



## REDCOM BOARD OF DIRECTORS

### Minutes

January 18, 2023 – @ 2:00PM

Join by phone 1-323-886-6897 conference ID: 1129955746  
or Email [Estevens@REDCOM-FIRE.org](mailto:Estevens@REDCOM-FIRE.org) to request web link

#### Director's Present:

Steve Akre - Chair  
Bryan Cleaver - Secretary  
Jason Boaz  
Dave Crawl  
Scott Westrope

#### Not Present:

Mark Heine – Vice Chair  
Sundari Maze

#### Others Present:

Evonne Stevens  
Brenda Bacigalupi  
Bobbi Lovold  
Brian Crabb  
Chad Costa  
Matt Gloeckner  
Kt McNulty  
Ken Reese  
Ambrose Stevens  
Tambra Curtis

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 - Made by Steve Akre at 1401
2. Approval of the Agenda – Motion to approve made by Dave Crawl , Second Scott Westrope – Discussion – No Further comments – Approved unanimously

3. Approval of the October 13, 2022, REDCOM Board of Directors Meeting Minutes. – Motion to approve mad by Bryan Cleaver, 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.

The Board will take no action as a result of any items presented at this time.

None

5. New Business

- a) REDCOM Executive Directors Report -Presentation FY 23-24 Q2 - Directors Report - Evonne Stevens – I will start off with our **Operational Report** - We continue to maintain ACE Accreditation for EMD and EFD. We did achieve our ACE accreditation for EMD in 2017 and EFD in 2020. Below shows dispatch and accreditation compliance from January 22<sup>nd</sup> through December 22<sup>nd</sup>. We did have some dips earlier in the year where we exceeded our normal exceptions for compliance in EFD and we have since recovered from those. We look like we are right on the line, but we do have some appeals in the process so that number will probably be drop down a little bit as those appeals get resolved with the IEAD ProQA team.

**Staffing** - Upper management and Technical Services and the Executive Director positions are currently filled. We will be having interviews in late January for our REDCOM Operations Manager position. That is currently being filled internally by Jasmine Mitchell as the interim. Full-time Dispatchers eighteen out of our eighteen positions are currently filled. We recently filled our eighteen positions with a new dispatcher Taylor Forslind. She is doing very well in the Call Taking portion of our training program and we expect her to be clearing off the Call Taking and moving on to Radio Control Channel Three in the next couple of weeks. We still have a few employees on FMLA and those shifts actually continue to sustain our part-time shifts staff need for hours. With the absence of the fire shift during the winter months those are a little more scarce so these available hours due to the FMLA have been allowing our part time staff to have a little more hardy hours and help work those FMLA situations out on a daily basis.

**Operations Update** - Our employees have been doing a great deal of ongoing training and preparation for our winter months. We have recently completed EFD Sinking Vehicle Protocol review and quiz. That was very timely given a winter storm series we have been dealing with and the rest of the county's been going through, so those were great trainings put together by our training team. We also reviewed the Structure Fire Protocols and our pre-arrival and post-dispatch instructions. The pre-arrival and post-dispatch instructions are those lifesaving instructions that we give mostly towards the end of the call but sometimes at the beginning of the call depending on the acuity level of the call. We try to do review of our PAIs and our PDIs yearly to make sure that our dispatchers are staying on top of those instructions. Those are some of the most important things we do here at REDCOM. We did also have an EFD weather IEAD training and quiz.

We are getting ready to have our 20<sup>th</sup> REDCOM Anniversary party on January 27<sup>th</sup>. We are very excited about it and hope everyone on this call, as well as your team, will come and join the festivities. If anyone is interested in doing a tour of the center, please arrive before 1730 so we can have you come up to the dispatch center and listen to a 911 call. We are going to have Hors-deceive as well as a small token of appreciation for anyone that joins us. We really hope to see you there.

REDCOM has been providing the EMD in all Cloverdale's 911 for several months now. We have been doing that very successfully. We feel like our teams are working well together and we look forward to more success in that great relationship.

REDCOM has been taking requests now for a couple of months, around mid-October for the Sonoma County Law Enforcement Chaplaincy Agencies. We have had a couple of hiccups with the technology. Most of their volunteer staff did not actually come from a fire EMS background. They are learning our acronyms. When they are getting information about our calls has been a learning curve, but we continue to have strong communication with them. We meet once or twice monthly to see what their needs are and anticipate anything going forward as far as changes and any needs that they have. It has been a really good relationship. We are very excited about it and continuing to grow and our relationship with that team as well.

**Training Team** - We are really excited about our power DMS training program. Which was formally known as Agent 360. Our staffing prefers that web-based platform and is utilizing it on our newest trainee Taylor. Looks like

a really good program with a lot of possibilities we are going to continue technology.

**Technology Update** - Genesis Pulse software that incorporates real-time Waze traffic information with our responders. AVL data from our 911 callers and also has the potential for medical alarm patient information. We do want to go forward with a campaign for the folks out there to understand that if they put their medical alarm patient information on their phones that is data, we could be able to see in an emergency. Especially in a situation where maybe they were unable to talk to us, and lost the call. That could help us know if someone had a cardiac history, diabetes or had an allergy. We are considering different ways to put together some type of campaign to get that information out there so people could utilize their cell phones in those types of emergencies. This product is pretty exciting. It is now online, and it has been installed at each workstation. The staff is still learning how to use it and all of its potential. Kenny is helping us with the Genesis Pulse training program and getting together with our relief supervisors and our CTO team to be able to learn all the different things that this product can do. We are just tapping into its potential.

Steve Akre – Can I ask a quick question related to that.

Evonne Stevens – Absolutely

Steve Akre - Our agency has gone to the HAAS alert platform. That is also integrated with WAZE and does notifications for responding units for location. When they approach a common intersection, they get that notification as well as through the WAZE platform to push out that information to public users. Is there integration with Genesis Pulse that could capture that HAAS alert data?

Evonne Stevens – I am not sure about that. Kenny might be able to answer that. Kenny are you on the line? No response from Kenny.

Steve Akre - I will email him.

Evonne Stevens – You said it was HAAS?

Steve Akre – Yes, HAAS Alerts.

Evonne Stevens - Are they also in listing the medical information on that?

Steve Akre - I do not believe so. It is a vehicle transponder that notifies each of the responding units. It pushes that data out through the WAZE app to any public users.

Jason Boaz – Will you copy me on that email. I would be curious what the response is. I just had a meeting with HAAS this morning, actually. We are thinking on going to that.

Steve Akre - I would be happy to Jason. Thanks Evonne.

Evonne Stevens - No problem. Moving forward with Technology Tablet Command purchases have been made for Rancho Adobe Fire and Sonoma Valley. Those iPads are currently sitting in Kenny and Nicks office. Just waiting for the accessories, such as the docking stations, to arrive for those to be distributed to those agencies.

We are continuing to use Tango Tango. The word is it worked really well for the Fire personnel that were involved in the Swiss Water Rescue teams during our winter storm series for them to be able to continue to monitor Victor-Tac Six of their Tac Channel. It was mostly Chief Officers; they were very excited. Kenny got a great response from them on the Tango Tango app. I am really excited to see that getting used because it has got potential as well.

**Communications Van** - Has been fully outfitted and ready for use for emergencies. We actually were considering bringing it out to set it up with the ICP, but, there really was not a need for it since the ICP is pretty self-contained with all of the CAD connections and the phone connections. We actually did not end up using the ICP this year, but, we had it warm and ready to go. We are excited about using it in future events. We got the word for the Wine Country Sentry Bike event is going to happen this year. They will be having REDCOM Communications help with their dispatch in that event. We will plan on bringing the Communication Van out there.

**Call Trends** - REDCOM workload is largely dependent on total telephone call volume and call durations. They do not count for all our work processes, but there is a strong correlation in this communication center and, obviously call volume. Here is the total 911 and all Call Volume by month for the year 2022. We had a small spike in November. Right now if you look at the deeper sky blue that will be your totals for 2022. We remain fairly consistent with previous years. This is a three-year chart. I did notice this robin's egg blue for 2020. There was quite of a dip in calls in November not really sure what accounted for

that as well as our total calls in May. This year we are staying pretty consistent with years previously nothing really staying out as anonymity there.

**911 Call volume** - Our 911 volume is monitored to ensure appropriate staffing additional resources are available to manage the latest trends in volume. You can see all calls in this range, and it stays pretty consistent throughout the last three years.

**Average Call Durations** - Those are measured by the time spent on the phone from answer to completion of the 911 or regular telephone call. We are measuring them separately here in this next graph. You can see that the 911 calls are taking the longest to process. They're up here in the 250 and above range for the most part, up to three hundred seconds from Call Duration. Administration calls are in this second group with the Christmas colors, red and green. Those are staying pretty consistent, and our third group calls is just our average All Calls. That puts together our Admin, 911 call and those are staying consistent without any real anomalies for this year on that group.

**Contractual Performance** – Under the Redwood Empire Dispatch Communication Authority – Our Agreement is to have 90% of all 911 calls answered within 10 seconds and answer 95% of our calls within 20 seconds. We continue to thrive in those areas as well as maintaining call processes of pick up 911 and toning out our resources within 70 seconds. I will show you some graphs on how we are doing. As you can see here our 90% compliance line for the year is from January of 22 to December 22. As you see by the line here and we are constantly above that throughout the year with real no dips going underneath that.

Our 22 - 23 Call Processing from time of answer to resources being dispatched there is our seventy-second line and again , we can continue to thrive in being well below with that standard.

**October**

0-10 seconds = 95.74%

0-15 seconds = 99.05%

**November**

0-10 seconds = 95.84%

0-15 seconds = 99.25%

**December**

0-10 seconds = 96.53%

0-15 seconds = 99.30%

We use strategy to measure REDCOM Dispatch performance more accurately. This includes all of our 911 calls that come in through other agencies. Our Call Taking compliance exemptions are reviewed every month. We do have some exemptions that we put out there and we will go a little deeper what those exceptions are. For the month of October we had 133 calls that were late. We had Call Processing compliance at 95% with our line being 90% so we are 5% above that. Exceptions that were requested were 476 and 476 exceptions were approved. For the month of November we had 507 exemptions with 161 late calls and being at a 95.24% compliance rate. For the month of December we had a pretty busy month in December, so we had 188 late calls with 573 exemptions for a 94.61%. We can break these exception reasons down a little bit further. Normally our highest exception count is 491 cell phone callers. They take longer to process. We do not get a secondary spill of the caller's actual location. It is based on their GPS and within meters of distance where that cell phone hit is. We have to take our time verifying that patient's location. We had 161 exemptions for that reason in October. Our next highest exception reason is just overload of calls, having multiple calls come in within that same time period and being in queue for that dispatcher to put out. We had 151 of those. The others were ANI/ALI basically a third-party who is not on scene, not an eyewitness caller, non-cooperative callers. November similar results with the cell phone callers being highest. Then the multiple calls creating that second most highest reason for exemptions. December no exception. Although these were pretty close as far as the cell phone callers and multiple calls in queue. December was a pretty busy month.

I will conclude the REDCOM Director's Report FY Q2 report for 2023 and open it up for any questions.

Steve Akre - Thank you Evonne. We will open it up first to any of the Directors that may have any questions.

Bryan Cleaver - Evonne are we getting any information from (I will go with a hypothetical) Let us say a call is going through the Highway Patrol, are we receiving their processing time? I am certainly not looking to hold REDCOM accountable by any means for what happens in another PSAP. Are we receiving present day information about Call times, Call delays? Where I am going with this hypothetical. Let us say, somebody was to complain to EMS that REDCOM was very fast, very efficient, but what happened a head of the REDCOM transfer was where there was a substantial delay. Are we getting that information?

Evonne Stevens - Currently we are not getting any information as to how long the caller is spending with the initial PSAP or how long they are on hold waiting to get their call answered. That is a good question, Bryan.

Steve Akre - I have a question. Did you mention interviews for the Operation Manager?

Evonne Stevens – Yes.

Steve Akre - How many candidates do we have right now?

Evonne Stevens - We have about seven candidates that look pretty good. They have gone through critical and are getting set up with interviews.

Steve Akre - How many of those are our current employees?

Evonne Stevens - I believe four of them.

Steve Akre – Ok.

Jason Boaz - Evonne, are you just doing the interviews in-house with REDCOM staff and AMR?

Evonne Stevens – No, we are reached out to SLS and I am still looking for one more member of the Fire Services. If someone wants to email me and is interested in doing those. I had originally reached out to someone at Cal Fire on the ECC side to see if they wanted help with the interview since they do dispatch on that side. I thought it would be a good idea, but that additional person was unable to attend. I am still looking for someone from the Fire Services to partake in those interviews. Those would be the end of January.

Steve Akre – Evonne, I might suggest not necessarily committing anyone. but maybe putting that invite out to the DOAG Group. Since they are focused on our operations. I think there is a good nexus there for one of those members if they were able and interested to sit on those interviews as well.

Evonne Stevens – I think that is a good idea. I am going to put that agenda out on Friday. I will add that to our agenda.

Steve Akre - Thank you. Thank you, Jason. Well will now open it up if any Members of the public that are on the call have any questions about quarterly directors? Please raise your hand. Hearing none. Thank you, Evonne, for the report.

- b) AMR Contract Services Budget – Presentation and discussion of the Draft FY 2023-2024 AMR Services budget – Evonne Stevens –

**Dispatch Salaries** - This is actually an interesting time. We are in the midst of contract negotiations. Those have not been finalized, although some of this FY contract negotiations have passed but, it looks like they are in an extension period. I went ahead and budgeted for a 4% increase. That could go up or down a little bit, more than likely maybe a little bit up just because of you know increases in the cost of living. We went with the 4% budget. You can see there is only a 1.13% chance some of that is due to the fire season dispatcher and their hours being reduced a little bit about what we budgeted for initially last year. I believe we budgeted \$493,000 for that fire season



dispatcher position. I went ahead and looked at the last two years of how much that shift was actually filled and utilized. We were not nearly at that cost. So it was reduced by a little less than half. I believe we had initially budgeted for 84 hours. We are looking at more realistically about that position being filled about 44 hours on any given week during the summer. That will give us a little bit of savings there.

**Management Salaries and Administration Staff Salaries** - Looking back at the last several budgets, the cost of living is usually a 3% increase. We went ahead and budgeted for that. The taxes we budgeted for a 1.70% increase bring us an extra \$4369. For the benefits, they actually went up a little bit this year. My belief in looking at the staffing is just we have salary steps here and as our salary are growing. Our staff is gaining ten years. Their 401K contributions are being matched at a higher rate. You can see it was \$1098 for our last budget and it has moved up to \$1170 per month. That accounted pretty much for the reason benefits are a higher cost overall.

**Depreciation** - We also had a bit of an increase this year. That usually includes office furniture, AMR computers. Last year we were at \$1000. This year we are at \$3333. Looking into that cost increase was because the management laptops were all at the end of life and so those were all just replaced. With that replacement came and increase of depreciation cost.

**Insurance** - The liability and working compensation fees have gone up. That was contributed by inflation and the effects of COVID on employment costs for missed hours and time off work.

**Telecommunications** - That actually includes our AMR network, cell phone lines and other communication. That stayed the same. There was increase or cost there.

**Occupancy** - Stayed the same at \$1000.

**External Training Resources** - Includes EMD training, conventions, new hires, CPR certification, seminars stayed the same at \$68,420.

**Other Operating Expenses** - We left at \$15,000.

**General and Admin Expenses** - Went up a little bit at to \$100,596 versus last year of \$93,096. Some of that was contributed by the ACE accreditation cost going up about \$3000 each per discipline. As well as the Ace accreditation of the company that we use to do our QA/QI their fees also went up. We added the Agency 360 to our software and that was a piece of software that we did not have before. We are now using, so that was an increase in cost as well. This also includes our high-speed Internet and chair replacement. We did still see a decrease in our First Watch fees over this year and that

means overall our total operating cost did go up 2.37% at \$97,000. This concludes my AMR Draft Dispatch Service Contract Budget. If anyone has any questions, feel free.

Steve Akre – Opening it up to any Board Members any questions about the AMR Services Contract Budget Draft. Hearing none. Any question from the members of the public? Hearing none. Thank you, Evonne.

c) REDCOM Budget – Presentation and discussion of the Draft FY-23-24 REDCOM - Evonne Stevens and Bobbi Lovold –

Evonne Stevens – Bobbi actually had a big part in preparing this budget. I am going to let her start it off and Bobby I will chime in with any questions or any information that you want for decisions that were made on this budget.

Bobbi Lovold - Sounds good. We did make some changes as we kind of went along. The revenue is all based on what the expenses are that is the same every year. There was no maintenance on the Van last year. We went ahead and cut that in half because we thought there might need some services coming up this year. Air Cards went up a lot because last year we had thought we were going to be cutting more air cards then we actually did. Based on the current amount of air cards that the REDCOM Members have, brought us back up to the \$50,000. Insurance quote from George Peterson that includes a like 8% increase which is pretty standard from year to year. The annual audit cost is from the new contract that we will be talking about later today. We only received one bid from the RFP that we went to. That is likely the cost of the contract for the upcoming year. We did do a little bit of increased purposeful accounting services which is for my services for you guys. I do know that we have our union contract coming up for our office as well. The consortium operation is going up. That is just based on their own budget for this year. Which I do not have a breakdown for you guys. I will have it tomorrow for Evonne. It has not been approved yet. I have seen that it is going to be the final number. Legal counsel. we dropped down a little bit because we really did not use even close to that amount last year. The same with travel and training. Consulting Services we kept the same because we already know about what that is going to be. Evonne just talked about the AMR contract. We had allocated out the fire season dispatcher separately last year but did not end up deducting it from the AMR contract. We had double counted it last year so this year I took it out of there. Other Professional Services we hired an outside consulting firm to help with some grant application and Evonne wants to do it again this coming year. To try to get some more revenue new in. Telecommunications Data Line, Radio Services, and County Services all those items. Computer Equipment replacement fund and software those are all just based on estimates and an actual for those services. Overall that ends up being about 5.4 million for expenses for the year. 5.2 of which are funded by the member. The Depreciation and Technology Fund which are the appreciation of the non-cash transaction and then the Technology Fund the Fund Balance. Overall that leaves you guys with about \$1.7

million in your Fund Balance. MDC budget we are still having some agencies contribute to that so those are just the contributions for the replacement of their equipment. Does anyone have any questions about that?

Bryan Cleaver – Evonne, I really appreciate your recommendation to continue with the consultant to look for grant opportunities. I really do support it. I am wondering, and I do not mean to put you in the hot seat in this particular meeting but maybe in a future meeting. Can we have a sort of a view of what that is yielding in terms of what we contract for them for and what we have received in their actual achieving grant opportunities.

Evonne Stevens - Absolutely. I know we have done three grant proposals last year of which I am aware. Those did not yield any revenue. I did move those around a little bit and resubmit those grants with a different cost analysis for the SHSGP grants this year. We are going to hear back if those are yielding anything. We did one for the Control Three Module for Control Two and Four radio repairs. One for expansion.

Bryan Cleaver – On Shish Gap you know it is the game of five and you know it is Fire, Law, Public Health is there anything we can do to further support the efforts of this consultant and their desire to participate in that grant?

Evonne Stevens - That is a good question. I would have to look into it further with that group. I have not consulted with them so far. We just moved those grants around a little bit and resubmitted those based on what we had. I do feel like with other expenses coming up we will need those opportunities for growth and expansion. I did not want to not have that money available if there are other grants that we could be taking advantage of to better the center.

Bryan Cleaver - I would encourage keep working closely with us. We do have a say in the multidisciplinary process of the gang of five and if you had something that was a high priority or the consulting firm that found something that was a high priority. I would be willing to support it and I am sure my colleagues as well. Sometimes buying things because we can is not as important as backing the infrastructure that is needed. Please look to us and tap us and use us as needed if we need to support the Homeland Security Grant project.

Evonne Stevens – Thank you, I appreciate that. Absolutely.

Steve Akre – Thank you, Bryan. I might offer up as an idea for your consideration and certainly your decision on how you want to present this. I know that you have done a lot of work and the staff have done a lot of work on grants and grants submittals. I know that it is probably very much appreciated by the Board. You might want to as an idea consider putting a standing item in your quarterly Directors Report about grants. Just having something that you regularly report out on. New grants or status of any grants that have been submitted. I think I would welcome seeing that and it sounds like

Director Cleaver would as well. I think it is also good recognition for you and the staff that are and working hard to try to fund opportunities for us.

Evonne Stevens - Absolutely. You will see that on the next agenda.

Steve Akre - Any other comments from Directors or the Public about the Draft REDCOM budget for 23–24. Hearing none.

- d) Harshwal Audit group contract proposal - Discussion and action to approve \$13,130. - Evonne Stevens and Bobbi Lovold -

Evonne Stevens - It looks like we wrapped up the budget presentation a little prematurely. I want to give Bobbi a chance to work the **Member Fees for 23-24** with everyone if that is, ok?

Steve Akre – Yes, absolutely, sorry

**MEMBER FEES** - Bobbi Lovold - This is the same as it is every year it gets broken down by call volume, we use a five-year average to get everybody's total. Then we use that to allocate out the total cost of the JPA. There are no big changes this year as far as how we are doing that. Nobody's base fees changed, with the exception of Gold Ridge and Bodega Bay. Bodega Bay did get put into Sonoma County Fire district, but that did not change the base fee. The base fee did change for what is now North Bay Fire. Last year you decided that if we were going to have all this consolidation be more fair if people were paying multiple base fees if they did combine agencies. That was the only major change on this worksheet. That is pretty much the same allocated by their five-year average for calls and then certain agencies have addition. Tablet Command charges, MDCs, and Air Cards. Does anyone have any questions?

Steve Akre- Thank you, Bobbi.

Evonne Stevens - If you are ready, Steve, we can touch base on the Harshwal Accounting Group.

Steve Akre – Absolutely, Thank you.

Evonne Stevens - As Bobby mentioned earlier for accounting services. We put out for RFP. We are hoping for some new bidders. Unfortunately, there was only one bidder which was the Marshall Company LLP. Bobbi, if you want to talk more about that bidding process.

Bobbi Lovold – We actually went out to RFP twice because we only received one bid both times and both of them were Harahwall. Who is who we are currently using for your audit. I do not really know if we can go out again, so I figured if we would just go with it. The main issue that we are having with RFP is that they are kind of slow. We are like a year behind on adults with them. I am hoping that once we get this contract together. We can maybe get a little caught up. They came in pretty reasonably. You guys had budgeted \$18,000 for audits and they came in at around \$13,000. They are reasonably priced. Once we finally got the last audit done, they did a good job. It is just a matter of timing, really. That is the contract that they sent over and I believe that we had asked that they do two to three contracts that they had before. Then we can provide your annual audit that we do.

Bryan Cleaver - Is that \$13,000 consistent with what we have historically contracted for or does there seem to be an increase based on really only having one there?

Bobbi Lovold – No, I think even the last time you were drastically lower than most people. I think the last time we went out to bid they were up to \$20,000 for an audit. Which is what some of my other clients pay. They do really have a reasonable price. I think this is maybe slightly higher than what you guys are currently paying. That is just like a year-to-year increase overall. They are reasonable.

Bryan Cleaver - Thank you.

Steve Akre - Any other questions from Board Members for the Audit Proposal. If not, we are looking for a motion to approve the Contract Proposal with the Harshwal Audit Group in the amount of \$13,130.

Dave Crawl – Can we put a timeline for them to help them maybe catch up on the audit timeline? That way we can get into the real years now with this.

Bobbi Lovold - My plan was to ask them if we could complete this by the end of the Fiscal year. I think that maybe we could include that in the contract. That is not realm of knowledge, but we could ask that when we do our letter of intent.

Dave Crawl – Great, Thank you very much. I move to approve the contract as written.

Steve Akre - Thank you. Is that you, Scott?

Scott Westrope – Confirm.

Bryan Cleaver - Was that a motion to approve the contract as written or a motion to approve the contract with a timeline associated?

Dave Crowl - I was ok with it as written as long as they had a plan on getting us caught up. I do not think we need to amend it unless they see the need to do so. I do not know quite how to make that motion sorry.

Steve Akre – Bobbi, you, and Evonne comfortable just with what the contract being approved by the Board as proposed. Then you guys can handle dealing with the Harshwell group about timelines?

Bobbi Lovold – Yes, I am comfortable with that.

Evonne Stevens - Me too.

Steve Akre - Thank you Bryan for the clarification question. Evonne, can we do a roll call vote since we are spending money, please.

Motion to approve made by Dave Crowl, Second Scott Westrope – Discussion – No Further comment – Approved unanimously

- e) Expansion Project discussion and action to approve new layout and funding dollar amount to follow. - Evonne Stevens –

Steve Akre - I know what we are looking at an update on the project along with some impending timelines and deadlines as well. There is going to be, as we previously approved this project Now is the time when we are going to have actually to start spending some money. I know Evonne is going to talk in much more detail about all of this. I will turn it over to you Evonne.

Evonne Stevens - Well said, Steve, thank you. We are going to talk about an update on this project. Which was already committed to by the REDCOM Board previously. In 2019 we entered an agreement with the county to do some construction which was the old dispatch center to allow us to expand into a third of that room next door. I met earlier this month by the assistant sheriff and their chief financial advisor, and they have since put their outreach program group into that room because they needed a place to house that group. They basically said there is a timeline, and if we do not come back to them with actual dates and show them that we are truly moving forward with this project ASAP we are going to lose the opportunity to move into that room. With that being said. We have come to capacity and the current space that we are in. A good example of that would be on January 4<sup>th</sup>, when we had that surge from the storage series of all the calls with trees down it was pretty much the height of everything. I am sure you all remember. It was the same time as the REDCOM Channel went down with Control Three, so it was a pretty intense period of time. We had filled up all of our consoles with dispatchers. We

did call out for help at that point for people to come in and help. There were no consoles for them to sit at. As calls were ringing and they were sitting on the board we were unable to accommodate the county in a more timely fashion because of the lack of consoles space. That need is going to grow with the next emergencies that happens within the county. The need to expand was originally going to have four consoles added. We have decided at the last Board Meeting to add a fifth console in that office space. This would increase the potential for REDCOM to dispatch and split channels and answer 911 calls by 50%. The cost right now that we are looking at to move forward with the Mechanical Engineers, Architectural Engineers, and Electric Engineers and getting the permits ready to draft the actual floor plan is \$100,000. We are going to need to basically provide that deposit to get the that rolling and be able to provide these dates and show that we are actually moving forward and working to the Sheriff's Department for us to be able to remain in the standing with our lease that we had signed in 2019 to be able to go forward. This really important to us to illustrate 10 to 15 years is probably when that will take us as far as adding the 50% capacity because our communities are growing the population is growing and we have nowhere else to grow in this current center. Another point to illustrate would be talking to the architect who mentioned that Alameda County had to move out of their dispatch center. They are a 16-console dispatch center and to completely relocate that center without the cost of real estate or soft cost it cost them that \$17 million which we clearly do not have. We are looking at just a cost of about 5% of that cost to be able to expand almost to the capacity that they have. I would recommend asking for a \$100,000 increase in the 22-23 budget making an amendment on that so we could take that out of our fund balance and get this deposit paid so we can claim that space while we have the opportunity.

Steve Akre -Thank you Evonne. I appreciate the update and all your work to be this responsive to the Sheriff's Department. I will open it up to any Board Members comments or questions on this topic. If not, I would look for a motion to support the recommendation of allocating an additional \$100,000 to the 22-23 budget out of our fund balance.

Bryan Cleaver - I will make the motion that we do allocate the \$100,000. It seems that when it comes to space, we are constantly trying to catch up as opposed to getting ahead. I hope that this allocation it does maybe put us a little bit ahead of the game again. Space is always critical and when we do eventually outgrow the space, we have got a much larger, much more significant problem on our hands but for the time being, if this puts us ahead of the game, I will stick with my original motion that we allocate the \$100,000 to expand.

Steve Akre - Thank you Bryan. Any discussion on that motion or a second.

Jason Boaz – I will second, I think we need to do it.

Steve Akre – Thank you Jason. I agree completely. All of the members that have been on this board for you know a number of years we have been looking at this as a necessity to get us through the next time period and to be able to provide service. I think this is absolutely necessary, and you know down the road we are also going to have to look at that next question that Director Cleaver mentioned, which is when we get to the 10 to 15 years down the road, and we are getting close to tapping out again what our next options are. If we are looking at new space and that kind of funding similar to what Alameda County did it is going, take efforts many years in advance of that time to be able to address this appropriately. We have a motion and a second on the floor. If anyone has any discussion, please speak now; otherwise, Evonne, let us do a roll call vote, please.

Motion to approve made by Bryan Cleaver, Second Jason Boaz – Discussion – No Further comment – Approved unanimously

Steve Akre – Thank you, Evonne, for being incredibly responsive to that kind of surprise deadline.

- f) SHSGP application submissions Expansion, Control 3, Control /2/4 submissions. – Evonne Stevens

Evonne Stevens – We kind of touched on this a little bit earlier. I had submitted three SHSGP applications in early December and that was for \$226,000 for the equipment as part of our expansion project. I think it was a similar number for Control Three and for Two and Four repairs; fingers crossed that those would go through. I appreciate all the offers of support. I just wanted to let everyone know that those grants are in process. We took a lot of time and tried to put those together and changed them a little bit from last year. They were lofty last year and with higher numbers. The suggestion of our previous Director, she said you know, maybe lowering those numbers and making it a little bit more portable would give them a better chance of passing. We would still have a big impact on us being able to move forward with all of these things that need to happen. Obviously, we are going also to need to do repairs at some point on Control Two and Four as well as Control Three. To be able to continue the repairs that have been done and continuing to make that footprint stronger for our county and the expansion as we just talked about. It is very important and a really good boost for our project going forward. If we were able to secure the CAD and the Radio Equipment and all those things as part of that grant. Any questions?

Bryan Cleaver - I do not have a current sense of the gang of five timelines and how they are going to approve grants. Do any of us on the Board or Evonne, do you know where we are at in terms of the process with your submission? I would like to support



your proposal from the EMS and Health side. I would look to our Fire partners to see if maybe the three disciplines collectively could support that. I am not clear on where we are at in terms of current gang of five review and approval. I guess what I am proposing chairs. If none of us are clear, we may need to really dive into this and decide on whether this is the project if you want to support for the Fire, EMS, and Health disciplines.

Steve Akre - Thank you, Brian. I turned this over to Chief Westrope. He is probably best positioned to give us an update on the gang of five and any timelines or priorities that he can share with us.

Scott Westrope - Thank you. We were supposed to meet last week for our first meeting of this year to review grant applications and obviously, due to the storm, activity was pushed to February 9<sup>th</sup>. That will be our first meeting and you know the problem we ran into last year and Evonne alluded to this. The allocations that we have had that grant from here are typically not very high, especially when we take out the admin fee what must go to Law in Enforcement all these different things it turns out to be small projects. That we can fund out of there. You know all our partners in Law Enforcement are very open to different ideas and Dr. Maze typically sits on that committee as well from the health side. Everybody is very open to the ideas, are really comes down to how much money we have to spend and how much they allocated into each one of the different funds that they have to spend money out. This very restrictive, obviously. We will see what the process looks like this year it changes a little bit here and there in the time that I have been involved with It is something new every year. I can certainly bring back some more information after our meeting on Thursday the 9<sup>th</sup>. I do not know if I answered your question, Bryan, but that is the information I have at this time.

Bryan Cleaver - It does answer my question Scott in the sense that also, you know, I do work closely with Doctor Maze. If we need to get a stronger alignment of Fire, Health, and EMS please let me know. I am more than willing to support that effort. This is a valuable use of those funds.

Scott Westrope - Thank you.

Steve Akre – Thank you for the update, Scott. Thank you for the question, Bryan. Any other questions about the SHSGP? Hearing none.

- g) Presentation of the 2023 REDCOM Board of Directors' Meeting Schedule. Motion and action to adopt schedule - Steve Akre

Steve Akre - We are looking for a motion to adopt the schedule as proposed.

Bryan Cleaver - I feel as though I am being long winded on this meeting. I apologize to all of you. I regret I do not have the bill in front of me. There is recent legislation that requires Brown Act meetings to return to face to face. I know that it is very difficult for Dave this virtual environment is convenient . We as a Brown act compliant Board contemplated the legislation or if not, should I archive it share it with the group to determine whether this is going back to face to face in order to be compliant with new law that requires us to be physically present.

Steve Akre - Thank you Brian. I think what I would do. I know many of our agencies face this the same question. I think what I would look for Tandra to weigh in on this.

Tandra Curtis - I am like the biggest proponent of zoom remote meetings you will ever meet. es, we have to go back to face to face. There are very limited exceptions kind of one offs that are very cumbersome. Such as you are posting that it is going to be at your house or wherever. Allowing the public to attend and basically in a nutshell we are back in person.

Steve Akre – Thank you Tandra .

Dave Crowl - We were looking into that and since we have a public space up here. How many times can we like post that and allow it public to the partner if I choose to go remote during the year for one or two meetings is that allowed, or do I have to have like a valid reason other than I do not t want to drive 2 1/2 hours?

Tandra Curtis - To complicate things. There are two rules now. There is the old rule and there is a new rule. The new rule, I think you are not going to want to use very clunky. There are limitations on the different times essentially. There are parameters but generally speaking it is going to be two times a year. It is going to be due to kind of an emergency type situation. Under the traditional rules we do not have those limitations on the number of meetings. We do not have to have emergency requirements. You just have to post the location and allow access to the public. You are going to want to look to the older rules. I can provide a summary of those if necessary. They are less restrictive. You should be able to handle it in that manner.

Dave Crowl – Great, thank you that is pretty much what was read to me from a different source. I am fine with posting an in person for myself. Thank you.

Steve Akre - Thanks Dave. I think all of us greatly appreciate your participation and engagement as part of this Board, but also at the same time very much understand the challenges that an in-person meeting means and presents to you. I would encourage

you to do what makes sense for you as far as attending virtually if that works and then if you have any specific questions maybe run those directly to Tambra and make sure we are following all the posting and proper rules.

Dave Crowl - Thank you very much Chief. I appreciate sentiment. It is very important for our District to be able to maintain our part here. I am very happy that we are continuing to play this role with REDCOM. It is very important to have a voice from the coast, I think. Thank you very much.

Tambra Curtis - I can help you navigate those waters.

Steve Akre - Thank you Tamara and Dave. Looks like the schedule has been updated. Looking for motion to approve the schedule for 2023 going back to in person meetings per the current rules.

Motion to approve made by Bryan Cleaver , Second Dave Crowl – Discussion – No Further comment – Approved unanimously

h) Old Business

None

i) Next meeting will be – February 9, 2023, at 14:00 held in person

j) Adjournment- Motion to adjourn. – Motion to adjourn made by Bryan Cleaver , Second Dave Crowl – Discussion – No Further comments – Approved unanimously @ 1507