



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

Website: www.iveca800.org

Alex Silva, President
Abraham Campos, Jr., Vice-President
Nick Wells, Treasurer
Alfredo Estrada, Jr., Board Member
Ray Loera, Board Member
Rosanna Bayon-Moore, Board Member

Tony Rouhotas, Jr., Board Member
Brian Johnson, Board Member
Robert Sawyer, Board Member
Janette Angulo, Board Member
Alex Silva, Board Member
Graciela Alvarez, 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.

MINUTES

April 25, 2019 1:30 p.m.

Members Present: Abraham Campos, Rosanna Bayon-Moore, Tony Rouhotas, Brian Johnson, Robert Sawyer, Janette Angulo

I. CALL TO ORDER

1. Verify the quorum of Board Members: Confirm quorum at 1:36 p.m.
2. Verification of posting of Agenda: The agenda was posted on April 18, 2019

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.*

None

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

- Approval of IVECA's Minutes: Regular Meeting

Recommendation: Approval of the Consent Agenda.

Final Action: A motion was made by Tony Rouhotas, Jr., and seconded by Chief Sawyer to approve IVECA's Minutes. Motion was approved unanimously.

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

IV. NEW BUSINESS:

1. **Discussion/Action:** The Board will consider three proposals and award to the preferred bidder, proposal for replacement of one ICSO communication shelter heat pump. Chief Silva to sign prevailing proposal.

Recommendation: Accept proposal from Vic's Air Conditioning and Electrical for \$6,100.00. Allow Chief Silva to sign proposal.

Discussion:

Discussion ensued as to whether this replacement constituted a public works project, which would require a special purchase process. Attorney Childers suggested the Board move to Discussion/Action item 2, which proposes a revised Purchasing & Procurement Policy. The Board moved to Agenda Item 2. After discussion of Agenda Item 2, the Board returned to Agenda Item 1. The Board declared that the replacement of the heat pump at the ICSO communication site was an emergency replacement. Direction was given to Mr. Schmidt to proceed with the replacement and bring the matter back to the Board at the May 23, 2019 meeting for ratification.

Final Action

An emergency replacement was deemed necessary. Direction was given to Mr. Schmidt to replace the one heat pump at the ICSO communication site and have said action ratified at the May 2019 meeting.

2. **Discussion/Information:** The Board will consider adopting the revised Purchasing & Procurement Policy, dated April 2019.

Recommendation: Adopt the revised Purchasing & Procurement Policy.

Discussion:

Discussion ensued concerning dollar limits for both the formal and informal bidding process. Also noteworthy was discussion concerning the definition of a public project and if the current Cahuilla project constituted a public project. It was discussed that further discovery is necessary for the Purchasing & Procurement document to be in compliance with all applicable laws and regulations.

Final Action:

The Board directed Attorney Childers and Mr. Schmidt to further review the Purchasing & Procurement Policy. A revised policy should be presented at the May 23, 2019 IVECA Board meeting.

3. **Discussion/Information:** The board will consider procurement of 60 each, APX 6000 Portables and 10 each, 6 bay chargers to replace the current IVECA 62 each, XTS radio and charger cache.

Recommendation: Discuss replacement of portables and chargers. Determine funding source and replacement schedule.

Discussion:

Mr. Schmidt mentioned that there are 62 portable radios in the IVECA cache. These radios are used primarily in emergencies. All radios are programmed with the mutual aid fleetmap. In NextGen Phase II, the radios will become nonoperational. Motorola is currently offering a 37 1/2 % discount off list price on the radios until June 30, 2022. Cost proposal to replace 60 each radios and 10 each 6 bay chargers is \$212,475.60 Previous cache purchase was with grant monies. Discussed was replacing the portable radios in 20 each increments.

Final Action:

The Board tabled the matter to a future meeting.

V. REPORTS

1. Other: Reports from officers and committees.

Ms. Bayon-Moore asked if IVECA would be expecting to adopt the budget in May. Said budget information would be helpful for the City of Brawley's budget process.

VI. INFORMATION:

1. IVECA Updates
 - (a) Legal Counsel – Ryan Childers - NONE
 - (b) Emergency Communications Project Coordinator – Mark Schmidt
 1. Audit information.
 2. Ad hoc committee meeting, April 24, 2019.

Mr. Schmidt mentioned Ad hoc committee meetings continue and should have a presentation hopefully to the Board by the June 2019 meeting.
2. Round Table

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VII. ADJOURNMENT: Meeting Adjourned at 2:27 p.m.

1. The next regular meeting will be May 23, 2019.