



**Dispatch Operations Advisory Group
Regular Meeting
Agenda**

January 15, 2026 – 1:00 pm

**Sheriffs Office
2796 Ventura Ave
Santa Rosa, CA**

Present:

Spencer Andreis- Chair- Sonoma Valley Fire
Matt Windrem- SCFD
Chad Costa- Petaluma Fire
Mike Mccallum- SRFD
Scott Melendy- CalFire

Others Present:

Evonne Stevens- REDCOM
Corin Burns- REDCOM
Ken Reese- REDCOM
Nick Barber- REDCOM

I. Call to Order @1:06pm

II. Approval of the Agenda

Motion to approve Agenda made by Matt Windrem, Second Mike Mccallum - No further comments. Approved unanimously

III. Approval of the DOAG Minutes

a) Minutes for November 20, 2025, – Discussion and action to approve – Spencer Andreis

Motion to approve meeting minutes made by Mike McCallum, Second Scott Melendy - No further comments. Approved unanimously

IV. **Public Comment Period**

In this time period, anyone may address the DOAG regarding any subject over which the DOAG has jurisdiction, but which is not on today's agenda. Individuals will be limited to a three-minute presentation. Members of the public will be given the opportunity to address the DOAG regarding items on the agenda at the time that the agenda item is taken up by the DOAG.

None

IV. **New Business**

a.) EFD Structure Fire Responses

The group reviewed event types linked to the Structure Fire protocol in EFD and found many do not match current SOPs/SOGs. Minor issues like small appliance smoke or light odor are being incorrectly classified as structure fires, causing unnecessary full responses. A recent ProQA update now allows bypassing the ECHO fast-track, enabling dispatchers to continue questioning and assign more accurate event types (electrical investigation, smoke investigation, odor investigation, etc.). A policy will be written explaining when to bypass ECHO. Suffix mappings in CAD need to be corrected so certain ProQA determinants automatically translate to appropriate investigation types instead of structure fires. Many suffixes (E, F, K, L, O) will be updated. Some discrepancies—such as odor of smoke translating to odor investigation instead of smoke investigation—will be corrected. Building type and risk classification are determined through caller questions, supplemented by pre-identified ESE locations like senior high-rises. Agencies can adjust their own response levels, and crews retain the ability to upgrade on arrival. Overall consensus: the changes are appropriate, reduce unnecessary structure fire responses, and align with policy. Final review of high-life-hazard response settings will occur before implementation.

Motion to amend the EFD structure for our responses was made by Chad Costa Second Matt Windrem

b.) SOG 3 Revisions

Kenny sent updated document in mid-December

Changes included:

- a. Items highlighted in green were existing event types not previously listed
- b. Alphabetized organization
- c. No new event types created

Alert 4 was reworded definition at staff request to clarify usage, Medical, hazardous conditions, and structure fires at airport are categorized by their true nature, it cannot be removed due to Sheriff's Department CAD integration. Med Stab/Med Shoot Event Types were created previously but definitions never specified. Used when combined events are not created by Sheriff's Department. Enables automated text notifications to Battalion Chief groups. Triggers when stabbing or shooting calls occur. Pediatric Code Request for Change. EMD does not currently have a suffix for pediatric codes. Identified as a desired feature for automated notifications. Staff member requested authorization to submit a proposal for change. **Motion to allow agency to submit request for change for pediatric code made by Chad Costa, Second by Scott Melendy. Approved**

c.) Cloverdale Update

Cloverdale has been operational since the first of the month. We had a higher call volume than expected initially due to storms. Control Channel 4 added as backup, radio coverage reported as "booming" - excellent quality. Chief Jenkins confirmed satisfaction via email and at the chief meeting.

VI. Old Business

a.) Tiered Response Update – James Salvante
None

b.) Auto-helo Update

Updated polygon file expected next week. There is clarification: Policy states HILO is activated when the transport ambulance is outside a 30-minute timeframe to the hospital. Previous 20-minute/30-minute dual-layer found to originate from a 2006 email suggestion. The new single polygon will account for current hospital locations (excluding Palm Drive and relocated facilities)
Will overlay against ESE map to realign boundaries for response plans

c.) Burn line solution Update

Received support at recent meeting
Spencer wrote support email
Being added to Jeff Schock's consideration for measuring funds
Will go before Fire Chiefs

VII. Work Group Reports/ Sub Committees

Work Groups developing dispatch implementation recommendations will present reports to the DOAG. The DOAG may take action on information contained in the reports.

- Dispatch Steering Committee (EMD or EFD topics) – Evonne Stevens

Working with analyst providing quality reports

EMD: 87% high compliance or above; 3% non-compliant

EFD: 93% high compliance or above; 2% non-compliant

VIII. Announcement Items from the Membership

Conduct a roundtable of members

None

Next Meeting March 19, 2026, at 1300

Adjournment: Motion to adjourn made by Chad Costa, Second by Matt Windrem at 2:12pm