



**REDCOM BOARD OF DIRECTORS**

**Special Meeting**

**Minutes**

**August 22, 2024 @ 2pm**

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

**Join by Teams Meeting 1-323-886-6897 Conference 540 709 834#**

**Director Dr. Luoto will participate remotely under the traditional teleconferencing rules under the Brown Act. Dr. Luoto's publicly accessible teleconference location is:**

**The Public Library  
316 Estrella Ave, La Selva Beach CA, 95076**

**Present:**

**Steve Akre - Sonoma Valley – Chair  
Mark Heine - Sonoma County Fire District - Vice Chair  
Bryan Cleaver - CVEMSA – Secretary  
Dave Crawl – Costal Life Support  
Jason Boaz - Healdsburg  
Daryel Dunston - City of Santa Rosa**

**Absent:**

**Dr. Mark Luoto - County EMS Medical Director**

**Others Present:**

**Evonne Stevens - REDCOM Executive Director  
Corin Burns - REDCOM Administrative Assistant  
Jeff Schach - Petaluma Fire Department  
KT McNulty - AMR  
Nick Barber - REDCOM  
Ken Reese - REDCOM  
Kera Lynn - REDCOM  
Casey Vanier - AFSCME  
Peter Goyhenetche - AMR  
Matt Gloeckner - SRFD**

Debora Muchmore - Muchmore Than Consulting  
Ethan Pawson - County Counsel  
Tim Maybe - AP Triton  
Dave Bynum - SCFD  
Dan Reese - Bells Ambulance  
Jack Thomas - SRFD

Remote:

Brenda Bacigalupi - REDCOM Administrative Assistant  
Brian Crabb - REDCOM  
Holly Fischer - REDCOM  
Greg Fontana - REDCOM  
Meagan Horeczko - REDCOM  
Kellie Crumbliss- REDCOM  
Frances Rossiter- REDCOM  
Michelle Freese - REDCOM  
Monica Vanoni - REDCOM  
Pam Bell - Bells Ambulance  
Darrell Kopriva - REDCOM  
William Buck - REDCOM  
Doug Williams – Retired

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 2:03pm
2. Approval of the Agenda Motion to approve Agenda made by Mark Heine, Second Daryel Dunston – Discussion - No further comments - Approved unanimously.
3. Approval of the REDCOM Board of Directors Meeting Minutes will be back on our regular schedule meetings.
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. Executive Director Operations Report

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

Evonne Stevens – Gave update on Dispatch Center and REDCOM recently deployed several strike teams on current fires in CA. REDCOM is still working on staffing the 2 open full time dispatch positions and 1 part time. We will be holding interviews late next week and continue to send out critical tests to potential applicants. Huge thank you to agencies that donated equipment to REDCOM: SRFD - 5 Toughbook laptops, 10 portable radios, Sonoma Valley Fire - 5 Toughbook laptops, Sonoma County Fire - 8 Toughbook laptops & AED, CENSA for the AED but returning since it is an incomplete pack.

Ken Reese – Updated us on Technology. Everything is on schedule just waiting to make the switch for a smooth transition.

Steve Akre – Thank you to everyone for getting us to this point. It sounds like allot of great teamwork and collaboration to get us here. It feels really good to hear where we are at.

## 6. Discussion Item: Ad Hoc Committee Updates – Ad hoc committees 1 and 2 to report out on ad hoc meetings, discuss next steps, and provide recommendations for Board consideration.

Mark Heine - Ad Hoc 1 – Our area is focused on 3 primary areas. 1- Transition planning for our personnel 2. Transition planning for Tech side and making sure there are good plans in place there 3. Starting to dig deep into Contingency planning on all those aspects. We spent some time talking about where we are on the HR side of things. The work that our consultant is doing is outstanding. We are feeling very strong about our ability to adequately transition the work force with the given time frames. There would be continuity of service with regards to personal and good continuity with service planning in place with the Tech side and the contingency planning was well underway as well to ensure that there is valuable back up plan. That is a global overview.

Dave Crowl - Ad Hoc 2 - We were looking at benefits both retirement and medical for employees. We made a recommendation that the Board should go with Empower Contract for the retirement system the 401K. It is the same platform that we are using now and the same benefit structure that they are using now. Keeping in mind that we are trying to keep the benefits at least as much as they are now if not higher than what they are receiving now. Then we went into medical and there was one contract to look at and that was CIRA it was very good. One outstanding is they did not have a Kaiser contract and most of our employees are using kaiser at this time. We need direction that the group should go option that contract and see how much that would cost and get back to us with a deadline of tomorrow to get us some kind of contract. There is another group that we are looking at did not catch that name we will have that proposal by tomorrow end of business day. That is what we are looking at. Tim if I missed something please.

Tim Maybe – The only other item discussed was we are going to bring back these two on Monday and potentially a special Board meeting the 29<sup>th</sup> is what we are looking at. So, we can get those things in motion. Workman’s comp closes tomorrow, and we extended the benefits for tomorrow. We will have that for you at noon on Monday when Ad Hoc 2 meets.

Steve Akre - Thank you for the report out date. I appreciate and endorse moving up the contracts that would have been September 5<sup>th</sup> if we can do that. Just like we talked about are efficiency as much as we can.

7. Discussion Item: AP Triton to provide status updates on JPA transition process.

Tim Maybee – I would like to introduce Deborah Muchmore from Muchmore Than Consulting. Some of the Board had an opportunity to see a couple of her presentations. She has a little bit more information on her upcoming presentation that will explain a lot more. I will leave that to her.

8. Discussion Item: AP Triton to provide update on Contingency plan.

Tim Maybe – Directed by the Board to have a conversation with AMR about getting information from them for the transfer of employee information to make this a smooth transition. Explained to them where we were at on the IAP that I was asked to kind of formalize that and get it going. We are trying to get some standard process in place so you can get your eyes on the material as soon as possible.

Steve Akre – Thank you Tim and Staff. I think we all appreciate just how much work is in involved. With all those different layers and elements that you are tackling thank you very much for that. Please pass on our appreciation to AMR.

9. Discussion Item: Presentation by Deborah Muchmore (MTC) regarding Employment and On-Boarding process, Employment Classifications, and Employer Relations Policy. Board discussion and deliberation, and question and answer.

Deborah Muchmore – We had a presentation slide show to help reassure all the proper steps are being taken for the transition.

10. Action Item: Consideration of Resolution for Board Approval Establishing REDCOM Employee Classifications for FY 2024-25.

Daryel Dunston moved to approve Resolution 2024 – 03; Jason Boaz seconded the motion – Discussion - No further comments - Roll call was made since it was a resolution all in favor unanimous. Motion passed.

11. Action Item: Consideration of Resolution for Board Approval Adopting the REDCOM Employer-Employee Relations Policy.

Mark Heine moved to approve Resolution 2024 -04; Dave Crowl seconded the motion – Discussion - No further comments - Roll call was made since it was a resolution all in favor unanimous. Motion passed.

12. Action Item: Presentation and Award of Employee Benefits Administration RFQ 24-01, Ad Hoc 2 Recommendation.

- i) Award Contract for provision of Employee Benefits Administration
- ii) Approve Resolution Delegating Executive Director the authority to negotiate and execute fiduciary and Broker of Record agreements with employee benefits administration provider.

This item is being moved to the September 5<sup>th</sup> meeting.

13. Next Special meeting will be – September 5, 2024, at 2:00 pm

14. Adjournment- Motion to adjourn Motion was made by Steve Akre. I would like to make the motion to adjourn in memory and in honor of Captain Kyle Heard for his years of service to Rancho Adobe Fire District and the citizens of Sonoma County, seconded made by Daryel Dunston - all in favor - Approved unanimous @ 3:18pm