



Sacramento Regional Fire/EMS Communications Center
10230 Systems Parkway, Sacramento, CA 95827-3006
www.srfec.ca.gov

MEETING AGENDA
REGULAR MEETING OF THE GOVERNING BOARD OF SRFECC

Tuesday, August 25, 2026

9:00 AM

**Sacramento Regional Fire/EMS
Communications Center Annex
10240 Systems Pkwy Suite 200, CA 95827**

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

Call to Order

Roll Call of Member Agencies

Chairperson

Clerk of the Board

PRIMARY BOARD MEMBERS

Matt McGee, Chairperson

Joseph Fiorica, Vice Chairperson

Derek Parker, Board Member

Josh Freeman, Board Member

Assistant Chief, Folsom Fire Department

Deputy Chief, Sacramento Metropolitan Fire District

Deputy Chief, Sacramento Fire Department

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.

Microsoft Teams Meeting

Join: <https://teams.microsoft.com/join/23768849946220?p=hi9RSyeURLLzKhuGbi>

Meeting ID: 237 688 499 462 20

Passcode: kd9Sg372

PUBLIC COMMENT:

None

PRESENTATION:

None

CORRESPONDENCE:

None

RECESS TO CLOSED SESSION:

1. CONFERENCE WITH LABOR NEGOTIATOR*

Pursuant to Government Code Section 54957.6

Center Negotiator(s)

Employee Organization(s)

Lindsay Moore, Counsel

Derek Parker, Chief Executive Director

Local 522

Unrepresented Administrators

*INDICATES NO ATTACHMENT

2. PERSONNEL ISSUES*

Pursuant to California Governing Code Section 54957

Employee Evaluation:

Chief Executive Director
Deputy Director of Administration
Deputy Director of Operations
Medical Director

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 (July 28, 2026)
2. NV5 GIS Support Block Renewal (Staff Report 26-38)

Page 4
Page 9

PROPOSED ACTION: Motion to Approve Consent Agenda

STAFF REPORTS/ACTION ITEMS:**1. Board Chair Positions***

2. **SUBJECT: Memorandum of Understanding by and Between Sacramento Regional Fire/EMS Communications Center and Local 522** (Staff Report 26-39) Page 20

Recommendation:

1. The Center recommends the Board of Directors approve a three-year contract through June 30, 2027, Memorandum of Understanding (MOU) between the Sacramento Regional Public Safety Communications Center and Local 522 Dispatchers and approve a three-year contract through June 30, 2027, Memorandum of Understanding (MOU) between the Sacramento Regional Public Safety Communications Center and Local 522 Dispatch Supervisors.

3. **SUBJECT: Vacancy, Recruitment, and Retention Report** (Staff Report 26-40) Page 148

Recommendation:

1. The Center recommends the Board of Directors conducts a public hearing to receive information from staff and comments from the public regarding the Center's vacancies, recruitment, and retention efforts in compliance with Assembly Bill 2561 and Government Code Section 3502.3.

DISCUSSION/POSSIBLE ACTION:**INFORMATION:**

1. Center Stats – July 2026

Page 151

*INDICATES NO ATTACHMENT

2. Financial Reports – June 2026 Page 155
 - a. Monthly Credit Card Usage Statement
 - b. Budget to Actuals
 - c. Cash Flow Report
 - d. Monthly Lease Update
3. Service Anniversaries – August 2026 Page 162

CENTER REPORTS:

1. Deputy Director of Administration Marissa Shmatovich*
2. Deputy Director of Operations Casey Quintard*
3. Chief Executive Director Wilbourn*

ITEMS FOR DISCUSSION AND POTENTIAL PLACEMENT ON A FUTURE AGENDA:

BOARD MEMBER COMMENTS:

ADJOURNMENT:

The next scheduled Board Meeting is Tuesday, September 22, 2026.

LOCATION: SRFECC Annex
10240 Systems Pkwy – Suite 200, Sacramento CA, 95827

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

POSTED: 10230 Systems Parkway, Sacramento, CA 95827
10240 Systems Pkwy. Suite 200, Sacramento, CA 95827
www.srfec.ca.gov

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 August 21, 2026, a copy of the agenda was posted at the following locations:

- 10230 Systems Parkway, Sacramento, CA 95827
- 10240 Systems Parkway – Suite 200, Sacramento, CA 95827
- The Center's website at – www.srfec.ca.gov

ATTEST:


MELLISA GINERY
CLERK OF THE BOARD

*INDICATES NO ATTACHMENT

MEETING MINUTES GOVERNING BOARD MEETING

Tuesday, August 25, 2026

9:00 AM

Sacramento 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)

Employee Organization(s)

Lindsay Moore, Counsel
Derek Parker, Chief Executive Director
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

None

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

MATTHEW MCGEE
CHAIRPERSON

JOSEPH FIORICA
VICE CHAIRPERSON



Sacramento Regional Fire/EMS Communications Center
10230 Systems Parkway, Sacramento, CA 95827-3007
www.srfec.ca.gov

STAFF REPORT (REPORT 26-38)

DATE: August 13, 2026
TO: Board of Directors
FROM: Parker Wilbourn, Chief Executive Director
BY: Brad Dorsett, IT Manager
SUBJECT: NV5 GIS SUPPORT BLOCK

RECOMMENDATION

The Center recommends the Board of Directors approves a renewal of GIS support hours with NV5 for \$30,000.

BACKGROUND/ANALYSIS

SRFECC has utilized NV5 Geospatial for on demand GIS support since 2021. The Center utilizes the support hours for high-priority escalations, special projects, and technical documentation assistance. When needed, NV5 has been beneficial on projects like Tablet Command and GDI Tools. Moving forward NV5 is still utilized by our GIS and CAD staff for an added layer of high-level project support. With all the GIS focused projects being rolled out this fiscal year, the recommendation is to renew the block of support hours to ensure all timelines and tasks stay on schedule.

FINANCIAL ANALYSIS

The block of support hours will be funded by the GIS Service Contract line item with no unanticipated financial impacts. This line item has been reduced by 50% since last fiscal year.

This recommendation is in alignment with Strategic Blueprint focus area 4C – Invest in the Center’s long-term facility, technology and communication needs and a modern disaster recovery site.

Should you have any questions, please contact me prior to the Board Meeting.

DocuSigned by:
A handwritten signature in black ink that reads "Brad Dorsett".

704389467A974D5
BRAD DORSETT
IT MANAGER

Attachments: NV5 - SRFECC Support Block Prepaid

August 14, 2026



Marissa Shmatovich
Administration Manager
Sacramento Regional Fire/EMS Communications Center
10230 Systems Parkway
Sacramento, California 95827

Dear Marissa,

Thank you for your interest in the GIS Support Block offered by NV5 Geospatial, Inc. (NV5). Included in the following pages are a description of the NV5 services with corresponding hours and specified budget.

GIS Support Blocks will provide a vehicle for accessing GIS support on-demand to Sacramento Regional Fire/EMS Communications Center (SRFECC). I hope you find this information helpful. Please contact me if I can provide further assistance.

Thank you again for your interest. We look forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Sean Savage', written over a light blue rectangular background.

Sean Savage
Account Executive (West)
c: 248.675.5045 | e: sean.savage@nv5.com

I. GIS Support Blocks

Location provides a context and perspective that has helped organizations solve problems, streamline processes, gain insight, and, in general, better serve the target audience. The supporting technology has evolved and advanced to support the need and the potential applications of location technology are boundless, limited only by desire and creativity. As a result, supporting an enterprise program now demands broad technological experience and domain expertise that challenges the capability or capacity of many organizations, which can in turn limit the adoption, growth, and success of a program.

NV5 support blocks are designed to support and advance enterprise programs, whether the need be for technical expertise or additional resources and capacity. The support block is a Time and Materials (T&M) contract vehicle through which SRFECC will be able to tap into the NV5 team and our collective knowledge, experience, and resources.

As a company focused on location technology services, we bring an expansive team of professionals capable of supporting broad organizational requirements. To do that, we identify and assign the most effective and cost-efficient approach and staff, however, we will assign a single point of contact through which SRFECC can communicate needs and requests.

How do Prepaid Support Blocks work?

The NV5 prepaid support block provides clients access to our team via a discounted and blended hourly rate (flat across labor categories) that is valid for one year (12-months from award). As a T&M contract, the support block has no explicitly pre-defined or obligated scope. Instead, we work with our clients to identify functional objectives, which translate into specific support tasks or requests. The approach is flexible, allowing us to accommodate the potentially unique tasking for each client.

Even prior to contract award, the NV5 team will endeavor to collaboratively identify categories or areas of tasking based on vision and need. This content will guide activity and tasking under the support block but will not be considered formal scope. Tasking will be estimated, as reasonable and feasible, but the numbers provided are estimates based on the best of our knowledge, experience, and insight at the time and do not represent a guarantee of completion within the specified time. We will communicate deviations from estimates as early as possible.

All time related to our activity with SRFECC will be tracked, recorded, and reported in minimum intervals of 30-minutes (0.5 hours). This includes the effort required to discuss, design, consult, estimate, plan, manage, execute, and support various tasks by any NV5 staff member working on the SRFECC support block, which includes periodic and recurring meetings to review status and identify future tasks. The team will work diligently and deliberately with the approved budget to help ensure we deliver value that will support a lasting relationship.

The NV5 team will undertake tasking that has been prioritized and authorized by SRFECC by logging the request and getting our staff aligned and assigned. We understand that response timeframes are important and we will queue tasking as appropriate. In some cases, this means rapid response may be required and in other situations tasks queued and planned as the appropriate resources are available, which may range from two to four weeks from request.

II. Functional Objectives & Support Block Vision

To help both SRFECC and NV5 in optimizing the value of the proposed support block, we have outlined below the primary functional objectives and support categories based on initial conversations. As mentioned, this list does not comprise project scope but rather represents potential types of tasking to direct our collective effort and drive progress. The list that follows is not exhaustive and NV5 will accomplish only as much tasking as the authorized budget supports.

- ArcGIS Enterprise Upgrade to 12.1
- Support with Migration of Solutions from Web AppBuilder to Experience Builder
- Ad Hoc Support

III. Pricing & Acceptance

NV5 is proposing a prepaid, time and materials support block with an established budget of \$ 30,000, as authorized by SRFECC and leveraging the rates associated with the designated budgetary range as indicated below (*Note: hours purchased are valid for 12-months from award*).

Prepaid Budget	Hourly Rate	Hours
\$25,000 to \$34,999	\$217.00	115.0 to 161.0
\$35,000 to \$59,999	\$211.50	165.5 to 283.5
\$60,00+	\$205.50	292.0+

You may indicate your acceptance of the above proposal with a signature from authorized personnel at SRFECC.

Sacramento Regional Fire/EMS Communications Center RFECC

Support Block Amount: \$ 30,000

Signature: _____

Name: _____

Title: _____

Date: _____

Quotation Terms and Conditions

This confidential quotation is valid for thirty (30) days unless otherwise stated and does not include shipping or tax unless otherwise stated. This contract will expire one year after signature. This quotation information is proprietary and may not be copied or released other than for the express purpose of system and service selection and purchase. This information may not be given to outside parties or used for any other purpose without written consent from NV5.

Payment Terms: *Client will be billed monthly for all travel expenses and labor costs based on hours worked. Client agrees to NET 30 terms after receipt of invoice on this GIS support block. Supporting details will be provided as requested to detail the hours, rates, and deliverable(s) performed during the preceding month.*

1. The Agreement. This Agreement between the parties, which shall describe and govern Client's engagement of Consultant to provide services (referred to herein as "Services") identified in the Proposal, consists of the Proposal, these General Terms and Conditions, Consultant's pricing, and any exhibits or attachments referenced in any of these documents. Together these elements constitute the entire agreement between the parties, superseding any and all prior negotiations, correspondence, or agreements, either written or oral, with respect to the subject matter of this engagement.

2. Standard of Care. The parties will consult and cooperate to coordinate Services with the activities of Client employees and other representatives. The Services shall be performed in a manner consistent with the level of care and skill ordinarily exercised by members of Consultant's profession currently practicing under similar conditions and in the same locality as the Project. Consultant shall not be responsible for the use or interpretation of such information by non-parties to this Agreement. Consultant shall not be held liable for problems that may occur if Consultant's recommendations are not followed. In performance of Services and this Agreement, Consultant will comply in general accordance with applicable laws, ordinances, rules, regulations, orders, licenses, permits, and other governmental requirements (including, but not limited to, such requirements imposed on Client with respect to Services).

3. Schedule. Consultant will use best efforts to perform Services in accordance with agreed upon schedule. Consultant is not responsible for delays as a result of acts of God, earthquake, fire, explosion, flood, the elements; strikes, lockouts, boycotts, picketing, labor disturbances or differences with workers; acts of the public enemy, war, rebellion, riots, acts of the government (federal, state, or municipal); shelter in place, quarantines, work restrictions or related government orders or mandates arising from or in connection with pandemics including COVID-19 (coronavirus), weather conditions adversely affecting aerial acquisition, flight clearances for access to air and space, aviation security restrictions, equipment failures or interruptions in communications systems; or any cause whatsoever beyond the control of the party in default. When such delays beyond Consultant's reasonable control occur, Client agrees Consultant shall not be responsible for damages nor shall Consultant be deemed to be in default of this Agreement. Further, when such delays occur, Client agrees that, to the extent such delays cause Consultant to perform extra services, such services shall be paid for by Client as extra services in accordance with paragraph.

4. Changes. Client may make changes in Services within the general scope of this Agreement (including, but not limited to, additions to or deletions from Services, suspension of performance, and changes in schedule) by giving Consultant written notice of the same. If a change causes an increase or decrease in the time or costs required to perform Services according to this Agreement, the schedule and compensation for such Services will be equitably adjusted to reflect such increase or decrease, and the Agreement will be amended in writing accordingly.

5. Additional Services. Client agrees that if Client requests services not specified in the scope of services described in this Agreement, Client will pay for all such additional services as extra services, in accordance with Consultant's billing rates utilized for this Agreement, or as identified via an amendment to the original Agreement.

6. Billing and Payment. Consultant will issue an invoice in the full amount of the support block immediately upon award and will be payable by Client within thirty (30) days after receipt of the invoice. Where the method of contract payment is based on a time-and-materials basis, the minimum time segment for the charging of work is one half hour. All payments will be made in United States Dollars. The Invoice is delinquent if payment has not been received when due as set forth in this Section. In such an event, Client shall pay an

additional charge of one and one-half (1.5) percent per month (or the maximum percentage allowed by law, whichever is lower) on any delinquent amount. Payment thereafter will first be applied to accrued interest and then to the principal unpaid amount. Consultant shall also be entitled to recover for all costs and expenses incurred (including any attorney's fees) in connection with collection of any delinquent amount. Consultant reserves the right to withhold all reports or deliverables and suspend any and all services, including but not limited to a stop work order on the project, unless and until payment is made by Client in accordance with this Agreement.

Should Consultant be subpoenaed or called upon to testify for or on behalf of the Client or for consulting services on matters arising out of or related to the Work, Client shall compensate Consultant for its time at a rate of two times (2x) the Consultant's standard billing rates.

7. Site Access and Conditions. Client will provide Consultant access to the Project site for all equipment and personnel necessary for the performance of the Services. As required to effectuate such access, Client will notify all owners, lessees, contractors, subcontractors, and other possessors of the Project site that Consultant must be allowed free access to the site. While Consultant agrees to take reasonable precautions to minimize damage to the site, Client understands that, in the normal course of performing the Services, some damage may occur, and further understands that Consultant is not responsible for the correction of any such damage unless so specified in the Proposal.

Client agrees that in accordance with generally accepted construction practices, the construction contractor and construction subcontractors will be required to assume sole and complete responsibility for job site conditions during the course of construction of the project, including safety of all persons and property, and that this requirement shall apply continuously and not be limited to normal working hours. Neither the professional activities of Consultant nor the presence of Consultant or his or her employees or subconsultants at a construction site shall relieve the contractor and its subcontractors of their obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending or coordinating all portions of the work of construction in accordance with the contract documents and applicable health or safety requirements of any regulatory agency or of state law.

8. Reports. If requested by Client and agreed to by Consultant, Consultant will prepare and submit to Client a written report describing Services performed during the prior month and Services planned for the current month.

9. Confidential Information. Information acquired by Consultant in connection with Services (from Client or a third party or developed by Consultant) and not generally available to the public will constitute confidential information of Client (*Confidential Information*). "Confidential Information" shall include any and all oral, written or electronically transmitted information of a proprietary nature which is either owned by the Parties, or owned by any affiliate of the Parties and licensed to the other Party, including, but not limited to, any information relating to services or products that is not generally available to the public, including without limitation, identification of customers; business methods, strategies and practices; internal operations; pricing and billing; financial data; costs; personnel information; customer and supplier contacts and needs; sales lists; technology; software; computer programs; computer systems; inventions; patents-pending; product development; trade secrets of any kind; any information designated as confidential by either Party or that Party's clients; and all oral, written or electronically transmitted information learned by the receiving Party from the disclosing Party's employees, agents, or through inspection of the other Parties' property, that relate

to the categories of information listed above. Confidential Information shall not include information that (i) is now or subsequently becomes generally available to the public through no fault or breach of this Agreement on the part of the receiving Party; (ii) the receiving Party can demonstrate to have had rightfully in its possession prior to disclosure by the other Party; (iii) is independently developed by either Party without the use of any Confidential Information; or (d) the receiving Party rightfully obtains from a third party who has the right to transfer or disclose it without a duty of confidentiality and/or nondisclosure.

Consultant will use and disclose Confidential Information only as reasonably required for performance of Services in accordance with this Agreement or as otherwise authorized in writing by Client. Consultant will not publish Confidential Information without prior written consent of Client. Without limitation of the foregoing, Consultant will not divert or misappropriate Confidential Information for Consultant benefit or the benefit of a third party. Consultant will take appropriate steps to protect Confidential Information from unauthorized use or disclosure.

10. Intellectual Property and Ownership of Documents. "Intellectual Property Rights" means all (a) patents, patent disclosures and inventions (whether patentable or not), (b) trademarks, service marks, trade dress, trade names, logos, corporate names and domain names, together with all of the goodwill associated therewith, (c) copyrights and copyrightable works (including computer programs) and rights in data and databases, (d) trade secrets, know-how and other confidential information, and (e) all other intellectual property rights, in each case whether registered or unregistered and including all applications for, and renewals or extensions of, such rights, and all similar or equivalent rights or forms of protection in any part of the world. "Pre-Existing Materials" means all documents, data, know-how, methodologies, software and other materials, including computer programs, reports and specifications, provided by or used by in connection with performing the Services, in each case developed or acquired prior to the commencement or independently of this Agreement.

Each party will retain all right, title, and interest in and to its own Pre-Existing Intellectual Property irrespective of any disclosure of such Pre-Existing Intellectual Property to the other party, subject to any licenses granted herein. All documents prepared by the Consultant pursuant to this Agreement, including but not limited to reports, field data, field notes, laboratory test data, calculations, and estimates are instruments of service in respect to the subject project. As such, the originals of all such documents shall be retained by and remain the property of the Consultant. The Client shall be entitled to copies of all such documents produced by the Consultant under this Agreement.

11. Limitations of Work Product. It is understood and the parties agree that the Client shall not use or reuse said documents or information contained therein for additions or modifications to the subject project, for other projects, or for completion of this project by another consultant, except by prior written agreement between the parties hereto and with appropriate compensation to the Consultant for such use or reuse. Any such use or reuse by the Client shall be at the Client's sole risk and without liability or legal exposure to the Consultant. Further, the Client shall defend, indemnify and hold harmless the Consultant, its officers, associates, servants, employees, consultants and agents, from and against any and all claims, demands, damages, losses or expenses of whatever kind or nature, including attorney's fees, arising out of or claimed to arise out of any such unauthorized use or reuse of said documents or information.

12. Risk Allocation and Limitations of Liability. No employee or agent of Consultant shall have individual liability to Client. To the fullest extent permitted by law, and notwithstanding any other provision of this Agreement, the total liability, in the aggregate, of the Consultant, and its officers, directors, partners,

employees, agents and sub-consultants, and any of them, to the Client and anyone claiming by, through or under the Client, for any and all claims, losses, costs or damages of any nature whatsoever arising out of, resulting from or in any way related to the Project or the agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability, breach of contract or warranty, express or implied, of the Consultant, and its officers, directors, employees, agents or sub-consultants, or any of them, shall not exceed the total compensation received by the Consultant, for Services provided under this Agreement or \$50,000 whichever is greater. If Client desires a limit of liability greater than that provided above, Client and Consultant shall mutually agree in writing as to the amount of such limit and the additional compensation to be paid to Consultant for assumption of such additional risk. IN NO EVENT AND UNDER NO CIRCUMSTANCES SHALL CONSULTANT BE LIABLE TO CLIENT FOR LIQUIDATED, CONSEQUENTIAL, INCIDENTAL, INDIRECT, SPECIAL, OR PUNITIVE DAMAGES.

13. Liability for Others. Consultant shall not be responsible for the acts or omissions of the Client, Client's other consultants, contractor, subcontractor, other third parties or their respective agents, employees, assigns, successors, or other persons performing any of the work. Consultant shall promptly notify Client if Consultant becomes aware of any inconsistencies in the services or information provided by other parties.

14. Indemnification by Client. Client agrees to indemnify and save harmless Consultant and any affiliation thereof, its officers, agents and employees from and against any and all claims and liability, loss, expenses, suits, damages, judgments, demands, and costs (including reasonable legal fees and expenses) arising out of: (i) the acts or omissions of Client, its employees, agents or its subcontractors; (ii) injury or death to persons, or loss of or damage to property, or fines which may result by reason of buying, selling, distribution, or use of any goods or services provided under this Agreement except to the extent that such damage is due solely and directly to the negligence of Consultant; (iii) false claims submitted by Client under this Agreement or as a result of a Client misrepresentation of fact, or fraud by Client.

15. Termination. This Agreement may be terminated without cause by either party upon thirty (30) days written notice, and at any time by either party if the other party defaults in the performance of any material provision of this Agreement and such default continues for a period of seven (7) days after written notice thereof. In the event of termination, Consultant will be paid for services performed through the date of termination, plus reasonable termination expenses, including the cost of completing analyses, demobilization, records and reports necessary to document job status at the time of termination.

16. Relationship of Parties. Consultant is an independent contractor, not an employee or agent of Client. Without limitation of the foregoing, Consultant will (a) not enter into any contract, agreement, or other commitment, or incur any obligation or liability, in the name or otherwise on behalf of Client; (b) not be entitled to any worker compensation, pension, retirement, insurance, or other benefits afforded to employees of Client; (c) provide for federal income tax and other withholding related to Consultant compensation; (d) pay social security, unemployment, and other employer taxes related to Consultant employment, employees, or compensation; (e) provide worker compensation and other insurance related to Consultant employment or employees; and (f) perform all reporting, recordkeeping, administrative, and similar functions related to Consultant employment, employees, or compensation.

17. Dispute Resolution. The Client shall make no claim for professional negligence, either directly or by way of a cross complaint against the Consultant, unless the Client has first provided the Consultant with a written certification executed by an independent consultant currently practicing in the same discipline as the Consultant and licensed in the State where the Project is located. This certification shall: (a) contain the name

and license number of the certifier; (b) specify the acts or omissions that the certifier contends are not in conformance with the standard of care for a consultant performing professional services under similar circumstances; and (c) state in detail the basis for the certifier's opinion that such acts or omissions do not conform to the standard of care. All claims, disputes, controversies or matters in question arising out of, or relating to, this Agreement or any breach thereof, including but not limited to disputes arising out of alleged breaches of contract, errors, omissions, or acts of professional negligence, (collectively "Disputes") shall be submitted to mediation before and as a condition precedent to pursuing any other remedy. Upon written request by either party to this Agreement for mediation of any dispute, Client and Consultant shall select a neutral mediator by mutual agreement. Such selection shall be made within ten (10) calendar days of the date of receipt by the other party of the written request for mediation. In the event of failure to reach such agreement or in any instance when the selected mediator is unable or unwilling to serve and a replacement mediator cannot be agreed upon by Client and Consultant within ten (10) calendar days, a mediator shall be chosen as specified in the Mediation Rules of the American Arbitration Association then in effect, or any other appropriate rules upon which the parties may agree. Any cause of action brought against Consultant shall be brought within one year of the work or Services performed under this Agreement. In an action, suit, or other legal proceeding to enforce a right or remedy under this Agreement, the prevailing party will be entitled to recover its costs and expenses (including, without limitation, expert witness and attorney fees) reasonably incurred in connection with such action, suit, or other proceeding or any appeal thereof. Each party waives its right to a jury trial in any court action arising between the parties, whether under this Agreement or otherwise related to the work being performed under this Agreement.

18. Assigns. Client may not assign this Agreement or any right or obligation hereunder without the prior written consent of Consultant, which shall not be unreasonably withheld or delayed; provided, however, that no consent shall be necessary in the event of an assignment to a successor entity resulting from a merger, acquisition or consolidation by either party or an assignment to an Affiliate of either party if such successor or Affiliate assumes all obligations under this Agreement.

19. Waiver of Jury Trial. Each party waives its right to a jury trial in any court action arising between the parties, whether under this Agreement or otherwise related to the work being performed under this Agreement.

20. Governing Law and Survival. This agreement will be governed by and construed in accordance with the laws of the state of Florida, without giving effect to the principles of conflict of laws thereof. Each party also hereby irrevocably submits to the exclusive jurisdiction of the courts of Broward County, Florida in any proceeding arising out of or relating to this agreement, and to the federal district courts located therein.

21. Severability. If any of the provisions contained in this Agreement are held illegal, invalid, or unenforceable, the enforceability of the remaining provisions will not be impaired. Limitations of liability, indemnification, and non-solicitation & hiring of employees shall survive the termination of this Agreement for any reason. The failure of a party hereto at any time or times to require performance of any provision hereof shall in no manner affect its right at a later time to enforce the same. No waiver by a party of any condition or of any breach of any term contained in this Agreement shall be effective unless in writing and signed by the waiving party, and no waiver in any one or more instances shall be deemed to be a continuing waiver of any such condition or breach in other instance or a waiver of any other condition or breach of any other term.

22. Enforceability. This Agreement shall be interpreted by the parties in a manner that ensures this Agreement's general accordance with applicable local, state, federal, or foreign laws. The parties affirm that

this Agreement is a collaborative effort between Client and Consultant, with no single party considered the drafter of this Agreement or having the drafting of this document construed against them.

23. Entire Agreement. To the extent allowed by law, any agreement that is part of the scope of Consultant's Services and incorporated by reference into this Agreement shall be subordinated to the terms and conditions of this Agreement where they conflict. This Agreement shall be interpreted as though prepared by all parties and shall not be construed unfavorably against either party.



Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3007

www.srfecc.ca.gov

STAFF REPORT (REPORT 26-39)

DATE: August 25, 2026
TO: Board of Directors
FROM: Parker Wilbourn, Chief Executive Director
BY: Marissa Shmatovich, Deputy Director of Administration
SUBJECT: **MEMORANDUM OF UNDERSTANDING BY AND BETWEEN SACRAMENTO REGIONAL FIRE/EMS COMMUNICATIONS CENTER AND LOCAL 522**

RECOMMENDATION:

The Board of Directors:

1. Approve a three-year contract through June 30, 2027, Memorandum of Understanding (MOU) between the Sacramento Regional Public Safety Communications Center and Local 522 Dispatchers.
2. Approve a three-year contract through June 30, 2027, Memorandum of Understanding (MOU) between the Sacramento Regional Public Safety Communications Center and Local 522 Dispatch Supervisors.

BACKGROUND/ANALYSIS:

The Center's MOU with Teamsters, Local 856 and 150 expired on June 30, 2024. The Center's Executive staff and legal counsel with the Local 522 negotiating team collaboratively worked to reach a tentative agreement, approved by the Board of Directors in April 2025. The documents presented today reflect all changes previously approved by the Board in the tentative agreements, incorporated into updated MOUs for each group.

ANALYSIS

The MOU contains updates to the following articles as identified in the previously approved tentative agreement:

1. Term
2. Compensation
3. Disciplinary Action
4. Education Reimbursement
5. Leaves
6. Holiday Pay
7. Out-of-Class Pay
8. Rehires
9. Probationary Period and Seniority (previously approved in a side letter)
10. Shift Bid
11. Uniforms
12. Wages

MOU/522 and SRFECC

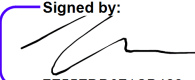
Staff Report: 26-39

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The Memorandums of Understanding are attached as attachment A and B and provide a greater level of detail regarding these items.

Should you have any questions, please contact me prior to the Board meeting.

Staff Report recommendation authorized by:

Signed by:

7F56FDD071CB423...
PARKER WILBOURN
CHIEF EXECUTIVE DIRECTOR

Attachments –

- A. Memorandum of Understanding by and between SRPSCC and Local 522 Dispatchers
- B. Memorandum of Understanding by and between SRPSCC and Local 522 Supervisors and Managers

MEMORANDUM OF UNDERSTANDING
between the
SACRAMENTO REGIONAL FIRE/EMS COMMUNICATIONS CENTER
and
SACRAMENTO REGIONAL PUBLIC SAFETY COMMUNICATIONS EMPLOYEES,
LOCAL 522
Dispatchers

July 1, 2024 through June 30, 2027

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1. PREAMBLE

1.1 Parties

This Memorandum of Understanding (hereinafter “MOU” or “Agreement”) is made and entered into between the Sacramento Regional Fire/EMS Communications Center, hereinafter referred to as “Center,” and Local 522, Sacramento Regional Public Safety Communications Employees, hereinafter referred to as “Local 522” or “Union,” in accordance with the provisions of California Government Code Section 3500 *et seq.* and Center Resolution #5-81 pertaining to employer-employee relations.

1.2 Acceptance

This MOU shall not be binding on either party until accepted on behalf of the Center by motion or resolution of the Governing Board and on behalf of Local 522 by majority vote of the members of Local 522, as evidenced by the signature of an officer of Local 522 on this Agreement.

1.3 Members of the Bargaining Unit

The agreements contained herein shall pertain only to employees in the classification of Dispatcher. A list of those classifications is attached as Appendix A. Represented employees will be referred to herein as “Unit Members.”

1.4 Entire Agreement

It is the intent of the parties that this MOU sets forth all agreements and understandings between the Center and Local 522 pertaining to matters within the scope of representation. The Center retains the right to promulgate reasonable rules and regulations, as deemed appropriate by the Center, subject to the right of recognized employee organizations to consult with respect to any such rules and regulations which directly affect wages, hours or other terms and conditions of employment.

1.5 No Discrimination

The parties to this MOU agree that neither shall discriminate against any person in the administration of this MOU on account of race, color, religion, sex or national origin or any other basis as prohibited by federal and/or state law.

2. UNION MEMBERSHIP

2.1 General

2.1.1 Every person in a bargaining unit position has a right to be a member of the Union and enjoy the rights and privileges of such membership. However, Union membership or payment of agency fees is not a requirement for Center employment.

2.1.2 The provisions of this Article (2) shall be in effect during the term of this MOU and during any mutually agreed upon extension of that term.

2.2 New Unit Member Information

2.2.1 New Unit Members

The following information concerning new unit members shall, as permitted by law, be delivered electronically to the Local 522 shop steward and business agent of record no later than thirty (30) days after the unit member's date of hire in a bargaining unit position:

1. Name
2. Job Title
3. Phone Numbers: work, home and personal cellular
(voluntary per Section 2.3 below)
4. Personal email address, if one is on file with the Center
(voluntary per Section 2.3 below)
5. Home address
(voluntary per Section 2.3 below)

2.2.2 Existing Unit Member Information

On or about March 1, July 1, and November 1 of each calendar year, the following information shall be delivered electronically to the Local 522 shop steward for all unit members:

1. Name
2. Job Title
3. Phone Numbers: work, home and personal cellular
(voluntary per Section 2.3 below)
4. Personal email address, if one is on file with the Center
(voluntary per Section 2.3 below)
5. Home address
(voluntary per Section 2.3 below)

2.3 Voluntary Information

Upon written request of any unit member, the Center shall **NOT** disclose the unit member's home address, home telephone number, personal cellular phone number or personal email address to:

2.3.1 Local 522; or

2.3.2 any other person/organization (except as required by law).

2.4 Shop Stewards & Business Agent of Record

The Union shall select one (1) unit member to serve as the Lead Shop Steward. The Union may select up to three (3) additional unit members to serve as Alternate Shop Stewards. The Union will keep the Center advised in writing, at all times, of the identity of the unit members selected and of the identity of the Business Agent of record.

2.5 Payroll Deduction

Union dues may be paid to the Union through payroll deductions.

2.6 Notice to Union

Except as permitted by statute, the Union shall be given not less than five (5) days' notice in advance of a new unit member orientation defined by statute as the on-board process.

If the Center chooses to on-board new unit members in person, the Union shall be given thirty (30) minutes to discuss the rights and obligations created by the Memorandum of Understanding and the role of the representative, and to answer questions.

If the Center chooses to on-board new unit members utilizing an on-line process, it will meet and confer with the Union concerning how the Union will be given the opportunity to discuss (on-line) the rights and obligations created by the Memorandum of Understanding and the role of the representative, and to answer questions.

3. BULLETIN BOARDS

Local 522 may, at its own expense, place one Union bulletin board, not to exceed three feet by four feet (3' x 4') in size, in the Center for the purpose of communicating normal and usual Association business to the membership. Specific placement of such a board shall be subject to the approval of the Center management. The Local 522 Lead Shop Steward shall be responsible for maintaining such a board.

4. CALL-BACK

4.1 Definition

Call-back is unscheduled work. Call-back work occurs when a unit member is either (1) called back to work at the Center after completion of his/her shift and departure from the work site or (2) assigned to perform actual (not simulated or voluntary training) dispatcher service off Center property. Scheduled meetings, training, classes, presentation, etc., are not call-back situations.

4.2 Compensation

4.2.1 A unit member who is called back to work shall be compensated at time and one-half for a minimum of four (4) hours per call back.

4.2.2 If four (4) hours of work are not required of the unit member, the unit member may request to leave earlier. If approved by the Shift Supervisor, the unit member may leave and will only be compensated for actual hours worked.

4.3 Adjacent to a Shift

This provision shall not apply to situations where a unit member is directed to report early for a unit member's assigned shift or held over. In such cases, compensation shall be for the actual time worked at time and one-half.

4.4 Commencement of Compensated Time

When an individual is called at home and directed to report to work, compensated time does not begin until the individual is actually at the place where work is to be accomplished.

5. DISCIPLINARY ACTIONS

5.1 Definition

The Center may discipline unit members for cause, as set forth in this Article.

5.1.1 Counseling of unit members with respect to performance deficiencies and similar matters, whether oral or documented (e.g. PIP, documented verbal counseling or letter of counseling), shall be considered corrective action and shall not be subject to Sections 5.2 through 5.5.

5.1.2 The Center may discipline a unit member (e.g. reprimand, suspend, or discharge) for cause.

5.1.2.1 A reprimand shall only be subject to Section(s) 5.2 and 5.5, below.

5.1.2.2 A suspension or discharge shall be subject to Sections 5.2 through 5.5 below.

5.2 Commencement of Investigation

5.2.1 Except in extraordinary circumstances, a unit member shall be informed within twenty-one (21) calendar days of the initiation of an investigation that involves them.

5.2.2 The time period shall commence when the Deputy Director or the Chief Executive Director knew, or should reasonably have known, of the facts which resulted in the investigation.

5.3 Notice of Proposed Disciplinary Action

5.3.1 Notice of Proposed Disciplinary Action shall be provided to the unit member in writing and shall include:

5.3.1.1 a statement of the nature of the proposed disciplinary action;

5.3.1.2 the effective date of the proposed action;

5.3.1.3 a statement of the reasons for the discipline; and

5.3.1.4 the time and place at which he or she may answer the Notice of Proposed Disciplinary Action.

5.3.2 A duplicate of the Notice shall be sent to the designated 522 representative.

5.4 Binding Arbitration

In the event the Center determines to proceed with the proposed discipline after the meeting set forth in 5.3.1.4, designated 522 representative may request binding arbitration pursuant to Step 3 of the grievance procedure. Such request shall be made within twenty-one (21) calendar days of service of the Center's determination to proceed with discipline.

5.5 Retention of Records

5.5.1 If a unit member who is the subject of discipline presents evidence which results in a withdrawal of the discipline, all reference to that discipline shall be removed from the unit member's personnel file.

5.5.2 If requested by the unit member, in writing, material related to corrective action (oral or documented) will be removed twelve (12) months after final resolution. Material related to discipline (written reprimand, suspension, discharge) previously imposed will be removed twenty-four (24) months after final resolution. This shall not apply in the following circumstances:

5.5.2.1 any other discipline has been imposed in the intervening months.

5.5.2.2 the prior discipline related to a federal or state law (*e.g.* sexual harassment, racial discrimination, *etc.*).

6. CENTER RIGHTS

The Center retains all rights and functions of management specifically provided for in Section 5 of Center Resolution #5-81 and nothing in this MOU is intended nor shall be construed to limit, other than as a matter of procedure, the Center's ultimate ability to exercise its management rights.

7. EDUCATION REIMBURSEMENT

7.1 Tuition, Books, etc.

The Center will reimburse unit members for tuition, books and educational fees in accordance with this Article.

7.2 Job Related

All coursework or training must be job-related and pre-approved. The determination of job-related is not grievable. A denial, however, may be appealed from the Deputy Director of Operations to the Chief Executive Director. The decision of the Chief Executive Director shall be final.

7.3 Cap on Expenditures

There shall be a cap of Five Hundred Dollars (\$500.00) per unit member per fiscal year. Further, not more than Two Thousand Five Hundred Dollars (\$2,500.00) may be required of the Center pursuant to this Article for all unit members in any fiscal year.

7.4 Eligibility for Reimbursement

7.4.1 The Center will reimburse, on completion of the course or training, provided the unit member either (1) received a grade of "C" or better; or (2) received a "pass" if the course was graded pass/fail.

7.4.2 The Center will only reimburse for education initiated and completed after the unit member's initial employment date with the Center.

7.5 Requests Exceed the Cap

If requests exceed the cap set forth in Paragraph 7.3, eligibility for reimbursement shall be based on the date a unit member first requested pre-approval of the course (i.e., "first-received"). Should the unit member fail to satisfy the requirements in Paragraph 7.4, opportunity for reimbursement shall then be offered to the next eligible unit member.

7.6 Flex Time

Flex time may be utilized, with Center approval, provided it does not cause a back fill with overtime.

7.7 Non-Working Time

Pre-approval of course work or training is for the purpose of reimbursement only and does not convert the hours spent in such course work or training to working time.

7.8 Education Incentives

7.8.1 For a unit member to earn the total allowable educational incentive, the education earned must enhance his/her ability to do their job, and he/she must have registered, earned and obtained their degree through a regionally accredited college or university (WASC or equivalent). The submittals must include a copy of the diploma from the accrediting college. Each submittal will be reviewed on a case-by-case basis.

7.8.2 Effective July 1, 2024, Education Incentives shall be as follows:

Except for EMD-Q, these incentives shall not be cumulative.

Associate	2%
Bachelor	3%
Masters	4%
EMD-Q	1%

8. EMPLOYEE RIGHTS

Notwithstanding the provisions of this MOU, unit members shall retain all rights provided for in Government Code section 3500 et seq. and Section 4 of Resolution #5-81.

9. LEAVES

9.1 Funeral Leaves

9.1.1 Leave for Family Members

9.1.1.1 A unit member assigned to a shift shall be eligible for five (5) days without loss of pay for the purpose of arranging for and/or attending the funeral of a member of the immediate family. The leave shall be completed within three months of the date of death of the family member.

9.1.1.2 The unit member shall list the relationship to the deceased on the leave request form. For the purposes of this section, immediate family includes the unit member's spouse or domestic partner and the child, mother, father, step-mother, step-father, parent-in-law, aunt, uncle, grandmother, grandfather, sister, brother, daughter-in-law, son-in-law of the unit member or the unit member's spouse or domestic partner. Also included is any person permanently domiciled in the unit member's household.

9.1.1.2.1 A unit member, with approval of the Center, may utilize Funeral Leave for other than listed immediate family members.

9.1.1.3 CTO/Vacation and/or leaves of absence will also be available if additional time away from work is required and can be accommodated by the Center.

9.1.1.4 Proof of the date of the funeral, acceptable to the Center, may be required.

9.1.1.5 Unit members not assigned to a shift shall be eligible for up to five (5) days of leave. The leave shall be completed within three months of the date of death of the immediate family member. The leave will be without loss of pay for the purpose of arranging for and/or attending the funeral of a member of the immediate family.

9.1.2 Leave for Others

If a unit member has a funeral to attend for someone outside the defined immediate family, CTO/vacation time outside the normal vacation rules as outlined in Section 9.4 will also be available if the absence can be accommodated by the Center. Proof of the date of the funeral, acceptable to Center, may be required.

9.2 Jury Duty Leave

9.2.1 Summons for Service

Unit members summoned for trial jury service in either State or Federal court will be released from scheduled duty without loss of pay for those periods during which they are required to be present at the courthouse.

9.2.2 Notice to Center

A unit member who is required to report for jury duty shall provide Center management with a copy of the notice promptly upon receipt.

9.2.3 Temporary Reassignment

For the week in which their jury service obligation is scheduled, the unit member may be reassigned to days with either an eight (8) or a ten (10) hour schedule (Monday through Friday). This day assignment may be performing dispatch duties on a day shift or may be to a special project. If the unit member is empaneled, and jury service extends beyond the original week, his/her modified assignment shall also be extended until the end of the week in which the trial is completed.

9.2.3.1 A unit member scheduled to work on the Sunday before a week of jury duty may elect to work a full or partial shift, only with the approval of the Deputy Director of Operations or their designee and in compliance with Section 15.3 and any applicable rule.

9.2.3.2 A unit member may choose to work on the Saturday following a full week of jury duty only with the approval of the Deputy Director of Operations or their designee in compliance with Section 14.3 and any applicable rule.

9.2.3.3 Each unit member must, however, work at least their scheduled hours (either 36 or 48) during a week of jury service as to not affect their pay.

9.2.3.4 Consistent with Paragraphs 9.2.3.1, 9.2.3.2, and 9.2.3.3, the goal is to transition the unit member back to his/her normal assignment at the earliest opportunity following completion of jury service.

9.2.3.5 In appropriate circumstances, this may result in the temporary transfer of one or more unit members from the day shift to accommodate the jury duty unit member's temporary reassignment.

9.2.4 Return to Work

If a unit member has reported to the courthouse, and is released from jury service before 2:00 p.m., he/she shall return to work. A unit member who does not wish to return to work may call Center management and request permission to utilize vacation/CTO.

9.3 Sick Leave

9.3.1 Definition

Sick Leave, as used in this Agreement, shall be defined as absence from work without loss of pay because of the unit member's non-service related illness or injury.

9.3.1.1 Accrued sick leave may be utilized in the case of illness of a minor child, or a parent (as defined in Labor Code Section 233), or any of the following persons who are living in the unit member's household: spouse, domestic partner, or grandparent (including, subject to submission of appropriate documentation, any person domiciled in unit member's household and recognized by the Internal Revenue Service as a dependent).

9.3.1.2 If the Center deems absences related to 9.3.1.1 to be beyond reasonable limits, the unit member will first be counseled before additional action is taken. Alternatives may be explored to assist the unit member.

9.3.2 Entitlement

9.3.2.1 Each new unit member hired on or after July 1, 2023, shall be credited with thirty-six (36) hours of sick leave. Thus, as the member accrues sick leave they not increase their bank until they accrue more hours than what was credited. In the event that a unit member leaves the employment of the Center and has used sick leave in excess of what they have accrued the excess dollar amount shall be deducted from their final paycheck.

9.3.2.2 Each unit member shall accrue twelve (12) hours of sick leave per month.

9.3.2.3 Unit members shall be entitled to accumulate sick leave on an unlimited basis.

9.3.3 Verification

All unit members who are absent because of sick leave on six (6) consecutive work shifts shall furnish a letter from their doctor excusing their absence.

9.3.4 Reimbursement for Appropriate Use of Sick Leave

- 9.3.4.1 As an incentive to promote appropriate use of sick leave, unit members who have rendered a minimum of five (5) continuous years of service with the Center at the time of retirement or resignation may choose to be compensated for the cash value of existing accrued sick leave based on the following schedule:

Years of Continuous Service	% of Cash Value (at straight time)
5 - 10	25%
11 - 15	35%
16 or more	50%

Notes:

- 1. This shall not apply in the case of a separation for cause.*
- 2. Any sick leave compensated pursuant to this provision shall not be eligible for conversion to Section 20965 Credit for Unused Sick Leave (see Section 20.6).*

9.3.5 Wellness Incentive

- 9.3.5.1 Unit members who use no sick leave in a period of four (4) continuous months shall be entitled to receive a wellness certificate to take one workday off with pay.

9.3.5.1.1 This day must be taken within twelve (12) calendar months after issuance of the certificate.

9.3.5.1.2 Usage shall be in half ($\frac{1}{2}$) day or full day increments.

9.3.5.1.3 The certificate shall have no monetary value and is not transferable. The use and approval of the certificate shall be in the same manner as vacation pursuant to Article 9.4.

9.4 Vacation

9.4.1 Seniority Date

For purposes of Paragraph 9.4.2., "seniority date" shall be defined the same as Date of Hire in Article 23.1.

9.4.2 Entitlement

Each unit member shall be credited, on a monthly basis and in accordance with the seniority date schedule set forth below, the following hours of annual leave (vacation). In order to actually take vacation time, a unit member must have worked at least six (6) months unless special circumstances exist.

Months	Monthly	Annual
1 36	8 hours	96 hours (8 shifts)
37 72	10 hours	120 hours (10 shifts)
73 108	12 hours	144 hours (12 shifts)
109 144	14 hours	168 hours (14 shifts)
145 over	16 hours	192 hours (16 shifts)

9.4.3 Annual Vacation Bid

9.4.3.1 Each unit member assigned to twelve (12) hour shifts shall, by December 1st, bid at least one consecutive work week of vacation. Each additional bid, in excess of one work week, must be in full consecutive work week amounts (e.g., 36, 72, 108 hours).

9.4.3.2 Unit members assigned to shifts other than twelve (12) hours shall bid at least one (1) consecutive work week of vacation. Each additional bid, in excess of one (1) work week, must be in full consecutive work week amounts.

9.4.3.3 At least one (1) Dispatcher may bid vacation per shift.

9.4.3.4 Vacation shall be bid as follows:

9.4.3.4.1 Dispatchers shall bid based upon their “agreed upon” placement on Seniority List #1.

9.4.4 Requests During the Year

9.4.4.1 A request to utilize vacation shall be processed on a first-received basis.

9.4.4.2 The Center shall not be required to grant, but shall not unreasonably deny, any request.

9.4.5 Cancellation of Vacation

- 9.4.5.1 Cancellation of vacation by a unit member may cause the provisions of Paragraph 9.4.6 to apply.
- 9.4.5.2 In appropriate circumstances, the Center may cancel vacation to maintain operational readiness. Prior to doing so, the Center will attempt to temporarily reassign an employee to the shift in need.

9.4.6 Annual Leave Bank

- 9.4.6.1 No unit member may have credited to their account, at any time, more than twice their current year's accrual rate of vacation (e.g., a unit member with zero (0) to thirty-six (36) months of service could have one hundred ninety-two hours (192) credited to their account).
- 9.4.6.2 If a unit member has accumulated the maximum permitted, vacation accrual shall be suspended and the unit member shall accrue no additional vacation until the unit member's vacation accumulation is less than the maximum.
- 9.4.6.3 Should the Center cancel a unit member's scheduled vacation, the maximum permitted accrual for the next year may be exceeded by the number of hours cancelled.

9.4.7 Compensation Upon Separation

At the time of separation for any reason, a unit member shall be compensated at his/her then current regular rate of pay, for all vacation earned, accumulated and not used up to and including the effective date of separation.

9.4.8 Prior Approval

No unit member shall take vacation without prior written approval from the Center.

9.4.9 Vacation Redemption

Once each calendar year, a unit member may elect to receive compensation from the Center for up to seventy-two (72) hours of accrued and unused vacation. To receive compensation, the unit member shall comply with the following requirements:

- 9.4.9.1 after the vacation redemption, the unit member must still have seventy-two (72) hours of accrued and unused vacation in his/her account;
- 9.4.9.2 he/she must have made an irrevocable, written notification to the Center (by the 15th of the calendar month preceding the month in

which she/he intends to complete the vacation redemption) of the number of vacation hours to be redeemed;

- 9.4.9.3 he/she must have used, in the twelve (12) months immediately preceding the vacation redemption, not less than one (1) weeks' worth of vacation hours (may be thirty-six (36) hours or forty (40) hours);
- 9.4.9.4 his/her accrued vacation hours shall be reduced by the number of hours for which he/she is compensated. Compensation may be requested in a separate check or included in the unit member's regular monthly pay check.

9.5 Personal

- 9.5.1 Unit members who have completed the initial probationary period shall be eligible, at the sole discretion of the Center, for an unpaid personal leave of absence for a period not to exceed four (4) months. This leave of absence shall not be used for the purpose of seeking or being employed elsewhere.
- 9.5.2 Unit members serving a promotional probationary period shall, if the leave is granted, have the probationary period extended.
- 9.5.3 During this leave, the Center shall not refill the unit member's position on a permanent basis.
- 9.5.4 Unit members on a personal leave of absence shall not accrue seniority or any other benefits. Subject to lawful rules of the insurance provider, unit members may continue any insurance benefit by paying the Center for their employee contribution for benefits.

9.6 Bargaining

If required, a reasonable number (typically no more than two (2)) of the negotiating committee members shall be granted reasonable leave from duty with full benefits for all meetings between the Center and the Union for the purpose of meeting and conferring on the terms of a Memorandum of Understanding when the meetings take place at a time during which the member is scheduled to be on duty.

9.7 Employee Organization Leave

- 9.7.1 A member of the Union who has been authorized by the Lead Shop Steward or the Union President to conduct business on behalf of the Union shall be released from duty without a deduction in pay for activities that have been mutually deemed beneficial to improving the labor and employment relationship in the Center.

By way of illustration and not limitation, this will include:

- Unit meetings;
- Disciplinary hearings;
- Grievance procedures;
- Labor classes and seminars;
- Work-related funerals.

The preceding list is not all-inclusive and other permitted uses may be identified by the Chief Executive Director and the Unit Representative.

9.7.2 By way of illustration and not limitation, this leave shall never be used for matters such as the following:

- In protest of the Center or any other employer/public agency;
- For an activity that does not benefit both the Union and the Center;
- An activity that would discredit either the Union or the Center;
- Personal Leave, Vacation, etc.

9.7.3 Hours Not Worked

If a Center employee is serving as a Union Representative during off-duty hours, such time shall not be regarded as hours worked.

9.8 In Case of a RIF or Exercise of Management Rights

Notwithstanding any of the above, the Center shall not be prohibited from reorganizing, instituting a reduction in force or otherwise exercising its management rights, except that unit members on approved leaves of absence shall preserve all rights otherwise available to Center employees.

9.8.1 When a reduction in force (RIF) results in a separation from the Center, the Seniority List citing *Date of Hire* for all Operations personnel shall be utilized. When a reduction in force results in a demotion of a Dispatch Supervisor, “List #1” citing *Promotion Date* shall be utilized.

9.9 Return to Work

9.9.1 Unit members who do not return to work prior to the expiration of the unit member’s leave of absence shall be separated from employment as a voluntary resignation. The Center may, in its sole discretion, reinstate the unit member if he/she presents a showing of good cause for the failure to return within ten (10) days of the scheduled return date. If reinstated, the break in service shall be ignored.

9.9.2 Notwithstanding paragraph 9.8.1, unit members who are unable to return to work due to a work-related injury or illness, for which the Center has paid workers’ compensation benefits, shall be eligible for priority rehire with credit for prior service for an indefinite period of time provided a position exists for which the unit member is qualified.

9.10 Military

Unit members shall be eligible for leaves of absence for military duty in accordance with the requirements of applicable State and Federal law.

10. GRIEVANCE PROCEDURE

10.1 Definitions

- 10.1.1 **Grievance.** The term “grievance” as used in this MOU is limited to a complaint or request of a unit member or Local 522 which involves the interpretation or application of, or compliance with the provisions of this MOU which adversely affects the unit member.
- 10.1.2 **Grievant.** A “grievant” is the unit member or Local 522 who files the grievance.
- 10.1.3 **Time Limits.** Grievances not presented within the time limits established for each step of this procedure shall not be considered.
- 10.1.4 **Presentation.** A unit member and a Local 522 representative or shop steward may present a grievance while on duty, provided such presentations and discussions do not disrupt Center operations and are kept to a reasonable minimum.
- 10.1.5 **Day.** A “day” is a calendar day.
- 10.1.6 **Informal.** While not required, unit members are strongly encouraged to attempt informal resolution of all potential grievances.

10.2 Procedure

All grievances as defined herein shall be processed in accordance with this procedure. The Center may refuse to consider a grievance, in those circumstances where the aggrieved party has not followed this procedure.

- 10.2.1 **STEP 1.** Within thirty (30) days of the acts and/or omissions giving rise to the grievance or within thirty (30) days of time the unit member or Local 522 should reasonably have been aware of the acts and/or omissions which gave rise to the grievance, the grievance shall be presented in writing to the Deputy Director of Operations. If the grievance is not resolved within fifteen (15) days of the date on which it is first presented at Step 1, the grievant may proceed to Step 2.
- 10.2.2 **STEP 2.** Within fifteen (15) days of the written determination at Step 1, or within fifteen (15) days of the date the written determination was due at Step 1 if none was issued, the grievance may be presented to the Chief Executive Director or his/her designee on the form provided for this purpose and incorporated herein by reference as Appendix B. The Chief Executive Director or his/her designee shall conduct such investigation as he/she deems appropriate and shall issue a written determination within thirty (30) days of the date on which the grievance is first presented at Step 2. If the Chief Executive Director or his/her designee fails to issue a written determination within the prescribed period of time, or if the determination is not satisfactory

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to the grievant, he/she may request that the matter be submitted to binding arbitration.

- 10.2.3 **STEP 3.** A request for binding arbitration by Local 522 at Step 3 of this procedure shall be made in writing to the Chief Executive Director or his/her designee within fifteen (15) days of the date on which the grievant received a copy of the written determination at Step 2. An arbitrator may be selected by mutual agreement between the parties. Should the parties fail to agree upon an arbitrator, they shall make a Joint request to the State Mediation and Conciliation Service (SMCS) for a list of five (5) names within ten (10) days of Local 522's request for binding arbitration. If the parties are unable to agree upon an arbitrator from the list, the alternate strike method shall be utilized. It shall be understood that the arbitrator will only interpret this MOU and will not have power to add to, delete from, or amend any part of this MOU. The arbitrator's decision shall be final and binding on the Center, Local 522 and the grievant. All fees and costs of the arbitrator and court reporter, if any, will be borne equally by the parties.

11. HEALTH INSURANCE AND OTHER BENEFITS

11.1 Medical Insurance Plans

Eligible unit members shall be provided medical insurance plans in accordance with options available to CalPERS contracting agencies, and set forth in Appendix C.

11.2 Other Benefits

Eligible unit members shall be provided with dental and vision plans plus other insurances and benefits as set forth in Appendix C.

11.3 Center's Maximum Monthly Contribution

The Center's maximum monthly contribution toward the cost of all insurance benefits shall be as set forth in Appendix C.

12. HOLIDAYS

12.1 List of Holidays

Each unit member shall be entitled to compensation, for the following fourteen (14) holidays in accordance with Paragraph 12.2 below.

January 1st	New Year's Day
3rd Monday in January	Martin Luther King Jr. Day
2nd Monday in February	Lincoln's Birthday
3rd Monday in February	President's Day
Last Monday in May	Memorial Day
July 4th	Independence Day
1st Monday in September	Labor Day
2nd Monday in October	Indigenous People's Day
November 11th	Veterans Day
4th Thursday in November	Thanksgiving Day
Friday after Thanksgiving	Day After Thanksgiving
December 24th	Christmas Eve
December 25th	Christmas Day
December 31st	New Year's Eve

12.2 Compensation – Holiday in Lieu Pay

Pay for these fourteen (14) holidays shall be as follows:

12.2.1 Holiday Pay is additional compensation for employees who are normally required to work on an approved holiday because they work in positions that require scheduled staffing without regard to holidays. Pay for these fourteen (14) holidays shall be as follows:

12.2.1.1 Effective July 1, 2026, all shift-based members shall receive twelve (12) hours of pay for each of the fourteen (14) holidays during the pay period that the holiday occurs.

12.3 Eligibility

To receive pay for a holiday, the unit member must have been in full-paid status the unit member's regular shift immediately before, and immediately after, the holiday.

13. ON-CALL DISPATCHER STATUS

13.1 Sign-Up

To cover for illnesses, other unforeseen circumstances, and/or to ensure adequate staffing, an on-call Dispatcher program has been established.

13.1.1 Mandatory

Each Dispatcher who works the 12-hour shift schedule shall sign up for an equally shared number of on-call shifts on his/her days off. Where the number of on-call shifts per employee is uneven, the extra shifts will be distributed in inverse order of seniority (see List #1).

13.1.2 Voluntary

When a Dispatcher 1 or Dispatcher 2 is signed up for the mandatory on-call, a voluntary on-call will be posted. A Dispatcher 3 may sign up for this on-call on a voluntary basis. The voluntary on-call will only be called in if there is a need for radio coverage that cannot be filled by the mandatory on-call, or if an additional call back is needed after the mandatory on-call has been called in. If the Dispatcher 1 or Dispatcher 2 should trade their mandatory on-call to a Dispatcher 3, the voluntary on-call will be cancelled and a new voluntary on-call posting will be created where needed.

13.2 On-Call Period

Each on-call period will be fourteen (14) hours (day shift on-call will be 0500 to 1900, and night shift on-call will be 1700 to 0700). An on-call person will only be scheduled to work up to twelve (12) hours within that period, but must be available for contact/assignment during the entire period. The unit member will be given a designated time to report (this shall not be sooner than two (2) hours after contact). Except in cases of a specifically deferred start time, a unit member may report to work as soon as possible after contact.

13.3 Compensation

For each on-call shift, the unit member will be compensated Fifty Dollars (\$50.00) unless they call out sick. In such cases, this amount will be paid to the unit member(s) who report(s) for the on-call shift.

13.3.1 Payment shall typically be made in the same manner as out-of-class. The Center shall process as soon as reasonably practical.

13.3.2 If the unit member is required to work, pay shall be calculated in the normal manner.

13.3.3 Unit members who are sick for their on-call day will not be compensated and call-outs will be tracked by the Center for evaluation purposes.

13.4 Day Shift/Night Shift

13.4.1 Unit members assigned to the day shift, who work the majority of their hours on the day-shift, must sign up for their on-call for the day shift time period.

13.4.2 Unit members assigned to the night shift, who work the majority of their hours on the night shift, must sign up for their on-call for the night shift time period.

13.4.3 Unit members whose shifts are equitably split (six [6] hours on days and six [6] hours on nights) shall sign up for their on-call for the night shift time period.

13.4.4 All unit members shall receive a mandatory ten (10) hours off between the overtime shift and their regularly scheduled shift.

13.5 Three-Month Intervals

The on-call sign up list will be posted for three (3) month intervals (January-March, April-June, July-September, and October-December).

13.6 Shift Trades

Once each unit member has signed up for their required number of on-call shifts, these shifts can be traded with supervisory approval.

13.7 Sick Leave

13.7.1 The following occurs if an on-call unit member is sick for their on-call day:

13.7.1.1 They receive no pay.

13.7.1.2 There is no “dock” of sick leave.

13.7.1.3 The absence is a factor in the application of the Center’s Policy on Abuse of Sick Leave.

13.7.2 Except in cases of emergency, an on-call unit member shall call the on-duty Supervisor as soon as reasonably possible; to report on anticipated absence due to illness.

14. OVERTIME

14.1 Advance Approval

All overtime shall be approved in advance.

14.2 FLSA

When unit members are directed to work overtime, such overtime worked on the Dispatch floor shall be paid at time and one-half (1.5) irrespective of FLSA status.

14.3 Adjusted Work Hours

14.3.1 Any unit member rendering more than fourteen (14) hours of consecutive service, who is regularly scheduled to return to the dispatch floor less than ten (10) hours following such service, shall have the option of:

14.3.1.1 Adjusting his or her start time to give ten (10) hours off;

14.3.1.2 Working his or her full scheduled hours;

14.3.1.3 In accordance with adjusted work hours, working the hours remaining in his or her regularly scheduled shift (employee will be compensated for total hours during work week); or

14.3.1.4 Receiving pay for the amount of hours worked on the preceding shift, report for duty ten (10) hours after preceding shift, and work an adjusted shift of twelve (12) consecutive hours.

15. OUT-OF-CLASS PAY

15.1 Higher Classification

When, at the sole discretion of the Center, an employee is assigned to **work out-of-class** in a higher classification, the employee shall be compensated at the seventeen ½ percent (17.5%) based hourly rate increase while performing higher classification duties.

15.1.1 When, at the sole discretion of the Center, an employee is assigned to an on-call higher classification role, the employee shall be compensated for one hour overtime at the seventeen ½ percent (17.5%) base hourly rate increase.

15.2 Trainer

Unit members assigned by their Dispatch Supervisor or the Deputy Director of Operations to serve as a “**one-on-one** trainer” shall receive a fifteen percent (15%) base hourly rate increase while performing trainer duties. **Unit members assigned to serve as a “POD trainer” or training more than one trainee at a time shall receive a twenty percent (20%) base hourly rate increase while performing trainer duties.**

15.2.1 To serve as a “trainer” requires that the unit member prepare an evaluation, maintain training logs, etc. It does not include periods of time where the unit member is engaged in a “sit-along” (Non-Dispatcher Recruit).

15.2.2 The Center shall determine:

15.2.2.1 The qualifications needed to serve as a “trainer”; and

15.2.2.2 Who shall serve as a “trainer.”

16. PAYROLL DEDUCTIONS

The Center shall provide payroll deduction services for Local 522 dues and other programs approved by the Center when said deductions are authorized in writing by the unit member in a manner to be specified by the Center.

17. PROBATIONARY PERIOD

17.1 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).

17.1.1 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:

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

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

17.1.2 Dispatcher 1 Progression

17.1.2.1 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 2. The test shall be offered quarterly.

17.1.2.2 A Dispatcher 1 shall be selected for Dispatcher 2 training based upon their rank on the eligibility list.

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

17.1.2.4 A Dispatcher 2 that does not pass probation shall return to Dispatcher 1 with the status held at the time they were selected for Dispatcher 2.

17.1.3 Dispatcher 2 Progression

17.1.3.1 A Dispatcher 2 who has been in the 2 classification for six (6) months may test to be added to an eligibility list for promotion to Dispatcher 3. The test shall be offered quarterly.

17.1.3.2 Dispatcher 2 shall be selected for CRO Training based upon their rank on the eligibility list.

17.1.3.3 Upon selection for CRO training, the person shall progress on the Dispatcher 3 salary schedule and a six-month probationary period shall begin.

17.1.3.4 Any Dispatcher 3 that does not pass probation shall return to Dispatcher 2 with the status held at the time they were selected for CRO Training.

17.1.4 Lateral Hires

All persons initially hired as a Lateral shall serve a probationary period of six months, unless extended pursuant to Article 17.3 below. A Lateral shall be placed in the Classification and salary schedule based upon their experience, at the discretion of the Center.

17.2 Promotion Within the Bargaining Unit

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

17.3 Extension of Probation

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

17.4 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.

18. REDUCTIONS IN FORCE

18.1 Meet and Confer

Local 522 and the Center shall make every reasonable effort to cooperate so as to avoid economic or other circumstances which would require a reduction in Center staffing. This mutual obligation to reopen the meet and confer process extends to any provision of this MOU which relates to the circumstances which threaten to cause a reduction in force. If during its term the parties hereto should mutually agree to modify, amend or alter the provisions of this MOU in any respect, such changes shall be effective only when reduced to writing and executed by the authorized representatives of the Center and Local 522. Any such changes validly made shall become a part of this MOU and subject to its terms.

18.2 Board Decision

In the event the Governing Board, in its exclusive judgment, ultimately decides that a reduction in force shall be implemented, the Board shall specify the number of positions to be authorized within each job classification.

18.3 Procedures

Note: This topic (Reductions in Force Procedure) shall be referred to the Joint Labor/Management Committee to draft replacement text needed to accommodate the new classification structure.)

The Chief Executive Director or his/her designee shall then designate those unit members to be laid off in accordance with the following principles:

18.3.1 Unit members shall be laid off in inverse order of seniority by job classification. Dispatcher 2 and Dispatcher 1.

18.3.1.1 A unit member laid off from a higher paying job classification shall, however, have the right to “bump” unit members in a lower paying job classification in which the higher paid unit member previously had permanent status.

18.3.1.2 A unit member who “bumps” to a lower paying job classification will be placed on the seniority list for that classification in accordance with Article 24.

18.3.1.3 For the purposes of this Article, seniority shall be determined within job classifications in accordance with Article 24.

18.3.2 In the event a unit member “bumps” to a lower paying job classification in accordance with the provisions of this Article, his/her salary shall be immediately reduced to the step of the lower salary range which would have applied had the unit member never been promoted to the higher paying position.

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- 18.3.3 When vacancies occur within two (2) years after the date a unit member is laid off under this Article, the unit member shall be given the opportunity to be rehired or advanced to their former classification provided a vacancy exists in that classification, in accordance with seniority and prior to the employment of any new employee in that classification; provided however, that such reduced or laid-off unit member meets the physical and other qualifying standards in effect at the same time that they had been previously appointed to the classification into which they seek to be returned. If any such reduced or laid-off unit member fails to report for duty within thirty (30) calendar days after the mailing to him/her of a written notice by registered mail to the last known address, he/she shall have lost the right to be rehired or advanced hereunder.
- 18.3.4 In the event that a unit member is advanced from one job classification to another job classification in accordance with the provisions of Paragraph 18.3.3. above, his/her salary shall revert to the step of the higher range that would have applied had there not been a reduction in job classification as a result of a general layoff.

18.4 Retreat to Lower Classification

- 18.4.1 This subsection shall apply to all Center employees and is not limited to employees within Local 522.
- 18.4.2 In the event of a reduction in force, unless barred by law, any Center employee shall be allowed to retreat to a position in a lower classification in which he or she has previously held permanent status.
- 18.4.3 Seniority under this section shall be established by original hire date in a probationary capacity with the Center.

19. REHIRES

19.1 Eligibility

- 19.1.1 A unit member in good standing who voluntarily separates from the bargaining unit and leaves Center employment is eligible to be rehired into a vacancy within twelve (12) months of separation.
- 19.1.2 In the event that a vacancy does not exist, the Chief Executive Director at his/her discretion may still reinstate/rehire a former bargaining unit member who was in good standing upon separation.
- 19.1.3 Any person seeking rehire under this provision who left Center employment shall submit to: (1) an updated background check; and (2) psychological evaluation; and (3) a fitness for duty medical evaluation.

Dispatcher(s) Only:

- 20.1.4 Recruits, who have not yet completed call taker training, shall be excluded when considering if there is a vacancy for a rehire or reinstatement.

19.2 Compensation

- 19.2.1 A rehired or reinstated unit member's salary shall be at the same step as when he/she separated from employment.
- 19.2.2 A rehired or reinstated unit member's date for step movement will be his/her date of rehire in accordance with Article 23.1 of this Agreement.

19.3 Vacation and Sick Leave

19.3.1 Separation from Center Employment

- 19.3.1.1 All vacation and sick leave accrual will start from the date of rehire.
- 19.3.1.2 There shall be no entitlement to previous vacation or sick leave time based upon prior employment.

19.3.2 Separation from the Bargaining Unit

- 20.3.2.1 A unit member who separated from the bargaining unit but not from Center employment shall retain his/her vacation and sick leave accruals.

19.4 Probationary Period

All rehired employees who left Center employment will serve a probationary period of six (6) months unless a greater probationary period is mandated elsewhere in the MOU.

20. RETIREMENT PLAN

20.1 PERS Contribution

20.1.1 Retirement benefits shall be provided to eligible unit members in accordance with the contract between the Center and the Public Employees Retirement System (PERS) effective July 1, 1981 and as amended effective December 1, 1983, December 1, 1984, June 10, 1997, December 1, 1999, March 1, 2007, April 1, 2012, April 1, 2013, and November 1, 2013.

20.1.2 The Center's PERS contract shall include:

- (a) A benefit formula of 2.7% @ 55 for individuals not meeting the definition of a new member according to the Public Employee's Pension Reform Act of 2013 (PEPRA) Section 7522.04(f) ("Classic" members);
- (b) A benefit formula of 2.0% @ 62 for individuals meeting the definition of a new member according to PEPRA, Section 7522.04(f) ("New" members).

20.2 1959 Survivor Benefits

Each unit member shall pay two dollars (\$2.00) per month for 1959 Survivor (Level 3) benefits.

20.3 Employer Paid Member Contributions (EPMC)

20.3.1 The Center shall pay the employee portion of retirement costs to a maximum of eight percent (8%) of pay for Classic members. Pursuant to PEPRA Section 7522.30, EPMC may not be paid for New members.

20.3.2 EPMC shall be treated as reportable compensation for purposes of PERS.

20.4 Sharing Additional Costs

20.4.1 Unit members receiving a benefit formula of 2.7% @ 55 shall contribute per the table at 21.4.2, below, of their PERS reportable compensation to defray the cost of optional benefits.

20.4.2 The table below lists maximum cost sharing amounts for the Center, as determined by CalPERS, December 3, 2010.

Amendment	Permanent Increases	Unfunded Accrued Liability Increase	Total Unfunded Accrued Liability Increase
2% @ 60 to 2% @ 55	1.730%	1.136%	
2% @ 55 to 2.7% @ 55	1.904%	2.916%	
Total until 12/1/2019:	3.634%	4.052%	7.686%
Total from 12/1/2019 to 3/1/2027:	3.634%	2.916%	6.550%
Total after 3/1/2027:	3.634%	0.000%	3.634%

20.5 Center Contribution to Retiree Health Benefit Premiums

20.5.1 Employee eligibility for Center contributions toward retiree medical benefit programs (to the cap set forth in Appendix C) shall be graduated according to the following schedule:

<u>Credited Completed Years of Continuous Service</u>	<u>Percentage of Center Contribution</u>
10	50%
11	55%
12	60%
13	65%
14	70%
15	75%
16	80%
17	85%
18	90%
19	95%
20 or more	100%

20.5.2 Notwithstanding Section 21.5.1, a unit member employed on or before June 30, 2021, shall be entitled upon retirement from the Center, to the cap set forth in Appendix C.

20.5.3 Effective July 1, 2014, each unit member shall contribute to defraying the cost of Post-Employment Retirement Benefits by paying One Hundred Dollars (\$100.00) per month to the Center for placement in a fund that will be utilized to satisfy the future OPEB obligations of the Center.

20.6 Sick Leave Redemption Credit

On March 1, 2007, the Center signed an Amendment to its Contract with PERS. Under this Amendment, unused sick leave benefits may be converted for retirement credit as provided for in Section 20965 of the Public Employee's Retirement Law.

21. RULES AND REGULATIONS

The Center shall have the right to adopt reasonable Rules and Regulations subject to prior notice to Local 522 and the right to meet and confer on any matter within the scope of representation.

22. SAVINGS CLAUSE

If any Article or provision of this MOU or any portion thereof or the application of such to any person or circumstance is inconsistent with applicable law or is otherwise held to be invalid by a court of competent jurisdiction, the remainder of this MOU or the application of such portion to persons or circumstances other than those as to which it is held invalid shall not be affected.

23. SENIORITY

23.1 Date of Hire

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

23.1.2 Adjustment to Date of Hire

23.1.2.1 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.

23.1.2.2 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.

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

23.2 Seniority

23.2.1 List #1 (Date of Hire)

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

23.2.2 List #2 (Rank and Time)

Use List #2 for Shift Bid.

23.2.2.1 Employees Hired or Promoted before July 1 2024:

List #2 shall begin with employees placed in the order of CRO sign-off (Dispatcher 3), then employees shall be placed in order of hire date.

23.2.2.2 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 3), then employees shall be placed in the order of selection for main training (Dispatcher 2), then employees shall be placed in the order in which their classification changes from Recruit to Dispatcher 1, finally Recruits shall be placed in order of test score.

23.2.3 Same Hire Date

23.2.3.1 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.

24. SHIFT BID

24.1 Dispatchers

Shift bids shall be by classification, according to Seniority List #2 (Dispatcher 3, then Dispatcher 2, then Dispatcher 1). The Center shall make reasonable efforts to assign a unit member to his/her bid shifts and days off. Probationary employees may be assigned to shifts at the discretion of the Center.

24.2 Annual Shift Bid

- 24.2.1 Unit members shall “bid” for preferred shifts on an annual basis.
- 24.2.2 By October 1 of each year, the Center shall provide the Union with a list of authorized positions per shift.
- 24.2.3 The Union shall conduct the annual shift bid and present the results to the Deputy Director of Operations.
- 24.2.4 Within fourteen (14) calendar days of presentation of the results, the Center will confirm assignments for the coming year.

25. TERM OF AGREEMENT AND REOPENERS

25.1 Term

The terms and conditions of this MOU shall remain in full force and effect from date of ratification through and including June 30, 2027, or:

- 25.1.1 Until earlier amended, modified, or superseded by a properly executed and accepted Agreement between the parties, or
- 25.1.2 In the event of an impasse in negotiations concerning an amendment or modification to the terms and conditions specified herein, by motion or resolution of the Governing Board of the Center, or
- 25.1.3 In the event of an emergency either declared by the Governing Board or declared by the Chief Executive Director and subsequently ratified by the Governing Board, upon notice to Local 522 from the Center, all of the portions of this MOU may be temporarily suspended. This suspension shall be subject to the right of Local 522 to subsequently meet and confer on the Center's emergency actions, or
- 25.1.4 In the event the Joint Powers Agency known as the Sacramento Regional Public Safety Communications Center is dissolved.

26. TESTING RELEASE TIME

26.1 Release to Participate

Unit members who are scheduled to participate in promotional or certification examinations sponsored by the Center shall be released from duty for the period of time necessary to permit their participation in the examination process.

26.2 Night Personnel

Night shift personnel shall be granted eight (8) hours off (vacation or CTO) should they be scheduled to work the night preceding a test in which they are scheduled to participate.

27. TRAINING

All parties recognize the importance of training in the professional development of the public safety dispatcher in order to meet the needs of the Center's internal and external customers.

- 27.1 Unit members who have been scheduled for training will be expected to attend and shall only be excused in the case of illness or unforeseen emergency. As feasible, a unit member will be designated as an alternate to attend training in the place of the person who was actually scheduled should that person be unable to attend.
- 27.2 The Center may mandate staff to provide coverage for persons who must attend mandatory and update training.
- 27.3 All persons receiving scheduled training, unless occurring when a person is normally assigned to be at work as part of their regular shift, shall be compensated in accordance with Article 15.
- 27.4 All qualified personnel will receive an equal opportunity for training and cross-training. Personnel who have been trained are available for assignment, at the Center's discretion, in accordance with the training received.

28. UNIFORMS

28.1 Initial Hire

Upon initial hire each unit member shall be issued three (3) polo shirts, three (3) pairs of tactical style pants, two (2) quarter-zip sweatshirts, and one (1) belt. Upon successful completion of Dispatcher 1 Training, each unit member shall receive a uniform voucher in an amount not to exceed the cost of a Class A Uniform.

28.2 Annual Allowances

Effective July 1, 2024, and every July 1 thereafter, each unit member shall receive Nine Hundred and Twenty-Five Dollars (\$925.00) for the purchase of additional uniforms or for uniform maintenance.

28.3 Patches

The Center shall make patches available at no cost to unit members, through the uniform supplier, to be placed on all new uniforms purchased. When a uniform is taken out of service, the used patch shall be returned to the Center.

29. WAGES

29.1 Salary Schedule

Effective upon ratification, each employee in the bargaining unit shall be paid in accordance with his/her placement on the salary schedule which is Appendix D, Base Salary Ranges Exclusive of FLSA.

29.2 Night Shift Differential

A night shift differential shall be paid to each unit member who works during the 1900-0700 hour night shift as follows: (1) if the member works over six hours during the night shift they will receive Fifteen Dollars (\$15.00) per shift or (2) if the member works six hours or less during the night shift they will receive Seven Dollars and Fifty Cents (\$7.50) per shift.

29.3 Longevity

Effective July 1, 2024, The following non-cumulative longevity increments shall be paid to eligible unit members:

29.3.1 Two Hundred Dollars (\$200.00) per month after ten (10) complete years of service.

29.3.2 Two Hundred Fifty Dollars (\$250.00) per month after fifteen (15) complete years of service.

29.3.3 Three Hundred Dollars (\$300.00) per month after twenty (20) complete years of service.

29.3.4 Four Hundred Fifty Dollars (\$450.00) per month after twenty-five (25) complete years of service.

29.3.5 Five Hundred Dollars (\$500.00) per month after thirty (30) complete years of service.

29.4 Step Placement / Advancement

29.4.1 All New Hires

New unit members shall be hired at that step which is commensurate with their education/experience, skills/abilities and recruitment difficulty.

29.4.2 Initial Hire as Recruit

29.4.2.1 A new unit member without dispatch experience will be hired as a Recruit at Step 1.

29.4.2.2 Unit members shall be placed on a new salary range upon promotion.

29.4.3 Initial Hire as a Lateral

29.4.3.1 A person initially hired as a lateral shall receive a merit increase to the next step in the Dispatcher range if they complete training within six (6) months of hire. In such case, they shall also advance to the next higher step on the seniority date twelve (12) months following initial hire (see paragraph 23.1.2).

29.4.3.2 Should a person initially hired not complete training within six (6) months, he/she shall receive a merit increase upon completion of training (see Paragraph 29.4.3.1 above) but shall not advance to the next higher step on his/her seniority date immediately following initial hire.

29.4.4 Advancement on the Salary Schedule

29.4.4.1 Once placed on a salary schedule, advancement from one salary step to another shall occur:

29.4.4.1.1 For Dispatcher 1, on the unit member's anniversary date.

29.4.4.1.2 For Dispatcher 2, Dispatcher 3, and Dispatcher Supervisor on the unit member's promotion date.

29.4.4.1.3 Unit members hired before July 1, 2024 will receive step advancements on their hire date until they promote to a new classification.

29.4.4.2 All salary schedule advancements shall be contingent upon the absence of an unsatisfactory job performance evaluation.

29.5 Assigned Shifts

29.5.1 This MOU recognizes that some unit members will be assigned, by management, from 12-hour dispatch shifts to other duties that may have different work schedules. These unit members shall be known as dispatch employees on special assignment.

29.5.2 The hourly rate of pay will remain the same.

29.6 Compensatory Time Off (CTO)

29.6.1 Accrual Limit. Unless requested by the unit member, and approved by Center management, no unit member shall earn CTO.

- 29.6.1.1 If CTO is granted, no unit member may have credited to his/her account more than one hundred eight (108) hours of CTO at any time.
- 29.6.1.2 All hours worked, when the total of credited CTO one hundred (108) hours, shall be compensated in accordance with FLSA standards.
- 29.6.1.3 All CTO credited to a unit member's account shall be paid in cash to the unit member at the end of the fiscal year. Any CTO scheduled as time off in the month following the scheduled payout is exempt from this cash-out.

29.7 Processing Payment of Wages

- 29.7.1 Unit members shall be paid once per month.
- 29.7.2 Should payroll not be processed in the manner set forth above, the parties shall attempt to resolve the problem informally.
- 29.7.3 Daylight Savings Time Schedule Adjustments
 - 29.7.3.1 Fall: If time at work is extended by one (1) hour beyond the normal shift, the unit member shall be compensated for the additional one (1) hour at his/her overtime rate.
 - 29.7.3.2 Spring: If time at work is decreased by one (1) hour short of the normal shift, the unit member will still be paid for his/her full shift.

29.8 EMDQ Compensation

When unit members are directed to work as an EMDQ, such work as an EMDQ shall be paid at time and one-half (1.5) irrespective of FLSA status.

30. WORKWEEK

30.1 Definitions

- 30.1.1 Shift: Twelve (12) consecutive work hours.
- 30.1.2 Work Day: Twenty-four (24) consecutive hours, beginning at 0700 and ending at 0659 the following calendar day.
- 30.1.3 Work Week: The work week begins at 0700 hours on Sunday and concludes at 0659 hours on the following Sunday.
- 30.1.4 The Center, in cooperation with Local 522, reserves the right to explore additional alternate work schedules, i.e., 4-10s, 5-8s, 9-80s etc.

30.2 Work Schedule

- 30.2.1 The work schedule shall be determined by the Center after consultation with affected unit members.
- 30.2.2 Unit members are required to work a normal work week, exclusive of overtime and paid leave. However, the Center has the discretion to assign other than a normal workweek to a unit member based upon the needs of the Center.
- 30.2.3 Nothing contained herein shall restrict management's right to assign, reassign or rotate personnel for the benefit of the Center and/or unit member needs.

30.3 Maximum Hours

- 30.3.1 Except with written Center approval, and the consent of the unit member, no unit member shall render service for more than sixteen (16) consecutive hours assigned to the dispatch floor. This shall not apply in cases of emergency or deployment.

IN WITNESS WHEREOF, the representatives of each party to this Memorandum of Understanding have affixed their signatures to this document on the dates set forth below.

SACRAMENTO REGIONAL PUBLIC
SAFETY COMMUNICATIONS CENTER

SACRAMENTO REGIONAL PUBLIC SAFETY
COMMUNICATIONS EMPLOYEES,
, LOCAL522

Date: _____

Date: _____

By: _____
Parker Wilbourn
Chief Executive Director

By: _____
Secretary/Treasurer
Local 522

Date: _____

[Local 522 Representative]

Date: _____

[Local 522 Representative]

Date: _____

[Local 522 Representative]

Local 522

REPRESENTED JOB CLASSIFICATIONS

Recruit
Dispatcher 1
Dispatcher 2
Dispatcher 3

**APPENDIX B-1
STEP ONE**

**SACRAMENTO REGIONAL PUBLIC SAFETY
COMMUNICATIONS CENTER
GRIEVANCE FORM**

NOTE: Before filing a formal written grievance, the grievant **is strongly encouraged to attempt to resolve the grievance in an informal conference with his/her immediate supervisor. The formal Step 1 written grievance must be filed within thirty (30) calendar days after the grievant knew or should reasonably have known** of the alleged violation of the Agreement.

Date of Informal Conference: _____ Supervisor Present at Informal: _____

1. List the specific Contract provision(s) alleged to have been violated:

ARTICLE _____ PARAGRAPH _____	ARTICLE _____ PARAGRAPH _____
ARTICLE _____ PARAGRAPH _____	ARTICLE _____ PARAGRAPH _____
ARTICLE _____ PARAGRAPH _____	ARTICLE _____ PARAGRAPH _____

2. The date, or date(s), on which the violation allegedly occurred:

3. Describe how the contract articles/paragraphs listed in #1 above were violated; facts must be provided.

(Attach additional sheets if necessary)

4. Explain why the supervisor's proposed solution at the informal level was not acceptable. Be specific.

(Attach additional sheets if necessary)

5. Specifically, what remedy do you want: _____

Date Submitted:	Date Received:
Grievant's Signature:	Received By:

6. Center's Step I Response: _____

(Attach additional sheets if necessary)

SACRAMENTO REGIONAL PUBLIC SAFETY
COMMUNICATIONS CENTER
STEP 2 GRIEVANCE APPEAL FORM

Date Step I filed:	Date Step I decision rendered: _____
--------------------	--------------------------------------

Reason(s) for Appeal:

Specific Remedy Sought:

Conference Requested: _____ Yes _____ No

Date Submitted:	Date Received:
Grievant's Signature:	Received By:

Center Response:

APPENDIX C

SACRAMENTO REGIONAL FIRE/EMS COMMUNICATIONS CENTER

INSURANCE AND OTHER BENEFITS

The Center shall provide insurance and other benefits as set forth in this Appendix.

1. PLANS AVAILABLE

a. Medical Insurance

The Center shall provide each full-time unit member, and his/her dependents, with the option of enrolling in any medical insurance plan available through its contract with the Health Division of CalPERS.

b. Dental Insurance

Each full-time unit member, and his/her dependents, may enroll in the dental plan selected jointly by the Center.

c. Vision Plan

Each full-time unit member, and his/her dependents, may enroll in the vision plan selected jointly by the Center.

d. Life Insurance, Accidental Death and Dismemberment, and Long-Term Disability

Each full-time unit member shall be enrolled in the term life insurance, accidental death and dismemberment, and may elect to be enrolled in long-term disability policies selected jointly by the Center. Unit member pays for Long-Term Disability Insurance.

e. State Disability Insurance

Each full-time unit member shall participate in the State Disability Insurance (SDI) Program. Unit member pays for State Disability Insurance.

f. Employee Assistance Program

The Center shall provide each full-time unit member with access to the Employee Assistance Program selected jointly by the Center. The Center shall pay the monthly premium for this plan.

Local 522

2. MONTHLY PREMIUMS AND OTHER COSTS

a. Premiums

- (1) Beginning July 1, 2026, the Center will pay up to the following amounts on behalf of all full-time unit members, unless the unit member exercises the Center's Health Benefit (Medical, Dental and Vision) Opt-Out option described below.

For Medical:

Single	Employee Plus One	Family
\$991.25/ Month	\$1,982.50/ Month	\$2,577.25/ Month

For Dental:

Single	Employee Plus One	Employee Plus Children	Family
\$57.87/ Month	\$134.30/ Month	\$127.05/ Month	\$222.20/ Month

For Vision:

Single	Employee Plus One	Employee Plus Children	Family
\$7.65/ Month	\$13.12/ Month	\$13.39/ Month	\$21.59/ Month

- (2) Effective January 1, 2021:

- If there is an increase in the monthly premium charged by Kaiser, the Center and unit member will each pay 50% of that increase.

For example, if the Kaiser rate is increased by 1.5%, the Center cap will increase 0.75% (Single: \$819.74) and the unit member will be responsible for 0.75% of the increase (\$6.10).

- If there is an increase in Dental or Vision, the Center shall cover 100% of the increase.

Local 522

(3) Opt Out Benefit:

Any unit member who chooses to Opt-Out of the Center's Health Benefits (Medical, Dental and Vision) and is in paid status shall receive Four Hundred Fifty Dollars (\$450.00) per month. The unit member shall be required to sign an Opt-Out Benefit waiver.

(4) Only unit members enrolled in a Center-provided plan and in paid status will receive an employer contribution for that insurance. If a unit member is not in paid status, the unit member shall pay the entire premium for medical, dental and vision.

b. IRC Section 125 Plan

(1) The Center shall establish, and maintain, an IRC Section 125 Plan for the benefit of its employees.

(2) Monthly costs, if any, shall be borne by employees.

3. PAYROLL DEDUCTION

Any unit member who is enrolled in one or more of the plans set forth above which costs more than the Center's required specific monthly contribution is required to sign a payroll deduction form and pay the monthly difference by payroll deduction. Failure to execute a payroll deduction form will result in immediate cancellation of insurance for non-payment of premiums.

SALARY SCHEDULE AND OTHER INCENTIVES

I. Salary Schedule and Other Incentives July 1, 2024 – June 30, 2027**A. Contract Year July 1, 2024 – June 30, 2025****1. Salary Schedule**

		STEP 1		STEP 2		STEP 3		STEP 4		STEP 5	
Operations	Recruit	27.02									
	Dispatcher 1	28.37	5,106.60	29.79	5,361.93	31.28	5,630.03	32.84	5,911.53		
	Dispatcher 2	32.06	5,770.78	33.66	6,059.32	35.35	6,362.28	37.11	6,680.40	38.97	7,014.42
	Dispatcher 3	35.35	6,362.28	37.11	6,680.40	38.97	7,014.42	40.92	7,365.14	42.96	7,733.39

B. Contract Year July 1, 2025 – June 30, 2026

Effective July 1, 2025, increase each cell on the 2024/2025 salary schedule by 3%

Steps		1		2		3		4		5	
Department	Position	Hourly	Salary	Hourly	Salary	Hourly	Salary	Hourly	Salary	Hourly	Salary
Operations	Recruit	27.83									
	Dispatcher 1	29.22	5,259.80	30.68	5,522.79	32.22	5,798.93	33.83	6,088.87	-	-
	Dispatcher 2	33.02	5,943.92	34.67	6,241.12	36.41	6,553.18	38.23	6,880.84	40.14	7,224.88
	Dispatcher 3	36.41	6,553.80	38.23	6,881.49	40.14	7,225.56	42.15	7,586.84	44.25	7,965.00

C. Contract Year July 1, 2026 – June 30, 2027

Effective July 1, 2026, the increase shall be equal to the West Region CPI, but in no event greater than 3%.

Steps		1		2		3		4		5	
Department	Position	Hourly	Salary	Hourly	Salary	Hourly	Salary	Hourly	Salary	Hourly	Salary
Operations	Recruit	28.66									
	Dispatcher 1	30.10	5,417.39	31.60	5,688.26	33.18	5,972.67	34.84	6,271.30	-	-
	Dispatcher 2	34.01	6,121.91	35.71	6,428.00	37.50	6,749.40	39.37	7,086.87	41.34	7,441.22
	Dispatcher 3	37.50	6,750.41	39.38	7,087.93	41.35	7,442.33	43.41	7,814.45	45.58	8,205.17

**MEMORANDUM OF UNDERSTANDING
between the**

SACRAMENTO REGIONAL FIRE/EMS COMMUNICATIONS CENTER

And

SACRAMENTO REGIONAL FIRE/EMS COMMUNICATIONS CENTER EMPLOYEES,

**LOCAL 522
Supervisors & Managers**

July 1, 2024 through June 30, 2027

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1. PREAMBLE

1.1 Parties

This Memorandum of Understanding (hereinafter referred to as “MOU” or “Agreement”) is made and entered into between the Sacramento Regional Fire/EMS Communications Center, hereinafter referred to as “Center,” and Local 522, Sacramento Regional Fire/EMS Communications Center Employees, hereinafter referred to as “Local 522” or “Union,” in accordance with the provisions of California Government Code Section 3500 *et seq.* and Center Resolution #5-81 pertaining to employer-employee relations. A copy of Resolution #5-81 is posted at the work site.

1.2 Acceptance

This MOU shall not be binding on either party until accepted on behalf of the Center by motion or resolution of the Governing Board and on behalf of Local 522 by majority vote of the members of Local 522, as evidenced by the signature of an officer of Local 522 on this Agreement.

1.3 Members of the Bargaining Unit

The agreements contained herein shall pertain only to employees in the classification of Dispatch Supervisor (including EMS, Training, and Operations Supervisors) and Dispatch Managers.

1.4 Entire Agreement

It is the intent of the parties that this MOU sets forth all agreements and understandings between the Center and Local 522 pertaining to matters within the scope of representation. The Center retains the right to promulgate reasonable rules and regulations, as deemed appropriate by the Center, subject to the right of recognized employee organizations to consult with respect to any such rules and regulations which directly affect wages, hours or other terms and conditions of employment.

1.5 No Discrimination

The parties to this MOU agree that neither shall discriminate against any person in the administration of this MOU on account of race, color, religion, sex or national origin or any other basis as prohibited by federal and/or state law.

Local 522

2. UNION MEMBERSHIP

2.1 General

2.1.1 No person employed in a bargaining unit position is required to be a member of the Union or pay an agency shop service fee to the Union.

2.1.2 The provisions of this Article (2) shall be in effect during the term of this MOU and during any mutually agreed upon extension of that term.

2.2 Bargaining Unit Member Information

2.2.1 New Unit Member

The following information concerning new bargaining unit members shall, as permitted by law, be delivered electronically to the Local 522 shop steward and business agent of record no later than thirty (30) days after the unit member's date of hire in a bargaining unit position:

1. Name
2. Job Title
3. Phone Numbers: work, home and personal cellular
(voluntary per Section 2.3 below)
4. Personal email address, if one is on file with the Center
(voluntary per Section 2.3 below)
5. Home address
(voluntary per Section 2.3 below)

2.2.2 Existing Bargaining Unit Member Information

a. On or about March 1, July 1, and November 1 of each calendar year, the following information shall be delivered electronically to the Local 522 shop steward and business agent of record for all bargaining unit members:

1. Name
2. Job Title
3. Phone Numbers: work, home and personal cellular
(voluntary per Section 2.3 below)
4. Personal email address, if one is on file with the Center
(voluntary per Section 2.3 below)
5. Home address
(voluntary per Section 2.3 below)

Local 522

2.3 Voluntary Information

Upon written request of any unit member, the Center shall **NOT** disclose the unit member's home address, home telephone number, personal cellular phone number or personal email address to:

2.3.1 Local 522; or

2.3.2 any other person/organization (except as required by law).

2.4 Shop Stewards & Business Agent of Record

The Union shall select one (1) unit member to serve as Shop Steward and one (1) unit member to serve as the Alternate Shop Steward. The Union will keep the Center advised, in writing at all times, of the identity of the unit members selected and of the business agent of record.

2.5 Payroll Deduction

Union dues may be paid to the Union through payroll deductions.

2.6 Notice to Union

Except as permitted by statute, the Union shall be given not less than five (5) days' notice in advance of a new unit member orientation defined by statute as the on-board process.

If the Center chooses to on-board new unit members in person, the Union shall be given thirty (30) minutes to discuss the rights and obligations created by the Memorandum of Understanding and the role of the representative, and to answer questions.

If the Center chooses to on-board new unit members utilizing an on-line process, it will meet and confer with the Union concerning how the Union will be given the opportunity to discuss (on-line) the rights and obligations created by the Memorandum of Understanding and the role of the representative, and to answer questions.

3. BULLETIN BOARDS

Local 522 may utilize one (1) Center-provided bulletin board, not to exceed three feet by four feet (3' x 4') in size, in the Center for the purpose of communicating normal and usual Union business to the membership. Specific placement of the bulletin board shall be determined by the Center management. The Local 522 unit representative shall be responsible for maintaining such a board.

Local 522

4. CALLBACK

4.1 Definition

Call-back is unscheduled work. Call-back work occurs when either a unit member is (1) called back to work at the Center after completion of their shift and departure from the work site, or (2) assigned to perform actual (not simulated or voluntary training) dispatch service off Center property. Scheduled meetings, training, classes, presentations, etc., are not call-back situations.

4.2 Compensation

4.2.1 A non-exempt unit member who is called back to work shall be compensated at time and one-half for a minimum of four (4) hours per call back.

4.2.2 If four (4) hours of work are not required of the unit member, the unit member may request to leave earlier. If approved by the Shift Supervisor or Manager, the unit member may leave and will only be compensated for actual hours worked.

4.2.3 A non-exempt unit member who is contacted by either the Chief Executive Director, the Deputy Director Operations or Manager, while in an off-duty status, may submit a time card for a minimum of one-half (½) hour of straight-time pay provided the contact:

4.2.3.1 required an immediate response;

4.2.3.2 was regarding official Center business and utilized the unit member's expertise;

4.2.3.3 was not the result of the unit member's failure to complete work or to leave a status report for the Center.

4.3 Adjacent to a Shift

This provision shall not apply to situations where a non-exempt unit member is directed to report early for a unit member's assigned shift or held over. In such cases, compensation shall be for the actual time worked at time and one-half.

5. DISCIPLINARY ACTIONS

5.1 Definition

The Center may discipline unit members for cause, as set forth in this Article.

5.1.1 Counseling of unit members with respect to performance deficiencies and similar matters, whether oral or documented (e.g. PIP, documented verbal counseling or letter of counseling), shall be considered corrective action and shall not be subject to Sections 5.2 through 5.5.

5.1.2 The Center may discipline a unit member (e.g. reprimand, suspend, or discharge) for cause.

5.1.2.1 A reprimand shall only be subject to Section(s) 5.2 and 5.5, below.

5.1.2.2 A suspension or discharge shall be subject to Sections 5.2 through 5.5 below.

5.2 Commencement of Investigation

5.2.1 Except in extraordinary circumstances, a unit member shall be informed within twenty-one (21) calendar days of the initiation of an investigation that involves them.

5.2.2 The time period shall commence when the Deputy Director, the Chief Executive Director or Human Resources knew, or should reasonably have known, of the facts which resulted in the investigation.

5.3 Notice of Proposed Disciplinary Action

5.3.1 Notice of Proposed Disciplinary Action shall be provided to the unit member in writing and shall include:

5.3.1.1 a statement of the nature of the proposed disciplinary action;

5.3.1.2 the effective date of the proposed action;

5.3.1.3 a statement of the reasons for the discipline; and

5.3.1.4 the time and place at which he or she may answer the Notice of Proposed Disciplinary Action.

5.3.2 A duplicate of the Notice shall be sent to the designated 522 representative.

Local 522

5.4 Binding Arbitration

In the event the Center determines to proceed with the proposed discipline after the meeting set forth in Section 5.3.1.4, designated 522 representative may request binding arbitration pursuant to Step 3 of the grievance procedure. Such request shall be made within twenty-one (21) calendar days of service of the Center's determination to proceed with discipline.

5.5 Retention of Records

5.5.1 If a unit member who is the subject of discipline presents evidence which results in a withdrawal of the discipline, all reference to that discipline shall be removed from the unit member's personnel file.

5.5.2 If requested by the unit member, in writing, material related to corrective action (oral or documented) will be removed twelve (12) months after final resolution. Material related to discipline (written reprimand, suspension, discharge) previously imposed will be removed twenty-four (24) months after final resolution. This shall not apply in the following circumstances:

5.5.2.1 any other discipline has been imposed in the intervening months.

5.5.2.2 the prior discipline related to a federal or state law (e.g. sexual harassment, racial discrimination, etc.).

6. CENTER RIGHTS

The Center retains all rights and functions of management specifically provided for in Section 5 of Center Resolution #5-81 and nothing in this MOU is intended nor shall be construed to limit, other than as a matter of procedure, the Center's ultimate ability to exercise its management rights.

7. EDUCATION REIMBURSEMENT

7.1 Tuition, Books, etc.

The Center will reimburse unit members for tuition, books and educational fees in accordance with this Article.

7.2 Job Related

All course work or training must be job-related and pre-approved. The determination of job-related is not grievable. A denial, however, may be appealed from the Deputy Director of Operations to the Chief Executive Director. The decision of the Chief Executive Director shall be final.

7.3 Cap on Expenditures

There shall be a cap of Five Hundred Dollars (\$500.00) per unit member per fiscal year. Further, not more than Two Thousand Five Hundred Dollars (\$2,500.00) may be required of the Center pursuant to this Article for all unit members in any fiscal year.

7.4 Eligibility for Reimbursement

7.4.1 The Center will reimburse, on completion of the course or training, provided the unit member either (1) received a grade of “C” or better; or (2) received a “pass” if the course was graded pass/fail.

7.4.2 The Center will only reimburse for education initiated and completed after the unit member’s initial employment date with the Center.

7.5 Requests Exceed the Cap

If requests exceed the cap set forth in Paragraph 7.3, eligibility for reimbursement shall be based on the date a unit member first requested pre-approval of the course (i.e., “first-received”). Should the unit member fail to satisfy the requirements in Paragraph 7.4, opportunity for reimbursement shall then be offered to the next eligible unit member.

7.6 Flex Time

Flex time may be utilized, with Center approval, provided it does not cause a back fill with overtime.

7.7 Non-Working Time

Pre-approval of course work or training is for the purpose of reimbursement only and does not convert the hours spent in such course work or training to working time.

7.8 Education Incentives

7.8.1 For a unit member to earn the total allowable educational incentive, the education earned must enhance the unit member's ability to do their job, and they must have registered, earned and obtained their degree through a regionally accredited college or university (WASC or equivalent). The submittals must include a copy of the diploma from the accrediting college. Each submittal will be reviewed on a case-by-case basis.

7.8.2 Effective July 1, 2024, Education Incentives shall be as follows:

Except for EMD-Q, these incentives shall not be cumulative.

Associate	2% of base pay
Bachelor	3% of base pay
Masters	4% of base pay
EMD-Q	1% of base pay

8. EMPLOYEE RIGHTS

Notwithstanding the provisions of this MOU, unit members shall retain all rights provided for in Government Code section 3500 *et seq.* and Section 4 of Resolution #5-81.

Local 522

9. LEAVES

9.1 Funeral Leaves

9.1.1 Leave for Family Members

9.1.1.1 A unit member assigned to a shift shall be eligible for five (5) days without loss of pay for the purpose of arranging for and/or attending the funeral of a member of the immediate family. The leave shall be completed within three months of the date of death of the family member.

9.1.1.2 The unit member shall list the relationship to the deceased on the leave request form. For the purposes of this section, immediate family includes the unit member's spouse or domestic partner and the child, mother, father, step-mother, step-father, parent-in-law, aunt, uncle, grandmother, grandfather, sister, brother, daughter-in-law, son-in-law of the unit member or the unit member's spouse or domestic partner. Also included is any person permanently domiciled in the unit member's household.

9.1.1.2.1 A unit member, with approval of the Center, may utilize Funeral Leave for other than listed immediate family members.

9.1.1.3 CTO/Vacation and/or leaves of absence will also be available if additional time away from work is required and can be accommodated by the Center.

9.1.1.4 Proof of the date of the funeral, acceptable to the Center, may be required.

9.1.1.5 Unit members not assigned to a shift shall be eligible for up to five (5) days of leave. The leave shall be completed within three months of the date of death of the immediate family member. The leave will be without loss of pay for the purpose of arranging for and/or attending the funeral of a member of the immediate family.

9.1.2 Leave for Others

If a unit member has a funeral to attend of someone outside the defined immediate family, CTO/vacation time outside the normal vacation rules as outlined in Section 9.4 will also be available if the absence can be accommodated by the Center. Proof of the date of the funeral, acceptable to the Center, may be required.

9.2 Jury Duty Leave

9.2.1 Summons for Service

Unit members summoned for trial jury service in either State or Federal court will be released from scheduled duty without loss of pay for those periods during which they are required to be present at the courthouse.

9.2.2 Notice to Center

A unit member who is required to report for jury duty shall provide Center management with a copy of the notice promptly upon receipt.

9.2.3 Temporary Reassignment

For the week in which their jury service obligation is scheduled the unit member may be reassigned to days with either an eight (8) or a ten (10) hour schedule (Monday through Friday). This day assignment may be performing dispatch duties on a day shift or may be to a special project. If the unit member is empaneled, and jury service extends beyond the original week, their modified assignment shall also be extended until the end of the week in which the trial is completed.

9.2.3.1 A unit member scheduled to work on the Sunday before a week of jury duty may elect to work a full or partial shift, only with the approval of the Dispatch Manager for Supervisors and Deputy Director for Managers, and in compliance with Section 14.3 and any applicable rule.

9.2.3.2 A unit member may choose to work on the Saturday following a full week of jury duty only with the approval of the Manager and in compliance with Section 14.3 and any applicable rule.

9.2.3.3 Each unit member must, however, work at least their scheduled hours (either 36 or 48) during a week of jury service as to not affect their pay.

9.2.3.4 Consistent with Paragraphs 9.2.3.1, 9.2.3.2, and 9.2.3.3, the goal is to transition the unit member back to their normal assignment at the earliest opportunity following completion of jury service.

9.2.3.5 In appropriate circumstances, this may result in the temporary transfer of one or more unit members from the day shift to accommodate the jury duty unit member's temporary reassignment.

9.2.4 Return to Work

If a unit member has reported to the courthouse, and is released from jury service before 2:00 p.m., they shall return to work. A unit member who does not wish to return to work may call Center management and request permission to utilize vacation/CTO.

9.3 Sick Leave

9.3.1 Definition

Sick Leave, as used in this Agreement, shall be defined as absence from work without loss of pay because of the unit member's non-service related illness or injury.

9.3.1.1 Accrued sick leave may be utilized in the case of illness of a minor child, or a parent (as defined in Labor Code Section 233), or any of the following persons who are living in the unit member's household: spouse, domestic partner, or grandparent (including, subject to submission of appropriate documentation, any person domiciled in unit member's household and recognized by the Internal Revenue Service as a dependent).

9.3.1.2 If the Center deems absences related to 9.3.1.1 to be beyond reasonable limits, the unit member will first be counseled before additional action is taken. Alternatives may be explored to assist the unit member.

9.3.2 Entitlement

9.3.2.1 Each new unit member hired on or after July 1, 2023, shall be credited with thirty-six (36) hours of sick leave. Thus, as the member accrues sick leave they do not increase their bank until they accrue more hours than what was credited. In the event that a unit member leaves the employment of the Center and has used sick leave in excess of what they have accrued the excess dollar amount shall be deducted from their final paycheck.

9.3.2.2 Each unit member shall accrue twelve (12) hours of sick leave per month.

9.3.2.3 Unit members shall be entitled to accumulate sick leave on an unlimited basis.

9.3.3 Verification

All unit members who are absent because of sick leave on six (6) consecutive work shifts shall furnish a letter from their doctor excusing their absence.

Local 522

9.3.4 Reimbursement for Appropriate Use of Sick Leave

9.3.4.1 As an incentive to promote appropriate use of sick leave, unit members who have rendered a minimum of five (5) continuous years of service with the Center at the time of retirement or resignation may choose to be compensated for the cash value of existing accrued sick leave based on the following schedule:

Years of Continuous Service	% of Cash Value (at straight time)
5 - 10	25%
11 - 15	35%
16 or more	50%

Notes:

- 1. This shall not apply in the case of a separation for cause.*
- 2. Any sick leave compensated pursuant to this provision shall not be eligible for conversion to Section 20965 Credit for Unused Sick Leave (see Section 20.6).*

9.3.5 Wellness Incentive

9.3.5.1 Unit members who use no sick leave in a period of four (4), continuous months shall be entitled to receive a wellness certificate to take one workday off with pay.

9.3.5.1.1 This day must be taken within twelve (12) calendar months after issuance of the certificate.

9.3.5.1.2 Usage shall be in half ($\frac{1}{2}$) day or full day increments.

9.3.5.1.3 The certificate shall have no monetary value and is not transferable. The use and approval of the certificate shall be in the same manner as vacation pursuant to Article 9.4.

9.4 Vacation

9.4.1 Seniority Date

For purposes of Paragraph 9.4.2., "seniority date" shall be defined the same as Date of Hire in Article 23.1.1

Local 522

9.4.2 Entitlement

Each unit member shall be credited, on a monthly basis and in accordance with the seniority date schedule set forth below, the following hours of annual leave (vacation). In order to actually take vacation time, an employee must have worked at least six (6) months unless special circumstances exist.

Months	Monthly	Annual
1 36	8 hours	96 hours (8 shifts)
37 72	10 hours	120 hours (10 shifts)
73 108	12 hours	144 hours (12 shifts)
109 144	14 hours	168 hours (14 shifts)
145 over	16 hours	192 hours (16 shifts)

9.4.3 Annual Vacation Bid

9.4.3.1 Each unit member assigned to twelve (12) hour shifts shall, by December 1st, bid at least one consecutive work week of vacation. Each additional bid, in excess of one work week, must be in full consecutive work week amounts (e.g., 36, 72, 108 hours).

9.4.3.2 Unit members assigned to other than twelve (12) hour shifts shall bid at least one (1) consecutive work week of vacation. Each additional bid, in excess of one (1) work week, must be in full consecutive work week amounts.

9.4.3.3 At least one (1) Unit Member may bid vacation per shift.

9.4.3.4 Vacation shall be bid as follows:

9.4.3.4.1 Unit Members shall bid based upon their “agreed upon” placement on Seniority List #2.

9.4.4 Requests During the Year

9.4.4.1 A request to utilize vacation shall be processed on a first-received basis.

9.4.4.2 The Center shall not be required to grant, but shall not unreasonably deny, any request.

Local 522

9.4.5 Cancellation of Vacation

9.4.5.1 Cancellation of vacation by a unit member may cause the provisions of Paragraph 9.4.6 to apply.

9.4.5.2 In appropriate circumstances, the Center may cancel vacation to maintain operational readiness. Prior to doing so, the Center will attempt to temporarily reassign a unit member to the shift in need.

9.4.6 Annual Leave Bank

9.4.6.1 No unit member may have credited to their account, at any time, more than twice their current year's accrual rate of vacation (e.g., a unit member with zero (0) to thirty-six (36) months of service could have one hundred ninety-two hours (192) credited to their account).

9.4.6.2 If a unit member has accumulated the maximum permitted, vacation accrual shall be suspended and the unit member shall accrue no additional vacation until the unit member's vacation accumulation is less than the maximum.

9.4.6.3 Should the Center cancel a unit member's scheduled vacation, the maximum permitted accrual for the next year may be exceeded by the number of hours cancelled.

9.4.7 Compensation Upon Separation

At the time of separation for any reason, a unit member shall be compensated at their then current regular rate of pay, for all vacation earned, accumulated and not used up to and including the effective date of separation.

9.4.8 Prior Approval

No unit member shall take vacation without prior written approval from the Center.

9.4.9 Vacation Redemption

Once each calendar year, a unit member may elect to receive compensation from the Center for up to seventy-two (72) hours of accrued and unused vacation. To receive compensation, the unit member shall comply with the following requirements:

9.4.9.1 after the vacation redemption, the unit member must still have seventy-two (72) hours of accrued and unused vacation in their account;

Local 522

- 9.4.9.2 they must have made an irrevocable, written notification to the Center (by the 15th of the calendar month preceding the month in which they intend to complete the vacation redemption) of the number of vacation hours to be redeemed;
- 9.4.9.3 they must have used, in the twelve (12) months immediately preceding the vacation redemption, not less than one (1) weeks' worth of vacation hours (may be thirty-six (36) hours or forty (40) hours);
- 9.4.9.4 their accrued vacation hours shall be reduced by the number of hours for which they are compensated. Compensation may be requested in a separate check or included in the unit member's regular monthly pay check.

9.5 Personal

- 9.5.1 Unit members who have completed the initial probationary period shall be eligible, at the sole discretion of the Center, for an unpaid personal leave of absence for a period not to exceed four (4) months. This leave of absence shall not be used for the purpose of seeking or being employed elsewhere.
- 9.5.2 Unit members serving a promotional probationary period shall, if the leave is granted, have the probationary period extended.
- 9.5.3 During this leave, the Center shall not refill the unit member's position on a permanent basis.
- 9.5.4 Unit members on a personal leave of absence shall not accrue seniority or any other benefits. Subject to lawful rules of the insurance provider, unit members may continue any insurance benefit by paying the Center for their employee contribution for benefits.

9.6 Employee Organization Leave

9.6.1 Bargaining

If required, a reasonable number (typically no more than two (2)) of the negotiating committee members shall be granted reasonable leave from duty with full benefits for all meetings between the Center and the Union for the purpose of meeting and conferring on the terms of a Memorandum of Understanding when the meetings take place at a time during which the member is scheduled to be on duty.

9.6.2 Employee Organization Leave

9.6.2.1 A member of the Union who has been authorized by the Lead Shop Steward or the Union President to conduct business on behalf of the Union shall be released from duty without a deduction in pay for activities that have been mutually deemed beneficial to improving the labor and employment relationship in the Center.

By way of illustration and not limitation, this will include:

- Unit meetings;
- Disciplinary hearings;
- Grievance procedures;
- Labor classes and seminars;
- Work-related funerals.

The preceding list is not all-inclusive and other permitted uses may be identified by the Center and the Unit Representative.

9.6.2.2 By way of illustration and not limitation, this leave shall never be used for matters such as the following:

- In protest of the Center or any other employer/public agency;
- For an activity that does not benefit both the Union and the Center;
- An activity that would discredit either the Union or the Center;
- Personal Leave, Vacation, etc.

9.6.3 Hours Not Worked

If a Center employee is serving as a Union Representative during off-duty hours, such time shall not be regarded as hours worked.

9.7 In Case of a RIF or Exercise of Management Rights

Notwithstanding any of the above, the Center shall not be prohibited from reorganizing, instituting a reduction in force or otherwise exercising its management rights, except that unit members on approved leaves of absence shall preserve all rights otherwise available to Center employees.

9.7.1 When a reduction in force (RIF) results in a separation from the Center, the Seniority List #1 citing *Date of Hire* for all Operations personnel shall be utilized. When a reduction in force results in a demotion of a Dispatch Supervisor, "List #2" citing *Promotion Date* shall be utilized.

9.8 Return to Work

Local 522

9.8.1 Unit members who do not return to work prior to the expiration of the unit member's leave of absence shall be separated from employment as a voluntary resignation. The Center may, in its sole discretion, reinstate the unit member if they present a showing of good cause for the failure to return within ten (10) days of the scheduled return date. If reinstated, the break in service shall be ignored.

9.8.2 Notwithstanding paragraph 9.8.1, unit members who are unable to return to work due to a work-related injury or illness, for which the Center has paid workers' compensation benefits, shall be eligible for priority rehire with credit for prior service for an indefinite period of time provided a position exists for which the unit member is qualified.

9.9 Military

Unit members shall be eligible for leaves of absence for military duty in accordance with the requirements of applicable State and Federal law.

10. GRIEVANCE PROCEDURE

10.1 Definitions

- 10.1.1 **Grievance.** The term “grievance” as used in this MOU is limited to a complaint or request of a unit member or Local 522 which involves the interpretation or application of, or compliance with the provisions of this MOU which adversely affects the unit member.
- 10.1.2 **Grievant.** A “grievant” is the unit member or Local 522 who files the grievance.
- 10.1.3 **Time Limits.** Grievances not presented within the time limits established for each step of this procedure shall not be considered. However, any time limit set forth in this section (10) may be extended by mutual written agreement between the Center and the Union.
- 10.1.4 **Presentation.** A unit member and/or Local 522 representative may present a grievance while on duty, provided such presentations and discussions do not disrupt Center operations and are kept to a reasonable minimum. If the Center declines to schedule a timely-requested grievance presentation meeting, because the meeting would disrupt Center operations, time limits will be extended to allow for a later presentation.
- 10.1.5 **Day.** A “day” is a calendar day.
- 10.1.6 **Informal.** While not required, unit members are strongly encouraged to attempt informal resolution of all potential grievances.

10.2 Procedure

All grievances as defined herein shall be processed in accordance with this procedure. Local 522 may refuse to represent a grievant, and the Center may refuse to consider a grievance, in those circumstances where the aggrieved party has not followed this procedure.

- 10.2.1 **STEP 1.** Within thirty (30) days of the acts and/or omissions giving rise to the grievance or within thirty (30) days of time the unit member or Local 522 should reasonably have been aware of the acts and/or omissions which gave rise to the grievance, the grievance shall be presented in writing to the Deputy Director Operations. If the grievance is not resolved within fifteen (15) days of the date on which it is first presented at Step 1, the grievant may proceed to Step 2.
- 10.2.2 **STEP 2.** Within fifteen (15) days of the written determination at Step 1, or within fifteen (15) days of the date the written determination was due at Step 1 if none was issued, the grievance may be presented to the Chief Executive Director or their designee on the form provided for this purpose and incorporated herein by reference as Appendix A-2. The Chief Executive Director or their designee shall provide a written determination to the grievant within fifteen (15) days of the date the grievance is presented to the Chief Executive Director or their designee.

Director or their designee shall conduct such investigation as they deem appropriate and shall issue a written determination within thirty (30) days of the date on which the grievance is first presented at Step 2. If the Chief Executive Director or their designee fails to issue a written determination within the prescribed period of time, or if the determination is not satisfactory to the grievant, they may request that the matter be submitted to binding arbitration.

- 10.2.3 **STEP 3.** A request for binding arbitration by Local 522 at Step 3 of this procedure shall be made in writing to the Chief Executive Director or his/her designee within twenty-one (21) days of the date on which the grievant received a copy of the written determination at Step 2. An arbitrator may be selected by mutual agreement between the parties. Should the parties fail to agree upon an arbitrator, they shall make a Joint request to the State Mediation and Conciliation Service (SMCS) for a list of five (5) names within ten (10) days of Local 522's request for binding arbitration. If the parties are unable to agree upon an arbitrator from the list, the alternate strike method shall be utilized. It shall be understood that the arbitrator will only interpret this MOU and will not have power to add to, delete from, or amend any part of this MOU. The arbitrator's decision shall be final and binding on the Center, Local 522 and the grievant. All fees and costs of the arbitrator and court reporter, if any, will be borne equally by the parties.

11. HEALTH INSURANCE AND OTHER BENEFITS

11.1 Medical Insurance Plans

Eligible unit members shall be provided medical insurance plans in accordance with options available to CalPERS contracting agencies, and set forth in Appendix B.

11.2 Other Benefits

Eligible unit members shall be provided with dental and vision plans plus other insurances and benefits as set forth in Appendix B.

11.3 Center's Maximum Monthly Contribution

The Center's maximum monthly contribution toward the cost of all insurance benefits shall be as set forth in Appendix B.

12. HOLIDAYS

12.1 List of Holidays

Each unit member shall be entitled to compensation, for the following fourteen (14) holidays in accordance with Paragraph 12.2 below.

January 1 st	New Years Day
3 rd Monday in January	Martin Luther King Jr. Day
2 nd Monday in February	Lincoln's Birthday
3 rd Monday in February	President's Day
Last Monday in May	Memorial Day
July 4 th	Independence Day
1 st Monday in September	Labor Day
2 nd Monday in October	Indigenous People's Day
November 11 th	Veterans Day
4 th Thursday in November	Thanksgiving Day
Friday after Thanksgiving	Day After Thanksgiving
December 24 th	Christmas Eve
December 25 th	Christmas Day
December 31 st	New Years Eve

12.2 Compensation – Holiday in Lieu Pay

Holiday Pay is additional compensation for employees who are normally required to work on an approved holiday because they work in positions that require scheduled staffing without regard to holidays. Pay for these fourteen (14) holidays shall be as follows:

- 12.2.1.1 Effective July 1, 2024, all shift-based members shall receive twelve (12) hours of pay for each of the fourteen (14) holidays during the pay period that the holiday occurs.
- 12.2.1.2 Members working an administrative, non-shift-based schedule shall have the option to receive fourteen (14) holiday hours of pay per month or fourteen (14) hours of holiday leave time, to be scheduled in the same manner as vacation.

12.3 Eligibility

To receive pay for a holiday, the unit member must have been in full-paid status the unit member's regular shift immediately before, and immediately after, the holiday.

13. ON-CALL STATUS

13.1 Sign-Up

To cover for illnesses, other unforeseen circumstances, and/or to ensure adequate staffing, an on-call program has been established. Each Dispatch Supervisor who is assigned to work a shift-based schedule may sign up for an equally shared number of on-call shifts on their days off. Where the number of on-call shifts per employee is uneven, the extra shifts will be distributed in inverse order of seniority.

13.2 On-Call Period

Each on-call period will be fourteen (14) hours (day shift on-call will be 0500 to 1900, and night shift on-call will be 1700 to 0700). An on-call person will only be scheduled to work up to twelve (12) hours within that period, but must be available for contact/assignment during the entire period. The unit member will be given a designated time to report (this shall not be sooner than two (2) hours after contact). Except in cases of a specifically deferred start time, a unit member may report to work as soon as possible after contact.

13.3 Compensation

For each on-call shift, the unit member will be compensated Fifty Dollars (\$50.00) unless they call out sick. In such cases, this amount will be paid to the unit member(s) who report(s) for the on-call shift.

13.3.1 Payment shall typically be made in the same manner as out-of-class. The Center shall process as soon as reasonably practical.

13.3.2 If the unit member is required to work, pay shall be calculated in the normal manner.

13.3.3 Unit members who are sick for their on-call day will not be compensated and call-outs will be tracked by the Center for evaluation purposes.

13.4 Day Shift/Night Shift

13.4.1 Unit members assigned to the day shift, who work the majority of their hours on the day-shift, must sign up for their on-call for the day shift time period.

13.4.2 Unit members assigned to the night shift, who work the majority of their hours on the night shift, must sign up for their on-call for the night shift time period.

13.4.3 Unit members whose shifts are equitably split (six [6] hours on days and six [6] hours on nights) shall sign up for their on-call for the night shift time period.

Local 522

13.4.4 All unit members shall receive a mandatory ten (10) hours off between the overtime shift and their regularly scheduled shift.

13.5 Three Month Intervals

The on-call sign up list will be posted for three (3) month intervals (January-March, April-June, July-September, and October-December).

13.6 Shift Trades

Once each unit member has signed up for their required number of on-call shifts, these shifts can be traded with management approval.

14. OVERTIME

14.1 Advance Approval

All overtime shall be approved in advance.

14.2 FLSA

When unit members are directed to work overtime, such overtime worked on the Dispatch floor shall be paid at time and one-half (1.5) irrespective of FLSA status.

14.3 Adjusted Work Hours

14.3.1 Any unit member rendering more than fourteen (14) hours of consecutive service, who is regularly scheduled to return to the dispatch floor less than ten (10) hours following such service, shall have the option of:

14.3.1.1 Adjusting his or her start time to give ten (10) hours off;

14.3.1.2 Working his or her full scheduled hours;

14.3.1.3 In accordance with adjusted work hours, working the hours remaining in his or her regularly scheduled shift (employee will be compensated for total hours during work week); or

14.3.1.4 Receiving pay for the amount of hours worked on the preceding shift, report for duty ten (10) hours after preceding shift, and work an adjusted shift of twelve (12) consecutive hours.

15. OUT-OF-CLASS PAY

15.1 Higher Classification

When, at the sole discretion of the Center, an employee is assigned to **work out-of-class** in a higher classification, the employee shall be compensated at the seventeen ½ percent (17.5%) based hourly rate increase while performing higher classification duties.

- 15.1.1 When, at the sole discretion of the Center, an employee is assigned to an on-call higher classification role, the employee shall be compensated for one hour overtime at the seventeen ½ percent (17.5%) base hourly rate increase.

15.2 Trainer

Non-Exempt Unit members assigned by the Chief Executive Director or their designee to serve as a “**one-on-one** trainer” shall receive a fifteen percent (15%) base hourly rate increase while performing trainer duties. **Unit members assigned to serve as a “POD trainer” or training more than one trainee at a time shall receive a twenty percent (20%) base hourly rate increase while performing trainer duties.**

- 15.2.1 To serve as a “trainer” requires that the unit member prepare an evaluation, maintain training logs, etc. It does not include periods of time where the unit member is engaged in a “sit-along” (Non-Dispatcher Recruit).
- 15.2.2 The Center shall determine
 - 15.2.2.1 The qualifications needed to serve as a “trainer”; and
 - 15.2.2.2 Who shall serve as a “trainer.”

16. PAYROLL DEDUCTIONS

The Center shall provide payroll deduction services for Local 522 dues and other programs approved by the Center when said deductions are authorized in writing by the unit member in a manner to be specified by the Center.

17. PROBATIONARY PERIOD

17.1 Initial Period

All unit members shall serve a probationary period of six (6) months, which may be extended by an additional six (6) months at the discretion of the Chief Executive Director.

17.1.1 The probationary period is a continuation of the selection process. During such time, probationary unit members may be released, at any time, at the sole discretion of the Center and without cause.

17.1.2 A regular unit member whose promotion is rescinded shall have the right to return to their former rank.

17.1.3 During the initial probationary period, a new unit member shall not have access to the grievance procedure for disciplinary issues but does have access for any other terms and conditions.

17.2 Extension of Probation

The probationary period may be extended, at the sole discretion of the Center, if a unit member has not successfully completed training within the six (6) month period or if the unit member has missed at least fifteen (15) consecutive days of work.

17.2.1 A “work missed” extension shall not exceed the number of shifts/days the unit member missed. Pre-approved vacation shall not trigger this provision.

17.2.2 Written notice of the extension shall be provided to the unit member.

18. REDUCTIONS IN FORCE

18.1 Meet and Confer

Local 522 and the Center shall make every reasonable effort to cooperate so as to avoid economic or other circumstances which would require a reduction in Center staffing. This mutual obligation to reopen the meet and confer process extends to any provision of this MOU which relates to the circumstances which threaten to cause a reduction in force. If during its term the parties hereto should mutually agree to modify, amend or alter the provisions of this MOU in any respect, such changes shall be effective only when reduced to writing and executed by the authorized representatives of the Center and Local 522. Any such changes validly made shall become a part of this MOU and subject to its terms.

18.2 Board Decision

In the event the Governing Board, in its exclusive judgment, ultimately decides that a reduction in force shall be implemented, the Board shall specify the number of positions to be authorized within each job classification.

18.3 Procedures

The Chief Executive Director or the designee shall then designate those unit members to be laid off in accordance with the following principles:

18.3.1 Unit members shall be laid off in inverse order of seniority by job classification.

18.3.1.1 A unit member laid off from a higher paying job classification shall, however, have the right to “bump” unit members in a lower paying job classification in which the higher paid unit member previously had permanent status.

18.3.1.2 A unit member who “bumps” to a lower paying job classification will be placed on the seniority list for that classification in accordance with Article 23.

18.3.1.3 For the purposes of this Article, seniority shall be determined within job classifications in accordance with Article 23.

18.3.2 In the event a unit member “bumps” to a lower paying job classification in accordance with the provisions of this Article, their salary shall be immediately reduced to the step of the lower salary range which would have applied had the unit member never been promoted to the higher paying position.

18.3.3 When vacancies occur within two (2) years after the date a unit member is laid off under this Article, the unit member shall be given the opportunity to be rehired or advanced to their former classification provided a vacancy

exists in that classification, in accordance with seniority and prior to the employment of any new unit member in that classification; provided however, that such reduced or laid-off unit member meets the physical and other qualifying standards in effect at the same time that they had been previously appointed to the classification into which they seek to be returned. If any such reduced or laid-off unit member fails to report for duty within thirty (30) calendar days after the mailing to them of a written notice by registered mail to the last known address, they shall have lost the right to be rehired or advanced hereunder.

- 18.3.4 In the event that a unit member is advanced from one job classification to another job classification in accordance with the provisions of Paragraph 18.3.3. above, their salary shall revert to the step of the higher range that would have applied had there not been a reduction in job classification as a result of a general layoff.

19. REHIRES

19.1 Eligibility

- 19.1.1 A unit member in good standing who voluntarily separates from the bargaining unit and leaves Center employment is eligible to be rehired into a vacancy within twelve (12) months of separation.
- 19.1.2 In the event that a vacancy does not exist, the Chief Executive Director at their discretion may still reinstate/rehire a former bargaining unit member who was in good standing upon separation.
- 19.1.3 Any person seeking rehire under this provision who left Center employment shall submit to: (1) an updated background check; and (2) psychological evaluation; and (3) a fitness for duty medical evaluation.

19.2 Compensation

- 19.2.1 A rehired or reinstated unit member's salary shall be at the same step as when they separated from employment.
- 19.2.2 A rehired or reinstated unit member's date for step movement will be their date of rehire in accordance with Article 23.1 of this Agreement.

19.3 Vacation and Sick Leave

19.3.1 Separation from Center Employment

- 19.3.1.1 All vacation and sick leave accrual will start from the date of re-hire.
- 19.3.1.2 There shall be no entitlement to previous vacation or sick leave time based upon prior employment.

19.3.2 Separation from the Bargaining Unit

- 19.3.2.1 A unit member who separated from the bargaining unit but not from Center employment shall retain their vacation and sick leave accruals.

19.4 Probationary Period

All rehired employees who left Center employment will serve a probationary period of six (6) months unless a greater probationary period is mandated elsewhere in the MOU.

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20. RETIREMENT PLAN

20.1 PERS Contribution

20.1.1 Retirement benefits shall be provided to eligible unit members in accordance with the contract between the Center and the Public Employees Retirement System (PERS) effective July 1, 1981, and as amended effective December 1, 1983, December 1, 1984, June 10, 1997, December 1, 1999, March 1, 2007, April 1, 2012, April 1, 2013, and November 1, 2013.

20.1.2 The Center's PERS contract shall include:

- (a) A benefit formula of 2.7% @ 55 for individuals not meeting the definition of a new member according to the Public Employee's Pension Reform Act of 2013 (PEPRA), Section 7522.04(f) ("Classic" members).
- (b) A benefit formula of 2.0% @ 62 for individuals meeting the definition of a new member according to PEPRA, Section 7522.04(f) ("New" members).

20.2 1959 Survivor Benefits

Each unit member shall pay two dollars (\$2.00) per month for 1959 Survivor (Level 3) benefits.

20.3 Employer Paid Member Contributions (EPMC)

20.3.1 The Center shall pay the employee portion of retirement costs to a maximum of eight percent (8%) for Classic members. Pursuant to PEPRA, Section 7522.30, EPMC may not be paid for New members.

20.3.2 EPMC shall be treated as reportable compensation for purposes of PERS.

20.4 Sharing Additional Costs

20.4.1 Unit members receiving a benefit formula of 2.7% @ 55 shall contribute per the table at 20.4.2, below, of their PERS reportable compensation to defray the cost of optional benefits.

20.4.2 The table below lists maximum cost sharing amounts for the Center, as determined by CalPERS, December 3, 2010.

Amendment	Permanent Increases	Unfunded Accrued Liability Increase	Total Unfunded Accrued Liability Increase
2% @ 60 to 2% @ 55	1.730%	1.136%	
2% @ 55 to 2.7% @ 55	1.904%	2.916%	
Total until 12/1/2019:	3.634%	4.052%	7.686%
Total from 12/1/2019 to 3/1/2027:	3.634%	2.916%	6.550%
Total after 3/1/2027:	3.634%	0.000%	3.634%

20.5 Center Contribution to Retiree Health Benefit Premiums

20.5.1 Employee eligibility for Center contributions toward retiree medical benefit programs (to the cap set forth in Appendix B) shall be graduated according to the following schedule:

<u>Credited Completed Years of Continuous Service</u>	<u>Percentage of Center Contribution</u>
10	50%
11	55%
12	60%
13	65%
14	70%
15	75%
16	80%
17	85%
18	90%
19	95%
20 or more	100%

20.5.2 Notwithstanding Section 20.5.1, a unit member employed on or before June 30, 2021, shall be entitled, upon retirement from the Center, to the cap set forth in Appendix B.

20.5.3 Effective July 1, 2014, each unit member shall contribute to defraying the cost of Post-Employment Retirement Benefits by paying One Hundred Dollars (\$100.00) per month to the Center for placement in a fund that will be utilized to satisfy the future OPEB obligations of the Center .

20.6 Sick Leave Redemption Credit

On March 1, 2007, the Center signed an Amendment to its Contract with PERS. Under this Amendment, unused sick leave benefits may be converted for retirement credit as provided for in Section 20965 of the Public Employee's Retirement Law.

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21. RULES AND REGULATIONS

The Center shall have the right to adopt reasonable Rules and Regulations subject to prior notice to Local 522 and the right to meet and confer on any matter within the scope of representation.

Local 522

22. SAVINGS CLAUSE

If any Article or provision of this MOU or any portion thereof or the application of such to any person or circumstance is inconsistent with applicable law or is otherwise held to be invalid by a court of competent jurisdiction, the remainder of this MOU or the application of such portion to persons or circumstances other than those as to which it is held invalid shall not be affected.

23. SENIORITY

23.1 Date of Hire

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

23.1.2 Adjustment to Date of Hire

23.1.2.1 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) days.

23.1.2.2 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.

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

23.2 Seniority

23.2.1 List #1 (Date of Hire)

Use List #1 for Layoff (RIF), Accrual Rate and Longevity.

23.2.2 List #2 (Promotion Date)

Use List #2 for Shift Bid, Step Raise, Demotion Due to RIF and Vacation Bid (on-calls and mandatory when appropriate).

23.2.2.1

List #2 shall begin with employees assigned to Manager in order of promotion date, then employees shall be placed in order of promotion or hire date as a Supervisor.

Note: For Managers List # 2 is only applicable for Step Raise and Demotion Due to RIF.

23.2.3 Same Hire Date

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

- A person hired as a lateral supervisor or manager (defined as a person with at least two years of public safety dispatching experience).
- Supervisors or Managers hired on the same date will be placed in seniority order in accordance with their interview score..

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24. SHIFT BID

24.1 Annual Shift Bid

- 24.1.1 Unit members shall “bid” for preferred shifts, by seniority as set forth in Appendix D, List #2 (Promotion Date), on an annual basis.
- 24.1.2 By September 15th of each year, the Center shall provide the Union with a list of authorized positions.
- 24.1.3 The Union shall conduct the annual shift bid and present the results to the Deputy Director Operations within fourteen (14) calendar days of receiving the list of authorized positions.
- 24.1.4 Within fourteen (14) calendar days of presentation of the results, the Center will confirm, or deny, assignments for the coming year.
- 24.1.5 Dispatch Supervisors shall be assigned to Administrative Supervisor positions when applicable, before shift-based Dispatch Supervisors bid for desired shifts.
- 24.1.6 Dispatch Supervisors who apply and are selected for Administrative Supervisor positions will serve in that role on a two-year assignment. Supervisors may reapply for any Administrative Supervisor position at the conclusion of the assignment if desired.
- 24.1.7 If no Dispatch Supervisor applies for an Administrative Supervisor position (other than shift-based assignment) the Center will consider seniority, employee performance history, and recent appointments as Administrative Supervisor for the position to appoint a supervisor, for a maximum of two years to avoid continual re-appointment.

25. TERM OF AGREEMENT AND REOPENERS

25.1 Term

The terms and conditions of this MOU shall remain in full force and effect from date of ratification through and including June 30, 2027, or:

- 25.1.1 Until earlier amended, modified, or superseded by a properly executed and accepted MOU between the parties, or
- 25.1.2 In the event of an impasse in negotiations concerning an amendment or modification to the terms and conditions specified herein, by motion or resolution of the Governing Board of the Center, or
- 25.1.3 In the event of an emergency, upon notice to Local 522 from the Center, all of the portions of this MOU may be temporarily suspended. This suspension shall be subject to the right of Local 522 to subsequently meet and confer on the Center's emergency actions, or
- 25.1.4 In the event the Joint Powers Agency known as the Sacramento Regional Public Safety Communications Center is dissolved.

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26. TESTING RELEASE TIME

Unit members who are scheduled to participate in promotional or certification examinations sponsored by the Center shall be released from duty for the period of time necessary to permit their participation in the examination process.

27. TRAINING

All parties recognize the importance of training in the professional development of the public safety dispatcher in order to meet the needs of the Center's internal and external customers. "Scheduled training" is training ordered by the Center.

- 27.1 Unit members who have been scheduled for training shall attend the scheduled training and shall only be excused in the case of serious illness or unforeseen emergency. As feasible, a unit member will be designated as an alternate to attend training in the place of the person who was actually scheduled should that person be unable to attend.
- 27.2 The Center may mandate staff to provide coverage for persons who must attend mandatory and update training.
- 27.3 All persons receiving scheduled training, unless occurring when a person is normally assigned to be at work as part of their regular shift, shall be compensated in accordance with Article 14.2.

28. UNIFORMS

28.1 Uniform Policy

Supervisors are to adhere to the Operations Uniform Policy. Managers are to adhere to either the Administrative or Operations Uniform Policy.

28.2 Initial Hire/Promotion

Upon initial hire, each unit member shall receive a uniform voucher in an amount not to exceed the cost of a Class A Uniform.

28.3 Annual Allowances

28.3.1 Effective July 1, 2024, and every July 1 thereafter, each unit member shall receive Nine Hundred and Twenty-Five Dollars (\$925.00) for the purchase of additional uniforms or for uniform maintenance.

28.3.2 Uniform allowance of \$100/month for Managers. This uniform allowance shall be in lieu of the annual allowance set forth for the Supervisors.

28.4 Patches

The Center shall make patches available at no cost to unit members, through the uniform supplier, to be placed on all new uniforms purchased. When a uniform is taken out of service, the used patch shall be returned to the Center.

29. WAGES

29.1 Salary Schedule

Effective upon ratification, each unit member in the bargaining unit shall be paid in accordance with the unit member's placement on the salary schedule which is Appendix C, Base Salary Ranges Exclusive of FLSA.

29.2 Night Shift Differential

A night shift differential shall be paid to each unit member who works during the 1900-0700 hour night shift as follows: (1) if the member works over six hours during the night shift they will receive Fifteen Dollars (\$15.00) per shift; or (2) if the member works six hours or less during the night shift they will receive Seven Dollars and Fifty Cents (\$7.50) per shift.

29.3 Longevity

The following non-cumulative longevity increments shall be paid to eligible unit members:

29.3.1 Two Hundred Dollars (\$200.00) per month after ten (10) complete years of service.

29.3.2 Two Hundred Fifty Dollars (\$250.00) per month after fifteen (15) complete years of service.

29.3.3 Three Hundred Dollars (\$300.00) per month after twenty (20) complete years of service.

29.3.4 Four Hundred Fifty Dollars (\$450.00) per month after twenty-five (25) complete years of service.

29.3.5 Five Hundred Dollars (\$500.00) per month after thirty (30) complete years of service.

29.4 Step Placement/Advancement

29.4.1 All New Hires

New unit members shall be hired at that step which is commensurate with their education/experience, skills/abilities and recruitment difficulty.

29.4.2 Once placed on a salary range (assuming multiple steps in the range) advancement from one salary step to another shall occur on the unit member's promotion date and shall be contingent upon the absence of an unsatisfactory job performance evaluation and completion of the required length of service.

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29.5 Other Than Shift-Based Assignments

29.5.1 Dispatch Supervisors selected and assigned by management to serve in other than shift-based assignments will work the forty-hour (40) work schedule, with a paid lunch, to be agreed upon by the Supervisor and their manager, with the Chief Executive Director's approval. Dispatch Supervisors in this Administrative assignment (Training, Operations, and EMS) shall receive a fifteen percent (15%) pay incentive during such assignment. In the event that a Dispatch Supervisor elects to work operational overtime on a scheduled day off, they shall earn overtime based upon the Dispatch Supervisor's base pay step.

29.5.2 Dispatch Supervisors assigned/working a shift-based assignment and assigned Administrative responsibilities/duties (Training, Operations, EMS) as determined by the Deputy Director Operations shall be eligible for a ten percent (10%) base hourly rate increase for hours worked determined by the Deputy Director Operations. These incentives/responsibilities are only available while the corresponding administrative Supervisor position (Training, Operations, EMS) is vacant. *Note: This hourly rate increase cannot be in addition to an increase in base pay for assignment as a Trainer, referenced in section 15.2.*

29.5.3 Manager Benefits and Responsibilities

29.5.3.1 Each Manager shall receive a take-home vehicle.

29.5.3.2 Managers shall receive eighty (80) hours Management Leave, annually per fiscal year. Up to forty (40) hours of unused Management Leave may be cashed on June 30th.

29.5.3.3 Managers receive a uniform allowance of \$100/month. This allowance shall be in lieu of the uniform allowance set forth in this MOU for the Supervisors.

29.5.3.4 The general expectation is for each shift manager to serve as a single point of contact, provide continuity and supervision for each shift. These expectations may be accomplished in person or remotely.

29.5.3.5 When assigned to Cal OES incidents, the Manager's reimbursable rate shall be at 1.5 times the hourly rate.

29.6 Compensatory Time Off (CTO)

29.6.1 Accrual Limit. Unless requested by the non-exempt unit member, and approved by Center management, no unit member shall earn CTO.

- 29.6.1.1 If CTO is granted, no unit member may have credited to their account more than one hundred eight (108) hours of CTO at any time.
- 29.6.1.2 All hours worked, when the total of credited CTO exceeds one hundred (108) hours, shall be compensated in accordance with FLSA standards.
- 29.6.1.3 All CTO credited to a unit member's account shall be paid in cash to the unit member at the end of the fiscal year. Any CTO scheduled as time off in the month following the scheduled payout is exempt from this cash-out.

29.7 Processing Payment of Wages

- 29.7.1 Unit members shall be paid once per month:
- 29.7.2 Should payroll not be processed in the manner set forth above, the parties shall attempt to resolve the problem informally.

29.8 Daylight Savings Time Schedule Adjustments

- 29.8.1 Fall: If time at work is extended by one (1) hour beyond the normal shift, the unit member shall be compensated for the additional one (1) hour at their overtime rate.
- 29.8.2 Spring: If time at work is decreased by one (1) hour short of the normal shift, the unit member will still be paid for their full shift.

30. WORKWEEK

30.1 Definitions

- 30.1.1 Shift: Twelve (12) consecutive work hours. Managers may work 4-10s or 5-8s depending on Center need.
- 30.1.2 Work Day: Twenty-four (24) consecutive hours, beginning at 0700 and ending at 0659 the following calendar day.
- 30.1.3 Work Week: The work week begins at 0700 hours on Sunday and concludes at 0659 hours on the following Sunday.
- 30.1.4 The Center, in cooperation with Local 522, reserves the right to explore additional alternate work schedules, i.e., 4-10s, 5-8s, 9-80s etc.

30.2 Work Schedule

- 30.2.1 The work schedule shall be determined by the Center after consultation with affected unit members.
- 30.2.2 Unit members are required to work a normal work week, exclusive of overtime and paid leave. However, the Center has the discretion to assign other than a normal workweek to a unit member based upon the needs of the Center.
- 30.2.3 Nothing contained herein shall restrict management's right to assign, reassign or rotate personnel for the benefit of the Center and/or unit member needs.

30.3 Maximum Hours

- 30.3.1 Except with written Center approval, and the consent of the unit member, no unit member shall render service for more than sixteen (16) consecutive hours assigned to the dispatch floor. This shall not apply in cases of emergency or deployment.

Local 522

IN WITNESS WHEREOF, the representatives of each party to this Memorandum of Understanding have affixed their signatures to this document on the dates set forth below.

SACRAMENTO REGIONAL
PUBLIC SAFETY COMMUNICATIONS
CENTER

LOCAL 522

By: _____
Parker Wilbourn
Chief Executive Director

By: _____
Secretary/Treasurer
Local 522

Dated: _____

Dated: _____

By: _____
Local 522 Unit Representative

Dated: _____

By: _____
Local 522 Unit Representative

Dated: _____

By: _____
Local 522
Business Agent

Dated: _____

Local 522

**APPENDIX A-1
STEP ONE**

SACRAMENTO REGIONAL PUBLIC SAFETY COMMUNICATIONS CENTER GRIEVANCE FORM
--

NOTE: Before filing a formal written grievance, the grievant is strongly encouraged to attempt to resolve the grievance in an informal conference with their immediate supervisor. The formal Step 1 written grievance must be filed within thirty (30) calendar days after the grievant knew or should reasonably have known of the alleged violation of the Memorandum of Understanding.
--

Date of Informal Conference: _____ Supervisor Present at Informal: _____

1. List the specific Contract provision(s) alleged to have been violated:

ARTICLE ____ PARAGRAPH ____	ARTICLE ____ PARAGRAPH ____
ARTICLE ____ PARAGRAPH ____	ARTICLE ____ PARAGRAPH ____
ARTICLE ____ PARAGRAPH ____	ARTICLE ____ PARAGRAPH ____

2. The date, or date(s), on which the violation allegedly occurred:

3. Describe how the contract articles/paragraphs listed in #1 above were violated; facts must be provided.

(Attach additional sheets if necessary)

4. Explain why the supervisor's proposed solution at the informal level was not acceptable. Be specific.

(Attach additional sheets if necessary)

5. Specifically, what remedy do you want: _____

Date Submitted:	Date Received:
Grievant's Signature:	Received By:

6. Center's Step I Response: _____

(Attach additional sheets if necessary)

Local 522

APPENDIX A-2
STEP TWO

SACRAMENTO REGIONAL PUBLIC SAFETY COMMUNICATIONS CENTER STEP 2 GRIEVANCE APPEAL FORM
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Date Step I filed:	Date Step I decision rendered: _____
--------------------	--------------------------------------

Reason(s) for Appeal:

Specific Remedy Sought:

Conference Requested: _____ Yes _____ No

Date Submitted:	Date Received:
Grievant's Signature:	Received By:

Center Response:

**SACRAMENTO REGIONAL PUBLIC SAFETY COMMUNICATIONS CENTER
INSURANCE AND OTHER BENEFITS**

The Center shall provide insurance and other benefits as set forth in this Appendix.

1. PLANS AVAILABLE

a. Medical Insurance

The Center shall provide each full-time unit member, and their dependents, with the option of enrolling in any medical insurance plan available through its contract with the Health Division of CalPERS.

b. Dental Insurance

Each full-time unit member, and their dependents, may enroll in the dental plan selected by the Center.

c. Vision Plan

Each full-time unit member, and their dependents, may enroll in the vision plan selected by the Center.

d. Life Insurance, Accidental Death and Dismemberment, and Long-Term Disability

Each full-time unit member shall be enrolled in the term life insurance, accidental death and dismemberment, and may elect to be enrolled in long-term disability policies selected by the Center. Unit member pays for Long-Term Disability Insurance.

e. State Disability Insurance

Each full-time unit member shall participate in the State Disability Insurance (SDI) Program. Unit member pays for State Disability Insurance.

f. Employee Assistance Program

The Center shall provide each full-time unit member with access to the Employee Assistance Program selected by the Center. The Center shall pay the monthly premium for this plan.

2. MONTHLY PREMIUMS AND OTHER COSTS

a. Premiums

- (1) Effective January 1, 2026 The Center will pay up to the following amounts on behalf of all full-time unit members, unless the unit member exercises the Center's Health Benefit (Medical, Dental and Vision) Opt-Out option described below.

For Medical:

Single	Employee Plus One	Family
\$991.25/ month	\$1,982.50/ month	\$2,577.25/ month

For Dental:

Single	Employee Plus One	Employee Plus Children	Family
\$57.87/ month	\$134.30/ month	\$127.05/ month	\$222.20/ month

For Vision:

Single	Employee Plus One	Employee Plus Children	Family
\$7.65/ month	\$13.12/ Month	\$13.39/ month	\$21.59/ month

- (2) Effective January 1, 2021:

- If there is an increase in monthly premium charged by Kaiser, the Center and unit member will each pay 50% of that increase.

For example, if the Kaiser rate is increased by 1.5% the Center cap will increase 0.75% (Single: \$819.74) and the unit member will be responsible for 0.75% of the increase (\$6.10).

- If there is an increase in Dental or Vision, the Center shall cover 100% of the increase.

- (3) Opt Out Benefit:

Any unit member who chooses to Opt-Out of the Center's Health Benefits (Medical, Dental and Vision) and is in paid status shall receive Four Hundred and

Fifty Dollars (\$450.00) per month. The unit member shall be required to sign an Opt-Out Benefit waiver.

- (4) Only unit members enrolled in a Center-provided plan and in paid status will receive an employer contribution for that insurance. If a unit member is not in paid status, the unit member shall pay the entire premium for medical, dental and vision.

b. IRC Section 125 Plan

- 1) The Center shall establish, and maintain, an IRC Section 125 Plan for the benefit of its employees.
- 2) Monthly costs, if any, shall be borne by employees.

3. PAYROLL DEDUCTION

Any unit member who is enrolled in one or more of the plans set forth above which costs more than the Center's required specific monthly contribution is required to sign a payroll deduction form and pay the monthly difference by payroll deduction. Failure to execute a payroll deduction form will result in immediate cancellation of insurance for non-payment of premiums.

SALARY SCHEDULE AND OTHER INCENTIVES**I. Salary Schedule and Other Incentives July 1, 2024 – June 30, 2027****A. Contract Year July 1, 2024 – June 30, 2025****1. Salary Schedule**

Steps		1		2		3		4		5	
Department	Position	Hourly	Salary	Hourly	Salary	Hourly	Salary	Hourly	Salary	Hourly	Salary
Operations	Supervisor	45.11	8,119.80	47.37	8,525.79	49.74	8,953.20	52.22	9,399.60	54.83	9,869.58
	Manager*	63.59	11,445.50	66.77	12,017.78	70.10	12,618.66	73.61	13,249.60	77.29	13,912.08

*Exempt

B. Contract Year July 1, 2025 – June 30, 2026

Effective July 1, 2025, increase each cell on the 2024/2025 salary schedule by 3%

Steps		1		2		3		4		5	
Department	Position	Hourly	Salary	Hourly	Salary	Hourly	Salary	Hourly	Salary	Hourly	Salary
Operations	Supervisor	46.46	8,363.39	48.79	8,781.56	51.23	9,220.64	53.79	9,681.67	56.47	10,164.60
	Manager*	-	11,788.87	-	12,378.31	-	12,997.22	-	13,647.08	-	14,329.44

*Exempt

C. Contract Year July 1, 2026 – June 30, 2027

Effective July 1, 2026, the increase shall be equal to the West Region CPI, but in no event greater than 3%.

Steps		1		2		3		4		5	
Department	Position	Hourly	Salary	Hourly	Salary	Hourly	Salary	Hourly	Salary	Hourly	Salary
Operations	Supervisor	47.85	8,613.68	50.25	9,044.37	52.76	9,496.59	55.40	9,971.42	58.17	10,469.99
	Manager*		12,142.54		12,749.66		13,387.14		14,056.50		14,759.32

*Exempt



Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

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STAFF REPORT (REPORT 26-40)

DATE: August 25, 2026
TO: Board of Directors
FROM: Marissa Shmatovich, Deputy Director of Administration
BY: Corbyn Brooker, Human Resources Manager
SUBJECT: **Vacancy, Recruitment, and Retention Report**

RECOMMENDATION

The Center recommends:

1. The Board of Directors conducts a public hearing to receive information from staff and comments from the public regarding the Center's vacancies, recruitments, and retention efforts in compliance with Assembly Bill 2561 and Government Code Section 3502.3.

BACKGROUND INFORMATION

On September 22, 2024, Governor Newsom signed Assembly Bill 2561 into law to amend the Meyers-Milias-Brown Act and enact Government Code 3502.3 creating a new requirement for public agencies to present the status of vacancies, recruitment, and retention efforts at a public hearing before their governing board at least once per fiscal year prior to the adoption of the final budget. The Center presented the first report on June 25, 2025 meeting and moving forward subsequent reports will occur early in the calendar year prior to the presentation of preliminary and final budget.

The bill specifies requirements for the following:

- The public agency is required to identify changes to policies, procedures, or recruitment activities that may lead to obstacles in the hiring process
- If the number of vacancies meets or exceeds 20% of the total number of authorized full-time positions in a particular bargaining unit, the public agency will additionally include:
 - o The total number of job vacancies within a bargaining unit
 - o The total number of applicants for vacant positions within a bargaining unit
 - o The average number of days to complete the hiring process from when the position is posted
 - o Opportunities to improve compensation and other working conditions

The number of vacancies in the Center's local bargaining unit throughout the fiscal year is less than 20% of the total number of authorized full-time positions. Therefore, the above requirement has not been met.

Government Code 3502.3 entitles the local bargaining unit to make a presentation at the public hearing where the public agency presents the vacancies, recruitment, and retention report. The Center has notified the local bargaining unit – IAFF Local 522 – of the opportunity to present.

ANALYSIS/DISCUSSION

Vacancy Information

As of this reporting period, the Human Resources Department is actively recruiting to fill the following 5 key vacancies within the organization. There are currently (4) Recruit Dispatcher vacancies and (1) Dispatch Supervisor vacancy, however we are over hiring due to retention rates and anticipated vacancies as a result of promotions.

1. Recruit Dispatcher (Dispatcher I)

- **Position Type:** Full-time, Non-Exempt (Bargaining Unit)
- **Hourly Range:** \$28.66 – \$34.84
- **Status:** Active Recruitment – Open until filled

Overview:

Dispatcher I is the entry-level classification responsible for receiving and processing emergency and non-emergency calls for fire and medical services. This position is critical to the center's operational readiness and public safety mission.

Key Qualifications:

- High school diploma or equivalent (minimum requirement)
- No prior dispatch experience required
- Must possess strong communication skills, typing proficiency, and ability to remain composed under pressure

Recruitment Notes:

We are targeting candidates who demonstrate strong multi-tasking skills, emotional resilience, and a commitment to public service. Outreach efforts are focused on broadening awareness through local job boards, public safety forums, and community networks.

2. Dispatch Supervisor

- **Position Type:** Full-time, Non-Exempt (Bargaining Unit)
- **Monthly Salary Range:** \$8,613.68-10,469.99
- **Status:** Active Recruitment – Open until filled

Overview:

The Dispatch Supervisor is represented by the employee bargaining unit. Under the guidance of the designated Dispatch Manager and with minimal supervision, the Dispatch Supervisor is responsible for the day-to-day shift operation, including supervision of dispatch personnel.

Preferred Qualifications:

- Candidate must have at least three years of increasingly responsible experience in public safety dispatch. Two of the three years must be in the role of a public safety dispatcher.

Recruitment Notes:

We are targeting candidates who demonstrate exceptional leadership skills, strong multi-tasking skills, emotional intelligence and commitment to Public Service.

Recruitment and Retention Efforts

Human Resources is actively collaborating with the Training Manager to review applications for the current dispatcher vacancies. We've recently entered into contract with Neo-gov recruiting to enhance the quality and diversity of applications by way of advertising our job postings via government jobs.com. We have received increasingly positive feedback internally about the candidates. Additionally, as part of ensuring we are hiring and attracting top talent, Initial phone screenings are being conducted to assess a candidate's suitability, and qualified applicants are being sent on the initial readiness test, which includes typing and other relevant skills assessments.

Upon successful completion of the initial testing phase, HR will begin scheduling panel interviews with qualified candidates. Panel interviews have already been underway and are anticipated to continue through the end of the month as part of our continued efforts to move viable applicants through the recruitment pipeline efficiently.

Challenges to Recruitment and Retention

Recruitment efforts initially faced challenges due to the need to establish the internal infrastructure necessary to support a comprehensive talent acquisition strategy. Over the past two years, the HR Department has intentionally built a strong foundation by developing expertise in Talent Acquisition and Talent Management, implementing structured recruitment processes, and strengthening hiring practices. As a result, the organization is well positioned to continue improving recruitment outcomes and attracting high-quality candidates.

Supervisor vacancies exceed the 20% threshold, and to address these vacancies the Center entered into contract with Clancy and Associates to conduct a comprehensive supervisor assessment center. There are 2 Supervisor vacancies, and the Center received three applications. As the Center has not hired for the position of Supervisor in over 4 years, the data for average time to complete the hiring process for this position is unavailable and/or incomplete. To provide adequate preparation time for all applicants while acknowledging the present need, the Center announced the Vacancy on June 23, 2026 with an assessment date of July 24, 2026. The Center continues to re-evaluate fringe benefits, career opportunities and other avenues to ensure we are attracting top talent.

Retention within a 911 communications center is influenced by both operational and organizational factors. The demanding nature of emergency communications including shift work, mandatory overtime, and the inherent stress of the profession creates ongoing retention challenges common throughout the industry. While these factors cannot be eliminated entirely, the agency remains committed to fostering a positive workplace culture, offering meaningful employee engagement opportunities, and continuously gathering employee feedback to implement improvements that support employee satisfaction, well-being, and long-term retention.

ALTERNATIVE ACTIONS:

While the information presented here is for informational purposes only, pursuant to the requirement of AB2561, the Board of Directors may provide additional direction or feedback to staff upon receipt of this information.

FISCAL IMPACT

This report is for informational purposes only and has no fiscal impact.

CONCLUSION

Filling these vacancies remains a top priority for SRFECC to maintain operational excellence, ensure leadership stability, and uphold service delivery standards to our member and contract agencies. HR will continue to provide updates on recruitment status and timelines in subsequent reports.



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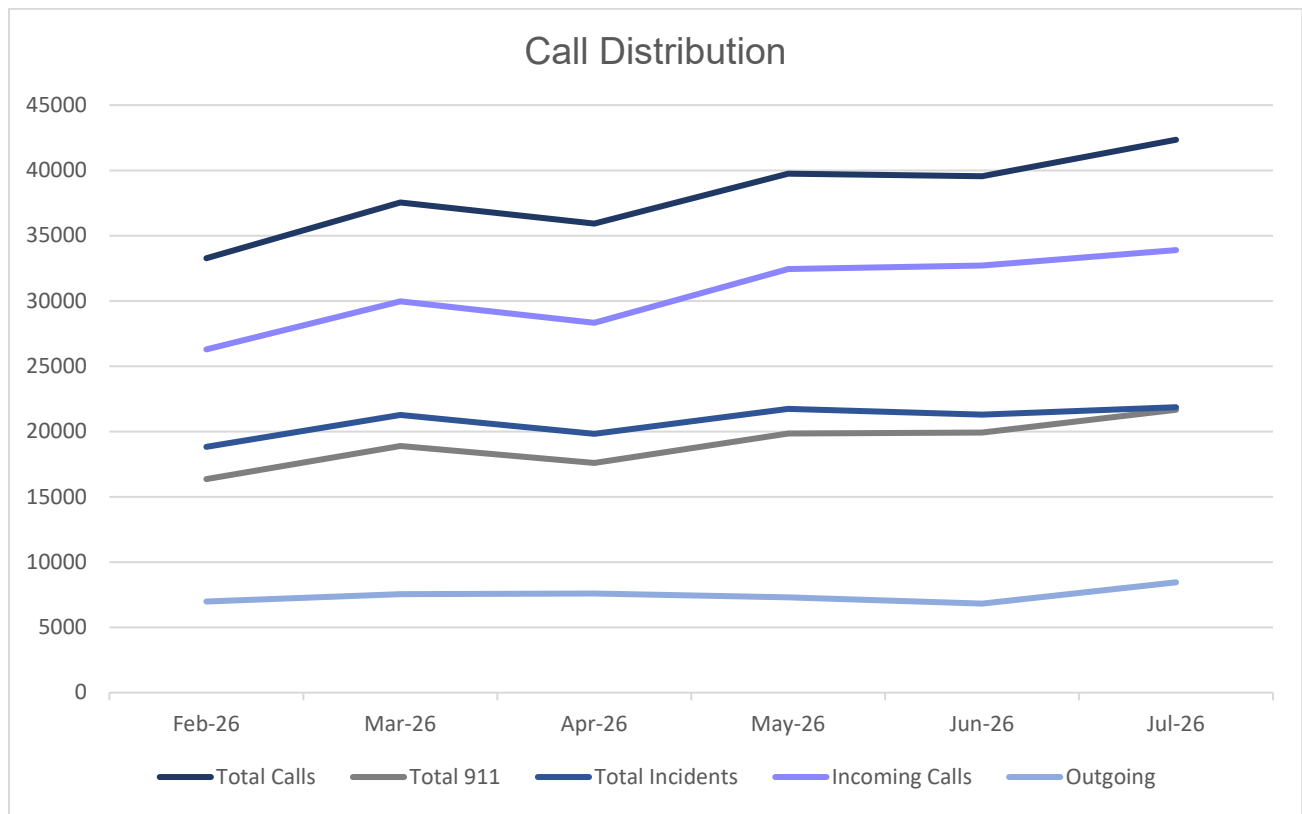
Telephony Performance Measure July 2026

Overview

TOTAL CALL VOL.	42,348
TOTAL INCIDENTS	21,863
INCOMING CALLS	33,896
OUTGOING CALLS	8,452

Incoming Lines Detail

911 LINES	21,667
SEVEN DIGIT EMERGENCY	4,582
ALLIED/ADMIN	7,577





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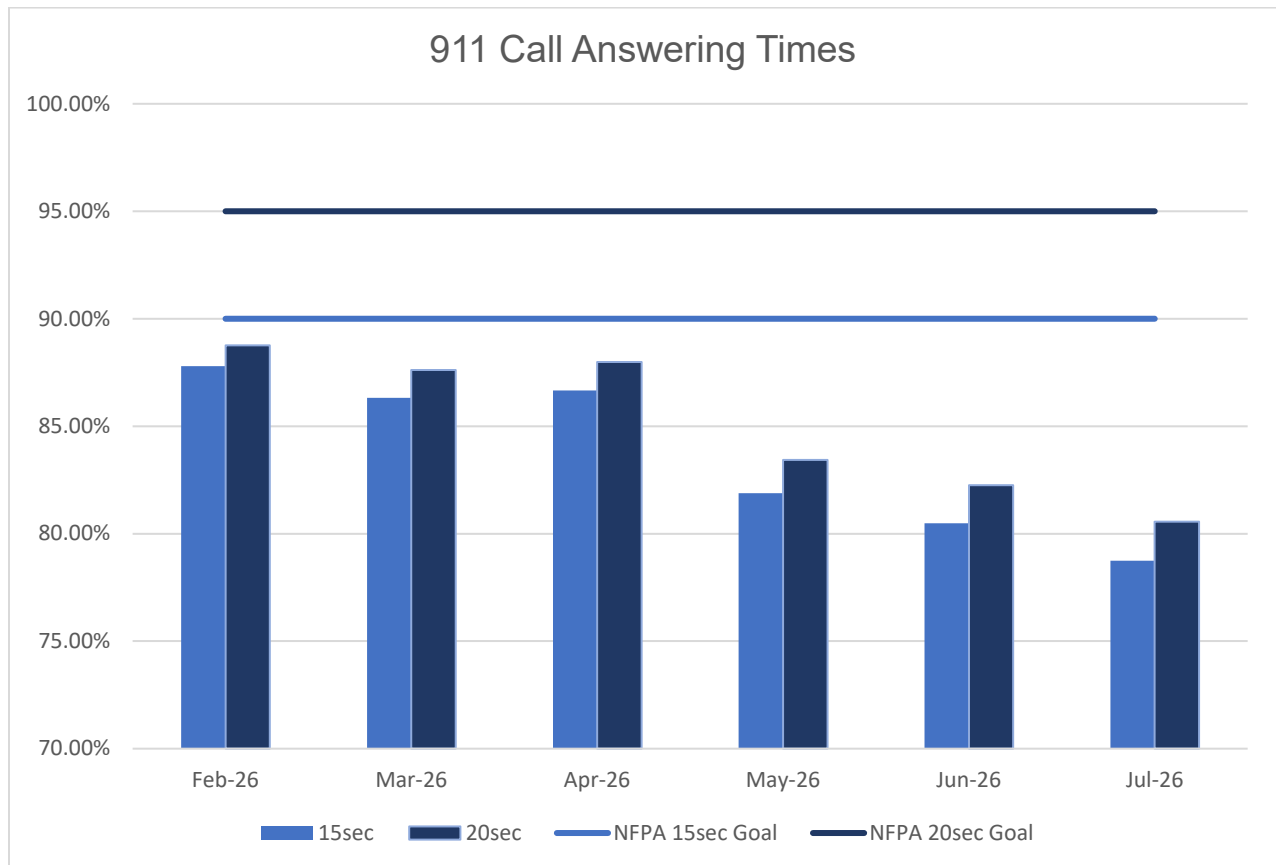
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Emergency Lines Answering Standard: NFPA-1221 (2019 Edition)

90% answered within 15 seconds

95% answered within 20 seconds

Month	15 Seconds Compliance	20 Seconds Compliance
Feb	87.80%	88.76%
Mar	86.32%	87.62%
Apr	86.66%	87.99%
May	81.89%	83.44%
June	80.48%	82.26%
July	78.74%	80.56%

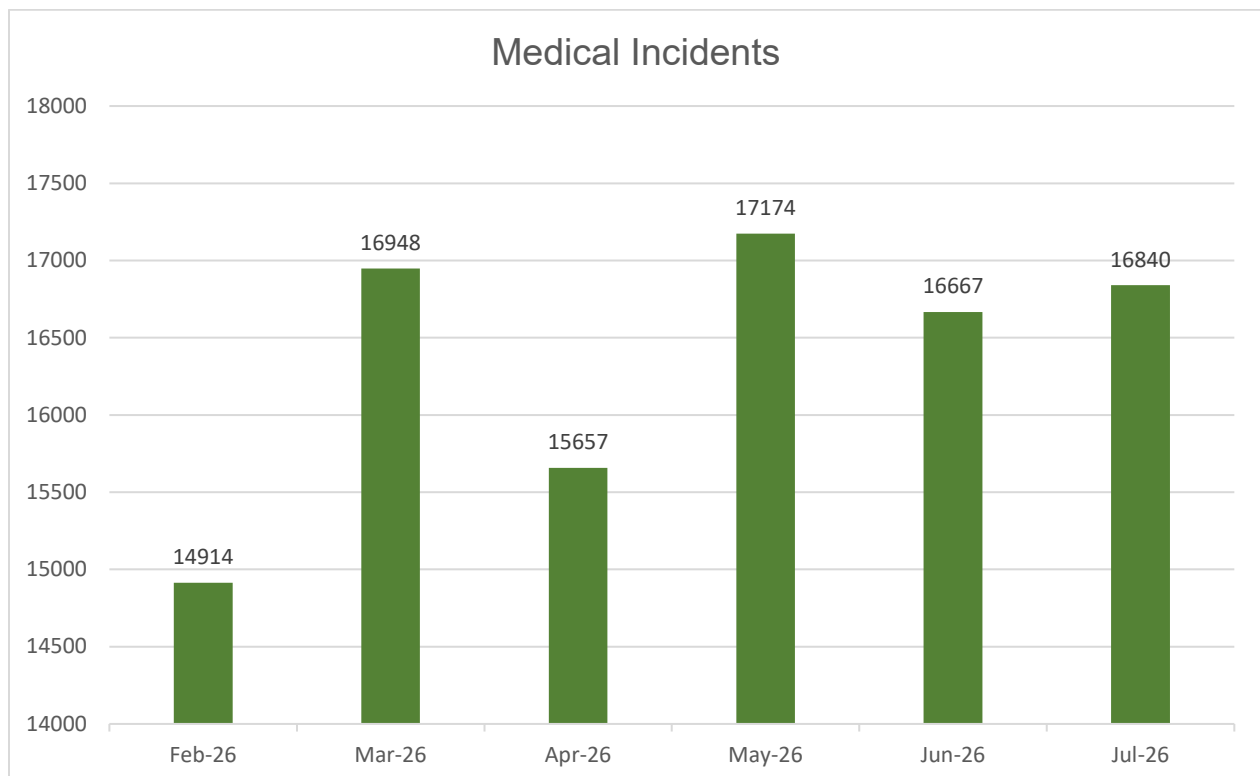
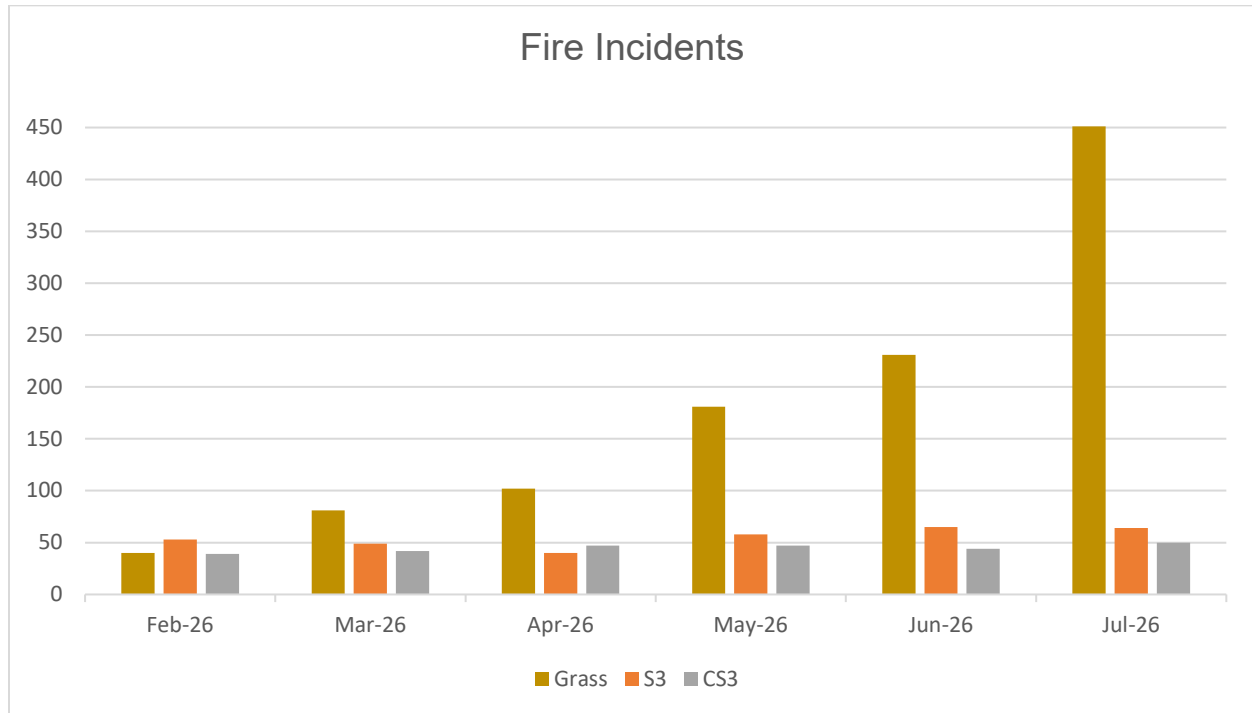




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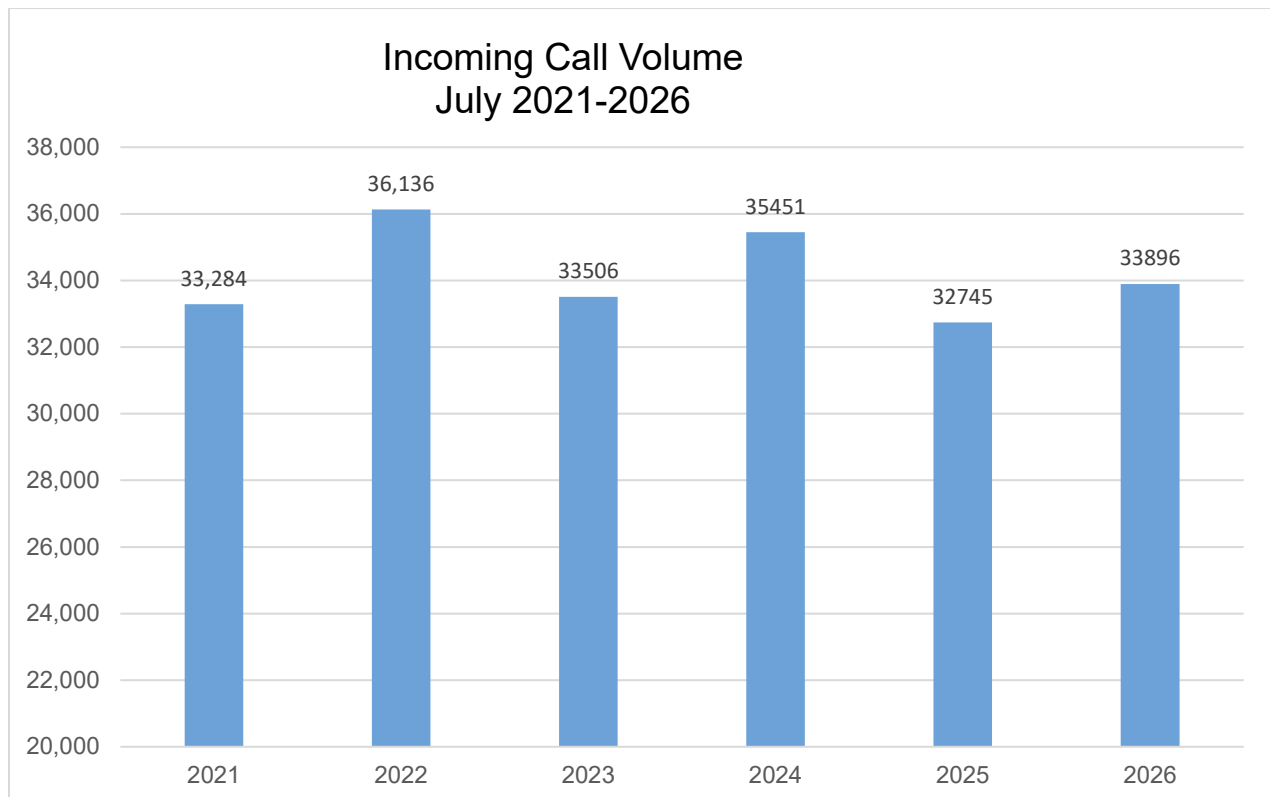
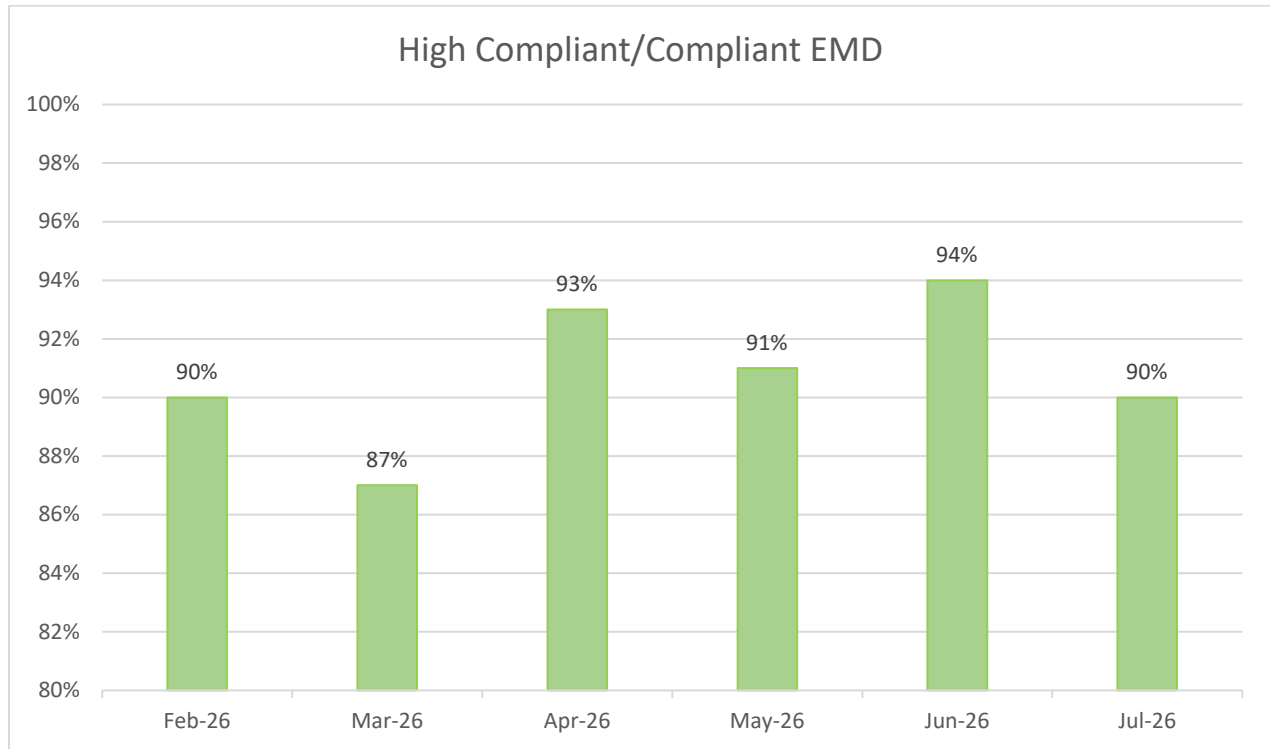




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Executive Monthly Credit Card Usage Report FY 25/26

Reporting Month: June 2026

Last 4 of card	Last Name	Status	Credit Limit	Monthly Usage	Approvals		
					Employee	Manager	CED
7703	Brooker	Open	\$ 2,000.00	\$ 204.03	LB	M	Z
7727	Dorsett	Open	\$ 2,000.00	\$ 10.66	BD	M	Z
5543	Gingery	Open	\$ 15,000.00	\$ 3,879.36	MG	M	Z
9801	Kukharets	Open	\$ 2,000.00	\$ 61.80	RE	BD	Z
3211	Nichols	New	\$ 5,000.00	\$ 257.82	BN	M	Z
8134	Nichols	Old	\$ -	\$ 591.25	BN	M	Z
3320	Poirier	Open	\$ 1,500.00	\$ 361.04	TP	KS	Z
0586	Quintard	Open	\$ 1,500.00	\$ 242.69		M	Z
8295	Shelton	Open	\$ 3,000.00	\$ 2,429.68	KS	KS	Z
9339	Shmatovich	Open	\$ 2,000.00	\$ 1,340.23	M	KS	Z
7583	Soares	Open	\$ 1,500.00	\$ -			
0502	Strong	Open	\$ 1,500.00	\$ 19.56	EMS	KS	Z
5967	Vargo	Open	\$ 15,000.00	\$ 826.29	CV	M	Z
5829	Vargo	Old	\$ -	\$ 4,995.21	CV	M	Z
5829	Vargo	Dispute	\$ -	\$ 1,675.61	CV	M	Z
3923	Vazquez	Open	\$ 1,500.00	\$ 159.01	YV	KS	Z
4445	Parker	Open	\$ 5,000.00	\$ 1,242.69		M	Z
		Total:	\$ 58,500.00	\$ 18,296.93			

New/Closed Accounts Added: No

Cards Reported Lost or Stolen: No

Disputed Transactions: Yes

-Vargo: \$1,675.61 to be reversed

Changes in Authorization Limits: Yes

-Shelton: increase limit to \$3,000.00

Monthly Liability: \$58,500.00



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FY 25-26					
Total Monthly Credit Card Usage					
July	\$	23,702.46	January	\$	30,055.82
August	\$	18,487.52	February	\$	22,581.09
September	\$	25,497.86	March	\$	32,347.09
October	\$	16,361.34	April	\$	13,070.82
November	\$	17,221.62	May	\$	23,892.09
December	\$	12,452.24	June	\$	18,296.93

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.

Signed by:

 ED0E87F26BC84B6...

7/16/2026

Chief Executive Director Signature

Date



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FY 25/26 Budget to Actuals Report
Year End June 2026
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GL Account	Description	FY 25/26 Budget	Period 10 Actual	Period 11 Actual	Period 12 Actual	FY 25/26 YTD Actual	FY 25/26 YTD Budget	FY 25/26 YTD Variance	FY 25/26 YTD Variance %	Budget Remainder
REVENUE										
4010-910	Member Contribution SMFD	(6,108,469)	0	0	0	6,108,469	(6,108,469)	0	0.00%	0
4010-920	Member Contribution SFD	(6,250,526)	0	0	0	6,250,526	(6,250,526)	0	0.00%	0
4010-930	Member Contribution CFD	(1,278,517)	0	0	0	1,278,517	(1,278,517)	0	0.00%	0
4010-940	Member Contribution FFD	(568,230)	0	0	0	568,230	(568,230)	0	0.00%	0
4014-000	OES Deployment	(1)	2,532	395	0	438,623	(1)	(438,624)	43862382.00%	(438,624)
4015:4998	Other Revenue	0	4,620	4,489	5,404	68,296	0	(68,296)	0.00%	(68,296)
TOTAL REVENUE		(14,205,743)	7,152	4,884	5,404	14,712,661	(14,205,743)	(506,920)	3.57%	(506,920)

GL Account	Description	FY 25/26 Budget	Period 10 Actual	Period 11 Actual	Period 12 Actual	FY 25/26 YTD Actual	FY 25/26 YTD Budget	FY 25/26 YTD Variance	FY 25/26 YTD Variance %	Budget Remainder
EMPLOYEE-RELATED EXPENSES										
5010	Base Salaries and Wages	6,144,958	438,250	438,597	430,030	4,964,793	6,144,958	1,180,165	19.21%	1,180,165
5020	Overtime	300,000	18,216	41,494	53,487	373,331	300,000	(73,331)	-24.44%	(73,331)
5030	Overtime - FLSA	133,069	7,896	7,196	6,090	85,059	133,069	48,009	36.08%	48,009
5035	OES Deployment	1	0	0	0	229,315	1	(229,314)	-22931352.00%	(229,314)
5040	Uniform Allowance	47,350	400	400	39,250	43,350	47,350	4,000	8.45%	4,000
5050	Night/Admin Shift Differential	117,144	3,735	3,893	3,788	53,373	117,144	63,771	54.44%	63,771
5055	Out-of-Class Pay	41,300	1,527	2,785	4,740	26,800	41,300	14,500	35.11%	14,500
5060	Longevity	52,700	3,600	4,050	3,150	45,450	52,700	7,250	13.76%	7,250
5065	On-Call Pay	82,575	4,650	4,700	5,550	67,800	82,575	14,775	17.89%	14,775
5115	Vacation Cash Out	54,000	640	24,645	6,953	81,254	54,000	(27,254)	-50.47%	(27,254)
5120	Sick Leave	0	14,994	16,506	51,655	243,582	0	(243,582)	0.00%	(243,582)
5130	CTO Leave	0	9,989	14,224	54,670	192,071	0	(192,071)	0.00%	(192,071)
5140	Holiday Pay	249,855	0	506	242,053	494,623	249,855	(244,768)	-97.96%	(244,768)
5220	Training Pay	43,285	3,265	4,138	5,115	43,809	43,285	(524)	-1.21%	(524)
5310	Workers Compensation Insurance	106,500	5,877	5,877	5,877	70,523	106,500	35,977	33.78%	35,977
5410	FED ER Tax - Medicare	80,000	6,648	7,458	12,377	92,644	80,000	(12,645)	-15.81%	(12,645)
5413	FED ER Tax - Social Security	1,000	0	0	0	0	1,000	1,000	100.00%	1,000
5420	State ER Tax - ETT	3,000	25	0	5	482	3,000	2,518	83.94%	2,518
5423	State ER Tax - UI-	25,000	732	0	134	13,882	25,000	11,118	44.47%	11,118
5510	Medical Insurance	1,351,970	107,627	101,660	91,900	1,184,003	1,351,970	167,967	12.42%	167,967
5520	Dental Insurance	119,769	7,550	8,765	7,529	91,643	119,769	28,126	23.48%	28,126
5530	Vision Insurance	12,781	791	714	661	8,391	12,781	4,390	34.35%	4,390
5610	Retirement Benefit Expense	1,466,788	115,079	114,564	185,284	1,443,820	1,466,788	22,968	1.57%	22,968
5620	OPEB Benefit Expense	464,069	37,441	39,998	39,926	432,190	464,069	31,879	6.87%	31,879
5625	Education Incentive	57,026	4,780	4,886	4,390	60,233	57,026	(3,207)	-5.62%	(3,207)
5690	Other Salary and Benefit Expens	14,000	1,752	1,218	3,229	16,883	14,000	(2,883)	-20.59%	(2,883)
TOTAL EMPLOYEE-RELATED EXPENSES		10,968,140	795,464	848,274	1,257,843	10,359,304	10,968,140	608,836	5.55%	608,836

GL Account	Description	FY 25/26 Budget	Period 10 Actual	Period 11 Actual	Period 12 Actual	FY 25/26 YTD Actual	FY 25/26 YTD Budget	FY 25/26 YTD Variance	FY 25/26 YTD Variance %	Budget Remainder
MATERIALS & SUPPLIES										
6010	Office Supplies	11,000	74	341	109	5,878	11,000	5,122	46.56%	5,122
6013	Office Supplies - Ink Cartridge	1,500	0	0	509	509	1,500	991	66.07%	991
6015	Equipment Rental	12,500	848	848	848	10,180	12,500	2,320	18.56%	2,320
6020	Postage	1,000	0	0	0	373	1,000	627	62.72%	627
6050	Center Supplies	19,000	1,520	1,469	1,319	24,333	19,000	(5,333)	-28.07%	(5,333)
6090	Other Materials and Supplies	1,000	0	0	0	361	1,000	639	63.95%	639
TOTAL MATERIALS & SUPPLIES		46,000	2,442	2,658	2,785	41,634	46,000	4,366	9.49%	4,366



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FY 25/26 Budget to Actuals Report

Year End June 2026

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GL Account	Description	FY 25/26 Budget	Period 10 Actual	Period 11 Actual	Period 12 Actual	FY 25/26 YTD Actual	FY 25/26 YTD Budget	FY 25/26 YTD Variance	FY 25/26 YTD Variance %	Budget Remainder
PROFESSIONAL SERVICES										
6110	Legal Services	240,000	11,334	14,558	17,661	185,194	240,000	54,806	22.84%	54,806
6115	Accounting and Audit Services	26,200	110	0	310	26,126	26,200	74	0.28%	74
6120	Actuary Services	11,000	0	0	0	2,300	11,000	8,700	79.09%	8,700
6125	Consulting Services	668,401	35,831	33,090	33,145	596,507	668,401	71,894	10.76%	71,894
6140	Technological Services	132,640	25,775	977	9,243	109,634	132,640	23,005	17.34%	23,005
6190	Other Professional Services	600	0	0	390	865	600	(265)	-44.14%	(265)
TOTAL PROFESSIONAL SERVICES		1,078,841	73,050	48,625	60,749	920,626	1,078,841	158,214	14.67%	158,214

GL Account	Description	FY 25/26 Budget	Period 10 Actual	Period 11 Actual	Period 12 Actual	FY 25/26 YTD Actual	FY 25/26 YTD Budget	FY 25/26 YTD Variance	FY 25/26 YTD Variance %	Budget Remainder
COMMUNICATION EQUIPMENT & SERVICES										
6220	Maintenance - Radios & Radio Equipment	43,050	194	0	5,415	7,693	43,050	35,357	82.13%	35,357
6221	Maintenance - Radio Consoles & Other	91,245	6,126	8,698	6,126	79,141	91,245	12,104	13.27%	12,104
6223	Radio - Backbone Subscription SRRCS	21,000	1,294	1,294	1,176	16,940	21,000	4,060	19.33%	4,060
6230	Communication Services	289,255	38,049	(39,540)	42,244	249,544	289,255	39,711	13.73%	39,711
6245	Maintenance - Tower Equipment	16,740	130	130	130	4,382	16,740	12,358	73.82%	12,358
6250	Communication Supplies	11,000	0	10	0	125	11,000	10,875	98.86%	10,875
6290	Other Communication Services and Equipment	1,000	0	0	0	409	1,000	591	59.12%	591
TOTAL COMMUNICATION EQUIPMENT & SERVICES		473,290	45,793	(29,408)	55,091	358,234	473,290	115,057	24.31%	115,057

GL Account	Description	FY 25/26 Budget	Period 10 Actual	Period 11 Actual	Period 12 Actual	FY 25/26 YTD Actual	FY 25/26 YTD Budget	FY 25/26 YTD Variance	FY 25/26 YTD Variance %	Budget Remainder
HW & SW MAINT										
6310	Hardware Maintenance - Equipment	25,000	1,086	1,086	1,086	9,774	25,000	15,226	60.90%	15,226
6315	Hardware Maintenance - Network	788	45	45	45	540	788	247	31.40%	247
6319	Hardware Maintenance Other	1,000	0	0	0	0	1,000	1,000	100.00%	1,000
6320	Software Maintenance - Applications	268,639	15,573	16,107	30,901	196,287	268,639	72,352	26.93%	72,352
6322	CAD Maintenance and Support/Northrop Grumman	558,783	45,036	43,161	47,024	529,220	558,783	29,563	5.29%	29,563
6323	Software Maintenance - GIS	88,054	6,994	6,477	6,477	83,593	88,054	4,461	5.07%	4,461
6330	Software Maintenance - Network	1,045	0	0	0	1,020	1,045	25	2.39%	25
6350	Computer Supplies	5,500	860	529	2,219	13,705	5,500	(8,205)	-149.18%	(8,205)
6390	Other, Computer Services and Supplies	1,200	0	0	0	43	1,200	1,157	96.38%	1,157
TOTAL HW & SW MAINT		950,009	69,594	67,405	87,752	834,182	950,009	115,826	12.19%	115,826

GL Account	Description	FY 25/26 Budget	Period 10 Actual	Period 11 Actual	Period 12 Actual	FY 25/26 YTD Actual	FY 25/26 YTD Budget	FY 25/26 YTD Variance	FY 25/26 YTD Variance %	Budget Remainder
FACILITIES & FLEET										
6410	Services - Landscaping	4,800	399	399	399	4,784	4,800	16	0.33%	16
6415	Maintenance - Building	13,730	425	793	7,156	26,034	13,730	(12,304)	-89.61%	(12,304)
6260	Lease - CTC	99,000	8,258	8,258	8,258	90,592	99,000	8,408	8.49%	8,408
6420	Services - Custodial	70,000	5,390	5,390	5,390	62,470	70,000	7,530	10.76%	7,530
6421	Services - Center Security	50	0	0	0	50	50	0	-0.38%	0
6425	Maintenance - HVAC	16,000	263	1,979	0	13,871	16,000	2,129	13.31%	2,129
6235	Maintenance - Power Supply	34,700	396	416	14,276	46,442	34,700	(11,742)	-33.84%	(11,742)
6430	Services - Cable	2,487	186	186	186	2,226	2,487	261	10.50%	261
6435	Services - Pest Control	1,100	77	87	87	944	1,100	156	14.17%	156
6490	Other, Facilities and Fleet	21,007	1,868	27	1,154	12,064	21,007	8,942	42.57%	8,942
6510	Utilities - Electric	63,779	3,988	4,062	5,260	54,644	63,779	9,135	14.32%	9,135
6515	Utilities - Water	9,000	475	1,212	858	8,643	9,000	357	3.97%	357
6520	Utilities - Refuse Collection / Disposal	10,600	1,078	973	1,113	11,591	10,600	(991)	-9.35%	(991)
6525	Utilities - Sewage Disposal Services	2,079	169	0	173	1,019	2,079	1,060	51.00%	1,060
6635	Services - Bottled Water	5,500	180	380	400	4,895	5,500	605	11.01%	605
6645	Services - Printing	3,300	306	277	292	3,214	3,300	86	2.59%	86
6650	Services - Shredding	3,960	329	487	364	4,010	3,960	(50)	-1.26%	(50)
6652	Fleet - Maintenance	5,600	324	856	3,757	10,013	5,600	(4,413)	-78.80%	(4,413)
6654	Fleet - Fuel	13,000	1,339	1,084	1,355	11,051	13,000	1,949	14.99%	1,949
6655	Insurance (Property and Fleet)	75,020	5,556	5,556	5,556	66,669	75,020	8,351	11.13%	8,351
6690	Other - Facility & Fleet Management	1,000	26	0	0	1,207	1,000	(207)	-20.67%	(207)
TOTAL FACILITIES & FLEET		455,712	31,032	32,422	56,034	436,433	455,712	19,279	4.23%	19,279



Sacramento Regional Fire/EMS Communications Center
 10230 Systems Parkway, Sacramento, CA 95827-3006
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FY 25/26 Budget to Actuals Report
Year End June 2026
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GL Account	Description	FY 25/26 Budget	Period 10 Actual	Period 11 Actual	Period 12 Actual	FY 25/26 YTD Actual	FY 25/26 YTD Budget	FY 25/26 YTD Variance	FY 25/26 YTD Variance %	Budget Remainder
RECRUITMENT, RETENTION & TRAINING										
6610	Recruitment	24,875	1,000	24,990	2,536	43,975	24,875	(19,100)	-76.78%	(19,100)
6612	Employee Retention	21,450	3,847	6,369	1,685	32,197	21,450	(10,747)	-50.10%	(10,747)
6615	Employee Education & Training	29,200	4,182	0	518	3,916	29,200	25,284	86.59%	25,284
6618	Conference Registration	20,700	615	0	1,647	36,306	20,700	(15,606)	-75.39%	(15,606)
6621	Air	15,000	1,563	1,577	1,741	23,010	15,000	(8,010)	-53.40%	(8,010)
6622	Lodging	15,000	1,226	4,999	0	41,077	15,000	(26,077)	-173.84%	(26,077)
6623	Rental Cars	2,500	277	0	0	11,966	2,500	(9,466)	-378.60%	(9,466)
6624	Parking	2,000	259	384	0	1,805	2,000	194	9.72%	194
6625	Membership Dues	6,690	0	0	0	3,257	6,690	3,432	51.31%	3,432
6626	Taxi, Uber, Mileage, Other	4,200	241	513	336	5,294	4,200	(1,094)	-26.05%	(1,094)
6627	Per Diem	9,000	2,400	0	308	15,835	9,000	(6,835)	-75.95%	(6,835)
6639	Accrediations - ACE	650	0	0	0	0	650	650	100.00%	650
6640	Uniform/Badges/Shirts	10,000	306	22	110	7,816	10,000	2,184	21.84%	2,184
6660	Operations Support	45,985	1,448	1,804	1,216	25,111	45,985	20,874	45.39%	20,874
6661	Administration Support	26,500	1,360	797	896	5,041	26,500	21,459	80.98%	21,459
TOTAL RECRUITMENT, RETENTION & TRAINING		233,750	18,724	41,455	10,993	256,606	233,750	(22,857)	-9.78%	(22,857)
GRAND TOTAL EXPENSES		14,205,742	1,036,099	1,011,431	1,531,247	13,207,019	14,205,742	998,721	7.03%	998,721

GL Account	Description	FY 25/26 Budget	Period 10 Actual	Period 11 Actual	Period 12 Actual	FY 25/26 YTD Actual	FY 25/26 YTD Budget	FY 25/26 YTD Variance	FY 25/26 YTD Variance %	Budget Remainder
CAPITAL IMPROVEMENTS										
6997-021	Capital Improvement - CAD	793,997	0	0	0	615,960	793,997	178,036	22.42%	178,036
6997-022	Capital Improvement - DRC	0	0	0	0	0	0	0	0.00%	0
6997-023	Capital Improvement - Equipment	0	0	0	298	101,238	0	(101,238)	0.00%	(101,238)
6997-024	Capital Improvement - Facility	0	402	1,484	(6,970)	124,101	0	(124,101)	0.00%	(124,101)
6997-025	Capital Improvement - Hardware	480,000	0	67,348	(956)	196,309	480,000	283,691	59.10%	283,691
6997-026	Capital Improvement - Software	74,362	9,767	11,492	52,348	105,530	74,362	(31,168)	-41.91%	(31,168)
6997-027	Capital Improvement - Technology	0	0	0	0	21,957	0	(21,957)	0.00%	(21,957)
TOTAL CAPITAL IMPROVEMENTS		1,348,359	10,169	80,324	44,720	1,165,095	1,348,359	183,263	13.59%	183,263

CASH FLOW FY 25-26	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
1116 Operating - opening balance	2,035,645.66	4,027,425.36	6,970,052.21	5,673,258.05	4,876,217.39	4,120,786.38	10,257,941.62	9,212,585.65	8,690,750.17	7,280,132.12	6,429,609.64	5,651,787.17	
IN	3,367,747.90	3,905,697.43	7,176.49	175,496.02	141,263.37	7,112,278.60	48,003.74	241,393.55	8,530.88	5,859.14	166,543.26	8,779.84	15,188,770.22
Member Agencies Contributions	3,338,349.17	3,802,726.40	-	-	-	7,102,870.57	-	-	-	-	-	-	14,243,946.14
Sum of Debits	29,398.73	102,971.03	7,176.49	175,496.02	141,263.37	9,408.03	48,003.74	241,393.55	8,530.88	5,859.14	166,543.26	8,779.84	944,824.08
OUT	(1,375,968.20)	(963,070.58)	(1,303,970.65)	(972,536.68)	(896,694.38)	(975,123.36)	(1,093,359.71)	(763,229.03)	(1,419,148.93)	(856,381.62)	(944,365.73)	(2,526,406.14)	(14,090,255.01)
Employee Related Expenses	(369,247.82)	(371,649.73)	(426,106.65)	(371,221.10)	(371,496.90)	(381,314.33)	(396,901.83)	(363,770.42)	(354,141.54)	(349,934.78)	(388,452.85)	(683,037.14)	(4,827,275.09)
CalPERS Expenses	(167,694.08)	(244,973.23)	(244,848.46)	(258,398.47)	(241,215.91)	(246,457.92)	(251,885.86)	(251,368.29)	(253,370.21)	(261,281.15)	(259,845.13)	(178,328.07)	(2,859,666.78)
Operating Expenses	(839,026.30)	(346,447.62)	(637,113.09)	(347,586.73)	(287,185.72)	(347,351.11)	(444,572.02)	(262,084.37)	(1,430,477.57)	(245,165.69)	(296,067.75)	(872,308.85)	(6,355,386.82)
Transfer Out / Transfer In	-	-	4,097.55	4,669.62	3,204.15	-	-	113,994.05	618,840.39	-	-	(792,732.08)	(47,926.32)
1116 Operating - closing balance	4,027,425.36	6,970,052.21	5,673,258.05	4,876,217.39	4,120,786.38	10,257,941.62	9,212,585.65	8,690,750.17	7,280,132.12	6,429,609.64	5,651,787.17	3,134,160.87	
1197 CIP - opening balance	1,390,962.05	1,368,074.19	1,367,924.19	1,359,707.31	1,333,079.54	1,294,442.59	1,294,442.59	1,140,840.89	970,152.84	346,162.45	336,395.29	321,880.82	
IN	-	-	-	-	-	-	-	-	-	-	-	-	-
OUT	(22,887.86)	(150.00)	(8,216.88)	(26,627.77)	(38,636.95)	-	(153,601.70)	(170,688.05)	(623,990.39)	(9,767.16)	(14,514.47)	(11,492.15)	(1,080,573.38)
CAD	-	-	-	-	-	-	-	-	(615,960.24)	-	-	-	(615,960.24)
DRC	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	(9,105.77)	-	-	-	(67,331.83)	-	-	-	-	(76,437.60)
Facility	-	(150.00)	(7,634.60)	(3,439.03)	(25,201.26)	-	(48,181.33)	(90,967.75)	(8,030.15)	-	-	-	(183,604.12)
Hardware	(22,887.86)	-	(582.28)	(14,082.97)	(584.31)	-	(88,497.49)	(3,282.70)	-	-	-	-	(129,917.61)
Software	-	-	-	-	-	-	(16,922.88)	-	-	(9,767.16)	-	(11,492.15)	(38,182.19)
Technology	-	-	-	-	(12,851.38)	-	-	(9,105.77)	-	-	-	-	(21,957.15)
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
1197 CIP - closing balance	1,368,074.19	1,367,924.19	1,359,707.31	1,333,079.54	1,294,442.59	1,294,442.59	1,140,840.89	970,152.84	346,162.45	336,395.29	321,880.82	310,388.67	
1113 Lease - beginning balance	379,627.29	357,235.99	334,844.49	312,452.73	290,060.85	267,668.72	245,276.47	222,884.03	200,491.23	178,098.41	155,705.35	133,312.14	
IN	3.04	2.84	2.58	2.46	2.21	2.09	1.90	1.54	1.52	1.28	1.13	268,732.08	268,754.67
OUT	(22,394.34)	(22,394.34)	(22,394.34)	(22,394.34)	(22,394.34)	(22,394.34)	(22,394.34)	(22,394.34)	(22,394.34)	(22,394.34)	(22,394.34)	(22,394.34)	(268,732.08)
1113 Lease - closing balance	357,235.99	334,844.49	312,452.73	290,060.85	267,668.72	245,276.47	222,884.03	200,491.23	178,098.41	155,705.35	133,312.14	379,649.88	
1114 Reserve - opening balance	1,711,163.60	1,714,796.89	1,718,437.90	1,721,950.11	1,725,313.81	1,728,395.74	1,731,383.73	1,734,177.66	1,736,705.28	1,739,507.80	1,742,224.30	1,745,035.72	-
IN	3,633.29	3,641.01	3,512.21	3,363.70	3,081.93	2,987.99	2,793.93	2,527.62	2,802.52	2,716.50	2,811.42	2,725.13	36,597.25
OUT	-	-	-	-	-	-	-	-	-	-	-	-	-
1114 Reserve - closing balance	1,714,796.89	1,718,437.90	1,721,950.11	1,725,313.81	1,728,395.74	1,731,383.73	1,734,177.66	1,736,705.28	1,739,507.80	1,742,224.30	1,745,035.72	1,747,760.85	-
1126 HF - opening balance	114.23	108.82	74.22	83.99	104.37	167.03	205.87	226.74	187.03	146.21	122.44	482.44	
IN	340.00	340.00	360.00	360.00	350.00	330.00	330.00	320.00	320.00	390.00	360.00	350.00	4,150.00
OUT	(345.41)	(374.60)	(350.23)	(339.62)	(287.34)	(291.16)	(309.13)	(359.71)	(360.82)	(413.77)	-	(340.51)	(3,772.30)
1126 HF - closing balance	108.82	74.22	83.99	104.37	167.03	205.87	226.74	187.03	146.21	122.44	482.44	491.93	
TOTAL	7,467,641.25	10,391,258.79	9,067,368.20	8,224,671.59	7,411,293.43	13,529,044.41	12,310,488.23	11,598,326.26	9,544,087.81	8,664,080.79	7,852,138.29	5,572,442.71	



Sacramento Regional Fire/EMS Communications Center
10230 Systems Parkway, Sacramento, CA 95827-3006
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Service Anniversaries 2026

Service Anniversaries – August 2026

1. Jenna Walkingstick – 6 years
2. Yvonne Vazquez – 9 years
3. Staci Lipsey – 1 year

Service Anniversaries So Far in 2026:

1. Olivia Rolling – 3 years
2. Olivia LaFace – 4 years
3. Julia McDaniel – 4 years
4. Roman Kukharets – 14 years
5. Jennifer Hottal – 3 years
6. Abby Castillo – 3 years
7. Mary White – 3 years
8. Virginia (Leni) Sina – 3 years
9. Sarah Lee – 1 year
10. Cierra Lewandowski – 28 years
11. Brad Dorsett – 13 years
12. Casey Quintard – 17 years
13. Dan Hess – 5 years
14. Alex Burns – 5 years
15. Brandy Clark – 1 year
16. Linzie Lewis – 4 years
17. Cooper Seyfer – 4 years
18. Jason Comilang – 6 years
19. Nolan Saulter – 6 years
20. Rashawn Porter – 2 years
21. Brittany Won – 3 years
22. Bayleigh Nichols – 3 years
23. Eric Kizzie – 8 years
24. Jenn Edwards – 17 years
25. Sarah Hopkins – 5 years
26. Katherine Shelton – 14 years
27. Amanda Stone-Hodge – 7 years