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## EMERGENCY DISPATCH JOINT POWERS AGENCY COMMISSION MEETING MINUTES

November 19, 2014

1:00 p.m.

City-County Administration Building  
1010 Tenth Street, Board Chambers  
Modesto, CA 95354

**Commission Members Present:** Vice-President, Bill O'Brien; assistant Executive Officer, Patty Hill Thomas (alternate for C.E.O. Risen); Newman Chief of Police, Randy Richardson, (alternate for City of Newman Mayor Ed Katen); City of Modesto Chief of Police, Galen Carroll; Stanislaus County Fire Warden, Dale Skiles; Attorney for City of Modesto, Rolly Stevens; County Counsel, John Doering

**Absent:** JPA President, Bill Zoslocki; City Manager, Jim Holgersson; County C.E.O., Stan Risen; Newman Mayor, Ed Katen

**City Manager Holgersson arrived at 1:06 p.m.**

Vice-President Bill O'Brien called the meeting to order at 1:00 p.m.

- III. Public Comment Period  
There were no public comments
- IV. Carroll/Skiles Unan. Approved minutes from October 15, 2014
- V. Skiles/Hill Thomas Unan. Adopted Consent Items on calendar
  - A-1. Accepted changes to the JPA Members page on the 2013-2014 Annual Auditors' Report
  - A-2. Approved the updated Stanislaus Regional 9-1-1 Archives and Records Management Program Policies and Procedures (Retention Policy )
  - A-3. Approved the 2015 JPA Consolidated Emergency Dispatch Commission Meeting Schedule.
- VI. Regular Calendar Items
  - B-1. Approval to over-hire Public Safety Dispatchers  
Chief Ridge informed the Commission that he was only offering information, regarding our request to over-hire Public Safety Dispatchers, not asking for direction or recommendation from this item today. In December 2014, Lt. Parker will come to the Commission with the financial plan along with the implementation plan on this item.

Today is an update to keep the Commission posted that we have several openings right now. We have been in the process of interviewing last week. We interviewed 31 people and it was a pretty exciting time to see some quality candidates that we are very hopeful about. We know that we have 5 vacancies right now. We have a planned retirement where the employee has submitted her paperwork for March 2014, and we have another employee that will leave on a medical retirement. We have some anticipated vacancies, for more than we expected. The county does allow for over-hiring, so when SR9-1-1 has an analysis of our ability to get enough of those people trained, because we don't want to sacrifice quality for quantity. Lt. Parker will be coming next month looking for a recommendation to over-hire, which won't take place until January or February 2015.

Vice-President O'Brien commented that he thinks this is a great idea. He's glad the department is looking at this possibility, and that we have some potential candidates to hire.

Chief Ridge indicated that we do, and open recruitment has continued and we have close to 400 applicants already in the next queue and we have a testing date scheduled for that so we're excited to start solving some of the staffing issues we have been suffering from.

Chief Carrol said "Good job."

## VII. Informational

### C-1. Stanislaus Regional 9-1-1 Director's update

#### 1. **800 MHz/Simulcast radio project update.**

Chief Ridge introduced Barbara Jackson, Project Manager.

Barbara addressed the Commission. We have experienced a couple of delays at Ceres PD. There is a tower structural engineering issue. We are in the process of resolving. There is also a firmware upgrade to the communication equipment. This will cause a 3-4 week delay for Ceres PD. We still anticipate a commissioning date of January 14, 2015. 10<sup>th</sup> St. Place is also experiencing some delays. We have had code changes on the tower structural engineering, so that has to be re-done, which is a potential 3 week delay. Also the TSP (Tenth St. Place) JPA is requiring that much of the work being done at 10<sup>th</sup> St. Place be done after hours. That includes equipment, delivery, and bringing equipment up through the elevators. It apparently causes noise and elevator use and so on. We are working with them to limit the amount that will have to be done after hours. There is a hit to the budget. We will have to pay overtime pay to the subcontractors if they're working after hours. We also are required to have a Building Maintenance Engineering person on site for access, so we will have to pay overtime for that. We haven't gathered all that information together, but she thinks there is enough room in the budget that these additional costs can be handled. This reflects as an at least 5 week delay to get 10<sup>th</sup> St. completed. Barbara expressed that she was unsure if our Commission

could respond to the contractor's request to work the weeks of Christmas and New Year. Knowing that the County is off the days of December 24, 25, 26, and 31. She will also be checking with the 10<sup>th</sup> St. Place JPA regarding that request. We are trying to eliminate some of the overtime costs if the subcontractors can be permitted access on those days.

This project is also required to have an MOU (Memorandum of Understanding) between SR9-1-1 and the City and County for the equipment and the things that will be installed. Chief Ridge, Counsel Doering, and a City Attorney are working on that MOU. The commissioning is currently scheduled for 10<sup>th</sup> St. Place for February 17, 2015. We're not too far behind schedule.

Fire Station 9 is ahead of schedule, which is great news, and commissioning for that will take place along with Ceres and Turlock for January 14, 2015.

Fire Station 6 is funded through Homeland Security funds. The project received approval last week from Cal OES that our grant has been approved and it will be going to the Board to accept the funding. The Homeland Security Agency requires environmental and historic preservation studies so that is in the works. We anticipate getting that completed by February 20, 2015 hopefully. Of course we can start work until that's been completed and accepted, so we're anticipating a commissioning of Fire Station 6 for July 29, 2015.

The Modesto Police Department has been approved to provide funding not to exceed \$130,000 to cover project construction costs that were identified as non-allowable costs by our COPS Grant funding. This will cover the construction costs for Ceres, 10<sup>th</sup> St. Place and Fire Station 9. These kinds of costs are for foundation at Fire Station 9, the structural engineering required for 10<sup>th</sup> St Place, core drill holes at Ceres Police Dept., and installing the tower at 10<sup>th</sup> St. Place.

Vice President O'Brien wanted to publicly thank her from the Commission for her leadership on this project and involving herself the way she has.

Patty Hill Thomas also thanked Barbara. She indicated that 10<sup>th</sup> St. Place can work with her. There are a number of construction projects underway in the county that are really significant, and they are working through the county closures. She encouraged Barbara to speak with Andy Johnson, City of Modesto who manages the 10<sup>th</sup> St Place about work being done during the closure days. She knows the county is closing a couple of days before Christmas and the New Year Holiday, but she wasn't sure about the City schedule, so Mr. Johnson with the City of Modesto will be extraordinarily good to work with. We are insuring that we have staff at other construction sites because the contractors don't typically don't take those kinds of days off besides actually Christmas and New Year's Day.

2. **Matrix Study Update**

Chief Ridge addressed the Commission. They are continuing to do the work on that study. At our last JPA Advisory Board Meeting we were given permission to contact Greg (Matthews) to learn if his outreach has been accomplished. At the last Commission meeting Chief Ridge had some concern because it was imperative that some of the people that needed to be contacted had not been contacted yet. Chief Ridge said he has spoken with Newman Chief of Police Richardson, who said he has been contacted, as well as Tim Ogden has also been contacted, and Modesto Chief of Police Carroll has also been contacted. Chief Ridge's understanding is that the project is still on time from conversations with Greg at Matrix. Greg is also in contact with C.E.O. Risen, and City Manager Holgersson also as the project continues. Chief Ridge anticipated it will be completed in December.

What's needed now is for the Commission to consider the presentation style/format for their report. Would the Commission prefer a Power Point presentation at a JPA meeting, or possibly schedule a 4 hour mini workshop, or something similar. He has asked that we try to see if you (Commission) have a preference.

Chief Carroll commented that it depends on what he means by mini workshop.

Chief Ridge replied that what he recalled Greg said was like a 4 hour presentation or workshop to drill deeper into what his findings are. He sent Greg an e-mail confirming from his recollection what it was that Greg had offered or suggested, and Greg indicated that Chief Ridge was correct in the format options.

Chief Carrol commented that he didn't have any issue with Greg scheduling enough time to fully go through his report and answer questions. He doesn't know if the Commission Meeting would be the right forum, or if a mini workshop is better. Not knowing what is involved in a workshop, and unsure if 4 hours will be needed.

Chief Ridge inquired from Mr. Holgersson if he had had further contact with Greg from Matrix. Chief Ridge had spoken with Greg in the previous week, and Greg mentioned trying to learn the preference of our JPA, to have it presented in a Power Point at the Commission, that being the minimum all the way up to a 4 hour or ½ day workshop.

Mr. Holgersson indicated that he and C.E.O. Risen were both on the phone with Greg, and they are still mulling that over. Obviously, we're going to need an allotment of time to come to the Commission but we're also considering meeting with the key staff, having a session themselves with the staff that are at the ground level, and are the leaders in the different jurisdictions, the Sheriff, the Chief's, the Director's at SR9-1-1.

Chief Ridge suggested they consider that presentation format until the December JPA Commission meeting, and we can get some guidance then.

Mr. Holgersson commented that they are waiting for the first full draft of the report.

Vice-President O'Brien remarked that he's assuming there is a need for Commission time after the report in order to start drilling down into the subject matter and determine where changes will need to occur.

Chief Ridge added, that is why there are monthly meetings for the entire calendar year 2015 in anticipation of needing those meetings, because it's much easier for us to get the facility secured for us to have the meeting and then cancel it after the fact, when if we didn't secure this room, someone could schedule over us, and we wouldn't have that opportunity to meet with the Commission as frequently as you like.

Mr. Holgersson indicated that because we want the study to be right, and the data to be correct, that it might take longer than we anticipated to get it done. Not sure if it will translate to any more dollars (for the study), but in fact it might be January before it's ready.

Chief Ridge indicated his only purpose for bringing it up was to remind the Commission the presentation format is something still needing to be accomplished before the end of their work

**3. Psychological Services for Stanislaus Regional 911 (Pre employment)**

Chief Ridge updated the Commission regarding process of hiring a new Psychologist to perform the pre-employment psychological evaluations of our (applicant) employees. We're very excited about the new relationship with Jocelyn Roland. Jocelyn's experience is with LA County, and she worked there, has quite a bit of experience with Dispatchers and public safety. She's here now, and she works with the Sheriff's Dept. and they are very happy with her services. We're very excited because she brings us some new tools that the previous Dr. just didn't have. Her experience with public safety is really neat. She also does a lot of work that is computer based, so applicants will be able to complete some of their questionnaires from home that will streamline some of the timelines involved. She will also look at the people in pre-employment and try to determine learning style, and share that with us so we can use that as a way to maybe help that person be more successful. What that will also help us to do, is if we find these traits are common, and have problems with people not being successful, she can factor that in in her pre-employment evaluation and determine that maybe a specific or particular trait is not one that makes you successful in the dispatch field. We're excited about what she's going to be able to give us down the road with this relationship.

Chief Carroll indicated she does work for Modesto, and he believes also San Joaquin County. His only concern would be if she becomes so busy with the Sheriff hiring, Modesto hiring, San Joaquin hiring, things like that, but he felt confident she would be able to handle the workflow.

**VIII. Closed Session-did not occur at the end of this meeting.**

- D-1. Discussion regarding upcoming Labor Negotiations; Agency Negotiator: Nancy Bronstein; Employee Organization: Stanislaus Regional Emergency Dispatch Association. Government Code section 54954.5 (f).

Chief Ridge explained that we would not need the closed session today; it was added to this agenda in error, with apology. There have been meetings with the Dispatcher's union over the course of the past several months. Nancy Bronstein is the lead negotiator, and she is off site right now. The next meeting with the Dispatch group will be December 3, 2014. Nancy would like to see if there's a possibility to gather the Commission together for a special meeting where she can discuss some of the topics that have come up in the negotiations. Kaye-Marie will be in touch with the Commission to see if there's some time available for you to meet with Nancy in a closed session to discuss these things before

December 3, 2014. We have checked for availability for that meeting to occur at 10<sup>th</sup> St. Place, so you don't have to travel to our location, as that interferes with your ability to conduct business. We do have several days that meeting space appears to be available, so if it meets with your approval, we'll go ahead and begin to schedule that meeting.

In closing, Chief Ridge updated with news of the new phone system. Says he's never gotten excited about phones before in his life. The new phones are here, and that is a great thing for our customers and our dispatchers. The Managers and CTO (Communication Training Officers) are training. They are here on their days off, 8 hours a day, learning about the new phones. Our dispatchers are excited about the new tool coming for them to use. It will make their jobs a lot easier. It will make our citizens a lot less frustrated with some of the problems they've had with the previous phone system. The date for switch over is December 10, 2014. Chief Ridge indicated he wanted to leave this meeting on a positive note with that news today.

IX. Adjournment at 1:18 p.m.

ATTESTED: Kaye-Marie Newell, Joint Powers Agency Commission Clerk. The above is an expanded summary of the minutes of the Governing Board of the Consolidated Emergency Dispatch Agency. Complete audio-taped minutes are available from the Stanislaus Regional 9-1-1 Administration office.