



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

Website: www.iveca800.org

Tony Rouhotas, Jr., President
Rosanna Bayon-Moore, Vice-President
Janette Angulo, Treasurer
Ralph Cordova, Board Member
Ray Loera, Board Member
Ken Herbert, Board Member

Terry Hagen, Board Member
Eddie Madueño, Board Member
Pete Mercado, Board Member
Mike Crankshaw, Board Member
Nick Wells, Board Member
Maria Banda, Note Taker

Mark Schmidt, Imperial County/IVECA
Emergency Communications Project Coordinator

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 1078 Dogwood Road, Suite 101, Heber, CA 92249 during regular business hours, Monday through Friday, excluding holidays 7:00 a.m. – 4:00 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 (442) 265-6029. 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.

AGENDA

January 26, 2017 1:30 p.m.

I. CALL TO ORDER

1. Verify the quorum of Board Members
2. Verification of posting of Agenda

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
- Approval of IVECA's Monthly Financial Reports

Recommendation: Approval of the Consent Agenda.

Final Action:

IV. NEW BUSINESS:

1. **Discussion/Action:** Ratification of payment in the amount of \$6,330.00 to Thomas L. Wise for January-December 2017 yearly lease of the Brawley communication site.

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

Recommendation: Ratification of payment in the amount of \$6,330.00 to Thomas L. Wise.

Final Action:

2. **Discussion/Action:** Addition of the Palo Verde, CA communication site backup generator to the I.V.E.C.A. – Baycity Electric Works Planned Maintenance Agreement.

Recommendation: Add the Palo Verde generator to the I.V.E.C.A. - Baycity Planned Maintenance Agreement. Begin maintenance.

Final Action:

3. **Discussion/Action:** Re-appointment of Ms. Rosanna Bayon-Moore and Mr. Nick Wells to the I.V.E.C.A. Board.

Recommendations: Re-appoint I.V.E.C.A. Vice President and Board Member, Ms. Rosanna Bayon-Moore, and I.V.E.C.A. Board Member, Mr. Nick Wells.

Final Action:

4. **Discussion/Action:** PRESENTATION OF RESOLUTION 2017-_, RESOLUTION OF THE BOARD OF DIRECTORS OF THE IMPERIAL VALLEY EMERGENCY COMMUNICATIONS AUTHORITY AUTHORIZING THE EXECUTION OF A RIGHT OF WAY FOR THE CAHUILLA STATION RADIO SITE PROJECT by Board President, Chief Rouhotas.

Recommendations: Resolution adoption.

Final Action:

V. REPORTS

1. Other: Reports from officers and committees

VI. INFORMATION

1. IVECA Updates
 - (a) Legal Counsel Ryan Childers
 - (b) Emergency Communications Project Coordinator – Mark Schmidt
 1. Audit
 2. Imperial County Reimbursement For I.V.E.C.A. Project Coordinator
2. Round Table

VII. ADJOURMENT

1. The next regular meeting date: February 23, 2017

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



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MINUTES

November 17, 2016 1:30 p.m.

Members Present: Janette Angulo, Terry Hagen, Ken Herbert, Pete Mercado, Tony Rouhotas, Nick Wells

I. CALL TO ORDER

1. Verify the quorum of Board Members: Quorum was verified at 1:38 PM
2. Verification of posting of Agenda: The agenda was posted at the 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
- Approval of IVECA's Monthly Financial Report

Recommendation: Approval of the Consent Agenda.

Final Action: A motion was made by Nick Wells and seconded by Terry Hagen to approve Consent Agenda. Motion was unanimous.

IV. NEW BUSINESS:

1. **Discussion/Action:** Ratification of payment in the amount of \$8,380.00 to Wireless Infrastructure Services for the diagnostic and repair of the Black Mountain tower lighting system.

Recommendation: Ratify payment in the amount of \$8,380.00 to Wireless Infrastructure Services.

Final Action: A motion was made by Pete Mercado and seconded by Ken Herbert to ratify payment in the amount of \$8,380.00 to Wireless Infrastructure Services. Motion was unanimous.

2. **Update:** Final approval with signatory from Attorney Childers' office on the Mission Critical Partners Public Safety Answering Point (PSAP) Consolidation Feasibility Study agreement.

Recommendation: Execute the Mission Critical Partners Public Safety Answering Point (PSAP) Consolidation Feasibility Study Agreement.

-Mark Schmidt mailed out document to Mission Critical Partners for their signatures on 11/17/2016.

Final Action: Discussion only.

3. **Discussion/Action:** Presentation of Resolution No. IVECA 16-__, Resolution of the Board of Directors of the Imperial Valley Emergency Communications Authority authorizing the signing of checks.

Recommendations: Vote to accept Resolution No. IVECA 16-__

-Mark Schmidt reported that in the interim Rosanna Bayon-Moore will continue to sign checks. Mark will complete signatory process with Executive Board.

Final Action: A motion was made by Nick Wells and seconded by Ken Herbert to accept Resolution No. IVECA 16-001. Motion was unanimous.

4. **Discussion:** Conveyance of further information concerning Mission Critical Partners' Public Safety Answering Point (PSAP) Consolidation Feasibility Study.

-Mark Schmidt and Chief Rouhotas met with necessary key players; Heather Johnson (El Centro Dispatch) and Sylvia Martinez (ICSO Dispatch), and will meet with contact persons for Calexico and Brawley Dispatch regarding study and documents.

Recommendation: None required.

Final Action: Discussion only.

5. **Discussion:** Progress on the Brawley I.V.E.C.A. office closure and discontinuance of related infrastructure.

Recommendation: None required

-Mark Schmidt reported the telephone lines have been disconnected, there is a nine month call forwarding to his current office number. The lease was cancelled as well as the Jade Security agreement. He will be purging some files. Pete Mercado suggested IVECA draft a records retention policy. Mark Schmidt was given an Imperial County Records Retention Guide by Chief Rouhotas.

Final Action: Discussion only.

V. REPORTS

1. Other: Reports from officers and committees – No Report.

VI. INFORMATION

1. IVECA Updates – Legal Counsel Ryan Childers- Not Present.

2. Round Table

Mark Schmidt- Chief Rouhotas has been taking him to meet and greets, and Mark has visited several communication sites. Met with Bay City Works (Calexico and ICSO) concerning generator maintenance. He has also reached out to meet with Ryan Childers and extended an invitation to the IVECA Board as well. A propane account was established for the Palo Verde site. Palo Verde propane tank filled.

VII. ADJOURNMENT.

The meeting was adjourned at 2:06 PM

The next regular meeting date: December 15, 2016