



Commission Board
Doug Ridenour, Sr., President
Vito Chiesa, Board of Supervisors, District 2
Joe Lopez, City Manager, City of Modesto
Jody Hayes, Stanislaus County CEO
Sean Scully, City Manager, City of Riverbank
Richard Murdock, Stanislaus County OES-Fire Warden
Galen Carroll, Police Chief, City of Modesto

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CONSOLIDATED EMERGENCY DISPATCH AGENCY COMMISSION **MINUTES**

June 17, 2020

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 1:06 p.m. by President, Doug Ridenour, Sr.

Commission Members Present: President, Doug Ridenour, Sr.; Vice President, Vito Chiesa; Modesto City Manager, Joe Lopez; Modesto Police Chief, Galen Carroll (for Modesto Fire Chief, Alan Ernst); Stanislaus County CEO, Jody Hayes; Stanislaus County Sheriff, Jeff Dirkse

Absent: Sean Scully, Riverbank City Manager; Alan Ernst, Modesto Fire Chief

2.0 Pledge of Allegiance to the Flag

Stanislaus Regional 9-1-1 (SR911) Executive Director, Wendy Silva (Silva), introduced SR911's new Deputy Director, Desiderio Calzada (Calzada). Calzada shared a little information about himself.

3.0 Public Comment Period

None.

4.0 Consent Calendar

4.1 Approval of Minutes – Regular Meeting, February 19, 2020

Motion to Approve Consent Calendar made by Commissioner Chiesa, 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, 2020

SR911 Silva discussed the annual rotation and mentioned this is normally done at the meeting prior but due to COVID-19 it was delayed. Silva shared the Consolidated Emergency Dispatch Agency Commission (Commission) seven-member board is made up of representatives from the Modesto City Council, the Stanislaus County Board of Supervisors, and one of the participating partner cities along with the Stanislaus County Chief Executive Officer, the Modesto City Manager, and two members of the Dispatch Advisory Board (Advisory Board). Silva shared the Advisory Board approved the rotation schedule, whereas the Modesto Police Chief and the Stanislaus County Fire Warden will serve on the Commission for the June 1, 2020 to May 31, 2021 term. The Commission shall elect Commission members to serve as President and Vice President effective, June 1, 2020 with the term expiring on May 31, 2021. 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 Chiesa nominated President Ridenour to continue as President. Commissioner Carroll nominated Vice President Chiesa to continue to serve as Vice Chair. Commissioner Hayes asked what the process is when one of the Advisory Board members is absent and unable to attend the Commission meeting. Silva commented that their alternate would attend in their place which is Chief Ernst and Sheriff Dirkse.

- *Motion to Accept the Annual Rotation of Dispatch Advisory Board Members made by Commission Chiesa, seconded by Commissioner Dirkse, Approved 6-0 unan.*
- *Motion to Approve the Appointment of President made by Commission Chiesa, seconded by Commissioner Lopez, Approved 6-0 unan.*
- *Motion to Approve the Appointment of Vice-President made by Commission Carroll, seconded by Commissioner Lopez, Approved 6-0 unan.*
- *Motion to Approve the Appointment of Secretary made by Commission Chiesa, seconded by Commissioner Dirkse, Approved 6-0 unan.*

After the approval of Item 5.1 Chief Murdock and Chief Carroll rotated in on the Commission.

- 5.2 Approve the Fiscal Year 2020-2021 Meeting Dates for the Consolidated Emergency Dispatch Agency and Dispatch Advisory Board

SR911 Silva presented the Fiscal Year 2020-2021 meeting dates for the Consolidated Emergency Dispatch Agency Commission and Dispatch Advisory Board.

Motion to Approve the Fiscal Year 2020-2021 Meeting Dates for the Consolidated Emergency Dispatch Agency and Dispatch Advisory Board Approved by Commissioner Carroll, seconded by Commissioner Chiesa, Approved 6-0 unan.

- 5.3 Adopt the Stanislaus Regional 9-1-1 Fiscal Year 2020-2021 Final Budget and Approve the Use of Fiscal Year 2019-2020 Surplus Funds to Offset Fiscal Year 2020-2021 Partner Agency Contributions

SR911 Administrative Service Manager John Bettencourt (Bettencourt) presented the Fiscal Year 2020-2021 Final Budget. Bettencourt shared the proposed budget includes a 5% vacancy rate applied to Dispatch Salaries and Employee Benefits. A surplus of \$325,000 is projected to materialize upon Fiscal Year 2019-2020 closing. Staff recommends using a portion of surplus funds to off-set the Fiscal Year 2020-2021 Allocation to Participating Agencies. The Final Budget was presented to the Advisory Board on June 3, 2020. The Advisory Board members recommended bringing the Final Budget to the Commission with another option that would not increase the charges to the partner agencies. Option A to adopt the budget and approve the use of \$274,453 of Fiscal Year 2019-2020 Surplus Funds to offset Fiscal Year 2020-2021 partner agency contributions or Option B is to adopt the budget and approve the use of \$325,000 of Fiscal Year 2019-2020 Surplus Funds and the use of \$115,605 Contingency Funds to offset Fiscal Year 2020-2021 partner agency contributions. This option allows charges to partners to remain at Fiscal Year 2019-2020 levels. Commissioner Hayes mentioned it would be helpful to have a better understanding on how the use of contingency funds might impact equipment needs going forward in the future.

Motion to Approve Option B Adopt Fiscal Year 2020-2021 Final Budget and approve the use of \$325,000 of Fiscal Year 2019-2020 Surplus Funds and the use of \$115,605 Contingency Funds to offset Fiscal Year 2020-2021 partner agency contributions, Approved by Commissioner Lopez, seconded by Commissioner Chiesa, Approved 6-0 unan.

- 5.4 Authorize the Consolidated Emergency Dispatch Agency Commission President and Executive Director to Execute a One (1) Year Agreement with Rank Investigations and Protection Inc. for Background Investigation Services in an Annual Amount Not to Exceed \$20,000

SR911 Bettencourt shared Item 5.4, Item 5.5 and Items 5.6 are all one-year agreement renewals. Per County Counsel Approval of Item 5.4, Item 5.5 and Item 5.6 can be voted on all at one time.

Motion to Authorize the Consolidated Emergency Dispatch Agency Commission President and Executive Director to Execute a One (1) Year Agreement with Rank Investigations and Protection Inc., Approved by Commissioner Carroll, seconded by Commissioner Chiesa, Approved 6-0 unan.

- 5.5 Authorize the Consolidated Emergency Dispatch Agency Commission President and Executive Director to Execute a One (1) Year Agreement with Simpson Investigative Services Group for Background Investigation Services in an Annual Amount Not to Exceed \$20,000

Motion to Authorize the Consolidated Emergency Dispatch Agency Commission President and Executive Director to Execute a One (1) Year Agreement with Simpson Investigative Services Group, Approved by Commissioner Carroll, seconded by Commissioner Chiesa, Approved 6-0 unan.

- 5.6 Authorize the Consolidated Emergency Dispatch Agency Commission President and Executive Director to Execute a One (1) Year Professional Services Agreement with Jocelyn E. Roland, PH. D. for Psychological Screening and Counseling Services in an Annual Amount Not to Exceed \$21,000

Motion to Authorize the Consolidated Emergency Dispatch Agency Commission President and Executive Director to Execute a One (1) Year Professional Services Agreement with Jocelyn E. Roland, PH. D., Approved by Commissioner Carroll, seconded by Commissioner Chiesa, Approved 6-0 unan.

- 5.7 Authorize the Consolidated Emergency Dispatch Agency Commission President and Executive Director to Execute a One (1) Year Support Agreement with Avtec, Inc. for the Radio Console System in an Amount Not to Exceed \$47,998.04

SR911 Silva shared In Fiscal Year 2015/16, the Commission approved the purchase and installation of a new radio console system. The equipment and installation/maintenance services were purchased from Avtec, Inc. The radio console was completed in April of 2019, at which time included one (1) year of annual maintenance. According to the initial contract with Avtec, Inc., annual maintenance would end as of April 4, 2020 and would require annual renewals. The agreement provides remote maintenance support for any hardware or software issue, along with firmware and software updates. In order to continue support of the radio console system, it is recommended that the Commission approve the agreement with Avtec, Inc. with retroactive approval to April 1, 2020. The delay in approval was caused by the COVID-19 pandemic as it inhibited the Commission from conducting regular meetings.

Motion to Authorize the Consolidated Emergency Dispatch Agency Commission President and Executive Director to Execute a One (1) Year Support Agreement with Avtec, Inc. for the Radio Console System, Approved by

Commissioner Chiesa, seconded by Commissioner Murdock, Approved 6-0 unan.

6.0 Informational

6.1 Monthly Dispatch Operations and Staffing Report for May 2020

Silva presented the Dispatch Operations and Staffing report included in the packet.

6.2 SR911 Financial Update for May 2020

Bettencourt presented a financial update as of May 31, 2020.

6.3 Status Report Regarding SR911 Technical Projects

Silva provided an update on technical projects.

6.4 Executive Director Report

Nothing to report.

7.0 Commissioner Reports.

President Ridenour commented that he appreciates Wendy Silva for providing daily updates. President Ridenour also commends SR911 Dispatchers for how they have handled everything during these times.

8.0 Correspondence

None.

9.0 Adjournment

Regular meeting adjourned at 1:48 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.