



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

**UPDATED MEETING AGENDA
REGULAR MEETING OF THE GOVERNING BOARD OF SRFECC**

Tuesday, March 28, 2023

9:00 AM

Cosumnes CSD Administrative Services
8820 Elk Grove Blvd., Elk Grove, CA 95624

PUBLIC REMOTE ACCESS AT:

[Join Microsoft Teams Meeting](#)

+1 916-245-8065 United States, Sacramento (Toll)

Conference ID: 950 282 072#

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

Tyler Wagaman, Board Member

Deputy Chief, Sacramento Metropolitan Fire District

Dan Quiggle, 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.

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.

PRESENTATION:

None

CENTER REPORTS:

None

*INDICATES NO ATTACHMENT

INFORMATION:

- 1. Communications Center Statistics Page 18
- 2. Financial Reports Page 22
 - a. Monthly Credit Card Usage Statement
 - b. Budget to Actuals
 - c. Cash Flow Report
 - d. Monthly Lease Update
 - e. PAD Update Page 25

CORRESPONDENCE:

None

CENTER REPORTS:

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

ITEMS FOR DISCUSSION AND POTENTIAL PLACEMENT ON A FUTURE AGENDA:

None

BOARD MEMBER COMMENTS:

None

ADJOURNMENT:

The next scheduled Board Meeting is Tuesday, April 11, 2023.

LOCATION: Sacramento Metropolitan Fire District
10545 Armstrong Ave, Mather, CA 9565

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

*INDICATES NO ATTACHMENT

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 March 24, 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.sfecc.ca.gov
- 10545 Armstrong Ave, Mather, CA 95655-4102

ATTEST:



KRISTIN DIANE ELLIS
CLERK OF THE BOARD

*INDICATES NO ATTACHMENT

**MEETING MINUTES
SPECIAL GOVERNING BOARD MEETING**

Tuesday, February 14, 2023,

9:00 AM

**10545 Armstrong Ave Room #385
Mather, CA 95655-4102**

PUBLIC REMOTE ACCESS AT:

Join Microsoft Teams Meeting

+1 916-245-8065 United States, Sacramento (Toll)
Conference ID: 950 282 072#

GOVERNING BOARD MEMBERS:

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

GOVERNING BOARD MEMBERS ABSENT:

None

COMMUNICATIONS CENTER MANAGEMENT:

Troy Bair	Executive Director
Julee Todd	Operations Manager
Marissa Shmatovich	Administration Manager

OTHERS IN ATTENDANCE:

Lindsay Moore	Counsel, SRFEC
Casey Quintard	Dispatch Supervisor, SRFEC
Dr. Tressa Naik	Medical Director, SRFEC
Theresa Miller	Dispatcher I, 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.

The meeting was called to order and roll call 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:

1. Operations Supervisor Casey Quintard presented the January Storm Events After Action Report (AAR) to the board members.

CENTER REPORTS:

1. Medical Director Dr. Tressa Naik spoke regarding working with hospitals to reduce APOT. Provided updates from constituent agency medical directors with Metro successfully implementing BLS, increased MIH responses, and looking forward to cultivating this program.

CLOSED SESSION:

1. CONFERENCE WITH LABOR NEGOTIATOR*

Pursuant to Government Code Section 54957.6

Center Negotiator(s) Lindsay Moore, Counsel
Troy Bair, Chief 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: 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

Closed session was convened at 9:13 a.m.

Open session was reconvened at 10:43 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 Wilson and seconded by Chief Quiggle to approve the consent agenda for the following:
 - a. Regular Board Meeting – Synopsis (January 2023)

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

NOES:

ABSENT:

ABSTAIN:

Motion passed.

ACTION ITEMS:

1. OTM Cyber Professional Services (*Staff Report 23-02*)

- a. A motion was made by Chief Williams and seconded by Chief Quiggle to approve the OTM Cyber Quote for annual cybersecurity services.

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

NOES:

ABSENT:

ABSTAIN:

Motion passed.

2. Financial Management Consulting Services (*Staff Report 23-03*)

- a. A motion was made by Chief Quiggle and seconded by Chief Wilson to approve the following contract with Kenneth Campo for Financial Management Consulting Service.

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

NOES:

ABSENT:

ABSTAIN: Folsom Fire

Motion passed.

3. Launch On-Site Technical Support (*Staff Report 23-04*)

- a. A motion was made by Chief Williams and seconded by Chief Quiggle to approve the following statement of work with Launch Consulting Technical Support.

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

NOES:

ABSENT:

ABSTAIN:

Motion passed.

4. Tentative Agreement by and between Sacramento Regional Fire/EMS Communications Center and Local Teamsters Local 856.

- a. A motion was made by Chief Wilson and seconded by Chief Williams to adopt and ratify a one-year extension for Local 856.

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

NOES:
ABSENT:
ABSTAIN:

Motion passed.

5. Tentative Agreement by and between Sacramento Regional Fire/EMS Communications Center and Local Teamsters Local 150.

- a. A motion was made by Chief Quiggle and seconded by Chief Wilson to adopt and ratify a one-year extension for Local 150.

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

NOES:
ABSENT:
ABSTAIN:

Motion passed.

6. Board Meeting Schedule Change (*Policy 5.001*)

- a. Pursuant to policy no. 5.001, the board is to set a meeting schedule for the calendar year 2023. The policy shall stay as-is.

DISCUSSION/POSSIBLE ACTION:

None.

INFORMATION:

None

CENTER REPORTS:

1. Operations Manager Todd

TRAINING:

Operations Manager Todd provided floor training updates:

- Two in CRO training
- One in Main
- Call-taking – last POD is wrapping up and preparing for the next POD in April.

STAFFING TOTALS:

- Thirty-eight dispatchers
- Eight out of ten recruits who started Academy 23-1 on January 31, 2023

EVENTS:

Several members will be attending IROC with OES and TLO training this week.

Julee Todd thanked Dispatcher Supervisor Casey Quintard for gathering and presenting the AAR.

2. Administration Manager Shmatovich

Marissa Shmatovich provided a brief roadmap for the future planning phases for the current fiscal year, next, and beyond and is looking forward to sharing it with the board once it has been completed.

GRANT:

The work period for our SHSGP20 grant has ended, the server migration project was completed, and all radio equipment received. Again, Launch planned and prepared for the cutover in such a way that the cutover was smooth and minimally impactful. Installation and training for the radio equipment are being planned and scheduled.

IT:

Now that the firewall and server cutover has been completed, the next project is the switch hardware cutover. The Center has been experiencing several ongoing helpdesk ticket items that are suspected to be related to the old switch hardware. We anticipate the cutover to the new switch to occur within the next week or so, with far less impact than the firewall cutover. There should be little to no impact felt by any of the agencies.

HR:

We are continuing to refine our recruiting process for dispatcher positions, and leveraging more of the tools available for us in resources like Indeed. We look forward to utilizing many of the same processes and tools for recruiting future administrative positions in the future as well.

FINANCE:

The team is continuing to work on the preliminary budget with input from staff members from each department. The entire budgetary process has seen improvement by doing so and we are able to more accurately budget for future financial needs; and hope to introduce the preliminary budget soon. Additionally, we are working on fulfilling the outstanding recommendations from the audit and should have those implemented in the coming weeks as well.

3. Chief Executive Director Bair

Chief Bair echoed gratitude to all Center staff, Administrative, and Executive Team, acknowledging the immense amount of work that has been done in recent weeks due to historic weather conditions. Exceeding CAD limits and continuing to operate effectively.

The strategic plan is continuing to move forward and is on schedule to be completed in June 2023.

Chief Bair congratulated Operations Manager Julee Todd on her 20-year anniversary with SRFEC.

Thank you to the Board for their support in the contract negotiations.

CORRESPONDENCE:

None

ITEMS FOR DISCUSSION AND POTENTIAL PLACEMENT ON A FUTURE AGENDA:

1. Updated SRFEEC Legal Name*

BOARD MEMBER COMMENTS:

1. **Chief Quiggle**

Chief Quiggle thanked the Center for their work, dedication, and professionalism. Chief Quiggle acknowledged that while the last few weeks have been challenging, the last few weeks of 2022 and the first days into 2023 were met. The new lessons and opportunities in process development will minimize future problems.

2. **Chief Williams**

Chief Williams is proud of the teamwork that has been accomplished over the last several weeks, thankful for the JPA, and congratulated Operations Manager on her twenty years of service.

3. **Chief Wilson**

Chief Wilson echoed the celebration of the success of the Center; commending the IT team and floor staff for their hard work during unprecedented times.

Chief Wilson continued by expressing appreciation for the Center that is “World Class”. The Center continues to portray its professionalism, confidence, and competence, and is truly honored to be a part of this organization.

4. **Chief Wagaman**

Chief Wagaman made a point to mention how impressed he was with the work on the dispatch floor during his visit and admired the staff’s ability to remain calm during “chaos” as it speaks to the professionalism and dedication of individuals hired at the Center.

Chief Wagaman is looking forward to the next academy in January; hoping to fill all positions available.

Lastly, he congratulated Operations Manager Julee Todd on her twenty years of service.

ADJOURNMENT:

The meeting was adjourned at 11:09 a.m.

ATTEST:



KRISTIN DIANE ELLIS
CLERK OF THE BOARD

CHAD WILSON
CHAIRPERSON

SCOTT WILLIAMS
VICE CHAIRPERSON

**MEETING MINUTES
SPECIAL GOVERNING BOARD MEETING**

Tuesday, February 28, 2023

9:00 AM

**CSD Administrative Services
8820 Elk Grove, CA 95624**

PUBLIC REMOTE ACCESS AT:

Join Microsoft Teams Meeting

+1 916-245-8065 United States, Sacramento (Toll)
Conference ID: 950 282 072#

GOVERNING BOARD MEMBERS

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

GOVERNING BOARD MEMBERS ABSENT

None

COMMUNICATIONS CENTER MANAGEMENT

Troy Bair	Executive Director
Julee Todd	Operations Manager
Marissa Shmatovich	Administration Manager

OTHERS IN ATTENDANCE

Lindsay Moore	Counsel, SRF ECC
Casey Quintard	Dispatch Supervisor, SRF ECC

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. Legal Counsel advised that in accordance with the new government code, Board members may attend remotely for a valid reason. Chief Quiggle attended remotely due to an illness.

AYES: Sacramento Fire Department, Sacramento Metropolitan Fire, Folsom Fire

NOES:

ABSENT:

ABSTAIN: Cosumnes Community Services District

Motion Passed.

*INDICATES NO ATTACHMENT

ACTION ITEMS:

1. GIS Analyst Job Description (*Staff Report 23-09*)

- a. A motion was made by Chief Wilson and seconded by Chief Williams to approve the updated GIS Analyst job description.

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

NOES:

ABSENT:

ABSTAIN:

Motion passed.

2. Kimberly Miller Consulting Services (*Staff Report 23-05*)

- a. A motion was made by Chief Wilson and seconded by Chief Williams to approve the following contract with Kimberly Miller not to exceed \$60,000 in FY 22-23.

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

NOES:

ABSENT:

ABSTAIN:

Motion passed.

3. Resolution 23-01 to Adopt Administrative Benefits (*Staff Report 23-06*)

- a. A motion was made by Chief Wilson and seconded by Chief Williams to adopt and ratify Resolution 23-01, Resolution to Adopt Administrative Benefits.

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

NOES:

ABSENT:

ABSTAIN:

Motion passed.

4. First Amendment to First Amended Manager Contract- Marissa Shmatovich (*Staff Report 23-07*)

- a. A motion was made by Chief Williams and seconded by Chief Wilson to approve the First Amendment to First Amended Manager Contract.

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

NOES:

ABSENT:

ABSTAIN:

Motion passed.

5. First Amendment to First Amended Manager Contract- Julee Todd
(*Staff Report 23-08*)

- b.** A motion was made by Chief Williams and seconded by Chief Wilson to approve the First Amendment to First Amended Manager Contract.

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

NOES:

ABSENT:

ABSTAIN:

Motion passed.

DISCUSSION/POSSIBLE ACTION:

None

INFORMATION:

None

CENTER REPORTS:

None

CORRESPONDENCE:

None

ITEMS FOR DISCUSSION AND POTENTIAL PLACEMENT ON A FUTURE AGENDA:

None

BOARD MEMBER COMMENTS:

1. Chief Quiggle

Chief Quiggle thanked the board for allowing him to participate remotely. Chief Quiggle is looking forward to seeing Kimberly Miller's work and how her training will develop our staff and how this impact will affect the Center.

2. Chief Williams

Chief Williams echoed Chief Quiggle's sentiments regarding Kimberly Miller's assistance and the Strategic Plan for the center.

*INDICATES NO ATTACHMENT

3. Chief Wagaman

Chief Wagaman wanted to recognize the Clerk of the Board for the work that has been completed since taking the position this year. Chief Wagaman thanked Cosumnes for hosting the board meeting.

4. Chief Wilson

Chief Wilson thanked the Clerk of the Board for the work completed for today's meeting.

Chief is excited about Kimberly Miller's services and Strategic Plan and appreciates the dedicated members of the agency that are working every day to make SRFECC a better place.

Chief Wilson wished Chief Quiggle a speedy recovery.

ADJOURNMENT:

The meeting was adjourned at 10:09 a.m.

ATTEST:



KRISTIN DIANE ELLIS
CLERK OF THE BOARD

CHAD WILSON
CHAIRPERSON

SCOTT WILLIAMS
VICE CHAIRPERSON



WESTNET

WESTNET, INC.
 15542 Chemical Lane
 Huntington Beach, CA 92649
 (714) 548-3500 - Phone
 (714) 901-5610 - Fax

Email: Accounting@westnet-inc.com

Invoice

DATE	INVOICE #
3/7/23	27878

Fed Tax ID
 33-0864822

BILLING TO:
 Sacramento Regional Fire/EMS
 Communication Center
 10230 Systems Parkway
 Sacramento, CA 95827

JOB SITE ADDRESS:
 Sacramento Dispatch

P.O. Number	Terms	Quote Number	Work Order No.
100009	Net 30	Q-08665-P0C1	OR-01892-P4N5

ITEM	QTY	DESCRIPTION	RATE	CLASS	AMOUNT
Radio Cable Remote-VPN Su... SHIPPING	4	Sacramento Dispatch First-In Alerting System Radio Cables			
	40	Radio Cable - GTR 8000 Interface Engineering (Remote Support)	218.75	1 - First In	875.00T
	1	Shipping and Handling	185.00 82.34	1 - First In 1 - First In	7,400.00 82.34
<p>Date Received: <u>03/15/23</u> GL Code: <u>6997-023</u> Comment: _____ DocuSigned by: _____ Signature: <u>Marissa Shmatovich</u> Date Reviewed: <u>3/16/2023</u> DocuSigned by: _____ Signature: <u>[Signature]</u> Date Reviewed: <u>3/16/2023</u></p>					

Checks are accepted subject to collection & date of collection will be deemed date of payment. Any check received from Customer may be applied by Westnet against any obligation owing by Customer to Westnet under this or any other contract, regardless of any statement appearing on or referring to such check, without discharging Customer's liability for any additional amounts owing by Customer to Westnet. Acceptance of such check will not constitute waiver of Westnet's right to pursue collection of any remaining balance. Customer will pay the entire net amount of each invoice from Westnet pursuant to the terms of such invoice without deduction/offset. Invoices not paid when due will bear interest to date of payment at the annual rate of eighteen (18%) percent or such lower rate as may be the maximum permitted by law. If Customer fails to make payment when due, Westnet may pursue any legal remedies, in which event Westnet will be entitled to collection costs & reasonable attorney's fees.

Subtotal	\$8,357.34
Sales Tax (8.75%)	\$76.56
Amount Due:	\$8,433.90
Payments/Credits	\$0.00
Balance Due	\$8,433.90



Billing Number: 0001
Invoice Number: INV-0000809827
Description: PO# 100015

Invoice Date: 03/16/2023

Bill To:
SACRAMENTO REGIONAL FIRE
10230 SYSTEMS PKWY
SACRAMENTO, CA 95827-3006

Remit To:
Perspecta Enterprise Solutions LLC
Bank of America Acct 3752026177
ACH/EFT Routing Number: 111000012
Lockbox / PO Box 848433
Dallas, TX 75284-8433

Customer Number: 103973
Subcontractor Number:
Task Order Number:
Project Number: FA013.000.014
Project Name: SacFire SW Maint 2023-24
Project POP: 02/24/2023 to 02/23/2024
Terms: NET 30
Due Date: 04/15/2023
VAT/Tax ID Number: 52-1597904

Contract Value Funded Value
Cost: \$316,771.13 \$316,771.13
Fee: \$0.00 \$0.00
Total: \$316,771.13 \$316,771.13

Cumulative Amount Billed: \$316,771.13

Billing Period From: 02/24/2023 Billing Currency: USD
To: 02/23/2024

	Current Amount	Cumulative Amount
AMD10 CP CAD MAINT 2	\$316,771.13	\$316,771.13
BILL SCHEDULE ITEMS	\$316,771.13	\$316,771.13
Invoice Total	<u>\$316,771.13</u>	<u>\$316,771.13</u>

Date Received: 03/16/23
GL Code: 1390-000 and 6322-500

Comment:
DocuSigned by:
Marissa Shmatovich
Signature: 0E9BFC1D46B24CD...

Date Reviewed: 3/16/2023
DocuSigned by:
[Signature]
Signature: AA03C6432AF9462...

Date Reviewed: 3/16/2023



Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

www.sfecc.ca.gov

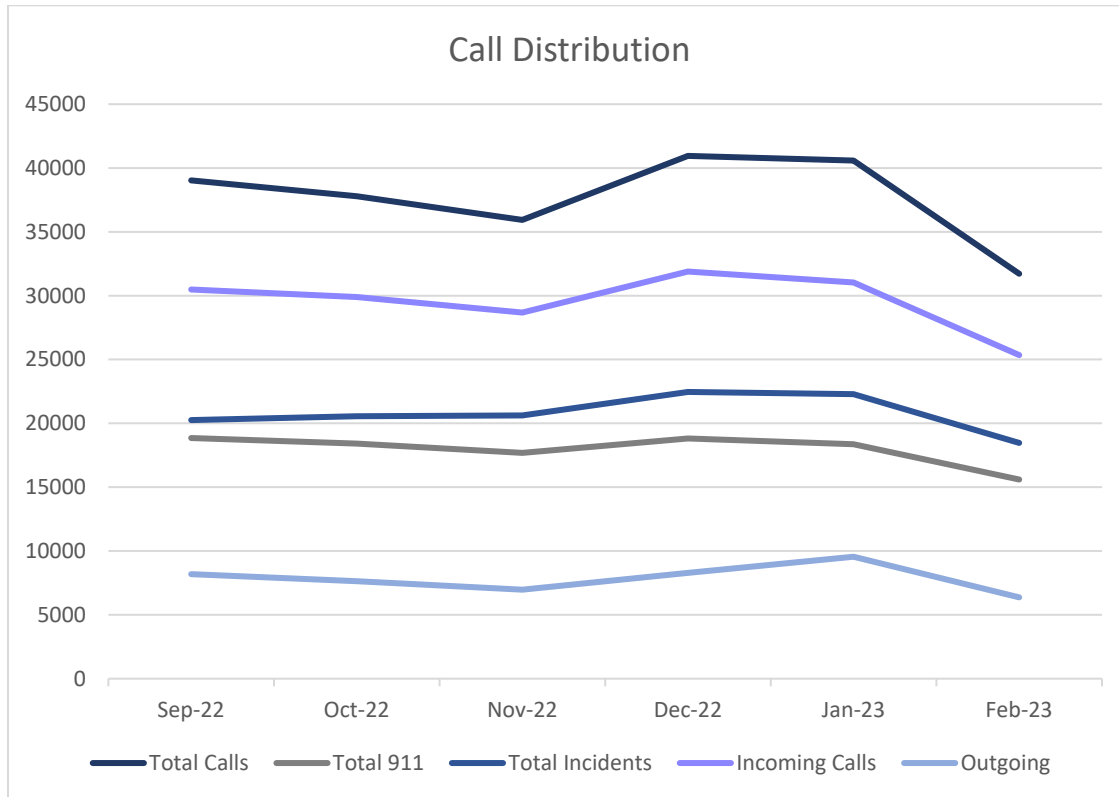
Telephony Performance Measure February 2023

Overview

TOTAL CALL VOL.	31,718
TOTAL INCIDENTS	18,467
INCOMING CALLS	25,348
OUTGOING CALLS	6370

Incoming Lines Detail

911 LINES	15,600
SEVEN DIGIT EMERGENCY	3,763
ALLIED/ADMIN	5,895



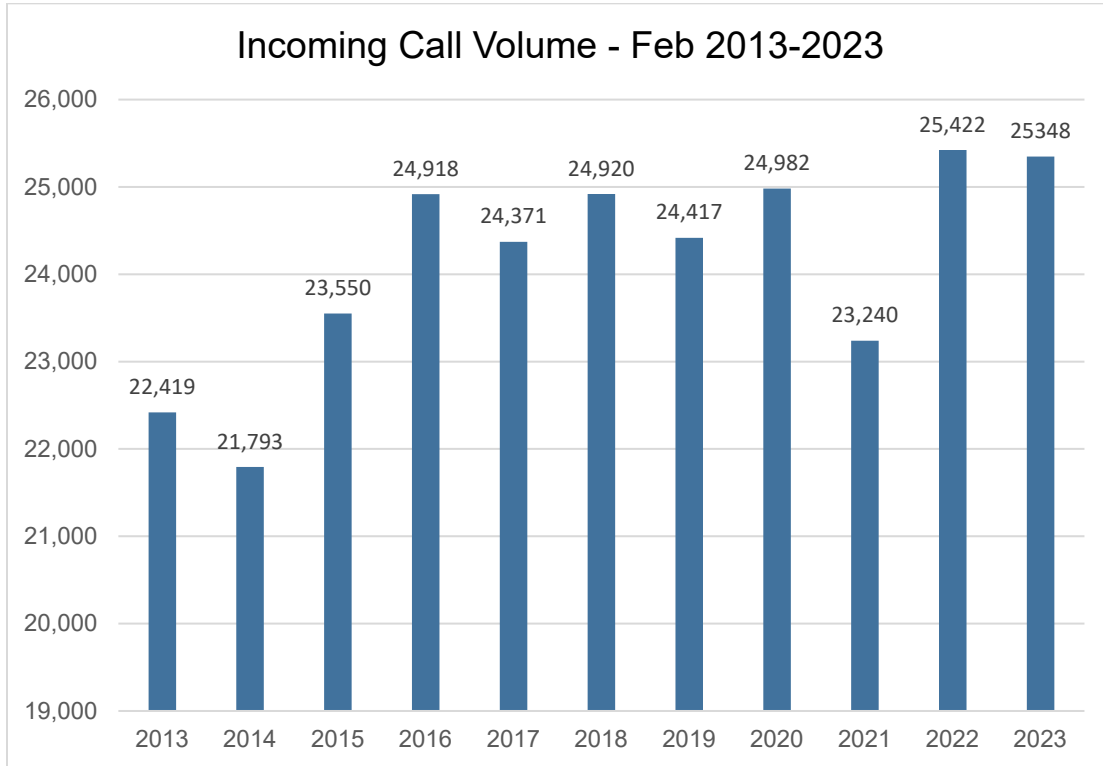


Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

www.srfecc.ca.gov

Incoming Call Volume Comparison – Month of February 2013 through 2023





Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

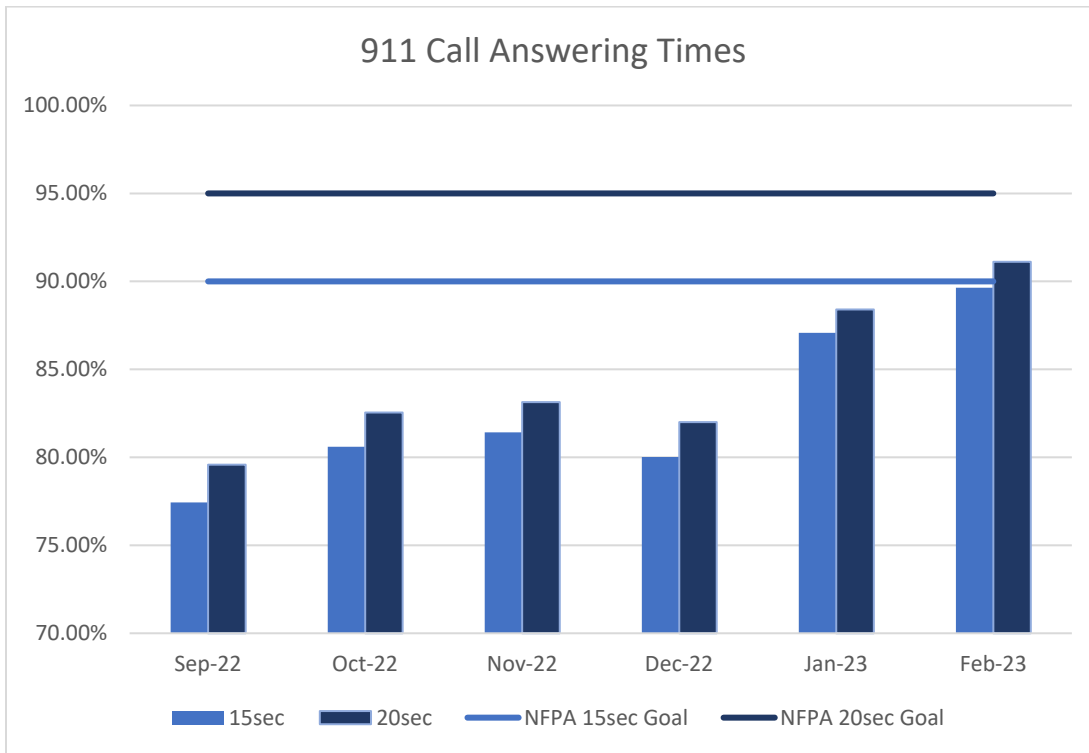
www.srfecc.ca.gov

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 %
September	77.44%	79.58%
October	80.60%	82.55%
November	81.42%	83.14%
December	80.02%	82.00%
January	87.08%	88.40%
February	89.64%	91.11%

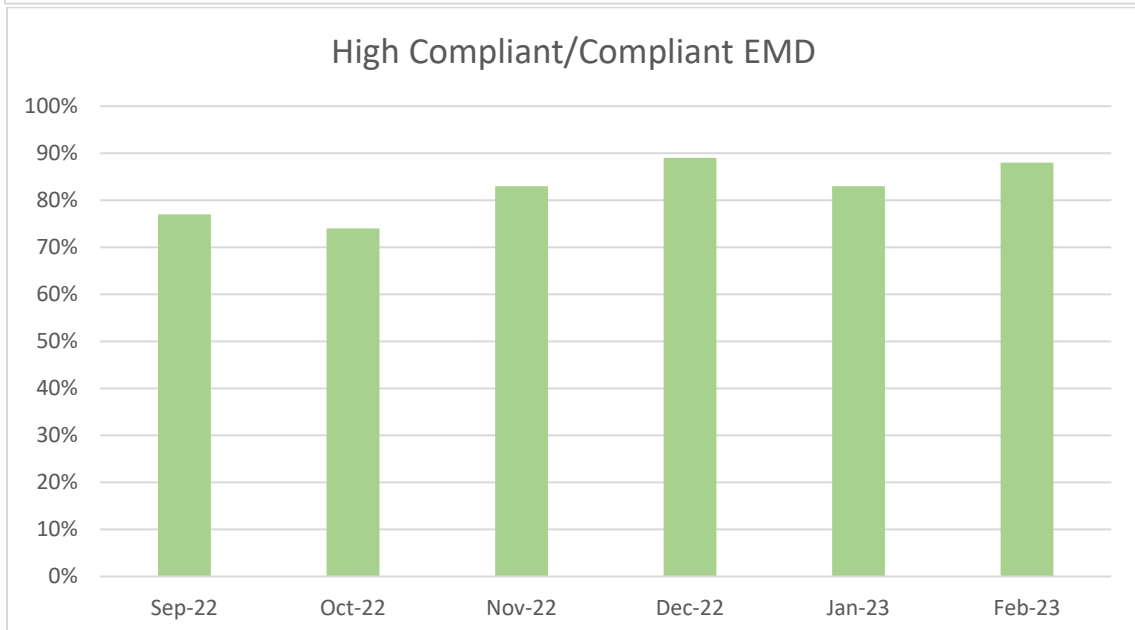
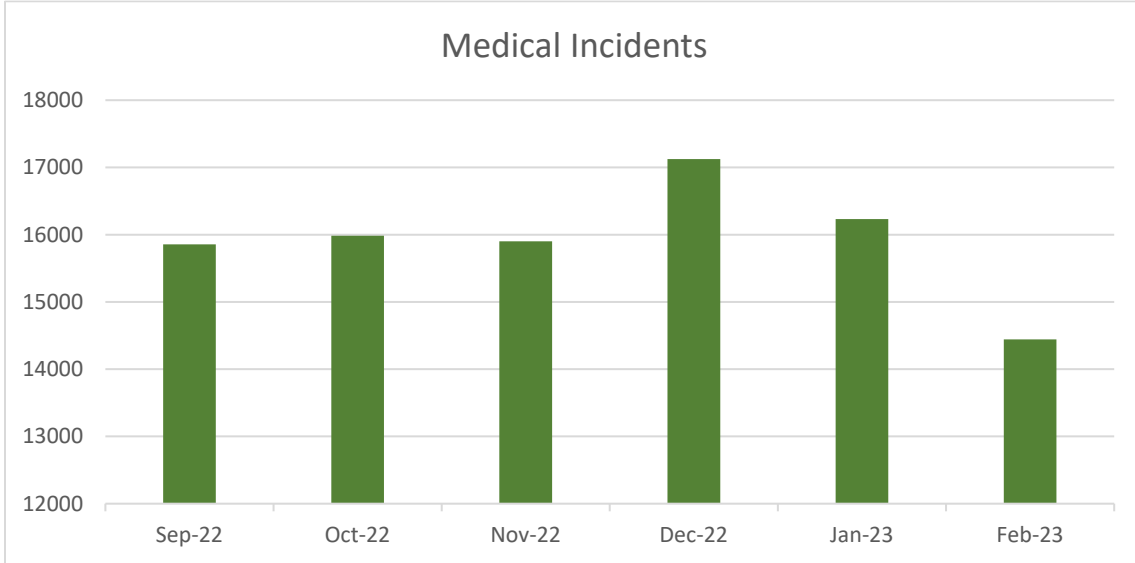
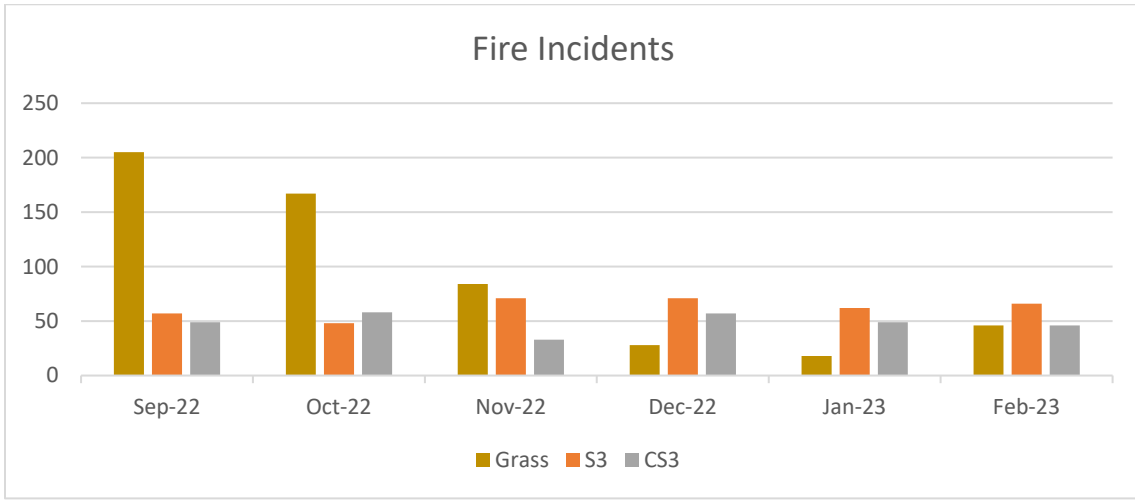




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**Executive Monthly Credit Card Usage Report
FY 22-23**

Reporting Month: February 2023

Last 4 of card	Last Name	Status	Credit Limit	Monthly Usage	Approvals		
					Employee	Manager	CED
5543	Bernett	Open	\$ 5,000.00	\$ 2,061.14	^{DS} MB	^{DS} MS	^{DS} TS
7358	Ellis	Open	\$ 5,000.00	\$ 4,024.12	^{DS} EE	^{DS} MS	^{DS} TS
9339	Shmatovich	Open	\$ 2,000.00	\$ 143.17	^{DS} MS	^{DS} JT	^{DS} TS
0239	Todd	Open	\$ 5,000.00	\$ 146.21	^{DS} JT	^{DS} MS	^{DS} TS
0835	Vargo	Open	\$ 5,000.00	\$ 2,545.90	^{DS} CV	^{DS} MS	^{DS} TS
1105	Bair	Open	\$ 5,000.00	\$ 22.00	^{DS} TS	^{DS} MS	^{DS} TS
		Total:	\$ 27,000.00	\$ 8,942.54			

New/Closed Accounts Added: None

Cards Reported Lost or Stolen: None

Disputed Transactions: None

Changes in Authorization Limits: Temporary increase: Mellisa Bernett = \$5,000

Monthly Liability: \$27,000.00




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FY 22-23			
Total Monthly Credit Card Usage			
July	\$ 4,263.61	January	\$ 18,751.60
August	\$ 14,193.91	February	\$ 8,942.54
September	\$ 5,285.46	March	
October	\$ 1,452.08	April	
November	\$ 5,187.76	May	
December	\$ 5,410.24	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:

 AA03C6432AF9462...

3/6/2023

Chief Executive Director Signature

Date



Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

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FY 22/23 Budget to Actuals Report

Month End February 2023

Page 1 of 4

GL Account	Description	FY 22/23 Budget	Period 8 Actual	FY 22/22 YTD Actual	Budget Remainder
REVENUE					
4010-910	Member Contribution Metro Fire	(4,793,636)	0	4,793,636	0
4010-920	Member Contribution SFAD	(4,891,955)	0	4,891,955	0
4010-930	Member Contribution CDF	(996,341)	0	996,341	0
4010-940	Member Contribution FFD	(414,139)	0	414,139	0
4014	OES Deployment	0	0	165,427	(165,427)
4015:4998	Other Revenue	0	3,709	98,520	(98,520)
TOTAL REVENUE		(11,096,071)	3,709	11,360,018	(263,947)

GL Account	Description	FY 22/23 Budget	Period 8 Actual	FY 22/22 YTD Actual	Budget Remainder
EMPLOYEE-RELATED EXPENSES					
5010	Base Salaries and Wages	4,282,707	339,236	2,179,080	2,103,627
5020	Overtime	300,000	20,412	171,923	128,077
5030	Overtime - FLSA	129,590	5,954	32,924	96,666
5035	OES Deployment	1	0	119,261	(119,260)
5040	Uniform Allowance	39,000	100	30,705	8,295
5050	Night/Admin Shift Differential	78,831	7,191	52,377	26,454
5055	Out-of-Class Pay	35,800	850	7,250	28,550
5060	Longevity	28,200	2,100	17,650	10,550
5065	On-Call Pay	73,400	7,075	48,850	24,550
5115	Vacation Cash Out	49,000	4,700	33,090	15,910
5120	Sick Leave	0	14,869	111,217	(111,217)
5130	CTO Leave	0	0	10,314	(10,314)
5140	Holiday Pay	208,137	17,262	142,052	66,085
5220	Training Pay	40,800	3,930	21,651	19,149
5310	Workers Compensation Insurance	62,903	5,242	41,935	20,968
5410	FED ER Tax - Medicare	87,640	5,752	42,567	45,073
5413	FED ER Tax - Social Security	1,000	0	0	1,000
5420	State ER Tax - ETT	2,350	41	381	1,969
5423	State ER Tax- UI-	30,000	910	8,468	21,532
5510	Medical Insurance	1,091,779	69,615	557,387	534,392
5520	Dental Insurance	105,098	6,043	51,839	53,259
5530	Vision Insurance	10,900	594	4,720	6,180
5610	Retirement Benefit Expense	1,073,076	85,066	652,301	420,775
5611	Pension Adjustment-	0	0	0	0
5620	OPEB Benefit Expense	386,632	26,806	215,032	171,600
5625	Education Incentive	30,000	2,246	15,052	14,948
5690	Other Salary and Benefit Expens	10,000	796	8,332	1,668
TOTAL EMPLOYEE-RELATED EXPENSES		8,156,844	626,790	4,576,358	3,580,486



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GL Account	Description	FY 22/23 Budget	Period 8 Actual	FY 22/22 YTD Actual	Budget Remainder
MATERIALS & SUPPLIES					
6010	Office Supplies	12,000	88	3,342	8,658
6013	Office Supplies - Ink Cartridge	4,000	0	2,164	1,836
6015	Equipment Rental	9,500	848	7,051	2,449
6020	Postage	1,000	10	379	621
6050	Center Supplies	10,000	710	9,791	209
6090	Other Materials and Supplies	1,000	948	1,318	(318)
TOTAL MATERIALS & SUPPLIES		37,500	2,604	24,045	13,455

GL Account	Description	FY 22/23 Budget	Period 8 Actual	FY 22/22 YTD Actual	Budget Remainder
PROFESSIONAL SERVICES					
6110	Legal Services	240,000	19,756	159,255	80,745
6115	Accounting and Audit Services	23,300	55	27,745	(4,445)
6125	Consulting Services	778,544	48,677	389,591	388,953
6140	Technological Services	186,000	31,447	131,520	54,480
6190	Other Professional Services	500	0	0	500
TOTAL PROFESSIONAL SERVICES		1,228,344	99,935	708,111	520,234

GL Account	Description	FY 22/23 Budget	Period 8 Actual	FY 22/22 YTD Actual	Budget Remainder
COMMUNICATION EQUIPMENT & SERVICES					
6220	Maintenance - Radios & Radio Equipment	32,930	0	0	32,930
6221	Maintenance - Radio Consoles & Other	86,400	3,700	36,342	50,058
6223	Radio - Backbone Subscription SRRCs	20,000	2,400	19,200	800
6230	Communication Services	225,924	21,569	158,641	67,283
6245	Maintenance - Tower Equipment	16,560	111	777	15,783
6250	Communication Supplies	10,000	0	133	9,866
6290	Other Communication Services and Equipment	1,000	0	2,773	(1,773)
TOTAL COMMUNICATION EQUIPMENT & SERVICES		392,814	27,780	217,866	174,949



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GL Account	Description	FY 22/23 Budget	Period 8 Actual	FY 22/22 YTD Actual	Budget Remainder
HW & SW MAINT					
6310	Hardware Maintenance - Equipment	44,900	1,882	15,055	29,845
6315	Hardware Maintenance - Network	8,150	433	3,900	4,250
6319	Hardware Maintenance Other	1,000	0	0	1,000
6320	Software Maintenance - Applications	76,075	6,790	44,911	31,164
6322	CAD Maintenance and Support/Northrop Grumman	458,623	39,938	324,993	133,630
6323	Software Maintenance - GIS	79,490	8,082	49,765	29,725
6330	Software Maintenance - Network	19,200	0	0	19,200
6350	Computer Supplies	10,000	(151)	886	9,114
6390	Other, Computer Services and Supplies	1,000	0	0	1,000
TOTAL HW & SW MAINT		698,438	56,974	439,510	258,928

GL Account	Description	FY 22/23 Budget	Period 8 Actual	FY 22/22 YTD Actual	Budget Remainder
FACILITIES & FLEET					
6410	Services - Landscaping	4,800	399	3,189	1,611
6415	Maintenance - Building	24,695	675	12,429	12,266
6260	Lease - CTC	79,242	5,025	50,836	28,406
6420	Services - Custodial	42,000	4,250	30,250	11,750
6421	Services - Center Security	480	0	360	120
6425	Maintenance - HVAC	17,480	0	2,312	15,168
6235	Maintenance - Power Supply	14,000	1,042	8,337	5,663
6430	Services - Cable	2,300	0	1,271	1,029
6435	Services - Pest Control	1,200	70	759	441
6490	Other, Facilities and Fleet	14,043	3,066	7,519	6,524
6510	Utilities - Electric	50,200	3,955	33,671	16,529
6515	Utilities - Water	7,360	192	3,119	4,241
6520	Utilities - Refuse Collection / Disposal	6,900	706	5,224	1,676
6525	Utilities - Sewage Disposal Services	1,800	139	554	1,246
6635	Services - Bottled Water	4,800	409	2,396	2,404
6645	Services - Printing	2,500	557	1,653	847
6650	Services - Shredding	2,000	259	2,314	(314)
6652	Fleet - Maintenance	5,000	135	2,203	2,797
6654	Fleet - Fuel	13,000	507	4,838	8,162
6655	Insurance (Property and Fleet)	62,000	4,281	34,249	27,752
6690	Other - Facility & Fleet Management	1,000	0	270	731
TOTAL FACILITIES & FLEET		356,800	25,667	207,753	149,046



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GL Account	Description	FY 22/23 Budget	Period 8 Actual	FY 22/22 YTD Actual	Budget Remainder
RECRUITMENT, RETENTION & TRAINING					
6610	Recruitment	41,700	1,881	11,165	30,535
6612	Employee Retention	10,250	1,551	8,355	1,895
6615	Employee Education & Training	28,850	3,787	10,341	18,509
6618	Conference Registration	19,548	2,375	13,604	5,944
6621	Air	15,500	2,345	6,400	9,100
6622	Lodging	31,000	0	9,956	21,044
6623	Rental Cars	7,750	700	4,304	3,446
6624	Parking	0	24	210	(210)
6625	Membership Dues	2,320	138	2,438	(118)
6626	Taxi, Uber, Mileage, Other	2,000	0	2,895	(895)
6627	Per Diem	2,480	1,130	6,708	(4,228)
6640	Uniform/Badges/Shirts	6,000	1,531	3,963	2,037
6660	Operations Support	35,100	1,492	16,647	18,453
6661	Administration Support	22,833	135	3,646	19,187
TOTAL RECRUITMENT, RETENTION & TRAINING		225,331	17,089	100,632	124,696
GRAND TOTAL EXPENSES		11,096,071	856,839	6,274,275	4,821,793

GL Account	Description	FY 22/23 Budget	Period 8 Actual	FY 22/22 YTD Actual	Budget Remainder
CAPITAL IMPROVEMENTS					
6997-021	Capital Improvement - CAD	793,997	0	80,863	713,133
6997-022	Capital Improvement - DRC	0	0	0	0
6997-023	Capital Improvement - Equipment	164,000	0	13,307	150,693
6997-024	Capital Improvement - Facility	250,525	0	3,786	246,740
6997-025	Capital Improvement - Hardware	232,921	0	233,081	(160)
6997-026	Capital Improvement - Software	424,100	0	468,033	(43,932)
6997-027	Capital Improvement - Technology	12,000	0	0	12,000
TOTAL CAPITAL IMPROVEMENTS		1,877,543	-	799,070	1,078,474

CASH FLOW FY 22-23	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
1116 Operating - opening balance	3,713,962.11	2,262,081.28	5,806,351.15	5,120,491.47	4,495,494.02	3,879,262.55	3,201,378.09	5,065,152.15	6,834,733.59	5,959,733.59	5,084,733.59	4,209,733.59	
IN	8,898.68	5,592,625.90	15,248.21	5,324.36	67,482.07	9,242.89	3,108,368.64	2,553,715.14	-	-	-	-	11,360,905.89
Member Agencies Contributions	-	5,548,035.07	-	-	-	-	3,102,057.54	2,445,977.53					11,096,070.14
Sum of Debits	8,898.68	44,590.83	15,248.21	5,324.36	67,482.07	9,242.89	6,311.10	107,737.61					264,835.75
OUT	(1,460,779.51)	(2,048,356.03)	(701,107.89)	(630,321.81)	(683,713.54)	(687,127.35)	(1,244,594.58)	(784,133.70)	(875,000.00)	(875,000.00)	(875,000.00)	(885,290.64)	(11,750,425.05)
Employee Related Expenses	(265,683.99)	(255,815.01)	(263,539.70)	(246,950.56)	(280,530.26)	(260,534.05)	(331,468.74)	(331,090.94)	(315,000.00)	(315,000.00)	(315,000.00)	(315,000.00)	(3,495,613.25)
CalPERS Expenses	(762,471.00)	(173,338.72)	(162,714.45)	(168,599.74)	(158,095.74)	(164,934.64)	(102,039.70)	(257,756.30)	(210,000.00)	(210,000.00)	(210,000.00)	(210,000.00)	(2,789,950.29)
Operating Expenses	(432,624.52)	(193,266.66)	(274,853.74)	(214,771.51)	(245,087.54)	(261,658.66)	(357,189.55)	(195,286.46)	(350,000.00)	(350,000.00)	(350,000.00)	(360,290.64)	(3,585,029.28)
Transfer Out	-	(1,425,935.64)	-	-	-	-	(453,896.59)						(1,879,832.23)
1116 Operating - closing balance	2,262,081.28	5,806,351.15	5,120,491.47	4,495,494.02	3,879,262.55	3,201,378.09	5,065,152.15	6,834,733.59	5,959,733.59	5,084,733.59	4,209,733.59	3,324,442.95	
1197 CIP - opening balance	201,607.13	201,607.13	1,542,260.04	1,276,921.75	1,264,136.25	1,138,950.88	1,042,240.27	1,031,215.27	1,031,215.27	1,031,215.27	1,031,215.27	1,031,215.27	
IN	-	1,425,935.64	-	-	-	-	-	-	-	-	-	-	1,425,935.64
OUT	-	(85,282.73)	(265,338.29)	(12,785.50)	(125,185.37)	(96,710.61)	(11,025.00)	-	-	-	-	-	(596,327.50)
CAD													-
DRC													-
Equipment													-
Facility				(3,785.50)									(3,785.50)
Hardware					(125,185.37)	(96,710.61)	(11,025.00)						(232,920.98)
Software		(85,282.73)	(265,338.29)	(9,000.00)									(359,621.02)
Technology													-
Other													-
1197 CIP - closing balance	201,607.13	1,542,260.04	1,276,921.75	1,264,136.25	1,138,950.88	1,042,240.27	1,031,215.27	1,031,215.27	1,031,215.27	1,031,215.27	1,031,215.27	1,031,215.27	1,031,215.27
1113 Lease - beginning balance	379,555.84	357,164.54	334,773.04	312,381.27	279,224.06	267,597.50	245,205.24	222,812.80	200,420.00	178,025.66	155,631.32	133,236.98	
IN	3.04	2.84	2.57	2.39	10,767.78	2.08	1.90	1.54					10,784.14
OUT	(22,394.34)	(22,394.34)	(22,394.34)	(33,159.60)	(22,394.34)	(22,394.34)	(22,394.34)	(22,394.34)	(22,394.34)	(22,394.34)	(22,394.34)	(22,394.34)	(279,497.34)
1113 Lease - closing balance	357,164.54	334,773.04	312,381.27	279,224.06	267,597.50	245,205.24	222,812.80	200,420.00	178,025.66	155,631.32	133,236.98	110,842.64	
Grant - opening balance	-	-	-	-	-	-	-	-	-	-	-	-	-
IN	-	-	-	-	-	-	453,896.59	-	-	-	-	-	453,896.59
OUT	-	-	-	-	-	-	(453,896.59)	-	-	-	-	-	(453,896.59)
Grant - closing balance	-	-	-	-	-	-	-	-	-	-	-	-	-
1114 Reserve - opening balance	908,183.04	908,190.75	908,198.47	908,205.93	909,671.50	911,092.08	912,562.31	914,034.91	915,367.15	915,367.15	915,367.15	915,367.15	-
IN	7.71	7.72	7.46	1,465.57	1,420.58	1,470.23	1,472.60	1,332.24					7,184.11
OUT	-	-	-	-	-	-	-	-	-	-	-	-	-
1114 Reserve - closing balance	908,190.75	908,198.47	908,205.93	909,671.50	911,092.08	912,562.31	914,034.91	915,367.15	915,367.15	915,367.15	915,367.15	915,367.15	-
House Fund/FLSA Adjustment								223.30					
TOTAL	3,729,043.70	8,591,582.70	7,618,000.42	6,948,525.83	6,196,903.01	5,401,385.91	7,233,215.13	8,981,959.31	8,084,341.67	7,186,947.33	6,289,552.99	5,381,868.01	



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SRFECC Positions & Authorization Document (PAD) - Revised 02/28/2023			
FY 22/23			
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	35	37	
Annuitants	3	2	Extra Help
Totals	42	44	
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 Coordinator	1	0	
Systems Engineer	1	0	
Office Specialist	1	1	
Accounting Specialist II	1	1	
Payroll & Benefits Administrator	1	1	
Totals	9	6	
Totals	55	54	