



BOARD OF DIRECTORS REGULAR MEETING AGENDA

March 26, 2015
Thursday
1:30 p.m.

SCR911 Conference Room
495 Upper Park Road
Santa Cruz, CA

	1.0	ROLL CALL
	2.0	CONSIDERATION OF LATE ADDITIONS OR CORRECTIONS TO THE AGENDA
	3.0	ORAL COMMUNICATIONS
		The community has the opportunity to address the Board on matters pertinent to the business of the Authority.
Page #	4.0	CONSENT AGENDA
1-3	4.1	Approve Action Summary Minutes of February 26, 2015 Regular Meeting.
4-6	4.2	Accept and File Claims Report for February 1, 2014 through February 28, 2015.
7-8	4.3	Accept and File Status Report Regarding Dispatcher Staffing
9-10	4.4	Authorize General Manager to enter into two Agreements with the Coastal Evergreen: <ol style="list-style-type: none">1. Agreement to complete long-term capital portion of landscaping which includes, irrigation and hardscape for \$23,580.2. Agreement to complete non-long-term portion of landscaping which includes, demolition, soil preparation, planting, and mulch for \$21,395.
11	4.5	Approve the Board of Directors Meeting Schedule for FY 15/16.
	5.0	REGULAR AGENDA
12-40	5.1	Consider a Long-Term Capital Plan as Presented by the Systems Division Manager and the Preliminary Operating, Capital, and Debt Service Budgets for FY 2015/16 as Proposed by the General Manager. Approve a Mid-year Budget Adjustment for FY 14/15.



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- 41 5.2 Approve Resolution No. 15-001 transferring \$78,476 from Contingency Appropriations Major Budget Object Level 700600, Account No. 9695 to Operating Transfer – Out, Object 700600 Account No. 6100. Transfer \$78,476 from Operating Transfer – In, Object 700700 Account No. 2462 to Capital Equipment – In, Object 700700, Account No. 8404.
- 6.0 REPORT FROM GENERAL MANAGER
- 7.0 REPORT OF CONTROLLER FOR AUTHORITY
- 42-89 7.1 Accept and file Report of Audit for Fiscal year Ending June 30, 2014 as Prepared by the Independent Auditor and Presented by the Controller for the Authority.
- 90-99 7.2 Accept and File Revenue and Expense Reports from the Controller as of January 31, 2015 as printed in the meeting packet.
- 8.0 REPORT BY USERS COMMITTEE
- 9.0 CORRESPONDENCE
- 100-101 9.1 Two letters from David Aranda, President of the Board of Directors Special District Risk Management Authority, regarding longevity distribution credits for Property/Liability and Workers' Compensation members totaling \$4,260.
- 10.0 CLOSED EXECUTIVE SESSION
- 10.1 The General Manager's Performance Review will be conducted pursuant to government code Section 54957.
- 11.0 RE-ADJOURN TO OPEN SESSION TO REPORT ANY ACTION RESULTING FROM THE CLOSED EXECUTIVE SESSION
- 12.0 ADJOURN

Information regarding agenda items: Copies of the staff reports or other written documentation relating to each item of business referred to on the agenda are on file in the business office of Santa Cruz Regional 9-1-1 and are available for public information. Any person who has a question concerning any of the agenda items may call the Clerk for the Board at 831-471-1000 Monday through Thursday, 9:00 a.m. to 4:00 p.m.

In compliance with the Americans with Disability Act, if you need special assistance to participate in this meeting, please contact the Clerk for the Board at 831-471-1000. Notification 48 hours prior to the meeting will enable SCR911 to make reasonable arrangements to ensure accessibility to this meeting.



**BOARD OF DIRECTORS MEETING
February 26, 2015
Action Summary Minutes**

VOTING KEY: G = Goldstein, M = McDougall, K = Koch, S = Shull

First initial indicates “maker” of motion, second initial indicates the “second”, uppercase letter = “yes” vote by director, lowercase letter = “no” vote by director, () = abstain, / / = absent.

1.0 ROLL CALL

The meeting was called to order at 1:40 p.m. by Acting Chair Michael McDougall. The group observed a moment of silence in honor of Santa Cruz Police Department’s fallen officers from this date two years ago.

DIRECTOR PRESENT:

Jamie Goldstein, representing the City of Capitola

ALTERNATES PRESENT:

Michael McDougall, representing the County of Santa Cruz
David Koch, representing the City of Watsonville
Tina Shull, representing the City of Santa Cruz

ALSO PRESENT:

SCR911: General Manager Dennis Kidd; Systems Manager Amethyst Uchida; Operations Supervisors Melody MacDonald, Anita Miller, and Tammy Spath; Systems Supervisor Wolff Bloss; and Beth Wann (Clerk)

OTHERS: Attorney for the Authority Dana McRae

2.0 CONSIDERATION OF LATE ADDITIONS OR CORRECTIONS TO THE AGENDA

There were no additions or corrections to the agenda.

3.0 ORAL COMMUNICATIONS

There were no oral communications.



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4.0 CONSENT AGENDA

- 4.1 **APPROVED** Action Summary Minutes of the December 11, 2014 Special Meeting as printed.
- 4.2 **ACCEPTED AND FILED** Claims Report for December 1, 2014 through January 31, 2015.
- 4.3 **ACCEPTED AND FILED** Reimbursement Claims from the General Manager for the Period Ending January 31, 2015.
- 4.4 **ACCEPTED AND FILED** Status Report Regarding Dispatcher Staffing.
- 4.5 **APPROVED** Revised Policy 1190 – *Employee Performance Appraisal* and Policy 1191 – *Dispatcher Performance Standards*.

Vote: G, S, K

5.0 REGULAR AGENDA

- 5.1 **ACCEPTED AND FILED** the Authority's 2014 Annual Report as presented by Staff.

Vote: S, G, K

6.0 REPORT FROM GENERAL MANAGER

- 6.1 Budget Update and Discussion
 - In 2014, four new dispatchers were hired, successfully completed training, and continue to work for the Authority. Currently, there are no employees in training and no recruitments planned. Overtime is decreasing, and there is no mandatory overtime. There is a surplus in salaries and overtime estimated in this fiscal year. This will make an impact on the budget which will be presented to the Board next month. Lease Revenue Bond monies must be spent by May of 2015 and the following items have either been completed or will be: 1) generator retrofit; 2) uninterruptible power supply project; 3) networking wiring installation; 4) upgrading of building security; 5) ventilation over the stove in the break room; and 6) landscaping irrigation improvements and hardscape installation.
 - The consultant continues to move forward on the Monterey County/Salinas feasibility study. Said consultant has received preliminary authorization from Monterey County IT to allow access to a third party to plug into their radio system. Some of the Monterey agencies are wondering what the governance would look like should they become a part of the Authority's organization.

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7.0 REPORT OF CONTROLLER FOR AUTHORITY

- 7.1 **ACCEPTED AND FILED** Revenue and Expense Reports as of January 31, 2015 as printed in the meeting packet.

Vote: G, S, K

8.0 REPORT BY USERS COMMITTEE

No report.

9.0 CORRESPONDENCE

- 9.1 **RECEIVED** Safety Inspection dated January 28, 2015.
9.2 **RECEIVED** a letter from Auditor of Authority, Armanino, regarding their audit engagement with the Authority.

10.0 CLOSED EXECUTIVE SESSION

Adjourned to Closed Executive Session at 2:30 p.m.

- 10.1 **CONDUCTED** conference with Labor Negotiator pursuant to Government Code Section 54957.6 – Represented Employees

11.0 RE-ADJOURNMENT TO OPEN SESSION TO REPORT ANY REPORTABLE ACTION RESULTING FROM THE CLOSED EXECUTIVE SESSION

Re-adjourned to Open Session at 3:00 p.m. No reportable action was taken.

12.0 ADJOURNMENT

The meeting adjourned at 3:00 p.m. The next regular Board meeting is scheduled for:

Thursday, March 26, 2015
1:30 p.m.

Santa Cruz Regional 9-1-1
Conference Room

Date: _____

Approved: _____
Jamie Goldstein, Vice Chair

Action Summary Minutes by: Beth Wann, SCR911 Senior Administrative Assistant and Clerk of the Board