



# Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3007

(916) 228-3070 – Fax (916) 228-3079

## A G E N D A

9:00 a.m.

Tuesday, May 26, 2015

### REGULAR MEETING OF THE GOVERNING BOARD OF SRFECC

*Sacramento Metropolitan Fire District Headquarters*

*10545 Armstrong Ave - Rooms #384 & 385*

*Mather, CA 95655-4102*

**Call to Order**

Chairperson

**Roll Call Member Agencies**

Secretary

**Pledge of Allegiance**

**AGENDA UPDATE:** An opportunity for Board members to 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 minutes.

**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 (April 28, 2014)	Page	4-7
2. Budget to Actual (April)	Page	8
3. Revenues (April)	Page	9
4. Overtime Report (April)	Page	10

**PROPOSED ACTION:** Motion to Approve Consent Agenda

#### **PRESENTATION:**

1. Longevity Recognition:
  - a. Linda Luis – 2 years – May 1, 2015
  - b. Joyce Starosciak – 2 years – May 1, 2015
2. Special Award(s) Presentation

#### **COMMITTEE REPORTS:**

1. Finance Committee (May 12, 2015)	Page	11-13
2. Personnel Committee (May 12, 2015)	Page	14

#### **ACTION ITEMS:**

- a. **Old Business:** Items from previous Board Meeting(s) that have not been resolved and require attention.

\* INDICATES NO ATTACHMENT

b. New Business:

1. Discussion/Approval of FY 2013/2014 Financial Audit Report	Page	15-54
2. Resolution 03-15, Approval of FY 2015/2016 Preliminary Budget	Page	55
3. Resolution 04-15, Transfer \$172,000 From Audited 2013/2014 Budget into FY 2014/2015 Operating Budget	Page	56
4A. Resolution 05-15, Transfer \$400,000 From Unaudited FY 2014/2015 Budget into FY 2015/2016 Operating Budget	Page	57
4B. Resolution 06-15, Transfer \$572,00 From Audited FY 2013/2014 Budget into FY 2015/2016 Operating Budget	Page	58
5. Resolution 07-15, Formal Award of CAD RFP to New World Systems	Page	59-60
6. Approval to Establish Final CAD Contract Negotiation Team Consisting of: Chief Executive Director Murray (SRFECC) Deputy Chief Mike McLaughlin (CCSD) City of Sacramento Fire Department Chief Financial Officer Sacramento Metropolitan Fire District Chief Financial Officer Counsel, Kingsley Bogard		

**ITEMS FOR DISCUSSION AND POTENTIAL PLACEMENT ON FUTURE AGENDA:**

**PRESENTATION/INFORMATION:**

1. Communications Center Statistics	Page	61-69
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**CENTER REPORTS:** Consolidation of Administrative, Operational and Technical Reports.

1. Chief Executive Director*		
2. Administrative Services Manager	Page	70
3. Communications Manager*		

**CORRESPONDENCE:**

**BOARD MEMBER COMMENTS:**

**COUNSEL'S REPORT:**

**ANTICIPATED ACTION ITEMS:** These items require board action at a future meeting.

**CLOSED SESSION:** Included on agenda as needed.

- PERSONNEL ISSUES\***  
Pursuant to California Government Code Section 54957  
Action/Discussion to Appoint, Employ, Dismiss, Accept the Resignation of or Otherwise Affect the Employment Status of a Public Employee
- 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.  
Two (2) potential cases

*\*INDICATES NO ATTACHMENT*

**ADJOURNMENT:**

The next Regular Board Meeting is June 30, 2015.

Location: Sacramento Metropolitan Fire District 10545 Armstrong Ave, Mather, CA 95655-4102; Board Chambers – Rooms 384-385

Time: 9:00 a.m.

Distribution: Board Members, Alternates and Chiefs

Posted at: Administration Office

This is to certify that I posted a copy of the agenda at 10230 Systems Parkway on May 21, 2015.



*\*INDICATES NO ATTACHMENT*

SRFECC GOVERNING BOARD MEETING  
April 28, 2015

**GOVERNING BOARD MEMBERS**

Chief Ron Phillips	City of Folsom Fire Department
Chief Tracey Hansen	Cosumnes Community Services District
Deputy Chief Costamagna	City of Sacramento Fire Department
Deputy Chief Chris Holbrook	Sacramento Metropolitan Fire District

**GOVERNING BOARD MEMBERS ABSENT**

**COMMUNICATIONS CENTER MANAGEMENT**

Teresa Murray	Chief Executive Director
Joyce Starosciak	Administrative Services Manager

**OTHERS IN ATTENDANCE**

Bob Kingsley	General Counsel, SRFECC
Janice Parker	Administrative Analyst, SRFECC
Wendy Crosthwaite	Executive Assistant
Sara Roush	Accounting Assistant, SRFECC
Kylee Soares	Administrative Supervisor, SRFECC
Joe Thuesen	Administrative Supervisor, SRFECC
John Herrera	GIS Coordinator, SRFECC

1. The meeting was called to order and roll call was taken at 9:05 a.m.
2. Chief Hansen lead the Board and meeting attendees in the Pledge of Allegiance.
3. There were no agenda updates.

4. PUBLIC COMMENT

None

5. CONSENT AGENDA

A motion was made by Chief Hansen and seconded by Chief Phillips to approve the consent agenda and Board Meeting synopsis, February 24, 2015, and Special Board Workshop synopsis, April 14, 2015.

AYES: Cosumnes Community Services District, Folsom, City of Sacramento,  
Sacramento Metro

NOES:

ABSENT:

ABSTAIN:

Motion carried.

6. PRESENTATION:

1. Longevity Recognition:

March and April employee anniversaries were recognized at the Special Workshop Meeting held on April 14, 2015.

**7. COMMITTEE REPORTS:**

A. Finance Committee

The Finance Committee met on March 10, 2015, and discussed the 2013/2014 financial audit and the entry level GIS I position.

Minutes were contained in the Board packet.

B. Personnel Committee

The Personnel Committee met on March 10, 2015, and discussed the entry level GIS I position and received an update regarding a Workers' Comp issue in closed session.

No action was taken in closed session.

Minutes were contained in the Board packet.

**8. ACTION ITEMS:**

a. Old Business: Items from previous Board Meeting(s) that have not been resolved and require attention.

None

b. New Business:

1. Discussion of Financing Options for the CAD System

A document was disseminated outlining CAD financing options. These will be further explored in closed session.

2. Approval of GIS I Job Description

The GIS I job description was included in the Board packet. The Finance and Personnel Committees have previously reviewed this job description.

Chief Hansen made a motion and it was seconded by Chief Phillips, to approve the GIS I job description as submitted.

AYES: Cosumnes Community Services District, Folsom, City of Sacramento, Sacramento Metro

NOES:

ABSENT:

ABSTAIN:

Motion carried.

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

**10. PRESENTATION/INFORMATION:**

1. Communications Center Statistics (February and March)

The Communications Center Statistics were contained in the Board packet.

## 2. 2014 Year End Report

Supervisor Thuesen gave a brief overview of the material contained in the 2014 Year End Report. Each Board member reviewed the information pertinent to his/her agency, asked questions, commented on the material and offered suggestions to increase the usefulness of the information provided for them.

As a result of the Board members' suggestions this document will be labeled DRAFT. The members are encouraged to provide input until all are comfortable with the document and its format. The final version will be posted on the SharePoint site, with password protection.

Supervisor Thuesen thanked the Accounting and GIS teams for all their help in acquiring and professionally assembling all the information for this report.

## 11. CENTER REPORTS

### A. Chief Executive Director Report

1. Chief Executive Director Murray thanked the Accounting team for all of the hard work that went into creating this document.
2. New World will conduct a CAD "deep dive" May 18 – May 22, 2015 at the Conference and Training Center. This will be Web-Exed to give more constituents an opportunity to participate.

The CAD scoring quorum will provide questions for the "deep dive". Chief Executive Director Murray stressed the importance of all member agencies actively participating.

3. The Outlook classes, hosted at the Conference and Training Center, have been very popular and invitations for an additional class will be going out toward the end of next month.
4. Our new 9-1-1 phone system installation went seamlessly and smoothly, with very few "bugs" that needed to be worked out.
5. Chuck Schuler, Director for the Northern Chapter of APCO, did a great job orchestrating the Western NAPCO Convention in April.

### B. Administrative Services Manager Report

1. SRFEC is interviewing for two positions this week at the Conference and Training Center: Help Desk Technician and Systems Engineer. Over 75 applications and resumes were submitted for these positions.
2. Ms. Starosciak expressed her appreciation to the accounting and IT teams for their continued contributions, despite both departments being short staffed.

### D. Communications Manager Report

Covered in the report given by Chief Executive Director Murray.

## 12. CORRESPONDENCE

None

### 13. BOARD MEMBER COMMENTS

A card was received at Station 71 from a family who expressed their appreciation to the firefighters and dispatchers who responded to their 9-1-1 call. While their loved one passed away, they were so grateful for the kindness and professionalism with which they were treated.

Chief Phillips thanked everyone for their hard work. He suggested that a workshop on the Brown Act would be beneficial.

Deputy Chief Costamagna expressed appreciation to Center personnel. He would like to conduct a workshop addressing tiered response and rapid dispatch, initially through a sub-committee, then to the full Board.

Due to recent concerns regarding EMS, the consensus was that the subcommittee should include some legal representation.

Deputy Chief Holbrook said the 2014 Year End Report was very impressive. The 2015/2016 Preliminary Budget is under construction, but may be available for review at the May Board Meeting.

### 14. COUNSEL REPORT

### 15. ANTICIPATED ACTION ITEMS

### 16. CLOSED SESSION

#### 1. PERSONNEL ISSUES\*

Pursuant to California Government Code Section 54957  
Action/Discussion to Appoint, employ, dismiss, Accept the Resignation of or Otherwise Affect the Employment Status of a Public Employee

#### 2. 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  
Two (2) cases

Closed session was convened at 9:40 a.m.

Open session was reconvened at 12:24 p.m. The Board received an update on personnel issues and anticipated litigation; direction was given, no action was taken.

17. The meeting of the Governing Board was adjourned at 12:24 p.m. until the next Regular Meeting of the Governing Board scheduled for 9:00 a.m., May 26, 2015, at Metro Board Chambers, 10545 Armstrong Ave – Rooms #384-385, Mather, CA 95655-4102.

Respectfully submitted,



Janice Parker  
Clerk of the Board

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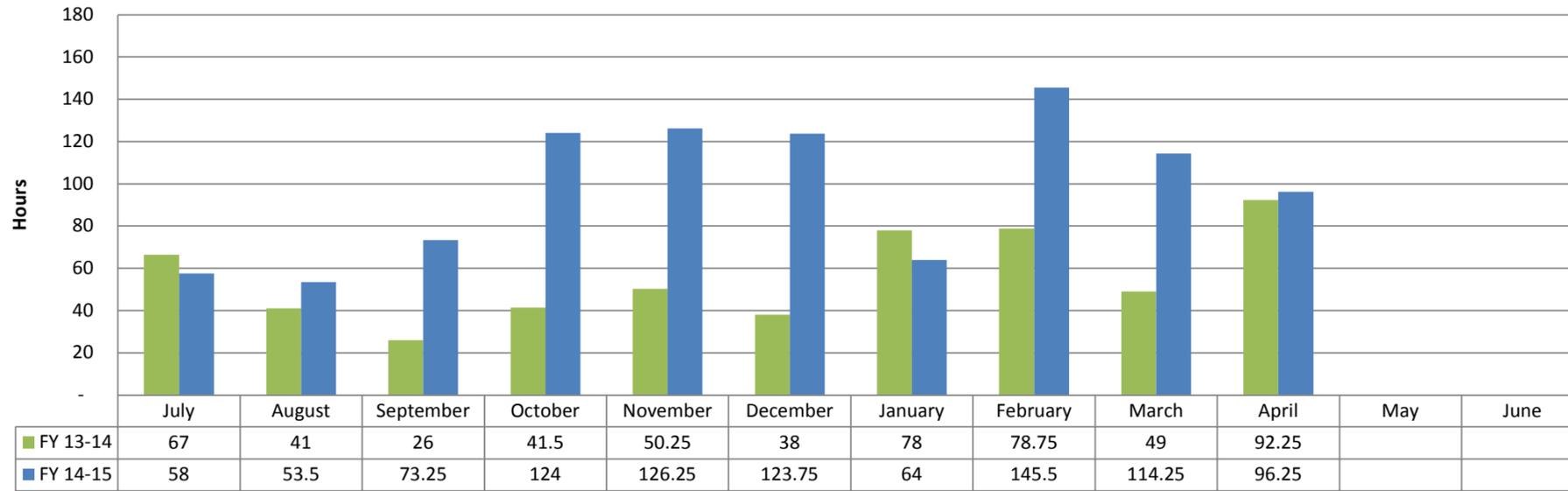
Chris Holbrook, Chairperson

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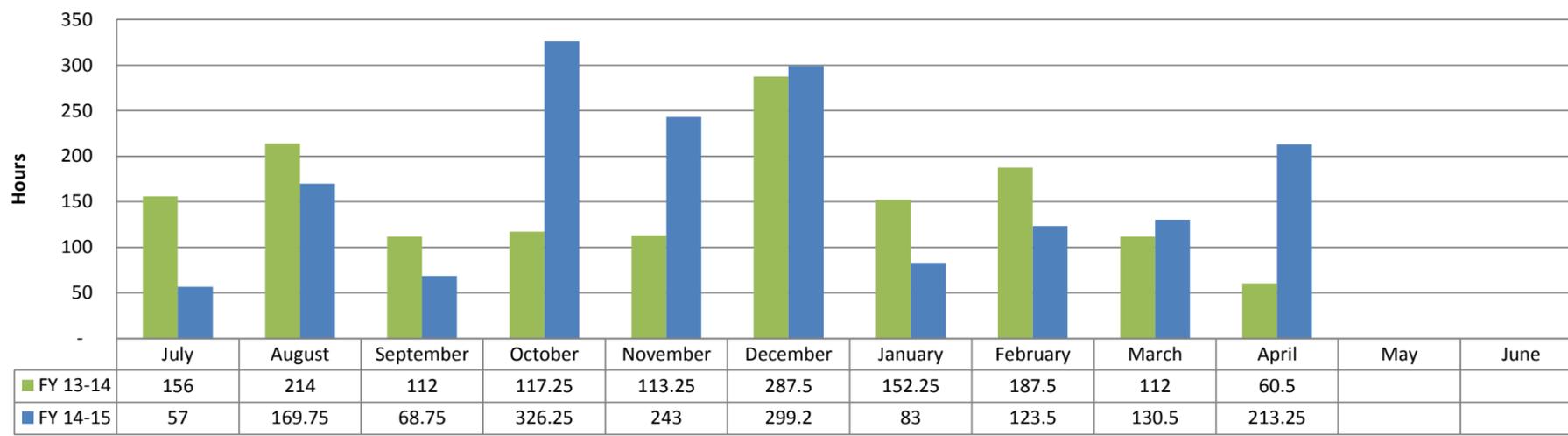
Ron Phillips, Vice Chairperson

Sacramento Regional Fire/EMS Communications Center  
 Fiscal Year 2014-2015  
 Monthly Overtime Report  
 As of April 30, 2015

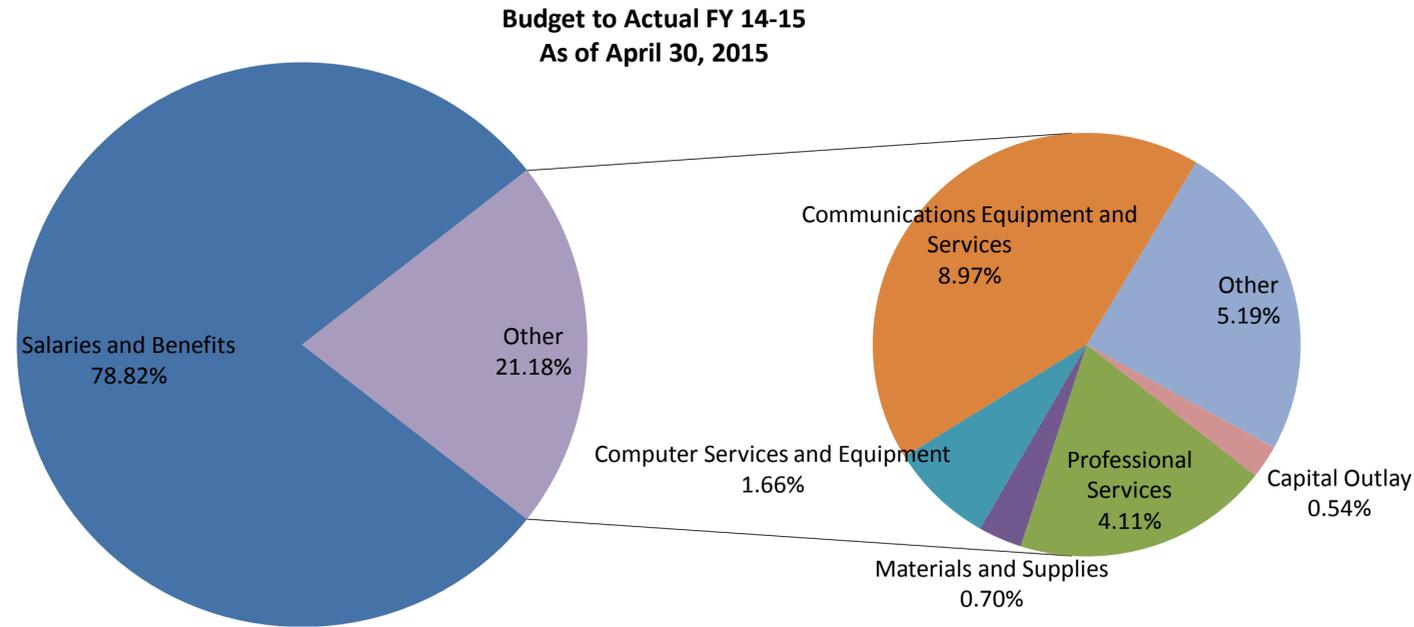
**FY 14-15 Comparative OT Report  
 Admin Staff  
 As of April 30, 2015**



**FY 14-15 Comparative OT Report  
 Communications Staff  
 As of April 30, 2015**



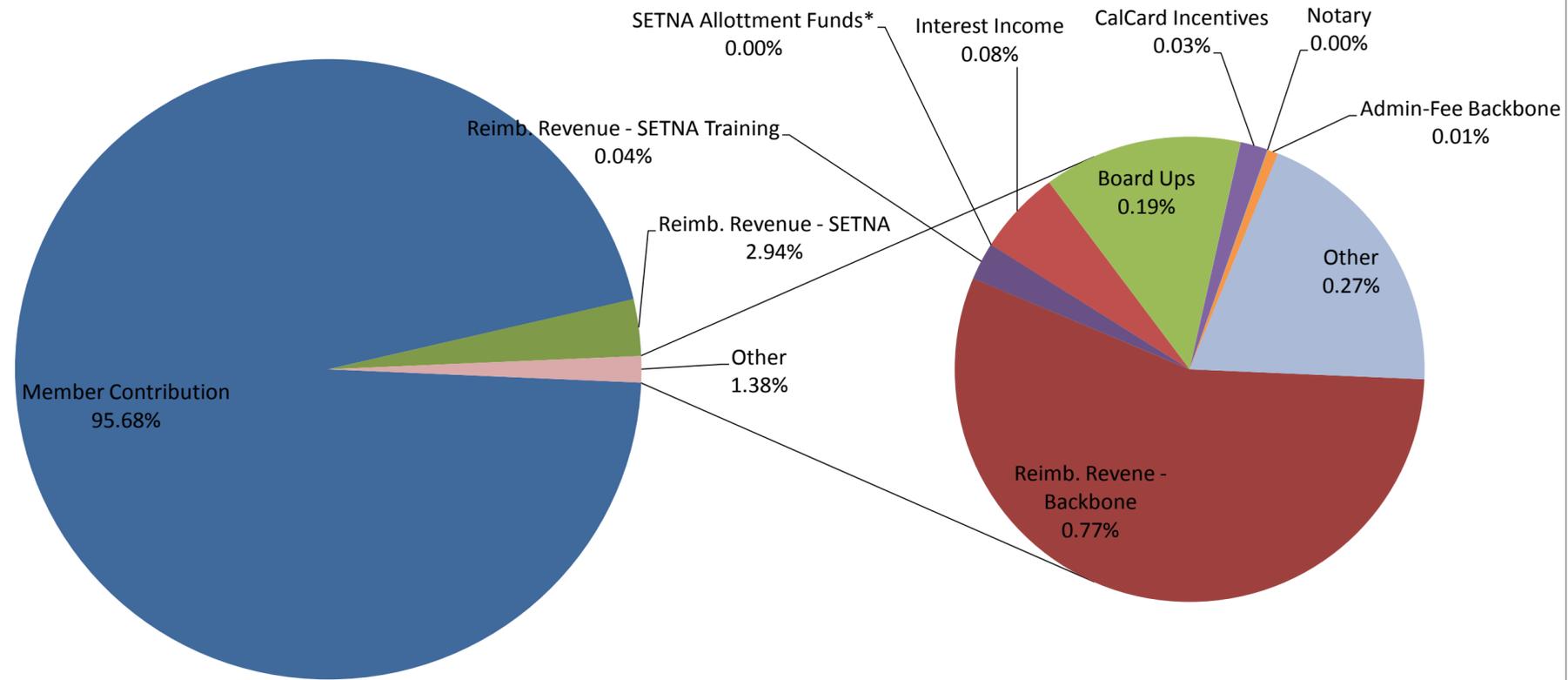
Sacramento Regional Fire/EMS Communications Center  
 Fiscal Year 2014-2015  
 Monthly Budget to Actual Report  
 As of April 30, 2015



Budget to Actual - FY 14/15 As of April 30, 2015				
	FY 14/15 Budget	YTD Expenses 04/30/15	\$ Under / (Over) Budget	% Under/ (Over) Budget
<b>Expenses</b>				
Salaries and Benefits	6,192,296	4,720,185	1,472,111	24%
Professional Services	388,265	245,924	142,341	37%
Materials and Supplies	76,540	42,040	34,500	45%
Computer Services and Equipment	300,572	99,632	200,940	67%
Communications Equipment and Services	1,437,485	537,339	900,146	63%
Other	407,959	311,044	96,915	24%
Capital Outlay	1,130,740	32,057	1,098,683	97%
<b>Total</b>	<b>9,933,857</b>	<b>5,988,221</b>	<b>3,945,636</b>	<b>44%</b>

<b>Days Remaining in Budget Period/Days YTD in Budget Period</b>	<b>17%</b>
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**Revenue as of April 30, 2015**



Revenues - FY 14/15 As of April 30, 2015		
	FY 14/15 Final Budget	As of 04/30/15
Member Contribution	8,478,132	8,003,132
Reimb. Revenue - Backbone	59,000	64,335
Reimb. Revenue - SETNA	244,985	245,552
Reimb. Revenue - SETNA Training	3,000	3,000
SETNA Allotment Funds*	414,740	-
<b>Other:</b>		
Interest Income	3,600	6,739
Board Ups	10,800	15,800
CalCard Incentives	2,000	2,163
Notary	100	40
Admin-Fee Backbone	400	850
Other	1,100	22,591
Total Other	18,000	44,581
<b>Total</b>	<b>9,217,857</b>	<b>8,364,162</b>

\*Direct pay to vendor.

**FINANCE COMMITTEE MEETING**  
**May 12, 2015**

**GOVERNING BOARD MEMBERS**

Chief Hansen	Cosumnes Community Services District Fire Department
Chief Ron Phillips	City of Folsom Fire Department

**GOVERNING BOARD MEMBERS ABSENT**

**COMMUNICATIONS CENTER MANAGEMENT**

Teresa Murray	Chief Executive Director
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**OTHERS IN ATTENDANCE**

Joyce Starosciak	Administrative Services Manager
Janice Parker	Administrative Analyst, SRFECC
Wendy Crosthwaite	Executive Assistant, SRFECC
Sara Roush	Accounting Assistant, SRFECC

1. The meeting was called to order and roll call was taken at 10:30 a.m.
2. There was no public comment.
3. Discussion of 2015/2016 Preliminary Budget

Chief Executive Director Murray stated that based on a status quo operating budget, a potential funding gap of \$549,000 exists in the 2015/2016 Preliminary Budget. However, we have consistently renegotiated contracts, found creative ways to cost save, as well as more accurately project our actual monthly expenditures, thus minimizing the fiscal impact. If remaining unaudited operating funds from the 2014/2015 Budget are used to cover the spending gap, the 2015/2016 assessments will remain unchanged and approximately \$22,000 would be available to add to the CIP fund.

The emergency reserve fund will remain 8% with \$640,000 (8% of \$8 million) in designated reserve and approximately \$390,000 in undesignated reserve.

Chief Hansen said the medical control services line should be increased to \$10,000 to accommodate the increased costs for County Medical Control Services. The \$25,000 anticipated cost of recruiting the Fire Service Medical Director has been incorporated in the 2015/2016 Preliminary Budget, but not the cost of salary/benefits for the Fire Service Medical Director position.

Expenses associated with the acquisition of the new CAD system, as well as maintenance for the system will be assessed separately and would not "hit" in this 2015/2016 budget.

There is no projected revenue associated with assuming dispatching services for River Delta and Isleton. The desire is any costs associated with acquiring responsibility for dispatching River Delta and Isleton would be borne by the County.

The radio backbone through SRRCS has increased and the cost for Metro E, as well as a one-time budget item for replacement of our UPS power supplies is reflected in this budget.

Workers Compensation Insurance line item has increased by \$37,000 for this budget.

SRFECC is anticipating leasing two electrical hybrid vehicles in this budget year, which will increase our transportation costs, but will reduce our SMUD bill.

Chief Phillips asked if SETNA funds are being done away with, but the response was that SETNA fund availability has been extended from five years to seven years. He also inquired where we are with eliminating the \$56,000 cost of pagers for fiscal year 2015/2016. Each of the agencies is in the process of adopting Active 9-1-1 and abandoning pagers, but that has not yet been accomplished.

Chief Executive Director Murray would like Board action taken at the May 26th meeting to move the audited \$172,000 excess from the 2014/2015 Budget into the 2015/2016 Budget to offset increases. Additionally, the desire would be to move anticipated, unaudited excess operating funds into the 2015/2016 Budget (actual amount to be determined). A single resolution proposing these actions will be prepared for adoption at the meeting.

#### 4. 2013/2014 Audit Discussion

Ingrid Shepline and Doug Kuramoto from Richardson & Company provided copies of their 2013/2014 audited financial documentation.

Thirteen audits have been performed for SRFECC in a two year period. This year however, was very different because it was the year that SRFECC had transitioned from the County of Sacramento Finance Department. These reports reflect some issues associated with this transition.

The audited financial statements reflect a "clean opinion". SRFECC has good cash balances, including revenue from the SETNA grant. There was an increase in liabilities, mostly in accrued salaries and benefits and compensated absences as well as in non-current liabilities because of the OPEB accrual. OPEB is not a budgeted line item, but some of the liability was mitigated because of cost savings in other areas.

There was an increase in the charges for services based on what had been budgeted relative to expenses.

The capital contribution increase is a result of workstations purchased by OES for the Center.

Ms. Shepline said due to our withdrawal from the County Finance Department only a portion of our funds are covered by FDIC and the remainder are covered by a collateral agreement, pledging assets held in a common pool in a financial institution for SRFECC, but not in the name of SRFECC. We may wish to diversify these funds.

The Board approved establishing a trust for OPEB, but this trust has yet to be activated. Therefore, funds are waiting for deposit into the trust account. Actuarial evaluations must be done every three (3) years, and our contribution will increase based on the number of employees and the number of employees close to retirement eligibility. Currently we are required to report our OPEB liability yearly, rather than cumulatively.

SRFECC had been notified of an interest miscalculation by the County on the Investment Pool going back to 2010. Repayment of this \$30,000 overage is due in the 2015/2016 Fiscal Year.

The internal control audit report addressed accruals and balances that had been brought on in 2013, but had not been cleared out. Some of these could be attributed to becoming independent from the County Finance Department. There were 17 adjustments required to close out these accruals and balances. Richardson & Company provided a check list to assist with this process in the future.

Doug Kuramoto spoke briefly about the Required Communications Letter and the Management Letter. He noted that Center personnel were extremely responsive and had material pertaining to the audit prepared and ready for review.

Mr. Kuramoto said there were 29 closing entry and audit adjustments identified. Richardson & Company reviewed internal controls and made suggestions to correct any shortcomings, many of which had been attributed to the transition from the County Finance Department and assuming complete financial independence.

Ms. Sheipline will be presenting the audit findings at the May 26<sup>th</sup> Board meeting.

CLOSED SESSION:

1. Personnel Issues\*

*Pursuant to California Government Code Section 54957  
Action/Discussion to Appoint, Employ, Dismiss, Accept the Resignation of or Otherwise Affect the Employment Status of a  
Public Employee*

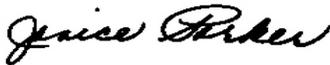
Closed session was convened at 11:42 a.m.

Open session was reconvened at 12:03 p.m.

The Committee received an update regarding a personnel issue, direction was given; no action was taken.

The Finance Committee adjourned at 12:03 p.m. until the next scheduled Meeting of the Finance Committee at Sacramento Regional Fire/EMS Communications Center, 10230 Systems Parkway, Sacramento, CA 95827.

Respectfully submitted,



Janice Parker  
Clerk of the Board

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Ron Phillips, Chairperson

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Tracey Hansen, Vice Chairperson

**PERSONNEL COMMITTEE MEETING**  
**Tuesday, May 12, 2015**

**COMMITTEE MEMBERS**

Deputy Chief Chris Costamagna  
Deputy Chief Chris Holbrook

City of Sacramento Fire Department  
Sacramento Metropolitan Fire District

**COMMUNICATIONS CENTER MANAGEMENT**

Teresa Murray

Chief Executive Director

**OTHERS IN ATTENDANCE**

Janice Parker  
Wendy Crosthwaite

Administrative Analyst, SRFECC  
Executive Assistant, SRFECC

1. The meeting was called to order at 9:50 a.m. and roll call was taken.
2. There was no public comment
3. Discussion of 2015/2016 Preliminary Budget

Copies of the 2015/2016 Preliminary Budget were provided for the Committee to review.

The allocation of budgeted full time employees has remained at 50. Medical benefits for existing employees are provided at the rate of employee plus one at the lesser of Kaiser or Blue Shield (whichever is less) with a maximum increase cap of 5%. New employees receive a \$1300 stipend with which to purchase medical, dental and vision benefits. As a result of effective negotiations, these fixed "capped" benefit costs allow for more accurate budget projections.

Budget increases for Fiscal Year 2015/2016 have been anticipated and included in the budget preparation. Any funding gap in this 2015/2016 Preliminary Budget will be covered by funds unused during our current fiscal year resulting in a status quo budget.

4. The meeting was adjourned at 10:04 a.m. until the next scheduled meeting of the Personnel Committee.

Respectfully submitted,

Janice Parker  
Clerk of the Board

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Chris Holbrook, Chairperson

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Chris Costamagna, Vice Chairperson

SACRAMENTO REGIONAL PUBLIC SAFETY COMMUNICATIONS CENTER

AUDIT PRESENTATION AGENDA

May 26, 2015

Presentation by Richardson & Company, LLP of the Audit, including the following communications required by Generally Accepted Auditing Standards:

Reports issued

- Audited Financial Statements with auditors opinion
- Internal Control and Compliance Reports
- Required communications letter
- Management letter with findings and recommendations

Independent Auditor's Report

- Unmodified (clean) opinion

Highlights of financial statements

- Transition from County to own bank accounts and accounting system
- Unrestricted net position (reserves available for future use) of \$2.5 million (page 14)
- Expenditures exceeded revenues by \$127,004 – Member assessments increased in 2014 (page 15)
- SETNA grant revenue of \$222,978 and OES grant purchases of \$220,260 (page 15)
- Positive cash flow from operations of \$466,796 (page 16)
- OPEB (retiree healthcare benefits) liability increased to \$3.1 million due to not pre-funding (page 23)
- \$30,838 owed to County for overallocation of interest (page 26)

Reports on Internal Control and Compliance

- Internal control item noted
  - Improvements needed to the fiscal year-end closing process
  - (Due to large number of adjustments needed during the audit)

Required Communications Letter

- Audit adjustments
  - 29 closing entries and audit adjustments identified
- Unadjusted differences--None noted
- All items have been posted

Management letter – recommendations noted

- Subsidiary ledgers for receivables and payables to be reconciled to the general ledger
- Improvements needed in the closing process
- Procedures for tracking grant revenues and expenditures needs to be established
- Bank reconciliations need to be done timely and reviewed
- Capital asset physical inventory needs to be done
- New pronouncement requiring accrual of unfunded pension

# Richardson & Company, LLP

550 Howe Avenue, Suite 210  
Sacramento, California 95825

Telephone: (916) 564-8727  
FAX: (916) 564-8728

May 11, 2015

To the Board of Directors  
Sacramento Regional Public Safety  
Communications Center  
Sacramento, California

We have audited the financial statements of the Sacramento Regional Public Safety Communications Center (SRPSCC) for the year ended June 30, 2014 and have issued our report thereon dated May 11, 2015. Professional standards require that we provide you with the information about our responsibilities under generally accepted auditing standards and, if applicable, *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. Professional standards also require that we provide you with the following information related to our audit.

## Our Responsibility under U.S. Generally Accepted Auditing Standards (GAAS) and *Government Auditing Standards*

As stated in our engagement letter dated December 1, 2014, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

As part of our audit, we considered the internal control of SRPSCC. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we performed tests of SRPSCC's compliance with certain provisions of laws, regulations, contracts and grants. However, the objective of our tests was not to provide an opinion on compliance with such provisions.

## Planned Scope and Timing of the Audit

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit involves judgment about the number of transactions to be examined and the areas to be tested.

Our audit included obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further auditing procedures. Material misstatements may result from (1) errors, (2) fraudulent financial report, (3) misappropriation of assets, of (4) violations of laws or

governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We have communicated internal control related matters that are required to be communicated under professional standards in a separate letter.

We performed the audit according to the planned scope previously communicated to you in our engagement letter dated December 1, 2014.

#### Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by SRPSCC are described in Note A to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2014.

We noted no transaction entered into by SRPSCC during the year for which there is a lack of authoritative guidance or consensus. We noted several transactions that have been recognized in the financial statements in a different period than when the transaction occurred. However, adjustments were made during the audit to ensure transactions were recorded in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Accounting estimates are used in determining the depreciable lives and methods used for capital assets and the OPEB liability. The depreciable lives and methods used for capital assets affects the amount of depreciation expense that is recorded and are based on SRPSCC's estimate of the useful lives of the assets. The OPEB liability is based on an actuarial report, which is based on assumptions including future employment, retirement rates and future costs of health care and health insurance. We evaluated the key factors and assumptions used to develop the estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements was the postemployment benefit disclosure in Note E to the financial statement.

The financial statement disclosures are neutral, consistent, and clear.

#### Difficulties Encountered in Performing the Audit

We encountered no difficulties in dealing with management in performing and completing our audit.

#### Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Adjustments included 29 closing entries and audit adjustments needed to correct balances of the accounts and transactions. The nature of these adjustments consist of the following:

- Remove beginning balances that were converted to the new system that were not adjusted as payments were made or received for accounts payable and payroll liability accounts.
- Adjust net position to agree to the prior year financial statements.
- Reclassify prepaid expenses and capital assets from expense accounts.
- Write off receivables double posted or considered uncollectible.
- Record receivables for secondary user billings in the period the services were provided.

- Record capital assets acquired through grant funds.
- Reclassify grant revenue and capital grant revenue.
- Reclassify interest receivable recorded in County system as an offset of the overallocation of interest.
- Reclassify amounts between expense accounts.
- Reflect fiscal year 2014 expenses originally recorded in fiscal year 2013.
- Update the net investment in capital assets balance for current year activity.
- Record June credit card purchases as a liability.
- Reduce grant revenue for amounts related to FY 2015.
- Reclassify amounts in a suspense account.

#### Disagreements With Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

#### Management Representations

We have requested certain representations from management that are included in the management representation letter dated May 11, 2015.

#### Management Consultations With Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to SRPSCC's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

#### Issues Discussed Prior to Retention of Independent Auditors

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as SRPSCC's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

#### Other Matters

We applied certain limited procedures to the Management Discussion and Analysis, which is required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

To the Board of Directors  
Page 4

This information is intended solely for the use of the Board of Directors and management of SRPSCC and is not intended to be and should not be used by anyone other than these specified parties.

*Richardson & Company, LLP*

May 11, 2015

# Richardson & Company, LLP

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To the Board of Directors  
Sacramento Regional Public Safety  
Communications Center  
Sacramento, California

In planning and performing our audit of the financial statements of the Sacramento Regional Public Safety Communications Center (SRPSCC) for the year ended June 30, 2014, in accordance with auditing standards generally accepted in the United States of America, we considered SRPSCC's internal control over financial reporting (internal control) as a basis for determining our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of SRPSCC's internal control. Accordingly, we do not express an opinion on the effectiveness of SRPSCC's internal control. However, during our audit we became aware of the following matters that have been included in this letter for your consideration.

## Current Year Comment

Subsidiary Ledgers: As part of the conversion of accounting systems, SRPSCC began using the accounts payable and accounts receivable modules of the new system. We noted the balances on reports produced from these modules did not agree to the general ledger balances. These differences appear to be due to beginning balances that were converted to the new system but not removed as items were paid or collected during 2014. In addition, the accrual of payables at the end of the fiscal year was entered through general journal entries instead of through the accounts payable module contributing to the difference between the accounts payable module and the general ledger balance.

We also noted that the accounts receivable module is not currently used to produce an accurate listing of all outstanding receivables. During our audit, we noted a receivable to a member agency was improperly included in the year-end balance as a result of a double posting and receivables to nonmember agencies for fiscal year 2014 were not recorded in the general ledger. A reliable listing of accounts receivables should help ensure receivables are properly recorded. We also noted that SRPSCC wrote off outstanding receivables during 2014. In the future, we recommend the receivable listing be reviewed periodically and outstanding receivables be evaluated for collectability.

SRPSCC should make the necessary adjustments so the subsidiary ledgers agree to the general ledger balance. We also recommend that subsidiary reports be generated and compared to the general ledger balances on a periodic basis.

*Management Response: With any transition to a new system, there may be minor setbacks as you adjust to the new system. In our transition to GP Dynamics we were unaware that items entered in the general ledger module would be unable to link back to the appropriate vendor/customer account. Going forward efforts will be made during fiscal 2015 to "clean-up" the accounts receivable and accounts payable subsidiary ledgers. Also going forward, any adjustments that are needed for receivables or payables will be made through the related module in GP Dynamics so that member/customer billings, and vendor payable/expenses are grouped with the appropriate member, customer or vendor. Also, as part of the monthly closing process, the accounts receivable and accounts payable subsidiary ledgers will be reviewed for accuracy and reconciled to the general ledger, with differences investigated and corrected.*

Closing Process: We noted SRPSCC records all expenditures in expense accounts when paid and then reclassifies amounts as capital assets or prepaid expense. During our audit, we discovered some of these items had not been reclassified and proposed adjusting journal entries as part of our audit. We recommend items that need to be reclassified as capital assets or prepaid expenses be identified at the time they are paid to help ensure they are properly classified.

We noted some general ledger accounts contained balances that were not being cleared, for which we proposed an audit adjustment to reclassify. Some of these balances may be due to the recording of payments and receipts to different accounts than where the initial transaction was recorded. We recommend SRPSCC ensure that transactions are posted to the correct accounts. We also recommend accounts be reviewed periodically and amounts be reclassified, if needed. Ideally, the month end balance in the payroll liability accounts, such as the medical benefits payable, retirement contribution payable, and other payroll payable accounts, should agree to the amounts actually paid the following month.

As part of the closing process, SRPSCC accrued payables for expenses related to 2014; however, we noted some credit card transactions on the July statement were not accrued. We recommend SRPSCC ensure all expenses are recorded in the correct period.

SRPSCC has developed a year end closing checklist, but did not appear to use it for fiscal year 2014. We recommend SRPSCC use this in the future.

In addition, we recommend that SRPSCC ensure the total net position balance recorded in the general ledger agrees to the prior year audited balance as part of the closing process. During the current audit, we proposed adjusting journal entries to correct the net position balance. These entries were made to:

- Adjust for the general ledger being out of balance.
- Reclassify the difference between the estimated pension payable accrued in the prior year to the amount actually paid.
- Eliminate the Compass payroll clearing amounts converted into the new system.
- Write off receivables double posted or considered uncollectible.
- Adjust accounts payable to reflect beginning amounts recorded in system not removed as payments were made.
- Eliminate cash with fiscal agent that was also posted as a prepaid expense.
- Reflect fiscal year 2014 payables improperly recorded in fiscal year 2013.
- Record and update the overallocation of interest to be repaid to the County.
- An unlocated difference of approximately \$30,000 was required to be posted to agree the net position balance to the prior year audited financial statements after the entries above were made. Most of this amount appears to be due to transactions recorded in Compass at the beginning of the fiscal year that were not reflected in new system.

Most of these adjustments were related to the conversion of accounting systems and should not be required in the future.

We also recommend SRPSCC periodically update the net investment in capital assets account so it reflects the balance of net capital assets.

*Management Response: The closing process has become more formalized with active accounts being reviewed on a monthly basis, and less active accounts being reviewed on a quarterly basis. Areas with monthly review will include receivable and payable accounts, as well as payroll and related liability accounts. Accounts with quarterly review will include capital assets and compensated absences. Also, efforts will be made that transactions are recorded correctly from the onset to avoid heavy review of accounts that need to be reclassified later on (revenues and expenses, receivable, prepaids and capital assets, and payables and accrued expenses). All general ledger accounts at June 30, 2014 were agreed to the auditors' trial balance, so ending net position agrees to audited financial statements.*

#### Grant Tracking

As part of our audit, we proposed adjusting journal entries to record grant revenue for capital assets purchased by the granting agency, to reclassify grant revenue as capital grant revenue, and to reduce revenue for fiscal year 2015 revenue recorded in 2014. We recommend SRPSCC establish formal procedures to track grant activity. This analysis should include the maximum amount that can be claimed and the period of eligibility of the grant. Eligible expenditures, the period the expenditures are incurred, and the date and amount of reimbursement requests should also be monitored. We recommend this information be forwarded to the accounting department on a periodic basis to help ensure grant expenditures and revenue are recorded in the correct period and reimbursements are received on a timely basis.

*Management Response: In FY 13-14, there were no processes in place for the receipt of grant monies as the agency had never received any grants of this nature in the past. Because this was a brand new process, there have been steps and formal processes developed as a result. Going forward transactions will be recorded correctly and timely at the time of the event. For capital asset grants, periodic review of the fixed asset compilation, and its reconciliation to the general ledger will help ensure this activity is captured.*

Bank Reconciliations: We noted bank reconciliations were not performed in a timely basis. We recommend reconciliations be prepared as soon as possible in order to detect errors or mispostings. In addition, we recommend the reconciliations be reviewed.

*Management Response: Starting FY 14-15, the agency is processing bank reconciliations on a monthly basis. Upon completion, these reconciliations are to be reviewed by a person who is outside the check disbursement process.*

#### Prior Year Comments

Capital Assets: We recommend a physical inventory should be performed at least every three to five years and the subsidiary asset listing should be updated to reflect the results of the physical inventory.

*Management Response: A physical inventory of fixed assets was completed during fiscal 2014/15. The results will be compared to the fixed asset compilation and adjustments will be made where warranted. Going forward a physical inventory will be completed every three years.*

#### New Pronouncements

In June 2012, the GASB approved Statement No. 68, "Accounting and Financial Reporting for Pensions." This Statement requires governments providing defined benefit pension plans to recognize their long-term obligation for pension benefits as liability on the statement of net position and to more comprehensively and comparably measure the annual costs of pension benefits. Historically, GASB's pension standards viewed the obligation to provide benefits as belonging to the plan, rather than to the employer. As a result, employers disclosed the amount of unfunded pension liability in notes to their financial statements instead of recognizing a liability on the face of the statement of net position. As SRPSCC participates in

a multi-employer cost-sharing plan, SRPSCC will be required to report a liability equivalent to their proportionate share of the net pension liability of the plan as well as the related pension expense and any deferred inflows or deferred outflow of resources. Historically, SRPSCC has only included their required contributions as an expense. The preliminary information provided by CalPERS indicates that SRPSCC's share of the unfunded pension liability is \$5,107,000 as of June 30, 2013, which is the latest available actuarial study. Due to the significant impact this Statement could have on SRPSCC's financial statements, we recommend that SRPSCC monitor CalPERS' progress in providing the information needed to implement this Statement.

*Management Response: Accounting staff review all circular letters released by CalPERS to ensure compliance with CalPERS Employer's requirements. Staff also attend CalPERS training workshops, as well as professional association trainings sponsored by the Governmental Finance Officers Association, and the California Municipal Finance Officers Association to stay updated on any accounting changes. As GASB 68 is not effective until the fiscal year beginning June 30, 2014, we will continue to monitor CalPERS and other sources for implementation guidance.*

\* \* \* \* \*

We would like to take this opportunity to acknowledge the courtesy and assistance extended to us during the course of the audit. This report is intended solely for the information and use of the Board, management, and others within the organization and is not intended to be and should not be used by anyone other than these specific parties.

*Richardson & Company, LLP*

May 11, 2015

**SACRAMENTO REGIONAL PUBLIC SAFETY  
COMMUNICATIONS CENTER**

Audited Financial Statements and  
Compliance Report

June 30, 2014

SACRAMENTO REGIONAL PUBLIC SAFETY COMMUNICATIONS CENTER

Audited Financial Statements and  
Compliance Report

June 30, 2014

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## INDEPENDENT AUDITOR'S REPORT

To the Board of Directors  
Sacramento Regional Public Safety Communications Center  
Sacramento, California

### **Report on the Financial Statements**

We have audited the accompanying basic financial statements of the Sacramento Regional Public Safety Communications Center (SRPSCC) as of and for the years ended June 30, 2014 and 2013 and the related notes to the financial statements, which collectively comprise SRPSCC's basic financial statements as listed in the Table of Contents.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the State Controller's Minimum Audit Requirements for California Special Districts. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of SRPSCC as of June 30, 2014 and 2013, and the respective changes in financial position for the years then ended in accordance with accounting principles generally accepted in the United States of America as well as accounting systems prescribed by the State Controller's Office and state regulations governing special districts.

To the Board of Directors  
Sacramento Regional Public Safety Communications Center

## **Other Matters**

### *Report on Supplemental Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 to 14 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated May 11, 2015 on our consideration of the SRPSCC's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the SRPSCC's internal control over financial reporting and compliance.

*Richardson & Company, LLP*

May 11, 2015

SACRAMENTO REGIONAL PUBLIC SAFETY COMMUNICATIONS CENTER  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED JUNE 30, 2014

As management of the Sacramento Regional Public Safety Communications Center (the Center, or SRPSCC), we offer readers of the District's financial statements this narrative overview and analysis of the financial activities of the District for the fiscal year ended June 30, 2014.

**Agency Overview**

The Sacramento Regional Public Safety Communications Center (SRPSCC) was organized through a Joint Powers Agreement (JPA) pursuant to the provisions of Title I, Division 7, Chapter 5, Article 1, Sections 6500 et seq. of the California Government Code beginning in January 1, 1981, to provide fire and ambulance communications management/dispatch services for member agencies and volunteer agencies. The Center is a 9-1-1 Secondary PSAP (Public Safety Answering Point) receiving over 350,000 phone calls a year, and dispatching over 167,000 fire and medical emergency incidents. SRPSCC provides fire protection and emergency medical service (EMS) dispatching for nearly all of Sacramento County and part of Placer County, covering over 1,000 square miles and serving over 1.4 million residents.

In addition to the Communications Center, which is home to the dispatch, IT, and administrative teams, SRPSCC also has an off-site facility which serves as a disaster recovery site, community training center, and conference facility.

The JPA is made up of the following member and contract agencies:

**Member Agencies:**

- Sacramento Fire Department
- Sacramento Metro Fire District
- Folsom Fire Department
- Cosumnes Community Services District (CSD) Fire Department

**Contracted Agencies, Volunteer Fire Departments:**

- Herald Fire Department
- Wilton Fire Department
- Courtland Fire Department
- Walnut Grove Fire Department

SRPSCC and the Fire Member and Volunteer agencies are committed to being supportive partners for those requiring additional fire resources. Dispatch services are provided through automatic aid agreements with neighboring counties and communities including: the City of Roseville, the City of El Dorado Hills, the City of West Sacramento, and the Sacramento County Airport Systems. Additionally SRPSCC performs back-up dispatching services for the State of California Governor's Office of Emergency Services – Region IV.

## **Governance**

As stated above, SRPSCC was organized through a Joint Powers Agreement (JPA). The JPA agreement third amendment became effective July 1, 2014.

The Center is governed by a Board of Directors comprised of one representative from each of its member agencies:

- Sacramento City Fire Department
- Sacramento Metro Fire District
- Folsom City Fire Department
- Cosumnes CSD Fire Department

Per the JPA Agreement, each member agency exercises a weighted vote equal to its pro rata share of emergency service calls dispatched in the previous calendar year.

## **Evolution**

On January 1, 2014, SRPSCC withdrew the majority of its funds from the Sacramento County Treasury, severing approximately 30 years of history with the County's Department of Finance and bringing in-house the accounting and financial reporting function. The accounting team evaluated in detail every transaction cycle, consulted with other governmental finance professionals, and reviewed industry best practices to design and implement a streamlined, transparent, and highly functional department better suited to our unique size, complexity, volume of transactions, and the unique business of saving lives.

## **Using This Annual Report**

This annual report consists of a series of basic financial statements. These statements are comprised of the Balance Sheets, Statements of Revenues, Expenses and Changes in Net Position, Statements of Cash Flows, and Notes to Basic Financial Statements. SRPSCC resources are allocated to and accounted for in these basic financial statements as an enterprise fund type of the propriety fund group. The enterprise fund is used to account for operations that are financed and operated in a manner similar to private business enterprises, where the cost of providing communications services is funded by charges for service to our member agencies.

The Balance Sheets represent the Center's assets and resources it controls that enable it to provide services, and liabilities as claims against those resources. The difference between total assets and total liabilities is reported as net position, and represents net assets available for future use. Net position is reported as either restricted or unrestricted to identify which net position is limited to a specific purpose or use.

The Statements of Revenues, Expenses and Changes in Net Position track the inflow and outflow of resources. Revenues are categorized by source or type, whereas expenses are shown by function or object.

The Balance Sheets and Statements of Revenues, Expenses and Changes in Net Position are reported using the accrual basis of accounting where revenues are recognized when earned, and expenses are recognized when incurred, regardless of the timing of cash flows.

The Statements of Cash Flows classifies cash receipts and payments according to whether they stem from operations, noncapital financing, capital and related financing, or investing activities. A Reconciliation of Operating Loss to Net Cash Provided (Used) By Operating Activities is also presented to report the net cash provided (used) by operating activities.

Financial statement notes are an important part of the basic financial statements. They provide additional information required by Generally Accepted Accounting Principles (GAAP). These notes describe accounting methods and policies underlying the balances in the financial statements, provide additional detail about balances, and present other important information about the Center's financial position which does not necessarily meet the criteria to be reported in the financial statements.

### **Financial Highlights**

The assets of SRPSCC exceeded its liabilities at the close of fiscal years 13/14 and 12/13 by \$3.4 million and \$3.5 million respectively. Of this amount, \$.9 million and \$.6 million are invested in capital assets, net of related depreciation. The decrease in net position of \$.1 million during FY 13/14 is due mainly to the increase in employee related expenses of \$1.0 million, an increase in services and supplies of \$.4 million, and offset by an increase in operating revenues of \$1.8 million.

Current assets include cash, accounts receivable, amounts due from other governments and prepaid expenses. Current assets increased from \$5.9 million at the end of fiscal 12/13 to \$6.4 million at the close of fiscal 13/14. This increase can be attributable to an increase in cash of \$.2 million and an increase in due from other governments of \$.2 million.

Current liabilities include accounts payable and accrued expenses, and employee related liabilities. Current liabilities increased from \$.5 million at the end of fiscal 12/13 to \$.6 million at the close of fiscal 13/14. This increase can be attributable to an increase in accrued salaries and benefits of \$.1 million at June 30, 2014.

Capital assets increased from \$.6 million net at June 30, 2013 to \$.9 million net at June 30, 2014. During the year SRPSCC made investments of \$.3 million for facility improvements, \$37 thousand for office equipment, \$20 thousand for a vehicle, and received dispatch furniture in the form of a grant valued at \$.2 million. Depreciation expense on capital assets for fiscal 13/14 was \$233,792.

Non-Current liabilities increased from \$2.5 million at June 30, 2013 to \$3.3 million at June 30, 2014. The primary reason for this increase was because of the increase in the other post-employment benefit obligation (OPEB). The annual OPEB expense for fiscal 13/14 was \$883 thousand, and contributions or premium payments made were \$105 thousand, bringing this liability from \$2.4 million at June 30, 2013 to \$3.1 million at June 30, 2014. See Notes D and E of the basic financial statements for additional information and disclosures on other post-employment benefits.

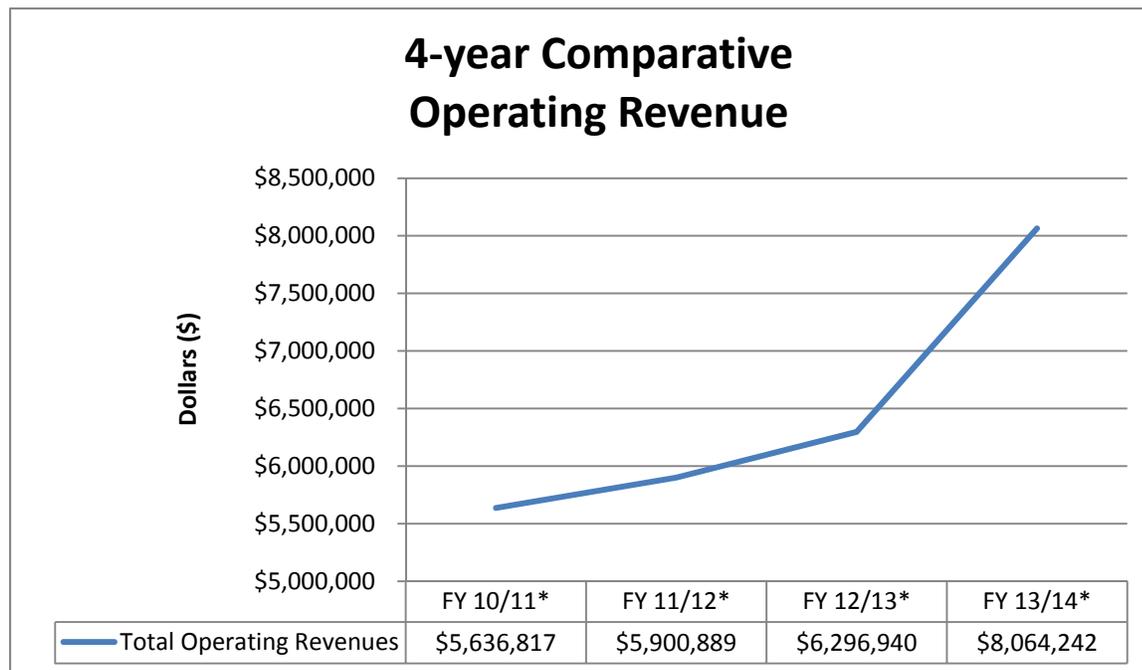
During fiscal 13/14, operating revenues increased \$1.8 million from \$6.3 million in fiscal 12/13 to \$8.1 million in fiscal 13/14. This increase was due to funding significantly low staffing level in fiscal 12/13 and prior years.

Operating expenses increased \$1.5 million from \$7.2 million during fiscal 12/13 to \$8.7 million during 13/14. Salaries and employee benefits increased from \$4.7 million to \$5.7 million from fiscal 12/13 to 13/14; this increase was the result of staffing levels brought to full staffing, bringing increases in base wages and salaries, increases in workers compensation insurance and increases in health related employee benefits. Services and supplies increased from \$1.4 million during 12/13 to \$1.9 million in 13/14. These increases were the result of increases in outside professional services, materials and supplies, other facilities related maintenance expenses, and other employee related expenses. Also because of the capital asset additions during fiscal 13/14, depreciation expense increased by approximately \$40 thousand dollars from the previous year.

Non-operating revenues include grants, interest and investment income, and other miscellaneous fees for services. Total non-operating revenues net, increased from \$22 thousand during fiscal 12/13 to \$270 thousand in fiscal 13/14. 12/13 amounts included \$18 thousand in interest and investment income, \$19 thousand in fees for other services, and the recognition of an expense of \$14 thousand for amounts owed to the Sacramento County for the over-allocated interest and investment income by Sacramento County. During fiscal 14/15, SRPSCC was notified by the Sacramento County Treasury that the Center was mistakenly over allocated interest earnings from FY 08/09-13/14. This amount will be paid back at a future date. 13/14 amounts included \$13 thousand in interest and investment income, \$33 thousand in fees for other services, and a grant from SETNA (State Emergency Telephone Number Account) in the amount of \$223 thousand. The SETNA monies were used to help in the funding of the Center’s dispatch floor redesign during the year. Also recognized during fiscal 13/14 was Capital Grant revenue in the amount of \$220 thousand. \$200 thousand of this came from the Governor’s Office of Emergency Services Public Safety Communications, and \$20 thousand came from SETNA. These monies were also used to fund the redesign of the Center’s dispatch area.

**Operating Revenues**

SRPSCC is primarily funded by member contributions, paid to the Center on a bi-annual basis, for dispatch and dispatch-related services. Per the JPA agreement, each member agency pays its prorata share of all capital, operating, and related costs of the Center. In April of each year, Command Staff presents the preliminary budget to the Board detailing its funding requirements for the upcoming fiscal year. Once approved, the member agencies are invoiced by the Center for their member contributions.



\*Note budgeted member contributions remained status quo at \$8,003,132 for each of the fiscal years shown. The change in total revenue is due to funding for significantly low staffing levels in prior years.

**FY 13/14 Audit:**

<u>Operating Revenues</u>	<u>FY 13/14</u>	<u>FY 12/13</u>	<u>\$ Variance</u>	<u>% Variance</u>
Charges for Services	\$ 8,064,242	\$ 6,296,940	\$ 1,767,302	28%
<b>Total Operating Revenues</b>	<b>\$ 8,064,242</b>	<b>\$ 6,296,940</b>	<b>\$ 1,767,302</b>	<b>28%</b>

**Non Operating Revenues (Expenses)**

Nonoperating grants	\$ 222,978	\$ -	\$ 222,978	N/A
Interest and Investment Income	\$ 13,358	\$ 17,939	\$ (4,581)	-26%
Overallocated Interest and Investment Income by Sacramento County	\$ -	\$ (14,340)	\$ 14,340	100%
Other NonOperating Revenues	\$ 33,310	\$ 18,881	\$ 14,429	76%
<b>Total Non Operating Revenues</b>	<b>\$ 269,646</b>	<b>\$ 22,480</b>	<b>\$ 247,166</b>	<b>1099%</b>

The Center's total operating revenues increased by \$1.8 million from FY 12/13 to FY 13/14 as SRPSCC reached full staffing and used their budgeted funds to maintain these staffing levels. In previous years, SRPSCC had not used the full budgeted funds due to low staffing levels within the Center.

SRPSCC received SETNA monies in FY 13/14 which resulted in larger expense and revenue for the Center. These funds are available to the Center every 7 years. These funds are recorded as nonoperating grants and are the reason for the \$247 thousand increase in total nonoperating revenues from FY 12/13 to FY 13/14.

**FY 12/13 Audit:**

<u>Operating Revenues</u>	<u>FY 12/13</u>	<u>FY 11/12</u>	<u>\$ Variance</u>	<u>% Variance</u>
Charges for Services	\$ 6,296,940	\$ 5,900,889	\$ 396,051	7%
<b>Total Operating Revenues</b>	<b>\$ 6,296,940</b>	<b>\$ 5,900,889</b>	<b>\$ 396,051</b>	<b>7%</b>

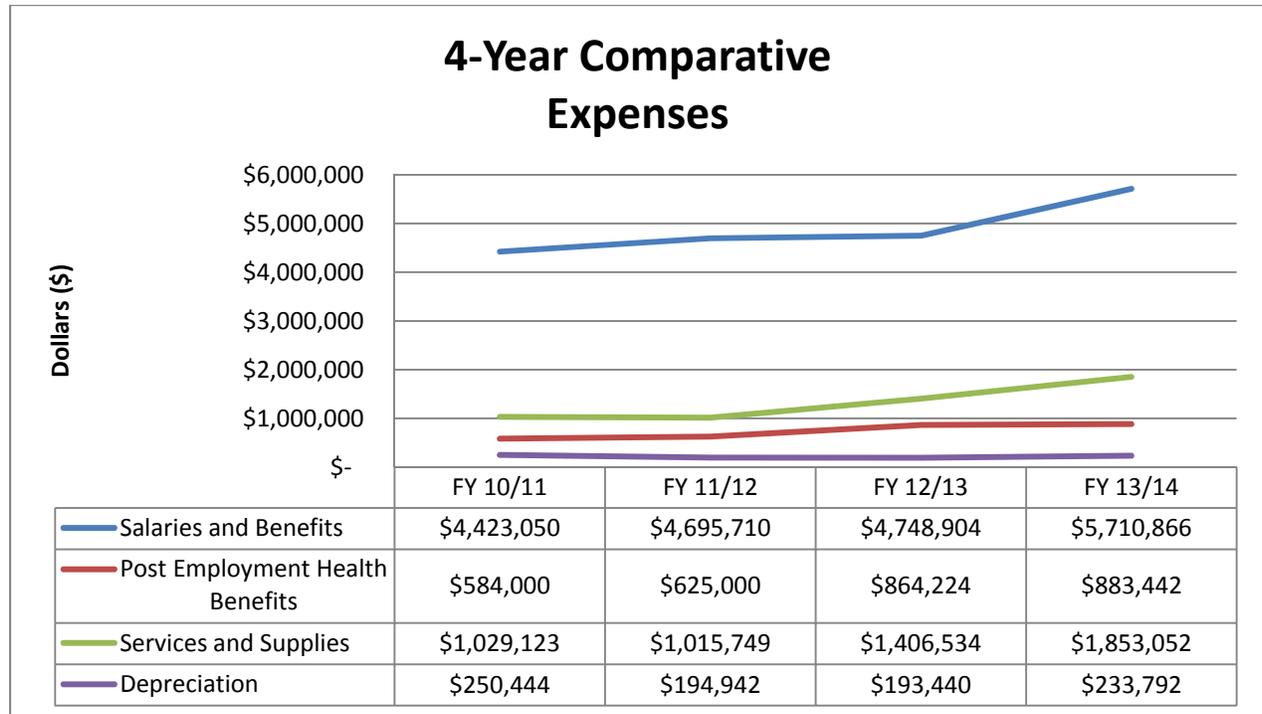
**Non Operating Revenues (Expenses)**

Interest and Investment Income	\$ 17,939	\$ 8,047	\$ 9,892	123%
Overallocated Interest and Investment Income by Sacramento County	\$ (14,340)	-	\$ (14,340)	100%
Reimbursement Revenue	-	\$ 13,670	\$ (13,670)	-100%
Other NonOperating Revenues	\$ 18,881	\$ 1,759	\$ 17,122	973%
<b>Total NonOperating Revenues</b>	<b>\$ 22,480</b>	<b>\$ 23,476</b>	<b>\$ (996)</b>	<b>-4%</b>

In FY 14/15, SRPSCC received notice from the County of Sacramento that interest income for fiscal years 08/09-11/12 had been over-allocated by a total of \$14 thousand. This amount was recognized as an expense in the current year as "Over Allocated Interest and Investment Income by Sacramento County". Reimbursement revenue reflects expenses incurred by the Center on behalf of OES to staff the communications van. This van was returned to OES in FY 12/13, and no reimbursable expenses were incurred.

**Operating Expenses**

Expenses are classified on the financial statements as Salaries and Employee Benefits, Post-Employment Health Benefits, Services and Supplies, and Depreciation. All of these expense classifications support the 9-1-1 dispatch function.



**FY 13/14 Audit:**

<b><u>Operating Expenses</u></b>	<b><u>FY 13/14</u></b>	<b><u>FY 12/13</u></b>	<b><u>\$ Variance</u></b>	<b><u>% Variance</u></b>
Salaries and employee benefits	\$ 5,710,866	\$ 4,748,904	\$ 961,962	20%
Post retirement health benefits	\$ 883,442	\$ 864,224	\$ 19,218	2%
Services and supplies	\$ 1,853,052	\$ 1,406,534	\$ 446,518	32%
Depreciation	\$ 233,792	\$ 193,440	\$ 40,352	21%
<b>Total Operating Expenses</b>	<b>\$ 8,681,152</b>	<b>\$ 7,213,102</b>	<b>\$ 1,468,050</b>	<b>20%</b>

Please note that SRPSCC received SETNA monies in FY 13/14 which resulted in larger expense and revenue for the Center—these funds are available to the Center every 7 years

Salaries and Benefits increased considerably as a result of staff going from 35 in January 2013 to 54 in January 2014. Another large expense is the Center’s medical benefits, which increased 11.11% from 2013 to 2014. Those two major factors are directly reflected in our Workers Compensation Insurance and retirement costs.

Services and Supplies increased over the fiscal years 11/12 through 13/14 as a 5-year strategic plan to upgrade antiquated technologies was implemented beginning in fiscal year 12/13. These technologies included upgrades to the firewall and network infrastructure, extensive upgrade and relocation of our disaster recovery site to include 13 dispatch workstations and fully redundant network, CAD, and phone systems, training and conference center which includes a computer lab of 24 seats and 3,000 sq. ft. main conference room, the completion of a dispatch floor redesign which included new consoles and wiring for

new phone system upgrades and the renovation of the new conference training center including an updated kitchen and additional conference rooms.

**FY 12/13 Audit:**

<u>Operating Expenses</u>	<u>FY 12/13</u>	<u>FY 11/12</u>	<u>\$ Variance</u>	<u>% Variance</u>
Salaries and employee benefits	\$ 4,748,904	\$ 4,695,710	\$ 53,194	1%
Post retirement health benefits	\$ 864,224	\$ 625,000	\$ 239,224	38%
Services and supplies	\$ 1,406,534	\$ 1,015,749	\$ 390,785	38%
Depreciation	\$ 193,440	\$ 194,942	\$ (1,502)	-1%
<b>Total Operating Expenses</b>	<b>\$ 7,213,102</b>	<b>\$ 6,531,401</b>	<b>\$ 681,701</b>	<b>10%</b>

Salaries and Benefits continue to increase as a result of increases in medical and retirement expenses. Medical health benefits expense increased 7.28%, 9.02%, and 11.11% in each of the fiscal years 11/12, 12/13, 13/14 respectively, and is anticipated to increase 10% FY 14/15. Employer retirement contribution rates increased 2.34%, 0.64%, 0.09% and 1.31% in each of the fiscal years 2012-2015 respectively. Additionally, 10 vacancies were filled between FY 11/12 to FY 14/15 as staffing levels were brought back up to budgeted levels.

SRPSCC offers retirement health benefits to its retirees as a post-employment benefit. As of FY 12/13, the plan had 50 active participants and 14 retirees. With less than 200 plan members, an actuarial valuation is required on a triennial basis. An actuarial valuation was performed as of June 30, 2010, and most recently as of June 30, 2013. The increases in expense between FY 11/12 and 2013 is due to the availability of the updated valuation report, increases in health costs, and plan growth from 39 actives and 13 retirees in FY 2010 to 47 actives and 14 retirees in FY 12/13.

**OPEB – Other Post-Employment Benefits**

SRPSCC provides a retiree medical benefit for employees who retire directly from SRPSCC under CalPERS. SRPSCC contributes up to a cap based on the lesser amount of Kaiser or Blue Shield, Sacramento regional non-Medicare premiums for single and 2-party coverage.

- Effective July 1, 2014 Center contributions to OPEB were capped at a maximum of 5% increase over the prior year. (Previously capped at 20% increase over the prior year.)
- Effective July 1, 2014, Employees contribute an additional \$100 from each payroll period to defray the cost of future OPEB obligations.
- During FY 14-15, SRPSCC worked with CalPERS to establish a trust for the purpose of funding future OPEB obligations. Currently the trust is funded from employee contributions. Furthermore current year health expenses for OPEB are paid from the Center’s operating budget. Other funding strategies are currently under review with the Board of Directors and management.
- On May 14, 2015, \$77,044 was transferred to the trust representing employee contributions of \$29,850 and \$47,194 in fiscal years 2014 and 2015, respectively.

## Assets

Assets represent economic resources, tangible and intangible, available to the organization for operations and future economic use. They are presented in order of liquidity, and classified as current and non-current.

### **FY 13/14 Audit:**

<u>Assets</u>	<u>FY 13/14</u>	<u>FY 12/13</u>	<u>\$ Variance</u>	<u>% Variance</u>
<b><u>Current Assets</u></b>				
Cash and Cash Equivalents	\$ 5,969,833	\$ 5,797,014	\$ 172,819	3%
Accounts receivable	\$ 52,172	\$ 35,550	\$ 16,622	47%
Due from other governments	\$ 282,159	\$ 50,625	\$ 231,534	457%
Interest receivable	\$ -	\$ 13,656	\$ (13,656)	-100%
Prepaid expenses and other assets	\$ 83,987	\$ 39,601	\$ 44,386	112%
<b>Total Current Assets</b>	<b>\$ 6,388,151</b>	<b>\$ 5,936,446</b>	<b>\$ 451,705</b>	<b>8%</b>
<b><u>Capital Assets</u></b>				
Not being depreciated	\$ 16,734	\$ 16,734	\$ -	0%
Being depreciated, net	\$ 875,967	\$ 548,041	\$ 327,926	60%
<b>Total Capital Assets</b>	<b>\$ 892,701</b>	<b>\$ 564,775</b>	<b>\$ 327,926</b>	<b>58%</b>
<b>Total Assets</b>	<b>\$ 7,280,852</b>	<b>\$ 6,501,221</b>	<b>\$ 779,631</b>	<b>12%</b>

As part of an organization-wide effort to review and improve policies and procedures, the Accounting department reengineered its business process to allow for timelier billing, easier reconciliation, and more accurate reporting. Accounts receivable represent outstanding billings for board-up services and 800Mhz radio backbone reimbursements from non-governmental contracting agencies. Due from other governments represents that portion of the 800Mhz radio backbone reimbursements due from other governmental, contracted agencies. Increases in both these receivable types are due to a policy change whereby annual billing will be done one year in arrears, thus increasing the amount of receivables in fiscal 13/14.

The increase in depreciated assets is due to the Capital Improvement projects that took place in FY 13/14. The Dispatch Floor Redesign and other capital asset purchases in FY 13/14 resulted in an increase of \$328 thousand in capital assets.

**FY 12/13 Audit:**

<u>Assets</u>	<u>FY 12/13</u>	<u>FY 11/12</u>	<u>\$ Variance</u>	<u>% Variance</u>
<b><u>Current Assets</u></b>				
Cash and Cash Equivalents	\$ 5,797,014	\$ 5,689,746	\$ 107,268	2%
Accounts Receivable	\$ 35,550	\$ 19,925	\$ 15,625	78%
Due from other governments	\$ 50,625	\$ 9,175	\$ 41,450	452%
Interest receivable	\$ 13,656	\$ 7,129	\$ 6,527	92%
Prepaid expenses and other assets	\$ 39,601	\$ 29,091	\$ 10,510	36%
<b>Total Current Assets</b>	<b>\$ 5,936,446</b>	<b>\$ 5,755,066</b>	<b>\$ 181,380</b>	<b>3%</b>
<b><u>Capital Assets</u></b>				
Not being depreciated	\$ 16,734	\$ 16,734	\$ -	0%
Being depreciated, net	\$ 548,041	\$ 612,129	\$ (64,088)	-10%
<b>Total Capital Assets</b>	<b>\$ 564,775</b>	<b>\$ 628,863</b>	<b>\$ (64,088)</b>	<b>-10%</b>
<b>Total Assets</b>	<b>\$ 6,501,221</b>	<b>\$ 6,383,929</b>	<b>\$ 117,292</b>	<b>2%</b>

Net depreciable assets decreased from \$612 thousand in FY 11/12 to \$548 thousand in FY 12/13 due to current year depreciation exceeding current year investments. The Center invested \$129 thousand in capital assets in FY 12/13, compared to \$129 thousand in FY 11/12. As part of the 5-year strategic plan, the majority of the radio and network infrastructure upgrades were completed in FY 11/12, with the remaining portion completed in FY 12/13.

**Liabilities**

Liabilities represent obligations of the Center or claims against economic resources. These are classified as current and non-current on the balance sheet, and reported in order of relative maturity.

**FY 13/14 Audit:**

<u>Liabilities</u>	<u>FY 13/14</u>	<u>FY 12/13</u>	<u>\$ Variance</u>	<u>% Variance</u>
<b><u>Current Liabilities</u></b>				
Accounts payable and accrued expenses	\$ 278,035	\$ 283,124	\$ (5,089)	-2%
Accrued Salaries and Benefits	\$ 287,792	\$ 194,022	\$ 93,770	48%
Current portion of compensated absence:	\$ 51,665	\$ 15,017	\$ 36,648	244%
<b>Total Current Liabilities</b>	<b>\$ 617,492</b>	<b>\$ 492,163</b>	<b>\$ 125,329</b>	<b>25%</b>
<b><u>Non Current Liabilities</u></b>				
Compensated Absences	\$ 140,126	\$ 137,047	\$ 3,079	2%
Other post-employment benefits	\$ 3,131,588	\$ 2,353,361	\$ 778,227	33%
<b>Total NonCurrent Liabilities</b>	<b>\$ 3,271,714</b>	<b>\$ 2,490,408</b>	<b>\$ 781,306</b>	<b>31%</b>
<b>Total Liabilities</b>	<b>\$ 3,889,206</b>	<b>\$ 2,982,571</b>	<b>\$ 906,635</b>	<b>30%</b>

From FY 12/13 to FY 12/13 Accounts payable and accrued expenses decreased slightly by \$5 thousand. Accrued Salaries and Benefits increased by \$93 thousand as the Center reached full staffing in FY 13/14. The increase in the current portion of compensated absences of \$37 thousand was also due to the increase

in staffing at the Center. The remaining amount of earned, but unused, compensated absences are reported as the non-current portion of compensated absences.

The increase in net OPEB obligation is due to increases in the actuarially determined annual required contribution (ARC) from \$864 thousand in FY 12/13 to \$883 thousand in FY 13/14. The ARC is comprised of two parts, the “normal cost” which is the cost for OPEB benefits attributable to the current year of service, and the “amortization payment”, which is the catch-up amount for past cost to fund the unfunded actuarial accrued liability (UUAL) over the next thirty years. As SRPSCC is currently operating under the pay-as-you-go method, the UUAL will continue to increase and negatively impact the ARC. To ensure the continued financial strength of the organization and security of its OPEB benefits, SRPSCC continues to work with its actuaries, financial advisors, board of directors and labor groups to manage future costs of other post-employment benefits.

**FY 12/13 Audit:**

<u>Liabilities</u>	<u>FY 12/13</u>	<u>FY 11/12</u>	<u>\$ Variance</u>	<u>% Variance</u>
<b><u>Current Liabilities</u></b>				
Accounts payable and accrued expenses	\$ 283,124	\$ 144,627	\$ 138,497	96%
Accrued salaries and benefits	\$ 194,022	\$ 80,805	\$ 113,217	140%
Current portion of compensated absences	\$ 15,017	\$ 32,413	\$ (17,396)	-54%
<b>Total Current Liabilities</b>	<b>\$ 492,163</b>	<b>\$ 257,845</b>	<b>\$ 234,318</b>	<b>91%</b>
<b><u>Non Current Liabilities</u></b>				
Compensated absences	\$ 137,047	\$ 139,080	\$ (2,033)	-1%
Other post-employment benefits	\$ 2,353,361	\$ 1,574,672	\$ 778,689	49%
<b>Total NonCurrent Liabilities</b>	<b>\$ 2,490,408</b>	<b>\$ 1,713,752</b>	<b>\$ 776,656</b>	<b>45%</b>
<b>Total Liabilities</b>	<b>\$ 2,982,571</b>	<b>\$ 1,971,597</b>	<b>\$ 1,010,974</b>	<b>51%</b>

Accounts payable increased from \$145 thousand in FY 11/12 to \$283 thousand in FY 12/13 due to the increased amount of purchasing activity during the May and June months during the admin floor redesign project, combined with an increase in claims processing time by the County of Sacramento during that period. This led to a larger accounts payable balance at June 30, 2013 compared to the prior year

The current portion of compensated absences decreased from \$32 thousand in FY 11/12 to \$15 thousand in FY 12/13 due to employee retirements and vacation cash-outs. The remaining amount of earned, but unused, compensated absences are reported as the non-current portion of compensated absences.

SRPSCC provides a retiree medical benefit for employees who retire directly from SRPSCC under CalPERS. SRPSCC contributions up to a cap based on the lesser of Kaiser or Blue Shield, Sacramento regional non-Medicare premiums for single and 2-party coverage.

**Net Position**

Net position is comprised of net investment in capital assets, unrestricted and restricted net position. These balances reflect the net resources available for future economic use.

**FY 13/14 Audit:**

<u>Net Position</u>	<u>FY 13/14</u>	<u>FY 12/13</u>	<u>\$ Variance</u>	<u>% Variance</u>
Net investment in capital assets	\$ 892,701	\$ 564,775	\$ 327,926	58%
Unrestricted	\$ 2,498,945	\$ 2,953,875	\$ (454,930)	-15%
<b>Total Net Position</b>	<b>\$ 3,391,646</b>	<b>\$ 3,518,650</b>	<b>\$ (127,004)</b>	<b>-4%</b>

The increase in the net investment in capital assets in FY 13/14 was the result of purchases of capital assets of \$361 thousand, a grant received in the form of capital assets valued at \$200 thousand, offset by \$234 thousand in depreciation expense. The decrease in unrestricted net position was primarily the result of the \$778 thousand increase in the other post-employment benefits liability, the \$111 thousand increase in current liabilities, offset by the \$451 thousand increase in current assets.

**FY 12/13 Audit:**

<u>Net Position</u>	<u>FY 12/13</u>	<u>FY 11/12</u>	<u>\$ Variance</u>	<u>% Variance</u>
Net investments in capital assets	\$ 564,775	\$ 628,863	\$ (64,088)	-10%
Unrestricted	\$ 2,953,875	\$ 3,783,469	\$ (829,594)	-22%
<b>Total Net Position</b>	<b>\$ 3,518,650</b>	<b>\$ 4,412,332</b>	<b>\$ (893,682)</b>	<b>-20%</b>

Unrestricted net position decreased as a result of the significant increase in liabilities compared to the relatively smaller increases in assets in FY 12/13.

Net position decreased from \$4.4 million in FY 11/12, to \$3.5 million in FY 12/13 due to a net loss of \$894 thousand in FY 12/13. Post-retirement health benefits expenses of \$864 thousand were a significant contributing factor to the change in net position.

**Obtaining Additional Information**

These financial reports are intended to provide the Center's stakeholders with a general overview of the Center's financial condition and an accounting of the public's money. If you have questions about this report, or need more financial information, please contact SRPSCC Command Staff at excellence@SRFECC.ca.gov. More information about the Center's operations can also be found at www.SRFECC.ca.gov.

SACRAMENTO REGIONAL PUBLIC SAFETY COMMUNICATIONS CENTER

BALANCE SHEETS

June 30, 2014 and 2013

	<u>2014</u>	<u>2013</u>
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	\$ 5,969,833	\$ 5,797,014
Accounts receivable	52,172	35,550
Due from other governments	282,159	50,625
Interest receivable		13,656
Prepaid expenses and other assets	<u>83,987</u>	<u>39,601</u>
TOTAL CURRENT ASSETS	<u>6,388,151</u>	<u>5,936,446</u>
<b>CAPITAL ASSETS</b>		
Not being depreciated	16,734	16,734
Being depreciated, net	<u>875,967</u>	<u>548,041</u>
TOTAL CAPITAL ASSETS	<u>892,701</u>	<u>564,775</u>
TOTAL ASSETS	<u>\$ 7,280,852</u>	<u>\$ 6,501,221</u>
<b>LIABILITIES AND NET POSITION</b>		
<b>CURRENT LIABILITIES</b>		
Accounts payable and accrued expenses	\$ 278,035	\$ 283,124
Accrued salaries and benefits	287,792	194,022
Current portion of compensated absences	<u>51,665</u>	<u>15,017</u>
TOTAL CURRENT LIABILITIES	<u>617,492</u>	<u>492,163</u>
<b>NONCURRENT LIABILITIES</b>		
Compensated absences	140,126	137,047
Other post-employment benefits	<u>3,131,588</u>	<u>2,353,361</u>
TOTAL NONCURRENT LIABILITIES	<u>3,271,714</u>	<u>2,490,408</u>
TOTAL LIABILITIES	<u>3,889,206</u>	<u>2,982,571</u>
<b>NET POSITION</b>		
Net investment in capital assets	892,701	564,775
Unrestricted	<u>2,498,945</u>	<u>2,953,875</u>
TOTAL NET POSITION	<u>3,391,646</u>	<u>3,518,650</u>
TOTAL LIABILITIES AND NET POSITION	<u>\$ 7,280,852</u>	<u>\$ 6,501,221</u>

The accompanying notes are an integral part of these financial statements.

SACRAMENTO REGIONAL PUBLIC SAFETY COMMUNICATIONS CENTER  
STATEMENTS OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION

For the Years Ended June 30, 2014 and 2013

	2014	2013
<b>OPERATING REVENUES</b>		
Charges for services	\$ 8,064,242	\$ 6,296,940
<b>TOTAL OPERATING REVENUES</b>	<b>8,064,242</b>	<b>6,296,940</b>
<b>OPERATING EXPENSES</b>		
Salaries and employee benefits	5,710,866	4,748,904
Post employment health benefits	883,442	864,224
Services and supplies	1,853,052	1,406,534
Depreciation	233,792	193,440
<b>TOTAL OPERATING EXPENSES</b>	<b>8,681,152</b>	<b>7,213,102</b>
<b>OPERATING LOSS</b>	<b>(616,910)</b>	<b>(916,162)</b>
<b>NONOPERATING REVENUES (EXPENSES)</b>		
Nonoperating grants	222,978	
Interest and investment income	13,358	17,939
Overallocated interest and investment income by Sacramento County		(14,340)
Other nonoperating revenue	33,310	18,881
<b>TOTAL NONOPERATING REVENUES (EXPENSES)</b>	<b>269,646</b>	<b>22,480</b>
<b>CAPITAL CONTRIBUTIONS</b>		
Capital grants	220,260	
<b>CHANGE IN NET POSITION</b>	<b>(127,004)</b>	<b>(893,682)</b>
Total net position, beginning of year	3,518,650	4,412,332
<b>TOTAL NET POSITION, END OF YEAR</b>	<b>\$ 3,391,646</b>	<b>\$ 3,518,650</b>

The accompanying notes are an integral part of these financial statements.

SACRAMENTO REGIONAL PUBLIC SAFETY COMMUNICATIONS CENTER

STATEMENTS OF CASH FLOWS

For the Years Ended June 30, 2014 and 2013

	<u>2014</u>	<u>2013</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Cash receipts from customers	\$ 8,051,907	\$ 6,248,865
Cash paid to suppliers	(3,868,478)	(2,854,247)
Cash paid to employees	(3,716,633)	(3,198,970)
<b>NET CASH PROVIDED BY OPERATING ACTIVITIES</b>	<u>466,796</u>	<u>195,648</u>
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>		
Other nonoperating revenues received	23,773	9,881
Nonoperating grants	16,735	-
<b>NET CASH PROVIDED BY NONCAPITAL FINANCING ACTIVITIES</b>	<u>40,508</u>	<u>9,881</u>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>		
Purchases of capital assets	(361,499)	(129,352)
<b>NET CASH USED FOR CAPITAL AND RELATED FINANCING ACTIVITIES</b>	<u>(361,499)</u>	<u>(129,352)</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Interest received	27,014	31,091
<b>NET CASH PROVIDED BY INVESTING ACTIVITIES</b>	<u>27,014</u>	<u>31,091</u>
<b>NET CHANGE IN CASH AND CASH EQUIVALENTS</b>	172,819	107,268
Cash and cash equivalents, beginning of year	<u>5,797,014</u>	<u>5,689,746</u>
<b>CASH AND CASH EQUIVALENTS, END OF YEAR</b>	<u>\$ 5,969,833</u>	<u>\$ 5,797,014</u>
<b>RECONCILIATION OF OPERATING LOSS TO NET CASH PROVIDED BY OPERATING ACTIVITIES</b>		
Operating loss	\$ (616,910)	\$ (916,162)
Adjustments to reconcile operating loss to net cash provided by operating activities:		
Depreciation	233,792	193,440
Changes in assets and liabilities:		
Accounts receivable	(8,175)	(6,625)
Due from other governments	(4,160)	(41,450)
Prepaid expenses and other assets	(44,386)	(10,510)
Accounts payable and accrued expenses	(5,089)	239,671
Accrued salaries and benefits	93,770	(21,976)
Compensated absences	39,727	(19,429)
Other post-employment benefits	778,227	778,689
<b>NET CASH PROVIDED BY OPERATING ACTIVITIES</b>	<u>\$ 466,796</u>	<u>\$ 195,648</u>
<b>SUPPLEMENTAL DISCLOSURE OF NONCASH ACTIVITIES:</b>		
Capital assets purchased by granting agency	<u>\$ 200,219</u>	<u>\$ -</u>

The accompanying notes are an integral part of these financial statements.

SACRAMENTO REGIONAL PUBLIC SAFETY COMMUNICATIONS CENTER

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2014 and 2013

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Sacramento Regional Public Safety Communications Center (SRPSCC) have been prepared in conformity with accounting principles generally accepted in the United States of America as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. SRPSCC follows Financial Accounting Standards Board pronouncements issued on or before November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements. The most significant accounting policies of SRPSCC are described below.

**Background:** SRPSCC was organized through a Joint Powers Agreement (JPA) pursuant to the provisions of Title I, Division 7, Chapter 5, Article 1, Sections 6500 et seq. of the California Government Code beginning in January 1, 1981, to provide fire and ambulance communications management/dispatch services for member agencies and volunteer agencies. The JPA members were Sacramento City Fire, Sacramento Metropolitan Fire District, Consumes Community Services District and Folsom City. Volunteer agencies are Herald, Courtland, Walnut Grove, and Wilton Fire Districts. SRPSCC serves approximately 1.3 million residents in an area of approximately 1,000 square miles.

SRPSCC's Board of Directors is comprised of one representative from each Member Agency. Each Member Agency has a weighted vote equal to the percentage of each Member Agency's total emergency service calls to the total of all emergency service calls for all Member Agencies during the previous calendar year that remain a member on July 1 of the current fiscal year. The weighted votes are recalculated on July 1 of each fiscal year.

Debts, liabilities and obligations of SRPSCC are not considered to be debts, liabilities and obligations of the Member Agencies. However, according to the Joint Powers Agreement, no assets may be divided or returned to Member Agencies until all outstanding obligations of SRPSCC have been resolved or a "paid-up contract" has been adopted which removes those obligations from SRPSCC. A "paid-up contract" may be for Member Agencies to accept responsibility for any outstanding claims. Dispositions of the remaining assets will then be made in proportion to the contributions of the remaining Member Agencies for the fiscal year of the dissolution. The Joint Powers Agreement may be terminated upon consent of 90% of the total number of votes of all Member Agencies.

The Joint Powers Agreement requires SRPSCC collect charges for services from its Member Agencies on a pro-rata basis sufficient to pay capital, operating and related costs for dispatch services. The rate charged to each Member Agency depends on whether the Member Agency chooses to receive Tier I, Tier II or Tier III dispatch services or requests other additional services as defined in the Joint Powers Agreement.

**Basis of Presentation – Fund Accounting:** SRPSCC's resources are allocated to and accounted for in these basic financial statements as an enterprise fund type of the proprietary fund group. The enterprise fund is used to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services on a continuing basis be financed or recovered primarily through user charges, or where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other policies. Net position for the enterprise fund represents the amount available for future operations.

**Basis of Accounting:** The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The enterprise fund type is accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and all liabilities associated with the operation of this fund are included on the balance sheet. Net position is segregated into amounts invested in capital assets, amounts restricted and amounts unrestricted. Enterprise fund type operating statements present increases (i.e., revenues) and decreases (i.e., expenses) in net total position.

SACRAMENTO REGIONAL PUBLIC SAFETY COMMUNICATIONS CENTER

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2014 and 2013

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

SRPSCC uses the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. Operating revenues and expenses consist of those revenues and expenses that result from the ongoing principle operations of SRPSCC. Operating revenues consist primarily of charges for services. Non-operating revenues and expenses consist of those revenues and expenses that are related to financing and investing types of activities and result from non-exchange transactions or ancillary activities.

When both restricted and unrestricted resources are available for use, it is SRPSCC’s policy to use restricted resources first, then unrestricted resources as they are needed.

Use of Estimates: The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Cash and Cash Equivalents: For purposes of the statement of cash flows, SRPSCC considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents. Cash and cash equivalents consist of the investment in the County of Sacramento’s investment pool and deposits in financial institutions.

Capital Assets: Capital assets are recorded at historical cost. Donated assets are valued at estimated fair value on the date received. Self-constructed assets are recorded based on the amount of direct labor, material, and certain overhead charged to the asset construction. Depreciation is calculated using the straight-line method over the following estimated useful lives:

Description	Estimated Life
Buildings and improvements	5-30 years
Equipment	5 years
Software	3 years

Maintenance and repairs are charged to operations when incurred. It is SRPSCC’s policy to capitalize all capital assets with a cost of more than \$5,000 for equipment, building and improvements. Costs of assets sold or retired (and the related amounts of accumulated depreciation) are eliminated from the balance sheet in the year of sale or retirement, and the resulting gain or loss is recognized in operations.

Compensated Absences: Regular full-time employees are granted vacation, sick and holiday leave in varying amounts based upon length of service. Employees are not compensated for unused sick leave upon separation from employment, so a liability is not recorded for unused sick leave. Any accrued hours, not in excess of the maximum allowable, which are unused during the current period, are carried forward to following years. Additionally, certain employees are allowed compensated time-off in lieu of overtime compensation and/or from working on holidays.

Net Position: Net position is categorized as invested capital assets, restricted and unrestricted.

Net Investment in Capital Assets – This category groups all capital assets into one component of net position. Accumulated depreciation reduces the balance in this category.

Restricted Net Position – This category presents external restrictions imposed by creditors, grantors, contributors, laws or regulations of other governments and restrictions imposed by law through constitutional provisions or enabling legislation. SRPSCC has no restricted net position.

Unrestricted Net Position – This category represents net position of SRPSCC not restricted for any project or other purpose.

SACRAMENTO REGIONAL PUBLIC SAFETY COMMUNICATIONS CENTER

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2014 and 2013

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Reclassifications: Certain accounts in the prior year financial statements have been reclassified for comparative purposes to conform to the presentation in the current year financial statements.

New Pronouncements: In June 2012, the GASB issued Statement No. 68, *Accounting and Financial Reporting for Pensions*. This Statement requires governments providing defined benefit pension plans to recognize their long-term obligation for pension benefits as a liability on the statement of net position and to more comprehensively and comparably measure the annual costs of pension benefits. This Statement will require SRPSCC to record a liability and expense equal to their proportionate share of the collective net pension liability and expense for the PERS plan. This Statement also requires revised and new note disclosures and required supplementary information (RSI) to be reported by employers. The provisions of this Statement will be effective for SRPSCC as of June 30, 2015.

NOTE B – CASH AND CASH EQUIVALENTS

At June 30, 2014 and 2013, SRPSCC’s cash and investments were classified in the accompanying financial statements as follows:

	2014	2013
Petty cash	\$ 200	\$ 198
Investment in County of Sacramento Investment Pool	102,331	5,796,816
Deposits in financial institutions	5,867,302	
Total	\$ 5,969,833	\$ 5,797,014

Investment policy: California statutes authorize districts to invest idle, surplus or reserve funds in a variety of credit instruments as provided for in the California Government Code, Section 53600, Chapter 4 - Financial Affairs. The table below identifies the investment types that are authorized for SRPSCC by the California Government Code (or SRPSCC’s investment policy, where more restrictive) that address interest rate risk, credit risk, and concentration of credit risk. During the year ended June 30, 2014, SRPSCC’s permissible investments included the following instruments:

Authorized Investment Type	Maximum Maturity	Maximum Percentage of Portfolio	Maximum Investment in One Issuer
Local Agency Bonds	5 years	None	None
U.S. Treasury Obligations	5 years	None	None
U.S. Agency Securities	5 years	None	None
State of California obligations	5 years	None	None
Bankers Acceptances	180 days	40%	30%
Commercial Paper	270 days	25%	10%
Negotiable Certificates of Deposits	5 years	30%	None
Repurchase Agreements	92 days	20%	None
Medium Term Corporate Notes	5 years	30%	None
Money Market Mutual Funds	N/A	20%	10%
Mortgage pass-through securities	5 years	20%	None
LAIF	N/A	None	None

SACRAMENTO REGIONAL PUBLIC SAFETY COMMUNICATIONS CENTER

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2014 and 2013

NOTE B – CASH AND CASH EQUIVALENTS (Continued)

Investment in the County of Sacramento's Investment Pool: SRPSCC maintains a portion of its cash in Sacramento County's cash and investment pool, which is managed by the Sacramento County Treasurer. SRPSCC's cash balances invested in the Sacramento County Treasurer's cash and investment pool are stated at cost, which approximates fair value. The amount invested by all public agencies in Sacramento County's cash and investment pool is \$2,476,568,236 and \$2,315,079,069 at June 30, 2014 and 2013, respectively. Sacramento County does not invest in any derivative financial products. The Sacramento County Treasury Investment Oversight Committee (Committee) has oversight responsibility for Sacramento County's cash and investment pool. The Committee consists of ten members as designated by State law. The value of pool shares in Sacramento County that may be withdrawn is determined on an amortized cost basis, which is different than the fair value of SRPSCC's position in the pool. Investments held in the County's investment pool are available on demand to SRPSCC and are stated at cost, which approximates fair value. This investment is not subject to categorization under GASB No.3.

Interest Rate Risk: Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. As of June 30, 2014, the weighted average maturity of the investments contained in the County's investment pool was approximately 293 days.

Credit Risk: Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating issued by a nationally recognized statistical rating organization. The County's investment pool does not have a rating provided by a nationally recognized statistical rating organization.

Custodial Credit Risk: Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and SRPSCC's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits, other than the following provision for deposits: The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure public agency deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits. At June 30, 2014, the carrying value of SRPSCC's deposits was \$5,867,302 and the balance in financial institutions was \$5,879,235. Of the balance in financial institutions, \$250,000 was covered by federal depository insurance and \$5,629,235 was covered by the pledging financial institution with assets held in a common pool for SRPSCC and other governmental agencies, but not in the name of SRPSCC.

SACRAMENTO REGIONAL PUBLIC SAFETY COMMUNICATIONS CENTER

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2014 and 2013

NOTE C – CAPITAL ASSETS

Capital asset activity for the years ended June 30, 2014 and 2013 was as follows:

	Balance July 1, 2013	Additions	Disposals	Balance June 30, 2014
Capital assets, not being depreciated:				
Land	\$ 16,734			\$ 16,734
Total capital assets, not being depreciated	16,734			16,734
Capital assets, being depreciated:				
Buildings and improvements	2,766,946	\$ 304,927		3,071,873
Equipment	5,070,131	256,791		5,326,922
Total capital assets, being depreciated	7,837,077	561,718	-	8,398,795
Less accumulated depreciation for:				
Buildings and improvements	(2,492,686)	(109,932)		(2,602,618)
Equipment	(4,796,350)	(123,860)		(4,920,210)
Total accumulated depreciation	(7,289,036)	(233,792)	-	(7,522,828)
Total capital assets, being depreciated, net	548,041	327,926		875,967
Total capital assets, net	\$ 564,775	\$ 327,926	\$ -	\$ 892,701
	Balance July 1, 2012	Additions	Disposals	Balance June 30, 2013
Capital assets, not being depreciated:				
Land	\$ 16,734			\$ 16,734
Total capital assets, not being depreciated	16,734			16,734
Capital assets, being depreciated:				
Buildings and improvements	2,700,386	\$ 66,560		2,766,946
Equipment	5,007,339	62,792		5,070,131
Total capital assets, being depreciated	7,707,725	129,352	-	7,837,077
Less accumulated depreciation for:				
Buildings and improvements	(2,401,846)	(90,840)		(2,492,686)
Equipment	(4,693,750)	(102,600)		(4,796,350)
Total accumulated depreciation	(7,095,596)	(193,440)	-	(7,289,036)
Total capital assets, being depreciated, net	612,129	(64,088)		548,041
Total capital assets, net	\$ 628,863	\$ (64,088)	\$ -	\$ 564,775

SACRAMENTO REGIONAL PUBLIC SAFETY COMMUNICATIONS CENTER

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2014 and 2013

NOTE D – LONG-TERM LIABILITIES

The following is a summary of long-term liabilities activity of SRPSCC for the years ended June 30, 2014 and 2013:

	Balance June 30, 2013	Additions	Repayments	Balance June 30, 2014	Due Within One Year
Compensated absences	\$ 152,064	\$ 39,727		\$ 191,791	\$ 51,665
Other post-employment benefits	2,353,361	883,442	\$ (105,215)	3,131,588	
	<u>\$ 2,505,425</u>	<u>\$ 923,169</u>	<u>\$ (105,215)</u>	<u>\$ 3,323,379</u>	<u>\$ 51,665</u>
	Balance June 30, 2012	Additions	Repayments	Balance June 30, 2013	Due Within One Year
Compensated absences	\$ 171,493		\$ (19,429)	\$ 152,064	\$ 15,017
Other post-employment benefits	1,574,672	\$ 865,825	(87,136)	2,353,361	
	<u>\$ 1,746,165</u>	<u>\$ 865,825</u>	<u>\$ (106,565)</u>	<u>\$ 2,505,425</u>	<u>\$ 15,017</u>

NOTE E – OTHER POST-EMPLOYMENT BENEFITS

**Plan Description:** The Sacramento Regional Public Safety Communications Center Retiree Healthcare (“Plan”) is a single-employer defined benefit healthcare plan administered by SRPSCC. The Plan provides healthcare benefits to eligible retirees and their dependents through California Public Employees’ Retirement System healthcare program (PEMHCA). Benefit provisions are established and may be amended through agreements and memorandums of understanding between SRPSCC, its non-represented employees and the unions representing SRPSCC employees. The Retiree Health Care Plan does not issue a financial report.

SRPSCC provides a retiree medical contribution for employees who retire directly from SRPSCC under CalPERS. SRPSCC contributes up to a cap based on Kaiser Sacramento region non-Medicare premiums for single and 2-party coverage, which was \$682 to \$1,363 in 2014. The benefit continues to surviving spouses if the retiree elects the CalPERS survivor annuity. Dental, vision, or life insurance are not available to retirees. Since PEMHCA is a community-rated plan, an implied subsidy is not valued under GASB 45.

**Funding Policy:** The contribution requirements of the “Plan” participants and SRPSCC are established by, and may be amended by SRPSCC pursuant to agreements with its non-represented employees and the unions representing SRPSCC employees. SRPSCC contributed \$105,215 and \$87,136 during the years ended June 30, 2014 and 2013, respectively, on a pay-as-you go basis for current benefit payments. Retired plan members and their beneficiaries pay the annual premium cost not paid by the employer.

Beginning July 1, 2013, active SRPSCC employees contribute \$50 per month to help defray the costs of health benefits they are to receive as retirees. These contributions are non-refundable to the employees and will be deposited in an irrevocable trust established to fund OPEB, which was authorized by the Board on August 26, 2014. As of June 30, 2014, \$29,850 has been collected from employees, which was deposited into an irrevocable trust on May 14, 2015.

**Annual OPEB Cost and Net OPEB Obligation:** SRPSCC’s annual other post-employment benefit cost (expense) is calculated based on the annual required contribution (ARC) of the employer. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover the normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed 30 years.

SACRAMENTO REGIONAL PUBLIC SAFETY COMMUNICATIONS CENTER

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2014 and 2013

NOTE E – OTHER POST-EMPLOYMENT BENEFITS (Continued)

The following table shows the components of SRPSCC’s annual OPEB cost for the years ended June 30, 2014 and 2013, the amount actually contributed to the Plan, and changes in SRPSCC’s Net OPEB obligation:

	2014	2013
Annual required contribution	\$ 924,702	\$ 893,433
Interest on net OPEB obligation	82,368	55,114
Amortization of net OPEB obligation	<u>(123,628)</u>	<u>(82,722)</u>
Annual OPEB cost (expense)	883,442	865,825
Contributions made (premium payments made)	<u>(105,215)</u>	<u>(87,136)</u>
Increase in net OPEB obligation	778,227	778,689
Net OPEB obligation, beginning of year	<u>2,353,361</u>	<u>1,574,672</u>
Net OPEB obligation, end of year	<u>\$ 3,131,588</u>	<u>\$ 2,353,361</u>

The OPEB obligation will be increased prospectively to the actuarial accrued liability amount. SRPSCC’s annual OPEB cost, the percentage of annual OPEB cost contributed to the Plan, and the net OPEB obligation for the last three fiscal years were as follows:

Fiscal Year Ended	Annual OPEB Cost	Annual Contribution	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
June 30, 2014	\$ 883,442	\$ 105,215	11.91%	\$ 3,131,588
June 30, 2013	865,825	87,136	10.06%	2,353,361
June 30, 2012	625,000	61,895	9.90%	1,574,672

**Funded Status and Funding Progress:** The funded status of the Plan as of June 30, 2013, the Plan’s most recent actuarial valuation date, was as follows:

Actuarial accrued liability (AAL)	\$ 7,989,270
Actuarial value of Plan assets	-
Unfunded actuarial accrued liability (UAAL)	<u>7,989,270</u>
Funded ratio (actuarial value of Plan assets/AAL)	0%
Covered payroll (active Plan participants)	3,198,790
UAAL as a percentage of covered payroll	249.76%

Actuarial valuations of an ongoing plan involve estimates of the value of expected benefit payments and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multi-year trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

**Actuarial Methods and Assumptions:** Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan participants) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan participants to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

SACRAMENTO REGIONAL PUBLIC SAFETY COMMUNICATIONS CENTER

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2014 and 2013

NOTE E – OTHER POST-EMPLOYMENT BENEFITS (Continued)

For the June 30, 2013 actuarial valuation, the Plan’s most recent actuarial valuation, the entry age normal actuarial cost method was used. The actuarial assumptions included a 3.5% investment rate of return, a 3.25% salary increase and a 3% general inflation assumption. Actual premiums were used for 2012 and 2013. Premiums were assumed to increase from 7.25% in 2014, grading down to 4.5% for 2082 and thereafter. The initial UAAL was amortized as a level percentage of projected payroll over a fixed 30-year period as of June 30, 2013.

**Required Supplementary Information  
Other Postemployment Benefits  
Schedule of Funding Progress**

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (b)	Unfunded Actuarial Accrued Liability (b-a)	Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll (b-a)/c
June 30, 2010	-	\$ 5,200,000	\$ 5,200,000	0%	\$ 3,010,000	172.76%
June 30, 2013	-	7,989,270	7,989,270	0%	3,198,970	249.75%

NOTE F – DEFINED BENEFIT PENSION PLAN

**Plan Description:** SRPSCC contributes to the California Public Employees Retirement System (PERS), a cost-sharing multiple-employer public employee defined benefit pension plan. PERS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. PERS acts as a common investment and administrative agent for participating public entities within the State of California. All permanent and part-time employees working at least 1,000 hours per year are enrolled in PERS. Under PERS, benefits vest after five years of service. Upon retirement, participants are entitled to an annual retirement benefit, payable for life, in an amount equal to a benefit factor multiplied by their highest average monthly salary over 12 consecutive months of employment. Benefit provisions and all other requirements are established by State statute. The establishment and amendment of specific benefit provisions of the Plan is authorized by resolution of the Board of Directors. PERS requires plans with less than 100 active participants to participate in risk pools. Employees in PERS prior to January 1, 2013 participate in the Miscellaneous 2.7% at 55 Risk Pool. Employees that were not members of PERS as of that date participate in the Miscellaneous 2% at 62 Risk Pool. Copies of the PERS annual financial report may be obtained from their Executive Office at 400 P Street, Sacramento, CA 95814.

**Funding Policy:** Active plan members in the PERS plans are required to contribute 8% of their annual covered salary. SRPSCC is required to contribute at an actuarially determined rate of the annual covered payroll. SRPSCC’s contributions were equal to the required contributions for each year. The SRPSCC made the full contributions required of SRPSCC employees on their behalf and for their account through April 30, 2012. Beginning May 1, 2012, April 1, 2013 and November 1, 2013 employees contribute 4%, 5.686% and 7.686%, respectively, of the SRPSCC’s contribution. The contribution requirement of plan members and SRPSCC are established and may be amended by PERS. The following are the contribution rates, employee contributions made by SRPSCC and employer contributions made by SRPSCC.

Fiscal Year Ended	Contribution Rate	Employee Contribution	Employer Contribution
June 30, 2014	22.620%	\$ 269,423	\$ 774,330
June 30, 2013	22.530%	270,606	641,927
June 30, 2012	21.892%	256,636	641,829

SACRAMENTO REGIONAL PUBLIC SAFETY COMMUNICATIONS CENTER

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2014 and 2013

NOTE G – NET POSITION

Designations of unrestricted net position may be imposed by the Board of Directors to reflect future spending plans or concerns about the availability of future resources. Designations may be modified, amended or removed by Board action. Designations included the following:

	<u>Contingency</u>	<u>Capital Outlay- Infrastructure</u>	<u>Total</u>
June 30, 2014	\$ 620,251	\$ 1,878,694	\$ 2,498,945
June 30, 2013	620,251	2,333,624	2,953,875

The amounts designated for contingency is maintained for operating funds collected in advance for unanticipated operating expenses. The amounts designated for capital outlay-infrastructure represents amounts set aside to replace or upgrade capital assets at the end of their useful life.

NOTE H – INSURANCE

SRPSCC is a member of the Northern California Special Districts Insurance Authority (NCS DIA). The NCS DIA is a risk-pooling self-insurance authority, created under the provisions of the California Government Code Sections 6500 et. seq. The purpose of the NCS DIA is to provide a full risk management program for California local governments. NCS DIA provides insurance through the pool up to a certain level, beyond which group purchased commercial excess insurance is obtained.

SRPSCC pays an annual premium to NCS DIA for general liability, property, management liability and workers compensation insurance coverage. SRPSCC’s annual premium is based on its pro-rata share of charges for the pooled risk, claims adjusting and legal costs, and administrative and other costs to operate the NCS DIA.

SRPSCC’s deductible and coverage are as follows:

<u>Coverage</u>	<u>NCS DIA</u>	<u>Commercial Insurance</u>	<u>Deductible</u>
General liability	\$1,000,000	\$9,000,000	none
Property damage	Replacement Cost		\$1,000
Management liability	1,000,000	9,000,000	none
Workers compensation	Statutory		none

NOTE I – LEASE COMMITMENTS

SRPSCC leases its training facility under a noncancellable operating lease. The training facility lease expires in April 2017, with the option to renew for two additional one year terms. Rent expense was \$7,200 for the year ended June 30, 2014. As of June 30, 2014, future minimum lease payments under the noncancellable operating leases were as follows:

Fiscal year ending June 30,	
2015	\$ 28,800
2016	28,800
2017	<u>21,600</u>
	<u>\$ 79,200</u>

SACRAMENTO REGIONAL PUBLIC SAFETY COMMUNICATIONS CENTER

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2014 and 2013

NOTE J – CONTINGENCIES

SRPSCC receives grant funding for specific purposes that are subject to review and audit by the granting agencies. Such audits could result in a request for reimbursement for expenditures disallowed under the terms and conditions of the contracts. Management is of the opinion that no material liabilities will result from such potential audits.

NOTE K – OVERALLOCATION OF INTEREST INCOME BY SACRAMENTO COUNTY

In October 2014, SRPSCC was notified by the County of Sacramento that interest allocated on the cash held in the County of Sacramento Investment Pool has been miscalculated going back to fiscal year 2010. As a result, SRPSCC has been overallocated interest totaling \$19,679 for the fiscal year 2013 and \$14,340 for fiscal years 2010 to 2012. These amounts, less an underallocation of interest of \$3,181 for fiscal year 2014, will be required to be returned to the County of Sacramento in fiscal year 2016.

## COMPLIANCE REPORT

# Richardson & Company, LLP

550 Howe Avenue, Suite 210  
Sacramento, California 95825

Telephone: (916) 564-8727  
FAX: (916) 564-8728

## INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Board of Directors  
Sacramento Regional Public Safety Communication Center  
Sacramento, California

We have audited the basic financial statements of the of the Sacramento Regional Public Safety Communication Center (SRPSCC) as of and for the year ended June 30, 2014 and have issued our report thereon dated May 11, 2015. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

### Internal Control Over Financial Reporting

In planning and performing our audit, we considered SRPSCC's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the basic financial statements, but not for the purpose of expressing an opinion on the effectiveness of SRPSCC's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of SRPSCC's internal control over financial reporting.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies, or material weaknesses. We identified certain deficiencies in internal control over financial reporting described below that we consider to be material weaknesses, as defined above.

Accrual Basis of Accounting and Fiscal Year End Closing Process: In order to conform with generally accepted governmental accounting principles, the amounts reported in SRPSCC's financial statements must be accounted for using the full accrual basis of accounting. Previously, the SRPSCC utilized the County of Sacramento for its treasury function and the accounting system. However, the information maintained on the County's system did not contain all of the necessary entries needed to record expenses in the proper period and did not contain all of the transactions and accounts of SRPSCC such as capital assets and related depreciation, compensated absences liability, and other post-employment benefits liability.

SRPSCC implemented a separate general ledger system outside of the County system for fiscal year 2013/14 to ensure that all accounts are properly reflected and all transactions are recorded in the proper period. SRPSCC entered the beginning fiscal year 2014 balances into the new general ledger system; however, amounts were not cleared from the system as transactions were collected or paid. As a result, we had 10 audit adjustments to revise the account balances that were originally converted to the new system.

To the Board of Directors  
Sacramento Regional Public Safety Communications Center

In addition, SRPSCC has not established procedures to ensure expenditures are recorded with the correct classification or in the correct period. As a result, we had 7 audit adjustments to reclassify amounts as capital assets and prepaid expenses.

This item is considered a material weakness in internal control because 17 adjustments were required to correct certain balances.

*Management's Response: The closing process has become more formalized with active accounts being reviewed on a monthly basis, and less active accounts being reviewed on a quarterly basis. Areas with monthly review will include receivable and payable accounts, as well as payroll and related liability accounts. Accounts with quarterly review will include capital assets and compensated absences. Also, efforts will be made that transactions are recorded correctly from the onset to avoid heavy review of accounts that need to be reclassified later. Going forward transactions will be recorded correctly at the time of the event. For capital asset grants, periodic review of the fixed asset compilation, and its reconciliation to the general ledger will help ensure this activity is captured.*

#### Compliance and Other Matters

As part of obtaining reasonable assurance about whether SRPSCC's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of the Board of Directors, management, Member Agencies and the State of California and is not intended to be and should not be used by anyone other than these specified parties.

*Richardson & Company, LLP*

May 11, 2015



# *Sacramento Regional Fire/EMS Communications Center*

*10230 Systems Parkway, Sacramento, CA 95827-3006  
(916) 228-3058 – Fax (916) 228-3079*

## **Resolution #03-15 Resolution to Adopt Preliminary Budget FY 2015/2016**

### **A Resolution Summarizing Expenditures and Revenues and Adopting a Preliminary Budget for Sacramento Regional Fire/EMS Communications Center, for the Calendar Year Beginning on the First Day of July, 2015, and Ending on the Last Day of June, 2016**

**Whereas**, The Sacramento Regional Fire/EMS Communications Center Governing Board has appointed the Chief Executive Director to prepare and submit a proposed budget to said governing body at the proper time; and

**Whereas**, the Chief Executive Director has submitted a proposed budget to this governing body on May 26, 2015, for its consideration, and;

**Whereas**, whatever increases may have been made in the expenditures, like increases were added to the revenues or planned to be expended from reserves/fund balances so the budget remains in balance, as required by law.

**Now therefore, be it resolved**, that the Governing Board of the Sacramento Regional Fire/EMS Communications Center adopts the Preliminary Budget, FY 15/16 as described in attachment A.

**Passed and adopted** by the Governing Board of the Sacramento Regional Fire/EMS Communications Center this 26<sup>th</sup> day of May, 2015 by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

BY:

ATTEST:

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Chris Holbrook, Chairperson

---

Ron Phillips, Vice Chairperson



# *Sacramento Regional Fire/EMS Communications Center*

*10230 Systems Parkway, Sacramento, CA 95827-3007  
(916) 228-3070 - Fax (916) 228-3082*

**BEFORE THE GOVERNING BOARD OF  
THE SACRAMENTO REGIONAL FIRE/EMS COMMUNICATIONS CENTER  
COUNTY OF SACRAMENTO, STATE OF CALIFORNIA**

**RESOLUTION 04-15**

At the regular meeting of the Sacramento Regional Fire/EMS Communications Center held Tuesday, May 26, 2015, the Governing Board hereby resolved to transfer \$172,000 from audited FY 2013/2014 Budget funds into FY 2014/2015 Operating Budget to cover expenses such as Medical Director Recruitment, Communications Van, River Delta & Isleton and the Staten Island project.

**PASSED AND ADOPTED** this 26<sup>th</sup> day of May, 2015 by the following vote, to wit:

AYES:

NOES:

ABSENT:

BY:

ATTEST:

---

Chris Holbrook, Chairperson

---

Ron Phillips, Vice-Chairperson



# *Sacramento Regional Fire/EMS Communications Center*

*10230 Systems Parkway, Sacramento, CA 95827-3007  
(916) 228-3070 – Fax (916) 228-3082*

**BEFORE THE GOVERNING BOARD OF  
THE SACRAMENTO REGIONAL FIRE/EMS COMMUNICATIONS CENTER  
COUNTY OF SACRAMENTO, STATE OF CALIFORNIA**

**RESOLUTION 05-15**

At the regular meeting of the Sacramento Regional Fire/EMS Communications Center held Tuesday, May 26, 2015, the Governing Board hereby resolved to transfer \$400,000 from unaudited FY 2014/2015 Budget funds into FY 2015/2016 Operating Budget to cover expenses presently existing or expected in the near future:

**PASSED AND ADOPTED** this 26<sup>th</sup> day of May, 2015 by the following vote, to wit:

AYES:

NOES:

ABSENT:

BY:

ATTEST:

---

Chris Holbrook, Chairperson

---

Ron Phillips, Vice-Chairperson



# *Sacramento Regional Fire/EMS Communications Center*

*10230 Systems Parkway, Sacramento, CA 95827-3007  
(916) 228-3070 – Fax (916) 228-3082*

**BEFORE THE GOVERNING BOARD OF  
THE SACRAMENTO REGIONAL FIRE/EMS COMMUNICATIONS CENTER  
COUNTY OF SACRAMENTO, STATE OF CALIFORNIA**

**RESOLUTION 06-15**

At the regular meeting of the Sacramento Regional Fire/EMS Communications Center held Tuesday, May 26, 2015, the Governing Board hereby resolved to transfer \$572,000 from audited FY 2013/2014 Budget funds into FY 2015/2016 Operating Budget to cover expenses presently existing or expected in the near future:

**PASSED AND ADOPTED** this 26<sup>th</sup> day of May, 2015 by the following vote, to wit:

AYES:

NOES:

ABSENT:

BY:

ATTEST:

---

Chris Holbrook, Chairperson

---

Ron Phillips, Vice-Chairperson



*Sacramento Regional Fire/EMS Communications Center*

*10230 Systems Parkway, Sacramento, CA 95827-3007*

*(916) 228-3070 - Fax (916) 228-3079*

**RESOLUTION NO. 07-15**

**BEFORE THE GOVERNING BOARD OF THE  
SACRAMENTO REGIONAL PUBLIC SAFETY  
COMMUNICATIONS CENTER**

**RESOLUTION TO AWARD RFP FOR PURCHASE OF NEW CAD  
SYSTEM**

**WHEREAS, the Sacramento Regional Public Safety Communications Center (formerly known as the Sacramento Regional Fire/EMS Communications Center) (“Center”) provides dispatching for fire protection and emergency medical service for nearly all of Sacramento County and part of Placer County, covering over 1,000 square miles and serving over 1.4 million residents; and**

**WHEREAS, the Center’s existing Computer Aided Dispatching System and Mobile Data System was procured in the 1990’s, and despite maintenance and updates, has become outdated; and**

**WHEREAS, Center obtained the services of RCC Consultants to assist Center in: 1) preparation of a Request for Proposals (“RFP”); and 2) evaluation of any timely Proposal submitted in response to the RFP; and**

**WHEREAS, Center issued RFP No. 14-01 dated March 28, 2014, to solicit Proposals to replace its existing Computer Aided Dispatching System and Mobile Data System with a Commercial Off The Shelf (COTS) solution (“CAD System”); and**

**WHEREAS, Center received timely Proposals in response to the RFP from three (3) vendors; and**

**WHEREAS, each Proposal was evaluated by Center’s Evaluation Committee based on the weighted scoring process set forth in the RFP to ensure consistent and unbiased scoring, which provided a total score for each Proposal; and**

**WHEREAS, the Evaluation Committee reviewed the final cumulative scoring results and New World Systems Corporation of Troy, Michigan received the highest total score.**

**NOW, THEREFORE, BE IT RESOLVED, as follows:**

- 1. The Governing Board has received from the Evaluation Committee: a) information regarding the Proposals submitted in response to the RFP; b) a description of the evaluation process utilized to score the Proposals; and 3) a recommendation for an award of the RFP.**
- 2. The Proposal submitted by New World is responsive to the RFP; New World is a responsible bidder for purposes of the RFP; and New World's Proposal meets the Center's needs and provides the best value for a new CAD System.**
- 3. The Board awards the bid for a new CAD System to New World.**
- 4. The Chief Executive Director, or her designee, is directed and authorized to negotiate a contract with New World for the purchase of a CAD System in accordance with the RFP, New World's Proposal, and this Resolution; and to perform any actions, and execute any and all documents, which are necessary to affect the intent of this Resolution.**
- 5. The final negotiated contract shall be presented to the Governing Board for approval.**

**THIS RESOLUTION was duly passed and adopted by the Governing Board of the Sacramento Regional Public Safety Communications Center at a regular meeting held on the 26th of May, 2015, by the following roll call vote:**

*AYES:*

*NOES:*

*ABSENT:*

**Signed and Approved by me after its**

**passage.**

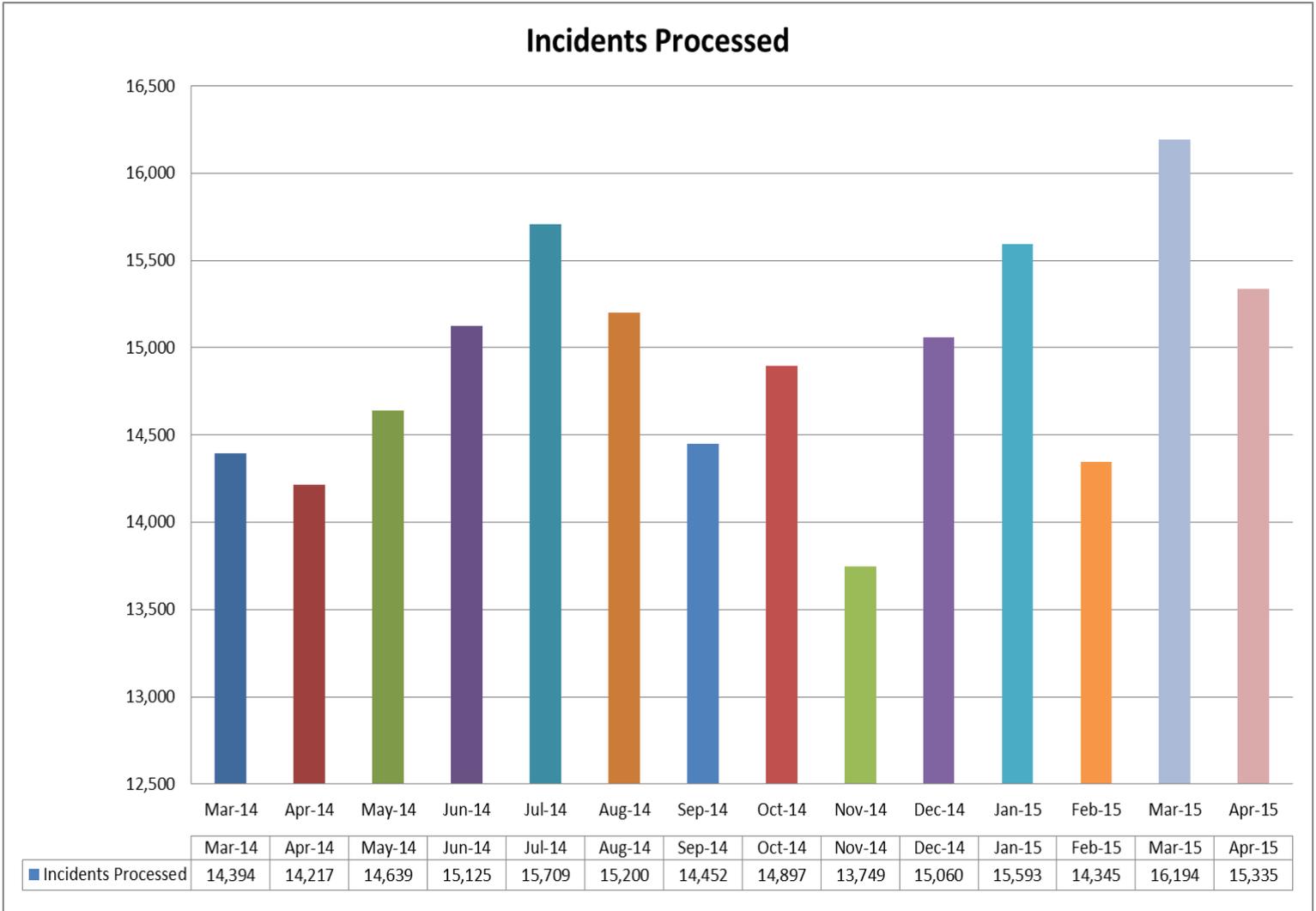
\_\_\_\_\_  
*Chairperson of the Governing Board*

**ATTEST:**

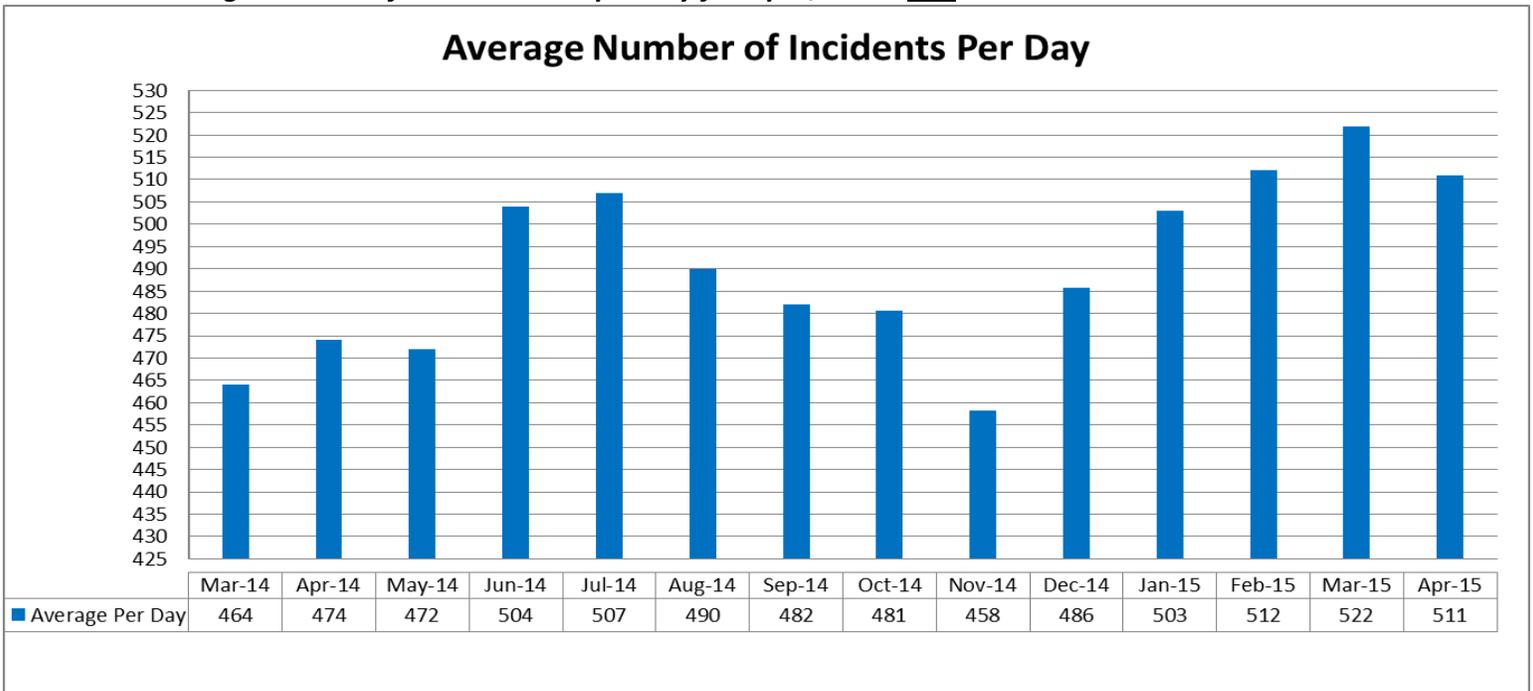
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*Secretary to the Governing Board*

# CAD Incidents – April, 2015

Total number of CAD incidents for April, 2015: 15,335



Average number of CAD incidents per day for April, 2015: 511



## SRFECC Telephony Performance Measure February, 2015

The following data is the telephony performance measures for the Sacramento Regional Fire/EMS Communications Center (SRFECC) during the month of February, 2015 for all incoming and outgoing calls to and from the Center on 9-1-1 lines, Seven-Digit Emergency (7DE) lines, Allied Agencies (i.e. Sacramento Police Dept.), Alarm Company lines, as well as Seven-Digit Administrative lines.

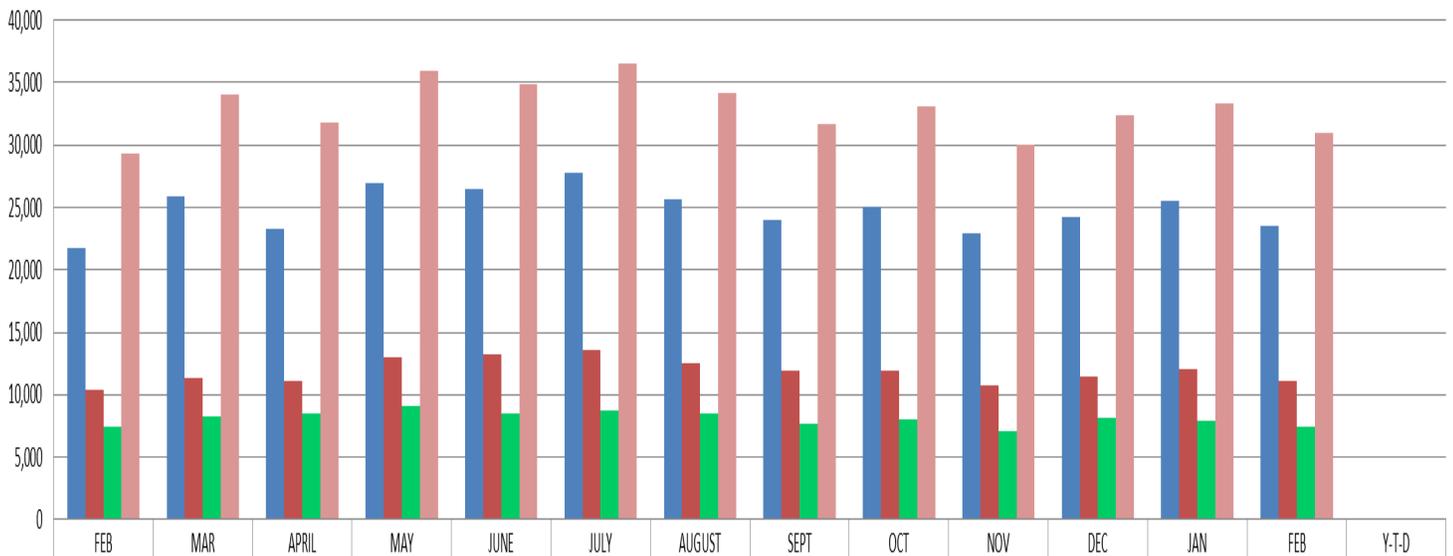
### Summary of Information

During the month of February, 2015, SRFECC dispatch staff processed a total of **23,550** incoming and **7,432** outgoing a total of **30,982** calls.

### Detailed Breakdown of Information

- ***Incoming 9-1-1 lines:*** There were **11,142** incoming 9-1-1 calls.
- ***“Seven-Digit” Emergency lines (7DE):*** There were **4,093** incoming seven-digit emergency calls.
- ***Allied Agency/Alarm Co:*** There were **2,852** incoming Allied Agency and Alarm Company calls.
- ***Non-Emergency/Administrative (7DA) lines:*** There were **5,463** incoming 7DA calls.

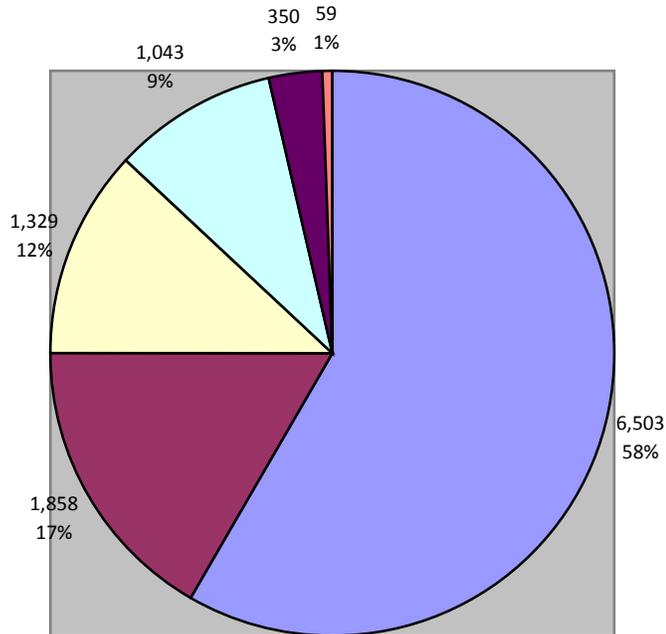
**Telephony Performance Measure - 2014/2015**



## SRFECC Telephony Performance Measure February, 2015

The following chart represents call distribution according to class of service (i.e. Wireless Phase 2, Residential, etc.) for the 11,142 incoming 9-1-1 calls.

**INCOMING 9-1-1 CALL DISTRIBUTION - February, 2015**



Wireless Phase 2    
  Residential    
  Other (i.e. PBX)  
 VOIP    
  Wireless Phase 1    
  Payphone

### Answering Standard: NFPA 1221 – 2013 Edition

According to NFPA 1221–2013 ed., Chp. 7, Sec. 7.4–Operating Procedures:

**Rule 7.4.1:** *“Ninety-five percent of alarms received on emergency lines shall be answered within 15 seconds, and 99 percent of alarms shall be answered within 40 seconds.”*

Utilizing the measure recommended by NFPA 1221-2013 ed. that all calls received on emergency lines shall be answered within 15 seconds 95% of the time. In February, the dispatch team answered all calls on emergency lines within 15 seconds **97.26%** of the time – **exceeding the standard by 2.26%**.

The standard of 99% percent of emergency lines answered within 40 seconds was also exceeded by the SRFECC dispatch team. In February, the dispatch team answered all calls on emergency lines within 40 seconds **99.61%** of the time – **exceeding the standard by .61%**.

## SRFECC Telephony Performance Measure March, 2015

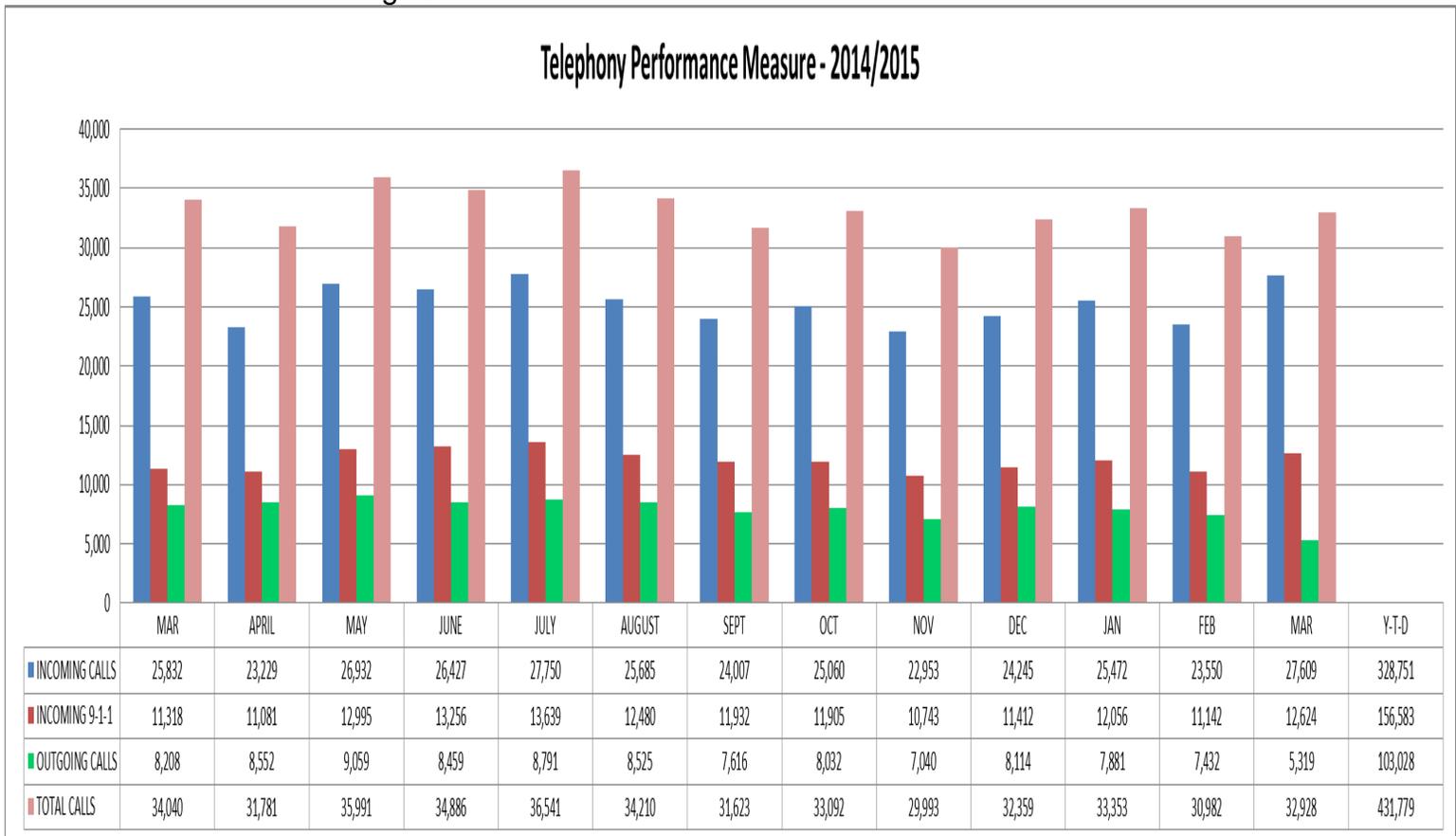
The following data is the telephony performance measures for the Sacramento Regional Fire/EMS Communications Center (SRFECC) during the month of March, 2015 for all incoming and outgoing calls to and from the Center on 9-1-1 lines, Seven-Digit Emergency (7DE) lines, Allied Agencies (i.e. Sacramento Police Dept.), Alarm Company lines, as well as Seven-Digit Administrative lines.

### Summary of Information

During the month of March, 2015, SRFECC dispatch staff processed a total of **27,609** incoming and **5,319** outgoing a total of **32,928** calls.

### Detailed Breakdown of Information

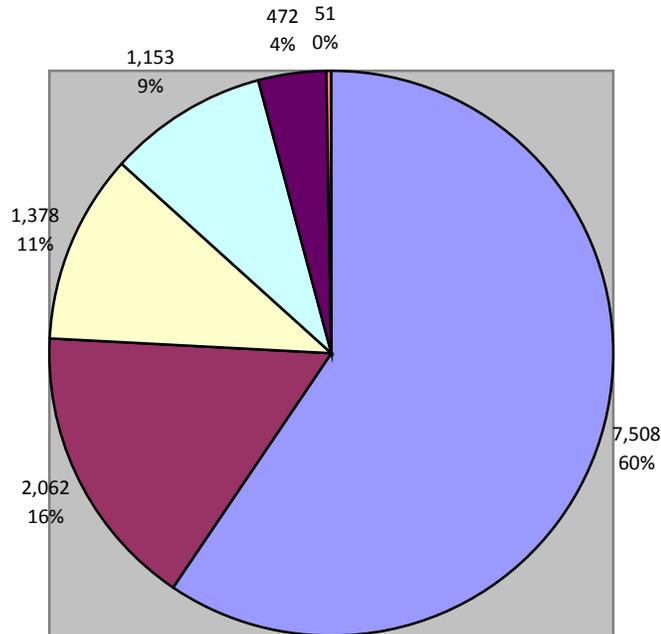
- ***Incoming 9-1-1 lines:*** There were **12,624** incoming 9-1-1 calls.
- ***“Seven-Digit” Emergency lines (7DE):*** There were **4,673** incoming seven-digit emergency calls.
- ***Allied Agency/Alarm Co:*** There were **3,744** incoming Allied Agency and Alarm Company calls.
- ***Non-Emergency/Administrative (7DA) lines:*** There were **6,568** incoming 7DA calls.



## SRFECC Telephony Performance Measure March, 2015

The following chart represents call distribution according to class of service (i.e. Wireless Phase 2, Residential, etc.) for the 12,624 incoming 9-1-1 calls.

**INCOMING 9-1-1 CALL DISTRIBUTION - March, 2015**



Wireless Phase 2
  Residential
  Other (i.e. PBX)

VOIP
  Wireless Phase 1
  Payphone

### Answering Standard: NFPA 1221 – 2013 Edition

According to NFPA 1221–2013 ed., Chp. 7, Sec. 7.4–Operating Procedures:

**Rule 7.4.1:** “Ninety-five percent of alarms received on emergency lines shall be answered within 15 seconds, and 99 percent of alarms shall be answered within 40 seconds.”

Utilizing the measure recommended by NFPA 1221-2013 ed. that all calls received on emergency lines shall be answered within 15 seconds 95% of the time. In March, the dispatch team answered all calls on emergency lines within 15 seconds **95.54%** of the time – **exceeding the standard by .54%**.

The standard of 99% percent of emergency lines answered within 40 seconds was also exceeded by the SRFECC dispatch team. In March, the dispatch team answered all calls on emergency lines within 40 seconds **99.34%** of the time – **exceeding the standard by .34%**.

## SRFECC Telephony Performance Measure April, 2015

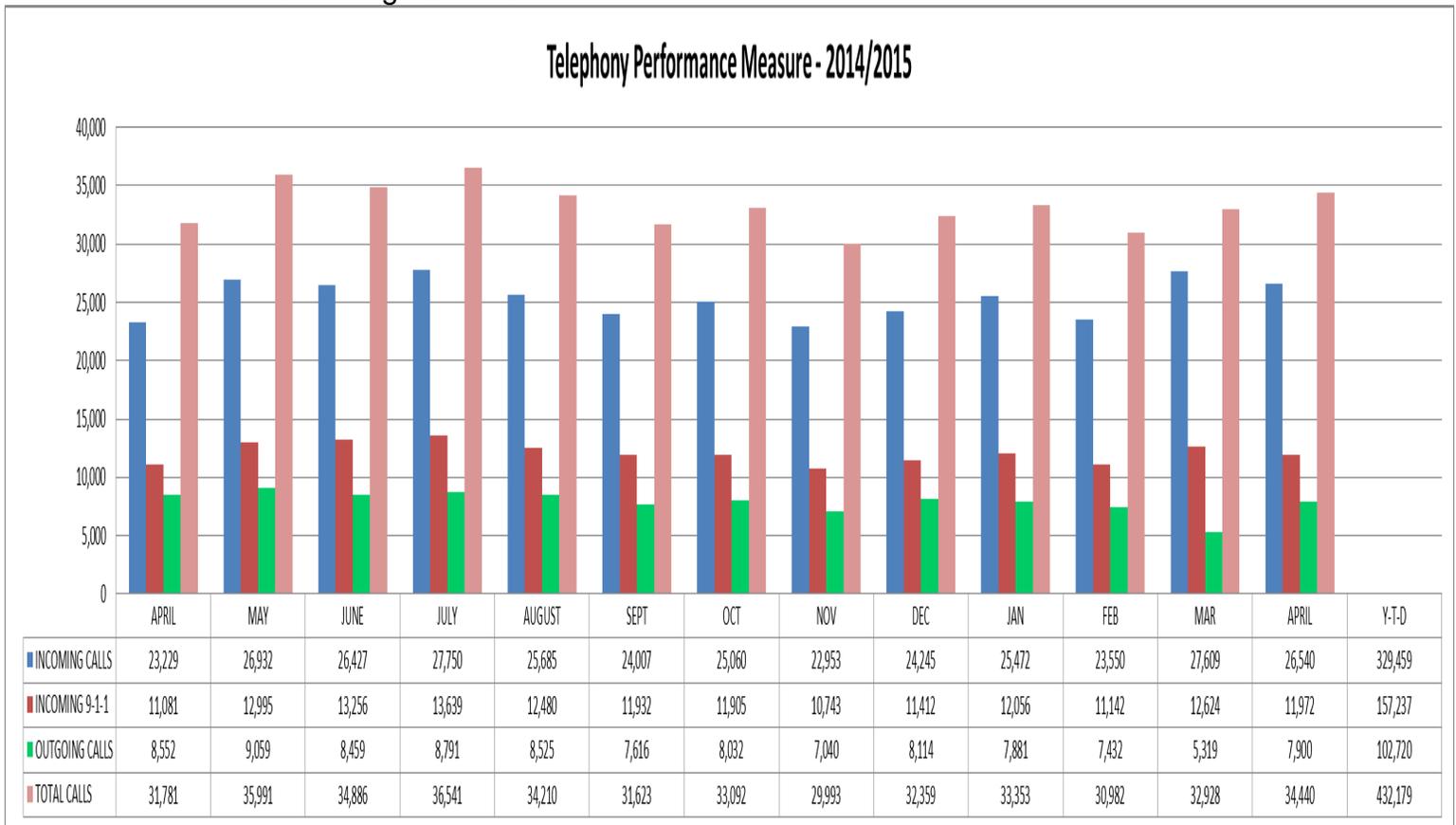
The following data is the telephony performance measures for the Sacramento Regional Fire/EMS Communications Center (SRFECC) during the month of April, 2015 for all incoming and outgoing calls to and from the Center on 9-1-1 lines, Seven-Digit Emergency (7DE) lines, Allied Agencies (i.e. Sacramento Police Dept.), Alarm Company lines, as well as Seven-Digit Administrative lines.

### Summary of Information

During the month of April, 2015, SRFECC dispatch staff processed a total of **26,540** incoming and **7,900** outgoing a total of **34,440** calls.

### Detailed Breakdown of Information

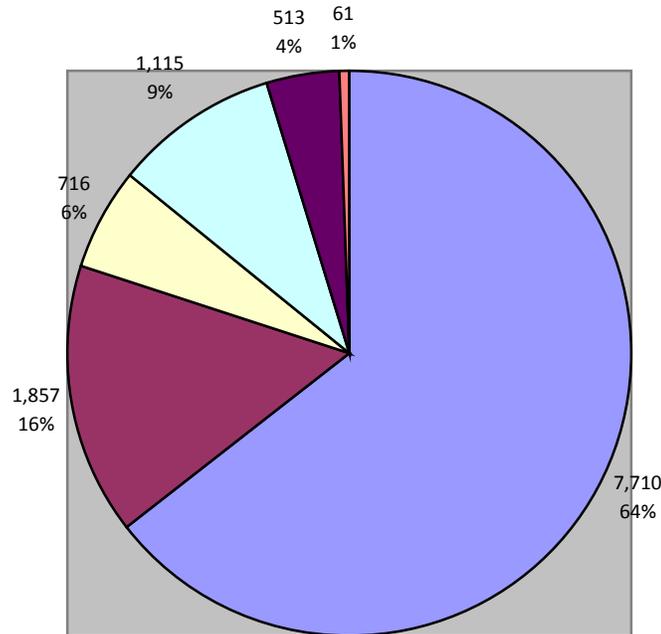
- ***Incoming 9-1-1 lines:*** There were **11,972** incoming 9-1-1 calls.
- ***“Seven-Digit” Emergency lines (7DE):*** There were **5,187** incoming seven-digit emergency calls.
- ***Allied Agency/Alarm Co:*** There were **3,816** incoming Allied Agency and Alarm Company calls.
- ***Non-Emergency/Administrative (7DA) lines:*** There were **5,565** incoming 7DA calls.



## SRFECC Telephony Performance Measure April, 2015

The following chart represents call distribution according to class of service (i.e. Wireless Phase 2, Residential, etc.) for the 11,972 incoming 9-1-1 calls.

**INCOMING 9-1-1 CALL DISTRIBUTION - April, 2015**



Wireless Phase 2    
  Residential    
  Other (i.e. PBX)

VOIP    
  Wireless Phase 1    
  Payphone

### Answering Standard: NFPA 1221 – 2013 Edition

According to NFPA 1221–2013 ed., Chp. 7, Sec. 7.4–Operating Procedures:

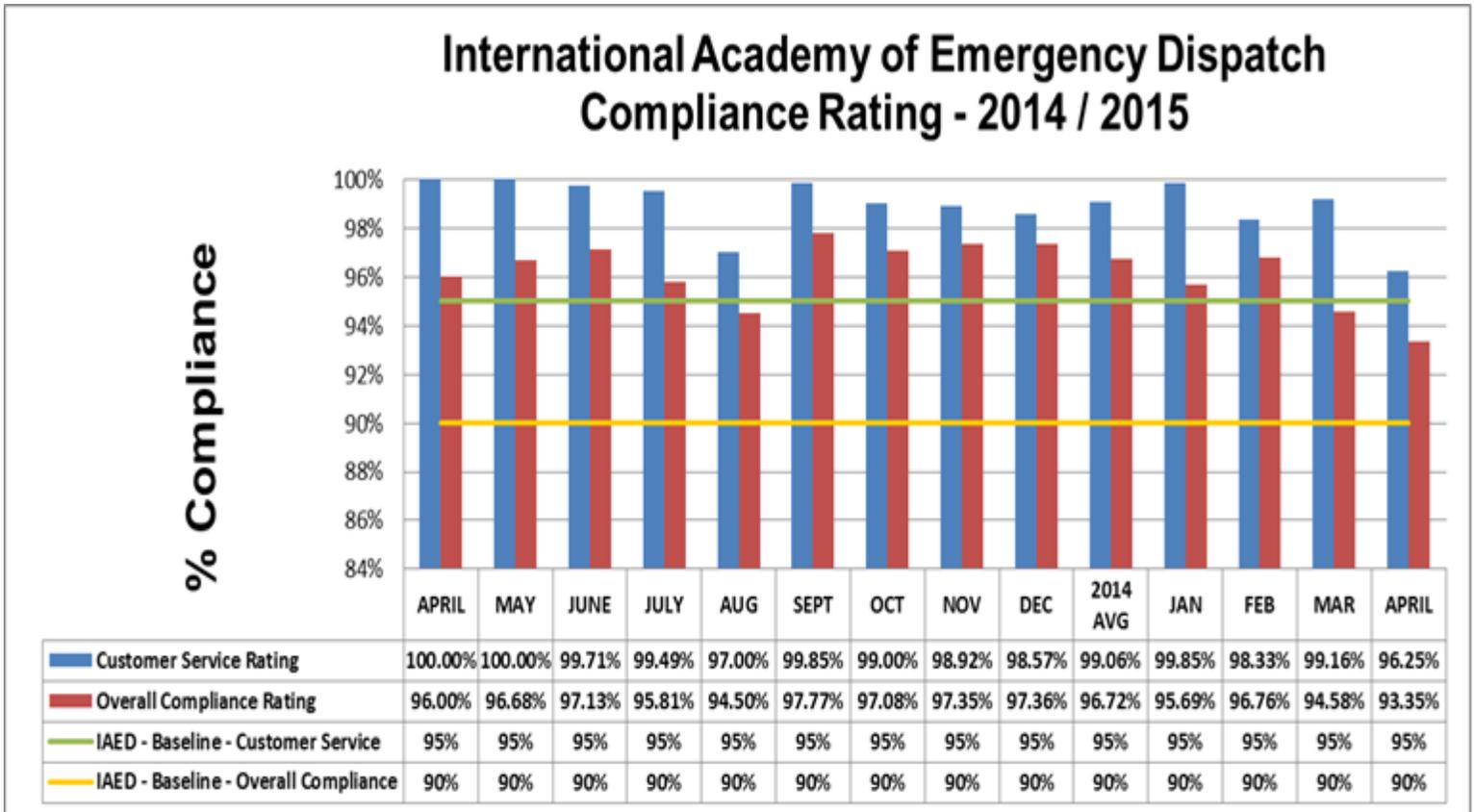
**Rule 7.4.1:** *“Ninety-five percent of alarms received on emergency lines shall be answered within 15 seconds, and 99 percent of alarms shall be answered within 40 seconds.”*

Utilizing the measure recommended by NFPA 1221-2013 ed. that all calls received on emergency lines shall be answered within 15 seconds 95% of the time. In April, the dispatch team answered all calls on emergency lines within 15 seconds **94.68%** of the time, missing the NFPA standard by **.32%**.

The standard of 99% percent of emergency lines answered within 40 seconds was also exceeded by the SRFECC dispatch team. In April, the dispatch team answered all calls on emergency lines within 40 seconds **99.19%** of the time – exceeding the standard by **.19%**.

## Emergency Medical Dispatching (EMD) Compliance Scores April, 2015

- **Customer Service Compliance Average\* (Baseline Requirement of 95%)**
  - **Customer Service Compliance Average for April, 2015: 96.25%**
  - **Overall – Customer Service Compliance Average for 2015: 99.28%**
  
- **Total Compliance Average\* (Baseline Requirement of 90%)**
  - **Total Compliance Average for April, 2015: 93.35%**
  - **Overall – Total Compliance Average for 2015: 96.01%**

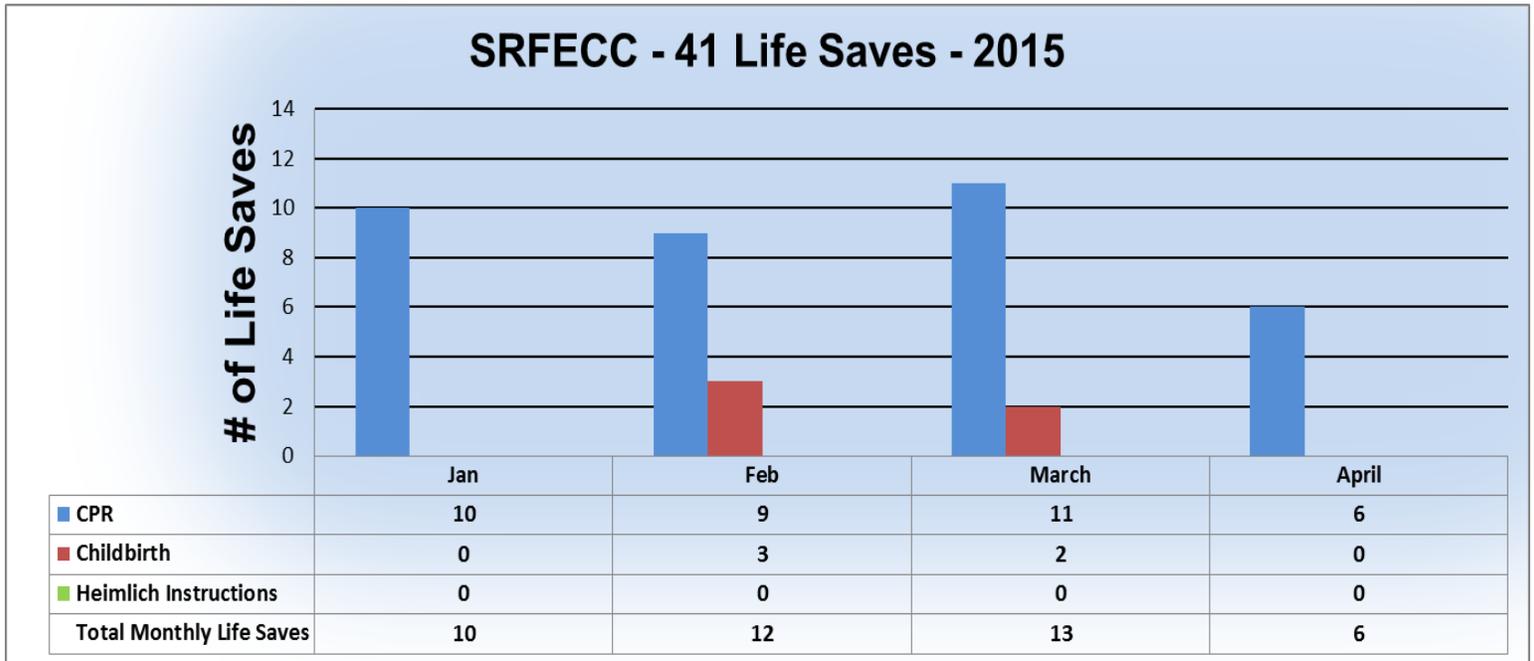


\*Effective Emergency Medical Dispatch (EMD) practices are based on the consistent use of medically approved dispatch protocols. EMD or the Medical Priority Dispatching System (MPDS) is in part based on published standards of the International Academy of Emergency Dispatch (IAED) in consultation with the National Association of EMS Physicians (NAEMSP), the American Society for Testing and Materials (ASTM), the American College of Emergency Physicians (ACEP), the U.S. Department of Transportation (USDOT), the National Institutes of Health (NIH), the American Medical Association (AMA), and more than 30 years of research, development, and field testing throughout the world. Overall, the dispatch protocols are established by the IAED Board of Fellows which is responsible for setting the accreditation process of the International Academy. Per Academy standards, the Quality Improvement standards report requires a consistent, cumulative MPDS incident case review of at or above the stated baseline percentages.

# Emergency Medical Dispatching (EMD) Compliance Scores April, 2015

## SRFECC – 41 Life Saves in 2015

Since January 1st, 2015 our Dispatch Team has accomplished 41 Life Saves.



### Six (6) Life Saves – April, 2015

1. On April 10<sup>th</sup>, ***Dispatcher Jennifer Edwards***, B Days Squad, while utilizing effective EMD instructions assisted the 9-1-1 reporting party in providing life-saving CPR instructions.
2. On April 12<sup>th</sup>, ***Dispatcher Katherine Shelton***, B Nights Squad, while utilizing effective EMD instructions assisted the 9-1-1 reporting party in providing life-saving CPR instructions.
3. On April 16<sup>th</sup>, ***Dispatcher Whitney Walker***, B Nights Squad, while utilizing effective EMD instructions assisted the 9-1-1 reporting party in providing life-saving CPR instructions.
4. On April 17<sup>th</sup>, ***Dispatcher Tara Poirier***, B Nights Squad, while utilizing effective EMD instructions assisted the 9-1-1 reporting party in providing life-saving CPR instructions.
5. On April 19<sup>th</sup>, ***Call Taker Janet Tracy***, A Nights Squad, while utilizing effective EMD instructions assisted the 9-1-1 reporting party in providing life-saving CPR instructions.
6. On April 25<sup>th</sup>, ***Dispatcher Elizabeth Strong***, B Nights Squad, while utilizing effective EMD instructions assisted the 9-1-1 reporting party in providing life-saving CPR instructions.

# Opened/Closed records per category

Date range 04/01/2015 - 04/30/2015  
 Generated on 05/20/2015 09:30

Category	Opened SRs	Closed SRs	Total (opened - closed)
CAD	19	15	4
Communications	19	9	10
Contracts	2	0	2
Email	4	6	-2
Facility	2	3	-1
GIS	9	10	-1
Hardware	11	8	3
Intrado Phone System	20	1	19
Operations	7	5	2
Profile	4	2	2
Software	3	2	1
<b>Total</b>	<b>100</b>	<b>61</b>	<b>39</b>

