



## Dispatch Operations Advisory Group Regular Meeting

May 26, 2009 – 7:00 PM  
Geyserville Fire Department  
20975 Geyserville Ave.  
Geyserville, CA

Present: Mark Basque – Santa Rosa Fire Department  
Mark Aston – Sonoma County Dept of Emergency Services  
Mark Freeman – Sonoma Valley  
Wayne Bell – Bells Ambulance  
Kent Coxon – Sonoma County EMS  
Paul Pigoni – Geyserville FD  
John Lantz – Rincon Valley FPD  
Karen Shubin – CAL Fire

Absent: Randy Collins – Healdsburg Fire

- 1) Call to Order – **John Lantz at 7:15 pm**
- 2) Public Comment Period –
  - Thank you Geyserville Fire Department for hosting the night DOAG meeting and preparing another one of your **great** meals.
- 3) Approval of Minutes – **Approved**
- 4) Directors Report
  - The REDCOM employees scheduled to take the Ross training have now completed the training. The REDCOM Board asked that a cost analysis be made and presented at the next Board meeting so that we know what the total cost is to send an employee for training.
  - The new REDCOM RFP is now being reviewed on both sides by attorneys. AMR legal has told us that they should have something back to us by the end of the week. If the contract is not in-place by 6-30-09, AMR will sign a letter of agreement between REDCOM and AMR until the RFP contract is in place.
- 5) Work Group Reports
  - Radio
    - The radio group met on May 4<sup>th</sup>. The minutes are attached.
    - In dealing with aircraft, their PL tones, if they ask for a frequency and we give them a frequency and it is tone protected, you need to give them the tone numerically.

- Monte Rio is going to put the recording re-broadcaster into service for the Jenner area.

#### SOP

- The SOP group met on May 5<sup>th</sup> and the first item was an update on the multiple and major incident management plan. It was discussed where we were creating the triggers to use which would implement the plan. Dick Luttrell will address this item at a later date.
- Ken Reese presented to the DOAG an updated draft copy of SOP 13, which deals with cancellations and upgrades and also an updated SOP 8, which the dispatchers have had an input in making it run smoother. A motion was made to approve the updates to SOP 13 and SOP 8.

#### Training

- REDCOM is working on a drill which will be the first opportunity to test REDCOM moving into an alternate mode of operation when confronted with a problem with the system, call overload, or etc. This drill will get our dispatchers accustomed to doing something different and also, to begin to teach responders to keep their ears open when we go to condition orange or alpha, or whatever it ends up being called.

#### CAD

- CAD committee met last month and the next meeting is June 16th.
- The CAD has gone through an upgrade.
- The maps have been distributed and the dispatchers are using the new map numbers for areas outside of Santa Rosa and the areas in Santa Rosa will be available in 2 weeks. The funding for these maps has been through a grant process and we will try and continue to get funding in the future for mapping type work.
- REDCOM has been approved to be a recipient of Federal Grants.

#### Back-up

- The backup committee met on May 7<sup>th</sup>.
- All the physical connections have been made, through the Cal Fire system, to connect the ECC to the backup system. The REDCOM channel has not been fully activated as of yet. Dick Luttrell has been working with AT&T to finalize the alt answer switch.

#### Contract Compliance

- We will meet the first or second week of July, for the next quarter compliance.

#### Grants

- Nothing to report.

#### 6) Update from REDCOM Board

- Both agreements are now being reviewed by both AMR and REDCOM attorneys.

#### 7) Old Business

##### a) OES-5262 Follow-up

- Nothing to report.

##### b) Study Call Count Process

- Will be brought back to the next DOAG meeting.

#### 8) New Business

##### a) REDCOM Duty Chief Training

- John Lantz will work with Dick and Kenny to get a date set for REDCOM Duty Chiefs training.

9) Announcement Items from the Membership

- Karin Shubin introduced Mike Wink, Battalion Chief, Cal Fire who will be taking her place on the DOAG committee.

10) Adjournment at 8:45 PM