



## **REDCOM**

### ***Redwood Empire Dispatch Communications Authority***

Minutes of Board of Directors Meeting  
September 10, 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  
Bill Shubin, Fire Captain (Alternate for Bruce Varner)  
John Zanzi, Chief, Sebastopol Fire Department  
Bryan Cleaver, Regional EMS Administrator, Coastal Valleys MS Agency  
Dr. Mark Netherda, Deputy Health Officer (Alternate for Dr. Mary Maddux-Gonzalez)

Absent: Scott Foster, District Administrator, Coast Life Support

- 1) Called to order by Chair Chris Thomas at 2 p.m.
- 2) Approval of Agenda – Approved
- 3) Consent Calendar Items
  - a) Approval of the August 13, 2009 Minutes – Approved
- 4) Public Comment: None
- 5) Schedule and Action Items
  - a) October Night Board Meeting
    - The Board meeting in October was scheduled to be a night meeting. The Board agreed that the night meeting should be postponed until a later date when there would be more important topics to discuss. The October Board meeting will be held at the regular time of 2 p.m.
  - b) Revised Payment Plan
    - At the August meeting, it was discussed that it would be better to reconcile money paid to AMR on a quarterly basis, so that we do not come up with an overpayment at the end of the year. A motion was approved to go to a quarterly reconciliation, as opposed to an annual reconciliation, and in the event that that requires a change to the contract and a side letter, the Board authorizes Chris Thomas to sign such a side letter.

6) Staff and Committee Report

a) Staff Report

- Bill Braga, Staff Analyst, handed out to the Board an outline of the topics that he will be working on.
- Bill Braga and Dick Luttrell met with the county architect and have picked a tentative date of November 16<sup>th</sup> to start phase 1 of the expansion project.
- REDCOM is talking with the Sheriffs department to see if we can store the new dispatcher furniture that is now being stored at Santa Rosa Fire, in the excess space next to the expansion shell.
- Bill reported that he will be getting together with the committee that was appointed at the April Board meeting, to start looking at the cost allocation mythology for the next contract.

b) Directors Report

- We have some surplus furniture stored at REDCOM and when the construction project is fully complete, there will be some dispatch furniture that will need to be disposed of. At a future Board meeting, a policy will be put in place to cover this.
- Dick went over the 9-1-1 call volume reports, which represent the total calls from January 1<sup>st</sup> through July 31<sup>st</sup>. There were 12,292 calls and the State requires that these 9-1-1 calls be answered 90% within 10 seconds and REDCOM answered 90% within 6 seconds.

c) DOAG Report

- The next DOAG meeting will be held on Tuesday, September 22, 2009.

d) Grant Committee

- There are no pending grants out there.

7) Follow-Up & Informational Items

a) Expansion Plan Update

- Covered in staff report above.

b) 5/10 Year Plan Update (if any)

- Chris Thomas was unable to attend the chiefs meeting this month, but will try to attend a future meeting to see if we can get some support to help with a long term vision and 5/10 year plan process.

c) Microwave Link – Cal Fire Status

- Ken Reese reported that the alt answer has been tested and it works. We have tested talking to units on REDCOM and Control 2, and were able to do so, but more testing is needed in that area. There also needs to be work done on testing the ability to tone out units on REDCOM from Cal Fire ECC and to find a way to update their moducomm with our current page screens.

d) OES Com Van Update

- The van has been deployed on two different occasions to fires. If the van is back in time, we would like to use the van as a command post at Finely Center for the bike races on October 3<sup>rd</sup>. We would have REDCOM dispatchers in the van and if there is a need during the race, they can create and dispatch calls from the van.

8) Informational Items

- Nothing to report.

9) Adjourned at 2:45 p.m.

Next Regular Meeting: Thursday, October 8, 2009, 2 p.m. at Santa Rosa Training Tower,  
2126 West College Ave., Santa Rosa, CA