



DISPATCH ADVISORY BOARD
MINUTES

October 4, 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 2:01 p.m.

Advisory Board Members Present: Stanislaus County Fire, Warden Dale Skiles; City of Modesto Police Chief, Galen Carroll; City of Modesto Assistant Fire Chief, Michael Lillie (for City of Modesto Fire Chief, Alan Ernst); and Stanislaus County Captain, Jim Gordon (for Stanislaus County Sheriff, Adam Christianson).

Others Present: Wendy Silva, John Bettencourt, Melissa Parikh, Kurt Kline and Nate Olson, Stanislaus Regional 911; Angelica Ramos, Stanislaus County Chief Executive Office; Eric Holly and Erik Klevmyr, Stanislaus County Office of Emergency Services.

2.0 Public Comment Period

No public comments.

3.0 Consent Calendar

3.1 Approval of Minutes from Dispatch Advisory Board Regular Meeting September 6, 2017.

Skiles/Gordon unam. Approve Consent Calendar 4-0

4.0 Regular Agenda

4.1 Appoint a Member of the Dispatch Advisory Board to Act as Chairperson and Alternate for the Remainder of Fiscal Year 2017/2018 and Establish a Rotation in Accordance with Stanislaus Regional 9-1-1 Policy No. 201

Scotty Douglass suggested appointing a Chairperson and Alternate for the remainder of Fiscal Year 2017/2018 and establish a rotation schedule. The Board approved the following rotation schedule:

- 2017/2018 – Chairperson – Stanislaus County Sheriff
Alternate – Modesto Fire Chief
- 2018/2019 – Chairperson – Modesto Fire Chief
Alternate – Modesto Police Chief
- 2019/2020 – Chairperson – Modesto Police Chief
Alternate – Stanislaus County Fire Warden
- 2020/2021 – Chairperson – Stanislaus County Fire Warden
Alternate – Stanislaus County Sheriff

Carrol/Skiles unam. 4-0

- 4.2 Agreement to Recommend and Forward to the Consolidated Emergency Dispatch Agency Commission an Amendment to the Fiscal Year 2017-2018 Meeting Dates for the Dispatch Advisory Board

Scotty Douglass shared there are a number of complex projects that are in progress that may require review and approval of the Advisory Board and Commission to the end of the calendar year. Douglass recommended adding November 1, 2017 to the Dispatch Advisory Board meeting calendar and going for approval to the Commission to add November 15, 2017 to the Consolidated Emergency Dispatch Agency Commission meeting calendar.

Carrol/Skiles unam. 4-0

- 4.3 Approve Fire Policy and Procedure No. 701, Don Pedro Dam Failure – La Grange Siren Activation

Deputy Fire Warden Eric Holly presented the Fire Policy and Procedure No. 701, Don Pedro Dam Failure – La Grange Siren Activation. The Policy and Procedure is to establish guidelines for the activation of the La Grange Siren, in the event of an eminent dam failure of the Turlock Irrigation District (TID)/Don Pedro Dam. Chief Lillie suggested adding Modesto Police Department and Modesto Fire to section 5.0 Allied Agency Notifications in the policy. Fire Warden Skiles suggested removing the '7 minutes' listed on item 1.1.

Skiles/Lillie unam. 4-0 to include the addition to 5.0 and the removal in 1.1

5.0 Informational

5.1 SR911 Monthly Dispatch Operations and 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. Kurt Kline, Systems Engineer II, gave an update on the Simulcast Project.

5.3 Conduct a Working Session Regarding the Stanislaus Regional 9-1-1 Policy and Procedure Manual Project

Scotty Douglass shared Stanislaus Regional 9-1-1 is in the process of reformatting and updating the policy and procedure manual. Douglass provided handouts on the Administrative Policy/Procedure and Table of Contents. Chief Skiles suggested adding Office of Emergency Services (OES) to the Operations Policies and Procedures section of the policy.

5.4 Executive Director Report

None

5.5 Dispatch Advisory Board Member Reports

None

6.0 Adjournment

Meeting adjourned at 2:56 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.