



**Commission Board**  
**Doug Ridenour, Sr.**, President  
**Vito Chiesa**, Board of Supervisors, District 2  
**Jim Holgersson**, City Manager, City of Modesto  
**Stan Risen**, Stanislaus County CEO  
**Raul Mendez**, City Manager, City of Hughson  
**Galen Carroll**, Police Chief, City of Modesto  
**Dale Skiles**, Stanislaus County Fire Warden

3705 Oakdale Rd.  
Modesto, CA 95357  
Phone: 209.552.3900 Fax: 209.552.3950

**CONSOLIDATED EMERGENCY DISPATCH AGENCY COMMISSION**  
**MINUTES**

**February 15, 2017**

**Regular Meeting Minutes**  
**1:00 p.m.**

**City-County Administration Building**  
**1010 10<sup>th</sup> Street, Board Chambers – Basement Level**  
**Modesto, CA 95354**  
**[www.stan911.com/consolidated.shtm](http://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.; Supervisor Vito Chiesa; City of Modesto City Manager Jim Holgersson; Stanislaus County CEO, Stan Risen; Hughson City Manager Raul Mendez; Stanislaus County Sheriff Adam Christianson (for Stanislaus County Fire Warden, Dale Skiles) and City of Modesto Assistant Police Chief Rick Armendariz (for City of Modesto Police Chief Galen Carroll)

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 18, 2017

*Motion to approve consent calendar made by Christianson, seconded by Armendariz Approved. 7-0 unan.*

5.0 Regular Agenda

5.1 Accept the Amended Fiscal Year 2016-17 Dispatch Advisory Board Meeting Calendar. Scotty Douglass presented the calendar.

*Motion to accept the Calendar. Chiesa seconded by Christianson. Approved. 7-0 unan.*

- 5.2 Accept the Stanislaus Regional 9-1-1 2016 Annual Report.  
Scotty Douglass presented the report. Douglass commented that this is the first annual report in 17 years. Douglass referred to the prior year's accomplishments of the dispatch area remodel and increase in dispatcher staffing. Douglass discussed the three strategic priorities for 2017: 1) Interconnectivity with partner agencies, including the CAD to CAD interface and data exchange with Mountain Valley EMS. 2) upgrade the Agency's radio infrastructure, including purchase of a new radio console system and 3) create a formal employee peer support team that will collaborate with the partner agencies. Douglass then referred to the Department Organizational Chart. On an interim basis, Wendy Silva will be serving as the Technical Services Division Manager and Scotty Douglass will assume direct responsibility for dispatch operations. Douglass then discussed the statistics pages(12-13). Douglass then informed the Commission that all cellular calls are now routed directly to SR911 with AT&T completing the conversion process. Wendy Silva, Technical Services Manager discussed the prior year accomplishments and strategic priorities of 2017 within the dispatch operations division. These are presented on page 11 and pages 14-16 of the Annual Report. Silva then commented on the 2016 accomplishments and 2017 strategic priorities of the technical services division. They are located on page 17-21 of the Annual Report.

*Motion to accept the report made by Christianson, seconded by Risen. Approved. 7-0 unan.*

- 5.3 Approve the Stanislaus Regional 9-1-1 Fiscal Year 2017-18 Proposed Budget  
Scotty Douglass presented the budget by directly referring to the slide presentation. Douglass noted that the budget has been approved by the Dispatch Advisory Board on February 9, 2017. The 2017-18 Proposed Budget contains partner contribution increases of 5.6% over 2016-17. The 2017-18 salaries budget contains a vacancy rate of 2.5%. Stanislaus County departments use a 5% vacancy rate as a common practice. The Dispatch Advisory Board decided at full staffing in 2017-18 would require the Agency to deplete its contingency reserve. Therefore, the Dispatch Advisory Board recommended the reduced vacancy rate of 2.5%. Health insurance costs are expected to rise 5% and retirement costs are expected to increase 15%. Services and supplies include increase in communications costs, maintenance contracts, and a potential site lease for radio infrastructure. The Agency retired its debt on the CAD project loan in 2016-17, creating an annual added savings of \$171,000. Capital improvements include \$100,000 for the Mt. Oso microwave and \$65,000 for the uninterrupted power supply (UPS). Douglass then discussed the Capital Improvement Plan Projections adopted by the Commission in November of 2016. Vito Chiesa suggested the Agency review

the possibility of creating a "sinking fund" for future fixed asset purchases. Jim Holgersson stated he would prefer budgeting a 5% vacancy rate for salaries. Stan Risen suggested that staff study the financial impact of smoothing the incident counts over a longer period to avoid large fluctuations in individual charges to partners. This suggestion was supported by Raul Mendez. Jim Holgersson suggested a motion to refer the 2017-18 Proposed Budget back to the Dispatch Advisory Board to reassess the 5% vacancy rate and a request to staff to provide some analysis using smoothing of the incident counts.

*Motion to refer the 2017-18 Proposed Budget to the Dispatch Advisory Board for reassessment of the 5% vacancy rate and additional analysis of partner contributions using smoothing of incident counts made by Holgersson, seconded by Chiesa. Approved. 7-0 unan.*

6.0 Informational

6.1 Oral Update from SR911 Executive Director.  
Scotty Douglass plans to spend more time in dispatch operations

7.0 Commissioner Reports. None

8.0 Correspondence.  
President Ridenour asked for a update regarding the current floods.

9.0 Adjournment

Regular meeting adjourned at 2:04 p.m.

ATTESTED: John Bettencourt

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.*