

CITY OF BISHOP  
CITY COUNCIL STUDY SESSION MINUTES  
JULY 8, 2013

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| CALL TO ORDER  | Mayor Smith called the meeting to order at 4:02 p.m. in the City Council Chambers at 301 West Line Street, Bishop, California.  |
| COUNCIL PRESENT  | Council Members David Stottlemire, Pat Gardner,<br>Keith Glidewell<br>Mayor Pro Tem Jim Ellis<br>Mayor Laura Smith  |
| COUNCIL ABSENT   | None  |
| OTHERS PRESENT   | Keith Caldwell, City Administrator/Community Services Director<br>Robin Picken, Assistant City Clerk<br>Ray Seguine, Fire Chief<br>Chris Carter, Police Chief<br>David Grah, Public Works Director/City Engineer  |
| PUBLIC COMMENT   | The Mayor announced the public comment period.<br><br>No public comments were provided.   |
| SCHEDULED DISCUSSION   | Discussion was held on the following Study Session agenda items:  |
| 1. Introduce Public Works Intern   | Public Works Director Grah introduced their Public Works Intern Matthew Picken to Council.  |
| 2. Discuss proposed ordinance relating to Emergency Services and the Interagency Assistance Mutual Aid Agreement between the Inyo County Sheriff's Department/County of Inyo and City of Bishop Police Department/City of Bishop | Police Chief Carter shared with Council the recommended changes to the proposed ordinance relating to Emergency Services. After a brief discussion, it was agreed to bring a draft of the proposed ordinances with the recommended changes back to Council for their review at the next Study Session.<br><br>Police Chief Carter advised the Council that after further review of the Interagency Assistance Mutual Aid Agreement between the Inyo County Sheriff's Department/County of Inyo and City of Bishop Police Department/City of Bishop he felt that there were no other changes needed and that the agreement is a separate issue from the proposed ordinance relating to Emergency Services. After a brief discussion, it was agreed to bring this item to the next regularly scheduled Council meeting for their review and consideration to approve. |
| 3. Discuss delegating claims handling authority to California Joint Powers Insurance Authority (JPIA)  | City Administrator Caldwell advised Council of the California JPIA Loss Control Action Plan (LossCAP) which is a comprehensive program designed to assist agencies in addressing areas in which risk exposure or loss data supports the need for change in operations or activity. The Authority had evaluated the City and identified twelve potential risk factors. To date, all but two  |

remain. One is to approve a resolution establishing a policy which delegates tort liability claims handling responsibilities which staff would like to present to council at the next regularly scheduled Council meeting. The other is to update the records retention policy which staff is currently working on to complete.

- 4. Current 7:00 p.m. agenda items Discussion was held on the upcoming agenda items for the evening meeting. Questions were answered by staff as needed.
- 5. Future agenda items The list of future agenda items was reviewed.
- 6. Department Head Reports Reports were given as appropriate.
- COUNCIL DISCUSSION Council Members gave committee reports, community announcements and/or made comments or inquiries to staff. No action was taken.
- CLOSED SESSION At 5:13 p.m. the Mayor recessed to closed session as agendized:
  - 1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION pursuant to Government Code § 54957 – Title: Fire Chief
- RECONVENE TO OPEN SESSION At 6:18 p.m. the Mayor reconvened the meeting to open session. The City Administrator announced that there was no action taken during closed session.
- ADJOURNMENT The meeting was adjourned at 6:18 p.m. to the regular meeting scheduled at 7:00 p.m.

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LAURA SMITH, MAYOR

ATTEST: Keith Caldwell, City Clerk

By: \_\_\_\_\_  
Robin Picken, Assistant City Clerk