



DISPATCH ADVISORY BOARD
MINUTES

February 7, 2018

Regular Meeting Minutes
2:00 p.m.

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

1.0 Open and Welcome

Meeting called to order at 2:00 p.m. by Chairman, Adam Christianson

Advisory Board Members Present: Chairman Adam Christianson, Interim Fire Warden/Assistant Director of OES, Lt. Dennis Cordova; City of Modesto Fire Chief, Alan Ernst; City of Modesto Police Chief, Galen Carroll.

Others Present: Scotty Douglass, Wendy Silva, John Bettencourt, Nate Olson, Stanislaus Regional 9-1-1; Tina Rocha, Stanislaus County Chief Executive Office; City of Modesto Assistant Fire Chief, Michael Lillie; and Stanislaus County Captain, Jim Gordon.

2.0 Public Comment Period

No public comments.

3.0 Consent Calendar

3.1 Approval of Minutes from Dispatch Advisory Board Regular Meeting January 3, 2018.

Ernst/Carroll unam. Approve Consent Calendar 4-0

4.0 Regular Agenda

4.1 Agreement to Recommend and Forward to the Consolidated Emergency Dispatch Agency Commission the Fiscal Year 2018-2019 Proposed Preliminary Budget

Stanislaus Regional 9-1-1 (SR911) Executive Director (Director) Scotty Douglass presented the Fiscal Year 2018-2019 Proposed Preliminary Budget. Douglass discussed the Chart under Fiscal Impact on Page 3 of the meeting packet. This captures all the increases by the dollar amount in each of the categories that affect the bottom line. Termination Cash-out includes three (3) confirmed retirements in the new fiscal year. Retirement is predicted to increase 16.6% and Group Health increased by 5%. Combined, these two contribute to 2.74% of the total allocation to the Partner Agencies. Outside Data Processing Services increased due to the implementation of Office 365. Radio Console to CAD Interface has an unanticipated cost for implementing the Radio Console. A negotiated amount was made with TriTech for \$69,221 and an agreement that they will deliver now and invoice us July 1, 2018. Also, they will credit the \$69,221 towards the next CAD System if purchased in the future. Professional and Special Services budget was increased by \$50,000. It is recommended to use \$10,000 of that for contracting with a service provider who will build specialized reports for the agency and \$40,000 to support professional services for project implementation support. It is also recommended to continue to use a cost reduction strategy using a 5% vacancy rate in Salaries and Benefits and continue the unfunded Radio Technician Position. Douglass shared the four Recommendations listed on page 4 of Item 4.1. Chief Ernst asked, when building the budget, what would the operational impact be by not increasing it 4.33%. Douglass responded that he will calculate that and add it to the budget information when presented to the Commission.

The total budget is 9.2 million dollars. Douglas shared the Contingency Fund has a balance of \$381,389 and it is recommended to roll it over to the 2018-2019 Fiscal Year. The total difference between the current fiscal year and the Preliminary Proposed Budget for next fiscal year is a 4.33% increase, 2.74% of that is directly attributed to Retirement and Health Benefits. Douglass pointed out on Page 2 of the Fiscal Year 18-19 Preliminary Budget Allocation Detail Report two columns were added; Column (F)-(A) list the dollar amount and the percent change. Chief Carroll asked why we pay \$54,000 CAP charges for the Chief Executive Office when SR911 is a JPA. Douglass shared what the CAP charges encompass. Douglass discussed the cost sharing formula, 75% is fixed post and 25% is CAD incidents. These charges include the true-up for Fiscal Year 2016-2017 as approved by the Commission in January , 2018.

A break was taken and the Dispatch Advisory Board went off the record at 2:37 pm to take care of an EMS medical emergency on the dispatch floor. The Dispatch Advisory Board went back on record at 2:55 pm on February 7, 2018.

Douglass continued sharing the budget breakdown. Chief Carroll inquired why the County pays a subsidy for Ceres Fire. Chief Lillie shared that a multi-tiered agreement was made where Ceres provided services to the Westport Fire Protection District and in turn the County would pay a portion of Ceres Dispatch fees. Attachment A-4 shows the difference in the cost sharing formula that represents the percentage of change from one year to the next.

Carroll/Christianson unam. Approved 4-0

5.0 Informational

5.1 SR911 Monthly Dispatch Operations and Staffing Report

Wendy Silva presented the staffing report included in the packet.

5.2 SR911 Technical Services Division Projects Report

Wendy Silva presented an update on the Technical Services projects.

5.3 SR911 2017 Annual Report

Director Douglass provided copies of SR911's 2017 Annual Report.

5.4 Executive Director Report

Director Douglass shared that they are still in Union negotiations with the Dispatchers. The progress is going well. Douglass reminded everyone that next week is the Fire Communication meeting and asked if anyone is unable to make it to send a designee. Douglass shared that he is working on a Draft Use Agreement with Ceres for use of their alternate site. Douglass handed out SR911 Organizational Structure flow-chart and shared that Wendy Silva has a new title-only change to Deputy Director.

5.5 Dispatch Advisory Board Member Reports

Chief Carroll discussed Modesto PD's monthly report which shows priority one calls as waiting 21 minutes on average in a "pending dispatch" state. Chief Carroll is working with Douglass and Silva to ascertain efficiencies and also system changes that will more accurately report the pending times. With regard to a recent settlement between CalPERS and the City of Modesto, Chief Carroll 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.

6.0 Adjournment

Meeting adjourned at 3:44 p.m.

ATTESTED: Melissa Parikh
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.