



REDCOM BOARD OF DIRECTORS

Special Meeting

Agenda

July 25, 2024 @ 2pm

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

**Join by Teams Meeting 1-323-886-6897 Conference 246 897 071#
Director Dr. Luoto will have his location at
The Public Library
316 Estrella Ave, La Selva Beach CA, 95076**

Public is Welcome at this location.

Since we have one Board Member remote for this meeting. He will be meeting the guidelines that are required per the Brown Act.

.

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 for June 2, 2024, June 20, 2024, and July 2, 2024
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. Executive Director Operations Report

The Executive Director will provide updates on dispatch center operations, current recruitments, and operational needs.

6. New Business

a) Discussion Item: Ad Hoc committees to provide progress updates on task list. AP Triton to present transition task list for further Board direction.

b) Action Item: The REDCOM Board to appoint Labor Negotiations Team Members.

c) Discussion Item: Staff updates on development of scopes of work for administrative services contracts including interim transition coordinator, human resources consulting, labor negotiations, and payroll and employment services. Board to provide direction on procurement priorities and scope of work.

7. 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.

8. Next Special meeting will be – August 8,2024, at 2:00 pm

9. Adjournment- Motion to adjourn.



REDCOM BOARD OF DIRECTORS

Minutes

June 20, 2024 @1pm

Special Meeting
Santa Rosa Fire Training Tower
2126 West College Ave.
Santa Rosa, CA

Director Dr. Luoto will have his location at
The Public Library
316 Estrella Ave, La Selva Beach CA, 95076

Public is Welcome at this location.

Since we have one Board Member remote for this meeting, attendance will comply with the traditional teleconferencing rules required by the Brown Act.

Present:

Steve Akre – Sonoma Vally – Chair
Mark Heine – Sonoma County Fire – Vice Chair
Jason Boaz – Healdsburg
Dr. Mark Luoto – County EMS Medical Director (Remote TEAMS)
Bryan Cleaver – CVEMSA
Dave Crawl – Coast Life Support
Scott Westrope - SRFD (Replaced today with Maraskeshia)

Not Present:

Brenda Bacigalupi – REDCOM Administrative Assistant

Others Present:

Evonne Stevens – REDCOM Executive Director
Nick Barber – REDCOM
KT McNulty – SLS
Ethan Pawson – Legal Counsel
Matt Tognozzi – Local 1401
Paul Ricci – SRFD
Darrell Kopriva – REDCOM
David Byrum – SCFD
Tim Maybee – AP Triton
Andrew Guerrieri – REDCOM
Spencer Andreis – SON
Dan Reese – Bells

Forest Nell-Grant – REDCOM
Sean Lacey – SON
Todd Derum – Legacy Command, LLC
Meagan Horezko – REDCOM
Tambra Curtis – Legal Counsel
Mike McCallum – Healdsburg

Remote on TEAMS:
Ken Reese – REDCOM Communication Manager

Unsure who else attend. No one wrote their names on the list.

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 1300. Dr. Luoto is remote.

2. Approval of the Agenda

Motion to approve Agenda made by Jason Boaz, Second Mark Heine –
Discussion – No further comments – Approved unanimously. Roll call was made
since we have remote Board Member. Motion passed.

3. REDCOM Board of Directors Meeting Minutes will be presented at the next regular meeting.

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.

Scott Westrope – Thank you very much. I have been replaced on the Board by the City Manager Marskeshia as of today. Daryel Dunston is on the Board and Maraskeshia will be the alternate moving forward. This is out of abundance of caution at the advice from the City Attorney on any conflict issues that may arise on future bid of Santa Rosa Fire might make on any contract related to REDCOM.

There was discussion from the public related to topics on the Board agenda.

Steve Akre – Any other public comment. Hearing none. Closing Public comments. We would like to welcome Maraskeshia as our newest representative for today.

New Business

a) Action Item: Consideration and adoption of Procurement Policy

The Board will review purchasing rules and procurement policies from the member agencies and determine the best fit for REDCOM. Board Vote to establish REDCOM procurement policy and rules.

Motion to approve made by Bryan Cleaver, Second Dave Crowl – Discussion – No further comments – Approved unanimously. Roll call was made since we have remote Board Member. Motion passed.

b) Action Item: Consider procurement of outside legal services agreement

The Board will discuss the potential procurement of a new legal services agreement, options available to REDCOM, and transition from County Counsel. Board vote to select and contract with outside legal counsel.

Mark Heine Motion to move to Ad Hoc 2 that was originally formed at the last board meeting. We will give it to them to investigate whether we need additional support, Jason Boaz Second – Discussion – No further comments – Approved unanimously. Roll call was made since we have remote Board Member. Motion passed.

c) Discussion Item: Direction to Ad Hoc Committees established at June 7, 2024, REDCOM Board Meeting

The Board will discuss the roles and responsibilities for members on the ad hoc, receive stakeholder input, and schedule upcoming ad hoc committee meetings.

Discussion on Ad Hoc groups – Final groups below were voted on.

Ad Hoc 1
Mark Heine
Bryan Cleaver
Steve Akre

Ad Hoc 2
Jason Boaz
Dave Crowl
Daryel Dunston

Motion to approve made by Merk Heine, Second Dave Crowl – Discussion – No further comments – Roll call was made since we have remote Board Member. Motion passed 5-2.

Bryan Cleaver – Nay, Dave Crowl – Aye, Steve Akre – Aye, Mark Heine – Aye, Dr. Luoto - Aye, Jason Boaz – Aye, Maraskeshia Smith – Nay

d) Action Item: Schedule special REDCOM Board meetings to address transition from the AMR services contract.

The Board will establish a schedule of Special REDCOM Board meetings to address and implement the transition of the REDCOM services contract in light of the early termination of the AMR Contract.

Steve Akre -There was direction. I do not think we need a motion for that, but we have got direction from the Board to the Ad Hoc.

5. Old Business

Nothing

6. Next Special meeting will be – based on Item 5 d), at 1:00 pm. Steve Akre – Ad Hoc meeting to be scheduled. Ad Hoc 1 is scheduled for 6-26-24 @ 2pm – 4pm at Costal EMS. Ad Hoc 2 scheduled June 27, 2024, at 1pm – 3pm at Healdsburg.

Next Special REDCOM Board Meeting will be July 2, 2024, at 1pm.

Adjournment- Motion to adjourn. Motion to adjourn made by Jason Boaz, Second Dave Crowl at 1358 unanimously.



REDCOM BOARD OF DIRECTORS

Minutes

June 7, 2024 @1pm

Special Meeting
Santa Rosa Fire Training Tower
2126 West College Ave.
Santa Rosa, CA

Join by Teams Meeting 1-323-886-6897 Conference # 688 830 96#
Director Dr. Luoto will have his location at
The Public Library
316 Estrella Ave, La Selva Beach CA, 95076

Public is Welcome at this location.

Since we have one Board Member remote for this meeting. He will be meeting the guidelines that are required per the Brown Act.

Present:

Mark Heine – Sonoma County Fire – Vice Chair
Jason Boaz – Healdsburg
Dr. Mark Luoto – County EMS Medical Director (Remote TEAMS)
Bryan Cleaver – CVEMSA
Dave Crawl – Coast Life Support

Not Present:

Brenda Bacigalupi – REDCOM Administrative Assistant
Steve Akre – Sonoma Vally – Chair
Scott Westrope - SRFD

Others Present:

Evonne Stevens – REDCOM Executive Director
Nick Barber – REDCOM
KT McNulty – SLS
Ethan Pawson – Legal Counsel
Matt Gloeckner – SRFD
Matt Tognozzi – Local 1401
Kurt Heike – AP Triton – Principle

Ken Reese – REDCOM Communication Manager
Paul Ricci – SRFD
Kellie Crumbliss – REDCOM
Jack Thomas – SRS
Bill Adam – SOCO Fire Chief Asst Counsel
Anthony Westergaard – SRFD
Paul Lowenthal – SRFD
Monica Vanoni – REDCOM
Darrell Kopriva – REDCOM
David Byrum – SCFD
Jason Jenkins – SRPD
Tim Maybee – AP Triton
Brain Meader- SCFD-EMS
Darrin DeCarli – GFD
Marc Lagourgue – SRFD
Stephen Dalporto – 1401
Zach Brown – 1401
Sam Hoel – 1401
Melissa Estrella-Lee– ACTIC
Peter Goyhenetche - SLS
Chris Matties – SRFD
Greg Fontana – REDCOM
Andrew Guerrieri – REDCOM

Remote on TEAMS:

Unsure who attend. No one wrote their names on the list.

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 Mark Heine at 1305. Roll call was made since we have one Director working remotely, all present, Dr. Mark Luoto is remote.

We will be pulling item 5C at the advice and consultation with legal counsel.
Other than that, I will look for a motion from the Board to approve the agenda.

2. Approval of the Agenda Motion to approve agenda made by Dr. Luoto, Second Bryan Cleaver – Discussion – No further comments – Approved unanimously. Roll call was made since we have remote Board Member. Motion passed.

3. Approval of the May 15, 2024, REDCOM Board of Directors Meeting Minutes.

Motion to approve Minutes made by Scott Westrope, Second Bryan Cleaver – Discussion – No further comments – Approved unanimously. Roll call was made since we have remote Board Member. Motion passed.

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.

There was discussion from the public related to topics on the Board agenda.

Mark Heine - Closing public comment period.

5. New Business

a) Receipt of AMR West Notice of Termination of Contractor Agreement for Fire and EMS Dispatch Services effective October 8, 2024

On June 4, 2024, AMR notified REDCOM in writing that it is terminating its contractor Agreement with REDCOM without cause pursuant to section VII.A.4 of the Agreement. - Mark Heine -This action item is before the Board is simply to acknowledge receipt of the letter and acceptance of their notification. I need a motion to acknowledge receipt of AMR Termination letter.

Motion made by Bryan Cleaver, Second Scott Westrope – Discussion – No further comments – Approved unanimously. Roll call was made since we have remote Board Members. Motion passed.

b) Declaration of state of emergency

The Board will consider declaring a state of emergency related to the need to secure a new contractor for the provision of fire and ambulance dispatch services.

Mark Heine - Item B was put on here after some initial consultation with the Board's legal counsel. Not that item B opens up necessarily any different purchasing requirements, regulations or process the board may want to do, or not do. It just was put on here in alignment with what we did with the Control 2 and Control 4 issues. So, the board could acknowledge that we are under the time clock here to determine the pathway forward at least at any interim while we perhaps either also determine the long-range planning or do a long-range planning process as the second phase. I will look for a motion.

Motion made by Jason Boaz that we declare a State of emergency related to that we need to secure a new contract with the provision of Fire and Ambulance dispatching services, Second Scott Westrope – Discussion – No further comments – Approved unanimously. Roll call was made since we have remote Board Members. Motion passed.

c) Demand for AMR Performance Security of \$2 million

Pursuant to section VII.B of the contractor Agreement with AMR, the Board will consider requiring AMR to provide security for performance in the amount of \$2 million. – Mark Heine - We will be pulling item 5C at the advice and consultation with legal counsel.

B. Performance Security: CONTRACTOR agrees to provide security for performance of this Agreement in the amount of \$1,000,000, in a form acceptable to REDCOM. This amount will increase yearly by \$100,000 each year during the term of this Agreement until a full year of annual operating costs is reached, as long as costs for obtaining such performance security do not exceed \$10 per \$1,000 coverage in any year. This security is intended to allow REDCOM to continue to provide dispatch services in the event of CONTRACTOR bankruptcy, work stoppage, or major breach that remains uncured as described in Section IV.B, above, that result in REDCOM terminating the Agreement. As conditions precedent to REDCOM calling the performance security, REDCOM shall: (i) terminate the Agreement; and (ii) remove CONTRACTOR from services.

d) Establishment of Board Ad Hoc committee.

The Board President will consider forming a Board Ad Hoc committee to evaluate actions required and present recommendations to the full Board at special meetings for the transition of the REDCOM services contract in light of early termination of the contractor Agreement by AMR. Consideration will be given to the process to immediately secure a new contractor, to secure new outside legal counsel, and to identify a comprehensive strategic planning process.

Bryan Cleaver - The motion is that the Board form an Ad Hoc of three members who are charged with procurement of a contractor given the emergency declaration within 120 days. Given that you also received and accepted AMR's notice. But the Ad Hoc will return to this Board if it appears. Will not meet the 120-day deadline with an alternate solution, and at that point. The Board would Redirect potentially. A Renegotiation with AMR as its contingency plan should we fail to meet the 120 days.

Motion made by Bryan Cleaver, Second Dave Crowl – Discussion – No further comments – Approved unanimously. Roll call was made since we have remote Board Members. Motion passed.

Mark Heine - Should we now take a step to appoint those Members that will serve on the ad hoc? Who has a desire to serve on the ad hoc? We appoint Scott Westrope, Bryan Cleaver, and Mark Heine to the ad hoc for the purpose of previously stated. This is the ad hoc to work with. Whatever stakeholders are necessary to identify the potential for an immediate procurement process to select an emergency contractor.

Motion passes for the Ad Hoc Members AD Hoc 1.

Scott Westrope – I will make a motion that the second Ad Hoc is formed by the Board of Supervisors to explore a comprehensive strategic planning process in line with the working groups we discussed under item 6C. And also, to explore the purchasing policy guidelines and outside the proposal for the board.

Ad Hoc 2 Legal counsel and person policy Members will be Jason Boaz, Dave Crowl, Steve Akre.

Motion made by Scott Westrope Second Bryan Cleaver – Discussion – No further comments – Approved unanimously. Roll call was made since we have remote Board Members. Motion passed.

e) Scheduling special Board meetings to address transition of the REDCOM services contract.

The Board will consider a schedule of special Board meetings to address and implement the transition of the REDCOM services contract considering the early termination of the contractor Agreement by AMR. Mark Heine – Item E was to consider the board scheduling additional Special meetings given the original notice of AMR because of the compressed time frames. This on here for conversation amongst the board members. If you feel that there is a need for us to perhaps schedule a Special Board meeting every couple of weeks we can always cancel if there is not an actionable item for us. Right now, getting back on track with our regular schedule is not going to be conducive to this process. Perhaps we can let the Ad Hocs work. If they have actionable items to brief the Board on, we can Schedule a meeting then.

Scott Westrope - Maybe I would recommend setting the 1st Special meeting in a month and that gives the Ad Hoc some time to meet and get together. The next meeting is July 11th.

Mark Heine - We could just stick with that for now and if there is a need with the Ad Hocs we can get on a more rapid schedule.

Jason Boaz – That is kind of where I am at. I am thinking one month is good for now, but after that it should be at least every two weeks.

Mark Heine - If there is anything special, we can always put one together.

Mark Heine – Evonne can we move your item down a little bit? I would like to let APR Triton weigh in.

Evonne Stevens – Yes.

f) Executive director report on staffing recommendation

The REDCOM executive director will give a brief report on a reorganization staffing recommendation. Motion to approve Evonne to make changes to staff.

Motion made by Scott Westrope, Second Dave Crowl – Discussion – No further comments – Approved unanimously. Roll call was made since we have remote Board Members. Motion passed.

6. Old Business

a) Dispatch Services Review Report

The Board will receive a report from AP Triton focusing on the recommendations contained within the report and will consider related actions.

Kurt Hinke - I do not see any reason to go into more depth. The reports pretty extensive, but I would be happy to answer any questions that you all might have.

Mark Heine - No actionable item on this right now rather than an Ad hoc, which was previously built.

b) Define RFP Scope of Work

The Board will consider defining the scope of work for a Request for Proposal process to secure a new administrative contractor...strategic planning process – Mark Heine - May not be necessary at this point. It has been resolved through the formation of the Ad Hoc committees, does anyone agree with that?

Everyone agreed.

c) Formation of Working Groups

The Board will consider the formation of working groups to address specific topics related to the Joint Powers Agreement. Mark Heine - I would assume it is sort of in the same. We are waiting for Ad Hocs to report back, and if they see clear working groups, they want to establish, or they would like the board's help with the can certainly weigh in on that.

There was no action on that item.

7. Next Special meeting will be – July 11, 2024, at 1:00 pm, In person only.

8. Adjournment- Motion to adjourn. Motion to adjourn Made by Bryan Cleaver, second Dave Crowl – Discussion – No further comments – Approved unanimously. Roll call was made since we have remote Board Members. Motion passed at 1425.



REDCOM BOARD OF DIRECTORS

Minutes

July 2, 2024 @1pm

Special Meeting
Sheriff's Office Conference Room
2796 Ventura Ave
Santa Rosa, CA 95403

Director Dr. Luoto will have his location at
The Public Library 316 Estrella Ave, La Selva Beach CA, 95076

Public is Welcome at this location.

Since we have one Board Member remote for this meeting, attendance will comply with the traditional teleconferencing rules required by the Brown Act.

Present:

Steve Akre – Sonoma Vally – Chair
Mark Heine – Sonoma County Fire – Vice Chair
Jason Boaz – Healdsburg
Dr. Mark Luoto – County EMS Medical Director (Remote TEAMS)
Bryan Cleaver – CVEMSA
Dave Crowl – Coast Life Support
Daryel Dunston – City of Santa Rosa

Others Present:

Evonne Stevens – REDCOM Executive Director
Brenda Bacigalupi – REDCOM Administrative Assistant (Remote TEAMS)
Nick Barber – REDCOM
KT McNulty – SLS
Ethan Pawson – Legal Counsel
Matt Gloeckner – SRFD
Scott Westrope - SRFD
Matt Tognozzi – Local 1401

Paul Ricci – SRFD
Kellie Crumbliss – REDCOM
Jack Thomas – SRS
Anthony Westergaard – SRFD
Paul Lowenthal – SRFD
David Byrum – SCFD
Tim Maybee – AP Triton
Leeann Henry – REDCOM

Dustin Garcia – L3593
Jason Campbell – L3593
Sean Lacey - Sonoma Valley Fire
Jeff Schach – Petaluma
Mike McCallum – SRFD
Travers Collins – SRFD
Bob Stratton – REDCOM
Stephan Dalporto – 1401
Jessica Mullan – City of Santa Rosa
Kendell Lynn- REDCOM

Remote on TEAMS:

Will Buck – REDCOM
France Rossiter– REDCOM
Kurt Henke – Ap Triton – Principle
Casey Vanier - AFSCME
Greg Fontana – REDCOM
Jeff Veliquette – Rancho Adobe
Mayra Marquez – ATTIC
Melissa Estrella – Lee – ATTIC
Melissa Swank – AP Triton
Forest Neel- Grant – REDCOM
Ray Mulas – Schell-Vista
Ken Reese – REDCOM Communication Manager
Monica Vanoni – REDCOM

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 Arke at 1313

2. Approval of the Agenda

Motion to approve Agenda made by Jason Boaz, Second Dave Crawl – Discussion – No further comments – Approved unanimously. Roll call was made since we have remote Board Member. Motion passed.

3. REDCOM Board of Directors Meeting Minutes will be presented at the next regular meeting.

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.

There was discussion from the public related to topics on the Board agenda.

Steve Akre – Any other public comment. Hearing none. Closing Public comments.

5. New Business

a) Action Item: receive Ad Hoc committees report and recommendations.

The Board will receive a recommendation from each ad hoc committee based on ad hoc meetings held on June 26 and June 27, 2024, for the transition from the AMR contract for dispatch services. Board vote on approval or rejection of ad hoc recommendations. Board to provide direction and clarification of roles for both ad hoc committees going forward.

The recommendation from Ad Hoc 1 was for the Board to approve the direction of REDCOM becoming an independent employing agency and accomplishing that within the October 8th deadline.

Motion to approve made by Mark Heine, Second Steve Akre – Discussion – No further comments – Approved unanimously. Roll call was made since we have remote Board Member. Motion passed.

The Recommendation from Ad Hoc 2 was REDCOM itself as it moves into becoming its own entity, should contract out for Legal Services, Human Resources and Finance (Administrative support).

Motion to approve made by Jason Boaz, Second Dave Crowl – Discussion – No further comments – Approved unanimously. Roll call was made since we have remote Board Member. Motion passed.

b) Discussion Item: Consider amendment to scope of work of AP Triton Contract.

The Board shall review the existing scope of work under Professional Services Agreement with AP Triton and provide direction to consultant on updating the Phase II and Phase III scope of work, fees, and timeline.

Steve Akre- We are moving this discussion to our next meeting on July 11, 2024. All Board members were ok with this.

c) Action Item: Direction for Procurement for goods and services identified in Needs List for the continuity of operations of REDCOM.

The Board will review the needs List prepared by AP Triton and REDCOM Staff (cost sheets) for procurement of goods and services and provide directions as to the priority of identified items.

Moving to next meeting July 11, 2024, with more exact list of items to be purchased.

Motion to approve made by Mark Heine, Second Steve Akre – Discussion – No further comments – Approved unanimously. Roll call was made since we have remote Board Member. Motion passed.

d) Discussion Item: Consider procurement of professional services to facilitate transition from AMR.

The Board will discuss the potential procurement of new professional services agreements for legal, human resources, payroll, financial services, and transition coordinator roles. Staff will present options available to REDCOM to best support the transition. Board to provide direction to staff on priority of potential procurements of services to return for the Board's consideration at next regular meeting.

Steve Akre – We pretty much discussed this at length and have tasked this with our Ad Hoc 2. Is there any further discussion that we need to make?
Hearing none.

e) Action Item: Schedule special REDCOM Board meetings to address transition from the AMR services contract.

Steve Akre – Our next Board meeting is July 11, 2024, at 2:00pm.

Steve Akre- Full board meeting every other week with the week in between for the Ad Hocs to do their work with staff and allow staff to produce and do their work and come back with a full agenda.

If we would go every other week, it would be July 25, 2024, August 8, 2024, August 22, 2024, at 2pm.

Motion to approve to go every other week dates above made by Jason Boaz, Second Steve Akre – Discussion – No further comments – Approved unanimously. Roll call was made since we have remote Board Member.
Motion passed.

6. Old Business

Nothing

7. Next Special meeting will be – based on Item 5 e), at 2:00 pm.

Steve Akre - Next meeting July 11, 2024 @ 2pm at Sheriff's Office.

8. Adjournment- Motion to adjourn. Motion to adjourn made at 1447 by Steve Arke, Second Mark Heine No further comments – Approved unanimously. Roll call was made since we have remote Board Member. Motion passed.

REDCOM Ad Hoc Committee #1 (7/18/24)

	Purchase	Implementation
	Date:	Date:
Legal:		
Confirm what is AMR property and what is owned by REDCOM	1	August
Confirm if NDA are required establishment of identified 'confidential' material & classi	Legal	August
Budgeting & Finance services:		
Assistance from County; establish FY 24/25 effective 10-8-24	full board	August
Establish OT budget and authorization for transitional process	1/full board	August
Establish transition process budget and authorization	full board	August
Status of current FY budget	1/Ex. Director	August
Labor Negotiations & Retirements: SFSCME		
Employee HR policies, on boarding/off boarding (union component here)	1	August
Professional Services: contracts services;		
Transition Coordinator	1 immediate	August
Consultant services: line item#51226 Preliminary FY24/25 \$36,815	full board immediate	July
Policy Development:		
Transferring all AMR REDCOM operational memos into REDCOM policies	1	August
Complete Operational polices	1	September
IT Support:		
line item# 52143 Preliminary FY24/25 \$394,937	1	August
line item# 51244 Preliminary FY24/25 \$0		
Computers: Budget line item# 51141 Preliminary FY24/25 \$4,500	1	August
Desktop PC's for Dispatch floor and admin staff	1 Aug	September
\$16,000 for 12 PC's		
Laptops for Admin Staff & Remote Dispatching DELL/HP	1 Aug	September
\$16,000 for 12 PC laptops (7 remote & 5 Admin staff)		
Purchasing and Review:		
Establish a team of REDCOM personnel & Operations personnel	1	August
Data Storage & Transfer:		
Establish priorities, timelines and all associated requirements	1 In process	immediate
Operations:		
Assignment of personnel to assist REDCOM	Both	August
In process		
Establish committee and lead personnel for timelines, expectations: negotiations		
Authorization to download all necessary REDCOM information and data	1	immediate

Meeting with AMR to update them only on the transition process	1/Ex. Director?	July
Establish email domain; access expectations & authorization \$25,000 to expand on already established email domain to full O365 office suite 3yr contract	1	In process July
Establish new ISP (internet service provider) contract with 5 static IP \$6,600 yr or \$525 month	Comcast ir	1 In process July
Firewall and VPN security Palo Alto Networks \$11,000 5 year agreement, reductant firewall & high level security		1 In process July
Network Switch and Router DELL/HP \$11,00 5-8 year replacement cycle		1 In process July
DELL/HP Storage/VM High capacity Server-Stand alone server with all associated req		1 In process July
DELL/HP Storage/VM High capacity Server-Stand alone server with all associated req \$14,000 5-10 year cycle		1 In process July
Data Storage & Transfer:		
Establish priorities, timelines and all associated requirements		1 In process immediate
Employee Support:		
Townhall meeting; specific methods of communications	1	in process

**Purchases Implementation
Date: Date:**

REDCOM Ad Hoc Committee #2

Development of contract(s) for all determined administrative services
HR, Benefits and Payroll
Legal counsel

immediate August
immediate August
immediate October

REDCOM reorganization, JPA and Bylaws Amendment, board representation

September

Establishment of budgetary and administration committee

August

AMENDMENT #1
PROFESSIONAL SERVICES AGREEMENT
AP Triton, LLC

1 - This amendment (the "Amendment") is made by and between the **Redwood Empire Dispatch Communications Authority, a Joint Powers Authority entity ("CLIENT")**, and **AP Triton, LLC ("CONSULTANT")**, parties to the agreement dated **January 1, 2024** (the Agreement).

2 – The Agreement is amended as follows:

Attachment 1 – Scope of Services

Scope of Services is amended to read:

CONSULTANT shall provide consulting services to CLIENT and support CLIENT during the 120-day transition and implementation phase. This includes, but is not limited to:

Short-Term Implementation

- Consulting Services:
 - Provide ongoing consulting to the REDCOM JPA Board.
 - Facilitate Ad Hoc meetings to ensure alignment and progress.
 - Update policies and procedures to align with best practices and compliance standards.
- Logistics and Materials:
 - Oversee logistics and procurement to establish the communications center.
 - Ensure all necessary materials and infrastructure are in place.
- Management and Labor Negotiations Advice:
 - Offer strategic advice on management practices and labor negotiations.
 - Assist in negotiating terms with unions and other labor groups.
 - Provide consultation regarding CALPERs, County Act 37, and retirement plans.
- Stakeholder Meetings:
 - Run meetings with represented and unrepresented personnel.

Long-Term Implementation

- HR and Finance Recruitment:
 - Support recruitment processes for HR and finance roles.
 - Ensure the recruitment of key personnel for smooth operations.
- Legal Recruitment:
 - Assist in recruiting legal counsel for ongoing and future needs.

- Employee Classifications and Benefits:
 - Provide guidance on employee classifications and benefits.
 - Address retirement plans and benefits integration.

Other issues as mutually agreed upon by REDCOM and AP Triton.

Attachment 2 – Payment Terms

Payment Terms is amended to read:

CLIENT agrees to pay CONSULTANT an amount not to exceed ninety-five thousand seven hundred and one dollars (\$95,701) for services performed pursuant to the Scope of Services (Attachment 1).

Consulting services provided during the 120-day transition and implementation phase will be billed at the rate of \$300 per hour. CLIENT agrees to reimburse CLIENT for all reasonable travel expenses incurred in connection with attendance at required in-person meetings. Such expenses will be billed at actual cost, including but not limited to transportation, lodging, meals, and any other incidental costs directly related to the travel.

Any alteration, deviation, or additions from the described work that involves additional costs will only be performed by CONSULTANT after written request by the CLIENT. The parties must agree in writing upon any additional charges.

Bills shall identify the services completed and the amount charged and shall be in a minimum of one-quarter time increments.

Contact information for billing purposes is as follows:

CLIENT: REDCOM JPA
Attn: Stephen Akre, REDCOM Board Chair
630 Second St West
Sonoma, CA 95476

Phone: 707.996.2102
Email: stevea@sonomavalleyfire.org

3 - Except as set forth in the Amendment, the Agreement is unaffected and shall continue in full force and effect in accordance with its terms. If there is conflict between this amendment and the Agreement or any earlier amendment, the terms of this amendment will prevail.

SIGNATORIES

By signing this amendment, signatories warrant and represent that they have executed this Amendment in their authorized capacity.

IN WITNESS WHEREOF, the Parties hereto have executed this Amendment as of the day and year written.

**CLIENT
REDCOM JPA**

**CONSULTANT
AP Triton, LLC**

By: _____
Signature

By: _____
Signature

Name: Stephen Akre
Title: REDCOM Board Chair
Date: _____

Name: Kurt Henke
Title: Principal / Managing Partner
Date: _____