



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
Adam Christianson, Stanislaus County Sheriff
Alan Ernst, Fire Chief, City of Modesto

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CONSOLIDATED EMERGENCY DISPATCH AGENCY COMMISSION **MINUTES**

February 21, 2018

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 1:03 p.m. by President, Doug Ridenour, Sr.

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

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, January 17, 2018

Motion to approve consent calendar made by Commissioner Christianson, seconded by Commissioner Lopez. Approved. 5-0 unan.

5.0 Regular Agenda

5.1 Approve the Stanislaus Regional 9-1-1 Fiscal Year 2018-2019 Preliminary Budget and Approve Continued Cost Reduction Strategy Using a 5% Vacancy Rate in Salaries and Employee Benefits and Unfunded Radio Technician Position in the 2018-2019 Preliminary Budget

Stanislaus Regional 9-1-1 (SR911) Executive Director (Director) Scotty Douglass presented the Fiscal Year 2018-2019 Proposed Preliminary Budget. The Budget was prepared using six months of financial data from the current Fiscal Year 17/18, the five-year average for SR911 and next year's portion of the 5-Year Capital Improvement Plan that was approved by the Commission. Douglass noted that the budget is supported and recommended by the Dispatch Advisory Board on February 7, 2018. Since that time, the County Long Range Model was updated to show an increase of 9.1% of Retirement instead of the 16.6% that is on the report. That is a reduction of \$78,285 from what is built into the budget as of today. Salaries and Employee Benefits show a 3.7% increase over this last year's budget. Termination Cash-out includes three (3) confirmed retirements in the new fiscal year. Services and Supplies are expected to have expenses increases of 8.5% over the prior year. The Contingency Reserve was increased by \$36,685 using budget surplus from Fiscal Year 2016-2017 and currently totals \$381,389. The 2018-19 Preliminary Budget totals \$9,245,411 with \$8,192,955 in costs allocated to partner agencies. Douglass presented the recommendations. One (1) it is recommended to approve the 2018-2019 Preliminary Budget as presented, two (2) Approve continued cost reduction strategy using a 5% vacancy rate in Salaries and Employee benefits and Unfunded Radio Technician Position in the 2018-2019 Preliminary Budget. What is not noted is a change since this was presented to the Advisory Board is to approve the allocation of excess retirement contribution of \$78,285 to contingency reserve. Commissioner Lopez thanked Douglass for all his work that goes into the preparation of the budget. Commissioner Lopez inquired about the Cost Allocation Plan (CAP) Charges for CEO Operations and asked what it contained. Douglass shared what the CAP Charges encompass. Commissioner Lopez suggested that staff review the CAP Charges. Commissioner Hayes responded that the CAP Charges is a 5% increase not 25% that is reported and shared what the CEO Operations provides to SR911. Commissioner Ernst shared that at the last Dispatch Advisory Board meeting it was discussed when building the budget, what would the operational impact be by not increasing it 4.33%. Douglass responded that information is included in the packet on Page 10 of Attachment A-1 with cost reduction strategy recommended by staff and cost reduction strategies not recommended by staff at this time. Commissioner Hayes commented from what he is seeing the cost allocation system that was set up originally is working. Commissioner Hayes complimented Douglass on the budget and said the information provided is excellent and easy to follow along. Douglass pointed out that Attachment A-2, page 2 includes the true-up for Fiscal Year 2016-2017 as approved by the Commission in January, 2018. Commissioner Ernst asked for a report back on the CAP Charges.

Motion to approve the Stanislaus Regional 9-1-1 Fiscal Year 2018-2019 Preliminary Budget and Approve Continued Cost Reduction Strategy Using a 5% Vacancy Rate in Salaries and Employee Benefits and Unfunded Radio Technician Position in the 2018-2019 Preliminary Budget made by Commissioner Christianson, seconded by Commissioner Ernst.

Approved. 5-0 unan.

- 5.2 Authorize the Executive Director to Execute a Change Order with TriTech, Inc. to Purchase an Interface Between the Computer Aided Dispatch System and the Avtec Dispatch Radio Console in an Amount not to Exceed \$69,220.80 and Approve an Increase to Project 2016.01 Radio System Console Replacement Budget in the Amount of \$52,289.80 in Fiscal Year 2018-2019

Director Douglass shared this is to replace the current Dispatch Radio Console in accordance with the Capital Improvement Plan. It was presented and approved by the Commission at the December meeting to allow staff to spend the remainder of the project budget funds to purchase the necessary interfaces. Staff did not have a firm quote on the Radio Console to CAD Interface at that time. In January, TriTech provided a firm quote of \$69,220.80 which exceeded the project budget by \$52,289. The interface from the dispatch radio console to CAD is necessary in order to provide a digital connection for emergency communication notifications from field personnel to alert dispatchers. An agreement was made with TriTech that they will start now and will pay the remainder in the 2018-2019 Fiscal Year. Also, they will credit the \$69,221 towards the next CAD System if purchased in the future. Commissioner Christianson would like to see what other options are available and asked Douglass to put something in writing and present it to the Commission with options and what is in the best interest of the agency. Commissioner Lopez shared that they need to take full hard look at what the system is doing and if we have the technology to be effective in the service we provide. Douglass shared that Wendy Silva will be attending the TriTech conference in March to look at the other technology offered by TriTech and talk with other users of those systems and get feedback. Douglass will bring this item back in June with the final budget. Commissioner Christianson asked if staff can live without the interface for a short amount of time if the commission decides to pursue another option. Douglass shared that they could not and reminded the Commission that TriTech will credit the \$69,221 towards the next CAD System if purchased in the future. Commissioner Ernst inquired about the timing of the offer. Douglass shared that staff will be working with the vendor to get a firm commitment and time frame. President Ridenour asked if there is an expiration date for the credit. Douglass shared there is no expiration date on the credit and it is in writing. Commissioner Lopez recommended keeping this as a standing item on the Dispatch Advisory Board agenda so it is kept on the forefront.

Motion to Authorize the Executive Director to Execute a Change Order with TriTech, Inc. to Purchase an Interface Between the Computer Aided Dispatch System and the Avtec Dispatch Radio Console in an Amount not to Exceed \$69,220.80 and Approve an Increase to Project 2016.01 Radio System Console Replacement Budget in the Amount of \$52,289.80 in Fiscal Year 2018-2019 made by Commissioner Christianson, seconded by Commissioner Hayes Approved. 5-0 unan.

6.0 Informational

6.1 Monthly Dispatch Operations and Staffing Report for January, 2018

Stanislaus Regional 9-1-1 (SR911), Deputy Director, Wendy Silva, presented the enclosed report.

6.2 Status Report Regarding SR911 Technical Projects

Deputy Director Silva discussed technical projects. Director Douglass shared information regarding the Fire Communications meeting that was held last week.

6.3 Presentation of 2017 Annual Report

Director Douglass presented SR911's 2017 Annual Report and thanked staff for their work on the project. Commissioner Christianson asked if the Annual Report is in PDF format. Douglass responded that it is available in PDF format and he will email it out to the Commission. Commissioner Hayes thanked Douglass and his staff for putting together an excellent Annual Report. Commissioner Lopez complimented Douglass on the Annual Report. Commissioner Ernst thanked Douglass for the report and inquired about the 48% increase in custodial records request. Douglass shared that there is no change in policy. The public is requesting more. One thing that has changed this year is the District Attorney's Office converted to an electronic transfer system for records request which may be part of the increase.

6.4 Oral Update from SR911 Executive Director

Director Douglass shared that they are still in Union negotiations with the Dispatchers. The progress is going well.

7.0 Commissioner Reports.

With regard to a recent settlement between CalPERS and the City of Modesto, Commissioner Lopez shared that, in the future, no City of Modesto employee can work at SR911 unless they become a County employee. This is to avoid complications with employee retirements.

8.0 Correspondence

No correspondence

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.