



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

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

Alfredo Estrada, Jr., President  
Abraham Campos, Vice-President  
Nick Wells, Treasurer  
Alex Silva, Board Member  
Ray Loera, Board Member  
Marcela Piedra, Board Member

Tony Rouhotas, Jr., Board Member  
Brian Johnson, Board Member  
Robert Sawyer, Board Member  
Janette Angulo, Board Member  
Diego Favila, Board Member  
Maricela Robles, Note Taker

Mark Schmidt, Imperial County/IVECA  
Emergency Communications Project Coordinator

Rodolfo Aguayo, Imperial County HR Director/PERMA

---

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

---

**REGULAR MEETING – VIRTUAL MEETING – JULY 23, 2020 – 1:30 P.M. - MINUTES**

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

**Governor's Executive Order N-25-20 (March 17, 2020) allows the Board Members and the public to participate in the meeting via teleconference.**

El Centro Public Works is inviting you to a scheduled Zoom meeting.

Topic: IVECA Board Meeting  
Time: Jul 23, 2020 01:30 PM Pacific Time (US and Canada)

Join Zoom Meeting  
<https://zoom.us/j/92535423862?pwd=akdHK1FtQlIGN0IkTFI4V2tPQ0hCUT09>

Meeting ID: 925 3542 3862  
Password: 469569  
One tap mobile  
+16699009128,,92535423862#,,,,0#,,469569# US (San Jose)  
+12532158782,,92535423862#,,,,0#,,469569# US (Tacoma)

Dial by your location  
+1 669 900 9128 US (San Jose)  
+1 253 215 8782 US (Tacoma)  
+1 346 248 7799 US (Houston)  
+1 646 558 8656 US (New York)  
+1 301 715 8592 US (Germantown)  
+1 312 626 6799 US (Chicago)

Meeting ID: 925 3542 3862  
Password: 469569  
Find your local number: <https://zoom.us/u/acQkhi8qUX>

**Executive Order N-25-20 requires agencies holding meetings via teleconference to designate a publicly accessible location from which members of the public may observe and provide public comment. Although members of the public are encouraged to participate via teleconference, IVECA has designated the following physical location for public participation:**

**Economic Development Department - 1249 W. Main Street, El Centro, California**

*All supporting documentation is available for public review in the Imperial Valley Emergency Communications Authority "IVECA" office located at 2514 La Brucherie Road, Imperial, CA, 92251, 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.*

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

## MINUTES

July 23, 2020 1:30 p.m.

### I. CALL TO ORDER:

1. Verify the quorum of Board Members. Quorum was verified at 1:38 PM.
2. Verification of posting of Agenda. Agenda posted on July 16, 2020.

**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.
- Due to Fiscal Year 2019-2020 Year End Closings, the June 2020 Financials will be presented at the next regularly scheduled IVECA Board meeting.

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

**Final Action:** A motion was made by Mr. Tony Rouhotas Jr., and seconded by Mr. Nick Wells to approve the Consent Agenda. Motion was approved unanimously.

### IV. NEW BUSINESS:

1. **Discussion/Action:** The Board will review Engagement Letters and support documents for selection of a Certified Public Accounting Firm to conduct an audit of IVECA's financial statements for fiscal years 2017-2018, 2018-2019, and 2019-2020.

**Recommendation:** Accept Engagement Letter from Mr. Roger Tubach, C.P.A. Allow Chief Alfredo Estrada to execute same.

**Information/Discussion:** The decision to engage the services of a C.P.A. firm to perform IVECA's audit was tabled at the June 25, 2020 Board meeting. As directed by the Board at the June 2020 Board meeting, Mr. Mark Schmidt presented additional candidate information which included fees, CPA credential information, education, Peer Review documents, and experience/resume/references with contact information relating to the auditing of public sector entities. Mr. Mark Schmidt noted there were two proposals received. One from the firm of Ms. Karina Alvarez, C.P.A., and other from the firm of Mr. Roger Tubach, C.P.A. Both firms possess public sector accounting experience. Mr. Mark Schmidt explained how both candidates were extensively interviewed by Mr. Gary Glud, C.P.A., Hutchinson & Bloodgood and Mr. Mark Schmidt. Mr. Mark Schmidt also discussed the fiscal impact for a 3-year Engagement Letter. Ms. Karina Alvarez, C.P.A.: \$13,100.00 for FY ending June 30, 2018 with the option of a \$1,600.00 discount based on the ability to use prior C.P.A. records. FYs ending June 30, 2019 and June 30, 2020: \$13,100.00 each year. Mr. Roger Tubach, C.P.A.: For FY ending June 30, 2018 not to exceed \$8,000.00, (\$4,000.00-\$8,000.00, based on the ability to use prior C.P.A. records). FYs ending June 30, 2019 and June 30, 2020: \$7,000.00 each year.

**Final Action:** A motion was made by Sheriff Ray Loera, and seconded by Mr. Nick Wells to accept the Engagement Letter from Mr. Tubach, C.P.A. Motion was approved unanimously.

2. **Discussion/Action:** The Board will consider invoicing Calipatria Fire Department for one damaged IVECA cache radio and charger. Authorize replacement purchases from Motorola.

**Recommendation:** Invoice the Calipatria Fire Department for one APX 6000XE portable radio and one compatible charger. Make purchases from Motorola.

**Discussion:** Mr. Tony Rouhotas, Jr. inquired about the situation regarding the radio incident. Chief Alfredo Estrada directed the question to Mr. Mark Schmidt who explained to the Board that one of the IVECA cache portable radios (XTS 5000) was loaned by the Imperial County Fire Department (ICFD) at an incident to the Calipatria Fire Department (CFD). The radio fell out of the CFD fire fighter's pocket during the incident and ultimately was run over by a fire engine. The damage was beyond repair. Replacement is necessitated. Chief Alex Silva stated that he had a surplus XTS 5000 portable, which could serve as a replacement. Mr. Mark Schmidt discussed the necessary paperwork for the transfer of this asset. Mr. Tony Rouhotas, Jr. suggested consideration of a written policy that covers responsibility in the event of a similar situation.

**Final Action:** A motion was made by Mr. Tony Rouhotas, Jr., and seconded by Chief Diego Favila not to charge the CFD for the broken radio. Motion was approved unanimously.

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

3. **Information/Discussion:** A plan for upgrading the IVECA microwave system requires Board consideration.

**Recommendation:** None requested.

**Discussion:** Mr. Mark Schmidt informed the Board that the current microwave system would eventually require replacement. It is no longer supported by the manufacturer and is estimated to be 10-15 years of age. On July 10, 2020, a teleconference took place with personnel from Aviat Networks and RCS-San Diego to discuss system replacement. A system assessment needs to occur in order to determine the system's exact age, condition, and maintenance history. Mr. Mark Schmidt recommended that the current infrastructure, inclusive of antennas, cabling, and other miscellaneous items, be retained as a cost savings. Mr. Mark Schmidt will continue to advise the Board on this subject matter.

**Final Action:** No questions.

## **V. REPORTS:**

1. Mr. Abraham Campos advised on the continued Imperial Avenue/Interstate 8 overpass construction.

## **VI. INFORMATION:**

1. IVECA Updates
  - (a) Legal Counsel – Mr. Ryan Childers, not in attendance.
  - (b) Emergency Communications Project Coordinator – Mark Schmidt.  
Mission Critical Partners will be making a Board presentation on the Development of a Public Safety Answering Point Regionalization Implementation Plan-Request for Proposal at the September 24, 2020 IVECA Board meeting. It was the preference of the Board to do a virtual Zoom meeting. Venue for the September 24, 2020 Board meeting could change.
2. Round Table

## **VII. ADJOURNMENT:**

Meeting adjourned at 2:38 P.M.  
The next regular meeting date is August 27, 2020.