



**SANTA CRUZ REGIONAL 9-1-1**  
495 Upper Park Road, Santa Cruz, California 95065  
831.471.1000 Fax 831.471.1010  
Dennis Kidd, General Manager

## **LAW ENFORCEMENT USERS SUBCOMMITTEE MEETING AGENDA**

MONDAY, May 13, 2019

**1330 Hours**

SCR9-1-1 Conference Room  
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 11, 2019 MEETING
- 5.0 REGULAR AGENDA
  - 5.1 Operational Task Team – Update (French)
    - 5.1.1 Policy Review and Approval
- 6.0 OTHER ISSUES
  - 6.1 RMS RFI (Uchida)
- 7.0 ROUNDTABLE
- 8.0 ADJOURNMENT / NEXT MEETING

The next meeting is scheduled for Monday, **July 15, 2019** at 1330 hours.





**LAW SUBCOMMITTEE MEETING  
MINUTES  
March 11, 2019**

**1.0 CALL TO ORDER**

The meeting was called to order at 1340 hours by Lt. Todd Liberty.

**2.0 ROLL CALL/INTRODUCTIONS**

A sign-in sheet was circulated and introductions made.

Present:

SCR911: Dennis Kidd, Tammy Spath, Melody MacDonald, and Wolff Bloss

USERS: Lt. Todd Liberty, SCSO; DC Dan Flippo, SCPD; Capt. Eric Taylor, SBSO; Capt. Andrew Dally, CPD; Capt. Tony Magdayao, WPD; and Capt. Carlos Reynoso, HPD

OTHERS:

**3.0 CONSIDERATION OF LATE ADDITIONS OR CORRECTIONS TO THE AGENDA**

None.

**4.0 APPROVAL OF MINUTES OF FEBRUARY 11, 2019 MEETING**

With a motion by Dally and second by Flippo, the minutes of February 11, 2019 were approved as is.

**5.0 REGULAR AGENDA**

5.1 Operational Task Team Update

Spath reported there was good conversation at the Law Task Team regarding revised policies as recommended by the CTO group in order to have better consistency. She noted SCSO and WPD were not present at the last Law Task Team meeting.

5.1.1 Policy Review and Approval

5.1.1.1 Policy 4580 – Registration Checks

Spath noted this policy was revised to be in alignment with Policy 4900.

5.1.1.2 Policy 4850 – Recovered Stolen Vehicles

Spath informed the group this policy was modified to include language that would assist when the vehicle was an occupied stolen vehicle versus an unoccupied stolen vehicle.



5.1.1.3 Policy 4900 – Traffic Stops

Spath noted this policy was revised to be in alignment with Policy 4580.

With a motion by Magdayao and second by Reynoso, the above revised policies were approved.

**6.0 OTHER ISSUES**

6.1 RMS RFP

Bloss reported the RMS RFP responses are due from vendors March 18. There is a meeting scheduled for March 26 which will include the records managers and designated representatives from each agency. The goal of this meeting will be to have a consensus on which system would be presented to the Board as a viable option. Kidd added, at the March 28 Board of Directors meeting, there will be a study session with the Board. He suggested anyone that is passionate about the selection of a particular system, should attend said Board meeting. Bloss reported NetCom will be contracting with a consultant to come up with a scoring system to help develop a ranking for the bid responders.

**7.0 ROUND TABLE**

None.

**8.0 ADJOURNMENT / NEXT MEETING**

The meeting adjourned at 1350 hours. The next regularly scheduled meeting will be Monday, **May 13, 2019** at 1330 hours at the SCR9-1-1 Conference Room.

Minutes taken by Beth Wann, SCR9-1-1 Office Supervisor



## **USERS COMMITTEE MEETING AGENDA**

MONDAY, May 13, 2019

**1400** hours

SCR9-1-1 Conference Room

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 11, 2019 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/Mobile
    - 6.3.1 Mobiles
    - 6.3.2 Dashboards & Reports
- 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 15, 2019** at 1400 hrs, immediately following the Law Users Subcommittee meeting.





**USERS COMMITTEE MEETING  
 MINUTES  
 March 11, 2019**

1.0 CALL TO ORDER

Lt. Todd Liberty called the meeting to order at 1400 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	Capt Andrew Dally	
Hollister PD	Capt. Carlos Reynoso	
San Benito SO	Cpt. Eric Taylor	
Santa Cruz PD	DC Dan Flippo	
Santa Cruz SO	Lt Todd Liberty	
Watsonville PD	Capt Tony Magdayao	
Fire:		
Aptos/La Selva	Chief Aaron Lowe	
Boulder Creek	Chief Kevin McClish	
Central	Chief Steven Hall	
Felton		BC Robert Gray
Hollister		Captain Rico Fisher
Santa Cruz	Chief Jason Hajduk	
Scotts Valley/B40	Chief Steve Kovacs	
Watsonville	DC Corey Schaefer	
Zayante	Chief John Stipes	
SC/SB AMR		Chris Jones
SC/SB HAS/EMS	Brenda Brenner	Kris Mangano
CAL Fire	BC Valerie Watts	

SCR911: Dennis Kidd, Tammy Spath, Melody MacDonald, and Wolff Bloss

OTHERS:

3.0 CONSIDERATION OF LATE ADDITIONS OR CORRECTIONS TO THE AGENDA

There were no late additions or corrections to the agenda.

4.0 APPROVE MINUTES OF FEBRUARY 11, 2019 MEETING

With a motion by Stipes and second by Dally, the minutes of February 11, 2019 were approved as is.

5.0 PUBLIC COMMENTS

None.

6.0 REGULAR AGENDA

6.1 Systems Division Update – Status Reports  
No report.

6.2 Coordination on Major Events Involving Fire and Law – Discuss  
Hajduk reported the fire departments just approved the unified response to violent incidents policy and have the equipment that will be out on all of the engines. Initial training with most of the law agencies in the county has occurred and training will be revisited in order to practice and exercise. Flippo added the Active Shooter training will be at Scotts Valley High June 24-28.

6.3 CAD/Mobile – Update

6.3.1 Mobiles

Bloss reported on an issue with AMR routing on the MDCs and it will be addressed with a package update to the MDCs. He noted Torchio will work on this upon her return from CalNENA. Spath reported Hollister Fire went live on their mobiles this morning.

6.3.2 Dashboards & Reports

No report.

6.4 Preliminary FY 19/20 Budget Presentation

Kidd distributed a chart showing calls for service for the past five years. He noted the County's increase in calls for service. Kidd distributed a preliminary FY 19/20 budget and reviewed some of the highlights beginning with a 10% increase in regular pay. He informed the group he is asking the Board of Directors for money to over hire and get the agency out of an overtime situation and staffing levels to where they should be. He noted the proposed budget will also have additional overtime in order to fill the shifts in between hiring and during training. Kidd noted there is a significant increase in CalPERS of 19% based on the fact that there should be more staff. He noted radio services have been reduced as a direct result of the fire agencies not running the radio contract through our agency. Kidd reported, at this time, there is an overall 9.27% budget increase. He noted this is the third year in a row of no capital expenses and informed the group the agency is on its third payment of CAD. Kidd reviewed the cost sharing schedule and noted it does reflect the new cost sharing formula the board approved. Kidd cautioned the group that the SCMRS budget is not yet fully developed but will be presented at the SCMRS Executive Group meeting next week and go to the Board for approval at the

May meeting.

7.0 OTHER ISSUES

None.

8.0 CORRESPONDENCE

None.

9.0 ROUND TABLE

None

10.0 ADJOURNMENT / NEXT MEETING

The meeting adjourned at 1420 hours. The next regularly scheduled meeting will be Monday, **May 13, 2019** at 1400 hours in the SCR9-1-1 Conference Room.

Minutes by: Beth Wann, SCR911 Office Supervisor



## **FIRE SERVICE/EMS USERS SUBCOMMITTEE MEETING AGENDA**

MONDAY, May 13, 2019  
(Immediately following Users Committee)

SCR9-1-1 Conference Room  
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 THE MARCH 11, 2019 MEETING
- 5.0 REGULAR AGENDA
  - 5.1 Fire/EMS Services Operational Task Team – Update (French)
    - 5.1.1 Policy Review and Approval
      - 5.1.1.1 Policy 5430 – Dispatch Methods
      - 5.1.1.2 Policy – Use of Medical Incident Type Codes (will be distributed during meeting)
  - 5.2 Fire/EMS Technology – Update (Uchida)
    - 5.2.1 PremierOne CAD and Mobile Project Update
      - 5.2.1.1 AVL/Streets (French)
      - 5.2.1.2 Progress Report P1 Fire/EMS Workgroup (French)
    - 5.2.2 Tasks Update
- 6.0 OTHER ISSUES
- 7.0 ROUNDTABLE
- 8.0 ADJOURNMENT / NEXT MEETING

The next meeting is scheduled for Monday, **July 15, 2019** immediately following the Users Committee meeting.





**FIRE SERVICE/EMS USERS SUBCOMMITTEE MEETING  
MINUTES  
March 11, 2019**

1.0 CALL TO ORDER

Chief Lowe called the meeting to order at 1421 hours.

2.0 ROLL CALL/INTRODUCTIONS

A sign-in sheet was circulated and introductions made.

Present:

SCR911: Dennis Kidd, Tammy Spath, Melody MacDonald, and Wolff Bloss

USERS: Kevin McClish (Boulder Creek Fire); Corey Schaefer (Watsonville Fire); Steve Kovacs (Scotts Valley/Branciforte Fire); Jason Hajduk (Santa Cruz Fire); Aaron Lowe (Aptos/La Selva Fire); Steven Hall (Central Fire); Valerie Watts (CalFire); John Stipes (Zayante Fire); and Brenda Brenner (County EMS).

OTHERS:

3.0 CONSIDERATION OF LATE ADDITIONS AND CORRECTIONS TO THE AGENDA

4.0 APPROVAL OF MINUTES OF THE FEBRUARY 11, 2019 MEETING

With a motion by McClish and second by Kovacs, the minutes of February 11, 2019 were approved.

5.0 REGULAR AGENDA

5.1 Fire/EMS Services Operational Task Team Update

Kidd informed the group Uchida and French are at the CalNENA Conference. Spath reported the last Fire/EMS Task Team was well attended and noted the group is working on revising the Standards of Excellence document. She informed the group the Fire/EMS Task Team will be doing call reviews at their meetings of high priority/low frequency incidents.

5.1.1 Policy Review and Approval

None.

5.2 Fire/EMS Technology – Update (Uchida)

No report.

5.2.1 PremierOne CAD and Mobile Project Update

No report.

5.2.1.1 AVL/Streets (French)

Spath reported there was a street costs meeting last week and lower speed limits are being set on the Highway 9 corridor by SLV high



school for the morning commute, as well as the Highway 1 corridor, both northbound and southbound. She noted the Highway 1 corridor can be divided and each side can have different street costs at different times. Tammy informed the group that, because Highway 9 is not a divided highway, it cannot have different street costs at different times. The morning commute hours were identified as 0700-0900 hours and evening commute hours 1500-1800 hours. Spath informed the group that Torchio is going to be building the new street cost areas and see how recommendations play out for about 30 days. There will be an additional meeting, after this, with the Street Cost group to determine if anything needs to be modified. Spath reported there was discussion regarding having seconds added on for controlled intersections on surface streets. She noted this is a question for Motorola to determine if this is provisional. McClish informed the group, if there are any problems, settings can be converted back quickly.

#### 5.2.1.2 Progress Report P1 Fire/EMS Workgroup (French)

Spath reported the fire dispatchers are still repetitive so the Fire agencies are probably hearing the same voices on the radio. She noted the agency is working on building up the level of expertise with fire dispatching. She updated the group on discussions with Santa Cruz and Scotts Valley/Branciforte Fire regarding the abbreviated standard dispatch format. Kidd updated the group on the Fire Dispatch Specialist skillset as part of new MOU which will go into effect in the next calendar year. He noted there may need to be some additional training for this skillset and it will surely deliver some higher level services.

#### 5.2.2 Tasks Update

Bloss reported Torchio is at the CalNENA Conference. Stipes inquired about the map updates and Bloss responded AMR will be worked on which will be applicable to Fire.

#### 6.0 OTHER ISSUES

None.

#### 7.0 ROUNDTABLE

None.

#### 8.0 ADJOURNMENT / NEXT MEETING

The meeting adjourned at 1435 hours. The next regularly scheduled meeting will be Monday, **May 13, 2019** immediately following the Users Committee meeting in the SCR9-1-1 Conference Room.

Minutes by Beth Wann, SCR9-1-1 Office Supervisor



# Santa Cruz Consolidated Emergency Communications Center

495 Upper Park Road  
Santa Cruz, California 95065  
(831) 471-1000 Fax (831) 471-1010

**9-1-1** FIRE  
POLICE  
MEDICAL



Michael J. McDougall  
General Manager

## COMMUNICATIONS OPERATIONS FIRE SERVICE POLICY

<b>Policy No.</b>	<b>5430</b>	<b>Date Issued:</b>	June 1, 1996 <del>October 15, 2002</del> May 13,
<b>Section:</b>	5400 – Telephone Procedures	<b>Date Revised:</b>	2019
<b>Accreditation Standards:</b>			
<b>SUBJECT: DISPATCH METHODS</b>			
<b>APPROVED:</b>	_____		
	Chairperson, Fire Service Users Subcommittee		
<b>APPROVED:</b>	_____		
	<del>Michael J. McDougall</del> <u>Dennis Kidd</u> , General Manager		

Upon receiving a fire call, there are three ways to deliver the information to the appropriate fire jurisdiction.

If the appropriate fire jurisdiction is a JPA User, the most common method is to page and deliver the message on the dispatch net, ~~usually the Red Fire frequency.~~

If the appropriate fire jurisdiction is not a JPA User, a second method is to transfer the call directly to the responsible fire jurisdiction. This applies to incoming E9-1-1 calls that require a fire response by ~~CDF, UCSC~~ CalFire or surrounding counties.

If the appropriate fire jurisdiction is not a JPA User, a third method is to relay the information obtained from the calling party. Use this method when an E9-1-1 call cannot be transferred, ~~and on all medical emergencies in CDF~~ CalFire jurisdiction.

~~CAD will recommend the appropriate dispatch method.~~

If there is any doubt as to the jurisdiction of a call, dispatch the closest fire agency or agencies and provide the information that is available.

~~If there is any doubt as to the nature of a call, advise the fire agency of jurisdiction via telephone and let them determine the response. In the event the agency is unavailable by phone, page and broadcast the information that is available.~~