



DISPATCH ADVISORY BOARD
MINUTES

January 12, 2017

Regular Meeting Minutes
2:00 p.m.

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

- 1.0 Open and Welcome
SR911 Executive Director Scotty Douglass called the Regular Meeting to order at 2:03 p.m.

Advisory Board Members Present: Stanislaus County Sheriff Adam Christianson, City of Modesto Police Chief, Galen Carroll, and City of Modesto Fire Chief, Sean Slamon

Advisory Board Members Absent: Stanislaus County Fire Warden Dale Skiles

Others Present: Wendy Silva, Cathy McFadon, John Bettencourt, Stanislaus Regional 911; Jody Hayes, Jewel Warr, Stanislaus County Chief Executive Office, Tom Boze, Stanislaus County County Counsel
- 2.0 Public Comment Period
No public comments.
- 3.0 Consent Calendar
 - 3.1 Approval of Minutes from Dispatch Advisory Board Regular Meeting November 10, 2016
Approval of Minutes from Dispatch Advisory Board Regular Meeting December 15, 2016 (No Quorum)
Christianson/Carroll unam. Approve Consent Calendar 3-0
- 4.0 Regular Agenda
 - 4.1 Accept Monthly Operations Reports for November and December 2016.
Stanislaus Regional 911 (SR911) Operations Manager Wendy Silva presented

the reports. She noted the error in the November 2016 phone statistics and included hard copy corrections. Silva stated that as of December 2016, the Agency has two full-time Dispatcher positions open. Also, there are 18 applicants ready to be delivered to background investigations. SR911 is finalizing the process to utilize two private investigations firms. There is also one vacant Call-Taker position. 5-6 applicants will be sent to backgrounds soon. SR911 Executive Director Scotty Douglass discussed graphs and charts that were handed out at the meeting. These will be used for comparison purposes and decision making.

Christianson/Slamon unam. 3-0

4.2 Approve an Amendment of the Fiscal Year 2016-17 Dispatch Advisory Board Meeting Calendar. Item pulled pending additional review.

4.3 Accept the 2016-17 Mid-Year Financial Report. Douglass referred to the Report in the meeting packet.

Christianson/Carroll unam. 3-0

4.4 Appoint a Technical Advisory Committee. Douglass pointed out that in the JPA Agreement there is language stating that at the discretion of the Dispatch Advisory Board they are able to appoint a technical advisory committee. Board members agreed to assign a member of their respective departments to represent them in the Technical Advisory Committee and will provide the names to Douglass. Mountain Valley EMS would also be invited to participate in these committee meetings.

Carroll/Christianson unam. 3-0

4.5 Accept the Consolidated Emergency Dispatch Agency Financial Statements for the Year Ended June 30, 2016. SR911 Business Manager John Bettencourt commented on the audit process. He also pointed out that the Commission only requests a Balance Sheet audit as opposed to an audit including revenues and expenses. Galen Carroll asked for information regarding the fiscal impact of GASB 68. This pronouncement was implemented in 14-15 and is reported in this year's financial statement on pages 16-19. Staff was directed to include language in the agenda item to be sent to the Commission.

Slamon/Carroll unam. 3-0

5.0 Informational

5.1 SR911 Staff Reports

5.1.1 Status Report Regarding Dispatch Staffing and Training. Wendy Silva discussed the progress of the trainees. Scotty Douglass presented a schedule showing salary expenses in 16-17. He further reported that although spending in the category of Salaries and Benefits is above the

monthly average in December, it is expected that this category will normalize in the coming months as trainee dispatchers are released to operations. The current surplus in Salaries and Benefits should be sufficient to stay within budget for the remainder of the fiscal year.

5.1.2 Status Report Regarding the Computer Aided Dispatch (CAD) System. Scotty Douglass gave the report. The timeline to implement CAD version 2.1 has been pushed up and the target is February 2017. Features in this CAD version included the CAD to CAD interface and enhanced fire station alerting.

5.1.3 Executive Director Oral Update. Scotty Douglass provided an organizational update on the last six months.

5.2 Dispatch Advisory Board Member Reports. Scotty Douglass acknowledged the attendance of Tom Boze at the meeting and that Boze has been assigned by County Counsel to SR911 and would be representing County Counsel at the Dispatch Advisory Board and Consolidated Emergency Dispatch Agency Commission meetings in the future.

6.0 Adjournment

Meeting adjourned at 2:49 p.m.

ATTESTED: John Bettencourt
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.