



# North County Dispatch JPA

## Regular Board of Directors Meeting

### AGENDA

Via Teleconference  
Meeting URL: <https://bluejeans.com/230690329>  
Meeting ID: 230 690 329  
Telephone Dial in: 1(408)419-1715

August 26, 2020  
10:00 a.m.

### NOTICE TO THE PUBLIC

Due to the highly contagious nature of the COVID-19 virus, the Authority has provided alternative means for the public to audibly observe and participate in the meeting without being present by using the Meeting URL, Meeting ID, and Telephone Dial in, above. Members of the public who wish to send comments or questions to the North County Dispatch JPA Board of Directors may do so up until the vote or conclusion of each item on the agenda by emailing the Authority at [JPAAAdmin@ncdjpa.org](mailto:JPAAAdmin@ncdjpa.org). The Board of Directors will endeavor to include all comments prior to taking action and will announce when the comment period for each item will conclude. The Authority encourages the public to attend the meeting telephonically in order to comply with State and County Orders and guidelines.

This agenda contains a brief general description of each item to be considered and has been posted as required by law. Except as provided by law, no action shall be taken on any items not appearing herein. In compliance with the Americans with Disabilities Act, if you have a disability and need accommodation to participate in the meeting, please contact the Administrative Office at North County Dispatch JPA (858) 400-2800 forty-eight hours (48) prior to the meeting, so the necessary arrangements can be made.

**Cell Phones:** As a courtesy to others, please silence your cell phone or pager during the meeting and engage in conversation outside the Board Chambers.

**Agendas:** Agenda packets are available for public inspection 72 hours prior to scheduled meetings at North County Dispatch JPA located at 16936 El Fuego, Rancho Santa Fe, during normal business hours.

Agenda-related writings or documents provided to a majority of the Board of Directors after distribution of the agenda packet will be available for public inspection at the time of distribution at North County Dispatch JPA at 16936 El Fuego, Rancho Santa Fe, during normal business hours.

**Public Comment:** Any person may address the Board on any item of Board business or Board concern. The Board cannot take action on any matter presented during Public Comment but can refer it to the Administrative Officer for review and possible discussion at a future meeting. As permitted by State Law, the Board may take action on matters of an urgent nature or which require immediate attention. The maximum time allotted for each presentation is THREE (3) MINUTES.

At the discretion of the Board, all items appearing on this agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board. All public records relating to an agenda item on this agenda are available for public inspection at the time the record is distributed to all, or a majority of all, members of the Board. Such records shall be available at North County Dispatch JPA, located at 16936 El Fuego, Rancho Santa Fe, CA 92067.

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL – SELF INTRODUCTIONS**

**4. PUBLIC COMMENT**

*At this time, any member of the public may come forward to speak on any item within the subject matter jurisdiction of the North County Dispatch JPA Board of Directors Committee, not otherwise on the Agenda. Remarks are to be limited to not more than three minutes. (Please print your name and address on the roster).*

*Any person may address the Board on any item of Board business or Board concern. The Board cannot take action on any matter presented during Public Comment but can refer it to the Administrative Officer for review and possible discussion at a future meeting. As permitted by State Law, the Board may take action on matters of an urgent nature of which require immediate attention.*

**5. PROCLAMATIONS AND PRESENTATIONS**

A. Employee Recognition – (Service Award)

- Fire Communications Dispatcher Recognition – Stephanie Perez – (pg. 05)
- Fire Communications Dispatcher Recognition – Jazmyn Bortness – (pg. 06)
- Fire Communications Supervisor 5 Years of Service – Bryan Buck
- Fire Communications Dispatcher 5 Year of Service – Robert Kopet

B. North Zone Medical Director Introduction

- Dr. Gary Vilke
- Dr. Christian Sloane

**6. CLOSED SESSION**

- A. Section 54957(b)(1): Public Employment Performance Evaluation  
Title: Administrator

**7. ANNOUNCEMENT OF CLOSED SESSION ACTIONS**

**8. CONSENT CALENDAR**

*All items listed on the Consent Calendar are considered to be routine and will be enacted by one motion without discussion unless Board Members, Staff or the Public requests removal of an item for separate discussion and action. The Board of Directors has the option of considering items removed from the Consent Calendar immediately or under unfinished business.*

- A. Regular Board of Directors Meeting Minutes, May 27, 2020 – (pg. 07)  
**Action Requested - Review and Approve**

B. Reports

1. Quarterly Communications Report – (pg. 13)
2. List of Demands: April 1, 2020 – June 30, 2020 – (pg. 18)
3. Budget Analysis: July 1, 2019 – June 30, 2020 – (pg. 26)

**Informational – Receive and File**

C. CalPERS UAL Update

- *Staff Report 20/14* – (pg.28)  
**Action Requested – Review and Approve**

D. Side Letter to the MOU – Uniforms Value

- *Staff Report 20/15* – (pg. 29)
- Side Letter Agreement – (pg. 30)  
**Action Requested – Review and Approve**

E. Update to Non-Represented and Management Resolutions

- *Staff Report 20/16* – (pg. 31)
- Resolutions No. 20-05 – Non-Represented Salary and Benefits – (pg. 32)
- Resolutions No. 20-06 – Management Salary and Benefits – (pg. 36)  
**Action Requested – Review and Approve**

F. Correspondence Between Pala FD and CAL FIRE

- *Staff Report 20/18* – (pg. 39)  
**Action Requested – Discuss and Direct**

9. **ACTION ITEMS**

A. NCDJPA Administrator Contract

Chief Robinson (OCS)

- *Staff Report 20/19* – (pg. 46)
- Administrator Employment Contract – (pg. 47)  
**Action Requested – Review and Approve**

B. Budget Adjustments FY 19-20 and FY 20-21

Administrator Herren

- *Staff Report 20/12* – (pg. 53)  
**Action Requested – Review and Approve**

10. **DISCUSSION AGENDA**

A. CalPERS Compliance Review

Budget Manager Dinh

- *Staff Report 20/13* – (pg. 55)
- Exhibit A – CalPERS Audit Report (abridged) – (pg. 56)  
**Informational**

B. Dispatch Procedure Change

Administrator Herren

**Informational**

C. Facility Update

Administrator Herren

**Informational**

D. Future Meeting Calendar

Administrator Herren

**Action Requested – Discuss and Direct**

11. **ADMINISTRATIVE REPORT**

A. JPA Updates

B. Upcoming Meetings:

- September 10, 2020 – Regular Board of Chiefs Meeting
- October 8, 2020 – Regular Board of Chiefs Meeting
- November 4, 2020 – Regular Finance Committee Meeting
- November 12, 2020 – Regular Board of Chiefs Meeting
- December 2, 2020 – Regular Board of Directors Meeting

**12. DIRECTORS' COMMENTS**

**13. ADJOURNMENT**

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At the discretion of the Committee, all items appearing on this agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Committee. All public records relating to an agenda item on this agenda are available for public inspection at the time the record is distributed to all, or a majority of all, members of the Committee. Such records shall be available at North County Dispatch JPA, located at 16936 El Fuego, Rancho Santa Fe, CA 92067.

**Certificate of Posting**

I certify that on August 21, 2020 I posted a copy of the foregoing agenda near the meeting place of the Board of Directors' Committee of the North County Dispatch JPA, said time being at least 72 hours in advance of the meeting of the Board of Directors' Committee (Government Code Section 54954.2)

Executed at Rancho Santa Fe, California, on August 21, 2020.



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Christopher D Herren, Board Secretary