



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

9:00 a.m.

Tuesday, January 11, 2022

REGULAR MEETING OF THE GOVERNING BOARD OF SRFECC

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Conference ID: 950 282 072#

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The Board will convene in open session at 9:00 a.m.

Call to Order

Chairperson

Roll Call of Member Agencies

Clerk of the Board

Primary Board Members

Chris Costamagna, Chairperson
Tyler Wagaman, Vice Chairperson
Troy Bair, Board Member
Chad Wilson, Board Member

Deputy Chief, Sacramento Fire Department
Deputy Chief, Sacramento Metropolitan Fire District
Deputy Chief, Cosumnes Fire Department
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 within the subject matter jurisdiction of the Board. Duration of comment is limited to three (3) minutes.

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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

CENTER REPORTS:

- 1. Medical Director Dr. Mackey*

RECESS TO CLOSED SESSION:

- 1. 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

- 2. PERSONNEL ISSUES*

Pursuant to California Governing Code Section 54957

- a. Employee Evaluation: Executive Director
Deputy Director
Operations Manager
- b. Public Employment: Chief Executive Director
Deputy Director

- 3. CONFERENCE WITH LEGAL COUNSEL: Anticipated Litigation*

- a. Pursuant to California Government Code Section 54956.9(b)
The Board will meet in closed session to discuss significant exposure to litigation. Two (2) potential cases

RECONVENE TO OPEN SESSION AT ESTIMATED TIME: 11:00 a.m.

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

- 1. Board Meeting Synopsis (December 14, 2021) Page 5
- 2. Special Board Workshop Synopsis (December 14, 2021)
- 3. Special Board Meeting Synopsis (December 21, 2021)
- 4. Fourth Amendment – Executive Director Contract with Sacramento Metropolitan Fire District

PROPOSED ACTION: Motion to Approve Consent Agenda

ACTION ITEMS:

- 1. Approval of Contract for Operations Manager Services*
- 2. Approval of Contract for Chief Executive Director Services between SRFEC and Cosumnes Services District*
- 3. Election/Reelection of Board Chairperson*
- 4. Election/Reelection of Board Vice Chairperson*

* INDICATES NO ATTACHMENT

DISCUSSION/POSSIBLE ACTION:

None

INFORMATION:

- 1. Communications Center Statistics Page 15
- 2. Financial Reports Page 17
 - a. Monthly Credit Card Usage Statement
 - b. Budget to Actuals
 - c. Cash Flow Report
 - d. Umpqua Lease Update
- 3. Recruitment Update Page 26
- 4. PAD Update Page 27
- 5. Project Update Page 28

CENTER REPORTS:

- 1. Executive Director Bailey*
- 2. Operations Manager Todd – Operations*

CORRESPONDENCE:

None

ITEMS FOR DISCUSSION AND POTENTIAL PLACEMENT ON A FUTURE AGENDA:

None

BOARD MEMBER COMMENTS:

ADJOURNMENT:

The next scheduled Board Meeting is February 8, 2022.

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 January 7, 2022, 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.srfec.ca.gov
- 10545 Armstrong Ave, Mather, CA 95655-4102

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

Clerk of the Board

REGULAR GOVERNING BOARD MEETING

December 14, 2021

GOVERNING BOARD MEMBERS

Deputy Chief Chris Costamagna	Sacramento Fire Department
Deputy Chief Adam Mitchell	Sacramento Metropolitan Fire District
Assistant Chief Chad Wilson	Folsom Fire Department
Deputy Chief Troy Bair	Cosumnes Community Services District

GOVERNING BOARD MEMBERS ABSENT

Deputy Chief Tyler Wagaman	Sacramento Metropolitan Fire District
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COMMUNICATIONS CENTER MANAGEMENT

Ty Bailey	Executive Director
Diane House	Deputy Director – Administrative
Julee Todd	Operations Manager

OTHERS IN ATTENDANCE

Lindsay Moore	Counsel, SRFEC
Marissa Shmatovich	Executive Assistant, SRFEC
Chief Scott Williams	Assistant Chief, Sacramento Fire Department
Dr. Kevin Mackey, Remote	Medical Director, SRFEC
Theresa Miller, Remote	Dispatcher, SRFEC

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.

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Conference ID: 950 282 072#

The meeting was called to order and roll call taken at 9:02 a.m.

1. The Pledge of Allegiance was recited.
2. Agenda updates were made once the board reconvened from closed session. Action items 1, 2, 6 and 7 were removed from the agenda to be addressed during a Special Board meeting before the end of December.
3. There was no public comment.
4. There was no presentation.
5. Dr Mackey provided the board with an update on COVID-19 and vaccination status, and shared a presentation on ODMAP, a nationwide program providing a heat map of drug overdoses.
6. **CLOSED SESSION:**
 1. 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

2. PERSONNEL ISSUES*

Pursuant to California Governing Code Section 54957

- a. Employee Evaluation: Executive Director
- b. Employee Evaluation: Medical Director
- c. Employee Evaluation: Deputy Director of Administration
- d. Employee Evaluation: Deputy Director of Operations

3. CONFERENCE WITH LEGAL COUNSEL: Anticipated Litigation*

- a. Pursuant to California Government Code Section 54956.9 (b)
The Board will meet in closed session to discuss significant exposure to litigation.
Two (2) potential cases

Closed session was convened at 9:37 a.m.

Open session was reconvened at 11:11 a.m.

1. Direction was given to legal counsel; no formal action was taken.
2. Direction was given to legal counsel; the board authorized signatures on a 6-month extension of the Medical Director contract.
3. The Board received an update; no formal action was taken.

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

A motion was made by Chief Mitchell and seconded by Chief Wilson to approve the consent agenda and Board Meeting and Special Board Meeting minutes (November 9, 2021).

AYES: Sacramento Fire Department, Sacramento Metro, Folsom Fire, Cosumnes Services District

NOES:

ABSENT:

ABSTAIN:

Motion passed.

8. ACTION ITEMS:

1. This item was removed from the agenda.
2. This item was removed from the agenda.
3. Approval of Quotation for Automatic Call Distribution (ACD)

A motion was made by Chief Wilson and seconded by Chief Bair to approve the Quotation for Automatic Call Distribution.

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

NOES:

ABSENT:

ABSTAIN:

4. Approval of New Board Policy 2.008 - Employment of Family Members and Persons with Personal Relationships

A motion was made by Chief Bair and seconded by Chief Wilson to approve the New Board Policy 2.008 - Employment of Family Members and Persons with Personal Relationships.

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

NOES:

ABSENT:

ABSTAIN:

5. Approval of Updated Board Policy 2.001 – Chief Executive Director – Duties and Responsibilities

A motion was made by Chief Mitchell and seconded by Chief Bair to approve the Updated Board Policy 2.001 – Chief Executive Director – Duties and Responsibilities

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

NOES:

ABSENT:

ABSTAIN:

6. This item was removed from the agenda.
7. This item was removed from the agenda.

8. **DISCUSSION/POSSIBLE ACTION:**

None

9. **INFORMATION:**

None

10. **CENTER REPORTS**

1. Executive Director Bailey

Chief Bailey expressed thanks to the board and the Center staff for their effort and support through the changes in the last year. He complimented the Center on the accomplishments and thanked everyone for the opportunity to serve as Executive Director.

2. Deputy Director House

Deputy Director House shared that the Center is currently experiencing an outage in Telestaff, and working through workflows, however the banking and payroll modules are working.

The board will notice a new cash flow report in future board packets accompanying the BTA.

The CAD project is on-track for the September 2022 cutover date.

The CAD training is concluding shortly, and going very well. There are a few workflow changes that have been identified, to be reviewed further with the team on January 5, 2022.

The WestNet quote received for WestNet to new CAD integration was \$125,000. Upon further review, this integration already existed with Verdugo and the updated quote is now at \$9,000.

3. Operations Manager Director Todd

This month the Center celebrated Dispatcher Saulter's sign-off on CRO training, as well as 2 POD training sign-offs: Dispatcher Le and Dispatcher Burnett. The Center is looking forward to additional sign-offs in the near future. The POD training feedback has been positive, and will continue into the future academies.

The Text-to-911 platform change is still delayed.

The Center completed their console deep clean this month.

The Supervisor promotional assessment has been scheduled

The Center attended multiple PubEd events in the last month.

Staffing: 5 supervisors, 13 CRO, 11 dispatcher 1

Service Anniversaries:

Kylee Soares: 25 years

Laura Macias

Elizabeth Strong

Mark Hicks

10. **CORRESPONDENCE:**

None.

11. **ITEMS FOR DISCUSSION AND POTENTIAL PLACEMENT ON A FUTURE AGENDA:**

None

14. **BOARD MEMBER COMMENTS:**

Chief Bair

Chief Bair expressed gratitude to the Center and wished everyone a Happy Holidays

Chief Wilson

Chief Wilson praised the Center for exceeding expectations, especially when faced with challenges. He also thanked Chief Bailey for his leadership throughout the last year.

Chief Mitchell

Chief Mitchell began with praise for the sign-offs during the last month, and wished congratulations. He thanked Chief Bailey for his time served as Executive Director and wished luck to those taking the promotional exam. He also congratulated the members celebrating service anniversaries, especially Supervisor Soares with 25 years of service. And a final thankful to the Center for their work and Happy Holidays.

Chief Costamagna

Chief Costamagna thanked the CAD team for their work on moving the project forward. He congratulated those with service anniversaries and made special note of Supervisor Soares on her 25 years of service. He concluded with thanks to all and Happy Holidays.

14. **ADJOURNMENT:**

The meeting was adjourned at 11:28 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Marissa Shmatovich". The script is cursive and fluid.

Marissa Shmatovich
Clerk of the Board

Chris Costamagna, Chairperson

Tyler Wagaman, Vice Chairperson

SPECIAL GOVERNING BOARD WORKSHOP

December 14, 2021

GOVERNING BOARD MEMBERS

Deputy Chief Chris Costamagna	Sacramento Fire Department
Deputy Chief Troy Bair	Cosumnes Community Services District
Deputy Chief Adam Mitchell	Sacramento Metropolitan Fire District
Deputy Chief Chad Wilson	Folsom Fire Department

GOVERNING BOARD MEMBERS ABSENT

Deputy Chief Tyler Wagaman	Sacramento Metropolitan Fire District
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COMMUNICATIONS CENTER MANAGEMENT

Ty Bailey	Executive Director
Diane House	Deputy Director – Administrative
Julee Todd	Operations Manager

OTHERS IN ATTENDANCE

Lindsay Moore	Counsel, SRFEC
Marissa Shmatovich	Executive Assistant, SRFEC
Assistant Chief Scott Williams	Sacramento Fire Department
Chia Vargo	Accounting Specialist II, SRFEC
Cierra Lewandowski	Payroll and Benefits Administrator, SRFEC
Ken Campo	Financial Advisor, SRFEC

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The meeting was called to order and roll call taken at 11:30 a.m.

1. The Pledge of Allegiance was recited.
2. There were no agenda updates.
3. There was no public comment.
4. There was no presentation.

5. RECESS TO CLOSED SESSION:

1. PERSONNEL ISSUES*

Pursuant to California Governing Code Section 54957

- a. Employee Evaluation: Executive Director
 Deputy Director

Closed session was convened at 11:30 a.m.

Open session was reconvened at 1:15 p.m.

1. The Board received direction. No formal action was taken.

6. ACTION ITEMS:

None

7. ADJOURNMENT:

The meeting was adjourned at 1:30 p.m.

Respectfully submitted,



Marissa Shmatovich
Clerk of the Board

Chris Costamagna, Chairperson

Tyler Wagaman, Vice Chairperson

SPECIAL GOVERNING BOARD MEETING

December 21, 2021

GOVERNING BOARD MEMBERS

Deputy Chief Chris Costamagna	Sacramento Fire Department
Deputy Chief Troy Bair	Cosumnes Community Services District
Deputy Chief Adam Mitchell	Sacramento Metropolitan Fire District
Deputy Chief Chad Wilson	Folsom Fire Department

GOVERNING BOARD MEMBERS ABSENT

Deputy Chief Tyler Wagaman	Sacramento Metropolitan Fire District
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COMMUNICATIONS CENTER MANAGEMENT

Ty Bailey	Executive Director
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OTHERS IN ATTENDANCE

Lindsay Moore	Counsel, SRFEC
Marissa Shmatovich	Executive Assistant, SRFEC
Assistant Chief Scott Williams	Sacramento Fire Department

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.

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Or call in (audio only)

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Phone Conference ID: 316 368 707#

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The meeting was called to order and roll call taken at 11:03 a.m.

1. The Pledge of Allegiance was recited.
2. There were no agenda updates.
3. There was no public comment.
4. There was no presentation.

5. RECESS TO CLOSED SESSION:

1. PERSONNEL ISSUES*

Pursuant to California Governing Code Section 54957

- | | |
|-------------------------|--------------------------|
| a. Employee Evaluation: | Executive Director |
| b. Public Employment: | Chief Executive Director |

Closed session was convened at 11:04 a.m.

Open session was reconvened at 12:13 p.m.

1. The Board gave direction to legal counsel to extend the contract for Executive Director services with Sacramento Metropolitan Fire District through January 31, 2022 in order to finalize the terms of the Chief Executive Director contract.

6. ACTION ITEMS:

1. This item was removed from the agenda.
2. Approval of Contract Extension for Medical Director Services between Permanente Medical Group and SRFECC

A motion was made Chief Mitchell and seconded by Chief Bair to approve the Contract Extension for Medical Director Services between Permanente Medical Group and SRFECC.

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

NOES:

ABSENT:

ABSTAIN:

3. This item was removed from the agenda.
4. This item was removed from the agenda.

7. ADJOURNMENT:

The meeting was adjourned at 12:30 p.m.

Respectfully submitted,



Marissa Shmatovich
Clerk of the Board

Chris Costamagna, Chairperson

Tyler Wagaman, Vice Chairperson

**FOURTH AMENDMENT TO
AGREEMENT FOR SERVICES OF AN EXECUTIVE DIRECTOR
Between the
SACRAMENTO REGIONAL FIRE/EMS COMMUNICATIONS CENTER
and the
SACRAMENTO METROPOLITAN FIRE DISTRICT**

The Sacramento Regional Fire/EMS Communications Center (“Center”) and the Sacramento Metropolitan Fire District (“Sac Metro”) are parties to an Agreement for Services of an Executive Director with a current term of January 14, 2020 through December 31, 2021, and amended effective July 1, 2020, November 23, 2020 and June 29, 2021 (“Agreement”). The Parties desire to amend the Agreement with this Third Amendment to Agreement, as set forth below (“Third Amendment”).

Paragraph 3 of the Agreement shall be revised to read:

3. Term of Agreement

a. Initial Term

The initial term of this Agreement shall commence on January 14, 2020 and shall end on June 30, 2021, which was extended through December 31, 2021.

b. Second Extended Term

The term of this Agreement shall be extended and end on January 31, 2022, unless extended by mutual agreement.

The remainder of the Agreement shall remain status quo.

Dated: _____

**FOR THE SACRAMENTO REGIONAL FIRE/EMS
COMMUNICATIONS CENTER**

By: _____
Chairperson of the Board of Directors

Dated: _____

**FOR THE SACRAMENTO METROPOLITAN FIRE
DISTRICT**

By: _____

Attest: _____

I, Ty J. Bailey, agree to serve as the Executive Director, and agree to the terms and conditions as set forth in the Agreement and as amended in this Third Amendment to the Agreement.

Dated: _____

TY J. BAILEY



Sacramento Regional Fire/EMS Communications Center

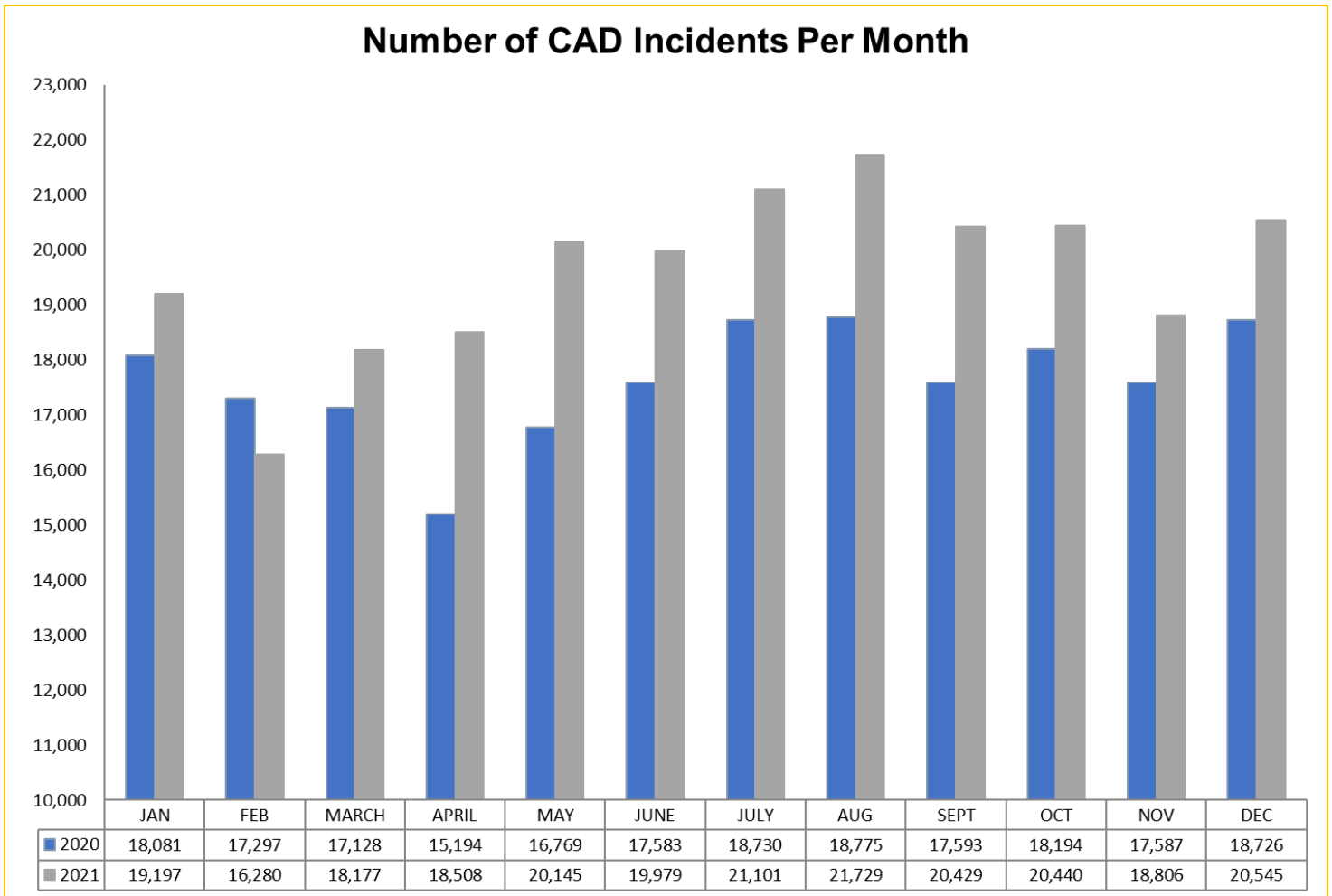
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CAD Incidents

December 2021

Total number of CAD incidents entered for DECEMBER: 20,545





Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

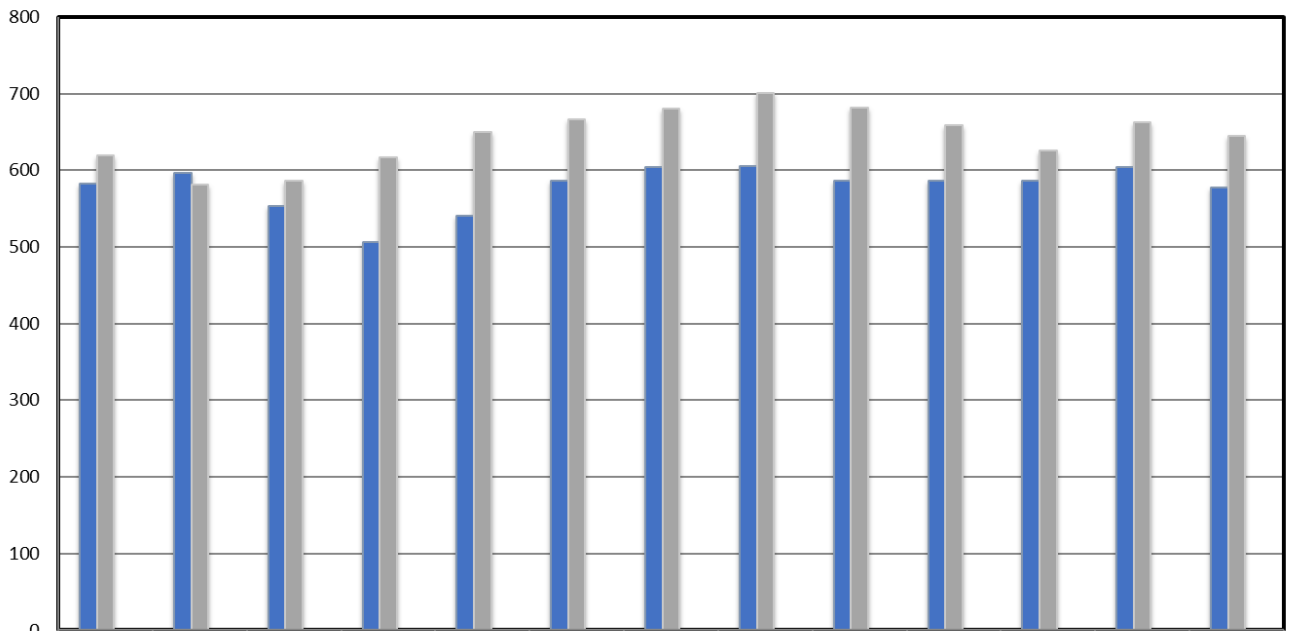
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CAD Incidents December 2021

Average number of CAD incidents entered per day for

December: 663

Average Number of Incidents Per Day



	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YEARLY AVERAGE
■ 2020	583	596	553	506	541	586	604	605	586	586	586	604	578
■ 2021	619	581	586	617	650	666	681	701	681	659	626	663	644
■ % CHANGE	6.17%	-2.52%	5.97%	21.94%	20.15%	13.65%	12.69%	15.86%	16.21%	12.46%	6.83%	9.77%	11.60%



Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

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Executive Monthly Credit Card Usage Report FY 21-22

Reporting Month: November 2021

Last 4 of card	Last Name	Status	Credit Limit	Monthly Usage	Approvals		
					Employee	DD	ED
0827	Shmatovich	Open	\$ 5,000.00	\$ 2,787.43	MS	DS DH	DS TB
0835	Vargo	Open	\$ 5,000.00	\$ 949.34	CV	DS DH	DS TB
6115	Mackey	Open	\$ 1,500.00	\$ -			
9507	Bailey	Open	\$ 5,000.00	\$ -			
		Total:	\$ 16,500.00	\$ 3,736.77			

Monthly Activity: November 2021

New/Closed Accounts Added: None

Cards Reported Lost or Stolen: None

Disputed Transactions: None

Changes in Authorization Limits: None

Monthly Liability: \$16,500.00



Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

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FY 21-22			
Total Monthly Credit Card Usage			
July	\$	5,809.44	January
August	\$	3,312.50	February
September	\$	1,766.85	March
October	\$	4,990.88	April
November	\$	3,736.77	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:
Ty Bailey
3A9025160EF64E1...

12/8/2021

Executive Director Signature

Date



Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

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FY 21/22 Budget to Actuals Report

Month End November 2021

Page 1 of 3

GL Account	Description	FY 21/22 Budget	Nov-21 Actual	FY 21/22 YTD Actual	FY 21/22 YTD Budget	YTD Variance Bud - Act	YTD Var % Bud - Act	Budget Remainder
EMPLOYEE-RELATED EXPENSES								
5010	Base Salaries and Wages	4,106,745	285,997	1,372,047	1,711,144	339,096	20%	2,734,697
5020	Overtime	209,000	45,238	318,080	87,083	(230,997)	(265%)	(109,080)
5030	Overtime - FLSA	124,331	5,648	23,356	51,804	28,449	55%	100,975
5040	Uniform Allowance	48,600	100	18,406	24,100	5,694	24%	30,194
5050	Night/Admin Shift Differential	78,831	4,175	21,676	32,873	11,196	34%	57,154
5055	Out-of-Class Pay	31,000	2,500	8,925	13,000	4,075	31%	22,075
5060	Longevity	27,950	2,150	10,750	11,250	500	4%	17,200
5065	On-Call Pay	55,050	6,600	24,675	22,942	(1,734)	(8%)	30,375
5115	Vacation Cash Out	50,000	8,378	13,869	40,000	26,131	65%	36,131
5120	Sick Leave	0	7,670	70,205	0	(70,205)	0%	(70,205)
5130	CTO Leave	0	4,189	4,361	0	(4,361)	0%	(4,361)
5140	Holiday Pay	200,841	38,586	70,202	83,684	13,482	16%	130,639
5220	Training Pay	43,200	1,164	5,580	18,000	12,420	69%	37,620
5310	Workers Compensation Insurance	70,000	5,119	25,597	29,167	3,570	12%	44,403
5410	FED ER Tax - Medicare	87,640	5,774	27,181	36,517	9,336	26%	60,459
5413	FED ER Tax - Social Security	1,000	0	0	417	417	100%	1,000
5420	State ER Tax - ETT	2,350	1	76	979	904	92%	2,274
5423	State ER Tax- UI-	30,000	30	2,451	12,500	10,049	80%	27,549
5510	Medical Insurance	905,257	85,907	342,335	377,190	34,856	9%	562,922
5520	Dental Insurance	85,189	7,582	32,089	35,496	3,407	10%	53,101
5530	Vision Insurance	8,323	659	3,028	3,468	440	13%	5,295
5610	Retirement Benefit Expense	1,282,205	100,297	495,690	534,252	38,562	7%	786,515
5611	Pension Adjustment-	0	0	0	0	0	0%	0
5620	OPEB Benefit Expense	608,059	23,546	117,730	253,358	135,628	54%	490,329
5625	Education Incentive	25,600	2,217	10,515	10,680	165	2%	15,085
5690	Other Salary and Benefit Expens	10,000	1,224	4,278	4,167	(112)	(3%)	5,721
TOTAL EMPLOYEE-RELATED EXPENSES		8,091,169	644,751	3,023,102	3,394,071	370,966	11%	5,068,067

GL Account	Description	FY 21/22 Budget	Nov-21 Actual	FY 21/22 YTD Actual	FY 21/22 YTD Budget	YTD Variance Bud - Act	YTD Var % Bud - Act	Budget Remainder
MATERIALS & SUPPLIES								
6010	Office Supplies	12,000	466	1,244	5,000	3,756	75%	10,756
6013	Office Supplies - Ink Cartridge	4,000	0	1,556	1,667	110	7%	2,444
6015	Equipment Rental	7,200	585	3,040	3,000	(40)	(1%)	4,160
6020	Postage	1,000	0	129	417	288	69%	871
6090	Other Materials and Supplies	12,000	1,342	5,733	5,000	(733)	(15%)	6,267
TOTAL MATERIALS & SUPPLIES		36,200	2,393	11,702	15,084	3,381	22%	24,498

GL Account	Description	FY 21/22 Budget	Nov-21 Actual	FY 21/22 YTD Actual	FY 21/22 YTD Budget	YTD Variance Bud - Act	YTD Var % Bud - Act	Budget Remainder
PROFESSIONAL SERVICES								
6110	Legal Services	240,000	19,450	58,651	100,000	41,349	41%	181,349
6115	Accounting and Audit Services	19,300	19,300	20,000	8,042	(11,958)	(149%)	(700)
6120	Actuary Services	25,000	0	0	10,417	10,417	100%	25,000
6125	Consulting Services	784,876	53,771	270,398	327,032	56,634	17%	514,479
6140	Technological Services	236,000	9,479	57,252	98,333	41,082	42%	178,748
6190	Other Professional Services	0	0	185	0	(185)	0%	(185)
TOTAL PROFESSIONAL SERVICES		1,305,176	102,000	406,486	543,824	137,338	25%	898,691



Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

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FY 21/22 Budget to Actuals Report

Month End November 2021

Page 2 of 3

GL Account	Description	FY 21/22 Budget	Nov-21 Actual	FY 21/22 YTD Actual	FY 21/22 YTD Budget	YTD Variance Bud - Act	YTD Var % Bud - Act	Budget Remainder
COMMUNICATION EQUIPMENT & SERVICES								
6220	Maintenance - Radios & Radio Equipment	32,930	0	0	13,721	13,721	100%	32,930
6221	Maintenance - Radio Consoles & Other	89,160	3,416	17,079	37,150	20,071	54%	72,081
6223	Radio - Backbone Subscription SRRCS	20,000	949	4,744	8,333	3,590	43%	15,256
6230	Communication Services	237,053	17,119	85,621	98,772	13,151	13%	151,432
6245	Maintenance - Tower Equipment	16,560	0	0	6,900	6,900	100%	16,560
6290	Other Communication Services and Equipment	40,252	142	4,562	16,772	12,210	73%	35,690
TOTAL COMMUNICATION EQUIPMENT & SERVICES		435,955	21,626	112,006	181,648	69,642	38%	323,949

GL Account	Description	FY 21/22 Budget	Nov-21 Actual	FY 21/22 YTD Actual	FY 21/22 YTD Budget	YTD Variance Bud - Act	YTD Var % Bud - Act	Budget Remainder
HW & SW MAINT								
6310	Hardware Maintenance - Equipment	41,605	0	0	17,335	17,335	100%	41,605
6315	Hardware Maintenance - Network	25,650	433	2,434	10,688	8,253	77%	23,216
6319	Hardware Maintenance Other	15,000	0	0	6,250	6,250	100%	15,000
6320	Software Maintenance - Applications	149,713	10,412	40,027	62,380	22,353	36%	109,686
6322	CAD Maintenance and Support/Northrop Grumman	423,128	58,445	292,227	176,303	(115,924)	(66%)	130,901
6323	Software Maintenance - GIS	76,364	5,700	30,127	31,818	1,691	5%	46,237
6330	Software Maintenance - Network	19,270	1,782	8,911	8,029	(882)	(11%)	10,359
6390	Other, Computer Services and Supplies	12,000	0	3,400	5,000	1,600	32%	8,600
TOTAL HW & SW MAINT		762,729	76,772	377,126	317,803	(59,323)	-19%	385,603

GL Account	Description	FY 21/22 Budget	Nov-21 Actual	FY 21/22 YTD Actual	FY 21/22 YTD Budget	YTD Variance Bud - Act	YTD Var % Bud - Act	Budget Remainder
FACILITIES & FLEET								
6410	Services - Landscaping	4,800	399	1,993	2,000	7	0%	2,807
6415	Maintenance - Building	20,000	0	16,036	8,334	(7,702)	(92%)	3,964
6260	Lease - CTC	78,000	6,348	31,741	32,500	760	2%	46,260
6420	Services - Custodial	40,000	3,000	15,200	16,667	1,467	9%	24,800
6421	Services - Center Security	480	360	360	200	(160)	(80%)	120
6425	Maintenance - HVAC	17,579	0	2,865	7,325	4,460	61%	14,714
6235	Maintenance - Power Supply	35,000	930	4,651	14,583	9,932	68%	30,349
6430	Services - Cable	3,108	179	869	1,295	426	33%	2,239
6435	Services - Pest Control	600	50	250	250	0	0%	350
6490	Other, Facilities and Fleet	12,924	160	1,715	5,385	3,670	68%	11,209
6510	Utilities - Electric	48,700	3,459	20,212	20,292	80	0%	28,488
6515	Utilities - Water	7,250	209	2,104	3,021	916	30%	5,146
6520	Utilities - Refuse Collection / Disposal	6,000	763	3,704	2,500	(1,204)	(48%)	2,296
6525	Utilities - Sewage Disposal Services	1,800	0	277	750	473	63%	1,523
6635	Services - Bottled Water	4,800	226	1,140	2,000	860	43%	3,660
6645	Services - Printing	2,000	298	1,145	833	(312)	(37%)	855
6650	Services - Shredding	2,000	94	1,221	833	(388)	(47%)	779
6652	Fleet - Maintenance	5,000	0	2,725	2,083	(642)	(31%)	2,275
6654	Fleet - Fuel	8,000	430	1,842	3,333	1,492	45%	6,158
6655	Insurance (Property and Fleet)	62,000	3,976	19,879	25,833	5,955	23%	42,121
6690	Other - Facility & Fleet Management	20,000	514	5,085	8,333	3,248	39%	14,915
TOTAL FACILITIES & FLEET		380,041	21,395	135,014	158,350	23,336	15%	245,026



Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

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FY 21/22 Budget to Actuals Report

Month End November 2021

Page 3 of 3

GL Account	Description	FY 21/22 Budget	Nov-21 Actual	FY 21/22 YTD Actual	FY 21/22 YTD Budget	YTD Variance Bud - Act	YTD Var % Bud - Act	Budget Remainder
RECRUITMENT, RETENTION & TRAINING								
6610	Recruitment	21,750	1,775	21,398	9,063	(12,335)	(136%)	352
6612	Employee Retention	6,500	0	1,615	2,708	1,094	40%	4,885
6615	Employee Education & Training	10,560	(735)	2,167	4,400	2,233	51%	8,393
6621	Air	0	0	(29)	0	29	0%	29
6622	Lodging	0	108	607	0	(607)	0%	(607)
6624	Parking	0	7	7	0	(7)	0%	(7)
6625	Membership Dues	1,390	100	800	579	(221)	(38%)	590
6626	Taxi, Uber, Mileage, Other	0	274	6,581	0	(6,581)	0%	(6,581)
6627	Per Diem	0	54	673	0	(673)	0%	(673)
6640	Uniform/Badges/Shirts	4,000	241	1,554	1,667	112	7%	2,446
6660	Operations Support	22,600	2,006	3,233	9,417	6,183	66%	19,367
6661	Administration Support	18,000	1,677	1,930	7,500	5,570	74%	16,070
TOTAL RECRUITMENT, RETENTION & TRAINING		84,800	5,507	40,536	35,334	(5,203)	-15%	44,263
GRAND TOTAL		11,096,070	874,444	4,105,972	4,646,114	540,137	12%	6,990,097



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10230 Systems Parkway, Sacramento, CA 95827-3006

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FY 21/22 Budget to Actuals Report - CIP Month End November 2021

GL Account	Description	FY 21/22 Budget	Nov-21 Actual	FY 21/22 YTD Actual	FY 21/22 YTD Budget	YTD Variance Bud - Act	YTD Var % Bud - Act	Budget Remainder
CAPITAL IMPROVEMENT INVESTMENTS								
6997-021	CAD - Capital Improvement	183,975	0	102,585	76,656	(25,929)	(34%)	81,390
6997-022	DRC - Capital Improvement	74,000	0	0	30,835	30,835	100%	74,000
6997-023	Equipment - Capital Improvement	70,525	0	18,252	29,385	11,133	38%	52,273
6997-024	Facility - Capital Improvement	40,000	0	0	16,667	16,667	100%	40,000
6997-025	Hardware - Capital Improvement	23,000	0	0	9,583	9,583	100%	23,000
6997-026	Software - Capital Improvement	0	0	0	0	0	0%	0
6997-027	Technology - Capital Improvement	15,500	0	0	6,458	6,458	100%	15,500
Total Capital Improvement		407,000	-	120,837	169,585	48,748	29%	286,163



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10230 Systems Parkway, Sacramento, CA 95827-3006

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FY 21/22 Budget to Actuals Report - Lease Month End November 2021

GL Account	Description	FY 21/22 Budget	Nov-21 Actual	FY 21/22 YTD Actual	FY 21/22 YTD Budget	YTD Variance Bud - Act	YTD Var % Bud - Act	Budget Remainder
	LEASE							
6710	Umpqua Lease Interest	99,000	3,463	17,751	22,000	4,249	19%	81,249
2710	Umpqua Lease Current Portion	268,732	18,931	94,221	111,972	17,751	16%	174,512
	Total Lease	367,732	22,394	111,972	133,972	22,000	35%	255,760

CASH FLOW FY 21-22

	Opening Balance	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
1116 Operating Account - opening balance	2,435,940.53	2,435,940.53	691,911.59	5,177,085.98	4,629,533.75	4,026,779.34	3,357,625.78	2,467,625.78	7,075,660.86	6,235,660.86	5,395,660.86	4,555,660.86	3,715,660.86	
IN		32,497.78	5,585,798.72	120,034.76	38,117.40	67,396.20	-	5,548,035.08	-	-	-	-	-	11,391,879.94
Member Agencies Contributions		-	5,548,035.07	-	-	-	-	5,548,035.08	-	-	-	-	-	11,096,070.15
Sum of Debits		32,497.78	37,763.65	120,034.76	38,117.40	67,396.20	-	-	-	-	-	-	-	295,809.79
OUT		(1,776,526.72)	(1,100,624.33)	(667,586.99)	(640,871.81)	(736,549.76)	(890,000.00)	(940,000.00)	(840,000.00)	(840,000.00)	(840,000.00)	(840,000.00)	(1,461,730.30)	(11,573,889.91)
Employee Related Expenses		(326,859.58)	(316,838.09)	(282,253.30)	(285,096.68)	(290,670.51)	(325,000.00)	(425,000.00)	(325,000.00)	(325,000.00)	(325,000.00)	(325,000.00)	(325,000.00)	(3,876,718.16)
CalPERS Expenses		(931,130.74)	(167,517.67)	(169,913.23)	(164,568.59)	(192,407.10)	(165,000.00)	(165,000.00)	(165,000.00)	(165,000.00)	(165,000.00)	(165,000.00)	(746,270.00)	(3,361,807.33)
Operating Expenses		(518,536.40)	(616,268.57)	(215,420.46)	(191,206.54)	(253,472.15)	(400,000.00)	(350,000.00)	(350,000.00)	(350,000.00)	(350,000.00)	(350,000.00)	(390,460.30)	(4,335,364.42)
1116 Operating Account - closing balance		691,911.59	5,177,085.98	4,629,533.75	4,026,779.34	3,357,625.78	2,467,625.78	7,075,660.86	6,235,660.86	5,395,660.86	4,555,660.86	3,715,660.86	2,253,930.56	
1197 CIP - opening balance		-	-	406,977.00	289,019.04	289,019.04	286,124.53	(8,000.47)	(93,567.47)	(93,567.47)	(93,567.47)	(93,567.47)	(93,567.47)	
IN		-	407,000.00	-	-	-	-	-	-	-	-	-	-	407,000.00
OUT		-	(23.00)	(117,957.96)	-	(2,894.51)	(294,125.00)	(85,567.00)	-	-	-	-	(105,978.00)	(606,545.47)
CAD		-	-	(99,690.50)	-	-	(294,125.00)	(25,000.00)	-	-	-	-	(105,978.00)	(524,793.50)
DRC		-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment		-	-	(18,290.46)	-	(2,894.51)	-	-	-	-	-	-	-	(21,184.97)
Facility		-	-	-	-	-	-	-	-	-	-	-	-	-
Hardware		-	-	-	-	-	-	-	-	-	-	-	-	-
Software		-	-	-	-	-	-	-	-	-	-	-	-	-
Technology		-	-	-	-	-	-	-	-	-	-	-	-	-
Other		-	(23.00)	23.00	-	-	-	(60,567.00)	-	-	-	-	-	(60,567.00)
1197 CIP - closing balance		-	406,977.00	289,019.04	289,019.04	286,124.53	(8,000.47)	(93,567.47)	(93,567.47)	(93,567.47)	(93,567.47)	(93,567.47)	(199,545.47)	
1113 - Lease Account beginning balance	648,161.41	648,161.41	648,177.92	603,405.19	581,025.17	542,819.38	536,256.70	513,862.36	491,468.02	469,073.68	446,679.34	424,285.00	401,890.66	
IN		16.51	15.95	14.32	13.83	15,831.66	-	-	-	-	-	-	-	15,892.27
OUT		-	(44,788.68)	(22,394.34)	(38,219.62)	(22,394.34)	(22,394.34)	(22,394.34)	(22,394.34)	(22,394.34)	(22,394.34)	(22,394.34)	(22,394.34)	(284,557.36)
1113 - Lease Account closing balance		648,177.92	603,405.19	581,025.17	542,819.38	536,256.70	513,862.36	491,468.02	469,073.68	446,679.34	424,285.00	401,890.66	379,496.32	
1114 - Reserve Account	908,092.22	908,092.22	908,099.93	908,107.64	908,115.11	908,122.82	908,130.29	908,130.29	908,130.29	908,130.29	908,130.29	908,130.29	908,130.29	-
IN		7.71	7.71	7.47	7.71	7.47	-	-	-	-	-	-	-	38.07
OUT		-	-	-	-	-	-	-	-	-	-	-	-	-
1114 - Reserve Account closing balance		908,099.93	908,107.64	908,115.11	908,122.82	908,130.29	908,130.29	908,130.29	908,130.29	908,130.29	908,130.29	908,130.29	908,130.29	-
House Fund/FLSA Adjustment	3,917.26													
GRAND TOTAL	3,996,111.42	2,248,189.44	7,095,575.81	6,407,693.07	5,766,740.58	5,088,137.30	3,881,617.96	8,381,691.70	7,519,297.36	6,656,903.02	5,794,508.68	4,932,114.34	3,342,011.70	



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SRFECC Staff Report – January 4, 2021

Dispatcher Positions:

1 Dispatcher
1 Dispatch Supervisor, Operations

Academy 21-2:

Academy 21-2 started on September 7th. We have 6 of the 10 dispatchers remaining and 4 of those have successfully passed Call Taker Training and are taking calls independently.

Academy 22-1:

Academy 22-1 started on January 3rd. We hired 4 New Hires for this academy.

Recruitment Activity:

Our 911 Dispatcher Job opening is posted on Indeed.com and we are coordinating with our agencies to help spread the word about the 911 position. We continue to ask candidates and employees for referrals and new avenues to help market this opportunity. It's a very difficult recruiting environment and we are not seeing the applicant numbers we saw back in the first half of 2020.



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SRFECC Positions & Authorization Document (PAD) - Revised 01/03/2022			
FY 21/22			
Center Management			
Position	Authorized	Actual	Comments
Executive Director	1	1	
Operations Manager	1	1	
Deputy Director, Administration	1	1	
Executive Assistant	1	1	
Totals	4	4	
Operations Division			
Position	Authorized	Actual	Comments
Dispatcher Supervisor	7	6	
Dispatcher	35	29	
Annuitants	3	3	Extra Help
Totals	42	35	
Administration and IT Division			
Position	Authorized	Actual	Comments
Human Resource Manager	1	1	
CAD Administrator	1	1	
Telecommunications Engineer	1	1	
CAD/Radio Technician	1	1	
Office Specialist	1	0	
Accounting Specialist II	1	1	
Payroll & Benefits Administrator	1	1	
Totals	7	6	
Totals	53	45	



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SRFECC Projects Update – 1/11/2022

Project Number	Project Description	Operations Lead	IT/Admin Lead	Center Priority	Key Dates	Project Update
8000B	WestNet and AVD		Brad Dorsett Chuck Schuler Roman Kukharets	2	Q1 2022	12/20/21: Received final invoice. Working on server down notification. 11/3/2021: Pending AVD patch 11/9 to address stability, AVD3 update week of 11/15 to address timing and editor playback error. Peraton to address community code and directional street articulation solution. Fine time city VHF audio.
	ACE Accreditation	Elizabeth Strong Julee Todd	Diane House	2	TBD	EMS Supervisor reviewing weekly. Expected plan in January 2022 when EMS Supervisor is back off the floor.
8000D	NG CommandPoint Hardware	Tara Poirier	Brad Dorsett	1	Q4 2021	12/2/0/21: Hardware received and software installed. Additional applications to be installed and testing to occur. 11/3/21: DR server install is completed. CP software install at Admin is complete. Additional hardware still pending deliver.
8000	NG CAD CommandPoint CAD	Tara Poirier	Brad Dorsett	1	Q4 2022	12/20/21: Data File Maintenance and GIS Admin training complete. Additional tasks: MDC software, GIS data verification, data files task list, testing. 10/26/21: GIS Deliverable completed, waiting for Peraton to update data in CP/ Training sessions begin 11/1
	ACD - Automatic Call Distribution	Julee Todd	Roman Kukharets Diane House	1	Q2 2022	1/5/22: ACD was approved, kickoff begins Q1 2022 12/8/2021: Received reduced quote from AT&T. Anticipate SETNA funding from NICE Logger to cover cost.
	Deccan LiveMUM and Barb		Diane House	1	Q4 2022	Grand awarded, working through sole sourcing.
9016	NextGen (NG) 911		Roman Kukharets Diane House	2	Q4 2022	11/1: Cutover postponed pending update from CalOES. 10/28/21: AT&T onsite to reinstall their equipment in the correct rack. 8/4/21: Awaiting report confirming Site Survey is completed. 7/15/21 Site visit completed.

8005	SharePoint	Amy Wolfe	Diane House	3	Q1 2022	12/8/2021: Cleanup S and H drives prior to Sharepoint migration. 11/1/21: Amy will take over as the lead of the project. Migration from shared drive in progress.
	Audio Files - Move to OneDrive/SP	Amy Wolfe	Diane House	2	Q1 2022	Working through the workflow and requests. Email group set up.
9007A	OES Radius Mapping Plus		Roman Kukharets Diane House	3	Q2 2022	11/1: cutover postponed pending update from CalOES. Added feature of Text FROM 911, need Center deployment plan.
9003	Employee Handbook Update		Marissa Shmatovich	1	Q1 2022	Reviewed with Union and approved. Awaiting association policy finalization.