



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

9:00 a.m.

Tuesday, June 29, 2021

SPECIAL MEETING OF THE GOVERNING BOARD OF SRFECC

8820 Elk Grove Blvd. – Board Room

Elk Grove, CA 95624

Public Remote Access at:

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

[+1 916-245-8065](tel:+19162458065),769557938# United States, Sacramento

Phone Conference ID: 769 557 938#

The Board will convene in open session at 10:00 a.m.

Call to Order

Chairperson

Roll Call of Member Agencies

Clerk of the Board

Primary Board Members

Chris Costamagna, Chairperson

Deputy Chief, Sacramento Fire Department

Tyler Wagaman, Vice Chairperson

Deputy Chief, Sacramento Metropolitan Fire District

Troy Bair, Board Member

Deputy Chief, Cosumnes Fire Department

Chad Wilson, Board Member

Division Chief, Folsom Fire Department

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 on the Agenda. Duration of comment is limited to three (3) minutes.

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Phone Conference ID: 769 557 938#

Please Note:

The Public's health and well-being are the top priority for the Board of Directors ("Board") of Sacramento Regional Fire/EMS Communications Center and therefore, because of the potential threat of COVID-19 (Coronavirus), public access to this meeting will be available through the link set forth above.

* INDICATES NO ATTACHMENT

PRESENTATION:

None

RECESS TO CLOSED SESSION:

1. PERSONNEL ISSUES*

Pursuant to California Governing Code Section 54957

a. Employee Evaluation: Executive Director

2. CONFERENCE WITH LABOR NEGOTIATOR*

Pursuant to Government Code Section 54957.6

Center Negotiator(s)	Lindsay Moore, Counsel Ty Bailey, Executive Director
Employee Organization(s)	Teamsters Local 150 Teamsters Local 856 Unrepresented Administrators

RECONVENE TO OPEN SESSION AT ESTIMATED TIME: 12:00 p.m.

ACTION ITEMS:

1. Approval of Extension of Agreement for Services of an Executive Director Between the SRFECC and Sacramento Metropolitan Fire District*
2. Approval of Contract for HR Consulting Services with CPS HR
3. Approval of Memorandum of Understanding Between Local 150 and SRFECC*
4. Approval of Memorandum of Understanding Between Local 856 and SRFECC*

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ADJOURNMENT:

The next scheduled Board Meeting is July 13, 2021.

Location: 10545 Armstrong Ave, Mather, CA 95655-4102

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

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

DISABILITY INFORMATION:

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the 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.

* INDICATES NO ATTACHMENT

POSTING:

This is to certify that on June 28, 2021, a copy of the agenda was posted:

- at 10230 Systems Parkway, Sacramento, CA 95827
- at 10411 Old Placerville Rd – Suite #210, Sacramento, CA 95827
- on the Center's website which is: www.srfecc.ca.gov
- 10545 Armstrong Ave, Mather, CA 95655-4102
- 8820 Elk Grove Blvd, Elk Grove 95624

A handwritten signature in black ink that reads "Marissa Shmatovich". The signature is written in a cursive, flowing style.

Clerk of the Board

* INDICATES NO ATTACHMENT

PROPOSAL

Sacramento Regional Fire/EMS Communications Center

Ongoing Human Resources
Consultation Services

June 24, 2021

SUBMITTED BY:

Christina Batorski Peacock
Manager, Recruitment Solutions

CPS HR Consulting
2450 Del Paso Road, Suite 220
Sacramento, CA 95834
t: 916-471-3426
f: 916-561-8446
Tax ID: 68-0067209

www.cpshr.us



Your Path to Performance

June 24, 2021

S. Diane House
Deputy Director
Sacramento Regional Fire/EMS Communications Center
10230 Systems Parkway
Sacramento, CA 95827

Submitted via e-mail to dhouse@srfecc.ca.gov

Dear Ms. House,

CPS HR Consulting (CPS HR) is pleased to submit an annual renewal of services to the Sacramento Regional Fire/EMS Communications Center (SRFECC) to provide ongoing human resource consultation and support. We appreciate this opportunity to submit a proposal and look forward to partnering with SRFECC.

With a rich history of assisting government agencies with a full range of human resources services, we at CPS HR are confident that together we can provide expert solutions to meet your needs in a cost-effective manner. We have a deep bench of experts in a broad array of human resources disciplines, long-term experience providing services within the public sector, and an emphasis on quality and value that can be confirmed by our current and past clients.

CPS HR also delivers personalized results-oriented service, utilizing best practice methods and strategies from our team of experts. You will find that:

- ***We are practiced at providing exemplary and responsive service for a variety of HR services.*** CPS HR has held many contracts with local government agencies, so we know how to be responsive to your unique needs. We have the staff, expertise, and resources to provide top-notch professional audit and review services and we are also full-service HR practitioners.
- ***We bring in-depth understanding of all local government operations, programs, and services.*** CPS HR has been helping public agencies meet their human resource needs since 1985. Our team of experts includes a variety of professionals with the credentials and direct public agency experience necessary to deliver technically accurate content in an innovative and engaging manner.

We thank you for the opportunity to submit this proposal and look forward to discussing it with you at your convenience. Please feel free to contact me directly at (916) 471-3426 or by e-mail at cbpeacock@cpsshr.us.

Sincerely,



Christina Batorski Peacock
Manger, Recruitment Solutions

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About CPS HR Consulting

CPS HR Consulting (CPS HR) is an innovative, client-centered human resources and management consulting firm specializing in solving the unique problems and challenges faced by government and non-profit agencies. **As a self-supporting public agency, we understand the needs of public sector clients and have served as a trusted advisor to our clients since 1985.** CPS HR occupies a unique position among its competitors in the field of government consulting; as a Joint Powers Authority, whose charter mandates that we serve only public sector clients, we actively serve all government sectors including Federal, State, Local, Special Districts, Higher Education, and Non-Profit Organizations. This singular position provides CPS HR with a systemic and extensive understanding of how each government sector is inter-connected to each other and to their communities.

With more than 89+ full-time employees, as well as 200+ project consultants and technical experts nationwide, CPS HR delivers solutions that help public sector organizations to positively impact their communities. CPS HR is headquartered in Sacramento, California with regional offices located in Austin, TX, Atlanta, GA, and Littleton, CO. We have a wide range of project consultants located throughout Southern California.

CPS HR offers clients a comprehensive range of competitively priced services, all of which can be customized to meet your organization’s specific needs. We are committed to supporting and developing strategic organizational leadership and human resource management in the public sector. We offer expertise in the areas of classification and compensation, organizational strategy, recruitment and selection, and training and development.

 <p>ORGANIZATIONAL STRATEGY</p> <ul style="list-style-type: none"> + Workforce Planning + Succession Planning + Performance Management + Employee Engagement + Change Management + Organizational Assessment, Redesign & Re-engineering 	 <p>TESTING, RECRUITMENT & SELECTION</p> <ul style="list-style-type: none"> + Job Analysis + Recruitment Solutions + Assessment Center Services + Executive Search + Selection Tools Development + Test Administration + Test Rental 	 <p>CLASSIFICATION & COMPENSATION</p> <ul style="list-style-type: none"> + Classification + Compensation 	 <p>TRAINING & DEVELOPMENT</p> <ul style="list-style-type: none"> + Training Courses + Training Programs + Supervisory Skills + Leadership Development + Executive Coaching + Accelerated Leader 360° Assessment™ 	 <p>GENERAL HR SERVICES</p> <ul style="list-style-type: none"> + HR On-Demand + Complaint Investigations 	 <p>LICENSING & CERTIFICATION</p> <ul style="list-style-type: none"> + Testing Services + Applicant / Candidate Management + Credential Program Management + Accreditation
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Human Resource Consultation Services

Consultation Services Assumptions

In response to the needs that you have described, we propose having one CPS HR staff assigned to provide on-going consulting to SRF ECC, as needed, from **July 1, 2021** through **June 30, 2022**.

The CPS HR staff member will work both onsite and remotely to provide best practice recommendations and assistance with the following areas:

- Recruitment Planning
- Targeted Job Analysis (Abbreviated)
- Advertising, Outreach, and Sourcing
- Recruitment and Selection
- Employee Relations
- Classification and Compensation
- Leave of Absence Management
- Relevant Employment Law Updates
- Other similar level duties

Pricing

Our approach includes providing high-level human resources expertise, advice, and consultation to assure appropriate research, analysis and professional HR perspective are utilized for all assigned duties and responsibilities.

CPS HR is proposing the level, description, and rate below.

COST SUMMARY		
Placement/Level	Description	Bill Rate
Senior HR Consultant	Consultation in all related human resources areas listed above.	\$125/hour
Project Management	Provides oversight and support to the project and assigned HR Consultant	\$135/hour

CPS HR considers this a time and materials contract and would only bill for actual hours worked on a monthly basis with a not-to-exceed annual amount of **\$20,000**. Most of the professional consulting time will be provided remotely. This will limit consultant travel expenses and we will utilize e-mail and telephone conference calls or LiveMeeting as a primary communication/meeting format. Actual out-of-pocket reimbursable expenses for such items as consultant travel, mileage, advertising, printing/copying, postage/delivery charges, and related fees, if paid by CPS HR, will be billed directly to SRF ECC for actual expenses incurred. Consultant travel time is billed at 50% of the hourly rate which would be \$62.50 per hour.

Project Staffing

CPS HR has assembled a strong and uniquely qualified team of professionals to assist SRFECC. We are committed to meeting the highest professional standards of quality; therefore, team members have been selected for their relevant experience and professional maturity in dealing with project environments such as this.

For the Ongoing Human Resources Consultation, Christina Batorski Peacock will serve as Project Manager and Debbie Gutman will serve as the Senior HR Consultant. Detailed résumés are presented below and on the following pages.

Résumés

Christina Batorski Peacock, PHR

Profile

Mrs. Peacock has over 19 years of professional and management experience in public sector Human Resources, including experience in the areas of employee recruitment and selection, compliance, labor relations, test administration, employee relations, and policy development. Specifically, Mrs. Peacock worked directly on recruitment efforts for entry-level Police Officer and entry-level Firefighter as well as sworn and uniform promotional recruitments with the City of Chicago for over 10 years.

Employment History

- Manager, Recruitment Solutions, CPS HR Consulting
- Deputy Commissioner of Human Resources, City of Chicago
- Assistant Commissioner of Human Resources, City of Chicago
- Adjunct Professor (Managing Organizational Change), Keller School of Graduate Management
- Recruiting Analyst Supervisor, City of Chicago
- Human Resources Analyst II, City of Chicago
- Human Resources Manager/Payroll Administrator, Bethesda Home & Retirement Center
- Staffing Specialist, Northwestern University
- Employment Coordinator, Northwestern University

Professional Experience

- Managed human resource personnel responsible for executing recruitment and selection processes for 30+ clients resulting in the review of 40,000+ applications and 1,200 hires, annually.
- Collaborated with the Chicago Police Department on entry-level Police Officer recruitment and selection efforts for over 10 years resulting in diverse applicant pools ranging from 18,000 to 27,000 candidates for a single recruitment.
- Performed a lead role in establishing fair and transparent recruitment and selection processes which alleviated the City of Chicago from Federal Monitor Oversight on all hiring practices.
- Taught graduate level classes in managing organizational change.
- Mediated and resolved labor relations issues in a union environment.

Education

- M.P.A. DePaul University, Chicago, IL – Public Administration
- B.A. Marquette University, Milwaukee, WI – Human Resources & Communication Studies

Professional Organizations and Affiliations

- Society of Human Resources Management (SHRM)
- International Public Management Association for Human Resources (IPMA-HR)

Deborah Gutman, SPHR, PHR-CA

Profile

Ms. Gutman has over 20 years of comprehensive experience in Human Resources, including both public and private sector. She has a knowledge and understanding of federal and state labor laws, full-cycle recruiting, employee relations, compensation, training, budget administration, and policy development.

Employment History

- Senior Consultant, CPS Human Resource Services
- Human Resources Manager, Sierra Nevada Brewing Co.
- Human Resources Director, Feather Falls Casino
- Human Resources Manager, Rumiano Cheese Co.
- Human Resources Technician, Chico Unified School District
- Senior Staffing Coordinator, UnitedHealth Care

Professional Experience

- Lead several recruitment projects that involved hiring over 100 employees from entry-level to executive management for startup locations and businesses. This included development of hiring plans, advertising, conducting job fairs, candidate outreach, selection interviews, and new employee onboarding.
- Managed the Human Resources department of a growing business, fostering a teamwork environment, including direct supervision of human resources staff. Recommended new approaches, policies, and procedures to effect continual improvements in the efficiency of the department.
- Conducted formal investigations on serious employee relations claims or allegations of policy violations.
- Evaluate compensation and benefit packages, participate in salary surveys and analyze results.
- Developed and nurtured relationships with directors, managers, supervisors, and staff establishing trust, communication, and consistency between human resources and other departments.
- Responsible for preparation of annual operating budget and monitoring expenditures in accordance with the approved budget.

Education

- MA, Human Resource Management, National University
- BA, Business Administration with emphasis in Human Resources, California State University, Chico

Professional Organizations and Affiliations

- Senior Professional in Human Resources (SPHR) with HR Certification Institute (HRCI)
- Professional in Human Resources – California (PHRca) with HR Certification Institute (HRCI)
- Society for Human Resources Management (SHRM)