

**NORTH COUNTY DISPATCH JOINT POWERS AUTHORITY  
FINANCE COMMITTEE MEETING  
AGENDA**

**May 3, 2017/1:30 p.m.**

NCDJPA/RSF-1 Community Room  
16936 El Fuego  
Rancho Santa Fe, CA 92067

**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 Finance 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 Committee on any item of Committee business or Committee concern. The Committee 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 Committee may take action on matters of an urgent nature of which require immediate attention.*

**4. PROCLAMATIONS AND PRESENTATIONS**

*There are no Proclamation or Presentations.*

**5. CLOSED SESSION**

Section 54957.6: Conference with Labor Negotiators

Agency Designated Representatives: Chief Mike Davis and Chief Brett Van Wey  
Employee Organization: NCDJPA Dispatchers Association

- A. MOU between NCDJPA and NCDJPA Dispatchers Association
- Memorandum of Understanding – *(Documents Available Upon Request)*  
**Action Requested – Review and Approve**

**6. ANNOUNCEMENT OF CLOSED SESSION ACTIONS**

**7. CONSENT CALENDAR**

- A. Approve Regular Finance Committee Meeting Minutes, April 2017 – (pg. 01)  
**Standing Item - Review and Approve**
- B. Draft Agenda May JPA Chiefs Meeting – (pg. 04)  
**Standing Item - Review and Approve**

C. Reports

- Quarterly Communications Reports – (pg. 07)
- List of Demands
  - 3<sup>rd</sup> Quarter Report = January 1, 2017 – March 31, 2017 – (pg. 10)
- Budget Analysis
  - 3<sup>rd</sup> Quarter Report = January 1, 2017 – March 31, 2017 – (pg. 16)

**Informational – Receive and File**

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

- *Staff Report 17/06* – (pg. 17)
  - Resolution 17-03 – Payroll Process & Direct Deposit – (pg. 18)
  - Resolution 17-04 – ACH Transfers from County – (pg. 20)
  - Resolution 17-05 – System for Award Management (SAM) Deposit – (pg. 23)
  - Resolution 17-06 – Accounts Payable/Receivable Process – (pg. 26)
- Action Requested – Review and Approve**

E. FY 17/18 Budget – Non-Represented & Management Salaries and Benefits

- *Staff Report 17/07* – (pg. 29)
  - Resolution No. 17-07 – Non-Represented Employee Salary – (pg. 30)
- Action Requested – Review and Adopt**
- Resolution No. 17-08 – Management Personnel Salary – (pg. 34)
- Action Requested – Review and Adopt**

F. Updated JPA Pay Schedule

- *Staff Report 17/08* – (pg. 37)
  - Updated JPA Pay Schedule – (pg. 38)
- Action Requested – Review and Approve**

8. **NEW BUSINESS**

A. Human Resources Services

Administrator Wilson (JPA)

**Action Requested – Discuss and Direct**

9. **OLD BUSINESS**

A. FY 17/18 Budget

Administrator Wilson (JPA)

- Second Year Budget Adjustment Packet – (Handout)
  - Salary Survey – Non-represented Employees – (Handout)
  - *Staff Report 17/09* – Reallocation of Excess Revenue – (Handout)
- Action Requested – Review and Approve**

B. Facility Needs Assessment/Strategic Plan

Administrator Wilson (JPA)

**Action Requested – Discuss and Direct**

**10. ORAL REPORT**

A. Administrator

- May 11, 2017 – Regular JPA Chiefs Meeting
- May 25, 2017 – Regular Board of Directors Meeting

**11. ADJOURNMENT**

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At the discretion of the Committee, all items appearing on this agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Committee. 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 Committee. 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 April 28, 2017 I posted a copy of the foregoing agenda near the regular meeting place of the Finance Committee of the North County Dispatch JPA, said time being at 72 hours in advance of the meeting of the Finance Committee (Government Code Section 54954).

Executed at Rancho Santa Fe, California, on April 28, 2017.

  
Lesli J. Wilson, Board Secretary