



# NCDJPA

## North County Dispatch – Joint Powers Authority

### Regular Board of Directors' Meeting AGENDA

16936 El Fuego / P.O. Box 1206  
Rancho Santa Fe, CA 92067

August 22, 2018  
11:00 a.m.

#### NOTICE TO THE PUBLIC

This agenda contains a brief general description of each item to be considered and has been posted as required by law. Except as provided by law, no action shall be taken on any items not appearing herein. In compliance with the Americans with Disabilities Act, if you have a disability and need accommodation to participate in the meeting, please contact the Administrative Office at North County Dispatch JPA (858) 756-6062 forty-eight hours (48) prior to the meeting, so the necessary arrangements can be made.

**Cell Phones:** As a courtesy to others, please silence your cell phone or pager during the meeting and engage in conversation outside the Board Chambers.

**Agendas:** Agenda packets are available for public inspection 72 hours prior to scheduled meetings at North County Dispatch JPA located at 16936 El Fuego, Rancho Santa Fe, during normal business hours.

Agenda-related writings or documents provided to a majority of the Board of Directors after distribution of the agenda packet will be available for public inspection at the time of distribution at North County Dispatch JPA at 16936 El Fuego, Rancho Santa Fe, during normal business hours.

**Public Comment:** 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 or which require immediate attention. The maximum time allotted for each presentation is THREE (3) MINUTES.

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.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **INVOCATION**
4. **ROLL CALL – SELF INTRODUCTIONS**
5. **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 Board of Directors 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.*

6. **PROCLAMATIONS AND PRESENTATIONS**

- A. Introduction of New Administrator
  - Administrator, Christopher Herren
- B. Administrator Recognition
  - Administrator, Lesli J. Wilson – (pg. 00)
- C. Employee Recognition – (Service Award)
  - Fire Communications Dispatcher Kirsten Kruse, Baby Delivery – (pg. 00)
  - Fire Communications Dispatcher Bryan Buck, Baby Delivery – (pg. 00)
  - Fire Communications Dispatcher Brittany Perreira, CPR Save – (pg. 00)
  - Fire Communications Dispatcher Todd Ripa, CPR Save – (pg. 00)

7. **CLOSED SESSION**

- A. Section 54956.9(d)(4): Conference with Legal Counsel – Anticipated Litigation  
Initiation of Litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9:  
One (1) potential case

8. **ANNOUNCEMENT OF CLOSED SESSION ACTIONS**

9. **CONSENT CALENDAR**

*All items listed on the Consent Calendar are considered to be routine and will be enacted by one motion without discussion unless Board Members, Staff or the Public requests removal of an item for separate discussion and action. The Board of Directors has the option of considering items removed from the Consent Calendar immediately or under unfinished business.*

A. Board Minutes

- Special Meeting held August 1, 2018 – (pg. 00)  
**Action Requested – Review and Approve**

B. Reports

- Quarterly Communications Report – (pg. 00)
- Dispatcher Performance Reports – (pg. 00)
- List of Demands
  - 4<sup>th</sup> Quarter Report: April 1, 2018 – June 30, 2018 – (pg. 00)  
**Informational – Receive and File**

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

- *Staff Report 18/16* – (pg. 00)
- Resolution 18-10 – Payroll Process & Direct Deposit – (pg. 00)
- Resolution 18-11 – ACH Transfers from County – (pg. 00)
- Resolution 18-12 – System for Award Management (SAM) Deposit – (pg. 00)
- Resolution 18-13 – Accounts Payable/Receivable Process – (pg. 00)  
**Action Requested – Review and Approve**

D. Appointment of Board Secretary

- *Staff Report 18/17* – (pg. 00)  
**Action Requested – Review and Approve**

E. Budget Authorization for FY 17/18

- *Staff Report 18/18* – (pg. 00)  
**Action Requested – Review and Approve**

F. Budget Authorization for FY 18/19

- *Staff Report 18/19* – (pg. 00)  
**Action Requested – Review and Approve**

G. State of CA 9-1-1 Emergency Communications Office CPE Maintenance

- *Staff Report 18/20* – (pg. 00)
- Resolution 18-14 – CPE Maintenance – (pg. 00)  
**Action Requested – Review and Approve**

H. Accrued Leaves Reserve

- *Staff Report 18/21* – (pg. 00)
- Resolution 18-15 – Accrued Leaves Reserve – (pg. 00)  
**Action Requested – Review and Approve**

10. **ACTION ITEMS**

**OLD BUSINESS**

- A. Facility Needs Assessment/Strategic Plan – (Handout)  
**Action Requested – Discuss and Direct**

(Mission Critical Partners)

B. CalPERS UAL

Budget/Finance Mgr. Dinh (JPA)

- *Staff Report 18/22* – (pg. 00)  
**Action Requested – Discuss and Direct**

**NEW BUSINESS**

A. Hiring of Retired Annuitants

Administrator (JPA)

- *Staff Report 18/23* – (pg. 00)
- Resolution 18-16 – Hiring of Retired Annuitants – (pg. 00)  
**Action Requested – Review and Approve**

**11. DISCUSSION AGENDA**

**OLD BUSINESS**

There are no New Business items for the August 22, 2018 meeting.

**NEW BUSINESS**

There are no New Business items for the August 22, 2018 meeting.

**12. ADMINISTRATIVE REPORT**

A. Administrator

- November 28, 2018 – Regular Board of Directors Meeting

**13. DIRECTORS' COMMENTS**

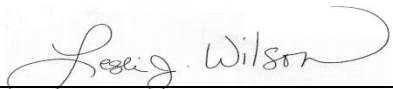
**14. ADJOURNMENT**

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**Certificate of Posting**

I certify that on August 17, 2018, I posted a copy of the foregoing agenda near the regular meeting place of the Board of Directors' Committee of the North County Dispatch JPA, said time being at least 72 hours in advance of the meeting of the Board of Directors' Committee (Government Code Section 54954.2)

Executed at Rancho Santa Fe, California, on August 17, 2018.

  
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Lesli Wilson, Board Secretary