



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, August 27, 2024 9:00 AM Sacramento Metropolitan Fire Department
10545 Armstrong Avenue, CA 95655

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

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

PRIMARY BOARD MEMBERS

Chad Wilson, Chairperson	Assistant Chief, Folsom Fire Department
Scott Williams, Vice Chairperson	Assistant Chief, Sacramento Fire Department
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.

PUBLIC COMMENT:

None

PRESENTATION:

None

RECESS TO CLOSED SESSION:

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

Center Negotiator(s)	Lindsay Moore, Counsel Derek Parker, Chief Executive Director
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Employee Organization(s)	Teamsters Local 150/Local 522 Teamsters Local 856/Local 522 Unrepresented Administrators
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2. PERSONNEL ISSUES*

*INDICATES NO ATTACHMENT

Pursuant to California Governing Code Section 54957

Employee Evaluation: Chief Executive Director
Operations Manager
Administrative Manager

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

One (1) potential case(s).

RECONVENE TO OPEN SESSION:

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

- 1. Regular Board Meeting Synopsis (July 23, 2024) Page 5
- 2. Special Board Meeting Synopsis (August 22, 2024) Page 10
- 3. Reserves Transfer (Staff Report 24-17) Page 12

PROPOSED ACTION: Motion to Approve Consent Agenda

STAFF REPORTS/ACTION ITEMS:

- 1. **SUBJECT: New Board Policy – 3.019 Budget Process** (Staff Report 24-18) Page 13

Recommendation:

- Review and recommend revisions to the new draft board policy 3.019 Budget Process or approve as presented.

- 2. **SUBJECT: Final Budget** (Staff Report 24-19) Page 17

Recommendation:

- Approve the final budget FY 2024/2025 and adopt Resolution 24-01.

- 3. **SUBJECT: Robert Half Technology Recruiting Agreement** (Staff Report 24-20) Page 35

Recommendation:

- Authorize the Chief Executive Director to enter into a contract with Robert Half Technology to recruit for the GIS Analyst position as a flat rate of \$17,000.

- 4. **SUBJECT: HR Technician Job Description** (Staff Report 24-21) Page 38

Recommendation:

- Approve the HR Technician Job Description

DISCUSSION/POSSIBLE ACTION:

*INDICATES NO ATTACHMENT

None

INFORMATION:

- 1. Communications Center Statistics Page 42
- 2. Financial Reports Page 46
 - a. Monthly Credit Card Usage Statement
 - b. Budget to Actuals
 - c. Cash Flow Report
 - d. Monthly Lease Update
 - e. PAD Update
- 3. Service Anniversaries – July 2024 Page 55

CORRESPONDENCE:

- 1. Correspondence from Sacramento Metropolitan Fire District designating an alternate SRFEC board representative Page 56
- 2. Correspondence from Sacramento Metropolitan Fire District designating a primary SRFEC board representative*

CENTER REPORTS:

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

ITEMS FOR DISCUSSION AND POTENTIAL PLACEMENT ON A FUTURE AGENDA:

None

BOARD MEMBER COMMENTS:

None

ADJOURNMENT:

The next scheduled Board Meeting is Tuesday, September 10, 2024

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

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

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

DISABILITY INFORMATION:

*INDICATES NO ATTACHMENT

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 23, 2024, a copy of the agenda was posted at the following locations:

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

ATTEST:



MELLISA BERNETT
CLERK OF THE BOARD