of Chiefs
• Vice-Chair of Board of Chiefs
• Supervisor to the Administrator
• Finance Committee Members
Action Requested – Nominate and Elect

10. DISCUSSION AGENDA

OLD BUSINESS

- A. Facility Needs Assessment/Strategic Plan Administrator Wilson (JPA)
Informational

NEW BUSINESS

- A. Operational Policy Update Administrator Wilson (JPA)
Informational
- B. Text-to-911 Deployment Plan for the County of San Diego Letter to State Administrator Wilson (JPA)
Informational

C. RCIP Memorandum of Agreement Draft
Informational

Admin. Support Mgr. Libby-Jones (JPA)

11. ORAL REPORT

A. Administrator

- November 30, 2017 – Regular Board of Directors Meeting
- December 06, 2017 – Regular Finance Committee Meeting
- December 14, 2017 – Regular JPA Chiefs Meeting

12. JPA CHIEFS' ROUNDTABLE

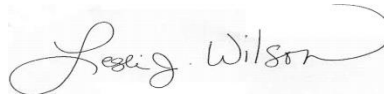
13. ADJOURNMENT

At the discretion of the Board, all items appearing on this agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board. All public records relating to an agenda item on this agenda are available for public inspection at the time the record is distributed to all, or a majority of all, members of the Board. Such records shall be available at North County Dispatch JPA, located at 16936 El Fuego, Rancho Santa Fe, CA 92067.

Certificate of Posting

I certify that on November 06, 2017 I posted a copy of the foregoing agenda near the regular meeting place of the Chiefs' Committee of the North County Dispatch JPA, said time being at least 72 hours in advance of the meeting of the Chiefs' Committee (Government Code Section 54954.2)

Executed at Rancho Santa Fe, California, on November 06, 2017.



Lesli J. Wilson, Board Secretary