



## **BOARD OF DIRECTORS REGULAR MEETING AGENDA**

March 23, 2017  
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
  - 1-4 4.1 Approve Action Summary Minutes of February 23, 2017 Regular Meeting.
  - 5-7 4.2 Accept and File Claims Report for February 1, 2017 through February 28, 2017.
  - 8 4.3 Accept and File Reimbursement Claims from the General Manager for the period ending February 28, 2017.
  - 9-10 4.4 Accept and File a Listing of Current SCR9-1-1 Dispatchers.
  - 11-13 4.5 Approve Revisions to Policy 410 – *Purchasing Power and Authority – General Manager*.
  - 14 4.6 Approve the proposed Board of Directors Meeting Schedule for FY 2017/18 and Officer Rotation.



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- 5.0 REGULAR AGENDA
  - 15-44 5.1 1) Consider Preliminary Operating, Capital, Debt Service, and SCMRS Operating Budgets for Fiscal Year 2017/18 as presented by the General Manager.
  - 45 2) Approve a mid-year Budget Adjustment for FY 2016/17 as follows: Transfer \$71,920 from Contingency Appropriations Major Budget Object Level 700600, Account No. 98700 to Operating Transfer – In Object 700600, Account No. 90000. Transfer \$71,920 from Operating Transfer – In, Object 700700, Account No. 42462 to Capital Equipment – In, Object 700700, Account No. 86204.
  - 46 3) Approve a mid-year Budget Adjustment for FY 2016/17 as follows: Transfer \$4,000 from Contingency Appropriations Major Budget Object Level 700600, Account No. 98700 to Interest on Debt Object 700650, Account No. 74425.
- 6.0 REPORT FROM THE GENERAL MANAGER
- 7.0 REPORT FROM THE CONTROLLER FOR THE AUTHORITY
  - 47-52 7.1 Accept and File Revenue and Expense Reports from the Controller as of February 28, 2017 as presented in the meeting packet.
- 8.0 REPORT BY USERS COMMITTEE
- 9.0 CORRESPONDENCE
  - 53 9.1 PARS OPEB Trust Statement for the Period 1/1/2017 to 1/31/2017
  - 54-55 9.2 Two letters from Jean Bracy, President of the Board of Directors Special District Risk Management Authority, regarding longevity distribution credits for Property/Liability and Workers' Compensation members totaling \$1,954.
- 10.0 CLOSED EXECUTIVE SESSION
  - 10.1 The General Manager's Performance Review will be conducted pursuant to Government Code Section 54957.
- 11.0 RE-ADJOURN TO OPEN SESSION TO REPORT ANY ACTION RESULTING FROM THE CLOSED EXECUTIVE SESSION

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12.0 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 REGULAR MEETING**  
**February 23, 2017**  
**Action Summary Minutes**

VOTING KEY: BA = Barreto, B = Bernal, G = Goldstein, M = McDougall,

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 1:30 p.m. by Chair Martín Bernal.

DIRECTORS PRESENT:

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

ALTERNATES PRESENT:

Mike McDougall, representing the County of Santa Cruz  
Chief Pablo Barreto, representing the City of Watsonville

ALSO PRESENT:

SCR911: General Manager Dennis Kidd; Systems Manager Amethyst Uchida; Operations Manager Stephanie Zube; Operations Supervisors Melody MacDonald and Anita Miller; Systems Supervisor Wolff Bloss; Senior Systems Technician Nicola Nelson; and Beth Wann (Clerk)

OTHERS: Attorney for the Authority Dana McRae

2.0 CONSIDERATION OF LATE ADDITIONS OR CORRECTIONS TO THE AGENDA

None.

3.0 ORAL COMMUNICATIONS

None.



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4.0 CONSENT AGENDA

- 4.1 **APPROVED** Action Summary Minutes of the November 10, 2016 Special Meeting.
- 4.2 **ACCEPTED AND FILED** Claims Report for October 1, 2016 through January 31, 2017.
- 4.3 **ACCEPTED AND FILED** Reimbursement Claims from the General Manager for period ending January 31, 2017.
- 4.4 **ACCEPTED AND FILED** a Listing of Current SCR9-1-1 Dispatchers.
- 4.5 **CREATED** a New Position of Office Supervisor and **APPROVED** the Reorganization of Administrative Division including the new Position of Office Supervisor replacing one Senior Administrative Assistant.
- 4.6 **CREATED** New Job Classifications of Public Safety Communications Geographic Information Systems (GIS) Technician and **APPROVED** Modifications to Policy 1180 – *Authorized Positions*, Policy 1160 – *Salary Schedule*, Policy 1021 – *Class Specifications*, and Revised Organization Chart.
- 4.7 **MODIFIED** Cost Sharing Formula to Accommodate Changes to Staffing of Santa Cruz Police and **UPDATED** Policy 332 – *Revenue* to reflect changes to Readiness to Serve portion of Formula.
- 4.8 **AUTHORIZED** the General Manager to Execute a Purchase Agreement with Moducom in the amount of \$22,943.48 to supply 15 Dell computers with Moducom software.

**Vote: G, BA, M, B**

5.0 REGULAR AGENDA

- 5.1 **DISCUSSED** options for replacing the existing CodeRed “Reverse 9-1-1 System” and **DIRECTED STAFF** to do a study of “Reverse 9-1-1 System” replacement options and to reach out to member agencies to determine if they have a desire to participate in sharing such a system.
- 5.2 **ACCEPTED** and **FILED** the Authority’s 2016 Annual Report as presented by Staff. **DIRECTED STAFF** to break out Calls for Service to include the number of officer initiated calls in next year’s Annual Report. McDougall noted how impressed he is that the Authority strives to be better every year and provide even more efficient service to the community. Barreto reported the Authority’s Annual Report is a valuable tool at his agency for training new crew members.

**Vote: M, BA, G, B**

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6.0 REPORT FROM GENERAL MANAGER

- Kidd reported Authority staff is working hard on determining how to provision the new CAD system. Three full days were spent with Motorola in reviewing the many different system settings. He noted his staff is happy with Motorola's project manager and the Motorola staff assigned to the Authority. Kidd reported the target date for implementation of the new CAD system is early 2018. He noted the technical work group is focusing on the MDC piece of the system. Every User has purchased an MDC license and Kidd reported on the importance of the use of the MDCs in the field. There will be a lot of policy written on expectations of said MDCs usage which will be signed off on at the Users' Chief level in order to hold agencies accountable for when units are not using the MDCs as directed. Uchida reported that Motorola's original timeline was aggressive. She noted the hardware equipment should arrive in June in order to do hands-on testing and, since the summer months are the busiest, she will have more dispatchers available to test the system in the Fall.
  
- Kidd reminded the Board his Performance Review is due next month.

7.0 REPORT OF CONTROLLER FOR AUTHORITY

- 7.1 **ACCEPTED AND FILED** Revenue and Expense Reports from the Controller as of January 31, 2017 as printed in the meeting packet.

**Vote: G, M, BA, B**

8.0 REPORT BY USERS COMMITTEE

Chief Barreto recognized the Authority's dispatchers for their excellent work during the storms and noted the reverse 9-1-1 system was very fast. He felt things were seamless. Barreto noted it would be advantageous if Watsonville could share a reverse 9-1-1 system with Monterey County Fire.

9.0 CORRESPONDENCE

- 9.1 **RECEIVED** PARS OPEB Trust Statement.

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10.0 ADJOURNMENT

The meeting adjourned at 2:15 p.m. The next regular Board meeting is scheduled for:

Thursday, March 23, 2017  
1:30 p.m.

Santa Cruz Regional 9-1-1  
Conference Room

Date: \_\_\_\_\_

Approved: \_\_\_\_\_  
Carlos Palacios, Secretary

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