



Commission Board
Doug Ridenour, Sr., President, Modesto City Council
Vito Chiesa, Board of Supervisors, District 2
Joe Lopez, City Manager, City of Modesto
Jody Hayes, Stanislaus County CEO
Raul Mendez, City Manager, City of Hughson
Adam Christianson, Stanislaus County Sheriff
Alan Ernst, Fire Chief, City of Modesto

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CEDAC (JPA) Item 5.1

CONSOLIDATED EMERGENCY DISPATCH AGENCY COMMISSION
MINUTES

August 16, 2017

Regular Meeting Minutes
1:00 p.m.

City-County Administration Building
1010 10th Street, Board Chambers – Basement Level
Modesto, CA 95354

www.stan911.com/consolidated.shtm

1.0 Open and Welcome

Meeting called to order at 1:01 p.m. by President, Doug Ridenour, Sr.

Commission Members Present: President, Doug Ridenour, Sr.; Supervisor, Vito Chiesa; City of Modesto, Interim City Manager Joe Lopez; Stanislaus County CEO, Jody Hayes; Hughson City Manager, Raul Mendez; City of Modesto Interim Fire Chief, Alan Ernst; and Stanislaus County Sheriff, Adam Christianson

2.0 Pledge of Allegiance to the Flag

3.0 Public Comment Period
No Public Comment

4.0 Consent Calendar

4.1 Approval of Minutes – Regular Meeting, June 21, 2017

Motion to approve consent calendar made by Commissioner Christianson, seconded by Commissioner Lopez Approved. 7-0 unan.

5.0 Regular Agenda

5.1 Accept the Stanislaus County City Managers Group Recommendation for the Seventh Commission Board Seat Beginning September 20, 2017

Stanislaus Regional 9-1-1 (SR911) Executive Director (Director) Scotty Douglass discussed that the seventh Commission Board Alternate seat is currently vacant which was previously occupied by Tim Ogden from the City

of Waterford. The two year rotation will come due in September, 2017; therefore, this is the last meeting for City Manager Mendez to attend on behalf of the City of Hughson. At the Stanislaus County City Managers Group meeting on August 2, 2017 it was discussed and recommended that City of Patterson City Manager, Ken Irwin, be appointed to the seventh Commission seat and that Oakdale City Manager, Bryan Whitemyer, serve as the Alternate. If approved, this would continue to be a two year rotation beginning September 20, 2017 and continuing through September 18, 2019. Commissioner Mendez shared his gratitude for his time serving on the Commission Board and shared his endorsement of the recommendation.

Motion to Accept the Stanislaus County City Managers Group Recommendation for the Seventh Commission Board Seat made by Commissioner Chiesa, seconded by Commissioner Christianson Approved. 7-0 unan.

5.2 Adopt the Five (5) Year Capital Improvement Plan

Director Douglass presented the 5-year Capital Improvement Plan. The plan represents Capital Improvement Projects for the next 5 years and projects for future consideration. Fiscal year 2018/19 lists a total of \$128,811 that is recommended for the Capital Improvement Plan for this next fiscal year. The items listed with an asterisk are new items added that were not part of the November 2016 Capital Improvement Plan the Commission had adopted. Director Douglass discussed the items on the Capital Improvement project list that are recommended for fiscal year 2018/19. Commissioner Ridenour inquired regarding the warranty on any new air conditioning system pertaining to the 3705 Oakdale Road facility. Director Douglass stated that there is currently no warranty other than the standard one-year warranty. He explained that it is serviced by Stanislaus County General Service Agency and a vendor sublimates their work diagnosing and replacing parts on a time and material basis. Commissioner Lopez asked about the large quantity of administrative computers. Director Douglass explained that the computers are for SR911 management, administrative, technical staff and for dispatch. Commissioner Ridenour asked if the Capital Improvement Plan went before the Advisory Board. Director Douglass advised that the Advisory Board endorsed the recommendation at the August 2, 2017 meeting of the Advisory Board. Commissioner Ridenour suggested capturing that in a separate box so they can identify right away that it did go before the Advisory Board for future items. Director Douglass asked to strike out the duplicate CAD Printers listed under 2019/20 fiscal year. Commissioner Chiesa questioned why they don't set a budget for \$300,000 and set it aside every year to provide stability to the budget. Director Douglass shared that the adoption of the Capital Improvement Plan allows staff to go back and plan for the budget as it is presented to the Commission. Furthermore, the Fiscal Year 2018/2019 budget will propose funding options into the future. One is to take all the remaining years averaging it out and setting that as a line item for

recommendation going forward. There is also a contingency reserve fund that was started this last fiscal year of \$344,000. There may be some surplus coming up this year and recommendation to use some of that. Commissioner Hayes shared that this was one of the recommendations when they took a look, along with the City of Modesto, at the overall budget allocations and policy level changes they wanted to make on how they fund the organization going forward. It was not put in place because they wanted to see what happened after several other budget changes had been implemented. Now is a good time to revisit this topic. Commissioner Hayes and others are also interested to see how the annual surplus at the end of each year may be utilized to leverage that need. Commissioner Lopez and Commissioner Hayes complimented staff the report was very well done and very much appreciated. Commissioner Ridenour asked what the percentage of reserves was. Director Douglass commented that the current reserve is approximately 4% of the operating budget.

Motion to Adopt the Five (5) Year Capital Improvement Plan made by Commissioner Mendez, seconded by Commissioner Ernst. Approved. 7-0 unan.

- 5.3 Authorize the Consolidated Emergency Dispatch Agency Commission President and Executive Director to Execute and Continue a Two (2) Year Professional Services Agreement with Jocelyn E. Roland, PH. D. for Psychological Screening and Counseling Services in an Bi-annual Amount Not to Exceed \$42,000

Director Douglass shared that Dr. Roland had been providing services for Stanislaus Regional 9-1-1 for a couple of years. She provides all of the screenings for psychological analysis of potential dispatch candidates. Dr. Roland also charges a flat rate of \$1,000 per month to address any critical incidents stress debriefings or work related stress due to incidents that happen at work for dispatchers. Previously, Dr. Roland was under contract on single-year terms; however, this year, staff requested extending the term to two (2) years.

Motion to Authorize the Consolidated Emergency Dispatch Agency Commission President and Executive Director to Execute and Continue a Two (2) Year Professional Services Agreement with Jocelyn E. Roland, PH. D. made by Commissioner Chiesa, seconded by Commissioner Christianson. Approved. 7-0 unan.

- 5.4 Authorize the Executive Director to Execute a One (1) Year Support Agreement with Harris Corporation in an Amount not to Exceed \$55,575 for the County-wide 800 Megahertz Public Safety Radio System

Director Douglas shared that in Fiscal Year 2015/16, the 800 Megahertz county-wide radio system was implemented to cover the Highway 99

corridor. When that system was implemented, the cost to purchase the equipment included the first year of maintenance and warranty with Tait, Inc. This radio system requires a significant amount of software to run it much like a complex computer system. The annual maintenance for this system was originally estimated at \$57,000 which was budgeted in the Fiscal Year 2017/18 budget. Tait, Inc.'s business has grown over the last couple of years; therefore, Tait, Inc. has partnered with Harris Corporation where Harris would act as the sole distributor of Tait products and support provider. Commissioner Ridenour asked if this is the only company that provides 800 Megahertz solutions. Director Douglass commented that there are other companies who offer similar radio systems and this system went to bid. Tait, Inc was the lowest, responsible bidder.

Motion to authorize the Executive Director to execute a one (1) year support agreement with Harris Corporation made by Commissioner Christianson, seconded by Commissioner Mendez. Approved. 7-0 unan.

6.0 Informational

6.1 Status Report Regarding Dispatcher Staffing

SR911 Operations and Technical Services Division Manager Wendy Silva discussed the staffing report included in the meeting packet. Commissioner Hayes asked where SR911 stands in comparison of mandated overtime verses volunteer overtime. Silva commented that section was left out of the report, however will add the information in future reports.

6.2 Status Report Regarding SR911 Projects

Wendy Silva discussed the list of technical projects included in the project listing in the meeting packet.

6.3 Oral Update from SR911 Executive Director

Director Douglass discussed that evaluating the initial surplus report and it was anticipated that there would be approximately \$175,000 in surplus at the end of this year. In addition, there may be an additional \$99,000 in an addition to the \$175,000. The agency contributions for Fiscal Year 2017/2018, however, will not change. Staff will come back to the September 2017 Advisory Board and Commission Meetings with a recommendation concerning the use of the additional surplus.

7.0 Commissioner Reports.

Commissioner Hayes spoke of his gratitude for Commissioner Mendez and thanked him for his time on the Commission and stated that he has enjoyed working with him these last couple of years. Commissioner Lopez echoed the sentiments and welcomed

Commissioner Hayes to the Commission as the new Chief Executive Officer. Commission Menedez shared his appreciation to the staff and to the Commission during his time serving the Seventh Commission Seat.

8.0 Correspondence. None

9.0 Adjournment

Regular meeting adjourned at 2:00 p.m.

ATTESTED: Melissa Parikh

Consolidated Emergency Dispatch Agency Commission Clerk

The above is a summary of the minutes of the governing board of the Consolidated Emergency Dispatch Agency Commission. Complete audio minutes are available from the Stanislaus Regional 9-1-1 Administrative Office.