



## REDCOM BOARD OF DIRECTORS

### Minutes

February 11, 2021 – @ 2:00PM

Join by phone conference 1-323-886-6897 ID#310 447 791#

or Email [KT.McNulty@REDCOM-Fire.org](mailto:KT.McNulty@REDCOM-Fire.org) to request web link

#### Present:

Steve Arke-Chair

Bryan Cleaver-Secretary

Jason Boaz

Scott Westrope

#### Others Present:

KT McNulty-REDCOM Executive Director

Brenda Bacigalupi-REDCOM Administrative Assistant

Bobbi Lovold

Kenny Reese

James Salvante

#### Absent:

Sundari Mase

Mark Heine- Vice Chair

Dave Crawl

Notice: Copies of additional materials provided to the Board of Directors for information on agenda items are available at the REDCOM fire & EMS 9-1-1 Center.

1. Call to Order Steve Akre called to order at 14:02
2. Approval of the Agenda Motion to approve made by Jason Boaz, Second Scott Westrope - Discussion - No further comments - Approved unanimously.

3. Approval of the January 14th, 2021 REDCOM Board of Directors Meeting Minutes. Jason Boaz brought to our attention a typo on the bottom of page 9 on grant funding mentioned. The fire chief "origination" should have been "organization" that was a typo. Motion to approve made by Scott Westrope, Second Jason Boaz – Discussion - No further comments - Approved unanimously.

4. Public Comment Period

In this time-period, anyone from the public may address the REDCOM Board of Directors regarding any subject over which the Board has jurisdiction, but which is not on today's agenda. Individuals will be limited to a three-minute presentation.

KT McNulty - I have a few items. I would like to put on everyone's radar that Chief Boaz's term is up next month if anyone is interested among the membership. His seat is a fire department or district by majority vote.

Another Item update is the Comm Van has arrived at REDCOM. AMR mechanic did a complete inspection on it free of charge to REDCOM, everything seems to be in order. Still waiting for the service agreement with county fleet.

Steve Arke - Let us put it out to the County Chiefs and the districts association that there is a seat opening in March 2021 on the REDCOM Board of Directors. Jason Boaz is interested and willing to continue to be on the Board if no one is interested in taking the seat.

Bryan Cleaver - In March bring any nomination and an action item to the March meeting to vote. With the Idea that the next term starts in July.

KT McNulty - I can tell you that the top 3 seats cannot have more than 2 districts or more than 2 cities. Then it is a membership vote.

Steve Arke - I do agree. We will come back in March with the nominations to have the membership vote for the next Board Member.

No action will be taken by the Board as a result of any items presented at this time.

5. New Business

- a) AMR Contract Services Budget- Presentation and discussion of the AMR contract services budget for the upcoming Fiscal Year 20-21. – KT McNulty- Some Changes to the salary and benefits. There is a 4% Union increase that

began this year and there will be another 3% increase in the beginning of next year that was budget for. There were also the normal union step increases based on employee time in company. The biggest increase we are seeing is the fire seasoning up staffing which is at almost \$194K. That was calculated at 26 weeks of fire season, 7 days per week, 12-hour shifts calculated with the mix of 50/50 overtime and straight time. That is between full timers and part timers.

Total dispatcher salary without the fire season upstaffing is about 2 million, fire season upstaffing is about \$194,000, Management/administrative is \$958,000 Total salary and benefits and taxes is \$3,794,000. What that gets you is:

- 18 Full Time Dispatcher/Call-takers (18 FTEs)
- 5 Part Time Dispatcher/Call-takers (0.5 FTE x 5 = 2.5 FTE)
- 3 Trainees (0.25 FTE x 3= 0.75 FTE)
- 4 Dispatch Supervisors
- 1 Exempt Operations Manager
- 1 Exempt Technical Services Manager
- 1 Exempt Software System Administrator
- 1 Full Time Administrative Assistant
- 1 Executive Director
- Fire Season Upstaffing

There was an increase in taxes and benefits.

- Depreciation – There was no AMR Depreciation for last year or this FY year.
- The cost of the Liability Insurance has gone up in amount of \$72,500 for FY 21-22. This is up 15.52% from last FY.
- Telecommunications Cost for telecommunications remains the same as last year @\$28,732.
- Occupancy also remains the same as last year at \$1000.
- External Training Resources are at a total of \$67,120 is budgeted. The biggest cost being EMD and EFD national Q services. We do budget \$10,000 for continuing education and \$15,000 for certification fees for the staff. We do hope to travel to Navigator this year to receive our national recognition for our dual ACE accreditation that we received this year.

- General and Administrative Expenses those fees include software fees and supply needs. There is a slight increase this year in cost due to Fire ACE accreditation for a total of \$98,000.
- Other operating expenses remains the same, this is for unforeseen expense that remains at \$15,000.

That is all for the AMR side.

Steve Akre – Are you looking for approval? KT - This is just presentation and questions for this meeting. Next meeting will request action to approve.

- b) REDCOM Budget- Discussion and presentation of the REDCOM Budget for the upcoming Fiscal Year 20-21. - KT McNulty - On the Revenues side of the REDCOM budget there are a few changes. This current FY is the last year of Graton Rancheria Contribution resulting in a difference of \$200,000. Member contributions are up approximately \$515,000. There is no projected miscellaneous revenue. MDC air-card fees are down approximately \$3,000. Total change for FY 21/22 is \$290,000.

Expenditures: I am just going to go over the major changes. Sonoma County public safety consortium fees are up 7.5% or \$34,000 for a total of \$483,000 approximately. Zen costs were increased to \$35,000 based on the actual cost from 19/20. Telecom data lines were decreased by \$15,000 based on last 2 years. The radio service agreement that we recently approved this year will be a new cost at approximately \$18,000 to our budget. Total expenditures are up \$522k or 10.9% for FY 21/22. This results in a 6.6% increase in price per call for a total of \$47.02 per call.

Bryan Cleaver - Looking at some of the increased line items there are two items that have been increased. One of them being the legal side. What do we anticipate accruing on the legal side that causes the increase? Is the consulting service related to Marin work? Can you please explain the increases?

KT McNulty - I chose to increase the legal counsel for the upcoming FY. I am having to rely heavily on Tandra's input on all the different service agreements and everything that is coming up. I believe in the next FY I should be more comfortable with everything that is happening and should not have to rely on Tandra so much.

On the consulting it is the Zen fees which increased.

Jason Boaz - Please refresh my memory on the Rancheria Contribution. How long was it? Why is it ending? Is it possible to renew it? For some reason I am drawing a blank on what is the background on that?

KT McNulty - I do not have the initial background. I just knew it was a fixed amount that they were spreading over a certain amount of years.

Bobbi Lavold - The Graton money was actually tied to the expenses that were used for the original REDCOM expansion. This is the final year that we need to pay back general services for those costs so it will also be the last year that we will receive the Graton funds. I do believe that when you guys are talking about doing the second expansion or remodel that this might come up again. We would have to talk to the CAO offices about that.

Jason Boaz - Is Dry Creek one of our Member agency paying into REDCOM like the other members agencies are?

KT McNulty - Yes, they are paying in like everyone else.

Bryan Cleaver - Dry Creek pays in as a member agency correct KT? Then on Graton funding, I think we were very fortunate to get that. It was based on an environmental impact report when they build the casino and I feel like it might be a stretch to try to extend that given a need for another expansion but I guess it is a possibility.

KT McNulty- I was not around in the beginning, so I do not have a lot of history on it.

Kenny Reese - They had to provide grants to multiple departments for services. The City of Rohnert Park, Rincon Valley Fire Protection District and REDCOM all received percentages for services to support the casino side and when that money was going to run out it was going to run out. It is hard to say whether there is anything we could actually go forth and try to obtain something and what angle would we use to try and see if we could get some sort of extension on that?

Bryan Cleaver - The challenge is when the casino was originally doing the environmental impact report, the consulting firm sort of painted a worst case scenario which indicated that it could generate up to 30 calls per day either in the casino or result of traffic and increase traffic patterns. I do not think we have actually seen the impact that was projected. KT my question is with the loss of the \$200,000 are we truly able to absorb that through membership cost

and minimal impact to the member agencies. Is that how we are going to absorb that loss of that revenue?

Bobbi Levold- That revenue actually never went towards any member expenses it was pretty much a wash. We would get that money in and turn around and immediately pay it back to General services to pay to loan. It had no effect on anything.

Steve Arke - I have a few questions. Considering we are looking at a necessary expansion of REDCOM. I think this is something that is worth wild to explore with what may be possible in the future with the Rancheria. What I would like to do is at least have a conversation with some of the other agencies that were receiving those funds and see collectively what might be possible. I will take on that task and report back to the Board next meeting.

Secondly looking a little bit more at the budget, we are spending more than were are taking in by member contributions. However, we still have a healthy ending fund balance. We drop just a little bit this year. Can you tell me just a little bit more about the fund balance summary and the fourth line adjustments? Can you explain what those adjustments are?

Bobbi Levold - The adjustments are for depreciation which is a non-cash transaction that we have to budget for it so that we have an appropriation. It is just a fair value cash adjustment that is made every year, that fluctuates year to year. This is the last year we'll have the accrual on principle payments that makes up the total adjustments per year for 2021. We just carried those over. I do not anticipate any other adjustments. We don't have any long-term receivables, or we will be done with the principle payments. It should be straight forward.

Steve Akre – Just want to bring to attention from the current FY 20-21 to next year 21-22 are excess funds balance over for the minimum drops just about \$100,000 and so I just want to be mindful of that. To me in my non-accounting background that tells me that we are deficit spending just something. I just wanted to make sure bring attention to and be mindful as we continue to move forward.

Bobbi Levold- The reason why if you look between 19-20 FY and 20-21 FY it went up a \$100,000 actually over \$200,000 during that time. So, you are not deficit spending. Some of the changes and adjustments we had to make for the loan with General Services when we started tracking your fund balance for the budget. You guys are usually in good shape as far as adding to your fund

balance every year. It is just sometimes the adjustments don't reflect that clearly. You guys are usually good about not overspending.

Bryan Cleaver- Going down in our terms annual contributions but we are still contributing substantially right? Correct.

- c) Pulse Point – Discussion and action to approve funding Pulse Point. Roughly \$13,000 annually. – Steve Akre – We have had some discussions since Pulse Point was initiated and implemented in the county. It has been funded by Save Lives Sonoma, which is a non-profit. There have been some challenges with many non-profits due to Covid-19 to support projects and initiatives. This was brought up to explore other funding possibilities. Pulse Point has not quite come to be the lifesaving app. We are not seeing tangible results from that yet. We continue to log AEDs and encourage the public to subscribe and perform by stander CPR. I think what we are seeing is that all our first responders are using the app more so than the public. They are using it as an early notification of incidents. I think there is a lot of value in the product We should continue to promote the community to be participants for CPR. I am interested in making the ask of the Board that REDCOM take over the funding, in the very nominal amount of \$13,000 and then partner with Save Lives Sonoma in continuing to promote the product. REDCOM is the technology or mother board of communications within the county for fire and EMS. We have an established method of charging fees based on usage. I think it is equitable to add this to the budget and distribute the cost amongst the agencies.

KT McNulty – I just learned today that there is a whole other suite of tools available in Pulse Point for responders. There are two things, one is called Pulse Point Responder. This is meant for people in the community such as nurses or police officers, known community members that have first responder or hospital like back grounds, it allows them to get a little more access as to what information is being fed in Pulse Point, such as home addresses. The other feature is Responder Verified. This allows members within our organization to get even more information and tools. It allows them to verify AED, it acts almost as an Active 911. It costs an additional \$5,000. I watched the demo and it is very interesting. Pulse Point has offered to allow us to take advantage of a trial period of this through September for free.

Jason Boaz – Do we have access to actual data as to how many times it has been used and its effectiveness in the community. I think it is a great program, at least for the AED section. I know a lot of people in our communities use it, especially the COPE groups. I agree that \$13,00 is worth it, even if t save one

life. I think we should also be considering other originations within our community to chip in. Maybe COPE, they are very active and organized.

Bryan Cleaver - I agree with Jason. I think where I would go with this, is that REDCOM may pick up the technology costs, but in doing so we should take on the responsibility of encouraging further participation. Maybe it is some of the other organizations, that maybe don't need to contribute to the baseline costs, but to help foster the culture of utilizing the app, further access to CPR training. I would like to see us support some further initiatives to make it more robust. I think Steve you are correct it is very helpful to our first responders. I do not think it has been successful in getting hands on chest in our cardiac arrest events.

KT McNulty – I sit on the Save Lives Sonoma Board, that is exactly my intention. I would like to put effort into changing direction and get momentum on more community and fire department involvement.

Motion to approve funding Pulse Point through the 20-21 FY for \$13,000 made by Scott Westrope, Second Jason Boaz-discussion - No further comments - Approved unanimously.

6. Old Business

None

7. Next meeting will be – March 11<sup>th</sup>, 2021 at 14:00, held virtually.

8. Adjournment- Motion to adjourn. Motion to adjourn made by Bryan Cleaver, Second Scott Wetsrope all in favor at 1452.