

**AGENDA
REGULAR MEETING
YECA GOVERNING BOARD
Wednesday, October 4, 2023
2:00 P.M. Public Session**

Yolo Emergency Communications Agency, 35 N. Cottonwood St, Woodland, CA 95695

ALL ITEMS ARE FOR ACTION UNLESS OTHERWISE NOTED WITH AN ASTERISK (*)

1. Call to Order (2:00 PM)

2. Approval of the Agenda

3. Announcements

- a. Agency announcement-Amanda Garrison promotion to Dispatch Supervisor

4. Public Comment

Speakers must state their name and city of residence for the record and limit their remarks to three minutes. Members of the public audience may address the Governing Board on any item not on today's agenda. No response is required and no action can be taken, however, the Governing Board may add the item to the agenda of a future meeting.

5. Consent Agenda

Consent Agenda items are considered to be routine and will be considered for adoption by one motion. There will be no separate discussion of these items unless a member of the Governing Board, member of the audience, or staff requests that the Governing Board remove an item. If an item is removed, it will be discussed in the order in which it appears on the Agenda.

- a. Approval of the Minutes from the August 2, 2023, Regular Meetings
- b. Operations Division Report
- c. Current Year Budget Status Update

6. YECA & YCDA Signed Side-Letter for Limited Term Training Bonus Pay – Voted Item

- a. Board Summary addressing Training Bonus Pay & Signed Side-Letter for Board Adoption
- b. YECA & YCDA Trainee & Trainer Bonus Side Letter

7. Proposed Live911 Program Implementation for YECA Law Members – Voted Item

- a. Board summary proposing the implementation of Live911 for Cities of Woodland PD, W. Sacramento PD, Winters PD, and Yolo County Sheriff

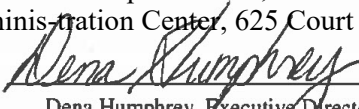
8. General Discussion for Records Management System (RMS) Info Only*

9. Next Scheduled JPA Board Meeting Date TBD

10. Items for Future Meeting Agenda

11. Adjournment

I declare under penalty of perjury that the foregoing agenda was available for public review and posted on/or before September 29, 2023 on the bulletin board outside of the Yolo County, Erwin Meier Administration Center, 625 Court St., Woodland, California and on the agency website:



Dena Humphrey, Executive Director

If you are a person with a disability and you need disability related accommodations to attend the meeting, please contact Tianna Dumas at (530) 666-8900 or (530) 666-8909 (fax). Requests for accommodations must be made at least two full business days before the start of the meeting.

**YOLO EMERGENCY COMMUNICATIONS AGENCY (YECA)
GOVERNING BOARD**

August 2, 2023

2:00 P.M.

Minutes

The YECA Governing Board met on Wednesday August 2, 2023 at Yolo Emergency Communications Agency 35 N Cottonwood – Conference Room, Woodland. Board Chair Binns called the meeting to order at 2:03pm.

PRESENT: Primary Board Members: Dena Humphrey, YECA Executive Director, Kim McKinney, City of Woodland, John Miller, City of Winters, Shawn Kinney, Yocha Dehe Wintun Nation, Tom Lopez, Yolo County, Steve Binns, City of West Sacramento

Entry No. 2

Minute Order No. 2024-01

Approval of the Agenda - [Approved](#)

MOTION: Miller SECOND: McKinney AYES: Kinney, McKinney, Binns, Lopez, Miller

Entry No. 3

Announcements –

- a. Charles Keasler award recipient “Radio Technologist of the Year,” from The Northern California Chapter of Association of Public Safety Communications Officials (APCO)

Entry No. 4

Public Comment – None

Entry No. 5

Minute Order No. 2024-02

Approval of Consent Agenda– [Approved](#)

- a. Approval of the Minutes from the May 3, 2023, Regular Meeting & June 7, 2023, Regular Meetings
- b. Operations Division Report
- c. Current Year Budget Status Update
- d. 2023 2nd Quarterly Law & Fire Dispatch to Que Call Stats

MOTION: Miller* SECOND: Kinney AYES: Kinney, Miller, McKinney*, Binns, Lopez * (Excluding item 5a for Meeting Minutes May 3, 2023 as Miller and McKinney absent)

Entry No. 6

Minute Order No. 2024-03

YECA Building Expansion Concept to Fund Dispatch Room Upgrade – [*Voted Item- Approved](#)

MOTION: Lopez SECOND: Binns AYES: Kinney, McKinney, Binns, Lopez, Miller

- a. Board summary addressing funding approvals needed in FY24 for Dispatch room upgrades to run concurrent with FY24 CIP Dispatch console furniture replacement.

Dena, ED, discussed the furniture design that included 2 additional consoles which would accommodate future agency needs for the next 20 years, based on the last 20 years of historical call data.

The Capital Fund covers the \$270k set aside for the furniture replacement. The needed costs for the Dispatch room upgrade was estimated \$135k, with a 20% retainer brings a total needed of \$162k. The request was made to use \$162k from the General Reserve and replenish the funds with future yearend surplus. The optimal time to begin the Dispatch Room upgrade is January 2024. The project would be managed through the Yolo County General Services Department.

Board Member Lopez questioned the life-span of the building which Dena, Ed provided a 50-year lifespan based off the last architectural assessment given Nov 2019.

Entry No. 7

Minute Order No. 2024-04

Yolo County Dispatchers Association (YCDA) Request for Assisted Pet Therapy Policy - *Voted item- Approved

- a. Staff summary board letter outlining the request of proposed 6-month pilot program
- b. Proposed Assisted Pet Therapy policy
- c. Proposed Assisted Pet Therapy procedures
- d. Proposed Assisted Pet Therapy application
- e. Proposed Assisted Pet Therapy waiver form

MOTION: Miller SECOND: Kinney AYES: Kinney, McKinney, Binns, Lopez, Miller

- a. Board Member McKinney questioned who would be the enforcer of this policy. Dena, ED advised the dispatch supervisor on duty would be responsible for enforcing the Pet Therapy policies and procedures with the ED ultimately overseeing the entire program.

Entry No. 8

Closed session- Out of Session: 2:42p.m.

- a. Conference with Labor Negotiator; Dena Humphrey, Executive Director pursuant to government code section 54957.6

Back in session: 3:48p.m. – Reportable Action- None

Entry No. 9

Minute Order No. 2024-05

YECA Chair & Vice Chair Elections for FY23/24 - *Voted item- Approved

- a. Newly elected Board Chair & Vice-Chair would begin first meeting in the new fiscal year

Elected Chair: Binns and Vice Chair: Miller

MOTION: Binns SECOND: Kinney AYES: Kinney, McKinney, Binns, Lopez, Miller

Entry No. 10

Next Scheduled JPA Board Meeting Date: October 4th, 2023

Entry No. 11

Items for Future Meeting Agenda

- a. RMS- Central Square vs. RiMs

Entry No. 12

Meeting Adjourned at 4:00p.m.

Minutes submitted by Tianna Dumas

STAFF REPORT

Agenda Item: 5.b

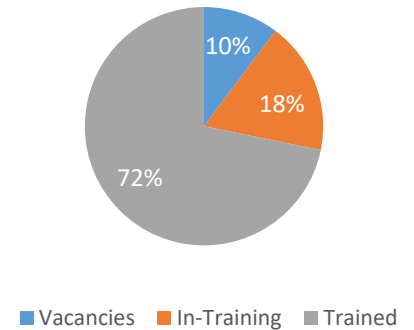
Date: October 4, 2023
To: YECA Governing Board
Thru: Dena Humphrey, Executive Director
From: Vanesa Hoyt, Operations Supervisor
Subject: July- August 2023 Combined Operations Division Report
Recommendation: No action required; information only.
Summary: Operations staff is currently engaged in the following:

Staffing:

1. Out of 39 funded operations positions:

Classification	Filled	Funded	Vacant
Supervisor	4	4	0
Operations Supervisor	1	1	0
Dispatcher III	3	4	1
Dispatcher I/II	24	26	2
Dispatch Assistant	3	4	1
TOTAL	35	39	4

OCTOBER 2023



- a. Jodean Hernandez has completed training on the WSP radio and has begun training on the YSO radio (4th and final console).
 - b. Danielle Tavares has completed the call taking phase of training and has begun training on the Fire radio (1st console).
 - c. Neal Bassett and Ledina Barrientes have completed the call taking phase of training.
 - d. New dispatchers Cynthia Anderson, Meghan Heald, Luis Lara, and Rosita Vidales have completed the academy and are in the call taking phase of their training.
2. Dispatcher Supervisor Dave Hetland has resigned after twenty nine years of service.
 3. Amanda Garrison was promoted to Dispatch Supervisor and has begun training in her new role.
 4. Recruitment is open for the Dispatcher III position.
 5. Recruitment for the December 2023 Academy is closed. Next recruitment scheduled for Feb 2024 (May academy).

Statistical Information:

Monthly Phones Statistics:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	YTD
9-1-1	5,153	4,361	5,047	5,864	6,370	6,173	6,329	5,618	44,915
7-Digit Emergency	1,026	873	990	951	1,047	1,067	1,210	1,235	8,399
AMR	120	130	105	84	66	84	77	75	741
West Sacramento	3,817	3,038	3,324	3,476	3,447	3,432	3,580	3,906	28,020
Winters	327	263	290	310	294	359	342	284	2,469
Woodland	4,130	3,549	3,745	4,035	4,374	4,396	3,865	4,341	32,435
Yolo	4,998	4,260	4,166	5,014	4,881	4,736	4,670	5,137	37,862
Outgoing	6,598	4,886	5,634	5,908	6,725	6,253	6,207	6,012	48,223
GRAND TOTAL	26,169	21,360	23,301	25,642	27,204	26,500	26,280	26,608	203,064

Monthly CAD Events:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	YTD
West Sacramento									
Law	5,147	4,156	4,794	4,947	5,165	4,984	5,238	5,114	39,545
Fire	542	348	342	384	413	386	435	451	3,301
Medical	675	568	554	557	594	497	587	604	4,636
Animal Control	191	167	193	183	253	241	256	217	1,701
Public Works/Support	292	30	34	34	29	21	28	35	503
TOTAL	6,847	5,269	5,917	6,105	6,454	6,129	6,544	6,421	49,686
Winters									
Law	632	528	589	579	547	445	531	509	4,360
Fire	51	68	60	72	87	48	85	54	525
Medical	51	37	48	54	55	69	65	50	429
Animal Control	14	23	32	30	38	21	22	31	211

Public Works/Support	15	6	4	9	9	12	3	8	66
TOTAL	763	662	733	744	736	595	706	652	5,591
Woodland									
Law	4,958	4,093	4,443	4,390	4,870	4,915	4,684	4,616	36,969
Fire	399	327	390	330	379	443	390	341	2,999
Medical	462	437	478	469	494	522	501	546	3,909
Animal Control	202	163	167	202	205	254	242	260	1,695
Public Works/Support	190	61	69	64	57	63	87	78	669
TOTAL	6,211	5,081	5,547	5,455	6,005	6,197	5,904	5,841	46,241
YSO									
Law	2,816	2,670	3,136	2,822	3,107	2,999	3,524	3,467	24,541
Fire	423	481	367	680	537	455	332	442	3,717
Medical	119	94	98	108	106	111	87	80	803
Animal Control	223	206	200	226	235	205	235	237	1,767
Public Works/Support	627	541	654	667	594	646	625	687	5,041
TOTAL	4,208	3,992	4,455	4,503	4,579	4,416	4,803	4,913	35,869
Yocha Dehe									
Fire	18	9	16	15	14	16	10	8	106
Medical	26	20	23	27	31	29	24	31	211
TOTAL	44	29	39	42	45	45	34	39	317
Arbuckle									
Fire	13	16	15	11	10	23	17	17	122
Medical	13	18	20	26	18	23	16	16	150
TOTAL	26	34	35	37	28	46	33	33	272
UCD/DFD									
Fire	103	77	111	83	108	115	103	122	822
Medical	64	56	44	81	65	46	20	23	399
TOTAL	167	133	155	164	173	161	123	145	1,221
GRAND TOTAL	18,266	15,200	16,881	17,050	18,020	17,589	18,147	18,044	139,197

CLETS Inquiries/Returns:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	YTD
Inquiries	28,492	24,863	26,283	24,927	25,013	24,751	28,008	28,489	210,826
Returns	46,047	40,182	42,477	40,286	40,425	40,001	45,265	46,042	340,724

Confidential Records Requests (Audio & CAD Print out):

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	YTD
23	15	19	18	12	14	21	16	138

After-Hours Records Entries:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	YTD
West Sacramento	277	249	240	293	309	244	314	261	2,187
Winters	0	1	0	0	0	0	0	0	1
Woodland	0	8	0	0	0	0	0	0	8
TOTAL	277	258	240	293	309	244	314	261	2,196

Text to 9-1-1:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Total YTD
TOTAL	17	17	16	18	22	19	30	44	183

IROC (Fire Resource Ordering Entries):

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	YTD
IROC	1	1	2	2	3	0	8	6	23

9-1-1 Answering Times:

In busiest hour; 90% off all 9-1-1 calls shall be answered within 15 seconds, 95% of all 9-1-1 calls should be answered within 20 seconds

Month & (Busiest Hour)	Jan (1700)	Feb (1600)	Mar (1600)	Apr (1500)	May (1400)	Jun (1400)	Jul (1400)	Aug (1600)	YTD AVERAGE
0-10 seconds	95.05%	96.39%	93.23%	92.09%	95.32%	97.80%	94.19%	97.73%	95.23%
0-15 seconds	98.76%	99.64%	97.23%	98.72%	98.03%	98.78%	98.99%	99.15%	98.66%
0-20 seconds	100.00%	100.00%	98.46%	99.74%	99.75%	99.51%	99.75%	99.72%	99.53%

Projects:

1. Leadership Development Training
 - a. Leadership pilot program
 - b. Dispatch Supervisor Garrison training and development
 - c. Dispatch III Eakin and Patterson training and development.
2. EMD-QA
 - a. Ops Supervisor Hoyt reviews all cardiac events and calls that include PAIs and provides weekly feedback to staff, focusing on case review and compliance.
 - a. Monthly Cardiac Events entered in Yolo County Cardiac Arrest CQI
3. Disaster Recovery Plan
 - a. Cases completed, ongoing training with the staff on evacuation procedures
 - b. Cases being used in tactical call outs
4. Recruitment
 - a. Recruitment is closed for the December 2023 academy. Two applicants are moving forward in the hiring process.
 - b. Recruitment is open for the Dispatcher III position.
 - c. Next recruitment scheduled for Feb 2024 (May academy).
5. Succession Planning
 - a. Recruitment is open to backfill the open Dispatcher III position.
6. 2023 In-Service Training Plan
 - a. IROC Refresher Training- May 2023
 - b. Radio Academy- June 2023
 - c. CTO Train the Trainer- September 2023
 - d. ProQa Refresher Training- November 2023
7. CalOES GIS Pilot Project
8. NG9-1-1 Equipment Installations
 - a. YECA is in Phase 2 (CalOES changed from phase 5 to 2 10/20/2021)
 - b. CPE Software Upgrade completed 4/13/2021
 - c. Atos Equipment installation completed 11/15/2021
 - d. Migration from Comtech Text to 9-1-1 to Rapid Deploy Radius completed 02/23/2022
 - e. CALOES Tiger Team completed PSAP readiness testing 08/23/2023
 - f. Tentative NG 911 installation in September 2024
9. Tentative CPE installation in September 2024
10. Applicant Tracking System
11. Onboarding Implementation
12. Headset Replacement
13. Employee evaluation model
14. Dispatch remodel
15. Employee wellness program

Agenda Item: 5.c

YECA BUDGET MANAGEMENT SUMMARY

2023 / 2024 As of 09/26/2023

		8%	17%	25%	33%	42%	50%	58%	67%	75%	83%	92%	100%
		JUL-22	AUG-22	SEPT-22	OCT-22	NOV-22	DEC-22	JAN-23	FEB-23	MAR-23	APR-23	MAY-23	JUN-23
B/U	30 ADMINISTRATION												
	Appropriations	\$ 2,374,109	\$ 2,374,109	\$ 2,374,109	\$ 2,374,109	\$ 2,374,109	\$ 2,374,109	\$ 2,374,109	\$ 2,374,109	\$ 2,374,109	\$ 2,374,109	\$ 2,374,109	\$ 2,374,109
	Encumbrances	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Expenditures	\$ 333,379	\$ 448,268	\$ 513,232	\$ 2,374,109	\$ 2,374,109	\$ 1,339,224	\$ 2,374,109	\$ 2,374,109	\$ 2,374,109	\$ 2,374,109	\$ 2,374,109	\$ 2,374,109
	Unencumbered	\$ 2,040,730	\$ 1,925,841	\$ 1,860,877	\$ 2,374,109	\$ 2,374,109	\$ 1,339,224	\$ 2,374,109	\$ 2,374,109	\$ 2,374,109	\$ 2,374,109	\$ 2,374,109	\$ 2,374,109
	Percent Expended	14%	19%	22%	0%	0%	0%	0%	0%	0%	0%	0%	0%
B/U	40 OPERATIONS - DISPATCH												
	Appropriations	\$ 4,651,703	\$ 4,651,703	\$ 4,651,703	\$ 4,651,703	\$ 4,651,703	\$ 4,651,703	\$ 4,651,703	\$ 4,651,703	\$ 4,651,703	\$ 4,651,703	\$ 4,651,703	\$ 4,651,703
	Encumbrances	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Expenditures	\$ 421,414	\$ 838,693	\$ 1,044,108	\$ 4,651,703	\$ 4,651,703	\$ 4,651,703	\$ 4,651,703	\$ 4,651,703	\$ 4,651,703	\$ 4,651,703	\$ 4,651,703	\$ 4,651,703
	Unencumbered	\$ 4,230,289	\$ 3,813,010	\$ 3,607,595	\$ 4,651,703	\$ 4,651,703	\$ 4,651,703	\$ 4,651,703	\$ 4,651,703	\$ 4,651,703	\$ 4,651,703	\$ 4,651,703	\$ 4,651,703
	Percent Expended	9%	18%	22%	0%	0%	0%	0%	0%	0%	0%	0%	0%
B/U	50 INFORMATION TECHNOLOGY												
	Appropriations	\$ 711,800	\$ 711,800	\$ 711,800	\$ 711,800	\$ 711,800	\$ 711,800	\$ 711,800	\$ 711,800	\$ 711,800	\$ 711,800	\$ 711,800	\$ 711,800
	Encumbrances	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Expenditures	\$ 98,589	\$ 118,717	\$ 196,182	\$ 711,800	\$ 711,800	\$ 711,800	\$ 711,800	\$ 711,800	\$ 711,800	\$ 711,800	\$ 711,800	\$ 711,800
	Unencumbered	\$ -	\$ 593,083	\$ 515,618	\$ 711,800	\$ 711,800	\$ 711,800	\$ 711,800	\$ 711,800	\$ 711,800	\$ 711,800	\$ 711,800	\$ 711,800
	Percent Expended	14%	17%	28%	0%	0%	0%	0%	0%	0%	0%	0%	0%
	TOTAL Appropriations	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612
	Encumbrances	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Expenditures	\$ 853,382	\$ 1,405,678	\$ 1,753,522	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612
	Unencumbered	\$ 6,884,230	\$ 6,331,934	\$ 5,984,090	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612
	Percent Expended	11%	18%	23%	0%	0%	0%	0%	0%	0%	0%	0%	0%
	TOTAL Estimated Revenue	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612	\$ 7,737,612
	Realized Revenue	\$ 2,607,823	\$ 2,613,458	\$ 3,189,462	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000
	Unrealized Revenue	\$ 5,129,789	\$ 5,124,154	\$ 4,548,150	\$ 7,387,612	\$ 7,387,612	\$ 7,387,612	\$ 7,387,612	\$ 7,387,612	\$ 7,387,612	\$ 7,387,612	\$ 7,387,612	\$ 7,387,612
	Percent Realized	34%	34%	41%	0%	0%	0%	0%	0%	0%	0%	0%	0%

STAFF REPORT

Agenda Item: 6.a

Date: October 4, 2023

To: YECA Governing Board

From: Dena Humphrey, Executive Director

Subject: YECA & YCDA Signed Side Letter for Limited Term Training Bonus Pay - Voted Item

Recommendation: To respectfully adopt the YECA & YCDA signed side-letter

Summary:

The YECA & YCDA side letter formally puts a temporary training bonus pay program in-place for the term Jan 1, 2023 thru June 30, 2025, for an additional compensation component for both the trainee and trainer. Currently, the YCDA MOU allows the trainers to receive an additional 5% compensation when acting in capacity of a certified training officer. Given the lengthy training cycles and the past unsuccessful attempts to increase completion of training this bonus pay was proposed to provide an additional economic incentive to both the trainee and trainer.

YECA experiences on average a 11% vacancy, or 4 FTE's, coupled with 18% of trainees on average, or 7 FTE's, representing 29%, of its workforce. The biggest challenge is maintaining a trainee within their first 12 months. The hard costs associated with losing a trainee in the first 12 months is approximately \$52k. Over the last eight years, the wash-out rate of a trainee not finishing was 38% - 78%, with an average of 51%. The agency's target is to reduce the washout rate average of 51% to 25%, also reducing lost dollars associated with unsuccessful trainees not making it.

The training bonus allows for trainees to receive \$500 upon successful completion of training for the following 12-week series for Call Taking, Fire Channel, and 1st Law Channel. The remaining two Law Channels a trainee would then receive \$300, for the shorter span of time of 8-weeks in training.

The trainer in addition to the 5% compensation, would also receive \$1.04/per hour that is equivalent to 3%, for a top-step Dispatcher II. The \$1.04 made it equitable amongst varying pay steps and the different classifications that also train in order to match the compensation a trainee would receive with their cash bonus structure stated above.

The current costs to back-pay from Jan 1, 2023 to current for both trainees and trainers for FY23 is \$2,611 and as of date for FY24 \$3,533, for a total amount \$6,144, this includes CalPERS employer costs.

The remaining projected costs for the bonus program is estimated to be \$18k for FY24 and \$13k for FY25, estimated agency's goal of a 75% success rate with the current trainees in que. No additional funding is required for this bonus training pay, as it would be absorbed within each of the fiscal years.

YECA – YCDA
2022-2025 Memorandum of Understanding

2023 Side Letter of Agreement
Dispatcher Trainee and Trainer “Bonus Pay”

I. Parties

The Parties to this Side Letter of Agreement (herein after “Side Letter”) are the Yolo Emergency Communications Agency, hereinafter referred to as “Agency” or “Employer” and the Yolo Emergency Dispatchers’ Association, hereinafter referred to as “Association”.

II. Background

The Parties are the signatories to a 2022-2025 Memorandum of Understanding (hereinafter referred to as the “MOU”) setting forth terms and conditions of employment for certain Agency employees within what is commonly referred to as the “Dispatchers’ Unit”, hereinafter referred to as “Dispatchers”. The terms set forth below create a stand-alone agreement between the Parties to address and memorialize the Parties understanding of a limited term “Bonus Pay” program. The Parties agree as follows:

III. Agreement

A. For a limited term beginning January 1, 2023, through June 30, 2025, the Agency shall pay a “Bonus Pay” for both Trainees & Trainers as described below.

B. Trainees

- a. Each Trainee is eligible to receive a one-time \$500 cash payment after successful completion of each of the following trainings:
 1. Call Taking,
 2. 1st Law Channel, and
 3. Fire Channel;
- b. Each Trainee is eligible to receive a one-time \$300 cash payment after successful completion of each of the following trainings:
 1. 2nd Law Channel;
 2. 3rd Law Channel.

Successful completion is defined as the Trainee being fully released by the Trainee’s Trainer and Supervisor to work the channel(s) independently.

C. Trainers

- a. Each Trainer, in addition to their 5% training pay, is eligible to receive additional pay of \$1.04 per hour for training during the period they are assigned a Trainee.

D. All “Bonus Pay” is subject to applicable withholding and subject to PERS regulations as to whether pensionable compensation or not.

E. Eligible employees are those employees who are actively employed: 1) on or after the date this side letter is adopted by the Board of Directors, and 2) at the time the one-time bonus payment is made or at the time the additional hourly pay is paid.

IV. General Provisions

A. This Side Letter will take effect immediately upon approval and adoption by the Yolo Emergency Communications Agency Board and the terms shall be effective as written herein.

B. The written terms herein embody the entire Side Letter of Agreement between the Parties.

[SIGNATURES ON NEXT PAGE]

In witness hereof, this Side Letter of Agreement was ratified and adopted by a vote of the Yolo Emergency Communications Agency Board on _____, 2023.

YOLO COUNTY DISPATCHERS' ASSOCIATION

YOLO EMERGENCY COMMUNICATIONS AGENCY

By: Stephanie Taylor
Stephanie Taylor, President

By: Dena Humphrey
Dena Humphrey, Executive Director

Date: 9/12/23

Date: 9/12/2023

By: Jeff Carter
Jeff Carter, Labor-consultant

By: Gregory C. Ramirez
Gregory Ramirez, Labor Consultant

Date: 9/12/23

Date: 09/12/2023

STAFF REPORT

Agenda Item: 7.a

Date: October 4, 2023

To: YECA Governing Board

From: Dena Humphrey, Executive Director

Subject: Live911 Program Proposal to be Offered to YECA Law Members – Voted Item

Recommendation: To approve Live911 program for YECA to implement and provide a maximum funded license per law member agency

Summary:

Today's technology is now offering enhancements to public safety operations with its newest capability of now simultaneously sending live 911 calls to field units. This application provides "real time" at the same time as a Call Taker by increasing situational awareness; using the callers tone to determine situation severity; provide a head start on the call – reducing response times; and lastly to receive immediate updates in route for situational changes.

To gain better partnership with our members, YECA researched Live911 through HigherGround (HG) and invited Law member agencies for a demo on September 27th. After further research and group demo, it is apparent this application has a dual benefit for our members working in unison with Dispatch staff. One of the areas, YECA has been looking to improve is the Call Taking stage and the simultaneous messaging from the field units requesting additional information. It can be challenging for Dispatch staff to process the Call and simultaneously receive field questions at the same time, while trying to work with the caller and get the call inputted to CAD. With this application, it would give the field unit firsthand information for a better understanding of the call.

This application would be a great resource to have in the field by having full details of the call firsthand and instantaneously having the 911 calls appear on a map with ANI/ALI locations of the caller; ultimately providing better response times. Each agency would see all 911 calls Law & Fire. HG stated the application is not being used for Fire/EMS agencies.

The combined cost for the year including set-up is \$9,180 proposed to be absorbed within YECA current budget. This covers base software, 7 licenses, install and configuration. Thereafter, the annual costs are \$7,800. The proposed concept is for YECA to pay for the initial cost and ongoing annual \$7,800. This would give Yolo County Sheriff, Woodland PD, and W. Sacramento 2 licenses each and Winters PD 1 license. This concept is based off the number of Law 911 calls per member shown below:

YECA 2022 Annual 911 Law Calls:

- YSO: 2,383
- WSP: 8,840
- WDP: 7,012
- WNP: 626

For members wanting more licenses these could be billed directly to the department by HG annually \$900/yr. per license. These licenses run concurrent and depends on how many users are logged-in on a regular basis. HG stated it does not block a user if say an agency pays for 5 licenses and 2 additional users log-on on a particular day. In this case, these 2 additional users would still have access. HG understands there may be days with unusual activity reflecting one day spikes.

In this scenario, HG would not count these unusual spikes as counts for the annual charge. They monitor the usages annually for activity or if there's a higher than average on a regular basis, each agency would be charged according to usage.

For planning, the technical implementation would take approximately one week. Majority of the implementation would be the responsibility of YECA IT staff. Whereas, individual member agency IT staff's responsibility would entail firewall configurations for the member's side.