



BOARD OF DIRECTORS REGULAR MEETING AGENDA

May 26, 2016
Thursday
1:30 p.m.

SCR911 Conference Room
495 Upper Park Road
Santa Cruz, CA

- 1.0 ROLL CALL
- 2.0 CONSIDERATION OF LATE ADDITIONS OR CORRECTIONS TO THE AGENDA
- 3.0 ORAL COMMUNICATIONS

Any person may address the Board during its Oral Communications period. Presentations must not exceed three (3) minutes in length, and individuals may speak only once during Oral Communications. All Oral Communications must be directed to an item not listed on today's Consent or Regular Agenda, and must be within the jurisdiction of the Board. Board members will not take action or respond immediately to any Oral Communications presented, but may choose to follow up at a later time, either individually, or on a subsequent Board of Director's Agenda.

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- 4.0 CONSENT AGENDA
 - 1-5 4.1 Approve Action Summary Minutes of March 25, 2016 Regular Meeting.
 - 6-9 4.2 Accept and File Claims Report for March 1 through April 30, 2016.
 - 10 4.3 Accept and File Reimbursement Claims from the General Manager for period ending April 30, 2016
 - 11-12 4.4 Accept and File a Listing of Current SCR9-1-1 Dispatchers.
 - 13-19 4.5 Approve revisions to policies 1160 – *Salary Schedules* Removing the General Manager Position from this Policy.
 - 20-24 4.6 Approve an Employment Agreement between the Authority and the General Manager as recommended and tentatively approved by the Board Chairperson and the General Manager.
 - 25-61 4.7 Approve an agreement between the Authority and American Medical Response – West (AMR) to renew communications services for a period of three (3) years and authorize the Board Chairperson to execute the agreement.
 - 62-68 4.8 Authorize the General Manager to Execute a Purchase Agreement with Dell Computer Corporation in the amount of \$24,097.88 to supply 15 Dell T3620 Precision Workstations with 19 inch monitors and a three year warranty.



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- 69-70 4.9 Authorize the General Manager to Execute a Purchase Agreement with Computer Discount Warehouse (CDW-G) in the amount of \$24,699.56 to supply a two factor authentication solution manufactured by 2FA for the SCMRS agencies.
- 71-81 4.10 Authorize the General Manager to Execute a Contract with Higher Ground, Inc. in the amount of \$50,000 for the purchase of a recording system for phone calls and radio traffic.
- 5.0 REGULAR AGENDA
- 82-83 (Budget under separate cover) 5.1 Adopt Operating, Capital, Debt Service, and SCMRS Operating Budgets for Fiscal Year 2016/17.
- 6.0 REPORT FROM GENERAL MANAGER
- 7.0 REPORT OF CONTROLLER FOR AUTHORITY
- Audit under separate cover 7.1 Accept and file Report of Audit for Fiscal year Ending June 30, 2015 as Prepared by the Independent Auditor and Presented by the Controller for the Authority.
- 84-89 7.2 Accept and File Revenue and Expense Reports from the Controller as of April 30, 2016 as printed in the meeting packet.
- 8.0 REPORT BY USERS COMMITTEE
- 9.0 CORRESPONDENCE
- 90 9.1 PARS OPEB Trust Statement
- 10.0 ADJOURN

Information regarding agenda items: Copies of the staff reports or other written documentation relating to each item of business referred to on the agenda are on file in the business office of Santa Cruz Regional 9-1-1 and are available for public information. Any person who has a question concerning any of the agenda items may call the Clerk for the Board at 831-471-1000 Monday through Friday, 9:00 a.m. to 4:00 p.m.

In compliance with the Americans with Disability Act, if you need special assistance to participate in this meeting, please contact the Clerk for the Board at 831-471-1000. Notification 48 hours prior to the meeting will enable SCR9-1-1 to make reasonable arrangements to ensure accessibility to this meeting.



BOARD OF DIRECTORS SPECIAL MEETING
March 17, 2016
Action Summary Minutes

VOTING KEY: G = Goldstein, M = McDougall, MO = Montoya, B = Bernal

First initial indicates “maker” of motion, second initial indicates the “second”, uppercase letter = “yes” vote by director, lowercase letter = “no” vote by director, () = abstain, / / = absent.

1.0 ROLL CALL

The meeting was called to order at 4:00 p.m. by Chair Jamie Goldstein.

DIRECTORS PRESENT:

Jamie Goldstein, representing the City of Capitola
Martín Bernal, representing the City of Santa Cruz
Charles Montoya, representing the City of Watsonville

ALTERNATES PRESENT:

Mike McDougall, representing the County of Santa Cruz

ALSO PRESENT:

SCR911: General Manager Dennis Kidd; Systems Manager Amethyst Uchida; Operations Division Manager Stephanie Zube; Operations Supervisors Anita Miller and Melody MacDonald; and Beth Wann (Clerk)

OTHERS: Attorney for the Authority Dana McRae and Santa Cruz City Fire Chief Jim Frawley

2.0 CONSIDERATION OF LATE ADDITIONS OR CORRECTIONS TO THE AGENDA

Kidd asked Item 4.12 *Authorize the General Manager to Execute a Purchase Agreement with Dell Computer Corporation in the amount of \$24,099.56 to supply 15 Dell T3620 Precision Workstations with 19 inch monitors and a three year warrantee* be pulled from the Consent Agenda. He noted the Systems Division is working on getting a better quote.

3.0 ORAL COMMUNICATIONS

None.



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4.0 CONSENT AGENDA

- 4.1 **APPROVED** Action Summary Minutes of the February 25, 2016 Regular Meeting.
- 4.2 **ACCEPTED AND FILED** Claims Report for February 1, 2016 through February 29, 2016.
- 4.3 **ACCEPTED AND FILED** a Listing of Current SCR9-1-1 Dispatchers.
- 4.4 **ACCEPTED AND FILED** New Cost Sharing Percentages for Fiscal Years 2016/17 through 2018/19 as derived from the application of Policy No. 332.
- 4.5 **APPROVED** a Model Agreement Between the Authority and Fire Protection Districts to Renew Communications Services for a Period of Three Years and Authorize the Board Chairperson to Execute Each Agreement.
- 4.6 **APPROVED** a Three Year Agreement Between the Authority and the Santa Cruz County Animal Services Authority (ASA) for After-Hours Dispatch Services as Recommended by the General Manager and Authorize the Board Chairperson to Execute the Agreement.
- 4.7 **APPROVED** the Proposed Board of Directors Meeting Schedule for FY 2016/17 and Officer Rotation.
- 4.8 (Item taken separately)
APPROVED a Three-Year Lease Agreement Between the Authority and the City of Santa Cruz for Use of the Emergency Operations Center (EOC) for the Annual Sum of \$17,981.04 as Recommended by the General Manager.
- 4.9 **APPROVED** Agreements with the City of Hollister and County of San Benito to Continue to Provide Dispatch Services through June 2021.
- 4.10 **APPROVED** Amendment to the General Manager's Employment Agreement.
- 4.11 **APPROVED** Revisions to Policy 1370 *Employee Recognition* as Recommended by the General Manager.
- 4.12 *This item pulled from agenda.*
- 4.13 **AUTHORIZED** the General Manager to Execute a Purchase Agreement with QPCS in the amount of \$32,780.58 to Supply 32 Cradlepoint IBR-1100 Mobile Routers with Power Cables and Antennas as well as Three Years of Warrantee and Cloud Management for the SCMRS Agencies.

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Director Montoya made a motion to remove Item 4.8 for discussion and approve the Consent Agenda Items with the exception of Item 4.12. The motion was seconded by Director Bernal.

Vote: MO, B, M, G

- 4.8 (Item taken separately)
APPROVED a Three-Year Lease Agreement Between the Authority and the City of Santa Cruz for Use of the Emergency Operations Center (EOC) for the Annual Sum of \$17,981.04 as Recommended by the General Manager.

Chair Goldstein asked for a roll call for the vote on Item 4.8. **The motion passed with 3-Yays and 1-Nay.**

Vote: MO, B, m, G

5.0 REGULAR AGENDA

- 5.1 1) **CONSIDERED** Preliminary Operating, Capital, Debt Service, and SCMRS Operating Budgets for Fiscal Year 2015/16 as Presented by the General Manager. **APPROVED** two Mid-Year Budget Adjustments for FY 2015/16.
- 2) **APPROVED** Resolution No. 16-001 transferring \$53,765 from Contingency Appropriations Major Budget Object Level 700600, Account No. 98700 to Operating Transfer – Out Object 700600, Account No. 90000. Transfer \$53,765 from Operating Transfer – In, Object 700700, Account No. 42462 to Capital Equipment – In, Object 700700, Account No. 86204.
- 3) **APPROVED** Resolution No. 16-002 designating \$2,300 of Undesignated Funds from Major Budget Object Level 700650, Account No. 34400 – Fund Balance to Major Budget Object Level 700650, Account No. 74110 – Principal.

Vote: M, MO, B, G

6.0 REPORT FROM GENERAL MANAGER

- Kidd reported the CAD replacement project officially kicked off at the last Users Meeting which the CAD consultant attended. He noted there was good attendance from all of the User agencies. Kidd reported that the consultant laid out what he sees as the best idea for developing a CAD which would include work groups to help design the CAD, issuing the RFP, and the best ways to negotiate. There will be a core design team made up of the Authority's staff, one Fire Chief (Grebil), one Law Chief (Verinsky), and EMS staff (Brenner). There will be an implementation and training team established further down the line. Running parallel to this group, Kidd thought this would be a good opportunity to look at the bigger picture on technology. He has asked Chief Frawley to participate in a committee and include other leaders from the Users' agencies. This committee will look at which agencies might want to upgrade

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their RMS or add mobile units. Kidd noted that, this way, money could be saved with economies of scale purchases. Kidd reminded the Board that the CAD replacement project has a 32-month timeline.

- Kidd reported text to 9-1-1 is up and running. All of the carriers, with the exception of T-Mobile, have successfully tested. There are still some routing issues with CHP to work out. Kidd informed the group that the first text to 9-1-1 has been received and it was a domestic situation. The dispatcher suggested texting which, in this case, worked out better for the reporting party. When all the cellular carriers are tested and the mapping issues with CHP are finalized, Kidd will do more of a push with the hearing impaired community. He noted an event, DeafFest, is coming up at the Boardwalk which the ACE Team plans on attending. A bigger push to both Counties will be done at a later date.

7.0 REPORT OF CONTROLLER FOR AUTHORITY

- 7.1 **ACCEPTED AND FILED** Revenue and Expense Reports from the Controller as of February 29, 2016 as printed in the meeting packet.

Vote: B, M, MO, G

8.0 REPORT BY USERS COMMITTEE

- Frawley reported the Users will be focusing on the CAD replacement project and noted everyone is working very well together.

9.0 CORRESPONDENCE

No correspondence.

10.0 CLOSED EXECUTIVE SESSION

Adjourned to Closed Executive Session at 4:30 p.m.

- 10.1 **CONDUCTED** the General Manager's Performance Review pursuant to government code Section 54957.

11.0 RE-ADJOURNED TO OPEN SESSION AT 5:00 p.m. TO REPORT ANY ACTION RESULTING FROM THE CLOSED EXECUTIVE SESSION.

No reportable action was taken.

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12.0 ADJOURNMENT

The meeting adjourned at 5:00 p.m. The next regular Board meeting is scheduled for:

Thursday, May 26, 2016
1:30 p.m.

Santa Cruz Regional 9-1-1
Conference Room

Date: _____

Approved: _____
Charles Montoya, Secretary

Action Summary Minutes by: Beth Wann, SCR9-1-1 Senior Administrative Assistant and Clerk of the Board