



Commission Board
Doug Ridenour, Sr., President
Vito Chiesa, Board of Supervisors, District 2
Joe Lopez, Interim City Manager, City of Modesto
Jody Hayes, Stanislaus County CEO
Ken Irwin, City Manager, City of Patterson
Richard Murdock, Fire Warden, Stanislaus County
Galen Carroll, Police Chief, City of Modesto

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CONSOLIDATED EMERGENCY DISPATCH AGENCY COMMISSION
MINUTES

June 20, 2018

Regular Meeting Minutes
1:00 p.m.

City-County Administration Building
1010 10th Street, Board Chambers – Basement Level
Modesto, CA 95354
www.sr911.org/consolidated.shtm

1.0 Open and Welcome

Meeting called to order at 1:07 p.m. by Vice President, Vito Chiesa

Commission Members Present: Vice President, Vito Chiesa; Stanislaus County CEO, Jody Hayes; Interim Modesto City Manager, Joe Lopez; Stanislaus County Sheriff, Adam Christianson (for Fire Warden Richard Murdock); City of Modesto Police Chief, Galen Carroll; and Oakdale City Manager, Bryan Whitemyer (for Patterson City Manager, Ken Irwin)

Commission Members Absent: President Doug Ridenour, Sr.

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, March 21, 2018

4.2 Approve Minutes of April 18, 2018 Joint Special Meeting of the Consolidated Emergency Dispatch Agency Commission and Dispatch Advisory Board

Motion to approve consent calendar made by Commissioner Christianson, seconded by Commissioner Lopez. Approved. 6-0 unan.

5.0 Regular Agenda

- 5.1 Accept the Annual Rotation of Dispatch Advisory Board Members and Conduct the Annual Appointment of President, Vice-President, and Secretary to the Consolidated Emergency Dispatch Agency Commission, Effective June 1, 2018

Stanislaus Regional 9-1-1 (SR911) Deputy Director Wendy Silva shared that effective June 1, 2018 the Stanislaus County Fire Warden and the Modesto Police Chief will serve on the Commission in the even years and the Stanislaus County Sheriff and the Modesto Fire Chief will serve on the Commission in the odd years. It is recommended the ongoing schedule rotation of Dispatch Advisory Board Members in accordance with the schedule set by the Dispatch Advisory Board and appoint rotating members to the Commission beginning June 1, 2018. Elect Commission members to service as President and Vice President for fiscal year 2018-2019, effective, June 1, 2018 with the term expiring on May 31, 2019. Also, to approve the existing practice with the shared responsibilities of the Secretary administered jointly between Stanislaus Regional 9-1-1 administrative staff and the Stanislaus County Clerk of the Board of Supervisors' Office, or their respective designees, continuing in compliance with all aspects and expectations required of the position. Vice President Vito Chiesa suggested leaving it as is with the President as Doug Ridenour and the Vice President as Vito Chiesa.

Motion to Accept the Annual Rotation made by Commissioner Christianson, seconded by Commissioner Carroll. Approved. 6-0 unan.

- 5.2 Approve the Fiscal Year 2018-2019 Meeting Dates for the Consolidated Emergency Dispatch Agency Commission and Dispatch Advisory Board

Wendy Silva shared the Fiscal Year 2018-2019 meeting dates for the Consolidated Emergency Dispatch Agency Commission and the Dispatch Advisory Board.

Motion to Accept the Fiscal Year 2018-2019 meeting dates made by Commissioner Carroll, seconded by Commissioner Christianson. Approved. 6-0 unan.

- 5.3 Adopt the Stanislaus Regional 9-1-1 Fiscal Year 2018-2019 Final Budget and Approve the Use of Fiscal Year 2017-2018 Surplus Funds to Offset Fiscal Year 2018-2019 Partner Agency Contributions

Stanislaus Regional 9-1-1 (SR911) Administration Service Manager, John Bettencourt, presented the Fiscal Year 2018-2019 Final Budget. Bettencourt shared that there have been a couple minor changes within the budget; however, Partner contributions are exactly the same as what was presented in

February 2018. Salaries and Employee Benefits have been adjusted. It was anticipated that an increase of retirement in the first round of the budget as 16.1% but it is actually 9%. This category decreased by \$158,052 due to updated retirement calculations and staff retirements. It is suggested to take the adjusted excess and put it in contingency funds as originally discussed at the February budget meeting. It is recommended to adopt the SR911 Fiscal Year 2018-2019 Final budget, approve the use of surplus funds in the amount of \$100,000 to offset Fiscal Year 2018-2019 partner agency contributions and approve an increase to the Contingency Fund in the amount of \$104,622.

Motion to Approve the Budget as requested made by Commissioner Hayes, seconded by Commissioner Lopez. Approved. 6-0 unan.

- 5.4 Authorize the President and Executive Director to Execute and Continue a Professional Services Agreement with Brown Armstrong Accountancy Corporation for a Fiscal Year 2017-2018 Independent Financial Audit in an amount not to exceed \$9,100

John Bettencourt shared each Fiscal Year SR911 uses Brown Armstrong Accountancy Corporation for professional services to conduct an independent financial audit as required by the Government Accounting Standards Board. The recommendation is to authorize the President and Executive Director to execute and continue a professional services agreement with Brown Armstrong Accountancy Corporation for a Fiscal Year 2017-2018 independent financial audit in an amount not to exceed \$9,100. Vice President Chiesa asked how many years we have used Brown Armstrong. Bettencourt commented that it has been approximately ten (10) years that Stanislaus County has been using the firm. Commissioner Lopez commented that it is a good practice to rotate who does the audits on a regular basis. Ten years seems appropriate. Commissioner Lopez recommended keeping Brown Armstrong this year but next year look at a different auditor.

Motion to authorize the President and Executive Director to Execute a Professional Services Agreement with Brown-Armstrong Accountancy Corporation made by Commissioner Lopez, seconded by Commissioner Carroll. Approved. 6-0 unan.

- 5.5 Authorize the Consolidated Emergency Dispatch Agency Commission President and Executive Director to execute a two (2) year Agreement with Rank Investigation and Protection Inc. for Background Investigation Services in a Bi-annual Amount Not to exceed \$15,000

John Bettencourt shared that Rank Investigation provides background investigation of candidates for law enforcement and public safety.

Motion to Authorize the President and Executive Director to execute a two (2) year Agreement with Rank Investigation and Protection Inc. made by Commissioner Hayes, seconded by Commissioner Carroll. Approved. 6-0 unan.

- 5.6 Authorize the Consolidated Emergency Dispatch Agency Commission President and Executive Director to Execute a two (2) year Agreement with Simpson Investigation Services Group for Background Investigation Services in a Bi-annual Amount Not to Exceed \$15,000

John Bettencourt shared that Simpson Investigative Services Group provides background investigation of candidates for law enforcement and public safety

Motion to Authorize the President and Executive Director to execute a two (2) year Agreement with Simpson Investigation Services Group made by Commissioner Lopez, seconded by Commissioner Carroll. Approved. 6-0 unan.

- 5.7 Authorize the Executive Director to Execute a One (1) Year Support Agreement with Harris Corporation for the County-wide 800 Megahertz Public Safety Radio System in an Amount Not to Exceed \$61,750.08

Wendy Silva discussed that as of August 1, 2016, Harris Corporation announced a strategic partnership with Tait, Inc. where Harris would act as the sole distributor of Tait products and support in North America. Therefore, Harris Corporation is the vendor that provides support to the 800 MHz Stanislaus County-wide Public Safety Radio System. In order to continue vendor support of the 800 MHz county-wide radio system, it is recommended that the Commission approve the amendment to the agreement with Harris Corporation to the Commission for retroactive approval to June 13, 2018.

Motion to Authorize the Executive Director to execute a one (1) year Agreement with Harris Corporation made by Commissioner Christianson, seconded by Commissioner Carroll. Approved. 6-0 unan.

6.0 Informational

- 6.1 Monthly Dispatch Operations and Staffing Report for March, April and May, 2018

Wendy Silva presented the enclosed Dispatch Operations and Staffing report.

- 6.2 Stanislaus Regional 9-1-1 Financial Update

John Bettencourt pointed out that on Agenda Item 6.2, page one (1), under Attachments it says Financial Statement Dashboard for the ten (10) months but

is actually eleven (11) months of data. John Bettencourt presented the financial update for the Fiscal Year 2017-2018 Budget.

6.3 Status Report Regarding SR911 Technical Projects

Wendy Silva provided an update on the technical projects.

6.4 Oral Update from SR911 Executive Director

No update.

7.0 Commissioner Reports.

Vice President Chiesa shared his appreciation of the Dispatchers. He suggested other agencies tour SR911.

8.0 Correspondence

No correspondence

9.0 Adjournment

Regular meeting adjourned at 1:31 pm

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.