



USERS COMMITTEE MEETING AGENDA

MONDAY, May 8, 2017

SCR911 Conference Room

1345 hours

495 Upper Park Road, Santa Cruz

- 1.0 CALL TO ORDER
- 2.0 ROLL CALL/INTRODUCTIONS
- 3.0 CONSIDERATION OF LATE ADDITIONS OR CORRECTIONS TO THE AGENDA
- 4.0 APPROVE MINUTES OF MARCH 13, 2017 MEETING
- 5.0 PUBLIC COMMENTS – Any person may address the User’s Committee during its Public Comments period. Presentations must not exceed three (3) minutes in length, and individuals may speak only once during Public Comments. All Public Comments must be directed to an item not listed on today’s Regular Agenda. Users Committee members will not take action or respond immediately to any Public Comments presented, but may choose to follow up at a later time, either individually, or on a subsequent Users Committee Agenda.
- 6.0 REGULAR AGENDA
 - 6.1 Systems Division Update - Status Reports (Uchida)
 - 6.2 Coordination on Major Events Involving Fire and Law – Discuss (All)
 - 6.3 CAD/RMS/MDC Long Term – Update (Kidd)
- 7.0 OTHER ISSUES
- 8.0 CORRESPONDENCE
- 9.0 ROUND TABLE
- 10.0 ADJOURNMENT AND NEXT MEETING

The next meeting is scheduled for Monday, **July 10, 2017** at 1345 hrs, immediately following the Law Users Subcommittee meeting.





**USERS
MEETING
MINUTES
March 13, 2017**

1.0 CALL TO ORDER

Chief Grebil called the meeting to order at 1348 hours.

2.0 ROLL CALL/INTRODUCTIONS

A sign-in sheet was circulated and introductions were made.

Present:

USERS:

<u>Agency</u>	<u>Present</u>	<u>Absent</u>
Law:		
Capitola PD		Chief Terrence McManus
Hollister PD	Lt. Eric Olson	
San Benito SO	Admin. Capt. Tony Lamonica	
Santa Cruz PD	DC Dan Flippo	
Santa Cruz SO		Undersheriff Jeremy Verinsky
		Chief David Honda
		Assistant Chief Tom Sims
Watsonville PD		
Fire:		
Aptos/La Selva		Chief Jon Jones
Boulder Creek Central	Chief Kevin McClish	
		Interim Chief Steven Hall
Felton		Chief Ron Rickabaugh
Hollister		Captain Norman Rico Fisher
Santa Cruz	Chief Jim Frawley	
Scotts Valley/B40	Chief Daniel Grebil	
Watsonville	DC Rob Ryan	
Zayante		Chief John Stipes
SC/SB AMR	Chris Jones	
SC/SB HAS/EMS		Brenda Brenner
		Kris Mangano
CAL Fire	BC Dan Westbrook	

SCR911: Dennis Kidd, Amethyst Uchida, and Stephanie Zube
OTHERS: Mike DeFava, SC County ISD/Radio Shop

- 3.0 CONSIDERATION OF LATE ADDITIONS OR CORRECTIONS TO THE AGENDA
- 4.0 APPROVE MINUTES OF FEBRUARY 13, 2017 MEETING

With a motion by McClish and second by Frawley, the minutes of February 13, 2017 were approved as printed.

- 5.0 PUBLIC COMMENTS

None.

- 6.0 REGULAR AGENDA

- 6.1 Systems Division Update – Status Reports

Uchida reported there is a need to do a small update of the phone system in a few weeks but there should not be any down time. She noted there is another annoyance as a result of the CAD update which is the “cloned audit” issue on IRs. A date is being determined for a patch to be delivered which should fix the issue and only a five minute disruption of dispatch is expected.

- 6.2 Coordination on Major Events Involving Fire and Law – Discuss

No report.

- 6.2.1 Policy 7520 – Active Assailant

Zube reviewed Policy 7520 and noted this is the active assailant communications policy in its entirety. With a motion by Lamonica and second by Flippo, Policy 7520 was unanimously approved.

- 6.3 CAD/RMS/MDC Long Term – Update

Uchida reported Motorola is coming back next week and will be working with staff on the first round of PremierOne CAD provisioning. She noted the goal for this session is to deploy a limited set of data in order to do testing and validation of some of the choices being made in the provisioning process. The group will be setting up AMR, NetCom, Santa Cruz Fire, and Santa Cruz Police. By doing all four of these agencies, she hopes they will be able to test their plan for how to dispatch calls for service that Fire and AMR both respond to and that there are associated Law incidents to. Uchida reported this initial work is next week with some of the base data, and the actual work of configuring the system in its entirety will continue through, at least, August. She noted she does have an abbreviated timeline from Motorola that she can send out to the group but she wants to stress that the timeline is tentative. Uchida reported the importance of not being held to arbitrary “go live” dates if there are important decisions to be made, and she wants the project done right versus forcing dates to happen. She informed the group the tentative “go live” date is February 28, 2018. Uchida gave the group a heads up to expect that there will be train-the-trainer dates scheduled for mobile users. This would take place in late November, early December. NetCom’s training of their dispatchers will occur in

January. Anyone who wants to go live with mobiles in February will be expected to do some preliminary base-level training with a plan for more enhanced training at a later date.

7.0 OTHER ISSUES

7.1 Cost Sharing Update

Kidd distributed a copy of a letter he submitted to NetCom's Board of Director's in February regarding an update to the cost sharing formula in order to reflect recent changes to the way Santa Cruz City utilizes the Santa Cruz Police Yellow radio channel. He noted the cost sharing formula is based on fifty percent calls for service and fifty percent personnel and staffing. Kidd informed the group that the City of Santa Cruz made changes in how they were using the Yellow radio channel after hiring Park Rangers to patrol all of the City parks. He met with City officials regarding the idea of changing the usage on the channel or adding staff to cover it as it is being used as a primary channel now. The City chose to add staffing in order to cover the Yellow radio channel. Kidd noted this change was made under contract for the current fiscal year and, going into the next fiscal year, the Readiness to Serve portion of the cost sharing formula policy has been modified. This changed the overall cost sharing percentages for the budget which is noted under Fiscal Impact on the letter to the Board.

7.2 Preliminary Budget

Kidd distributed the Preliminary Budget for fiscal year 2017/18 which he will be presenting to the Board of Directors later this month. He noted an overall increase in the Operating portion of approximately \$274,000 due to a 2.75% pay raise coming up and the addition of a position in the GIS department. This position is in preparation for the new CAD and NexGen 9-1-1, which are both heavy GIS. He noted the current fiscal year Operating budget came in under \$400,000 which can be applied to the FY 2017/18 budget to offset some of the costs. Kidd reported, under Revenue, some increases due to the City EOC lease COLA; Verizon rent and utilities; employees over the medical cap; and miscellaneous revenue which is mostly due to an increase in records requests from the district attorney's offices for both counties. Kidd reported, under Capital, there was \$159,500 budgeted and an estimated \$87,000 spent in FY 2016/17. The Watsonville Alternate Site radios came in over \$50,000 under budget and \$79,000 will be transferred into Operating in order to help offset Operating costs. He noted there are zero dollars budgeted for Capital in FY 2017/18. Kidd reported he feels the agency has done a very good job of preparing for the new CAD and getting Capital items checked off these past five years. He noted there is \$28,000 in the fund balance should some unexpected Capital need to be spent next year. Kidd reported, under Debt Service, the loan for the CAD mainframe will be paid off this year. Debt Service will go up due to the first PremierOne CAD payment. These will be approximately \$182,000 per year for ten years. In two years, the loan for the radio system will be paid off. Kidd reported the overall budget is proposed to increase by 5.39%. Kidd reviewed NetCom's major equipment plan with the group and noted, in future years, the HVAC system will need to be repaired and the roof will require maintenance.

8.0 CORRESPONDENCE

No correspondence.

9.0 ROUND TABLE

- “Save the Date” fliers were distributed to the group for NetCom’s 3rd Annual Employee Recognition Event on May 3, 2017. Zube asked the agencies to let her know if there were any Staff they would like to recognize on behalf of their department.

10.0 ADJOURNMENT / NEXT MEETING

The meeting adjourned at 1415 hours. The next regularly scheduled meeting will be Monday, **May 8, 2017** at 1345 hours in the SCR9-1-1 Conference Room.

Minutes by: Beth Wann, SCR911 Senior Administrative Assistant