



REDCOM

Redwood Empire Dispatch Communications Authority

Minutes of Board of Directors Meeting

April 9, 2009

Santa Rosa Training Tower

2126 West College Ave.

Santa Rosa, CA

Present: Chris Thomas, Deputy County Administrator, County of Sonoma
Dan Northern, Chief, Forestville Fire Protection District
Dr. Mary Maddux-Gonzalez, Health Officer, Sonoma County Public Health
Bruce Varner, Chief, Santa Rosa Fire Department
Bryan Cleaver, Regional EMS Administrator, Coastal Valleys EMS Agency
John Zanzi, Chief, Sebastopol Fire Department
Scott Foster, District Administrator, Coast Life Support

- 1) Called to order by Chairman Dr. Maddux-Gonzalez at 2:10 p.m.
- 2) Approval of Agenda – Approved
- 3) Consent Calendar Items
 - a) Approval of the March 12, 2009 Minutes – Approved
- 4) Public Comment: None
- 5) Schedule and Action Items
 - a) EMS Cost Analysis
 - John Lantz gave a report from the negotiating committee regarding the progress on the REDCOM RFP. REDCOM put out an RFP to manage the dispatch services. AMR and Paramedics Plus were the two proposals submitted. Paramedics Plus had a disqualifier in their proposal, that if they were not selected as the ground transport supplier, they would redraw their proposal. AMR was selected and Paramedic Plus withdrew. After the last Board meeting, the REDCOM RFP negotiating committee met with AMR to discuss the cost to manage the center. Their original proposal came in \$2,806,000 and we asked them if they could revise their proposal. They came back with \$2,781,000 to manage the center. We then asked them, if we ran a flat budget and kept it at \$2,564,000, what could we get for that service, and to give us a review of any service reductions that may occur. Dick Luttrell reported that it looks like through a combination of managing more closely to our actuals, by a reduction in overtime expense and other misc. items, we can meet the \$216,000 difference without a service reduction for the 09/10 budget.

- A letter went out to all member agencies from Chairman Mary Maddux-Gonzalez with 5 options for a preliminary 09/10 budget. The 5 options have now been run again using the \$2,564,000 amount and 2 more options have been added, 6 & 7.
 - A motion was adopted to go with the methodology of option 7 for the basis of the 09/10 budget.
- b) REDCOM Staff Support Position
- A committee, consisting of Dan Northern and John Zanzi, will put together a job description for the staff support position, look at identifying REDCOM's staff needs of this position, and the cost of what we are paying today for this position and bring back to the May Board meeting.
- c) Contract Negotiating Panel Report
- Discussed above in 5 (a).
- d) Review and Approval FY 2009-2010 Budget
- Five options for the proposed 09/10 budget were sent out to all the member agencies. Replies were received from Bells Ambulance, Gold Ridge FPD, Bennett Valley Fire, Russian River Fire, Bodega Bay Fire, and Sonoma Valley Fire & Rescue Authority. Since the letter was sent out, 2 more options have been added and all options have been updated with the new amount of \$2,564,000. All 7 options were discussed at the Board meeting and a motion was made to adopt the "preliminary" budget that is characterized on top of all of the options. The actual line items for these expenditures, the member contributions, being identified as those in option 7, which covers the revenue side, and that we use fund balance for up to \$108,478 with the understanding there will likely be an addition of fund balance beyond what is estimated here, because there will be some lack of use of all of the expenses of the current year. Most notably, the dispatch contract, but some of the other items as well. With respect to adjusting the budget, to the extent that we adjust the budget and reduce costs associated with the admin services, then that would result in less use of fund balance.
- 6) Staff and Committee Report
- a) Staff Report
- Nothing to report.
- b) Directors Report
- Nothing to report.
- c) DOAG Report
- Chief Pigoni, Geyserville Fire Department, will host the May 26th night DOAG meeting and will again be providing one of their delicious meals.
 - The DOAG took a look at the call count process, but did not take any action. The DOAG asked Ken Reese and Kent Coxon to come back to the DOAG with some more data, so that they could make an informed decision and come back to Board with the findings.
- d) Grant Committee
- Nothing to report.
- 7) Follow-Up & Informational Items
- a) 5/10 Year Plan Update (if any)
- Dean Anderson, Philip Garcia, Mark Aston, Andy Pforsich and Steve Busher volunteered to serve on a committee for the 5/10 year plan update process.
- b) Microwave Link

- It was reported that the microwave link between St. Helen and Mt. Sonoma has been completed.

c) OES Com Van Update

- There is a request for deployment of the van for the wild land drill. Dick Luttrell stated that it is unlikely that REDCOM will be able to provide a driver.

8) Informational Items

- Nothing to report.

9) Adjourned at 4:10 p.m.

Next Regular Meeting: Thursday, May 14, 2009, 2 p.m. at Santa Rosa Training Tower, 2126 West College Ave., Santa Rosa, CA