



**Commission Board**  
**Doug Ridenour, Sr.**, President  
**Bill O'Brien**, Vice-President  
**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

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

**September 21, 2016**

**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.; Vice President, Supervisor Bill O'Brien; Modesto City Manager: Jim Holgersson; Stanislaus County CEO, Stan Risen; Hughson City Manager, Raul Mendez; City of Modesto City Assistant Police Chief, Rick Armendariz (for City of Modesto Police Chief Galen Carroll); and Stanislaus County Fire Warden, Dale Skiles

### 2.0 Pledge of Allegiance to the Flag

### 3.0 Public Comment Period

Tamara Carmelich asked the Commission to increase minimum staffing to 8 dispatchers. Currently minimum staffing is 6 and on recent occasions that has dropped to 5 by closing down one fire station. Tamara stated that in the event of a major emergency, such as a structure fire, 5 dispatchers would not be able to handle the call volume.

### 4.0 Consent Calendar

- 4.1 Approval of Minutes – Regular Meeting, August 17, 2016
- 4.2 Accept and File Status Report Regarding Dispatcher Staffing
- 4.3 Accept and File Year-End Budget Accounting for Fiscal Year 2015/16

*Motion to approve consent calendar made by O'Brien, seconded by Holgersson. Approved. 7-0 unan.*

5.0 Regular Agenda

5.1 Presentation by Executive Director to Commission Regarding 3-Year Capital Equipment Replacement Plan; Fiscal Year 2016/17

Scotty Douglass referred to projects that need to be completed in the next two years as the Radio System Console, Remote Mount Radios, Mt. Oso microwave upgrade and replacement to support County-wide communications systems, and the Uninterrupted Power Supply System (UPS). The Agency will address Computer Aided Dispatch (CAD) and computer related hardware at a later date. The first two radio projects would cost \$ 659,000. The microwave upgrade would cost \$ 100,000. The UPS system would cost \$ 65,000. Some of these projects may contain the opportunity for grant funding. Bill O'Brien asked if the building still has generator power. He also asked if the Dispatch Advisory Board took an action in the way of a recommendation on this Agenda item. Bill O'Brien also asked how much funding the Agency budgeted for Capital in the current fiscal year. Douglass advised that a Capital Equipment Replacement Budget has not yet been created, and that in Item 5.2, a recommendation will be made. Rick Armendariz asked about the compatibility of the new radio systems with the City's existing systems. Douglass advised that using the dispatch console, both VHF simulcast and 800 MHz systems can be patched. Legal Counsel asked for clarification that this Agenda item was just for acceptance of the report.

*Motion to accept the report with the expectation that the Capital Plan will be brought back for approval made by Holgersson, seconded by Risen. Approved. 7-0 unan.*

5.2 Approve Allocation of Surplus Fiscal Year 2015/16 Funds to Replace the Dispatch Radio Console in Fiscal Year 2016/17 and Begin a 4% Contingency Reserve Fund as Recommended by the Executive Director and Dispatch Advisory Board.

At the advice of Counsel, this item will be brought back at the next Commission meeting as an actionable item contingent upon the Commission's adoption of a Capital Equipment Replacement Plan. Public comment: Ronda Bell informed the Commission that in the Capital Plan the request for Remote Mount Radios included a request for 6 radios. The dispatcher center would need 8 radios.

5.3 Consider a Temporary Combined Over-hire Allotment of 4.0 FTE Emergency Dispatcher and/or Emergency Call Taker Classifications in Support of Accelerated Staffing and Authorize the Executive Director to Present a Formal Request to the Stanislaus County Board of Supervisors as Supported by the Dispatch Advisory Board and Recommended by the Executive Director

Scotty Douglass discussed the benefits of having an over-hire due to staffing turnover. It will be funded by the current budget based on salary savings. This is recommended by staff and the Dispatch Advisory Board. Staff requests that

the over-hire extend through June 30, 2017. Bill O'Brien gave his full support. Jim Holgersson expressed his concern that the over-hire may cause the Agency to exceed its budget. Douglass advised the Commission that close watch will be upon the budget and if/when the over-hire is in use, staff will provide regular updates to the Commission regarding the budget item. Public Comment: Union President Ronda Bell stated that the SCED Union supports this action.

*Motion to approve the recommendation made by O'Brien seconded by Mendez. Approved. 7-0 unan.*

6.0 Report from Executive Director

6.1 Recruitment, Training, and Retention Plan - Wendy Silva: Coming Soon

6.2 Applicant Open House – Scotty Douglass discussed details of the September 15 event.

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7.0 Consolidated Emergency Dispatch Agency Commissioner Reports

None Presented

8.0 Reports from the Controller for the Authority

8.1 Accept and File Revenue and Expense Reports from the Controller as of June 30, 2016

8.2 Accept and File Revenue and Expense Reports from the Controller as of August 31, 2016

Scotty Douglass confirmed from Legal Counsel that no action was necessary.

9.0 Correspondence

9.1 Email Correspondence from CA 9-1-1 Emergency Communications Wireless E9-1-1 and Emergency Technologies Manager, CalOES, Regarding ATT Phase2 Wireless Deployment – ATT Direct Routing Scheduled for 9/16/2016 Re-scheduled to January, 2017

9.2 Letter from Armanino Regarding their Audit Engagement with the Authority

Public Comment: Tamara Carmelich thanked the Commission for hiring Scotty Douglass as Executive Director, and noted a positive climate change due to Wendy Silva's focus toward Operations Management.

10.0 Adjournment

Regular meeting adjourned at 1:54 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.*