



DISPATCH ADVISORY BOARD
MINUTES

January 3, 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 Vice-Chairman, Alan Ernst

Advisory Board Members Present: Vice-Chairman Alan Ernst, City of Modesto Fire Chief; Interim Fire Warden/Assistant Director of OES, Lt. Dennis Cordova; City of Modesto Police Chief, Galen Carroll; and Stanislaus County Sheriff's Captain, Jim Gordon.

Others Present: Scotty Douglass, Wendy Silva, John Bettencourt and Melissa Parikh, Stanislaus Regional 9-1-1; Angelica Ramos, Stanislaus County Chief Executive Office; Erik Klevmyr and Chad Homme, Stanislaus County Office of Emergency Services.

2.0 Public Comment Period

No public comments.

3.0 Consent Calendar

3.1 Approval of Minutes from Dispatch Advisory Board Regular Meeting December 6, 2017.

Carroll/Gordon unam. Approve Consent Calendar 4-0

4.0 Regular Agenda

4.1 Agreement to Recommend and Forward to the Consolidated Emergency Dispatch Agency Commission 1) Approval of a Revised Agreement Between the Stanislaus County Probation Department and the Consolidated Emergency Dispatch Agency for Continued Emergency Dispatch Services, and 2) to

Appoint the Stanislaus County Probation Chief as an Additional Member of the Dispatch Advisory Board

Executive Director (Director) Scotty Douglass shared in 2013, Stanislaus Regional 9-1-1 (SR911) entered into a five (5) year agreement for dispatch services with Stanislaus County Probation (Probation). The agreement is scheduled to expire on June 30, 2018. It is now necessary to renew the agreement to begin July 1, 2018. The agreement will auto renew every year until changed for a period of five (5) years. A significant change to the agreement is the adjustment to provide services in alignment with current practice, and to add Probation into the cost sharing formula along with other partner agencies instead of a fixed annual cost. Due to the increase in formal participation in SR911's dispatch services, it is recommended to appoint Stanislaus County Probation Chief Probation Officer to the Dispatch Advisory Board. Chief Carroll shared his concern that the County will have majority vote and asked what control is in place on how many seats are at the table. Douglass shared that under the JPA agreement, the Advisory Board is appointed to oversee the operations of the Dispatch center. Anything policy or budget related, this group votes to move it to the Commission for approval and the Commission has fair representation on both sides. Chief Carroll asked for clarification of the cost. Douglass shared that when Probation is included in the formula, they will bring the cost down for all partner agencies. Vice-Chairman Ernst inquired how it affects adding a member and does it affect the rotation of the chair. Douglass replied that per the JPA Agreement it would be the current four that are represented and it has been added that way in the bylaws. Douglass suggested a recommendation to the Commission to allow all agencies to have a seat on the Commission with the four current representatives rotating on and off the Board as stated in the JPA. The Commission will be able to add other agencies to the Advisory Board if desired. Vice-Chairman Ernst would like have a discussion at a future meeting on including others that pay and how it would be structured. Staff will place this on a future agenda to discuss.

Gordon/Ernst unam. 4-0

4.2 Approve Law Enforcement Policy No. 654, Reports of Death/Coroner's Office

Director Douglass presented the Law Enforcement Policy No. 654, Reports of Death/Coroner's Office. As policies and procedures are created and/or updated they will be forwarded to the corresponding governing body for approval. Operations and Technical Services Division Manager, Wendy Silva shared that the policy has been reviewed and revised by the SR911 Law Task Team which is made up of a Dispatch Manager and a representative from each law agency.

Carroll/Gordon unam. 4-0

4.3 Agreement to Recommend and Forward to the Consolidated Emergency Dispatch Agency Commission a Methodology to Adjust Cost Allocations Resulting from a Recount of Fiscal Year 2014-2015 Computer Aided Dispatch Responses Used in the Cost Sharing Calculations in the Fiscal Year 2016-2017 Budget

Director Douglass reminded the group that in preparing the Fiscal Year 2017-2018 Budget, there was an error discovered in the counting of calls for service. When the counting error was discovered, SR911 committed to recounting the calls for service in the prior Fiscal Year. Upon conclusion of re-counting the calls for service in Fiscal Year 2014-2015, it was discovered that while some counts were slightly different, the most notable were calls for service counted for Stanislaus Consolidated Fire (under-counted) and Oakdale City Fire (over-counted). Douglass presented three options to true-up Fiscal Year 2016-2017 partner allocations. The most efficient and cost-effective would be option one (1) which is true-up all contributions from Fiscal Year 2016-2017 as part of the course of preparing and approving the Fiscal Year 2018-2019 Budget. Vice-Chairman Ernst asked how subsidy works and would like to have a better understanding on how it is broken down and why. Erik Klevmyr offered to find out how the subsidy works and report back. Douglass will bring back at a future meeting to discuss the subsidy.

Motion to approve Option One (1) made by Carroll/Gordon unam. 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 Presentation of the Stanislaus Regional 9-1-1 Fiscal Year 2017-2018 Midyear Financial Report by the Executive Director

Scotty Douglass presented the Fiscal Year 2017-2018 Midyear Financial Report.

5.4 Executive Director Report

Scotty Douglass shared that it's time to look at fire frequencies and communication channels. Douglass suggested having a gathering of law, fire and ambulance at a meeting in February following the Fire Authority

meeting to discuss what are the things working and what are the things not working and to discuss the funding. He asked that the Advisory Board Members support a representative from each agency attend the meeting. Another idea is to get a Consultant to look at communications for the whole county. Have an outside party come in and evaluate the agency, that has information about what other counties do and what grants are out there. Douglass shared that there has been talk from different fire agencies regarding the Patient Care Reporting (PCR) systems. This needs to be discussed at one of the Communication Advisory Committee meetings in the future. Chad Homme mentioned that there is an upcoming Communication Advisory meeting and will put PCR reporting on the agenda.

5.5 Dispatch Advisory Board Member Reports

Captain Gordon gave an update on the Waterford Tower Project. Angelica Ramos shared that she enjoyed sitting in with a couple of Emergency Dispatchers recently, and that they were very knowledgeable and good teachers.

6.0 Adjournment

Meeting adjourned at 3:02 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.