

Tuesday, July 29, 20269:00 AMSacramento Regional Fire/EMS
Communications Center Annex
10240 Systems Pkwy Suite 200, CA 95827

GOVERNING BOARD MEMBERS PRESENT

Matt McGee, Chairperson	Assistant Chief, Folsom Fire Department
Joseph Fiorica, Vice Chairperson	Deputy Chief, Sacramento Metropolitan Fire District
Derek Parker, Board Member	Deputy Chief, Sacramento Fire Department
Josh Freeman, Board Member	Deputy Chief, Cosumnes Community Services District

GOVERNING BOARD MEMBERS ABSENT

COMMUNICATIONS CENTER MANAGEMENT

Parker Wilbourn	Executive Director
Marissa Shmatovich	Deputy Director of Administration
Casey Quintard	Deputy Director of Operations

OTHERS IN ATTENDANCE

Lindsay Moore	Counsel, SRFECC
Tara Poirier	EMS Manager, SRFECC
Kylee Soares	Operations Manager, SRFECC
Brad Dorsett	IT Manager, SRFECC
Corbyn Brooker	HR Manager, SRFECC
Courtney McClelland	HR Technician, SRFECC
Tyler Stoddard	Data Technician, SRFECC
Kerry Kier	Systems Engineer, SRFECC
Bayleigh Nichols	Office Specialist, SRFECC
Mellisa Gingery	Executive Assistant, SRFECC

The meeting was called to order and roll call was taken at 9:00 a.m.

- 1. The Pledge of Allegiance was recited.
- 2. There were no agenda updates.
- 3. There were no public comments.

PRESENTATION:

None

CLOSED SESSION:

- 1. CONFERENCE WITH LABOR NEGOTIATOR*
Pursuant to Government Code Section 54957.6
 - Center Negotiator(s)
Lindsay Moore, Counsel
Derek Parker, Chief Executive Director
 - Employee Organization(s)
Local 522 – Labor
Local 522 – Managers and Supervisors

*INDICATES NO ATTACHMENT

2. PERSONNEL ISSUES*

Pursuant to California Governing Code Section 54957

- a. Employee Evaluation: Chief Executive Director
Deputy Director of Administration
Dispatch Managers

3. CONFERENCE WITH LEGAL COUNSEL: Anticipated Litigation*

Pursuant to California Government Code Section 54956.9 (b) The Board will meet in closed session to discuss significant exposure to litigation.

One (1) potential case(s)

The closed session was convened at 9:01 a.m.

The open session was reconvened at 9:47 a.m.

1. The Board received an update; no formal action was taken
2. The Board received an update; no formal action was taken
3. The Board received an update; no formal action was taken

CONSENT AGENDA: Matters of routine approval including, but not limited to Board meeting synopsis, payroll reports, referral of issues to committee, other consent matters. A Consent Agenda is acted upon as one unit unless a Board member requests separate discussion and/or action.

1. A motion was made by Chief McGee and seconded by Chief Freeman to approve the Consent Agenda for the following:
 - a. Regular Board Meeting Synopsis (June 23, 2026)
 - b. ICS Contract Renewal (Staff Report 26-28)
 - c. CalPERS UAL Payment (Staff Report 26-29)
 - d. Radio Equipment (Staff Report 26-30)
 - e. Simulcast and Interoperability Equipment (Staff Report 26-31)
 - f. Voltage Regulator (Staff Report 26-32)

AYES: Sacramento Fire Department, Sacramento Metropolitan Fire, Folsom Fire Department

NOES:

ABSENT:

ABSTAIN:

Motion passed.

ACTION ITEMS:

1. Medical Director Contract (Staff Report 26-33)
 - a. A motion was made by Chief McGee and seconded by Chief Parker to approve the Medical Director Contract addendum between SRFECC and The Permanente Group for a two-year contract renewal term.

AYES: Sacramento Fire Department, Sacramento Metropolitan Fire, Folsom Fire Department

NOES:

ABSENT:

ABSTAIN:

Motion passed.

2. Board Policy – 3.022 Budget Process (Staff Report 26-34)

- a. A motion was made by Chief Freeman and seconded by Chief McGee to approve the revised board policy 3.022 Budget Process.

AYES: Sacramento Fire Department, Sacramento Metropolitan Fire, Folsom Fire Department

NOES:

ABSENT:

ABSTAIN:

Motion passed.

3. TabletCommand 26/27 Renewal (Staff Report 26-35)

- a. A motion was made by Chief Freeman and seconded by Chief Parker to approve the quote of \$292,450.00 to renew the TabletCommand licenses for fiscal year 26/27 and the quote of \$6,946.00 for additional licenses.

AYES: Sacramento Fire Department, Sacramento Metropolitan Fire, Folsom Fire Department

NOES:

ABSENT:

ABSTAIN:

Motion passed.

4. Spare Mimomax Equipment (Staff Report 26-36)

- a. A motion was made by Chief Parker and seconded by Chief Freeman to approve the Sutter Buttes Communications quote of \$7,849.01 to purchase spare Mimomax equipment.

AYES: Sacramento Fire Department, Sacramento Metropolitan Fire, Folsom Fire Department

NOES:

ABSENT:

ABSTAIN:

Motion passed.

5. Spare Timing Equipment (Staff Report 26-37)

- a. A motion was made by Chief Parker and seconded by Chief Freeman to approve the Sutter Buttes Communications quote of \$10,016.48 to purchase spare timing equipment.

AYES: Sacramento Fire Department, Sacramento Metropolitan Fire, Folsom Fire Department

NOES:

ABSENT:

ABSTAIN:

Motion passed.

DISCUSSION/POSSIBLE ACTION:

*INDICATES NO ATTACHMENT

NOTE

INFORMATION:

None

CENTER REPORTS:

Deputy Director of Administration Marissa Shmatovich: Marissa began by welcoming Chief Wilbourn and expressing appreciation for his partnership moving forward. She reported that recruitment efforts continue to progress positively through the implementation of NeoGov, which has enhanced capabilities and pre-screening tools in preparation for the upcoming September academy. She also congratulated Courtney McClelland and Bayleigh Nichols on their promotions to Payroll and Benefits Administrator and HR Technician, respectively. Marissa provided updates on the CAD modernization project, noting continued progress with the development of ADL and preparations for AVRR. She also reported that the CAD update was successfully completed with minimal operational impact. Additional updates included completion of generator maintenance, progress on NICE hardware installation, and continued efforts to strengthen radio system redundancy through recent infrastructure improvements. In closing, Marissa recognized staff for their continued dedication and commitment to advancing projects, initiatives and organizational growth despite ongoing transitions and changes within the Center.

Deputy Director of Operations Casey Quintard: Casey provided an update that July operations were successful, including the July 4th holiday response, which required an all-hands-on-deck effort from staff. Despite concerns regarding potentially increased call volume associated with the 250th anniversary celebrations, call volumes remained manageable, and an after-action report was completed for distribution to member agencies. Casey provided updates on continued testing and improvements relate to ViewPoint Mapping. He congratulated recent D1 sign-offs, including Noey Baza, Matthew painter and Jared Wallace. He also recognized Leni Sina for her recent CRO sign-off. Additional updates included ongoing efforts to improve cardiac arrest response through CPR hands-to-chest time reviews, encouraging agencies to update TabletCommand to utilize enhanced hospital status features, completion of EMD recertifications, preparation for Academy 26-2 beginning in September, and upcoming events including the Capital Air Shoe and UC Davis Resuscitation Academy. He ended by recognizing staff anniversaries for Manager Katherine Shelton, Dispatcher Amanda Stone-Hodge and Dispatcher Sarah Hopkins.

Chief Executive Director Parker Wilbourn: Chief Wilbourn expressed appreciation for the support and dedication of the Center staff. He provided an update on his first 30 days with the organization, highlighting the successful July 4th operations, and increased community engagement through media outreach, and staff response during a power outage on July 4th and reaching out to SMUD on duty officer who was able to reduce 60-minute ETA down to 15 minutes. He recognized these efforts as examples of the importance of external partnerships and stakeholder engagement. Chief Wilbourn reported meeting with member agency chiefs, staff, Local 522 representatives, and regional partners to gain insight and establish relationships. He also discussed plans to continue visiting partner agencies and other PSAP's to better understand operations and identify opportunities for collaboration. Additional updates included recognition of staff accomplishments, recruitment efforts, CAD and radio modernization efforts, ACE reaccreditation preparation, upcoming events, and Academy planning. He highlighted key organizational priorities of external engagement, future readiness, and supporting members and the mission. He encouraged continued collaboration with member agencies through increased ride-alongs and sit-alongs to strengthen the connection between dispatch operations and field personnel.

CORRESPONDENCE:

None

ITEMS FOR DISCUSSION AND POTENTIAL PLACEMENT ON A FUTURE AGENDA:

1. Board Chair Positions as an Action Item to Be Placed on August 25, 2026, Agenda

BOARD MEMBER COMMENTS:

Chief McGee: Chief McGee welcomed Chief Wilbourn in to his new position. He expressed confidence in the Center's direction and priorities, and thanked staff for their continued dedication and service noting that the organization's continued success through leadership transitions is made possible by the commitment and expertise of its employees.

*INDICATES NO ATTACHMENT

Chief Fiorica: Chief Fiorica welcomed Chief Wilbourn into his new position. He expressed confidence in the Center's direction and priorities, and thanked staff for their continued dedication and service noting that the organization's continued success through leadership transitions is made possible by the commitment and expertise of its employees.

Chief Parker: Chief Parker reflected on his past two years as CED and expressed appreciation for the opportunity to support the Center through a period of significant change. He recognized staff for their ability to adapt to transitions, implement best practices, and continue moving the organization forward. He shared confidence in the Centers leadership and employees, noting their dedication and exceptional work will continue to support future success.

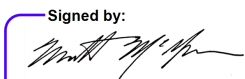
Chief Freeman: Chief Freeman congratulated staff on the continued growth and positive changes occurring at the Center, recognizing recent promotions and welcoming new employees. He expressed his appreciation for the dedication and professionalism of Center staff and asked that his gratitude be shared with all employees for their outstanding work.

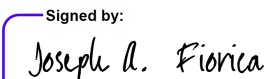
ADJOURNMENT:

The meeting was adjourned at 10:14 a.m.

ATTEST:


MELLISA GINGERY
CLERK OF THE BOARD

Signed by:

MATTHEW MCGEE
CHAIRPERSON

Signed by:

JOSEPH FIORICA
VICE CHAIRPERSON