



**SPECIAL MEETING  
OF THE  
CONSOLIDATED EMERGENCY DISPATCH AGENCY  
ADVISORY BOARD**

**MINUTES**

May 18, 2015

3:30 p.m.

Conference Room 6709, 10<sup>th</sup> St. Place  
1010 10<sup>th</sup> St. Modesto, CA 95354

**Advisory Board Members Present:** Sheriff, Adam Christianson; Assistant Director OES/Fire Warden Dale Skiles (arrived 3:39 p.m.); SR 9-1-1 Director Joel Broumas (arrived @ 3:42 p.m.); Chief of Police, City of Modesto, Galen Carroll arrived at 4:08 p.m.)

**Advisory Board Members Absent:** Modesto Fire Chief, Sean Slamon

**Others in attendance:** Modesto Fire Battalion Chief, Alan Ernst (alternate for Chief Slamon); SR 9-1-1 Business Services Manager, John Bettencourt; Kevin Harless, City of Modesto, IT Manager; Paul Gibson, OES Administrative Deputy; SR 9-1-1 Operations Manager, Wendy Silva; Deputy City Manager, City of Modesto, Joe Lopez

SR 9-1-1 Operations Manager Wendy Silva called the meeting to order at 3:32 p.m.

- I. Christianson/Ernst unan. Approved Minutes from March 26, 2015, (Special Meeting) April 7, 2015, (Closed Session) April 15, 2015, and (Closed Session) May 5, 2015
- II. Regular Calendar Items
  - A. Skiles/Christianson unan. **Consider Recommendations of the Information Technology Sub-Committee in follow up to the Matrix Consulting Group's Study of Stanislaus Regional 9-1-1 Phase I and II Report, and present to the Consolidated Emergency Dispatch Agency Joint Powers Commission** (discussion led by Kevin Harless and Paul Gibson)

The Public Safety System upgrade for Windows 7 compatibility platform performed Sunday, May 17, 2015 in dispatch was successful. Paul Gibson & Kevin Harless reviewed the Power Point presentation in further detail. They were tasked specifically to perform the Information Technology analysis of the Matrix Consulting Study. They were asked to review the IT related elements from the Matrix study. Specifically, they were focused on recommendations #2 (working with the CAD Vendor to achieve desired results); #'s 3,5,6 (legal review of the existing agreement between SR 9-1-1 and the Vendor of the DispatchNow product); #4 internal project management and resolution tracking of existing issues, etc. as related to the CAD system.

The original product was purchased in 2007; it's evolved and changed hands between 4 vendors. It was at one time considered a flagship product with the original vendor. The current owner/vendor

(Tri Tech) does not view the "DispatchNow" in use at SR9-1-1 as a flagship product today. As a result of all the changes in the life of the product in use at SR9-1-1, and understanding that much more conversation and work will need to occur with the vendor, a Technical Manager should be identified at SR 9-1-1 to help identify issues, and communicate with the stakeholders throughout the county achieving timely resolution. The information technology sub-committee recommended a Technical Committee be formed that would meet monthly with the Technical Manager. That Manager would then meet with the SR 9-1-1 Director who would bring the information forward to the Advisory Board and Commission. Short, Medium and Long Term goals were identified.

Sheriff Christianson and Bat. Chief Ernst commented in agreement with the recommendations after the presentation. Chief Skiles agreed and asked to insure that Kevin Harless remain part of the team as the project moves forward. Chief Skiles added that the previous Technical Manager for SR 9-1-1 also had collateral assignment with the radio aspect of 9-1-1. SR 9-1-1 Director Joel Broumas added there is a position called a Senior Systems Engineer that could be put into place to oversee and manage the CAD and Radio functions going forward.

These recommendations will move forward to the JPA Commission on May 20, 2015.

Further meetings will be coordinated with Tri-Tech as the project moves forward to further identify and refine the product, agreements, costs and responsibilities. SR 9-1-1 Director, Joel Broumas suggested June & July Advisory Board dates can be scheduled for conference/meetings with Tri-Tech. Chief Skiles added that members of the Commission may want to participate. Sheriff Christianson further identified, these would not be JPA Advisory Board meetings, but the time set aside for those meetings would be used to further work with the Management teams from Tri-Tech. SR 9-1-1 Director, Joel Broumas offered to contact Tri-Tech in attempt to meet on the dates reserved for the Advisory Board meetings in June and July, 2015. This would not become a conflict with the Brown Act, as the original meetings would be replaced with the meetings with Tri-Tech.

- B. **Staffing Update** – Wendy Silva updated the Advisory Board regarding the progress as the department continues to move toward filling Emergency Dispatcher and Application Specialist II (GIS Specialist) positions that are currently open. The next academy start date will be June 15, 2015. Several good candidates have been found so far.
- C. Christianson/Skiles unan. **Approved usage of SR 9-1-1 Surplus Funds for Console replacement and remodel costs.**  
SR 9-1-1 Director Joel Broumas informed the Advisors that the department is anticipating approximately \$300,000 savings in budget mostly from salaries. There is no capitol improvement fund/line item in the current SR 9-1-1 budget structure, which will be changed with the 2015-2016 FY budget structure. The current salary savings could be used to fund the console and remodel costs. Further conversation included SR 9-1-1 Business Services Manager John Bettencourt to clarify the current workings of the budget process. This will result in no anticipated return to the partner agencies from the 2015-2016 budget in the effort to establish this new account.

III. Adjournment at 4:12 p.m.

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