



DISPATCH ADVISORY BOARD MINUTES

June 15, 2015

9:00 a.m.

Stanislaus Regional 9-1-1 Logistics Room
3705 Oakdale Rd., Modesto, CA 95357

9:02 A.M.

Advisory Board Members Present: SR 9-1-1 Director, Joel Broumas; Stanislaus County Fire Warden/Assistant Director of Emergency Services, Dale Skiles; City of Modesto Chief of Police, Galen Carroll; Modesto Fire Chief, Sean Slamon;

Others Present: SR 9-1-1 Business Services Manager, John Bettencourt; 800 MHz Simulcast Project Manager, Barbara Jackson; SR 9-1-1 Operations Manager, Wendy Silva; Stanislaus County Deputy Executive Officer, Jody Hayes

Absent: Sheriff, Adam Christianson

- I. Carrol / Slamon unan. **Approval of Minutes from May 18, 2015, and May 20, 2015 (Closed Session)**
- II. Regular Calendar Items
 - A. Skiles / Slamon unan. **Accepted the Report from the Organizational Structure/ Management Sub-Committee in follow up to the Matrix Consulting Group's Study of Stanislaus Regional 9-1-1, Phase I and II Report (Discussion lead by SR 9-1-1 Director, Joel Broumas)**

SR 9-1-1 Director Broumas briefly reviewed the nine recommendations and summarized the responses that had been prepared. There was a written detailed report given to all the Advisors for review and questions. Chief Carroll commented that he would not recommend the CALEA accreditation process in hindsight. He did not feel it added value to the organization after the study brought things up to date within the organization. Chief Carroll added that he felt CALEA is a tool for weak leadership. A draft copy of organization chart was reviewed based on labor and workforce recommendations. Director Broumas indicated that the department would like to use the vacant radio/telco engineer position, upgrading to position to a Senior Systems Engineer as recommended in the Information Technology Analysis report presented to the Commission on May 20, 2015 to oversee all the projects currently underway to completion. Later, reinstating the 3rd radio position which would be supported by outside agencies that would be contracted to maintain those agency radio systems, towers, mobiles, portables, etc. This would not cause an impact to the SR9-1-1 budget to support that position. This will be presented in further detail during the labor and workforce portion of the Matrix presentations. Chief Skiles commented regarding #7, internal infrastructure, not external. He still feels we need make clear the ownership and where the dollars go. There's a co-ownership on the 800 MHz system between Ceres and Turlock. What's the shared amount of money for these types of items, including Diablo Grande? Once there was a co-ownership between the County/City on VHF/UHF radio systems, is

there clarity on these issues. When money is allocated and expended in the future we need to insure we are spending that money on systems that SR9-1-1 owns or controls. Director Broumas indicated there are conversations going forward regarding Diablo Grande ownership, and that the original JPA Agreement indicates a 50-50 partnership between the County and City for SR9-1-1 but there are no details specifically. Chief Skiles recommended we begin documentation to move forward indicating ownership and responsibility enabling the department to determine budgetarily for maintenance, repairs and replacement costs. Deputy Executive Officer, Jody Hayes spoke about a draft letter from the City of Newman, City Manager, expecting a credit back, (based on the assets of the organization, this building equipment and infrastructure in the building). The City of Newman is not entitled to the credit refund as they were not involved in the original purchase agreement, Chief Skiles' point moving forward regarding the importance of who's responsible for equipment located elsewhere in the county. Chief Skiles pointed out that there is a critical infrastructure site in that area (Newman), who is responsible for that. Needs clarification moving forward. Deputy Executive Officer Jody Hayes suggested it could become a project for the new Senior Systems Engineer to help clarify and make those determinations.

B. Slamon / Carroll unan. **Consideration and Approval to Forward a Lease Agreement between the City-County Joint Powers Agency and the Stanislaus Regional 9-1-1 Joint Powers Agency**

Barbara Jackson added further detail and understanding of the agreement.

C. Carroll / Slamon unan **Approved to Forward the Stanislaus Regional 9-1-1 Recommended Proposed Budget for Budget Year 2015-2016**

Deputy Executive Officer, Jody Hayes added further background regarding the budget process for this year. The Matrix Report was received in February. The report instructed to implement a new allocation structure by July 2015, very short timeline. Allocation Methodology and governance structure still underway. All agree it is not appropriate at this time to present final budget to Commission now. Proposed budget will go to Commission in June 2015, and Final budget will be reviewed in September 2015 allowing all agencies to have time to plan for those changes. It's unlikely that the budget that comes back in September will indicate any shifts for the 2015-2016 Fiscal cycle. Expected will be recommendations for an implementation plan for what will be achieved in the future with considerations and options of how to get there from where it is today. Changes will occur in next fiscal year when all the agencies will have time to plan for those changes, and to consider what their alternatives might be. There are no changes in the budget from what was presented a couple of months ago. Reviewed that one of the issues brought up in the workgroup was whether or not incidents were being counted correctly. Discovered the answer is that Fire incidents are backed out of the distribution to the contract cities of the Sheriff's Dept. because they receive those fire calls as an FYI to their law enforcement calls. Originally it looked like it could have been just a formula error but further research indicates it's intentional. Fire Warden Skiles goal is to pursue final budget by December 2015 for fiscal year 2016-2017. Jody indicated that he expects says, by September, the Commission will have taken a position about what allocations should look like and between September and January, the agencies will see the direction and impacts for services delivered. Fire Warden Skiles suggested creating a time line of goals that can be joined to the budget presentation and presented to the Commission June 17, 2015. Chief Executive Officer, Jody Hayes said it will happen next month (July 2015) in a more formal presentation. Chief Slamon asked about a communication plan to inform all the partners what to expect. Deputy Executive Officer, Jody Hayes explained when the findings are presented in July; there should be a communication plan that is understood and agreed to. There are challenging situations because by the way the budget is designed, allocated and distributed, the subsidy provided to all the fire districts is buried in the process. Currently it appears as if OES has a lot of

costs associated with Dispatch, but in reality those are all district costs. The reformatted budget that will be delineated in better detail. Historically, when allocation was first formulated, it was determined to be done on population. Later the county felt it should not be just population, but also include incidents. City stayed with population formula, based on what original work group came up with when Consolidated Dispatch agency was first created. Chief Carroll commented that there should be two fees, one for police, and one for communication.

D. Informational: 800 MHz/Simulcast Radio System Update – Barbara Jackson

Ceres and Turlock had two outstanding tone issues. Implemented a work around and it's on Tait's roadmap for the permanent fix for their next upgrade due in August 2015. Construction is done at Fire Station 9, moving and installing radio equipment in next two weeks. Commissioning is expected mid-July. 10th St. Place tower going up Saturday, then moving and installing radio equipment and antennas, commissioning in mid-July. Fire Station 6, EHP had to be resubmitted to FEMA, hopeful it will still be completed by end of year.

E. Informational: Staffing Update – Wendy Silva

On June 15, 2015 at 0700, 5 new dispatchers started training. There are 2 current trainees are in the room. Received news of a couple resignations coming up in next month. The Application Specialist GIS person has received her job offer. Tina Graver, currently with the AG dept. She will need to undergo the background to work at this department.

III. Adjournment at 9:46 a.m.

ATTESTED: Kaye-Marie Newell, Dispatch Advisory Board clerk. The above is a summary of the minutes of the Governing Board of the Dispatch Advisory Board. Complete audio minutes are available from the Stanislaus Regional 9-1-1 Administration office.