



REDCOM BOARD OF DIRECTORS  
Agenda

**July 11, 2024 @ 2pm**

**Special Meeting  
Sheriff's Office  
2796 Ventura Avenue  
Santa Rosa, Ca 95493**

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
2. Approval of the Agenda
3. Approval of the REDCOM Board of Directors Meeting Minutes will follow next week.
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.

5. New Business

a) Discussion Item: receive Ad Hoc committee's update. AP Triton to present transition task list for Board discussion and direction to ad hoc committees on priorities. Ad hoc committee discussion and updates on tasks.

b) Discussion Item: Amendment of FY24/25 REDCOM budget. Executive Director to present current FY24/25 budget and recommendations for amendments to facilitate transition to REDCOM standalone dispatch center. Board to provide direction to staff on amendments to budget.

6. Old Business

a) Action Item: Review and approve amendment to scope of work of AP Triton Contract.

The Board shall review and approve the amended scope of work to Professional Services Agreement with AP Triton.

7. Next Special meeting will be – July 25, 2024, at 2:00 pm, In person only.

8. Adjournment- Motion to adjourn.

**REDCOM Budget  
78401-66060100**

	Actual	Approved Budget	Preliminary Budget	Change Budgeted	% Change	Notes on significant changes
	FY 22-23	FY 23-24	FY 24-25	FY 23-24/ FY 24-25	FY 23-24/ FY 24-25	
<b>Revenues</b>						
42627 Cities & Districts	3,126,497	3,337,154	5,549,108	2,211,954	66.3%	Reflects change in call volume from AMR to SCFD.
44002 Interest on Pooled Cash	(40,651)	-	-	-	N/A	
45310 Private Ambulance Providers	1,910,708	1,958,554	430,984	(1,527,570)	-78.0%	Reflects change in call volume from AMR to SCFD.
45507 Air cards - Members	111,826	40,921	4,042	(36,879)	-90.1%	Reduction in Air Card usage.
46040 Miscellaneous Revenue	(166,871)	18,561	24,850	6,289	33.9%	
SHSGP Grant	-	-	75,000	75,000		
<b>Total Revenues</b>	<b>\$ 4,941,509</b>	<b>5,355,190</b>	<b>6,083,984</b>	<b>728,794</b>	<b>13.6%</b>	
<b>Expenditures</b>						
19831 Acq-CIP-Bldg & Impr (Expansion Project)	-	100,000	788,589	688,589	688.6%	Expansion Project
19840 Acq-WIP Equipment (Zetron Agreement)	-	-	73,931	73,931	N/A	Zetron Agreement - 10 Consoles Year 1 of 5
51061 Maintenance (Van)	2,494	2,500	2,500	-	0.0%	
51061 Maintenance - Equipment (Zetron Agreement)	-	-	36,069	36,069	N/A	Zetron Agreement - Gold Maintenance Plan Year 1 of 5
51071 Maintenance - Bldg & Improve	1,460	-	-	-	N/A	
51025 Telecommunication Wireless Svc (Aircards)	-	50,000	36,492	(13,508)	-27.0%	
51041 Insurance	17,742	19,500	19,500	-	0.0%	Based on 22/23 Actuals plus recommended 8% annual increase
51206 Annual Audit	22,482	13,655	13,655	-	0.0%	New contract with Harshwal is a lower rate
51207 Fiscal Accounting Services	29,448	35,864	41,100	5,236	14.6%	
51209 SCPSC Operations	429,950	570,563	601,651	31,088	5.4%	
51211 Legal Counsel	5,711	6,000	6,000	-	0.0%	Based on 22/23 Actuals
51225 Travel and Training	-	2,500	-	(2,500)	-100.0%	
51226 Consulting Services	36,815	28,000	36,815	8,815	31.5%	Zen Healthcare, Based on 22/23 Actuals
51235 AMR Dispatch Contract	3,590,205	4,006,792	4,477,476	470,684	11.7%	Updated 03/11/24 Total AMR Contract \$4,583,325
51235 Fire Season Dispatcher	193,978	193,978	105,849	(88,129)	-45.4%	
51244 Licenses	-	-	-	-	N/A	
51249 Other Professional Services	-	5,000	5,000	-	0.0%	Consultant to assist with getting more grants
51901 Telecommunication Data Lines	6,359	15,500	7,830	(7,670)	-49.5%	Based on ISD charges of \$50.20 per month per line with 13 lines.
51902 Radio Services	29,495	28,000	32,500	4,500	16.1%	Based on actuals with 10% increase
51905 ISD- Improvement Projects	3,630	-	-	-	N/A	
51916 County Services	675	1,000	1,000	-	0.0%	
52111 General office expenses for JPA	-	500	500	-	0.0%	
52141 Computer Equipment	-	4,500	4,500	-	0.0%	Livewall
52142 SCPSC Shared Replacement Fund	218,705	140,838	86,680	(54,158)	-38.5%	
52143 Software	75,978	205,500	394,937	189,437	92.2%	Tablet Command + other software
53402 Depreciation	131,588	175,000	175,000	-	0.0%	Based on current depreciation schedule and expected increase due to asset aquisitions.
52142 Technology Fund Placeholder	-	-	50,000	50,000	N/A	
59002 Advances	-	-	-	-	N/A	
59003 Advances clearing	-	-	-	-	N/A	
<b>Total Expenditures</b>	<b>\$ 4,796,714</b>	<b>5,605,190</b>	<b>6,997,573</b>	<b>1,392,383</b>	<b>24.8%</b>	
<b>* Expenses funded by member contributions</b>	<b>\$ 4,665,126</b>	<b>5,430,190</b>	<b>6,772,573</b>	<b>1,342,383</b>	<b>24.7%</b>	
<b>Net Cost</b>	<b>\$ 276,383</b>	<b>(75,000)</b>	<b>(688,589)</b>			

Fund Balance Summary	FY 22-23	FY 23-24	FY 24-25
Beginning Fund Balance Available for Budgeting	\$ 1,860,186	2,170,694	1,894,164
Plus Revenues	\$ 4,941,509	\$ 5,355,190	6,083,984
Less Expenditures	\$(4,796,714)	\$(5,605,190)	(6,997,573)
Budget Adjustments		\$ (201,530)	
Adjustments	\$ 165,713	175,000	175,000
<b>Ending Fund Balance Available for Budgeting</b>	<b>\$ 2,170,694</b>	<b>1,894,164</b>	<b>1,155,575</b>

17% Fund Balance requirement	\$ 815,441	\$ 952,882	\$ 1,055,527
<b>Excess Fund Balance over minimum balance</b>	<b>\$ 1,355,253</b>	<b>\$ 941,282</b>	<b>\$ 100,048</b>

<b>REDCOM MDC Budget 78402-66060200</b>	<b>FY 22-23</b>	<b>FY 23-24</b>	<b>FY 24-25</b>	<b>FY 23-24/ FY 24-25</b>	<b>FY 23-24/ FY 24-25</b>
44002 Interest on Pooled cash	5,359	-	-	-	N/A
47101 CAD Central Dispatch Contribution	-	-	7,654	7,654	N/A
45301 REDCOM Tablet Replacement Fund Agency Specific	89,522	55,506	31,850	(23,656)	-42.6%
46210 Refund of MDC Replacement from SCPSC			424,000		
<b>Total Revenues</b>	<b>94,881</b>	<b>55,506</b>	<b>463,504</b>	<b>(16,002)</b>	
52141 REDCOM CAD Replacement Fund Central Site	-	7,681	7,654	(27)	-0.4%
52142 REDCOM Tablet Replacement Fund Agency Specific	-	47,825	31,850	(15,975)	-33.4%
52143 Software Expense Audit Adj	14,511				
53501 Contributions to Others			172,000		
52142 Tablet Replacement from MDC Funds			252,000		
<b>Total Expenditures</b>	<b>14,511</b>	<b>55,506</b>	<b>463,504</b>	<b>(16,002)</b>	

Placeholder if agencies want to spend any of their Tablet replacement funds.

Placeholder if agencies want to spend any of their MDC funds.

<b>Fund Balance Summary</b>	<b>FY 22-23</b>	<b>FY 23-24</b>	<b>FY 24-25</b>
<b>Beginning Fund Balance Available for Budgeting</b>	\$ 826,994	907,364	907,364
<b>Plus Revenues</b>	\$ 94,881	\$ 55,506	463,504
<b>Less Expenditures</b>	\$ (14,511)	\$ (55,506)	(463,504)
<b>Adjustments</b>			
<b>Ending Fund Balance Available for Budgeting</b>	<b>\$ 907,364</b>	<b>907,364</b>	<b>907,364</b>

**Preliminary Budget FY 2024-25**

	Calendar Year	5-yr Average	% of Total Calls	2024-25 Contribution	Range	Base Fee Contribution	\$105,849.45	Fire Season Dispatcher	2024-25 Member Contribution	Price Per Call by Agency	2024-25 Tablet Command Costs	2024-25 Use of MDC RF funds	2024-25 Device Replacement	2024-25 Aircards Charge	Total 2024-25 Device Charges	Total Charges
<b>Cities and Districts</b>																
Cazadero CSD	130	0.12%	5,816.40	8	3,805.17	0.20%	215.68	9,837.25	75.90	1,941.99	-	-	-	-	1,941.99	11,779.24
City of Healdsburg	1,877	1.74%	84,230.13	5	19,023.48	2.95%	3,123.30	106,376.91	56.68	5,849.01	-	-	-	-	5,849.01	112,225.92
City of Petaluma	7,657	7.08%	343,652.46	3	38,046.97	12.04%	12,742.83	394,442.26	51.51	17,326.12	-	5,600.00	-	-	22,926.12	417,368.38
City of Santa Rosa	27,653	25.59%	1,241,074.92	1	221,941.84	43.48%	46,019.78	1,509,036.54	54.57	29,573.20	-	-	-	-	29,573.20	1,538,609.73
City of Sebastopol	1,159	1.07%	52,006.54	6	12,682.32	1.82%	1,928.43	66,617.29	57.49	4,815.24	-	-	-	-	4,815.24	71,432.53
City of Sonoma	3,489	3.23%	156,594.08	4	25,364.64	5.49%	5,806.60	187,765.32	53.81	-	-	-	-	-	-	187,765.32
Coast Life Support	869	0.80%	38,982.46	7	5,073.17	0%	-	44,055.63	50.72	-	-	-	-	-	-	44,055.63
Dry Creek Rancheria	154	0.14%	6,920.44	8	3,805.17	0.24%	256.61	10,982.23	71.22	2,841.47	-	-	-	-	2,841.47	13,823.70
Graton FPD	775	0.72%	34,781.73	7	5,073.17	1.22%	1,289.73	41,144.62	53.09	5,778.29	-	-	-	-	5,778.29	46,922.91
Kenwood FPD	285	0.26%	12,799.68	8	3,805.17	0.45%	474.62	17,079.47	59.89	-	-	-	-	-	-	17,079.47
Monte Rio FPD	695	0.64%	31,209.31	7	5,073.17	1.09%	1,157.26	37,439.74	53.84	6,630.09	-	2,450.00	-	-	9,080.09	46,519.83
North Bay Fire -Gold Ridge FPD/CSA40	2,675	2.47%	120,044.09	4	25,364.64	4.21%	4,451.30	149,860.04	56.03	23,933.17	-	-	-	-	23,933.17	173,793.21
North Sonoma Coast FPD	351	0.32%	15,734.81	8	3,805.17	0.55%	583.46	20,123.44	57.40	-	-	-	-	-	-	20,123.44
Northern Sonoma County (Geyserville)	632	0.58%	28,372.91	7	5,073.17	0.99%	1,052.08	34,498.17	54.57	4,735.78	-	1,750.00	-	-	6,485.78	40,983.95
Occidental CSD	373	0.34%	16,731.13	8	3,805.17	0.59%	620.40	21,156.71	56.75	7,577.25	-	2,800.00	-	-	10,377.25	31,533.96
Rancho Adobe FPD	2,630	2.43%	118,042.46	4	25,364.64	4.14%	4,377.08	147,784.18	56.19	16,929.62	-	6,300.00	-	-	23,229.62	171,013.80
Schell-Vista FPD	682	0.63%	30,598.95	7	5,073.17	1.07%	1,134.63	36,806.74	53.98	11,373.82	-	4,200.00	-	-	15,573.82	52,380.56
Sheriff Helicopter	112	0.10%	5,026.52	8	3,805.17	0%	-	8,831.70	78.85	-	-	-	-	-	-	8,831.70
Sonoma County Fire District	10,589	9.80%	475,248.57	3	38,046.97	16.65%	17,622.49	530,918.03	50.14	28,429.78	(28,429.78)	-	-	-	-	530,918.03
SCFD-EMS (previous AMR 911)	35,245	32.61%	1,581,783.28	1	221,941.84	0%	-	1,803,725.11	51.18	72,638.60	-	-	-	-	72,638.60	1,876,363.71
Sonoma Valley Fire	1,579	1.46%	70,882.92	5	19,023.48	2.48%	2,628.38	92,534.78	58.59	23,710.68	-	8,750.00	-	-	32,460.68	124,995.47
Timber Cove FPD	219	0.20%	9,837.62	8	3,805.17	0.34%	364.78	14,007.58	63.90	-	-	-	-	-	-	14,007.58
<b>Total Cities/Districts</b>	<b>99,831</b>	<b>92.36%</b>	<b>4,480,371</b>		<b>698,802.89</b>	<b>100.00%</b>	<b>105,849.45</b>	<b>5,285,023.74</b>		<b>264,084.09</b>	<b>(28,429.78)</b>	<b>31,850.00</b>	<b>-</b>	<b>267,504.31</b>	<b>5,552,528.06</b>	
<b>Private Providers</b>																
	63,605.20															
Bells	3,587	3.32%	160,983.31	4	25,364.64	-	-	186,347.95	51.95	970.99	-	2,020.80	-	-	2,991.79	189,339.74
Life West	671	0.62%	30,114.25	7	5,073.17	-	-	35,187.41	52.44	-	-	-	-	-	-	35,187.41
REACH	124	0.12%	5,583.03	8	3,805.17	-	-	9,388.20	75.47	-	-	-	-	-	-	9,388.20
AMR	3,870	3.58%	173,693.22	4	25,364.64	-	-	199,057.87	51.43	31.78	-	2,020.80	-	-	2,052.58	201,110.45
<b>Total Private Providers</b>	<b>8,253</b>	<b>7.64%</b>	<b>370,373.80</b>		<b>59,607.63</b>	<b>-</b>	<b>-</b>	<b>429,981.43</b>		<b>1,002.78</b>	<b>-</b>	<b>-</b>	<b>4,041.60</b>	<b>5,044.38</b>	<b>435,025.81</b>	
<b>Total All Agencies:</b>	<b>108,083</b>	<b>100.00%</b>	<b>4,850,745.20</b>		<b>758,410.52</b>		<b>105,849.45</b>	<b>5,715,005.18</b>		<b>265,086.87</b>	<b>(28,429.78)</b>	<b>31,850.00</b>	<b>4,041.60</b>	<b>272,548.69</b>	<b>5,987,553.87</b>	

5-yr Average Calls	Base Call Budget		2% CPI
	2023-24	2024-25	
25,000+	\$ 217,590	\$ 221,942	
15,000-24,999	\$ 186,506	\$ 190,236	
4,001-14,999	\$ 37,301	\$ 38,047	
2,501-4,000	\$ 24,867	\$ 25,365	
1,500-2,500	\$ 18,650	\$ 19,023	
1,000-1,499	\$ 12,434	\$ 12,682	
501-999	\$ 4,974	\$ 5,073	
1-500	\$ 3,731	\$ 3,805	

	"Call" Budget	Base "Call" Budget	Total "Call" Budget
Price per call	\$44.88	\$7.02	\$51.90
Per Call from 23/24 (\$46.51)	\$5.39		10.4%

5,987,553.87  
 Total Call I \$6,772,573 Total REDCOM Budget  
 Price Per c -\$105,849 Fire Season Dispatcher  
 -\$4,042 Aircards  
 -\$364,937 Tablet Command  
 -\$688,589 Expansion Project (- \$100k)  
\$5,609,156 Total Call Budget

Comparison to Prior Year

2024-25 Member Contribution	2023-24 Member Contribution	23/24 & 24/25 \$ Inc/Dcr	23/24 & 24/25 % Inc/Dcr	2024-25 % of Total Calls	2023-24 % of Total Calls	2024-25 Increase by %	2024-25 Device Charges	2023-24 Device Charges	23/24 & 24/25 \$ Inc/Dcr	23/24 & 24/25 % Inc/Dcr
9,837.25	8,718.98	1,118.27	12.83%	0.12%	0.11%	0.01%	1,941.99	-	1,941.99	
106,376.91	94,875.16	11,501.76	12.12%	1.74%	1.68%	0.06%	5,849.01	6,638.59	(789.58)	-12%
394,442.26	351,016.80	43,425.45	12.37%	7.08%	6.91%	0.17%	22,926.12	16,947.71	5,978.41	35%
1,509,036.54	1,389,347.32	119,689.21	8.61%	25.59%	25.82%	-0.24%	29,573.20	33,744.05	(4,170.85)	-12%
66,617.29	60,569.72	6,047.57	9.98%	1.07%	1.06%	0.01%	4,815.24	4,560.80	254.44	6%
187,765.32	184,078.74	3,686.58	2.00%	3.23%	3.51%	-0.28%	-	6,062.40	(6,062.40)	-100%
44,055.63	38,702.93	5,352.70	13.83%	0.80%	0.80%	0.00%	-	-	-	
10,982.23	10,305.04	677.19	6.57%	0.14%	0.14%	0.00%	2,841.47	2,908.75	(67.28)	-2%
41,144.62	35,270.85	5,873.77	16.65%	0.72%	0.67%	0.05%	5,778.29	5,793.70	(15.41)	0%
17,079.47	15,753.92	1,325.55	8.41%	0.26%	0.26%	0.00%	-	1,470.05	(1,470.05)	-100%
37,439.74	31,791.75	5,647.98	17.77%	0.64%	0.59%	0.05%	9,080.09	10,074.64	(994.54)	-10%
149,860.04	130,384.28	19,475.76	14.94%	2.47%	2.49%	-0.02%	23,933.17	26,614.04	(2,680.88)	-10%
20,123.44	17,143.86	2,979.58	17.38%	0.32%	0.30%	0.03%	-	-	-	
34,498.17	30,478.56	4,019.60	13.19%	0.58%	0.56%	0.02%	6,485.78	3,978.73	2,507.05	63%
21,156.71	18,559.37	2,597.34	13.99%	0.34%	0.33%	0.02%	10,377.25	3,360.15	7,017.10	209%
147,784.18	132,429.46	15,354.73	11.59%	2.43%	2.37%	0.06%	23,229.62	21,202.99	2,026.62	10%
36,806.74	33,232.85	3,573.89	10.75%	0.63%	0.62%	0.01%	15,573.82	17,239.35	(1,665.53)	-10%
8,831.70	8,307.37	524.33	6.31%	0.10%	0.11%	-0.01%	-	-	-	
530,918.03	507,077.25	23,840.78	4.70%	9.80%	9.67%	0.13%	-	34,058.34	(34,058.34)	-100%
1,803,725.11		1,803,725.11		32.61%			72,638.60		72,638.60	
92,534.78	73,373.23	19,161.55	26.12%	1.46%	1.26%	0.20%	32,460.68	24,778.23	7,682.45	31%
14,007.58	12,573.27	1,434.30	11.41%	0.20%	0.19%	0.01%	-	-	-	
<b>5,285,023.74</b>	<b>3,183,990.70</b>	<b>2,101,033.04</b>					<b>267,504.31</b>	<b>219,432.53</b>	<b>48,071.79</b>	
186,347.95	171,554.30	14,793.65	8.62%	3.32%	3.49%	-0.17%	2,991.79	2,891.11	100.69	3.5%
35,187.41	25,834.12	9,353.29	36.21%	0.62%	0.50%	0.12%	-	-	-	
9,388.20	12,962.78	(3,574.58)	-27.58%	0.12%	0.13%	-0.02%	-	-	-	
199,057.87	1,749,523.40	(1,550,465.53)	-88.62%	3.58%	36.42%	-32.84%	2,052.58	27,158.31	(25,105.73)	-92.4%
<b>429,981.43</b>	<b>1,959,874.60</b>	<b>(1,529,893.16)</b>					<b>\$5,044</b>	<b>\$30,049</b>	<b>-\$25,005</b>	
<b>5,715,005.18</b>	<b>5,143,865.30</b>	<b>571,139.88</b>					<b>\$272,548.69</b>	<b>\$249,481.94</b>	<b>\$23,067</b>	