



## IMPERIAL VALLEY EMERGENCY COMMUNICATIONS AUTHORITY (I.V.E.C.A.)

Website: [www.iveca800.org](http://www.iveca800.org)

Ken Herbert, President  
Mike Crankshaw, Vice-President  
Rosanna Bayon-Moore, Treasurer  
Ralph Cordova, Board Member  
Ray Loera, Board Member  
Tony Rouhotas, Board Member

Terry Hagen, Board Member  
Eddie Madueño, Board Member  
Pete Mercado, Board Member  
Janette Angulo, Board Member  
Nick Wells, Board Member  
Veronica Leal, Note Taker

Jeff Green, IVECA Project Manager

Rodolfo Aguayo, Imperial County HR Director/PERMA

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Monthly meetings are held on the 4<sup>th</sup> Thursday at 1:30 p.m.

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### REGULAR MEETING

IVECA BOARD OF DIRECTORS  
Economic Development Department  
1249 W. Main Street  
El Centro, CA 92243

*All supporting documentation is available for public review in the Imperial Valley Emergency Communications Authority "IVECA" office located at 605 W. H Street, Suite 122, Brawley, CA 92227 during regular business hours, Monday through Friday, excluding holidays 8:00 a.m. – 5:00 p.m.*

*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this public meeting, you should contact the office of IVECA at (760) 425-0951. Notification at least 48 hours prior to the meeting will enable IVECA to make reasonable accommodations, modifications, or arrangements to assure accessibility to this public meeting.*

### Minutes

**April 28, 2016 1:30 p.m. – 2:30 p.m.**

Members Present: Ken Herbert, Rosanna Bayon-Moore, Mike Crankshaw, Ray Loera, Ralph Cordova, Tony Rouhotas, Terry Hagen, Nick Wells

#### I. CALL TO ORDER: Meeting was called to order at 1:33 PM

1. Verify the quorum of Board Members: Quorum was verified at 1:33 PM
2. Verification of posting of Agenda: The agenda was posted at El Centro City Hall, Economic Development Department and IVECA Website.

**II. PUBLIC COMMENTS:** *This is a public meeting. The IVECA Board welcomes your input and you may address the Board on items that are within the jurisdiction of IVECA but are not on the agenda. Members of the public may comment on items that are on the agenda when that item is being addressed by the Board. Please state your name and address for the record. Speaking time is limited to three (3) minutes. The Board is prohibited from discussing or taking any action on any item not appearing on the agenda.*

**III. CONSENT AGENDA:** *Consent agenda items are approved by one motion. IVECA Board or members of the public may pull consent items to be considered at a time determined by the President.*

- Approval of IVECA's Minutes: Regular Meeting: March 24, 2016
- Approval of IVECA's Monthly Financial Report: March 31, 2016

**Recommendation:** Approval of the Consent Agenda.

**Final Action:** A motion was made by Tony Rouhotas and seconded by Mike Crankshaw to approve March minutes and financial reports (March 31, 2016). Motion was unanimous.

#### IV. NEW BUSINESS

1. **Discussion/Action:** The RFP 15-001 Public Safety Answering Point (PSAP) Consolidation

THIS AGENDA TO BE POSTED AT THE CITY HALL AND AT THE LOCATION OF MEETING

Feasibility Study Committee will present an update to the BOD and seek direction moving forward with contract negotiations including coming to an agreement with potential contractor(s) to move forward with an agreed upon scope of work.

-Rosanna Bayon-Moore, Tony Rouhotas and Mike Crankshaw met on two occasions last week. The first meeting was to prep for a call with the consultant team; the intention was to figure out how to approach the question of the money available versus proposal prepared. On Friday, they successfully met (by phone) with the consultant team. Received (via email) a proposal to reduce the deliverables associated with the project; the email was forwarded to board members and a hardcopy was provided as well. Mission Critical Partners (MCP) was the number one ranked firm. Advised MCP that IVECA's budget is different from the fee that it was presented, and that IVECA is looking for a reduce scope that reflected the \$75,000-\$100,000 range. Mission Critical Partners proposed removal of several items (referenced 1page email): 1) Item 12.1 Benchmarking of current conditions: tasked project manager or coordinator with compiling various features about existing operations at the various dispatch locations. MCP proposed that this work would be prepared and hand it off, instead of MCP coming out to collect it. 2) Item 12.2 Political Feasibility (it is item 5 in the proposal): MCP would defer any work in this area until after the IVECA Board makes a decision on consolidation. 3) Item 12.3 Technological Feasibility: MCP would rely on the information coming forward from RCS as key information and not as independently gathered. 4) Item 12.11 Funding Mechanism: MCP would defer the research and analysis associated with this effort until after the board has made a decision on how or if to proceed with consolidation.

Rosanna Bayon-Moore recommended if the board is comfortable, to proceed with a Professional Services Agreement with Mission Critical Partners and bring this item back to the meeting for approval.

**Recommendation:**

**Final Action:** (Information only)

2. **Discussion/Action:** Mutual Aid radios current/future status
- Tony Rouhotas asked Project Manager to gather a list of all inventory of existing Mutual Aid radios. IVECA has overseen the use of the mutual aid radios in the past; technically IVECA owns these radios (256 mutual aid radios). The cost for flash upgrades per radio is about \$400. He is requesting from the board or Project Manager direction on how to proceed with this matter, defer the cost to the people using the radios? There is no contract between IVECA and the mutual aid radio users regarding who will be responsible for maintenance care. IVECA has the cost \$100,000-\$150,000 of flash upgrades that need to take care of before December. If the flash upgrade is not done before the end of December, then the radios will never function.
- Jeff Green reported the cache radios that IVECA has are P25 compliant (60+ radios). All the consolettes in all dispatch centers are not P25 compliant and they are owned by IVECA (IVECA is responsible for the maintenance of the consolettes).
- Ken Herbert recommended each agency to review their radio inventory list and discuss with Jeff Green the radios that do and do not belong to their agency. Jeff will update the report.

**Recommendation:**

**Final Action:** Will carry forward for next meeting agenda for discussion

## V. REPORTS

3. Other: Reports from officers & committees. None.
- a.
  - b.

## VI. INFORMATION

4. IVECA Updates – Project Manager Jeff Green
- a. Rebanding Update: There are 1727 radios in Imperial County, 1369 radios have been rebanded, and 378 radios need to be rebanded. It continues to progress.

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- b. Monthly Site Report
    - Cahuilla Project update: Met with (on-site visit) BLM, US Navy and Imperial Irrigation District. They formerly located the electrical services for the project. Project to be completed by June 2017. US Navy needs to spend their money, it will expire the end of June 2017. Continues to progress.
  - c. Motorola Radio Advisory-Status of radios
    - Jeff received a spreadsheet from RCS of the entire radio inventory. Jeff is sorting the list by agency. The list will include: radios that have been rebanded, radios that are not P25 compliant; radios that need an upgrade; color-coded- red, yellow and green; also radios that are in the system and that are not being used but the agencies are being billed for these radios. Jeff sent out the reports to Brawley, Calexico, Imperial County and Holtville. Discussed NTF radios.
5. IVECA Updates – Legal Counsel Ryan Childers: Not Present
- a. Update on the status of the Project Manager MOU between County of Imperial & IVECA
    - Ken Herbert reported Ryan Childers was unable to attend the meeting, however, he sent copies of MOU (with Jeff). Ryan Childers will have a meeting with the County next Friday. Ken Herbert will email the board to see if anyone has any comments after reviewing the MOU; he will forward the comments to Ryan to discuss during his meeting with the County on Friday.
    - Tony Rouhotas reported Jeff Holbrook from County Counsel incorporated the requested changes; it was also reviewed by the County Executive Office.
    - Ralph Cordova discussed merit increases depends on the County employee's performance. After a person is hired, he/she is entitled to a performance review; based on the evaluation of the performance a merit increase will be determined.
    - A decision will be made to approve the agreement, based on next Friday's meeting (Ryan Childers and the County).
    - Ralph Cordova reported he would like to have someone on aboard before July 1<sup>st</sup>.
6. Exercise of option letters received from County of San Diego for 1)Brawley (Wise) contract no. 502893 2)Salton City contract no. 502897 3) Brunts Corner contract no. 503179.  
-Information only - Copies of letters are enclosed in the agenda packet.
7. Round Table

**VII. PERSONNEL MATTERS: Closed Session**

IVECA will recess to closed session pursuant to Government Code §54957 to consider the evaluation of the performance of the Project Manager.

**VIII. Adjournment.** The meeting was adjourned at 2:55 PM  
The next regular meeting date: May 26, 2016