

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

February 08, 2018/09:00 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 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

A. Employee Recognition – (Service Award)

- Fire Communications Dispatcher Olivia Hoyt, CPR Save – (pg. 00)

5. 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

B. 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.

6. ANNOUNCEMENT OF CLOSED SESSION ACTIONS

7. CONSENT CALENDAR

- A. Approve Regular Chiefs Meeting Minutes, January 2018 – (pg.00)
Standing Item - Review and Approve

B. Draft Agenda February Board of Directors Meeting – (pg. 00)

Standing Item – Review and Approve

C. Reports

- Communications Report: January 2018 – (pg. 00)
 - Dispatcher Performance Reports: January 2018 – (pg. 00)
 - List of Demands
 - 2nd Quarter Report: October 1, 2017 – December 31, 2017 – (pg. 00)
 - Budget Analysis
 - FY 17/18 2nd Quarter Report: October 1, 2017 – December 31, 2017 – (pg. 00)
 - *Staff Report 18/01* – (pg. 00)
 - FY 16/17 Year End Budget Analysis: July 1, 2016 – June 30, 2017 – (pg.00)
- Informational – Receive and File**

D. MOU with the City of San Diego Office of Homeland Security

- *Staff Report 18/02* – (pg. 00)
 - Resolution 18-01 – FY17 UASI MOU Acceptance – (pg. 00)
 - Resolution 18-02 – FY 17 UASI Fund Acceptance and Allocation – (pg. 00)
 - Memorandum of Understanding (MOU) FY 2017 – (Available Upon Request)
- Action Requested – Review and Approve**

E. Budget Authorization

- *Staff Report 18/03* – (pg. 00)
- Action Requested – Review and Approve**

F. Letter of Agreement-Emergency Transfer of 9-1-1 Calls MVICC to NCDJPA

- *Staff Report 18/04* – (pg. 00)
 - Letter of Agreement – (pg. 00)
- Action Requested – Review and Approve**

G. Standard Operating Procedures – Updated

- *Staff Report 18/05* – (pg. 00)
 - SOP 2.03 Progressive Discipline (Attachment A) – (pg. 00)
 - SOP 2.05 Assignment of Overtime (Attachment B) – (pg. 00)
 - SOP 2.07 Cell Phone-Pager use (Attachment C) – (pg. 00)
 - SOP 2.08 Information and Communication Systems (Attachment D) – (pg. 00)
 - SOP 2.09 Uniform, Dress Code, Grooming Standard (Attachment E) – (pg. 00)
 - SOP 2.17 Vacation and Sick Leave (Attachment F) – (pg. 00)
 - SOP 2.21 Yearly Shift Bid (Attachment G) – (pg. 00)
- Informational – Receive and File**

8. **ACTION ITEMS**

OLD BUSINESS

A. CalPERS UAL – Option 2

Budget/Finance Mgr. Dinh (JPA)

- *Staff Report 18/06* – (pg. 00)
- Action Requested – Discuss and Direct**

- B. Preliminary FY 18/19 and FY 19/20 Budget Budget/Finance Mgr. Dinh (JPA)
- Budget Options (Handout)
 - MDC (Handout)
 - Reserve Funds (Handout)
 - Salary Survey – Non-Represented Employees
 - CIP (Handout)
 - Additional Budget Items
 - New Agencies
- Action Requested – Discuss and Direct**
- C. Facility Needs Assessment/Strategic Plan Administrator Wilson (JPA)
- Analysis Existing Facilities-WM SMITH& ASSOC. – (pg. 00)
- Action Requested – Discuss and Direct**

NEW BUSINESS

- A. Audit Report – Teleconference call by a representative from Pun Group, CPA (Pun Group)
- Annual Financial Report – June 30, 2017 – (Handout)
 - End of Fiscal Year 2016/2017 P&L – Draft Audited Version – (Handout)
- Action Requested – Accept**
- B. Request for Proposal-Dispatch Services Administrator Wilson (JPA)
- *Staff Report 18/07* – (pg. 00)
 - Letter of Request- Julian Cuyamaca Fire Protection District – (pg. 00)
- Action Requested – Discuss and Direct**
- C. Hiring of Retired Annuitants Administrator Wilson (JPA)
- *Staff Report 18/08* – (pg. 00)
 - Resolution 18/03 – Hiring of Retired Annuitant – (pg. 00)
- Action Requested – Review and Approve**

9. DISCUSSION AGENDA

OLD BUSINESS

- A. RCIP Memorandum of Agreement Draft Administrator Wilson (JPA)
Informational
- B. Data Sharing Request- MOA- County Services (Handout) Administrator Wilson (JPA)
Informational

NEW BUSINESS

- A. Board of Directors Workshop Administrator Wilson (JPA)
Informational

10. ROUND TABLE

11. ORAL REPORT

A. Administrator

- February 22, 2018 – Regular Board of Directors Meeting
- February 28, 2018 – Special Finance Committee Meeting
- March 07, 2018 – Regular Finance Committee Meeting
- March 08, 2018 – Regular Chiefs Meeting

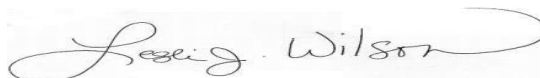
12. ADJOURNMENT

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 February 5, 2018 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 72 hours in advance of the meeting of the Chiefs’ Committee (Government Code Section 54954).

Executed at Rancho Santa Fe, California, on February 5, 2018.



Lesli J. Wilson, Board Secretary