



DISPATCH ADVISORY BOARD
MINUTES

August 11, 2016

Regular Meeting Minutes
2:00 p.m.

Stanislaus Regional 9-1-1
3705 Oakdale Rd., Modesto, CA 95357

I. Open and Welcome

SR 9-1-1 Director Scotty Douglass called the Regular Meeting to order at 2:04 p.m.

Advisory Board Members Present: City of Modesto Police Chief, Galen Carroll; Stanislaus County Fire Warden/Asst. Director Office of Emergency Services, Dale Skiles; and City of Modesto Fire Chief, Sean Slamon

Advisory Board Members Absent: Stanislaus County Sheriff, Adam Christianson

Others Present: Wendy Silva, John Bettencourt, Stanislaus Regional 911; Joe Lopez, City of Modesto; Melba Hibbard, Office of Emergency Services

II. Public Comment Period

No public comments.

III. Consent Calendar

A. Miscellaneous

*A.1 Approval of Minutes from Dispatch Advisory Board Special Meeting - June 21, 2016

*A-2 Approval of Minutes from Dispatch Advisory Board Regular Meeting – July 14, 2016

Skiles/Slamon unan. Approve Consent Calendar. 3-0

IV. Informational

B. Miscellaneous

B.1 Informational: Executive Director Report – Scotty Douglass

a. Future Advisory Board Meeting Packets

Future meeting packets for the Board and Commission will be similar in format but include official write ups of topics for clarification and historical perspective.

b. Systems Division Update

Scotty stated he will focus on systems with staff reporting directly to him. He will give updates to the Board and Commission.

- 800 MHz/Simulcast Radio System Update
Included in today's packet is a written report on the 800MHz Microwave Project. The system continues to experience difficulties and is of highest priority to correct and complete.
- VHF Radio System
This project is very close to completion. A full report will go to the Commission next week.
- CAD to CAD Interface
SR9-1-1 staff and American Medical Response (AMR) staff are working together on this project along with Tri-Tech.

B.2 Informational: Operations Division Manager Report – Wendy Silva

a. Recruitment and Retention Plan

Currently down 2 call takers; 6 vacant dispatch positions; 5 in training. An In-House Academy starts this week which has been shortened to two weeks. The continuous recruitment is assisting in making the recruitment process faster.

After discussion, the Board agreed that SR9-1-1 Director, Division Manager or Supervisor will make notification to Fire and Law Command staff when they go below minimum staffing. A follow up email will go to the Board of what took place and the reason for any action. A process will be put in place by SR9-1-1 that will make the notifications consistent when below minimum staffing.

b. July SR911 Monthly Report

A copy of the July monthly report was handed out. In the future, it will be part of the packet and will include an at-a-glance chart / table.

Board Members were given opportunity to discuss any topics.

Chief Skiles mentioned the future role of SR9-1-1 in ROSS (Resource Ordering and Status System).

Chief Galen stated his emails are sometimes not going through. He would like to see SR9-1-1 staff go to a unique email such as: first name.last name@SR911.com (or something similar) in the future.

V. Adjournment

Meeting adjourned at 2:52 p.m.



ATTESTED: Melba Hibbard for Kaye-Marie Newell
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.