



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

Website: 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

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

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

May 28, 2015 1:30 p.m. – 2:30 p.m.

I. CALL TO ORDER: Meeting was called to order at 1:40 PM

1. Verify the quorum of Board Members: Quorum was verified at 1:40 pm
2. Verification of posting of Agenda: The agenda was posted at El Centro City Hall, Economic Development Dept. 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: April 23, 2015
- Approval of IVECA's Monthly Financial Report for April 2015

Recommendation: Approval of the Consent Agenda.

Final Action: A motion was made by Rosanna Bayon-Moore and seconded by Nick Wells to approve April minutes and monthly Financial Report. Motion was unanimous.

Sue Willy from RCS was in the IVECA meeting via conference call.

IV. NEW BUSINESS

1. **Discussion/Action:** **Update the Board with the results of the Bid Opening in regards to the Palo Verde Generator Project**

Recommendation: Tony Rouhotas reported that he met with Public Works this morning (5/28/15); they are just waiting for a subcontractor document that needs to be submitted. They are anticipating to be done with the project by the third week of June. It

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was awarded to the low bidder Yuma Valley Contractors. There were a couple of addendums in the contract that were forwarded to Jeff Green: 40KW vs. 50KW generator and where to place the generator. With the assistance of Public Works, Jeff Green recommended the 50KW generator. The bid was for \$87,500; however, with the addendums it will go up to \$2,000 more.

- Final Action:** Tony Rouhotas reported that the project is moving forward; documents are signed.
- 2. Discussion/Action:** **Update the Board with the current status of the Job Description / Employment Package for Project Manager**
- Recommendation:** Tony Rouhotas forwarded (via email) the job description on May 28th (morning) and provided copies to board members as well. There were some recommendations from the board members to change the Physical Requirements section. After sending the job description (5/28/15), some of the requests were to clarify the duties: '*the person will not represent the county and/or IVECA in the voting capacity*'. The language was sent to the consultant.
- Final Action:** Any changes/comments need to be forwarded to Tony Rouhotas; it has to be done in two days.
- 3. Discussion/Action:** **Present the Board with Account Definitions for the following Accounts: (Facilities).**
- Recommendation:** As per the direction of board members (April meeting), Jeff Green put together a description of Facility account (05): "The facility account shall be used for all Capital Projects. Capital Projects refer to all construction, renovation, improvement, fabrication, and customization projects where capital costs are greater than or equal to \$25,000.." A copy of the account description was included in the agenda packet. Rosanna Bayon-Moore discussed that large purchases would always fall into Capital definition.
- Final Action:** Rosanna Bayon-Moore recommended changing the language of the Facilities and Contingency Reserve accounts:
-Facility Account (05): "Eligible capital projects refer to all construction, renovation, improvement, fabrication, and customization projects".(IVECA: Account Definitions/page 1/paragraph 2). "These capital projects shall be valued at no less than \$7,500 and include.." (IVECA: Account Definitions/page 1, paragraph 3).
-Contingency Reserve (08): "A contingency fund is simply a reserve fund set aside to handle unexpected expenditures..."(IVECA: Account Definitions-Contingency/page 1).
A motion was made by Tony Rouhotas and seconded by Nick Wells to approve changes to the language of Facility and Contingency Reserve accounts. Motion was unanimous.
- 4. Discussion/Action:** **Present to the Board the revised Consolidated Dispatch Feasibility Study Scope of Work (SOW).**
- Recommendation:** Ken Herbert, Tony Rouhotas and Janette Angulo have been working on this project and forwarding comments to Jeff Green. Ken Herbert reported that the plan was to have a final draft for this meeting; however, it was missed by a few days. The final version (with their comments) was sent to board members via email. Ken Herbert asked board members to send any comments to Jeff Green by next Friday, May 5th; Jeff will then formulate a final draft. Jeff Green reported that this project will be advertised in trade magazines just like the generator project was advertised.
- Final Action:** Pete Mercado made a motion to proceed with the scope of work that is at hand and recommended that the group can renegotiate fee and time frame. Tony Rouhotas seconded the motion with the changes recommended in the draft. There will be no incorporation of the financial picture for each dispatch centers, it will remain the way it is and wait for the outcome. Motion was unanimous.
- 5. Discussion/Action:** **Rosanna Bayon-Moore will Present to the Board the RCS RFP and Procurement Approach.**

Recommendation:

Last month Rosanna Bayon-Moore, Tony Rouhotas and Pete Mercado traveled to San Diego to meet with Sue Willy and a member of her finance staff to discuss about the Next Generation Agreement and language that has been built into the document. Rosanna Bayon-Moore reported that Sue Willy is preparing to go out to bid for RCS background project. As she was reviewing some of the existing subsections in the agreement between RCS and IVECA, there were two areas of concerned about the format. The agreement that is in place does allow for amendments. Rosanna asked the group for feedback regarding two (2) specific subsections (referenced in Jeff Green’s staff report): “The RPF issued by the County of San Diego shall required responding vendors to include a proposal for separate vendor financing for IVECA” (section 11.3.4). Meaning when somebody bids they create one set of financing options for San Diego County RCS and a separate financing option for IVECA only. The second subsection: “IVECA may be excused from performance under this agreement if IVECA is unable to obtain financing on terms acceptable to IVECA” (section 11.3.5).

Rosanna Bayon-Moore discussed that Sue Willy is inquiring about whether IVECA might be considering removal of these subsections. It appears that there is no pricing advantage; it does not benefit IVECA or RCS. In addition, the notion of the opt clause; when IVECA fist joined RCS it was on the table, IVECA could create its own separate system and not be part of this overall approach. Now, as we are joined with them and look at stepping out and creating our own system versus joining them the costs are far greater to create our own system. Does it make sense to have opt-out clause for IVECA per the agreement?

Sue Willy reported complications/concerns: By IVECA entering their own contract agreement, it is problematic, because you (IVECA) have to create your own contract with the vendor. The question comes up as to who would be responsible for the project – IVECA would be responsible. Another concern brings up an issue of you (IVECA) processing change of orders; it is not the finance (money) part, but the process.

Rosanna Bayon-Moore reported the vendor financing option will be available to our region if we wish to participate in it. The different stakeholders that are located within the San Diego County, they may be opting to take advantage of the vendor financing or they may be making lump sum payments; there are many different arrangements. The RFP process will be rolling out in a not so distant future and it will be great to clean the language for better fit for all.

Sue Willy reported that the actual agreement forewrites to do a secondary agreement directly with IVECA, therefore, we would want to amend the existing agreement.

Final Action:

No action was taken; information only.

V. REPORTS

- 7. Other: Reports from officers & committees.
 - a. Update from Rosanna Bayon-Moore concerning the Regional Animal Control Steering Committee - Revenue Ballot Measure
 Rosanna Bayon-Moore reported that all the Cities and County have been meeting to discuss a voter survey that is rolling out on a very fast timeline as with the dollar amounts involved. This topic came to the group before and it had to do with combining regional animal sheltering and animal control issues with a future RCS upgrade. What has occurred is both topics has become exactly even because of the dollar amount associated with each and the interest in evaluating a sales tax county wide as a potential revenue source.
 Group met yesterday, County Council and CEO are involved, which is good. The actual voter survey is scheduled for June. The questions focused on the level of support for RCS upgrade and public safety communications generally as well as the animal topic. There will be a fact sheet that is distributed to all the parties, in case you get approach with questions. There has been some concerned that somehow animal control by mingling them; it can hurt IVECA’s future prospects for financing.

VI. INFORMATION

- 8. IVECA Updates – Project Manager Jeff Green
 - a. Rebanding Update: Jeff Green reported that rebanding was postponed due to some glitches in the coding systems with Motorola and RCS. They are supposed to start with rebanding the first or second week of June and finish by September. Jeff has been working with Airwave

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Communications in coordinating with contacts. On May 6th, he escorted the appraiser for PERMA to 8 sites; they did an appraisal on the buildings only. He met with ICOE to coordinate them to pull all the radios from all the school sites down to ICOE office.

May 14th, Jeff met with two sergeants from Army Corps of Engineers, escorted them to Black Mountain to do a survey for emergency power backup system. If a generator in Black Mountain goes out or a disaster happens, they would go and assist IVECA by transporting a generator to the site.

- b. Monthly Site Report: There was a power outage on Black Mountain on Saturday, May 2nd; power came back on in about an hour. We continue to have power outages in Palo Verde on May 21st and again tomorrow, May 29th from 8:00 AM to about 3:00 PM.

Today (5/28/15), Jeff received a proposed MOU between the US Navy BLM and IVECA for the Cahuilla site; he will review it and send it to Ryan Childers for review. Jeff will bring the MOU to the June meeting. They did an electrical evaluation; they have to install a 400 amp service. It is good for the power supply because there will not be any shortage of power; however, it is expensive.

9. Round Table

VII. Adjournment. The next regular meeting date: June 25, 2015
The meeting was adjourned at 3:15 pm.