



DISPATCH ADVISORY BOARD
MINUTES

September 6, 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 2:00 p.m.

Advisory Board Members Present: Stanislaus County Sheriff Adam Christianson, Stanislaus County Fire Warden Dale Skiles, City of Modesto Police Chief Galen Carroll and City of Modesto Fire Chief Alan Ernst

Others Present: Wendy Silva, John Bettencourt and Melissa Parikh, Stanislaus Regional 911; Thomas 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 August 2, 2017.
Christianson/Skiles unam. Approve Consent Calendar 4-0
- 4.0 Regular Agenda
 - 4.1 Accept Monthly Operations Report for July 2017.
Wendy Silva presented the monthly operations report.
Christianson/Galen unam. 4-0
 - 4.2 Accept Year-End Budget Accounting for Fiscal Year 2016/2017
Scotty Douglass shared that SR911 closed out Fiscal Year 2016/2017 with \$99,366.78 surplus.
Christianson/Galen unam. 4-0

- 4.3 Agreement to Recommend and Forward to the Consolidated Emergency Dispatch Agency Commission the Allocation of Surplus Fiscal Year 2016/2017 Funds to Support the Purchase of Capital Equipment in the Amount of \$42,681, Increased Training and Professional Services Budgets in the Amount of \$20,000, and the Remaining Surplus Funds in the Amount of \$36,685 to the Stanislaus Regional 9-1-1 Contingency Reserve Fund
Scotty Douglass presented the following for consideration:

- 1) replace the Stanislaus Regional 9-1-1(SR911) Administrative Phone System in an amount not to exceed \$10,000,
- 2) purchase two (2) Tri-Band Portable Radios in an amount not to exceed \$16,000,
- 3) purchase replacement Dispatch Candidate Testing Laptops in an amount not to exceed \$16,681,
- 4) designate \$20,000 equally split between Fiscal Year 2017/18 budget objects Training and Professional Services respectively, and
- 5) allocate the remaining surplus funds in the amount of \$36,685 to the SR911 Contingency Reserve Fund.

Skiles/Christianson unam. 4-0

- 4.4 Approve Law Enforcement Policy No. 610, MDC Dispatch / Communications / CHAT
Wendy Silva discussed the Law Enforcement Policy No. 610. The only change is the language and an update to the format.
Christianson/Galen unam. 4-0

- 4.5 Agreement to Recommend and Forward to the Consolidated Emergency Dispatch Agency Commission Administrative Policy/Procedure 201, Dispatch Advisory Board By-laws
Scotty Douglass recommendation is take what's in the JPA agreement concerning the Joint Powers Authority oversight of the Dispatch Advisory Board and create by-laws. Within that agreement it states the Dispatch Advisory Board is authorized to adopt by-laws. Douglass' recommendation is formalizing it in the by-laws to have it all in one location. The by-laws fully capture the structure and format of the Dispatch Advisory Board.
Ernst/Christianson unam. 4-0

- 4.6 Agreement to Recommend and Forward to the Consolidated Emergency Dispatch Agency Commission the Early Replacement of the Stanislaus Regional 9-1-1 Dispatch Recording System in an Amount not to Exceed \$54,973
Scotty Douglass discussed that they discovered that the radio system console replacement, which is currently in progress, requires an interface to the recording system. In order to ensure that the new radio console transmissions

will be recorded it will be necessary to either pay \$61,823 for an interface to the existing recording solution or the recommended option is to pay \$54,973 and replace the recording system approximately 18 months in advance.
Skiles/Christianson unam. 4-0

5.0 Informational

- 5.1 SR911 Dispatch Operations Staffing Report
Wendy Silva presented the staffing report included in the packet.
- 5.2 SR911 Technical Services Division Projects Report
Wendy Silva presented an update on the projects listed on the Technical Services Project Tracking list.
- 5.3 Executive Director Report
Scotty Douglass gave an update on exploring the use of unfunded double fill positions. He is working with CEO office staff but they have some questions they want to look into and they want to research regarding the potential ongoing double fill which would be at the discretion of the Commission without an expiration date.
- 5.4 Dispatch Advisory Board Member Reports
None

6.0 Adjournment

Meeting adjourned at 2:51 p.m.

ATTESTED: Melissa Parikh
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.