

MEETING MINUTES GOVERNING BOARD MEETING

Tuesday, April 28, 2026

9:00 AM

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

GOVERNING BOARD MEMBERS PRESENT

Joseph Fiorica, Vice Chairperson	Deputy Chief, Sacramento Metropolitan Fire District
Brian Beck, Alternate Board Member	Assistant Chief, Folsom Fire Department
Robert Knaggs, Alternate Board Member	Assistant Chief, Sacramento Fire Department
Josh Freeman, Board Member	Deputy Chief, Cosumnes Community Services District

GOVERNING BOARD MEMBERS ABSENT

Matt McGee, Chairperson	Assistant Chief, Folsom Fire Department
Tilden Billiter, Board Member	Deputy Chief, Sacramento Fire Department

COMMUNICATIONS CENTER MANAGEMENT

Derek Parker	Executive Director
Marissa Shmatovich	Deputy Director of Administration
Casey Quintard	Operations Manager
Katherine Shelton	Training Manager
Tara Poirier	EMS Manager

OTHERS IN ATTENDANCE

Lindsay Moore	Counsel, 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)	Lindsay Moore, Counsel
Employee Organization(s)	Derek Parker, Chief Executive Director
	Local 522 – Labor
	Local 522 – Managers and Supervisors
	Unrepresented Administrators

2. PERSONNEL ISSUES*

*INDICATES NO ATTACHMENT

- 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 9:26 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 Freeman and seconded by Chief Beck to approve the Consent Agenda for the following:

- a. Regular Board Meeting Synopsis (March 24, 2026)

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

NOES:

ABSENT:

ABSTAIN:

Motion passed.

ACTION ITEMS:

1. Unexpended Funds Transfer to LAIF Account (Staff Report 26-12)

- a. A motion was made by Chief Knaggs and seconded by Chief Freeman to approve the transfer of \$1,097,197 from the Operating Account to the LAIF Account.

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

NOES:

ABSENT:

ABSTAIN:

Motion passed.

2. Publicly Available Pay Schedule Compliance (Staff Report 26-13)

- a. A motion was made by Chief Freeman and seconded by Chief Beck to approve the updated publicly available pay schedules retroactive back to 2024.

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

NOES:
ABSENT:
ABSTAIN:

Motion passed.

DISCUSSION/POSSIBLE ACTION:

None

INFORMATION:

None

CENTER REPORTS:

Deputy Director of Administration Marissa Shmatovich: Marissa expressed appreciation to member agencies for their support and recognition during Dispatcher Appreciation Week, noting the importance of the annual event in celebrating staff contributions and their critical role in regional service delivery. An update was provided on ongoing IT initiatives, including progress on GDI tools to automate CAD address updates and ongoing work with Peraton on the mapping project. The Viewpoint system remains on schedule, with staff actively meeting project milestones. Updates were also shared on radio programming, console upgrades, and continued maintenance of network infrastructure. Facility improvements include ongoing organization of the Annex, removal of trailers at the Center, and planning for future use of the space. Marissa noted the Center's continued growth and recognized the administrative team for their professionalism and dedication during this period.

Operations Manager Casey Quintard: Casey reported on recent weather-related impacts to operations, noting that a March heat wave resulted in the highest March call volume on record, exceeding the previous high by approximately 1,500 calls. He also highlighted a spring storm on April 12 that significantly increased call volume, with 167 calls received during the 1900 hour compared to a typical 45 calls. The Center remained operational on generator power, and staff effectively managed the increased demand. Recognition was given to Supervisor Vazquez and her team for their efforts. Casey thanked staff for their participation in Dispatcher Appreciation Week and expressed appreciation to Metro for the opportunity to participate in a Mayday drill, supporting training for high-risk, low-frequency incidents. Finally, Casey acknowledged service anniversaries for Cooper Seyfer and Linzie Lewis (4 years) and Brandy Clark (1 year).

EMS Manager Tara Poirier: Tara reported that ProQA was updated in the prior month and ACE compliance levels continued to be maintained. The Center also recently marked its two-year accreditation anniversary. An update was provided on CAD enhancements, including the addition of NIH codes to support Metro response plans and implementation of Omega coding for Protocol 26. A 100-day trial for Protocol 33 (interfacility transfers) has begun, along with the addition of a medic response for select EMD codes. Training has been delivered to staff. Tara noted that six staff members attended the Navigator conference in Las Vegas, which provided valuable training, networking opportunities, and updates on emerging technologies. Tara was a speaker at Navigator on maintaining ACE accreditation. Ongoing coordination with 988 and law enforcement partners was highlighted, including efforts to implement Hope Line training to allow direct field contact with CWRT. Finally, Tara shared that EMS Week is upcoming and will include planned recognition activities for dispatch staff.

Training Manager Katherine Shelton: Katherine reported that seven members of Academy 26-1 were sworn in and began their first shift on the dispatch floor after successfully completing the academy and final examinations. She also noted that two dispatchers are currently in main training and one in CRO training. Preparations for the upcoming fire season are underway, including scheduling IROC refreshers, conducting in-house trainings, and coordinating train-the-trainer opportunities with Cal Fire. Additionally, Katherine provided an update on the overhead deployment program, including completion of annual refreshers, strong participation in OES training, recent shelter deployment training, and the annual deployment team meeting. These efforts ensure personnel are fully prepared for seasonal deployment.

Chief Executive Director Derek Parker: Parker noted the significance of seven Academy 26-1 graduates beginning their first shifts on the dispatch floor, commending the group and the Center's training program. An update was provided on ongoing CAD improvement projects, including GDI tools and three initiatives in partnership with Peraton. These projects are expected to roll out over the next 15–16 months and will have broad impacts across the county, including potential

*INDICATES NO ATTACHMENT

improvements related to vendor and ISO ratings for fire agencies. Parker expressed appreciation to Metro for recognizing Supervisor and Dispatcher of the Year during a recent resolution and suggested continuing annual recognition during National Public Safety Telecommunicators Week. Chief Parker also reported that Chief Solak visited the Center, received a tour, and engaged with staff and operations, offering positive feedback and asking thoughtful questions. Parker concluded by noting overall positive progress at the Center and expressed pride in the team.

CORRESPONDENCE:

None

ITEMS FOR DISCUSSION AND POTENTIAL PLACEMENT ON A FUTURE AGENDA:

None

BOARD MEMBER COMMENTS:

Chief Beck: Beck noted appreciation for the opportunity to participate in the meeting and highlighted the significant impact of the academy graduates and ongoing culture development within the Center. He commended the professionalism of staff and thanked Marissa for the consistency and quality of monthly reports.

Chief Fiorica: Fiorica echoed prior comments regarding the professionalism of the Center and staff. He expressed appreciation for long-standing relationships within the organization and noted the honor of presenting a proclamation at a recent board meeting recognizing the dispatcher and supervisor of the year.

Chief Freeman: Freeman congratulated the Center and training team on seven academy graduates successfully completing the program and acknowledged their transition to the dispatch floor. He expressed appreciation for the opportunity to participate in Dispatcher Week across all four shifts and commended the Center's continued progress, innovation, and forward momentum.

Chief Knaggs: Knaggs expressed appreciation for the dedication and workload of Center staff, noting the high level of operational output observed during visits. He also commended the clarity, organization, and usefulness of the monthly board packet materials.

ADJOURNMENT:

The meeting was adjourned at 9:44 a.m.

ATTEST:



MELLISA GINGERY
CLERK OF THE BOARD

Signed by:



MATTHEW MCGEE
CHAIRPERSON

Signed by:



JOSEPH FIORICA
VICE CHAIRPERSON