



## REDCOM BOARD OF DIRECTORS

### Agenda

March 10, 2022 – @ 2:00PM

### MINUTES

Join by phone 1-323-886-6897 conference ID: 179 967 135#  
or Email [KT.McNulty@REDCOM-Fire.org](mailto:KT.McNulty@REDCOM-Fire.org) to request web link

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.

#### Director's Present:

Mark Heine - Vice Chair – Acting Chair for today's meeting  
Bryan Cleaver - Secretary  
Jason Boaz  
Scott Westrope  
Sundari Mase

#### Others Present:

KT McNulty  
Brenda Bacigalupi

Abraham Stewart  
Bobbi Lovold  
Ken Reese  
Dean Anderson  
Evonne Stevens  
Tambra Curtis  
Rick Maudlin

#### Not Present:

Steve Akre - Chair  
Dave Crowl

1. Call to Order - Made by Mark Heine @ 14:02

2. Approval of the Agenda – Motion to approve made by Scott Westrope , Second Bryan Cleaver – Discussion – No Further comments – Approved unanimously

3. Approval of the February 10, 2022, REDCOM Board of Directors Meeting Minutes. – 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.

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

None

5. New Business

a) REDCOM Financial Audit Request for Proposals – Discussion on initiating Requests for Proposal for REDCOM's FY 21-22 Financial Audit. - KT McNulty – This is informational only. We are wrapping up the 2020 Financial Audit and moving on to the 2021 Financial Audit which will conclude our contract with the current auditors. We will be putting out RFP very shortly for the next auditor. That will be for a 2-year audit.

Mark Heine – That gets done through RFP process?

KT McNulty – Yes

Mark Heine – Any questions on item A? None.

b) REDCOM Executive Director annual performance review – Discussion and direction on upcoming performance review process. - Dean Anderson - As you are aware I think we have been through this pretty much every year around this time . We typically come to the Board asking for an AD HOC committee of volunteers to provide input to the annual appraisal of the Director. It is typically this time of the year, because the AMR performance appraisal process happens in May and June. AMR is realigning our process at this point to follow a calendar year, so the actual AMR employee appraisals won't happen until the end of the year. This is an opportunity for the Board to provide input. I'm happy to do that now if you want. Then we can do the

normal process at this time of the year or if everybody is OK with it, putting it off until the end of the year, so that we are current and keep the appraisal's end of the year to match up with AMR.

Mark Heine - Thank you Dean. I appreciate the background. I am certainly in support of delaying until the end of the year so we can help you be in alignment with AMR cycles. I will open it up to the rest of the Board for comments.

Jason Boaz – I concur

Brian Cleaver - I also agrees with what you have said Mark.

Mark Heine - Thank you. Anybody else? KT, do you need action on this or just direction to staff to work on this when we look closer to the end of the year?

KT McNulty – I just need direction and then in the past we did have a subcommittee. Is there wishes to do that again?

Mark Heine - I thought that was a valuable process. I certainly would support that and serve on it again. The last time was a good experience and happy to do so again unless others have the desire to serve.

Dean Anderson - I don't know when your next meeting is in the fall.

KT McNulty – October

Jason Boaz - I was just going to say. I am sure I have done that before. I would be glad to do it again if you want more than one member, but it is totally up to you.

Bryan Cleaver – I was just going to volunteer. I think we have historically done it with two Board Members. I think I have been on almost every year, so Jason please have at it.

Mark Heine - If you are OK with it Bryan. Why don't we do you and Jason on the subcommittee, and I'll check in with Chief Akre to make sure he doesn't want to be on there. If he does, he can be the third person.

Bryan Cleaver - Sounds great!

Mark Heine - Thank you! I appreciate you stepping up for that. Let's schedule a placeholder on the October agenda for us to follow up on that.

KT McNulty - Absolutely.

## 6. Old Business

- a) REDCOM Budget sub-committee recommendations - Discussion and possible adoption of the REDCOM subcommittee's recommendations.
  - a. REDCOM JPA Section 16, annexed agencies' base fee recommendation. -Tamara Curtis – You have the flexibility to do what you were proposing to do, and it does not have to be revised.

Mark Heine – Perfect.

"JPA section 16 - Consolidations, Divisions and Annexations of Parties. Consolidations of Parties with other Parties or with non-member agencies, divisions of Parties into two or more entities, and annexations of portions of Parties shall have no adverse effect on the cost assessments of uninvolved Parties. In the event that involved Parties cannot come to agreement with regards to adjustments to cost assessments between themselves, the Board of Directors shall resolve the matter after considering and hearing from the affected Parties."

- b. Member agency base fee assessment intervals recommendation - KT McNulty – We are recommending that we assess those tiers annually going forward.

Mark Heine – I think that is what we talked about last time. Anyone have any issues or concerns or comment?

- c. Base fee tier adjustment recommendation KT McNulty – The discussion was about the upper tiers 3, 2, and 1. There was a significant jump in the call volume brackets and then as well as the dollar amount brackets. None of our agencies right now are in danger of approaching these brackets The recommendation from the committee right now is to leave everything as is. Then if any of the agencies in the future start to approach these brackets then we will consider adjusting them. Right now, it is Santa Rosa and SLS who are in these upper brackets.

Mark Heine - That makes sense. Any comments from the Directors?

Bryan Cleaver – KT, do we need to put in a physical note at the bottom of the Base Fees, that we need to do a reassessment if we find ourselves in a position of a member going from Tier 3 to Tier 2? I am just thinking in terms of what if it is not us that are currently present when that happens.

KT McNulty - I think that is a good idea.

Mark Heine – Good catch Bryan. Some I kind of a foot note walkthrough the methodology.

Mark Heine – Let’s go back up to that main item it will take the whole item within the A,B,C parts as one motion and a second please.

Motion to approve A, B and C made by Scott Westrope , Second Jason Boaz - Discussion – No Further comments – Approved unanimously

- b) AMR Contract Services Budget - Discussion and possible approval of the Draft FY 22-23 AMR Contract Services Budget – KT McNulty - Would anyone like a review of contract again?

Mark Heine – No, I am good.

KT McNulty - There has not been any changes to the AMR contract budget since our last meeting

Mark Heine - Do you need us to formally adopt that or approve that?

KT McNulty – Yes.

Mark Heine – Looking for a motion to approve.

Motion to approve the AMR Budget made by Jason Boaz, Second Scott Westrope - Discussion – No Further comments – Approved unanimously

- c) REDCOM Budget - Discussion and possible approval of the Draft FY 22-23 REDCOM Budget - KT McNulty – Bobby are you on the line.

Bobbi Lovold - Yes.

KT McNulty - Do you mind discussing what has changed from the last meeting.

Bobbi Lovold - The main item that has changed from last week, is that we are choosing to go with what we had talked about earlier with the recommendations of the subcommittee. None of the numbers have changed

really from what you seen last week. I did go ahead and updated everybody's range on the budget. We have not updated any one's range in the last 6-7 years. That did jump a few people up. Tier 8 to tier 7 and I think there might have been one or two other changes that were a little bit higher for a couple of the cities. But over all, it did not change the totals very much for anybody. Does anyone have any questions about the Base Fee? Nothing else has changed on the budget.

Mark Heine – No

KT McNulty - We need the other items approved before we can approve this one. This budget relies on those budgets.

Mark Heine – Going back to Old Business A. Completed.

Motion to approve REDCOM Budget made by Scott Westrope , Second Jason Boaz - Discussion – No Further comments – Approved unanimously

7. Next meeting will be – July 14, 2022, at 14:00, held virtually.

Jason Boaz – Any idea when we are going to go back to in person meetings?

KT McNulty - I'm still working on that. I have not heard back from Santa Rosa on the classroom space. I did a send out the DOAG and the Board schedule to just get it on the calendar.

Jason Boaz -When we do, I am assuming we are probably not going to do hybrid meetings at all, only be in person right or do we need to have that discussion?

KT McNulty – When need to have that discussion.

Mark Heine - I will check what Steve and see want he wants to do as well.

Jason Boaz – I am in support of whatever. I just do not want to create more technological challenges for us.

Bryan Cleaver - I think the coast would appreciate the option.

Mark Heine – Thank you everyone. With that, going to adjourn the meeting.

8. Adjournment- Motion to adjourn. - Mark Heine - Meeting adjourned at 14:22