



MEETING AGENDA
REGULAR MEETING OF THE GOVERNING BOARD OF SRFECC

Tuesday, October 22, 2024 9:00 AM Sacramento Metropolitan Fire Department
10545 Armstrong Avenue, CA 95655

THE BOARD WILL CONVENE IN AN OPEN SESSION AT 9:00 A.M.

Call to Order Chairperson
Roll Call of Member Agencies Clerk of the Board

PRIMARY BOARD MEMBERS

Chad Wilson, Chairperson	Assistant Chief, Folsom Fire Department
Scott Williams, Vice Chairperson	Assistant Chief, Sacramento Fire Department
Ty Bailey, Board Member	Deputy Chief, Sacramento Metropolitan Fire District
Troy A. Bair, Board Member	Deputy Chief, Cosumnes Community Services District

PLEDGE OF ALLEGIANCE

AGENDA UPDATE: An opportunity for Board members to (1) reorder the agenda; and (2) remove agenda items that are not ready for presentation and/or action at the present Board meeting.

PUBLIC COMMENT: An opportunity for members of the public to address the Governing Board on items within the subject matter jurisdiction of the Board. The duration of the comment is limited to three (3) minutes.

PUBLIC COMMENT:

None

PRESENTATION:

None

RECESS TO 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
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Employee Organization(s)	Teamsters Local 150/Local 522 Teamsters Local 856/Local 522 Unrepresented Administrators
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2. PERSONNEL ISSUES*

*INDICATES NO ATTACHMENT

Pursuant to California Governing Code Section 54957

Employee Evaluation: Chief Executive Director
Operations Manager
Administrative Manager

- 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).

RECONVENE TO OPEN SESSION:

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

- 1. Regular Board Meeting Synopsis (September 24, 2024) Page 4

PROPOSED ACTION: Motion to Approve Consent Agenda

STAFF REPORTS/ACTION ITEMS:

- 1. **SUBJECT: Resolution To Fix Employer Health Care Contributions** (Staff Report 24-24) Page 9

Recommendation:

- Approve and ratify Resolution 24-03, Fixing Employer Health Care Contributions.

- 2. **SUBJECT: LOU Between SRFEC and Local 522 Dispatcher Group** (Staff Report 24-25)* Page 12

Recommendation:

- Approve and adopt Local 522 LOU for Probationary Period and Seniority articles.

DISCUSSION/POSSIBLE ACTION:

None

INFORMATION:

- 1. Communications Center Statistics Page 18
- 2. Financial Reports Page 22
 - a. Monthly Credit Card Usage Statement
 - b. Budget to Actuals
 - c. Cash Flow Report
 - d. Monthly Lease Update
 - e. PAD Update
- 3. Service Anniversaries – October 2024 Page 31

CORRESPONDENCE:

*INDICATES NO ATTACHMENT

None

CENTER REPORTS:

1. Administration Manager Shmatovich
2. Interim Operations Manager Poirier
3. Chief Executive Director Parker

ITEMS FOR DISCUSSION AND POTENTIAL PLACEMENT ON A FUTURE AGENDA:

BOARD MEMBER COMMENTS:

ADJOURNMENT:

The next scheduled Board Meeting is Tuesday, November 12, 2024

LOCATION: Sacramento Metropolitan Fire District
10545 Armstrong Avenue, CA 95655

TIME: 9:00 a.m.
Board Members, Alternates, and Chiefs

POSTED: 10230 Systems Parkway, Sacramento, CA 95827
www.srfecc.ca.gov
10545 Armstrong Ave, Mather, CA 95655-4102

DISABILITY INFORMATION:

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Chief Executive Director’s Office at (916) 228-3070. Notification at least 48 hours prior to the meeting will enable the Center to make reasonable arrangements to ensure accessibility to this meeting.

POSTING:

This is to certify that on October 17, 2024, a copy of the agenda was posted at the following locations:

- 10230 Systems Parkway, Sacramento, CA 95827
- 10411 Old Placerville Rd – Suite #210, Sacramento, CA 95827
- The Center’s website at – www.srfecc.ca.gov
- 10545 Armstrong Ave, Mather, CA 95655-4102

ATTEST:



MELLISA BERNETT
CLERK OF THE BOARD

*INDICATES NO ATTACHMENT

**MEETING MINUTES
GOVERNING BOARD MEETING**

**Tuesday, September 24, 2024 9:00 AM Sacramento Metropolitan Fire Department
10545 Armstrong Avenue, CA 95655**

GOVERNING BOARD MEMBERS PRESENT

Chad Wilson, Chairperson	Assistant Chief, Folsom Fire Department
Scott Williams, Vice Chairperson	Assistant Chief, Sacramento Fire Department
Ty Bailey, Board Member	Deputy Chief, Sacramento Metropolitan Fire District
Troy Bair, Board Member	Deputy Chief, Cosumnes Community Services District

GOVERNING BOARD MEMBERS ABSENT

None

COMMUNICATIONS CENTER MANAGEMENT

Derek Parker	Executive Director
Yvonne Vazquez	Interim Operations Manager
Marissa Shmatovich	Administration Manager

OTHERS IN ATTENDANCE

Lindsay Moore	Counsel, SRFECC
Tara Poirier	EMS Supervisor, SRFECC
Amanda Stone-Hodge	Dispatcher II, SRFECC
Mellisa Bernett	Executive Assistant, SRFECC

The meeting was called to order and roll call was taken at 9:17 a.m.

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

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
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*INDICATES NO ATTACHMENT

Employee Organization(s)

Teamsters Local 150
Teamsters Local 856
Unrepresented Administrators

2. PERSONNEL ISSUES*

Pursuant to California Governing Code Section 54957

- a. Employee Evaluation: Chief Executive Director
Operations Manager
Administration Manager

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 9:22 a.m.

The open session was reconvened at 10:29 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 Williams and seconded by Chief Bair to approve the Consent Agenda for the following:

- a. Regular Board Meeting Synopsis – Sept 10, 2024

AYES: Sacramento Fire Department, Sacramento Metropolitan Fire, Cosumnes Community Services District, Folsom Fire Department

NOES:

ABSENT:

ABSTAIN:

Motion passed.

ACTION ITEMS:

1. New Board Policy – 3.019 Budget Process (REVISED) (Staff Report 24-18)

- a. A motion was made by Chief Bair and seconded by Chief Bailey to approve the revised new board policy.

AYES: Sacramento Fire Department, Sacramento Metropolitan Fire, Cosumnes Community Services District, Folsom Fire Department

*INDICATES NO ATTACHMENT

NOES:
ABSENT:
ABSTAIN:

Motion passed.

2. Accessing State/Federal Level Criminal History For Employment (Staff Report 24-23)
 - a. A motion was made by Chief Bailey and seconded by Chief Bair to approve resolution 24-02, allowing the Center to access State and Federal level criminal history.

AYES: Sacramento Fire Department, Sacramento Metropolitan Fire, Cosumnes Community Services District, Folsom Fire Department

NOES:
ABSENT:
ABSTAIN:

Motion passed.

DISCUSSION/POSSIBLE ACTION:

None

INFORMATION:

None

CENTER REPORTS:

1. Administration Manager Marissa Shmatovich

Shmatovich provided an update on The Annex. Furniture is on order with an expected delivery and installation timeline of approximately 8 weeks. Electrical work for cubicles will begin on 9/27, and badge access installation will start in the second week of October. A grand opening is planned for the new year, with a more formal presentation planned for the new year. Budget preparation is underway for the next fiscal year, with a more formal presentation planed for the board. The ongoing audit will be presented at the November board meeting.

2. Interim Operations Manager Yvonne Vazquez

Vazquez reported on recent EMS Supervisor events in line with ACE accreditation including hosting IAED President Jerry Overton. There was an opioids awareness training in coordination with Dr. Naik. The center hosted an EMD course open to all agencies. Casey and Yvonne were invited to present at CalNENA. The academy is ongoing with six recruits; several employees are in different stages of training. service anniversaries were recognized: Barbara Vatalaro (26 years), Tara Poirier (19 years),

*INDICATES NO ATTACHMENT

Chia Vargo (7 years), Tyler Stoddard, Alicia Ilaga, Mellisa Gingery (3 years), and Corbyn Brooker (1 year).

3. Chief Executive Director Derek Parker

Parker discussed IAED President Overton's recent visit. He was highly impressed with the center's staff and operations, describing it as a "well-oiled machine" deserving of its accreditation.

CORRESPONDENCE:

None

ITEMS FOR DISCUSSION AND POTENTIAL PLACEMENT ON A FUTURE AGENDA:

None

BOARD MEMBER COMMENTS:

1. Chief Bair

Chief Bair extended congratulations on achieving ACE accreditation and thanked Tara for her hard work.

2. Chief Bailey

Chief Bailey recognized the service milestones and ACE achievement congratulating all involved.

3. Chief Williams

Chief Williams expressed pride in the Center's progress and excitement for the future. Also, thanked the chairman for the moment of silence in memory of the West Sacramento engineer.

4. Chief Wilson

Chief Wilson closed the meeting by asking everyone to keep the West Sacramento community and family in their thoughts and prayers.

ADJOURNMENT:

The meeting was adjourned at 10:49 a.m.

*INDICATES NO ATTACHMENT

ATTEST:



MELLISA BERNETT
CLERK OF THE BOARD

CHAD WILSON
CHAIRPERSON

SCOTT WILLIAMS
VICE CHAIRPERSON



Sacramento Regional Fire/EMS Communications Center

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STAFF REPORT (24-24)

DATE: October 22, 2024

TO: Board of Directors

FROM: Derek Parker, Chief Executive Director

BY: Marissa Shmatovich, Administration Manager

SUBJECT: **RESOLUTION TO FIX EMPLOYER HEALTH CARE CONTRIBUTIONS**

RECOMMENDATION

The Center recommends:

1. The Board of Directors approve and ratify Resolution 24-03, Fixing Employer Health Care Contributions.

BACKGROUND/ANALYSIS:

The Center establishes medical premium contributions annually in accordance with local labor agreements and the administrative benefit resolution.


Effective January 1 of each calendar year, the Center adjusts its contribution to reflect 50% of any Kaiser premium increase.

Medical Premiums increased by 8.96% this year, and the Center and employees each paid 4.98% of that increase. The resolution formally accepts and acknowledges the change in the Center contribution as required by CalPERS.

FINANCIAL ANALYSIS

This increase was anticipated as a part of the final budget, approved and resolved at the August 22, 2024, Special Board Meeting.

Staff Report recommendation authorized by:

DocuSigned by:

 766789D85FB9421
 DEREK PARKER
 CHIEF EXECUTIVE DIRECTOR

Attachments: Resolution 24-03, Fixing Employer's Health Care Contribution



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RESOLUTION NO. 24-03 FIXING THE EMPLOYER CONTRIBUTION UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS

WHEREAS, (1) Sacramento Regional Fire/EMS Communications Center is a contracting agency under Government Code Section 22920 and subject to the Public Employee's Medical and Hospital Care Act (the "Act"); and

WHEREAS, (2) Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and

WHEREAS, (3) Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; now, therefore be it

RESOLVED, (a) That the employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members in a health benefits plan up to the maximum of \$963.27 per month with respect to employee enrolled for self alone, \$1,926.54 per month for employee enrolled for self and one family member, and \$2,504.50 per month for employee enrolled for self and two or more family members, plus administrative fees and Contingency Reserve Fund assessments; and be it further

RESOLVED, (b) Sacramento Regional Fire/EMS Communications Center has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

RESOLVED, (c) That the participation of the employees and annuitants of Sacramento Regional Fire/EMS Communications Center shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of the State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulation pursuant to such Section. If it is determined that



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Sacramento Regional Fire/EMS Communications Center would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further

RESOLVED, (d) That the executive body appoint and direct, and it does hereby appoint and direct, the Chief Executive Director to file with the Board a verified copy of this resolution, and to perform on behalf of Sacramento Regional Fire/EMS Communications Center all functions required of it under the Act; and be it further

RESOLVED, (e) That coverage under the Act be effective on January 1, 2025.

Adopted at a regular meeting of the Governing Board at 10545 Armstrong Avenue, Mather, California, this 22nd day of October, 2024.

Signed: _____
Chairperson

Attest: _____
Clerk of the Board



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STAFF REPORT (REPORT 24-25)

DATE: October 22, 2024

TO: Board of Directors

FROM: Derek Parker, Chief Executive Director

BY: Marissa Shmatovich, Administration Manager

SUBJECT: LOU BETWEEN SRFECC AND LOCAL 522 DISPATCHER GROUP

RECOMMENDATION

The Board of Directors:

1. Approve and adopt Local 522 LOU for Probationary Period and Seniority articles.

BACKGROUND/ANALYSIS

The Center entered into negotiations with Local 522 Dispatcher and Dispatch Supervisor groups in May 2024. Negotiations are still ongoing, however, the Probationary Period and Seniority articles are determined to have an effect on the shift bid for 2025 and therefore Local 522 had an interest in resolving these articles ahead of the conclusion of negotiations in the form of an LOU.

The Center and Local 522 reached a tentative agreement on the two articles, and the LOU was taken to a vote to the Local 522 Dispatcher membership. The LOU passed the vote and 2025 shift bid has been completed.

FINANCIAL ANALYSIS

There is no unanticipated fiscal impact noted by approving the LOU, as the Center plans and budgets for each dispatcher to achieve Dispatcher 2 status.

These requests are in alignment and support the 2030 Strategic Blueprint and Growth Strategy focus areas:

- 1A: Effectively hire, retain, compensate, and continuously train dispatch, administrative, and support personnel.

DocuSigned by:

A handwritten signature in black ink that reads "Marissa Shmatovich".

MARISSA SHMATOVICH
ADMINISTRATION MANAGER

Attachments:

Letter of Understanding Between SRFECC and Local 522, Dispatcher Group

Sacramento Regional Public Safety Communications Employees
and the
Sacramento Regional Fire/EMS Communications Center
MEMORANDUM OF UNDERSTANDING
Probationary Period & Seniority

The Sacramento Regional Fire/EMS Communications Center and Sacramento Regional Public Safety Communications Employees (Local 522) are engaged in successor negotiations.

The Parties mutually agree to revisions for both Probationary Period and Seniority prior to completion of successor negotiations, which shall be incorporated into the successor agreement.

The Parties mutually agree to continue to engage in good faith bargaining to complete successor negotiations.

Sacramento Regional Fire/EMS
Communications Center

Sacramento Regional Public Safety
Communications Employees

Stephen Leonasio

Dated: _____

Dated: 10/21/2024

Sacramento Regional Public Safety Communications Employees
and the
Sacramento Regional Fire/EMS Communications Center
MEMORANDUM OF UNDERSTANDING
Probationary Period & Seniority

18. PROBATIONARY PERIOD

18.1 Initial Employment by the Center

A Dispatcher may be hired as a Recruit or as a Lateral (defined as a person with at least two (2) years of public safety dispatching experience).

18.1.1 Recruit Progression

All persons initially employed as a Recruit shall be in probationary status for the first twelve (12) full months of employment by the Center and will go through the below process:

18.1.1.1 A new unit member without dispatch experience will be hired as a Recruit.

18.1.1.2 A Recruit will advance to Dispatcher 1 upon successful completion of Call-Taker Training.

18.1.2 Dispatcher 1 Progression

18.1.2.1 A Dispatcher 1 who has been in the Dispatcher 1 classification for six (6) months may test to be added to an eligibility list for promotion to Dispatcher 1(M). The test shall be offered quarterly.

18.1.2.2 A Dispatcher 1 shall be selected for Dispatcher 1(M) training based upon their rank on the eligibility list.

18.1.2.3 Upon selection for Dispatcher 1(M) training, the employee shall progress on the Dispatcher 1(M) salary schedule and a six-month probationary period shall begin.

18.1.2.4 A Dispatcher 1(M) that does not pass probation shall return to Dispatcher 1 with the status held at the time they were selected for Dispatcher 1(M).

18.1.3 Dispatcher 1M Progression

18.1.3.1 A Dispatcher 1(M) who has been in the 1M classification for six (6) months may test to be added to an eligibility list for promotion to Dispatcher 2. The test shall be offered quarterly.

18.1.3.2 Dispatcher 1(M) shall be selected for CRO Training based upon their rank on the eligibility list.

Sacramento Regional Public Safety Communications Employees
and the
Sacramento Regional Fire/EMS Communications Center
MEMORANDUM OF UNDERSTANDING
Probationary Period & Seniority

18.1.3.3 Upon selection for CRO training, the person shall progress on the Dispatcher 2 salary schedule and a six-month probationary period shall begin.

18.1.3.4 Any Dispatcher 2 that does not pass probation shall return to Dispatcher 1M with the status held at the time they were selected for CRO Training.

18.1.4 Lateral Hires

All persons initially hired as a Lateral shall serve a probationary period of six months, unless extended pursuant to Article 18.3 below. A Lateral shall be placed in the Classification and salary schedule based upon their experience, at the discretion of the Center.

18.2 Promotion Within the Bargaining Unit

A promotional appointment may be rescinded by the Center, at any time, during the probationary period.

18.3 Extension of Probation

The probationary period for a member may be extended, at the sole discretion of the Center, for an additional 6 months.

18.4 Continuation of the Selection Process

Each probationary period is a continuation of the selection process. During such time, probationary members may be released or returned to their previously held permanent position, at any time, at the sole discretion of the Center and without cause.

Sacramento Regional Public Safety Communications Employees
and the
Sacramento Regional Fire/EMS Communications Center
MEMORANDUM OF UNDERSTANDING
Probationary Period & Seniority

24. SENIORITY

24.1 Date of Hire

24.1.1 The employee's actual, initial date of hire in a probationary capacity.

24.1.2 Adjustment to Date of Hire

24.1.2.1 A unit member's seniority date and promotion date shall be adjusted for any break in service, including any leave of absence (other than military), which extends for a period of more than ninety (90) calendar days.

24.1.2.2 A unit member who is employed in an unrepresented position, shall have their seniority date and promotion date adjusted for time spent in the unrepresented position.

24.1.2.3 Such adjustments shall be made day-for-day.

24.2 Seniority

24.2.1 List #1 (Date of Hire)

Use List #1 for Layoff (RIF), Vacation Bids, On-Call and Mandatory Over-Time.

24.2.2 List #2 (Rank & Time)

Use List #2 for Shift Bid.

24.2.2.1 Employees Hired or Promoted before July 1, 2024:

List #2 shall begin with employees placed in the order of CRO sign-off (Dispatcher 2), then employees shall be placed in order of hire date.

24.2.2.2 Employees Hired or Promoted on or after July 1, 2024:

List #2 shall begin with employees placed in the order of selection for CRO training (Dispatcher 2), then employees shall be placed in the order of selection for main training (Dispatcher 1M), then employees shall be placed in the order in which their classification changes from Recruit to Dispatcher, finally Recruits shall be placed in order of test score.

Sacramento Regional Public Safety Communications Employees
and the
Sacramento Regional Fire/EMS Communications Center
MEMORANDUM OF UNDERSTANDING
Probationary Period & Seniority

24.2.3 Same Hire Date

24.2.3.1 If two (2) unit members have the same hire date:

- A person hired as a lateral dispatcher (defined as a person with at least two years of public safety dispatching experience) will be placed above an employee hired as a Recruit.
- Recruits shall otherwise be placed in seniority order in accordance with their combined test and interview score.



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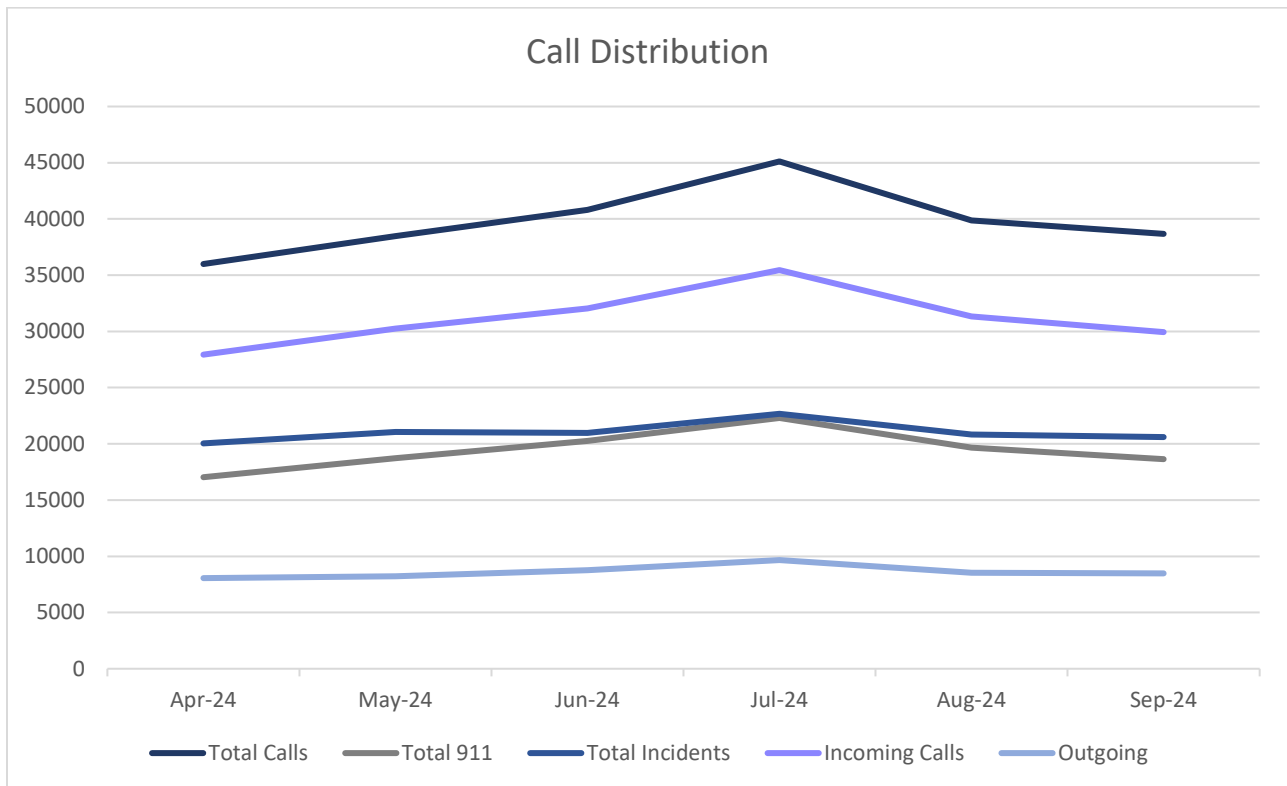
Telephony Performance Measure September 2024

Overview

TOTAL CALL VOL.	38,662
TOTAL INCIDENTS	20,589
INCOMING CALLS	29,944
OUTGOING CALLS	8,480

Incoming Lines Detail

911 LINES	18,647
SEVEN DIGIT EMERGENCY	4,119
ALLIED/ADMIN	7,272





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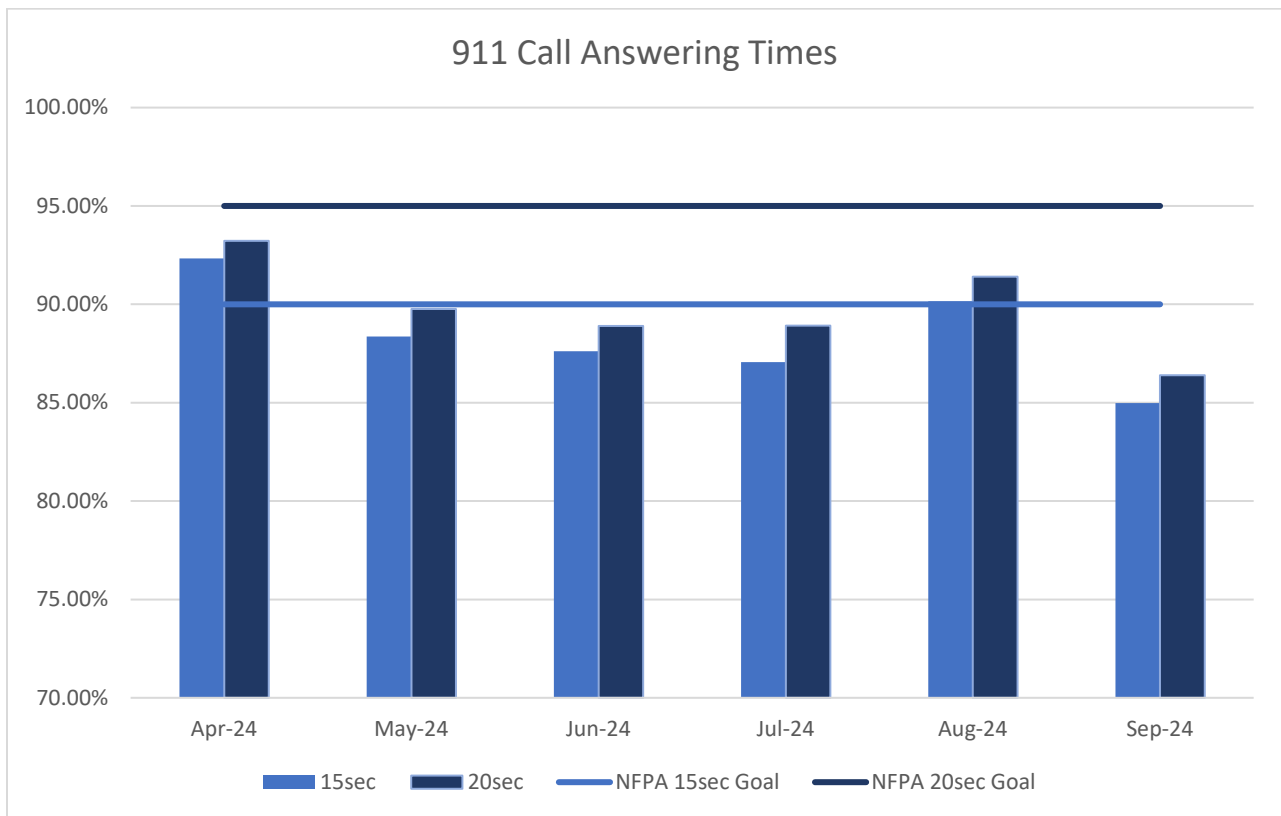
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Emergency Lines Answering Standard: NFPA-1221 (2019 Edition)

90% answered within 15 seconds

95% answered within 20 seconds

Month	15 Seconds Compliance	20 Seconds Compliance
April	92.33%	93.23%
May	88.37%	89.76%
June	87.61%	89.90%
July	87.06%	88.92%
Aug	90.15%	91.41%
Sep	84.98%	86.39%

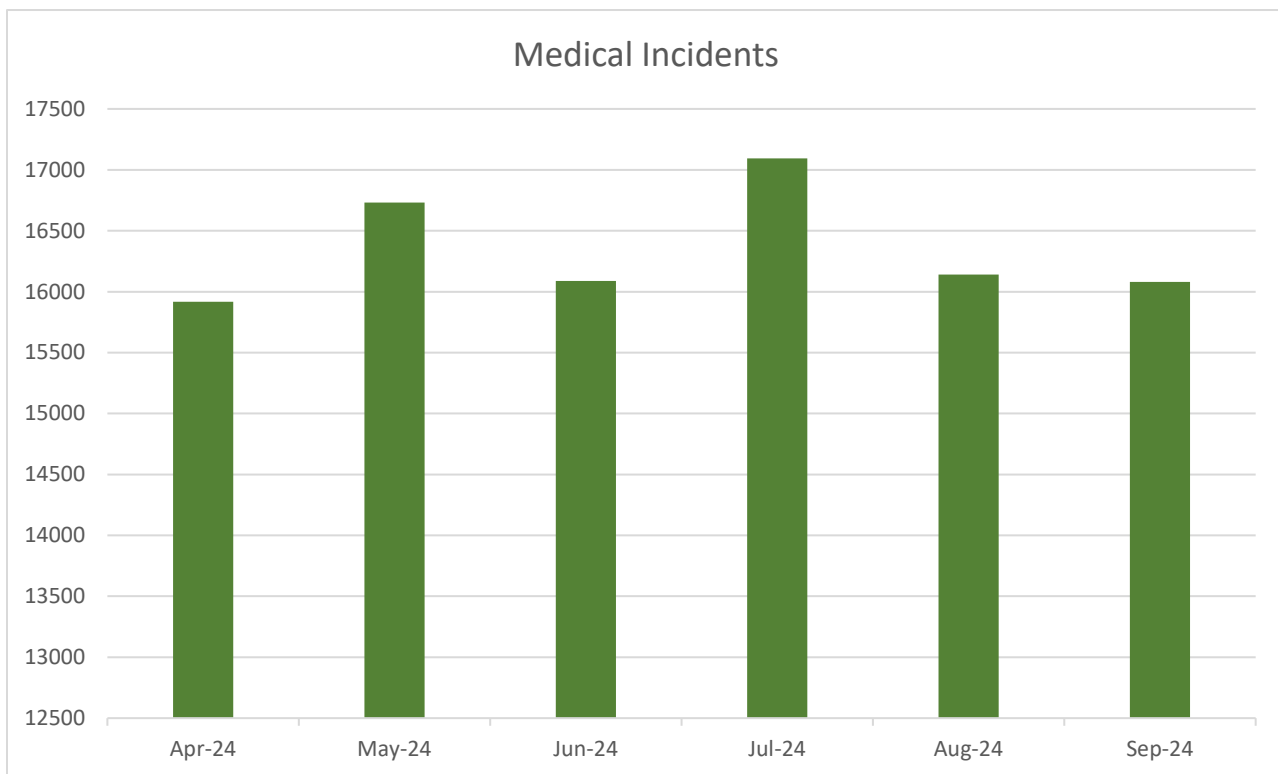
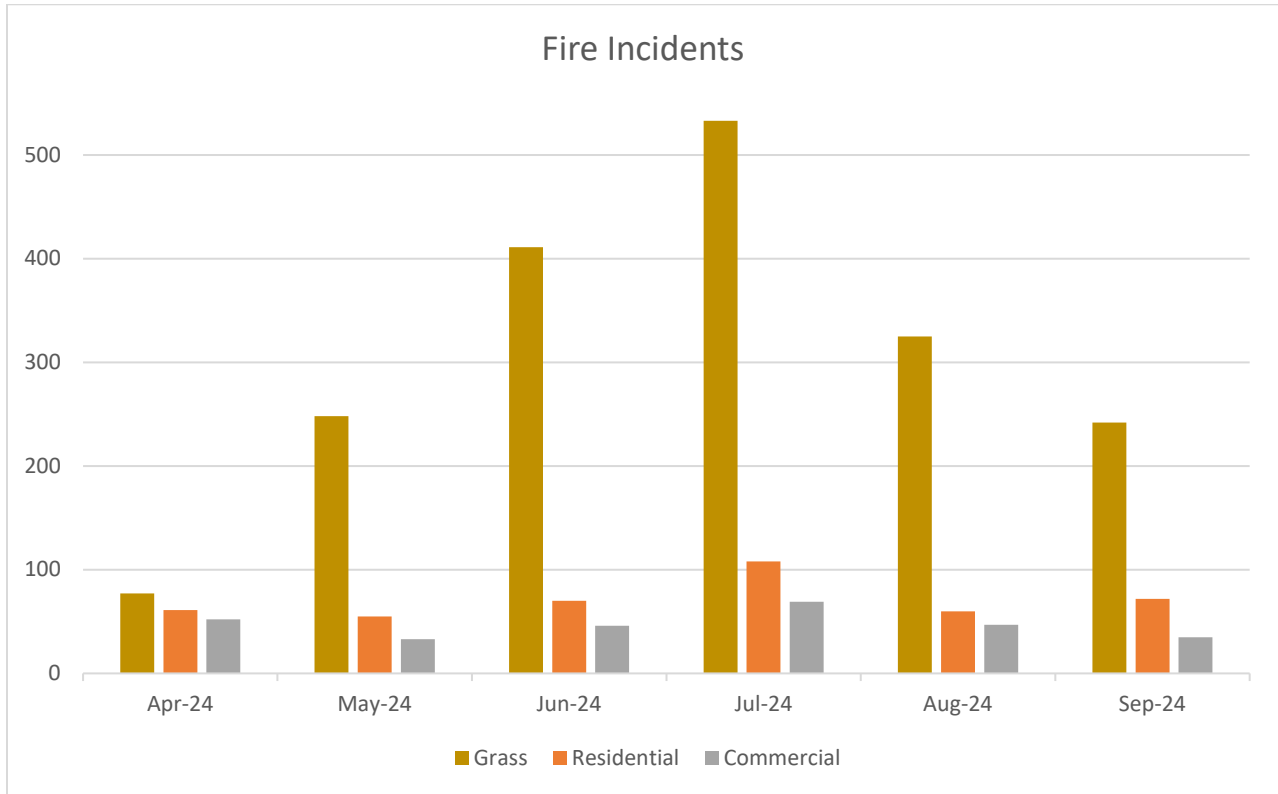




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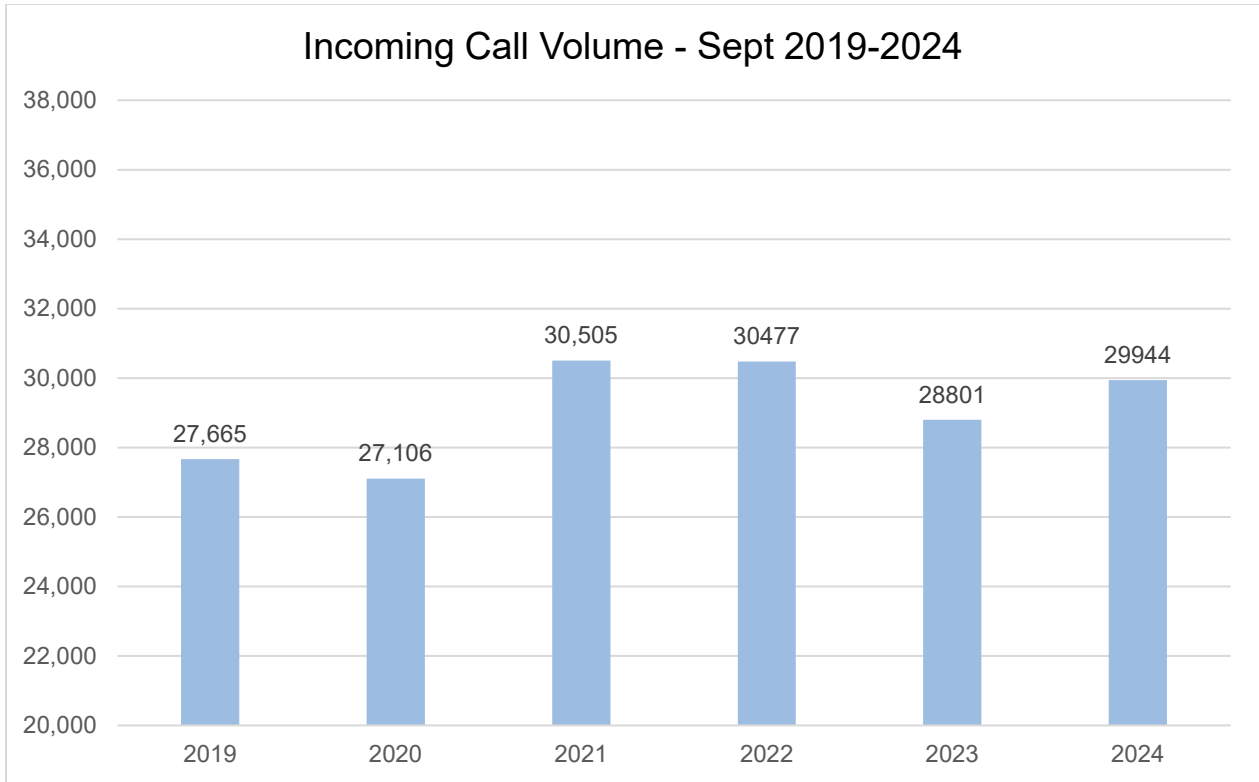
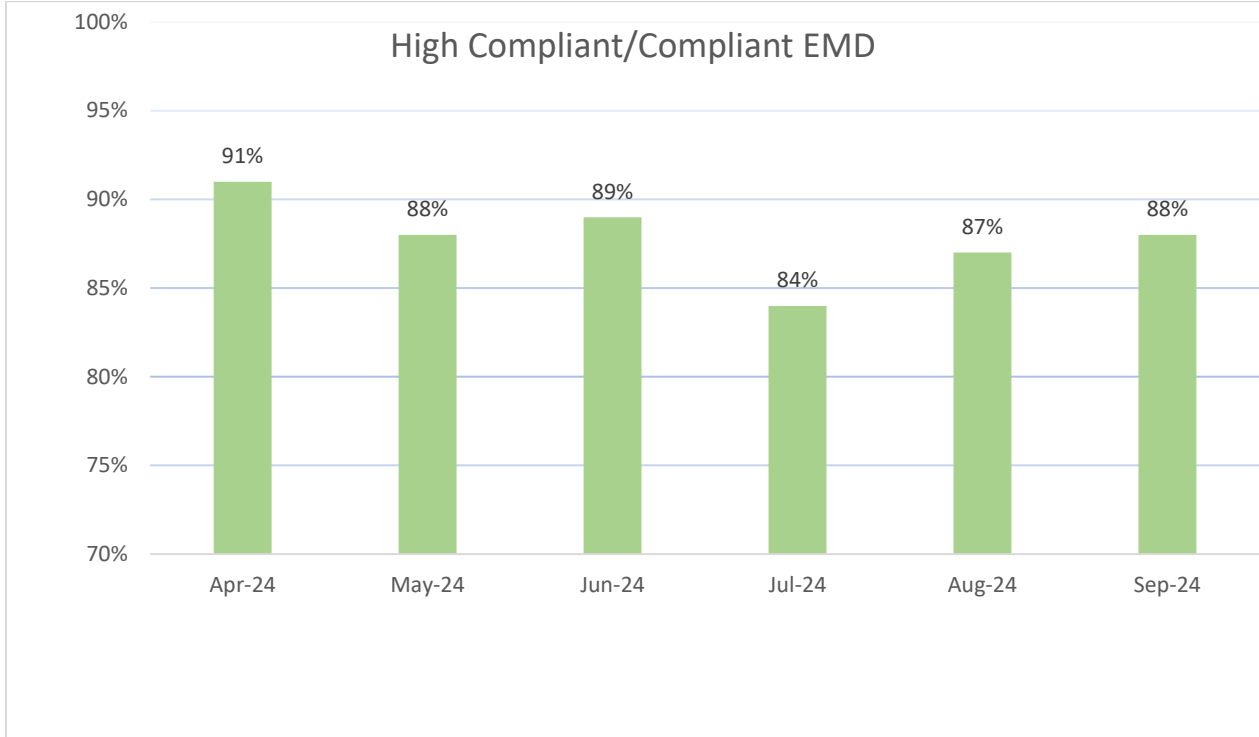




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**Executive Monthly Credit Card Usage Report
FY 24-25**

Reporting Month: September 2024

Last 4 of card	Last Name	Status	Credit Limit	Monthly Usage	Approvals		
					Employee	Manager	CED
5543	Bernett	Open	\$ 15,000.00	\$ 6,037.51	^{DS} MB	^{DS} MS	^{DS} DP
5556	Brooker	New	\$ 2,000.00	\$ -			
9801	Kukharets	Open	\$ 1,000.00	\$ 262.74	^{Initial} RE	^{DS} MS	^{DS} DP
8134	Nichols	Open	\$ 2,000.00	\$ 1,921.21	^{Initial} BN	^{DS} MS	^{DS} DP
9339	Shmatovich	Open	\$ 2,000.00	\$ 449.02	^{DS} MS	^{Initial} YR	^{DS} DP
0835	Vargo	Open	\$ 10,000.00	\$ 3,531.85	^{Initial} CV	^{DS} MS	^{DS} DP
4445	Parker	Open	\$ 5,000.00	\$ -			
		Total:	\$ 37,000.00	\$ 12,202.33			

New/Closed Accounts Added: Yes

-Corbyn Brooker: new

Cards Reported Lost or Stolen: None

Disputed Transactions: None

Changes in Authorization Limits: No

Monthly Liability: \$37,000.00



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FY 24-25			
Total Monthly Credit Card Usage			
July	\$ 46,692.28	January	\$ -
August	\$ 13,596.78	February	\$ -
September	\$ 12,202.33	March	\$ -
October	\$ -	April	\$ -
November	\$ -	May	\$ -
December	\$ -	June	\$ -

I certify I have reviewed and approved the monthly credit card transactions and activity as reported. These are legitimate expenses incurred solely for the benefit of SRF ECC business. I also certify that no alcoholic beverages, tobacco products, gift cards or gift certificates were purchased.

DocuSigned by:

Derek Parker

7687B8D85FB9421...

10/9/2024

Chief Executive Director Signature

Date



Sacramento Regional Fire/EMS Communications Center

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FY 24/25 Budget to Actuals Report

Quarter End September 2024

Page 1 of 4

GL Account	Description	FY 24/25 Budget	Period 1 Actual	Period 2 Actual	Period 3 Actual	FY 24/25 YTD Actual	Budget Remainder
REVENUE							
4010-910	Member Contribution SMFD	(5,365,300)	0	2,682,650	0	2,682,650	(2,682,650)
4010-920	Member Contribution SFD	(5,552,898)	0	2,776,449	0	2,776,449	(2,776,449)
4010-930	Member Contribution CFD	(1,138,093)	0	569,047	0	569,047	(569,046)
4010-940	Member Contribution FFD	(450,235)	0	225,117	0	225,117	(225,118)
4014-000	OES Deployment	0	0	109,286	104,394	213,680	0
4015:4998	Other Revenue	0	6,972	6,712	5,880	19,563	0
TOTAL REVENUE		(12,506,526)	6,972	6,369,261	110,274	6,486,506	(6,253,263)

GL Account	Description	FY 24/25 Budget	Period 1 Actual	Period 2 Actual	Period 3 Actual	FY 24/25 YTD Actual	Budget Remainder
EMPLOYEE-RELATED EXPENSES							
5010	Base Salaries and Wages	5,149,031	368,985	370,469	389,080	1,128,534	4,020,497
5020	Overtime	300,000	37,401	36,466	44,889	118,756	181,244
5030	Overtime - FLSA	115,000	4,934	7,041	5,914	17,889	97,111
5035	OES Deployment	1	44,348	112,146	73,538	230,032	(230,031)
5040	Uniform Allowance	41,700	100	100	100	300	41,400
5050	Night/Admin Shift Differential	97,000	8,092	7,321	8,012	23,425	73,575
5055	Out-of-Class Pay	38,000	1,400	2,150	3,650	7,200	30,800
5060	Longevity	60,000	2,800	2,800	2,700	8,300	51,700
5065	On-Call Pay	82,000	6,425	4,950	5,525	16,900	65,100
5115	Vacation Cash Out	54,000	5,545	0	811	6,356	47,644
5120	Sick Leave	0	14,277	11,174	11,148	36,599	(36,599)
5130	CTO Leave	0	0	0	0	0	0
5140	Holiday Pay	225,000	16,865	0	15,089	31,954	193,046
5220	Training Pay	42,000	1,250	2,949	3,657	7,856	34,144
5310	Workers Compensation Insurance	80,000	6,483	6,511	6,511	19,505	60,495
5410	FED ER Tax - Medicare	70,000	6,888	7,538	7,533	21,959	48,041
5413	FED ER Tax - Social Security	1,000	0	0	0	0	1,000
5420	State ER Tax - ETT	2,300	0	0	13	13	2,287
5423	State ER Tax- UI-	20,000	0	0	254	254	19,746
5510	Medical Insurance	1,200,000	98,825	94,228	90,291	283,344	916,656
5520	Dental Insurance	110,000	8,443	7,922	7,385	23,750	86,250
5530	Vision Insurance	11,000	780	742	693	2,215	8,785
5610	Retirement Benefit Expense	1,280,000	98,526	98,329	101,092	297,947	982,053
5620	OPEB Benefit Expense	435,000	32,966	32,966	32,966	98,898	336,102
5625	Education Incentive	35,000	2,312	2,276	2,467	7,055	27,945
5690	Other Salary and Benefit Expns	14,000	1,525	1,025	1,025	3,575	10,425
TOTAL EMPLOYEE-RELATED EXPENSES		9,462,032	769,170	809,103	814,343	2,392,616	7,069,416

GL Account	Description	FY 24/25 Budget	Period 1 Actual	Period 2 Actual	Period 3 Actual	FY 24/25 YTD Actual	Budget Remainder
MATERIALS & SUPPLIES							
6010	Office Supplies	10,000	411	174	175	760	9,240
6013	Office Supplies - Ink Cartridge	1,500	0	557	0	557	943
6015	Equipment Rental	12,500	848	848	848	2,544	9,956
6020	Postage	1,000	0	97	0	97	903
6050	Center Supplies	18,500	906	1,316	1,374	3,596	14,904
6090	Other Materials and Supplies	1,000	0	0	551	551	449
TOTAL MATERIALS & SUPPLIES		44,500	2,165	2,992	2,948	8,105	36,395



Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

www.srfecc.ca.gov

FY 24/25 Budget to Actuals Report

Quarter End September 2024

Page 2 of 4

GL Account	Description	FY 24/25 Budget	Period 1 Actual	Period 2 Actual	Period 3 Actual	FY 24/25 YTD Actual	Budget Remainder
PROFESSIONAL SERVICES							
6110	Legal Services	240,000	5,000	5,000	18,865	28,865	211,135
6115	Accounting and Audit Services	24,500	143	1,423	439	2,005	22,495
6120	Actuary Services	10,000	0	7,200	0	7,200	2,800
6125	Consulting Services	637,572	34,595	64,107	49,956	148,658	488,914
6140	Technological Services	195,050	9,668	12,750	7,708	30,126	164,924
6190	Other Professional Services	500	0	0	0	0	500
TOTAL PROFESSIONAL SERVICES		1,107,622	49,406	90,480	76,968	216,854	890,768

GL Account	Description	FY 24/25 Budget	Period 1 Actual	Period 2 Actual	Period 3 Actual	FY 24/25 YTD Actual	Budget Remainder
COMMUNICATION EQUIPMENT & SERVICES							
6220	Maintenance - Radios & Radio Equipment	41,000	0	973	1,176	2,149	38,851
6221	Maintenance - Radio Consoles & Other	86,900	5,556	15,546	5,556	26,658	60,242
6223	Radio - Backbone Subscription SRRCs	20,000	1,852	1,412	1,412	4,676	15,324
6230	Communication Services	266,140	23,483	23,871	22,827	70,181	195,959
6245	Maintenance - Tower Equipment	16,740	130	130	130	390	16,350
6250	Communication Supplies	10,000	0	0	0	0	10,000
6290	Other Communication Services and Equipment	1,000	310	0	0	310	690
TOTAL COMMUNICATION EQUIPMENT & SERVICES		441,780	31,331	41,932	31,101	104,364	337,416

GL Account	Description	FY 24/25 Budget	Period 1 Actual	Period 2 Actual	Period 3 Actual	FY 24/25 YTD Actual	Budget Remainder
HW & SW MAINT							
6315	Hardware Maintenance - Network	750	45	45	45	135	615
6319	Hardware Maintenance Other	1,000	0	0	0	0	1,000
6320	Software Maintenance - Applications	138,278	9,041	9,063	9,501	27,605	110,673
6322	CAD Maintenance and Support/Northrop Grumman	599,352	41,198	41,198	41,198	123,594	475,758
6323	Software Maintenance - GIS	84,738	13,113	13,113	13,113	39,339	45,399
6330	Software Maintenance - Network	6,450	0	0	0	0	6,450
6350	Computer Supplies	5,000	0	0	63	63	4,937
6390	Other, Computer Services and Supplies	1,000	0	0	0	0	1,000
TOTAL HW & SW MAINT		836,568	63,397	63,419	63,920	190,736	645,832



Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

www.srfecc.ca.gov

FY 24/25 Budget to Actuals Report Quarter End September 2024

Page 3 of 4

GL Account	Description	FY 24/25 Budget	Period 1 Actual	Period 2 Actual	Period 3 Actual	FY 24/25 YTD Actual	Budget Remainder
FACILITIES & FLEET							
6410	Services - Landscaping	4,800	399	797	399	1,595	3,205
6415	Maintenance - Building	33,600	488	277	730	1,495	32,105
6260	Lease - CTC	80,818	7,005	7,005	7,005	21,015	59,803
6420	Services - Custodial	66,300	4,250	4,250	4,250	12,750	53,550
6421	Services - Center Security	520	40	40	40	120	400
6425	Maintenance - HVAC	15,538	0	0	0	0	15,538
6235	Maintenance - Power Supply	24,000	999	999	13,117	15,115	8,885
6430	Services - Cable	2,415	176	188	169	533	1,882
6435	Services - Pest Control	1,000	77	77	77	231	769
6490	Other, Facilities and Fleet	20,609	186	160	3,163	3,509	17,100
6510	Utilities - Electric	57,981	5,483	4,973	4,977	15,433	42,548
6515	Utilities - Water	7,728	1,079	826	819	2,724	5,004
6520	Utilities - Refuse Collection / Disposal	9,636	671	668	664	2,003	7,633
6525	Utilities - Sewage Disposal Services	1,890	0	154	0	154	1,736
6635	Services - Bottled Water	5,000	331	381	444	1,156	3,844
6645	Services - Printing	3,000	406	95	234	735	2,265
6650	Services - Shredding	3,600	272	289	289	850	2,750
6652	Fleet - Maintenance	5,000	1,634	1,012	1,770	4,416	584
6654	Fleet - Fuel	13,000	581	122	1,389	2,092	10,908
6655	Insurance (Property and Fleet)	68,200	4,462	5,313	5,313	15,088	53,112
6690	Other - Facility & Fleet Management	1,000	0	0	200	200	800
TOTAL FACILITIES & FLEET		425,635	28,539	27,626	45,049	101,214	324,421

GL Account	Description	FY 24/25 Budget	Period 1 Actual	Period 2 Actual	Period 3 Actual	FY 24/25 YTD Actual	Budget Remainder
RECRUITMENT, RETENTION & TRAINING							
6610	Recruitment	23,700	1,258	1,580	2,492	5,330	18,370
6612	Employee Retention	20,700	1,957	731	1,114	3,802	16,898
6615	Employee Education & Training	26,550	6,811	475	(11,058)	(3,772)	30,322
6618	Conference Registration	3,000	0	0	0	0	3,000
6621	Air	10,000	2,328	378	1,972	4,678	5,322
6622	Lodging	10,000	2,230	3,848	2,661	8,739	1,261
6623	Rental Cars	2,500	0	1,323	2,241	3,564	(1,064)
6624	Parking	1,500	12	188	71	271	1,229
6625	Membership Dues	6,690	100	0	264	364	6,326
6626	Taxi, Uber, Mileage, Other	4,000	2,504	1,337	2,433	6,274	(2,274)
6627	Per Diem	9,000	1,797	282	2,102	4,181	4,819
6639	Accrediations - ACE	650	0	0	0	0	650
6640	Uniform/Badges/Shirts	10,000	(532)	24	2,963	2,455	7,545
6660	Operations Support	41,500	1,073	1,193	1,895	4,161	37,339
6661	Administration Support	18,600	302	75	0	377	18,223
TOTAL RECRUITMENT, RETENTION & TRAINING		188,390	19,840	11,434	9,150	40,424	147,966
GRAND TOTAL EXPENSES		12,506,527	963,848	1,046,986	1,043,479	3,054,313	9,452,214



Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

www.srfecc.ca.gov

FY 24/25 Budget to Actuals Report

Quarter End September 2024

Page 4 of 4

GL Account	Description	FY 24/25 Budget	Period 1 Actual	Period 2 Actual	Period 3 Actual	FY 24/25 YTD Actual	Budget Remainder
CAPITAL IMPROVEMENTS							
6997-021	Capital Improvement - CAD	793,997	0	0	0	0	793,997
6997-022	Capital Improvement - DRC	0	0	0	0	0	0
6997-023	Capital Improvement - Equipment	10,400	0	0	0	0	10,400
6997-024	Capital Improvement - Facility	753,674	0	22,975	0	22,975	730,699
6997-025	Capital Improvement - Hardware	480,000	0	0	0	0	480,000
6997-026	Capital Improvement - Software	74,362	1,102	0	0	1,102	73,260
6997-027	Capital Improvement - Technology	12,000	0	0	0	0	12,000
TOTAL CAPITAL IMPROVEMENTS		2,124,433	1,102	22,975	-	24,077	2,100,356

CASH FLOW FY 24-25	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
1116 Operating - opening balance	1,496,635.90	846,651.40	198,935.55	4,398,917.22	4,398,917.22	4,398,917.22	4,398,917.22	4,398,917.22	4,398,917.22	4,398,917.22	4,398,917.22	4,398,917.22	
IN	51,338.05	64,544.70	6,371,266.83	-	-	-	-	-	-	-	-	-	6,487,149.58
Member Agencies Contributions	-	-	6,253,263.24										6,253,263.24
Sum of Debits	51,338.05	64,544.70	118,003.59										233,886.34
OUT	(701,322.55)	(712,260.55)	(2,171,285.16)	-	-	-	-	-	-	-	-	-	(3,584,868.26)
Employee Related Expenses	(352,005.00)	(376,111.39)	(384,448.16)										(1,112,564.55)
CalPERS Expenses	(905,153.40)	(134,501.51)	(246,837.23)										(1,286,492.14)
Operating Expenses	(344,164.15)	(201,647.65)	(639,999.77)										(1,185,811.57)
Transfer Out / Transfer In	900,000.00	-	(900,000.00)										-
1116 Operating - closing balance	846,651.40	198,935.55	4,398,917.22	4,398,917.22	4,398,917.22	4,398,917.22	4,398,917.22	4,398,917.22	4,398,917.22	4,398,917.22	4,398,917.22	4,398,917.22	
1197 CIP - opening balance	2,124,432.35	2,124,432.35	2,103,102.47	2,101,457.47	2,101,457.47	2,101,457.47	2,101,457.47	2,101,457.47	2,101,457.47	2,101,457.47	2,101,457.47	2,101,457.47	
IN	-	-	-	-	-	-	-	-	-	-	-	1,306,002.38	1,306,002.38
OUT	-	(21,329.88)	(1,645.00)	-	-	-	-	-	-	-	-	-	(22,974.88)
CAD	-	-	-										-
DRC	-	-	-										-
Equipment	-	-	-										-
Facility	-	(21,329.88)	(1,645.00)										(22,974.88)
Hardware	-	-	-										-
Software	-	-	-										-
Technology	-	-	-										-
1197 CIP - closing balance	2,124,432.35	2,103,102.47	2,101,457.47	2,101,457.47	2,101,457.47	2,101,457.47	2,101,457.47	2,101,457.47	2,101,457.47	2,101,457.47	2,101,457.47	3,407,459.85	
1113 Lease - beginning balance	379,603.48	357,212.18	334,820.68	312,428.92	312,428.92	312,428.92	312,428.92	312,428.92	312,428.92	312,428.92	312,428.92	312,428.92	
IN	3.04	2.84	2.58										8.46
OUT	(22,394.34)	(22,394.34)	(22,394.34)										(67,183.02)
1113 Lease - closing balance	357,212.18	334,820.68	312,428.92	312,428.92	312,428.92	312,428.92	312,428.92	312,428.92	312,428.92	312,428.92	312,428.92	312,428.92	
1114 Reserve - opening balance	1,719,708.14	823,941.92	826,041.27	1,729,483.57	1,729,483.57	1,729,483.57	1,729,483.57	1,729,483.57	1,729,483.57	1,729,483.57	1,729,483.57	1,729,483.57	-
IN	4,233.78	2,099.35	903,442.30										909,775.43
OUT	(900,000.00)	-	-										(900,000.00)
1114 Reserve - closing balance	823,941.92	826,041.27	1,729,483.57	1,729,483.57	1,729,483.57	1,729,483.57	1,729,483.57	1,729,483.57	1,729,483.57	1,729,483.57	1,729,483.57	1,729,483.57	-
1126 HF - opening balance	174.38	200.92	247.45	251.53	251.53	251.53	251.53	251.53	251.53	251.53	251.53	251.53	
IN	330.00	350.00	350.00										1,030.00
OUT	(303.46)	(303.47)	(345.92)										(952.85)
1126 HF - closing balance	200.92	247.45	251.53	251.53	251.53	251.53	251.53	251.53	251.53	251.53	251.53	251.53	
TOTAL	4,152,438.77	3,462,899.97	8,542,287.18	8,542,287.18	8,542,287.18	8,542,287.18	8,542,287.18	8,542,538.71	8,542,538.71	8,542,538.71	8,542,538.71	9,848,541.09	



Sacramento Regional Fire/EMS Communications Center
 10230 Systems Parkway, Sacramento, CA 95827-3006
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**Umpqua Lease Agreement Monthly Report
 FY 2024/2025**

Umpqua Lease-Purchase Budget	\$	4,000,000	Hardware	Software & Services	Warranty
NG COBOL CAD Hardware Stabilization	\$	(429,446)	\$ 97,411.00	\$ 262,679.00	\$ 69,356.00
NG Command Point SW Upgrade	\$	(1,991,562)		\$ 1,720,047.00	\$ 271,515.00
NG CommandPoint Fit Gap	\$	(199,381)		\$ 199,381.00	
NG CommandPoint Hardware Upgrade	\$	(512,171)	\$ 512,171.00		
NG CommandPoint switches and power	\$	(200,000)	\$ 200,000.00		
Westnet Hardware and Software	\$	(667,440)	\$ 412,633.40	\$ 254,806.60	
Total	\$	(4,000,000)			

Umpqua Payment Schedules		Lease Payments		
Schedule 1 - Funding Request #1	Amount	Date	Description	Amount
NG Invoice 1001	\$ 52,487.00	FY 19-20	Consolidated Amount	\$ 72,428.32
NG Invoice 0011	\$ 88,214.00	FY 20-21	Consolidated Amount	\$ 187,851.41
NG Invoice 0003	\$ 150,306.10	FY 21-22	Consolidated Amount	\$ 268,732.08
NG Invoice 100ZZ	\$ 37,487.00	FY 22-23	Consolidated Amount	\$ 268,732.08
NG Invoice 0001R	\$ 214,723.00	FY 23-24	Consolidated Amount	\$ 268,732.08
NG Invoice 0002	\$ 516,014.00	7/1/2024	Lease Payment	\$ 22,394.34
Schedule 1 - Funding Request #1 Total:	\$ 1,059,231.10	8/1/2024	Lease Payment	\$ 22,394.34
		9/1/2024	Lease Payment	\$ 22,394.34
Schedule 1 - Funding Request #2				
NG Invoice 0004	\$ 406,993.50			
Schedule 1 - Funding Request #3				
Westnet Invoice 24637	\$ 242,269.09			
Total Schedule 1	\$ 1,708,494			
			Total	\$ 1,133,658.99



Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

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SRFECC Positions & Authorization Document (PAD) - Revised 09/30/2024			
FY 24/25			
Center Management			
Position	Authorized	Actual	Comments
Chief Executive Director	1	1	
Operations Manager	1	1	
Administration Manager	1	1	
Executive Assistant	1	1	
Totals	4	4	
Operations Division			
Position	Authorized	Actual	Comments
Dispatcher Supervisor	7	7	
Dispatcher	38	41	
Annuitants	3	2	Extra Help
Totals	45	48	
Administration and IT Division			
Position	Authorized	Actual	Comments
Human Resource Analyst	1	1	
Human Resource Technician	1	0	
CAD Administrator	1	1	
Telecommunications Engineer	1	0	
CAD/Radio Technician	1	1	
GIS Analyst	1	0	
Systems Engineer	1	1	
Office Specialist	1	1	
Accounting Specialist II	1	1	
Payroll & Benefits Administrator	1	1	
Totals	10	7	
Totals	59	59	



Service Anniversaries 2024

Service Anniversaries – October 2024

1. Marissa Shmatovich – 7 years
2. Timothy Goodnow – 9 years
3. Olivia Rolling – 2 years
4. Catherine Roman – 2 years

Service Anniversaries So Far in 2024:

1. Roman Kukharets – 12 years
2. Natalie Beletskiy – 1 year
3. Abby Castillo – 1 year
4. Jennifer Hottal – 1 year
5. Mary White – 1 year
6. Lenny Sina – 1 year
7. Julee Todd – 21 years
8. Cierra Lewandowski – 26 years
9. Brad Dorsett – 11 years
10. Casey Quintard – 15 years
11. Dan Hess – 3 years
12. Alex Burns – 3 years
13. Anna Meyer – 11 years
14. Linzie Lewis – 2 years
15. Cooper Seyfer – 2 years
16. Jason Comilang – 4 years
17. Nolan Sautler – 4 years
18. Brittany Won – 1 year
19. Sydney Stevens – 1 year
20. Bayleigh Nichols – 1 year
21. Eric Kizzie – 6 years
22. Jenn Edwards – 15 years
23. Chuck Schuler – 11 years
24. Katherine Shelton – 12 years
25. Amanda Stone-Hodge – 5 years
26. Summer Carroll – 24 years
27. Julia McDaniel – 2 years
28. Olivia LaFace – 2 years
29. Lauren Beck – 1 year
30. Sarah Rodriguez – 4 years
31. Jenna Walkingstick – 4 years
32. Yvonne Vazquez – 7 years
33. Mellisa Bernett – 3 years
34. Alicia Ilaga – 3 years
35. Tyler Stoddard – 3 years
36. Barbara Vatalaro – 26 years
37. Chia Vargo – 7 years
38. Tara Poirier – 19 years
39. Corbyn Brooker – 1 year