



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

MEETING AGENDA
REGULAR MEETING OF THE GOVERNING BOARD OF SRFECC

Tuesday, September 12, 2023,

9:00 AM

Sacramento Metropolitan Fire District
10545 Armstrong Avenue, CA 95655

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

Call to Order

Chairperson

Roll Call of Member Agencies

Clerk of the Board

PRIMARY BOARD MEMBERS

Chad Wilson, Chairperson

Assistant Chief, Folsom Fire Department

Scott Williams, Vice Chairperson

Assistant Chief, Sacramento Fire Department

Christopher Greene, Board Member

Assistant Chief, Sacramento Metropolitan Fire District

Troy A. Bair, Board Member

Deputy Chief, Cosumnes Community Services District

PLEDGE OF ALLEGIANCE

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

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

PRESENTATION:

1. ENP Challenge Coin – Elizabeth Strong*
2. AAR Independence Day 2023 – Casey Quintard*
3. Strategic Plan Presented by Integrated Communications Strategies, LLC*

RECESS TO CLOSED SESSION:

1. CONFERENCE WITH LABOR NEGOTIATOR*

Pursuant to Government Code Section 54957.6

Center Negotiator(s)

Lindsay Moore, Counsel

Josh Freeman, Chief Executive Director

Employee Organization(s)

Teamsters Local 150

Teamsters Local 856

Unrepresented Administrators

2. PERSONNEL ISSUES*

Pursuant to California Governing Code Section 54957

*INDICATES NO ATTACHMENT

Employee Evaluation: Chief Executive Director
Operations Manager
Administrative Manager

3. **CONFERENCE WITH LEGAL COUNSEL:** Anticipated Litigation*
Pursuant to California Government Code Section 54956.9(b) The Board will meet in closed session to discuss significant exposure to litigation.

One (1) potential case(s).

RECONVENE TO OPEN SESSION:

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

1. Regular Board Meeting Synopsis – July 25, 2023 Page 4

PROPOSED ACTION: Motion to Approve Consent Agenda

STAFF REPORTS/ACTION ITEMS:

1. **SUBJECT:** AXIM GIS Support Block (*Staff Report 23-24*) Page 8
- a. Recommendation:** Approve renewal of the GIS support block through AXIM for \$60,001 for GIS support.
2. **SUBJECT:** SRFECC 2030 Strategic Blueprint and Growth Strategy (*Staff Report 23-25*) * Page 14
- a. Recommendation:** Approve the 2030 Strategic Blueprint and Growth Strategy and adopt 23-03 accepting SRFECC's 2023 Strategic Plan.

DISCUSSION/POSSIBLE ACTION:

None

INFORMATION:

1. Communications Center Statistics Page 15
2. Financial Reports Page 16
- a. Monthly Credit Card Usage Statement
- b. Budget to Actuals
- c. Cash Flow Report
- d. Monthly Lease Update
- e. PAD Update Page 24

CORRESPONDENCE:

None

CENTER REPORTS:

*INDICATES NO ATTACHMENT

1. Operations Manager Todd*
2. Administration Manager Shmatovich*
3. Chief Executive Director Freeman*

ITEMS FOR DISCUSSION AND POTENTIAL PLACEMENT ON A FUTURE AGENDA:

None

BOARD MEMBER COMMENTS:

None

ADJOURNMENT:

The next scheduled Board Meeting is Tuesday, September 26, 2023

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

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

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

DISABILITY INFORMATION:

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

POSTING:

This is to certify that on September 8, 2023, a copy of the agenda was posted at the following locations:

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

ATTEST:



KRISTIN DIANE ELLIS
CLERK OF THE BOARD

**MEETING MINUTES
GOVERNING BOARD MEETING**

Tuesday, July 25, 2023

9:00 AM

**Sacramento Metropolitan Fire District
10545 Armstrong Avenue, CA 95655**

GOVERNING BOARD MEMBERS PRESENT

Chad Wilson, Chairperson	Assistant Chief, Folsom Fire Department
Scott Williams, Vice Chairperson	Assistant Chief, Sacramento Fire Department
Christopher Greene, Board Member	Assistant Chief, Sacramento Metropolitan Fire District
Dan Quiggle, Alternate	Deputy Chief, Cosumnes Community Services District

GOVERNING BOARD MEMBERS ABSENT

Troy A. Bair, Board Member	Deputy Chief, Cosumnes Community Services District
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COMMUNICATIONS CENTER MANAGEMENT

Josh Freeman	Executive Director
Julee Todd	Operations Manager
Marissa Shmatovich	Administration Manager

OTHERS IN ATTENDANCE

Lindsay Moore	Counsel, SRFECC
Kristin Ellis	Executive Assistant, SRFECC
Mellisa Bernett	Office Specialist, SRFECC

NOTE: Because the Governor declared a State of Emergency to exist in California as a result of the threat of COVID-19 (aka the Coronavirus) attendance by the public at this meeting was by telephonic means only and was made accessible to members of the public solely through the link set forth below.

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 was no public comment.

PRESENTATION:

None

CLOSED SESSION:

1. CONFERENCE WITH LABOR NEGOTIATOR*
Pursuant to Government Code Section 54957.6

Center Negotiator(s)	Lindsay Moore, Counsel Josh Freeman, Chief Executive Director
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*INDICATES NO ATTACHMENT

Employee Organization(s) Teamsters Local 150
Teamsters Local 856
Unrepresented Administrators

2. PERSONNEL ISSUES*

Pursuant to California Governing Code Section 54957

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

b. Employee Appointment: Medical Director

c. Discipline/Dismissal/Release: One (1) position

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)

Closed session was convened at 9:02 a.m.

Open session was reconvened at 11:00 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. Directions were given to legal counsel.

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 Quiggle and seconded by Chief Greene to approve the Consent Agenda for the following:

a. Regular Board Meeting Synopsis (July 25, 2023)

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

NOES:

ABSENT:

ABSTAIN:

Motions passed.

ACTION ITEMS:

None

DISCUSSION/POSSIBLE ACTION:

None

INFORMATION:

*INDICATES NO ATTACHMENT

None

CENTER REPORTS:

1. Operations Manager Todd

SERVICE ANNIVERSARIES:

Amanda Stone-Hodge – 4 years
Chuck Schuler – 10 years
Katherine Shelton – 11 years
Summer Carroll – 23 years

2. Administration Manager Shmatovich

Administration Manager Marissa Shmatovich thanked Operations Manager, Julee Todd for acknowledging the Center’s service anniversaries.

3. Chief Executive Josh Freeman

Chief Freeman expressed thanks to the floor and IT staff for their work during the busy holiday weekend and server changeovers.

Lastly, the Chief thanked CCSD for the CPR Survivor event that was hosted this month.

CORRESPONDENCE:

None

ITEMS FOR DISCUSSION AND POTENTIAL PLACEMENT ON A FUTURE AGENDA:

None

BOARD MEMBER COMMENTS:

1. Chief Williams

Chief Williams expressed his gratitude for the ability to participate remotely.

2. Chief Quiggle

Chief Quiggle thanked Chief Williams and the staff for their assistance with the implementation of the Tablet Command setup which was helpful during the holiday weekend and thanked the Center for consolidating the contract.

3. Chief Greene

Chief Greene thanked the board staff for their work. He continued to say that July 4th was exciting, the staff was remarkable, and is looking forward to navigating next year’s challenges.

*INDICATES NO ATTACHMENT

4. Chief Wilson

Thanked Center staff for all their hard work and dedication to assist in dispatching the first strike team of the year and was impressed at how seamlessly everything went. He echoed Chief Quiggle's comments regarding Tablet Command implementation and appreciated the support and regional collaboration during this time.

ADJOURNMENT:

The meeting was adjourned at 11:09.

ATTEST:



KRISTIN DIANE ELLIS
CLERK OF THE BOARD

CHAD WILSON
CHAIRPERSON

SCOTT WILLIAMS
VICE CHAIRPERSON



Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3007

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STAFF REPORT (REPORT 23-24)

DATE: September 12, 2023

TO: Board of Directors

BY: Marissa Shmatovich, Administration Manager

FROM: Josh Freeman, Chief Executive Director

SUBJECT: **AXIM GIS SUPPORT BLOCK**

RECOMMENDATION

The Board of Directors:

1. Approves a renewal of the GIS support block through AXIM for \$60,001 of GIS support.

BACKGROUND/ANALYSIS:

GIS Support Blocks provide a vehicle for accessing GIS support on demand. SRF ECC (the Center) has enjoyed a contract for these services through AXIM Geospatial as part of a GIS Support Block that was initiated in 2021 and renewed earlier this year. This agreement was for a specified number of hours of service and as of September 2023 these hours have been exhausted.

As we move forward with the Command Point CAD project it is essential that we continue to have access to GIS support as the program. Our current and newly hired GIS Analyst is and will continue to function as GIS support for the agency, and continued AXIM hours will support the knowledge and process transfer, as well as support for tasks not yet learned or mastered.

FINANCIAL ANALYSIS

The Center's Board Approved FY 2023/23 budget includes GIS support services, With the critical need for this support moving forward, the Center is requesting a Support Block consisting of 292 hours, not to exceed \$60,001 in cost.

Staff Report recommendation authorized by:

DocuSigned by:

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Josh Freeman
Chief Executive Director

Attachment: AXIM Geospatial Support Block details and prices

July 31, 2023

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

Dear Marissa,

Thank you for your interest in our GIS Support Block. Included in the following pages are Axim Geospatial's Support Block details and prices.

GIS Support Blocks will provide a vehicle for accessing GIS support on-demand to Sacramento Regional Fire/EMS Communications Center. I hope you find this information helpful. If I can provide further assistance, please do not hesitate to contact me.

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

Sincerely,



Theron Hodel
Account Executive
Axim Geospatial
100 QBE Way, Suite 1225 | Sun Prairie, WI 53590
p: (205) 725-5803 | c: (608) 843-0983 | e: theron.hodel@aximgeo.com

I. GIS Support Block

GIS Support Blocks provide a vehicle for accessing GIS support on-demand. Once a GIS Support Block is put in place, Axim Geospatial will provide professional services to assist Sacramento Regional Fire/EMS Communications Center with GIS support. All services provided as part of the GIS Support Blocks will be conducted by the most effective and cost-efficient method, including: virtually through remote network access, telephone conference calls, Internet (WebEx) demonstrations, or on-site consultants.

How do GIS Support Blocks work?

Once the GIS Support Block vehicle is in place, Axim Geospatial will provide Sacramento Regional Fire/EMS Communications Center with a single point-of-contact. Axim Geospatial will identify the support tasks and establish a communication plan for coordinating the activities of the task as well as status reporting. We will match the support task with the correct Axim Geospatial resource.

If a support task becomes large, Axim Geospatial may require using a management team. This function includes people, processes, and technology that are designed to make sure that Sacramento Regional Fire/EMS Communications Center receives outstanding value. Milestones and completion dates will be established for the Planning and Analysis, Client review, Design, Client review, Development, Testing, and Installation/Implementation phases of a large task or project. There are many tasks and risks that have the potential to derail a project. To manage this effort, larger tasks or projects that we execute are assigned a Project Coordinator or Technical Architect from Axim Geospatial.

II. Pricing & Acceptance

Prepaid blocks of hours can be purchased at the prices listed in Table 1 and volume discounts are included at each block level. Support block hours expire after 12 months from the date of signature. Axim Geospatial will invoice Sacramento Regional Fire/EMS Communications Center upon receiving the signed form.

You may indicate your acceptance of the above proposal with a signature from authorized personnel at Sacramento Regional Fire/EMS Communications Center. Any expenses or travel incurred by Axim Geospatial while performing GIS Support Block services to Sacramento Regional Fire/EMS Communications Center will be billed at actual costs separate from this contract.

Block Size	Standard	
	<i>Hourly Rate</i>	<i>Hours</i>
\$25,000 to \$35,000	\$217.00	115 to 161
\$35,001 to \$60,000	\$211.50	165.5 to 283.5
\$60,001+	\$205.50	292+

Sacramento Regional Fire/EMS Communications Center

Support Block

Amount: **\$60,001**

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 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 Axim Geospatial.

***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 prepaid GIS support block. Supporting details will be provided as requested to detail the hours, rates, and deliverable(s) performed during the preceding month.*

Standard Terms and Conditions

These standard terms and conditions ("Terms and Conditions") apply to any proposal, quotation and the resultant agreement relating to products and services sold by Axim Geospatial (herein after, "Axim") to a customer ("Customer"). These Terms and Conditions, together with the proposal, quotation and contract, including any statement of work, herein SOW, shall constitute the entire agreement ("Agreement") between the parties.

These Terms and Conditions are governed by the terms of the applicable License Agreement for any incorporated software ("License Agreement"). Capitalized terms used and not otherwise defined herein shall have the respective meaning set forth in the License Agreement.

1. GENERAL PROVISIONS.

This proposal including the SOW and all Terms and Conditions set forth herein, constitutes the entire agreement between Axim and Customer. The Terms and Conditions of the proposal shall govern and control the terms of any purchase order or purchase confirmation form from the Customer. Customer acknowledges that Axim has not authorized any of its sales agents or representatives to make any representations, warranties or agreements on behalf of, or to bind Axim in any way. This confidential proposal is valid for thirty (30) days and unless otherwise stated.

2. SCOPE OF SERVICES.

During the term of the Agreement, Axim shall furnish the services in accordance with the SOW set forth in the proposal.

3. WORK PERFORMANCE.

Axim agrees that all work performed hereunder shall be performed on a best effort basis by Axim's staff having an appropriate experience and skill level, and in compliance with the SOW.

4. TAXES.

Unless this Agreement specifies otherwise, the price included in the proposal does not include, and Customer is liable for and shall pay, all taxes, impositions, charges, and exactions imposed on or measured by this Agreement. Prices shall not include any taxes, impositions, charges, or exactions for which Customer has furnished a valid exemption certificate or evidence of exemption.

5. CHANGES.

No changes, modification, amendment shall be binding upon Axim unless otherwise agreed to in writing. Customer's authorized representative may in writing, direct changes within the general scope of the Agreement. If such change increases or decreases the cost or time required to perform this Agreement, Customer and Axim shall negotiate an equitable adjustment in the price and schedule to reflect the appropriate change. Axim shall adjust the proposal to reflect the change. Customer shall modify any purchase order or confirmation form and reissue to Axim accordingly.

6. INVOICE AND PAYMENT.

Customer shall pay Axim within thirty (30) days after receipt of invoice or as per the terms indicated in the proposal. Axim will bill Customer monthly for all travel expenses and labor costs based on hours worked.

7. CANCELLATION.

Customer shall provide thirty (30) days written notice to Axim prior to canceling an order. Customer will compensate Axim for all authorized services satisfactorily performed through the cancellation date under the payment terms in section 6 of these Terms and Conditions.

8. ASSIGNMENT.

Neither party shall assign any of its rights or interest in this Agreement or subcontract all or substantially all of its performance of this Agreement without the other party's prior written consent.

9. INDEMNITY.

The parties shall indemnify and hold harmless the other, its officers and employees from and against damages, claims liabilities, fines, penalties and expenses (to include reasonable attorney's fees) due to its negligent acts, willful misconduct, errors or omissions of any Axim employee during the performance of its obligations hereunder that arise out of (1) injuries or death to persons or damage to property, (2) services and/or deliverables agreed to under this order (3) violation of any federal, state, county or municipal laws. Axim's total liability to Customer for any reason shall not exceed the total amount paid to Axim by Customer for the services provided under this Agreement.

Axim's duty to defend and hold harmless Customer shall not apply to any liability claim for damages or injuries arising from or as a result of the negligence of Customer or employees / agents of Customer.

Axim shall have no liability for any claim of infringement to the extent based on (1) the use of a superseded or altered version of any Axim provided product or framework or (2) the combination, operation or use of the Axim provided product with software, hardware or other materials not furnished or authorized to be used by Axim.

To the extent permitted by law, in no event shall either party be liable to the other for any lost revenues, lost profits, incidental, indirect, consequential, special or punitive damages of any kind.

10. WARRANTY.

Axim warrants that it will perform the services in good faith and in conformance with professional industry standards. All Axim employees, that work on the project, shall have the knowledge, education, training, skills and experience of the subject matter to which they will be performing services.

Axim warrants the completed application against bugs and defects for a period of 30 days after acceptance. Ongoing support, functional enhancements, or performance issues caused by a change in the customer's IT environment are not included in the warranty. Coverage for these items will require a separate agreement.

11. LIMITATION OF LIABILITY.

NOTWITHSTANDING ANY OTHER PROVISION HEREOF, AXIM SHALL NOT BE LIABLE FOR ANY CONSEQUENTIAL, SPECIAL, INDIRECT, INCIDENTAL, PUNITIVE OR EXEMPLARY LOSS, DAMAGE, COST OR EXPENSE (INCLUDING, WITHOUT LIMITATION, LOST PROFITS AND OPPORTUNITY COSTS), EVEN IF THE CUSTOMER HAS BEEN ADVISED, OR SHOULD HAVE KNOWN OF THE POSSIBILITY OF SUCH DAMAGES. AXIM'S AGGREGATE LIABILITY FOR DAMAGES ARISING OUT OF, RELATING TO OR IN ANY WAY CONNECTED WITH THE RELATIONSHIP OF THE PARTIES, THIS AGREEMENT, ITS NEGOTIATION OR TERMINATION, OR PURSUANT TO ANY SOW (WHETHER IN CONTRACT OR TORT) SHALL IN NO EVENT EXCEED THE AMOUNT OF FEES RECEIVED BY AXIM FROM CUSTOMER PURSUANT TO THE APPLICABLE SOW UNDER WHICH THE ALLEGED LIABILITY AROSE.

12. FORCE MAJEURE.

Neither party will be liable to the other for delays in performing any obligations under the Agreement due to circumstances beyond its reasonable control, including but not limited to revolts, insurrections, riots, wars, acts of enemies, national emergency, strikes, floods, earthquake, embargo, inability to secure materials or transportation, and acts of God, and other events beyond the reasonable control of the parties caused by nature or governmental authorities.

13. SERVERABILITY.

If any provision of the Agreement is found to be invalid, illegal or unenforceable, then, notwithstanding such invalidity, illegality or unenforceability, the Agreement and the remaining provisions shall continue in full force and effect. In this event the parties will agree upon a valid, binding and enforceable substitute provision which shall be as close as possible to the commercial interests of the invalid or unenforceable provision.

14. GENERAL SERVICES ADMINISTRATION SCHEDULE.

As indicated in the proposal, if applicable, this Agreement incorporates and shall be governed by the terms of a General Services Administration (GSA) Schedule entered by Axim and the U.S. Government. Axim's GSA Schedule number: GS-35F-682R.

15. GOVERNING LAW.

This Agreement and any disputes arising out of, or relating to, this Agreement shall be governed by the laws of the State of Wisconsin without regard to the conflict of law rules thereof, provided that (i) contract provisions that have been incorporated directly from or by express reference to the Federal Acquisition Regulations ("FAR"), FAR supplements or GSA schedule terms, (ii) contract provisions that have been flowed down from a contract with the U.S. Government, and (iii) the Changes and Termination for Convenience articles, shall be construed and interpreted according to the federal common law of government contracts, as enunciated and applied by federal judicial bodies, boards of contract appeals, and quasi-judicial agencies of the federal government.

16. DISPUTE RESOLUTION.

Customer and Axim shall endeavor to resolve any controversy, claim or dispute arising out of or relating to the Agreement, or the performance or breach thereof, by negotiation. Any claim that is not resolved by negotiation within thirty (30) days of notification shall be settled by arbitration administered by the American Arbitration Association under its Commercial Arbitration Rules, and judgment on the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof. The hearing locale will be held in the AAA office closest to Axim corporate headquarters.

17. OTHER.

This Agreement shall be governed by and constructed in accordance with the laws of the State of Wisconsin without regard to conflicts of laws provisions thereof.

Both Axim and Customer will comply with all laws applicable to the Agreement.

All notices given under the Agreement will be effective when received in writing. Notices to the Customer and Axim will be sent to the address provided in the proposal.

Changes to the Agreement must be in writing and must be signed by both parties.

18. COMPLETE AGREEMENT.

Customer acknowledges it has read the Agreement, understands it and agrees to be bound by its Terms and Conditions. This contract contains the entire agreement of the parties and supersedes any and all prior agreements, understandings and communications between Customer and Axim related to the subject matter of this contract. No amendment or modification of this contract shall bind either party unless it is in writing and is signed by Customer's authorized representative and an authorized representative of Axim.



Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3007

www.srfecc.ca.gov

STAFF REPORT (REPORT 23-25)

DATE: September 12, 2023
TO: Board of Directors
FROM: Josh Freeman, Chief Executive Director

SUBJECT: **SRFECC 2030 STRATEGIC BLUEPRINT AND GROWTH STRATEGY**

RECOMMENDATION

The Board of Directors:

1. Approves the 2030 Strategic Blueprint and Growth Strategy and adopts Resolution 23-03 accepting SRFECC's 2023 Strategic Plan.

BACKGROUND/ANALYSIS:

Many years have passed since SRFECC has had a formal written strategic plan to guide its continued progress into the future. It has been identified through collaborative discussions between labor and management that there is a great desire for personnel to participate in the creation of a Strategic Plan and to reap the benefits of the guidance, vision, and direction a plan of this type can provide.

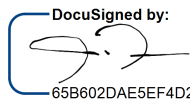
In October 2022, the Center presented a proposal from ICS to complete the Center's strategic plan. Since that time, ICS, Executive staff, Center personnel, and board members have worked together via interviews, scenario planning, and collaborative review to create the strategic plan presented today.

The 2030 SRFECC Strategic Blueprint and Growth strategy creates a roadmap for growth and improvement by identifying focus areas and action items within each focus area. After adoption, the Strategic Blueprint and Growth strategy will drive changes and business decisions, with Focus Areas referenced in staff reports as supporting evidence for each action item requested.

FINANCIAL ANALYSIS

The board approved the strategic plan expense at the October 11, 2022, board meeting.

Staff Report recommendation authorized by:

DocuSigned by:

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Josh Freeman
Chief Executive Director

Attachment: SRFECC 2030 Strategic Blueprint and Growth Plan



Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

www.sfecc.ca.gov

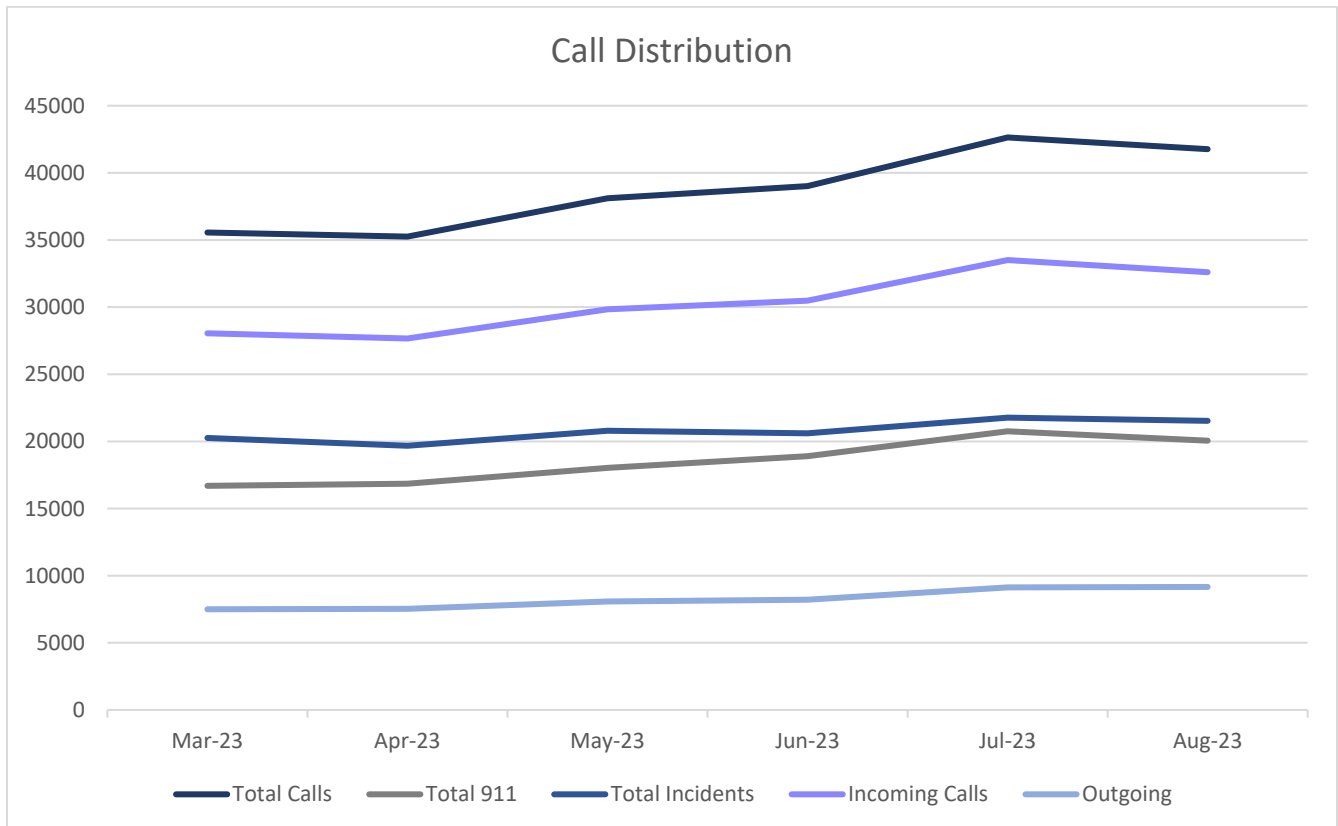
Telephony Performance Measure August 2023

Overview

TOTAL CALL VOL.	41,762
TOTAL INCIDENTS	21,530
INCOMING CALLS	32,601
OUTGOING CALLS	9161

Incoming Lines Detail

911 LINES	20,055
SEVEN DIGIT EMERGENCY	4,388
ALLIED/ADMIN	8,006





Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

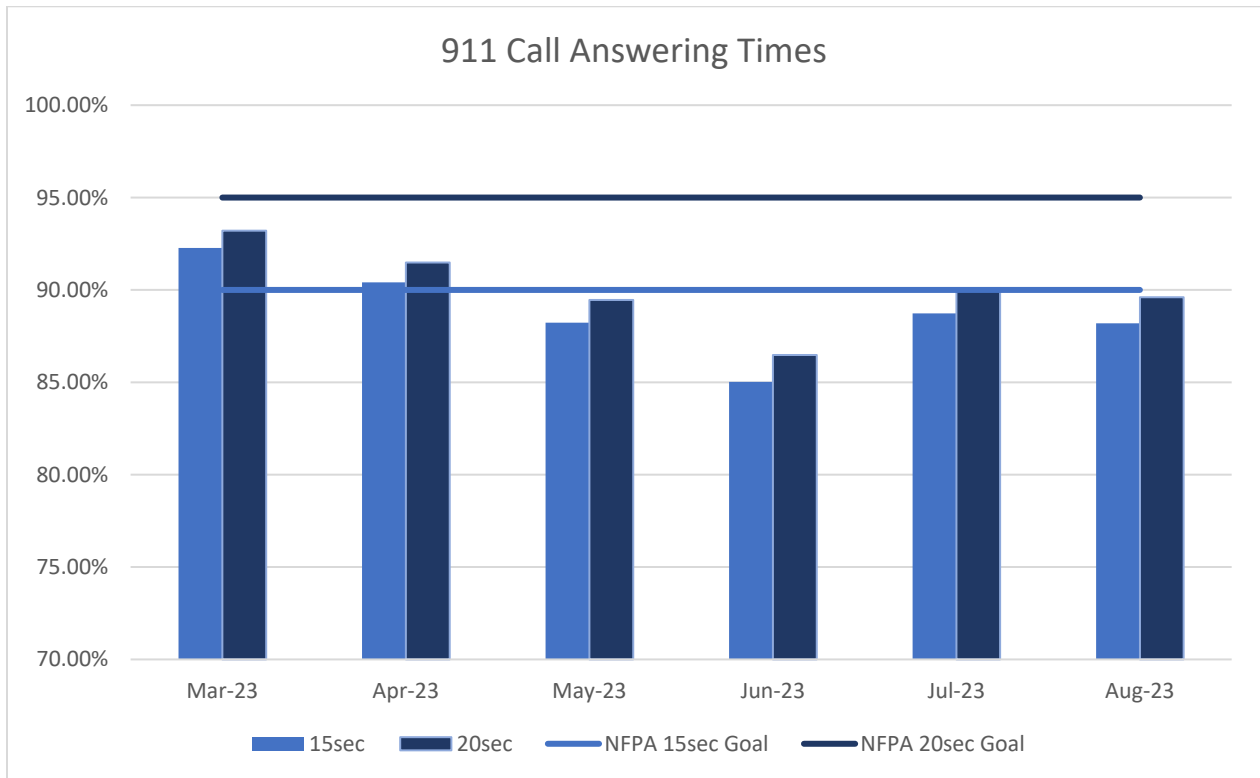
www.sfecc.ca.gov

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 %
March	92.27%	93.21%
April	90.41%	91.48%
May	88.23%	89.46%
June	85.02%	86.48%
July	88.73%	90.06%
August	88.19%	89.60%

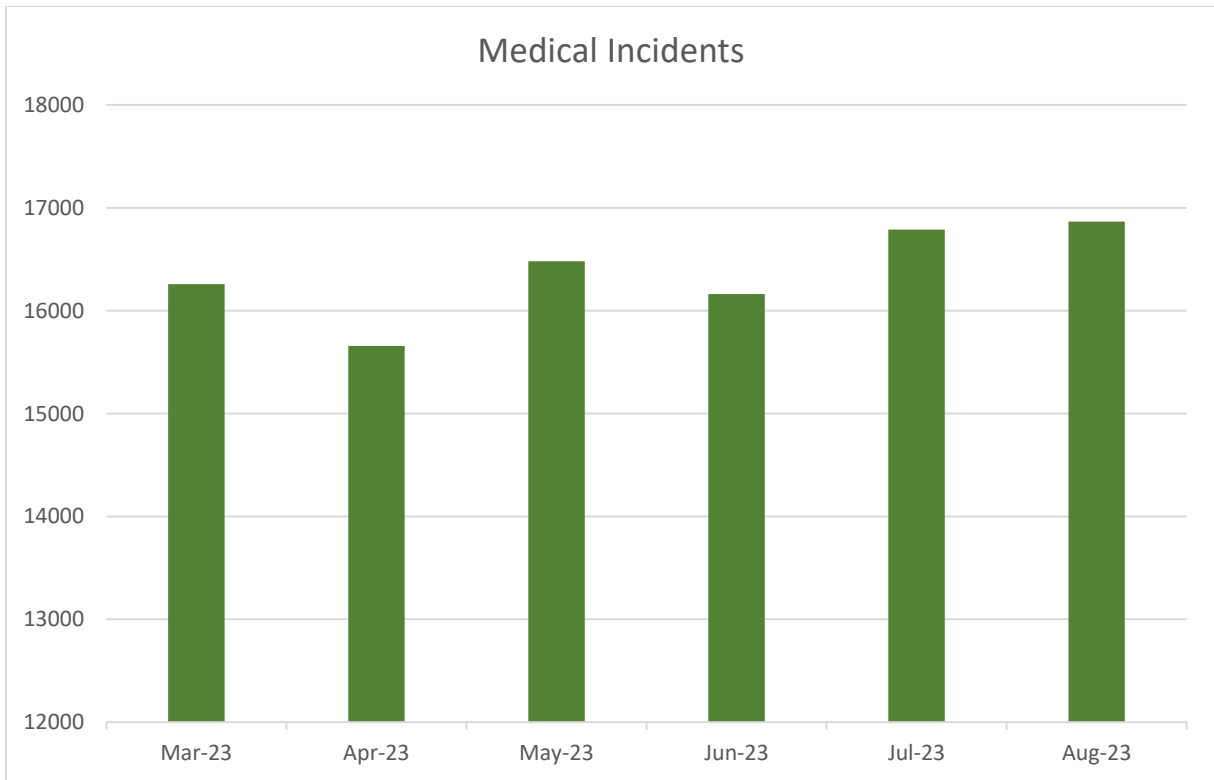
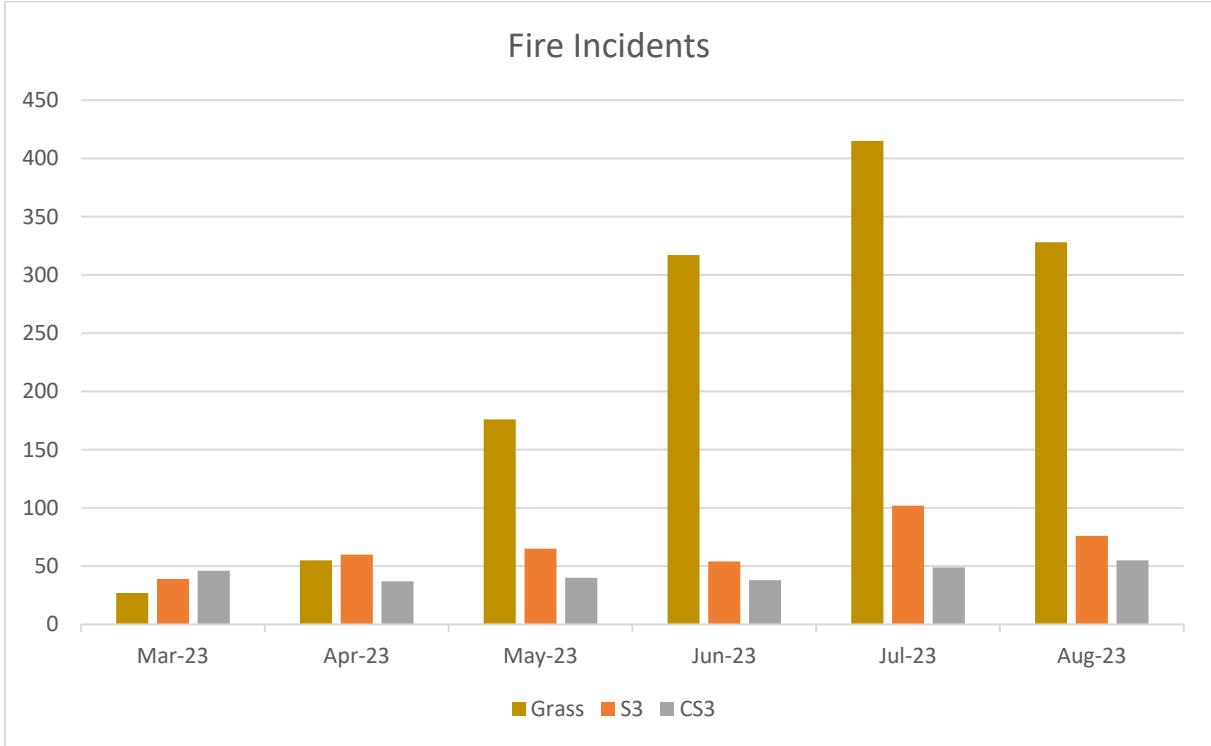




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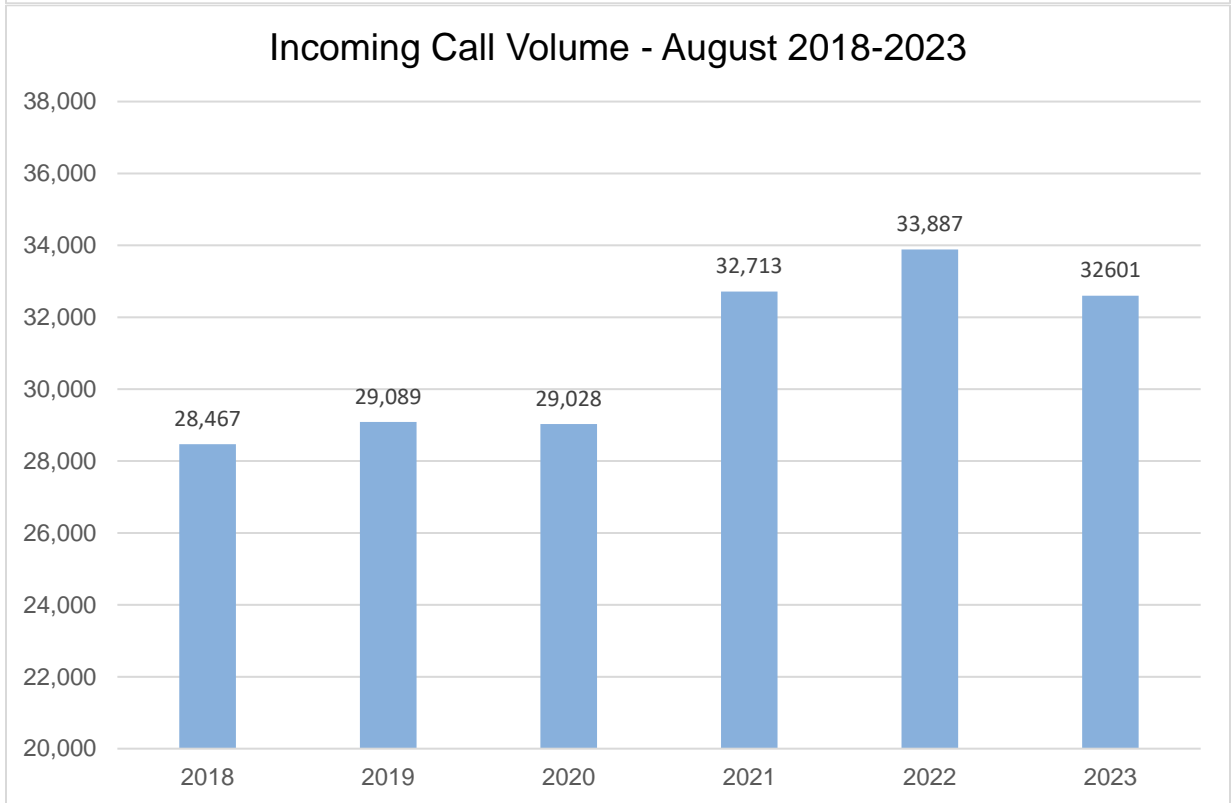
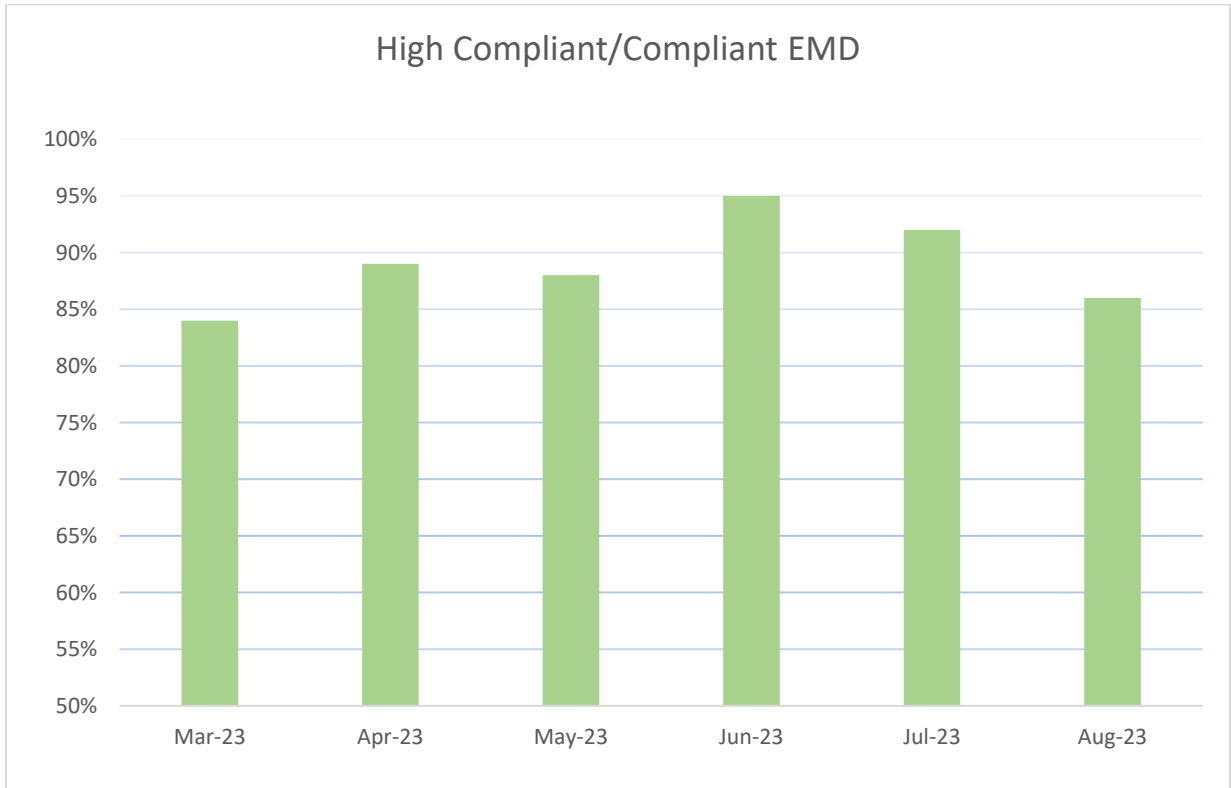




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

















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Executive Monthly Credit Card Usage Report FY 23-24

Reporting Month: July 2023

Last 4 of card	Last Name	Status	Credit Limit	Monthly Usage	Approvals		
					Employee	Manager	CED
5543	Bernett	Open	\$ 5,000.00	\$ 1,146.89			
7358	Ellis	Open	\$ 30,000.00	\$ 22,016.41			
9339	Shmatovich	Open	\$ 4,000.00	\$ 3,520.69			
0239	Todd	Open	\$ 4,000.00	\$ 3,344.08			
0835	Vargo	Open	\$ 5,000.00	\$ 3,383.86			
5192	Freeman	Open	\$ 5,000.00	\$ 73.39			
		Total:	\$ 53,000.00	\$ 33,485.32			

New/Closed Accounts Added:

- Julee Todd: need to close account due to fraudulent charge.
- Josh Freeman: new card issued.

Cards Reported Lost or Stolen: None

Disputed Transactions:

- Julee Todd: \$34.67 at Amazon.com.

Changes in Authorization Limits:

- Kristin Ellis: temporarily increased to \$30,000.
- Julee Todd: temporarily increased to \$3,000.

Monthly Liability: \$53,000.00




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FY 23-24			
Total Monthly Credit Card Usage			
July	\$ 33,485.32	January	
August		February	
September		March	
October		April	
November		May	
December		June	

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

DocuSigned by:

 65B602DAE5EF4D2...

8/14/2023

Chief Executive Director Signature

Date



Sacramento Regional Fire/EMS Communications Center

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FY 23/24 Budget to Actuals Report

Month End July 2023

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GL Account	Description	FY 23/24 Budget	Period 1 Actual	FY 23/24 YTD Actual	Budget Remainder
REVENUE					
4010-910	Member Contribution Metro Fire	(5,351,509)	2,675,755	2,675,755	(8,027,264)
4010-920	Member Contribution SFAD	(5,436,552)	2,718,276	2,718,276	(8,154,827)
4010-930	Member Contribution CDF	(1,109,249)	554,624	554,624	(1,663,873)
4010-940	Member Contribution FFD	(427,677)	213,839	213,839	(641,516)
4014	OES Deployment	0	0	0	0
4015:4998	Other Revenue	0	14,682	14,682	(14,682)
TOTAL REVENUE		(12,324,987)	6,177,176	6,177,176	(18,502,162)

GL Account	Description	FY 23/24 Budget	Period 1 Actual	FY 23/24 YTD Actual	Budget Remainder
EMPLOYEE-RELATED EXPENSES					
5010	Base Salaries and Wages	4,900,152	364,710	364,710	4,535,442
5020	Overtime	300,000	21,704	21,704	278,296
5030	Overtime - FLSA	100,000	6,637	6,637	93,363
5035	OES Deployment	1	0	0	1
5040	Uniform Allowance	41,700	100	100	41,600
5050	Night/Admin Shift Differential	82,983	7,166	7,166	75,817
5055	Out-of-Class Pay	20,000	475	475	19,525
5060	Longevity	34,200	2,550	2,550	31,650
5065	On-Call Pay	82,575	6,875	6,875	75,700
5115	Vacation Cash Out	54,000	851	851	53,149
5120	Sick Leave	0	6,219	6,219	(6,219)
5130	CTO Leave	0	438	438	(438)
5140	Holiday Pay	248,665	16,876	16,876	231,789
5220	Training Pay	35,000	2,564	2,564	32,436
5310	Workers Compensation Insurance	77,793	6,483	6,483	71,310
5410	FED ER Tax - Medicare	70,000	5,904	5,904	64,095
5413	FED ER Tax - Social Security	1,000	0	0	1,000
5420	State ER Tax - ETT	2,350	21	21	2,329
5423	State ER Tax- UI-	20,000	453	453	19,547
5510	Medical Insurance	1,224,016	90,077	90,077	1,133,939
5520	Dental Insurance	104,150	8,312	8,312	95,839
5530	Vision Insurance	11,781	770	770	11,011
5610	Retirement Benefit Expense	1,110,514	87,689	87,689	1,022,824
5620	OPEB Benefit Expense	419,000	28,448	28,448	390,552
5625	Education Incentive	31,920	2,125	2,125	29,795
5690	Other Salary and Benefit Expens	14,000	791	791	13,209
TOTAL EMPLOYEE-RELATED EXPENSES		8,985,800	668,238	668,238	8,317,561



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FY 23/24 Budget to Actuals Report

Month End July 2023

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GL Account	Description	FY 23/24 Budget	Period 1 Actual	FY 23/24 YTD Actual	Budget Remainder
MATERIALS & SUPPLIES					
6010	Office Supplies	12,000	569	569	11,431
6013	Office Supplies - Ink Cartridge	4,000	0	0	4,000
6015	Equipment Rental	12,500	848	848	11,652
6020	Postage	1,000	65	65	935
6050	Center Supplies	16,000	1,848	1,848	14,152
6090	Other Materials and Supplies	1,000	35	35	965
TOTAL MATERIALS & SUPPLIES		46,500	3,365	3,365	43,135

GL Account	Description	FY 23/24 Budget	Period 1 Actual	FY 23/24 YTD Actual	Budget Remainder
PROFESSIONAL SERVICES					
6110	Legal Services	240,000	14,487	14,487	225,513
6115	Accounting and Audit Services	24,300	110	110	24,190
6120	Actuary Services	10,000	0	0	10,000
6125	Consulting Services	692,929	51,680	51,680	641,249
6140	Technological Services	306,400	3,116	3,116	303,284
6190	Other Professional Services	500	0	0	500
TOTAL PROFESSIONAL SERVICES		1,274,129	69,393	69,393	1,204,735

GL Account	Description	FY 23/24 Budget	Period 1 Actual	FY 23/24 YTD Actual	Budget Remainder
COMMUNICATION EQUIPMENT & SERVICES					
6220	Maintenance - Radios & Radio Equipment	200,000	0	0	200,000
6221	Maintenance - Radio Consoles & Other	86,400	5,129	5,129	81,271
6223	Radio - Backbone Subscription SRRCs	20,000	2,469	2,469	17,531
6230	Communication Services	241,990	20,524	20,524	221,466
6245	Maintenance - Tower Equipment	16,560	111	111	16,449
6250	Communication Supplies	10,000	98	98	9,902
6290	Other Communication Services and Equipment	1,000	0	0	1,000
TOTAL COMMUNICATION EQUIPMENT & SERVICES		575,950	28,331	28,331	547,620



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FY 23/24 Budget to Actuals Report

Month End July 2023

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GL Account	Description	FY 23/24 Budget	Period 1 Actual	FY 23/24 YTD Actual	Budget Remainder
HW & SW MAINT					
6310	Hardware Maintenance - Equipment	0	0	0	0
6315	Hardware Maintenance - Network	750	45	45	705
6319	Hardware Maintenance Other	1,000	0	0	1,000
6320	Software Maintenance - Applications	107,088	5,606	5,606	101,482
6322	CAD Maintenance and Support/Northrop Grumman	476,928	20,538	20,538	456,391
6323	Software Maintenance - GIS	158,768	6,258	6,258	152,511
6330	Software Maintenance - Network	26,850	0	0	26,850
6350	Computer Supplies	10,000	0	0	10,000
6390	Other, Computer Services and Supplies	1,000	0	0	1,000
TOTAL HW & SW MAINT		782,384	32,447	32,447	749,938

GL Account	Description	FY 23/24 Budget	Period 1 Actual	FY 23/24 YTD Actual	Budget Remainder
FACILITIES & FLEET					
6410	Services - Landscaping	4,800	399	399	4,401
6415	Maintenance - Building	33,000	0	0	33,000
6260	Lease - CTC	78,629	6,550	6,550	72,078
6420	Services - Custodial	51,000	4,250	4,250	46,750
6421	Services - Center Security	480	40	40	440
6425	Maintenance - HVAC	13,000	0	0	13,000
6235	Maintenance - Power Supply	24,000	1,021	1,021	22,979
6430	Services - Cable	2,300	184	184	2,115
6435	Services - Pest Control	1,000	70	70	930
6490	Other, Facilities and Fleet	17,842	4,774	4,774	13,068
6510	Utilities - Electric	52,710	4,804	4,804	47,906
6515	Utilities - Water	7,728	690	690	7,038
6520	Utilities - Refuse Collection / Disposal	8,760	675	675	8,085
6525	Utilities - Sewage Disposal Services	1,890	0	0	1,890
6635	Services - Bottled Water	5,000	411	411	4,589
6645	Services - Printing	3,000	268	268	2,732
6650	Services - Shredding	3,600	411	411	3,189
6652	Fleet - Maintenance	5,000	3,641	3,641	1,360
6654	Fleet - Fuel	13,000	783	783	12,217
6655	Insurance (Property and Fleet)	62,000	4,462	4,462	57,538
6690	Other - Facility & Fleet Management	1,000	218	218	782
TOTAL FACILITIES & FLEET		389,739	33,651	33,651	356,089



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FY 23/24 Budget to Actuals Report

Month End July 2023

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GL Account	Description	FY 23/24 Budget	Period 1 Actual	FY 23/24 YTD Actual	Budget Remainder
RECRUITMENT, RETENTION & TRAINING					
6610	Recruitment	41,700	7,175	7,175	34,525
6612	Employee Retention	23,875	2,650	2,650	21,225
6615	Employee Education & Training	30,500	3,499	3,499	27,001
6618	Conference Registration	24,500	1,547	1,547	22,953
6621	Air	20,000	8,938	8,938	11,062
6622	Lodging	31,000	12,629	12,629	18,371
6623	Rental Cars	7,750	80	80	7,670
6624	Parking	2,000	0	0	2,000
6625	Membership Dues	6,060	125	125	5,935
6626	Taxi, Uber, Mileage, Other	4,000	368	368	3,632
6627	Per Diem	12,000	185	185	11,815
6640	Uniform/Badges/Shirts	8,000	204	204	7,796
6660	Operations Support	37,500	426	426	37,074
6661	Administration Support	21,600	1,976	1,976	19,624
TOTAL RECRUITMENT, RETENTION & TRAINING		270,485	39,802	39,802	230,685
GRAND TOTAL EXPENSES		12,324,987	875,227	875,227	11,449,764

GL Account	Description	FY 23/24 Budget	Period 1 Actual	FY 23/24 YTD Actual	Budget Remainder
CAPITAL IMPROVEMENTS					
6997-021	Capital Improvement - CAD	793,997	0	0	793,997
6997-022	Capital Improvement - DRC	0	0	0	0
6997-023	Capital Improvement - Equipment	5,000	0	0	5,000
6997-024	Capital Improvement - Facility	385,523	0	0	385,523
6997-025	Capital Improvement - Hardware	30,000	0	0	30,000
6997-026	Capital Improvement - Software	90,362	0	0	90,362
6997-027	Capital Improvement - Technology	15,000	0	0	15,000
TOTAL CAPITAL IMPROVEMENTS		1,319,882	-	-	1,319,882

CASH FLOW FY 23-24	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
1116 Operating - opening balance	2,418,078.76	1,069,341.74	1,069,341.74	1,069,341.74	1,069,341.74	1,069,341.74	1,069,341.74	1,069,341.74	1,069,341.74	1,069,341.74	1,069,341.74	1,069,341.74	
IN	221,450.68	-	-	-	-	-	-	-	-	-	-	-	221,450.68
Member Agencies Contributions	213,838.52												213,838.52
Sum of Debits	7,612.16												7,612.16
OUT	(1,570,187.70)	-	-	-	-	-	-	-	-	-	-	-	(1,570,187.70)
Employee Related Expenses	(306,195.01)												(306,195.01)
CalPERS Expenses	(762,370.06)												(762,370.06)
Operating Expenses	(501,622.63)												(501,622.63)
Transfer Out													-
1116 Operating - closing balance	1,069,341.74	1,069,341.74	1,069,341.74	1,069,341.74	1,069,341.74	1,069,341.74	1,069,341.74	1,069,341.74	1,069,341.74	1,069,341.74	1,069,341.74	1,069,341.74	1,069,341.74

1197 CIP - opening balance	1,319,881.50	1,319,881.50	1,319,881.50	1,319,881.50	1,319,881.50	1,319,881.50	1,319,881.50	1,319,881.50	1,319,881.50	1,319,881.50	1,319,881.50	1,319,881.50	
IN	-	-	-	-	-	-	-	-	-	-	-	-	-
OUT	-	-	-	-	-	-	-	-	-	-	-	-	-
CAD													-
DRC													-
Equipment													-
Facility													-
Hardware													-
Software													-
Technology													-
1197 CIP - closing balance	1,319,881.50	1,319,881.50	1,319,881.50	1,319,881.50	1,319,881.50	1,319,881.50	1,319,881.50	1,319,881.50	1,319,881.50	1,319,881.50	1,319,881.50	1,319,881.50	1,319,881.50

1113 Lease - beginning balance	379,579.71	357,188.42	334,794.08	312,399.74	290,005.40	267,611.06	245,216.72	222,822.38	200,428.04	178,033.70	155,639.36	133,245.02	
IN	3.05												3.05
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	357,188.42	334,794.08	312,399.74	290,005.40	267,611.06	245,216.72	222,822.38	200,428.04	178,033.70	155,639.36	133,245.02	110,850.68	

1114 Reserve - opening balance	1,673,709.16	1,676,410.03	1,676,410.03	1,676,410.03	1,676,410.03	1,676,410.03	1,676,410.03	1,676,410.03	1,676,410.03	1,676,410.03	1,676,410.03	1,676,410.03	-
IN	2,700.87												2,700.87
OUT	-												-
1114 Reserve - closing balance	1,676,410.03	1,676,410.03	1,676,410.03	1,676,410.03	1,676,410.03	1,676,410.03	1,676,410.03	1,676,410.03	1,676,410.03	1,676,410.03	1,676,410.03	1,676,410.03	1,676,410.03

1126 HF - opening balance	94.43	123.82	123.82	123.82	123.82	123.82	123.82	123.82	123.82	123.82	123.82	123.82	
IN	187.50												-
OUT	(158.11)												-
1126 HF - closing balance	123.82	123.82	123.82	123.82	123.82	123.82	123.82	123.82	123.82	123.82	123.82	123.82	123.82

TOTAL	4,422,945.51	4,400,427.35	4,378,033.01	4,355,638.67	4,333,244.33	4,310,849.99	4,288,455.65	4,266,185.13	4,243,790.79	4,221,396.45	4,199,002.11	4,176,607.77	
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SRFECC Positions & Authorization Document (PAD) - Revised 08/31/2023			
FY 23/24			
Center Management			
Position	Authorized	Actual	Comments
Chief Executive Director	1	1	
Operations Manager	1	1	
Administration Manager	1	1	
Executive Assistant	1	1	
Totals	4	4	
Operations Division			
Position	Authorized	Actual	Comments
Dispatcher Supervisor	7	7	
Dispatcher	38	41	
Annuitants	3	2	Extra Help
Totals	45	48	
Administration and IT Division			
Position	Authorized	Actual	Comments
Human Resource Manager	1	0	
CAD Administrator	1	1	
Telecommunications Engineer	1	1	
CAD/Radio Technician	1	1	
GIS Analyst	1	1	
Systems Engineer	1	0	
Office Specialist	1	1	
Accounting Specialist II	1	1	
Payroll & Benefits Administrator	1	1	
Totals	9	7	
Totals	58	59	