



Sacramento Regional Public Safety 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, September 29, 2015

REGULAR MEETING OF THE GOVERNING BOARD OF SRPSCC

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 (August 25, 2015)	Page	4-8
2. Budget to Actual (August)	Page	9
3. Revenues (August)	Page	10
4. Overtime Report (August)	Page	11

PROPOSED ACTION: Motion to Approve Consent Agenda

PRESENTATION:

1. Longevity Recognition:
 - a. Barbara Vatalaro – 17 years – September 8, 2015
 - b. Tara Poirier – 10 years – September 19, 2015
 - c. Dennis McGrath – 11 years - September 20, 2015
 - d. Whitney Walker – 5 years - September 27, 2015

COMMITTEE REPORTS:

1. Finance Committee	Page	12-13
2. Personnel Committee*		

ACTION ITEMS:

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

b. New Business:

- | | | |
|---|------|-------|
| 1. Resolution 10-15, Adopt Final Budget, FY 2015/2016
<i>(Includes Staff Report)</i> | Page | 14-20 |
| 2. Discussion/Direction/Approval of 700 mhz Frequency for Twitchell Island* | | |
| 3. Discussion/Direction for the Purchase and Implementation Of Pulse Point at the Center* | | |
| 4. Approval to Convene a Special October Board Meeting to Discuss Authority Granted by JPA Charter* | | |

ITEMS FOR DISCUSSION AND POTENTIAL PLACEMENT ON FUTURE AGENDA:

1. Workshop on the Brown Act – *Tentative date set for mid-November, 2015*
2. Discussion Regarding 900 mhz Pagers – *August 28th met with Swiss Page as potential solution*
3. Discussion of Re-Branding SRFECC Based on the Newly Amended JPA Agreement and Name Change – *Command Staff has met with legal to discuss options.*
4. Creation of a Customer Satisfaction Survey Incorporating a Statistically Viable Sampling – *Command Staff has begun development and survey to be distributed in December/January.*

PRESENTATION/INFORMATION:

- | | | |
|--|------|-------|
| 1. Member Agencies Call Volume and Contributions, FY 2015/2016 | Page | 21 |
| 2. Communications Center Statistics (July and August) | Page | 22-32 |

CENTER REPORTS: Consolidation of Administrative, Operational and Technical Reports.

- | | | |
|------------------------------------|------|----|
| 1. Chief Executive Director* | | |
| 2. Administrative Services Manager | Page | 33 |
| 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.

2. 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.
Three (3) potential cases

ADJOURNMENT:

The next Regular Board Meeting is October 27, 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 September 25, 2015.



Clerk of the Board

SRPSCC GOVERNING BOARD MEETING
August 25, 20015

GOVERNING BOARD MEMBERS

Division Chief Dennis Wycoff	City of Folsom Fire Department
Deputy Chief Costamagna	City of Sacramento Fire Department
Deputy Chief Chris Holbrook	Sacramento Metropolitan Fire District
Deputy Chief Mike McLaughlin	Cosumnes Community Services District

GOVERNING BOARD MEMBERS ABSENT

COMMUNICATIONS CENTER MANAGEMENT

Teresa Murray	Chief Executive Director
Linda Luis	Communications Manager
Joyce Starosciak	Administrative Services Manager

OTHERS IN ATTENDANCE

Bob Kingsley	General Counsel, SRPSCC
Janice Parker	Administrative Analyst, SRPSCC
Wendy Crosthwaite	Executive Assistant, SRPSCC
Cierra Lewandowski	Payroll/Benefits Technician, SRPSCC
Cindy Chao	Financial Analyst, SRPSCC
Tara Poirier	Union Steward/Dispatcher, SRPSCC
Joe Thuesen	Administrative Supervisor, SRPSCC
Brad Dorsett	CAD Technician, SRPSCC
John Herrera	GIS Coordinator, SRPSCC
Daniel Funderberg	GIS Contractor, SRPSCC
Kelson Patterson	Help Desk Technician, SRPSCC
Shane Steckelberg	Systems Engineer, SRPSCC
Sara Roush	Accounting Assistant, SRPSCC
Jason Roush	Guest – Sara’s Husband
Owen Roush	Guest – Sara’s Son
Nina Robertson	Guest – Sara’s Mother
Andrew McCarthy	Guest – Sara’s Brother

1. The meeting was called to order and roll call was taken at 9:04 a.m.
2. Division Chief Wycoff 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 Deputy Chief McLaughlin and seconded by Deputy Chief Costamagna to approve the consent agenda and Board Meeting synopsis, July 28, 2015.

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

NOES:

ABSENT:

ABSTAIN:

Motion carried.

6. PRESENTATION:

1. Longevity Recognition:

- a. Dana Guerrero – 22 years – August 2, 2015 (unable to attend)

Communications Manager Luis, acknowledged and expressed appreciation for the years of service Dana Guerrero has given to the Comm Center.

2. GFOA Award to SRPSCC Finance Team

Chief Executive Murray invited the Accounting Team to the podium to be presented with the prestigious GFOA Award for Distinguished Budget Presentation. Chief Executive Murray expressed her pride in the Accounting staff and gratitude for the time and effort put forth by every member of this team which has resulted in this coveted recognition of the 2014 Budget.

Brian Ricks, Field Representative from Assemblyman Ken Cooley's office, was in attendance and awarded the Accounting Team on Assemblyman Cooley's behalf, a certificate of appreciation. He acknowledged the tremendous achievement and dedication this GFOA represents and offered his congratulations.

7. **COMMITTEE REPORTS:**

A. Finance Committee

The Finance Committee had not met.

B. Personnel Committee

The Personnel Committee had not met.

8. **ACTION ITEMS:**

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

None

- b. New Business:

None

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

Below is a list of items suggested by the Board for potential placement on a future agenda that have not yet been addressed.

1. Workshop on the Brown Act
2. Discussion regarding 900 mhz pagers
3. Discussion addressing VPN and Internet CAD privileges for our automatic aid providers
4. Discussion of rebranding SRFECC based on the newly amended JPA agreement and name change
5. Creation of a customer satisfaction survey incorporating a statistically viable sampling

10. PRESENTATION/INFORMATION:

1. Communications Center Statistics (July)

The Communications Center Statistics were not contained in the Board packet.

11. CENTER REPORTS

A. Chief Executive Director Report

1. We are working with Kingsley's office to set up Brown Act Training.
2. Chief Executive Director Murray said we are meeting with Swiss Page, a company who may be able to provide a system that would replace our current 900 mhz pagers. The system provides multiple redundant features and once it has been built, we own the infrastructure. A webinar is scheduled for our IT Department on Friday.
3. We have partnered with OES for our new Comm Van. To date the van has been deployed for approximately one and a half months and the deployments have been going well. While deployed at the Fork Complex, radio communications went down and Chuck Schuler, Telecommunications Engineer, was able to set up repeaters to re-establish radio communications for the entire complex. Joe Thuesen helped to run radio traffic for both the South and Fork Complex.
4. Chief Executive Director Murray has been working with Bob Kingsley to finalize a draft of the CAD contract with New World Systems. This draft will be brought before the Board for review in Closed Session.

B. Administrative Services Manager Report

1. Administrative Services Manager Starosciak introduced our three new employees: Shane Steckelberg, Systems Engineer, Cindy Chao, Financial Analyst and Kelson Patterson, Help Desk Technician, who will assume responsibility for closing help desk tickets that are submitted to the Center.

All three new employees are welcome additions to our team.

2. Last month Ms. Starosciak attended the State sponsored First Net Data national consultation. An RFP will be released to the nation this fall to select a national installation team. After receiving the responses the National First Net Team will bring the information back for another consultation. Next summer the Governor will determine whether the State of California wishes to join First Net.

C. Communications Manager Report

1. Communications Manager Luis said she remains very proud of our dispatch staff and she appreciates not only their efforts, but contributions made every day by the entire management team.
2. Two of our three most recent recruits have been signed off on call taking and the third is closely following suit.
3. There will be in house ROSS training offered for our dispatchers.

4. We were visited by some LA City Firefighters at the Center. They picked up our old Comm Van from OES and came by for some additional information regarding the van. They were given a tour of the Center and invited to share lunch with us.
5. Our monthly stats were not in the Board packet this month as Administrative Supervisor Thuesen had been deployed for the last month and unable to supply the information. However, Communications Manager Luis provided some statistics. In the time since our last meeting the dispatch staff has handled:

Approximately 16,000 incidents, 45 grass fires, 25 structure fires, 11 water rescues, 3 MCIs, 3 level II hazmats and 1 prison riot.

12. CORRESPONDENCE

None

13. BOARD MEMBER COMMENTS

Deputy Chief McLaughlin recognized the Accounting team and their GFOA Award. The accomplishment was remarkable and he acknowledged the hard work that resulted in the presentation of this award.

Deputy Chief Costamagna acknowledged the GFOA Award and thanked the Finance team for meeting with the City Finance team.

Deputy Chief Holbrook expressed his gratitude and appreciation regarding the Accounting and Management teams at the Center.

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
Three (3) cases

Closed session was convened at 9:26 a.m.

Open session was reconvened at 10:38 a.m. The Board received an update on a personnel issue and three matters of anticipated litigation; direction was given, no action was taken.

17. The meeting of the Governing Board was adjourned at 10:38 a.m. until the next Regular Meeting of the Governing Board scheduled for 9:00 a.m., September 29, 2015, at Metro Board Chambers, 10545 Armstrong Ave – Rooms #384-385, Mather, CA 95655-4102.

Respectfully submitted,

A handwritten signature in cursive script that reads "Janice Parker".

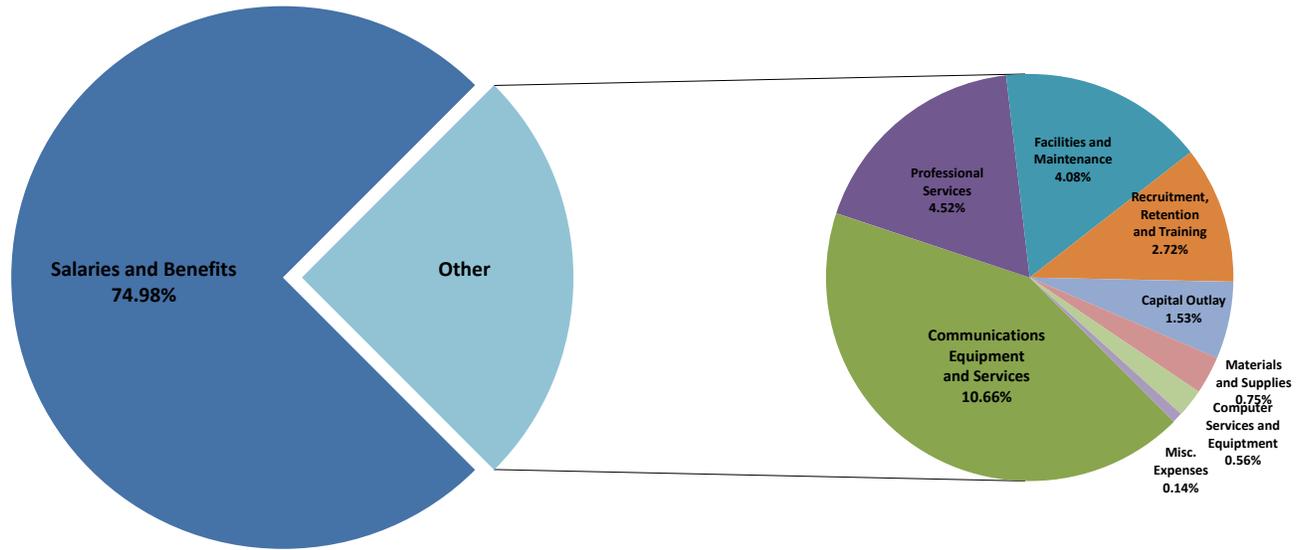
Janice Parker
Clerk of the Board

Chris Holbrook, Chairperson

Ron Phillips, Vice Chairperson

Sacramento Regional Fire/EMS Communications Center
 Fiscal Year 2015-2016
 Monthly Budget to Actual Report
 As of August 31, 2015

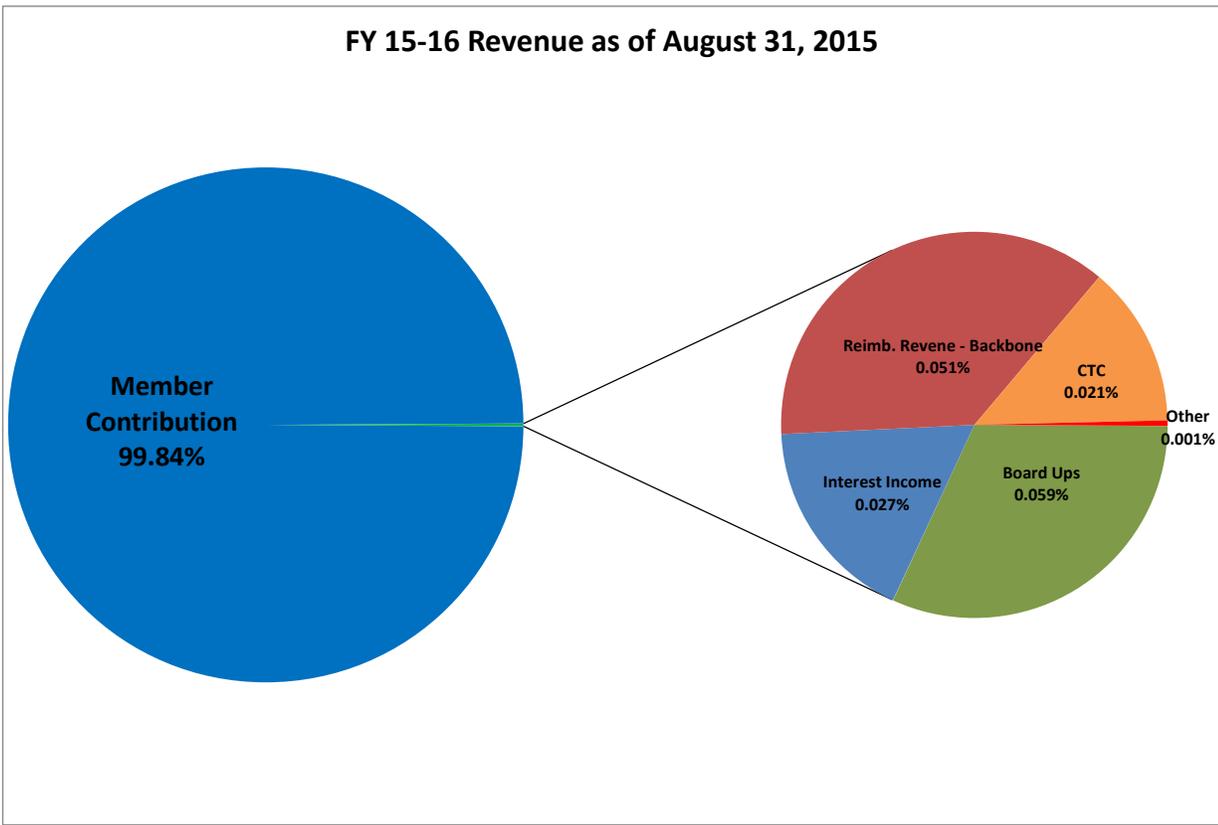
**Budget to Actual - FY 15/16
 As of August 31, 2015**



Budget to Actual - FY 15/16 As of August 31, 2015					
Expenses	FY 15/16 Budget	YTD Expenses 08/31/15	% of YTD Expenses	\$ Under / (Over) Budget	% Under/ (Over) Budget
Salaries and Benefits	6,441,629	1,018,386	74.98%	5,423,243	84%
Communications Equipment and Services	1,137,777	144,736	10.66%	993,041	87%
Professional Services	420,505	61,326	4.52%	359,179	85%
Facilities and Maintenance	177,305	55,460	4.08%	121,845	69%
Recruitment, Retention and Training	126,263	36,916	2.72%	89,348	71%
Capital Outlay	909,714	20,794	1.53%	888,920	98%
Materials and Supplies	91,300	10,220	0.75%	81,080	89%
Computer Services and Equipment	230,200	7,544	0.56%	222,656	97%
Misc. Expenses	20,000	2,813	0.21%	17,187	86%
Total	9,554,693	1,358,194	100%	8,196,500	86%

Days Remaining in Budget Period/Days YTD in Budget Period 82%

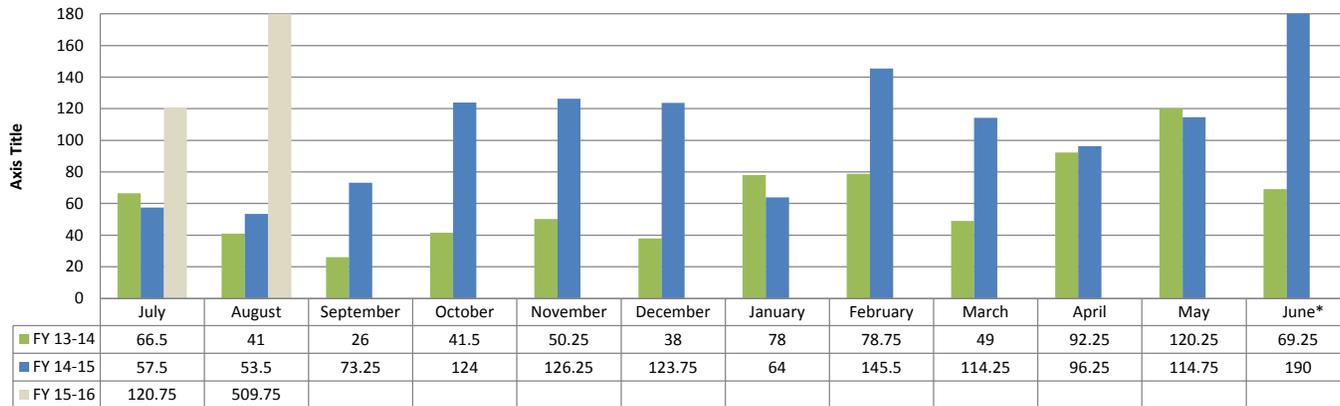
FY 15-16 Revenue as of August 31, 2015



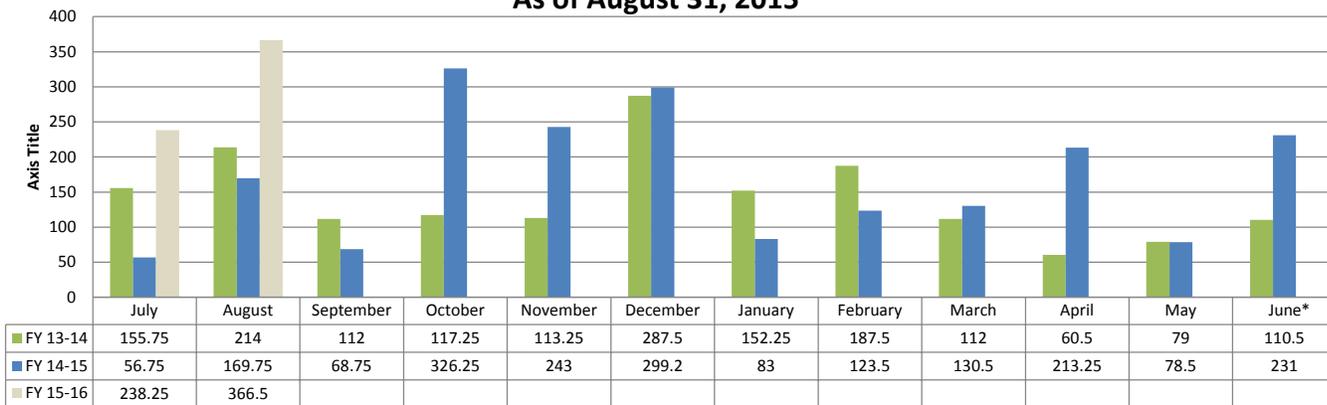
Revenues - FY 15/16 As of August 31, 2015		
	FY 15/16 Preliminary Budget	Revenue Received as of 08/31/15
Member Contribution	8,003,132	4,001,567
Metro E Reimbursement	10,000	
Reimb. Revenue - Backbone	69,600	2,025
Reimb. Revenue - SETNA Training	3,000	
Other:		
Interest Income	6,000	1,102
Board Ups	19,000	2,350
CalCard Incentives	2,000	
Notary	100	
Admin-Fee Backbone	400	
CTC	10,000	856
CTC Contracted Training	500	
Other	1,100	29
Total Other	39,100	4,337
Total	8,124,832	4,007,929

*Numbers based on revenues received rather than revenues earned

**FY 15-16 Comparative OT Report
 Admin Staff
 As of August 31, 2015**



**FY 15-16 Comparative OT Report
 Communications Staff
 As of August 31, 2015**



*June OT increase due to deployment of dispatch and IT staff to fires.

Chief Hansen asked what the legal requirement is for state/government for closing out the previous fiscal year. She further asked to have the percentage of legal fees associated with the process of assuming dispatch services for River Delta/Isleton broken out.

During the JDC meeting the Chief Executive Director Murray will discuss Twitchell Island delays, the move to 700 frequencies, Pulse Point and expenses associated with these items.

The recommendation of the Finance Committee to the full Board will be the adoption of a resolution to move the excess \$108,000 into the 2015/2016 Preliminary Budget line item allocated for legal fees.

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 11:09 a.m.

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

The Committee received an update, 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

Ron Phillips, Chairperson

Tracey Hansen, Vice Chairperson

STAFF REPORT

DATE: September 29, 2015

TO: Board of Directors

FROM: Teresa Murray, Chief Executive Director

BY: Joyce Starosciak, Administrative Services Manager

SUBJECT: PRESENTATION OF FINAL BUDGET REPORT

RECOMMENDATION

The Board of Directors accepts the SRFECC Final Budget report for FY 2015-16.

EXECUTIVE SUMMARY

SRFECC Management is presenting the final budget report for FY 2015-16 for the Board's adoption. The final budget figures have not changed since the adoption of the preliminary budget. The unaudited actual results have shown a balance increase since the preliminary budget was adopted. Final balances will be confirmed following the audit in December.

BACKGROUND / ANALYSIS

The preliminary budget was determined through a process of forecasting anticipated wages and salaries, ongoing operating costs, new project costs, and intended capital investments. To highlight any new programs, all new project costs are labeled in green in the Final Budget report that is attached. Since the preliminary budget was approved, there have been no new developments that would impact the final budget numbers. The FY 2015-16 budget continues to maintain member assessments at the prior year level.

Fiscal or Staff Impact

None

**Resolution #10-15
Resolution to Adopt Final Budget FY 2015/2016**

A Resolution Summarizing Expenditures and Revenues and Adopting a Final 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 final budget to said governing body at the proper time; and

Whereas, the Chief Executive Director has submitted a final budget to this governing body on September 29, 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 Final 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 29th day of September, 2015 by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

BY:

ATTEST:

Chris Holbrook, Chairperson

Ron Phillips, Vice Chairperson

**SRFECC
Final Budget
FY 2015-2016**

Revised: 09/21/15

GL Account #	<i>Preliminary FY 15- 16 Budget</i>	<i>Proposed Final FY 15-16 Budget</i>
Revenues		
Member Assessments	8,003,132	8,003,132
CAD Purchase*		-
MetroE Reimbursement *	10,000	10,000
Reimbursement Revenue Backbone	69,600	69,600
Isleton/River Delta Reimbursement?		-
SETNA Training	3,000	3,000
Misc Other Income		
Interest Income	6,000	6,000
Board Ups	19,000	19,000
Cal Card incentives	2,000	2,000
Notary	100	100
Admin Fee- Backbone	400	400
CTC	10,000	10,000
CTC Contracted Training	500	500
OES Comm Van Reimbursement		
Other	1,100	1,100
Subtotal Other Income	39,100	39,100
Reserves - Capital Improvements	909,714	909,714
Reserves - CAD		
Total Revenues	9,034,546	9,034,546
*per JPA board of directors to be handled as a separate assessment		
Employee-Related Expenses		
5010-0 Base Salaries and Wages	3,773,237	3,773,237
5020-0 Overtime	105,000	105,000
5030-0 Overtime - FLSA	98,000	98,000
5040-0 Uniform Allowance	21,650	21,650
5050-0 Night/Admin Shift Differential	63,760	63,760
5220-0 Training Pay	20,000	20,000
5055-0 Out-of-Class Pay	15,000	15,000
Total Out of Class Pay	35,000	35,000
5060-0 Longevity	33,200	33,200
5065-0 On-Call Pay	73,000	73,000
5140-0 Holiday Pay	128,000	128,000
5310-0 Workers Compensation Insurance	113,000	113,000
FED ER Tax - Medicare	50,000	50,000
FED ER Tax - Social Security	2,232	2,232
Fed ER Tax - UI	70,000	70,000
State ER Tax - EDD		
State ER Tax - SDI		
5510-0 Medical Insurance	825,300	825,300
5520-0 Dental Insurance	76,000	76,000

**SRFECC
Final Budget
FY 2015-2016**

Revised: 09/21/15

GL Account #		<i>Preliminary FY 15-16 Budget</i>	<i>Proposed Final FY 15-16 Budget</i>
5530-0	Vision Insurance	6,700	6,700
5610-0	Retirement Benefit Expense	825,000	825,000
5620-0	OPEB Benefit Expense	134,000	134,000
5690-0	Other Salary and Benefit Expense	8,550	8,550
Total Employee-Related Expenses		6,441,629	6,441,629
6110-1	Legal Services	250,000	250,000
6115-1	Accounting and Audit Services	15,000	15,000
6120-1	Actuary Services	1,700	1,700
6125-1	Consulting Services	4,000	4,000
6140-1	Technological Services	99,265	99,265
6190-1	Other Professional Services	50,540	50,540
Total Professional Services		420,505	420,505
6010-1	Office Supplies	18,000	18,000
6013-1	Office Supplies - Ink Cartridges	10,000	10,000
6015-1	Equipment Rental	4,800	4,800
6020-1	Postage	1,000	1,000
6090-1	Other Materials and Supplies	25,000	25,000
6090-2	Other Materials and Supplies- CTC	12,500	12,500
6090-2	Other Materials and Supplies- CTC-new CAD compatible	20,000	20,000
Total Materials and Supplies		91,300	91,300
6310-1	Software Licensing and Fees - GIS	56,200	56,200
6315-1	Software Licensing and Fees - Network	26,000	26,000
6320-1	Software Licensing and Fees - Applications	21,000	21,000

**SRFECC
Final Budget
FY 2015-2016**

Revised: 09/21/15

GL Account #		<i>Preliminary FY 15-16 Budget</i>	<i>Proposed Final FY 15-16 Budget</i>
6330-1	Computer Equipment and Supplies	52,000	52,000
6330-1	Computer Equipment and Supplies-Comm Van	20,000	20,000
6330-2	Computer Equipment and Supplies-CTC	20,000	20,000
6390-1	Other Computer Services and Supplies	35,000	35,000
Total computer services and supplies		230,200	230,200
6210-1	Medical Control Services***	175,000	175,000
	*** includes 25K for medical director		
6215-1	CAD Maintenance and Support/Northrup Grumman	88,045	88,045
	New CAD Maintenance and Support*		
	*per JPA Board of Directors to be handled as a separate assessment		
6220-1	Radio Maintenance and Support	80,000	80,000
6220-1	Staten Island Project Radio Maintenance and Support	45,000	45,000
6223-1	Radio - Backbone	103,434	103,434
6250-1	Telephone System Maint. **		
	**covered 5yr under SETNA		
6225-1	Telephone Services	150,000	150,000
6230-1	Internet Services	13,820	13,820
6230-1	MetroE Internet Services for new CAD	72,678	72,678
6235-1	Power Supply Maint and Support	16,000	16,000
6240-1	Pager Services	54,000	54,000
6245-1	Radio Equipment	80,000	80,000
6255-1	Power Supply Equipment	156,000	156,000
6260-1	Lease - CTC	28,800	28,800
6290-1	Other Communication Services and Equipment	40,000	40,000
6290-1	Isleton/River Delta Expenses	25,000	25,000
6290-2	Other Communication Services and Equipment- CTC	10,000	10,000
Total communication equipment and services		1,137,777	1,137,777

**SRFECC
Final Budget
FY 2015-2016**

Revised: 09/21/15

GL Account #	<i>Preliminary FY 15-16 Budget</i>	<i>Proposed Final FY 15-16 Budget</i>
6410-1 Landscaping Services	5,000	5,000
6415-1 Building Maintenance and Supplies	80,000	80,000
6420-1 Custodial Maintenance	17,940	17,940
6425-1 HVAC Maintenance and Supplies	3,000	3,000
6430-1 Cable Services	2,600	2,600
6435-1 Pest Control Services	450	450
6490-1 Other Facilities and Maintenance	3,600	3,600
6510-1 Utilities - Electric	52,000	52,000
6515-1 Utilities - Water	3,100	3,100
6520-1 Utilities - Refuse Collection/Disposal	3,000	3,000
6525-1 Utilities - Sewage Disposal Services	715	715
6590-1 Utilities - Other		
6635-1 Bottled Water Service	3,000	3,000
6645-1 Printing Services	1,200	1,200
6650-1 Shredding Services	1,700	1,700
6655-1 Insurance	36,500	36,500
6655-1 Insurance for Comm Van	3,091	3,091
Total Facilities and Maintenance *	216,896	216,896
6610-1 Employee Recruitment and Retention	12,000	12,000
6615-1 Employee Training	60,000	60,000
6615-1 Contracted Training CTC ***	19,000	19,000
***offset by training course revenue from CTC		
6620-1 Transportation	18,613	18,613
6625-1 Membership Dues	3,700	3,700
6640-1 Uniform/Badges/Shirts	7,350	7,350
6660-1 Meeting Expenses		3,600
	3,600	
Total Employee Recruitment, Retention and Training *	124,263	124,263
6630-1 Public Education Materials	2,000	2,000
6690-1 Misc. Expenses	20,000	20,000
6698-0 Sales Tax		
Total Misc Expenses	22,000	22,000
Total Operating Expenses (NOT including capital assets)	8,684,570	8,684,570
6998-0 Capital Assets	909,714	909,714
full P25 console upgrade/Motorola radio IP logger/NICE 900K		
CAD Expenses		
Total Capital Outlay	909,714	909,714

**SRFECC
Final Budget
FY 2015-2016**

Revised: 09/21/15

GL
Account
#

	<i>Preliminary FY 15-16 Budget</i>	<i>Proposed Final FY 15-16 Budget</i>
TOTAL BUDGET (Incl capital assets)	9,594,284	9,594,284
Remaining Funds to be designated	12,262	108,064 **
CIP		
CIP Prior to FY 15-16	3,761,650	3,761,650
6997-0 Capital Assets/unencumbered for FY 14-15	655,323	655,323
6998-0 Capital Assets FY 15-16	(909,714)	(909,714)
Available CIP funds FY 15-16	3,507,259	3,507,259
Undesignated Reserves	800,000	800,000
Contingency Fund	620,251	620,251
<p>* Facilities and Maintenance, and Employee Recruitment, Retention and Training are new categories added to the Budget document with the intention of minimizing Other (Misc) expenses and clarifying these expenses.</p> <p>** This number (\$108,064) is based on unaudited year end budget to actual calculations. Actual audit is anticipated to be completed in December 2015/January 2016.</p>		

Sacramento Regional Fire/EMS Communications Center

FY 15/16 Assessment Calculation

Sacramento Regional Fire/EMS Communications Center
Presented to Board: 09/29/15

FY 14/15 Budget to be funded from Member Contributions	8,003,132	
FY 15/16 Budget to be funded from Member Contributions	8,003,132	A
	-	Diff

FY 15/16 Assessment Calculation						
Member Agency	2014 Total Call Volume	% 2014 Total Call Volume	FY 15/16 Allocation	FY 15/16 Total Invoiced Assessment	1st Installment Due July 1, 2015	2nd Installment Due Jan 1, 2016
Sacramento Metro Fire Department	75,664	45.63%	3,651,829	3,651,829	1,825,915	1,825,915
Sacramento City Fire Department	71,239	42.97%	3,438,946	3,438,946	1,719,473	1,719,473
Cosumnes Community Services Fire Department	13,454	8.11%	649,054	649,054	324,527	324,527
Folsom Fire Department	5,452	3.29%	263,303	263,303	131,652	131,652
Total Member Agency Call Volume	165,809	100.00%	8,003,132	8,003,132	4,001,566	4,001,566

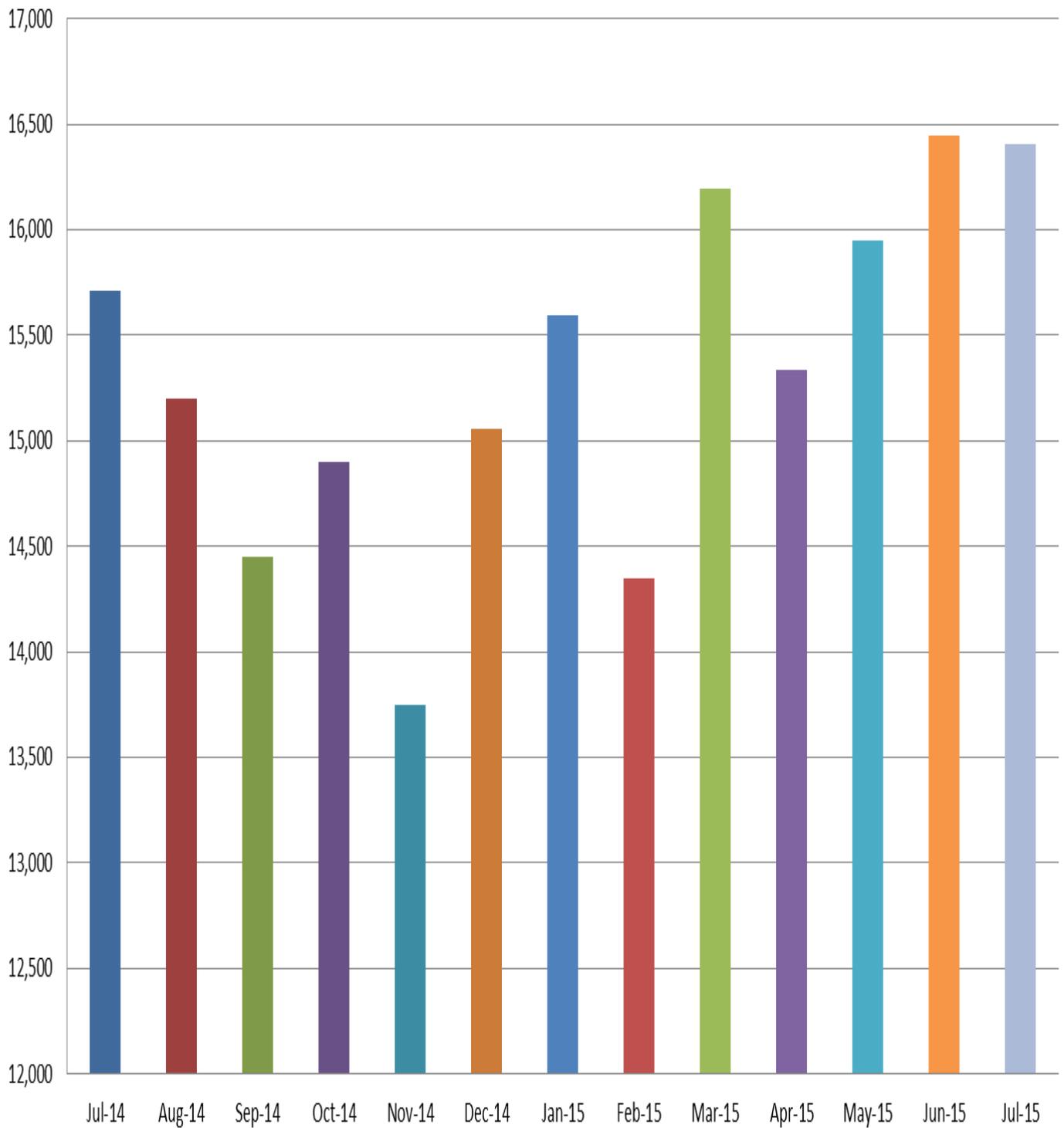
Comparative Call Volume FY 14/15 to FY 15/16						
	2013 Total Call Volume	% 2013 Call Volume	2014 Total Call Volume	% 2014 Call Volume	Change in Call Volume	% Change in Call Volume
Sacramento Metro Fire Department	73,146	45.9%	75,664	45.63%	2,518	3.44%
Sacramento City Fire Department	68,417	42.9%	71,239	42.97%	2,822	4.12%
Cosumnes Community Services Fire Department	12,656	7.9%	13,454	8.11%	798	6.31%
Folsom Fire Department	5,112	3.2%	5,452	3.29%	340	6.65%
Total Member Agency Call Volume	159,331	100.0%	165,809	100.00%	6,478	4.07%

Notes:

Total call volume calculated as the number of fire and emergency medical calls dispatched for each member agency and that agency's service area during the 2014 calendar year.

Total number of CAD incidents for July, 2015: 16,407

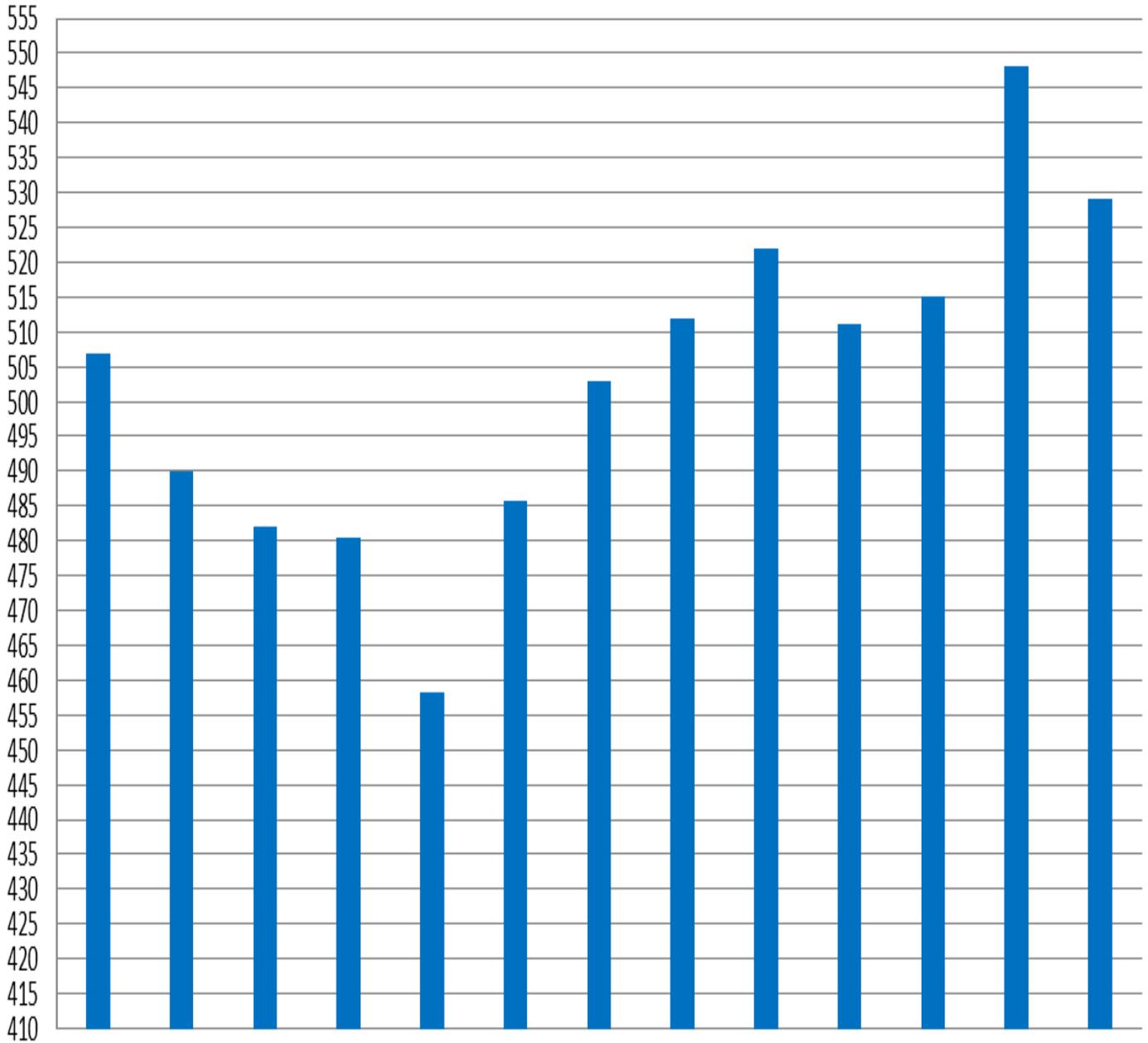
Incidents Processed



	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15
■ Incidents Processed	15,709	15,200	14,452	14,897	13,749	15,060	15,593	14,345	16,193	15,335	15,950	16,447	16,407

Average number of CAD incidents per day for July, 2015: 529

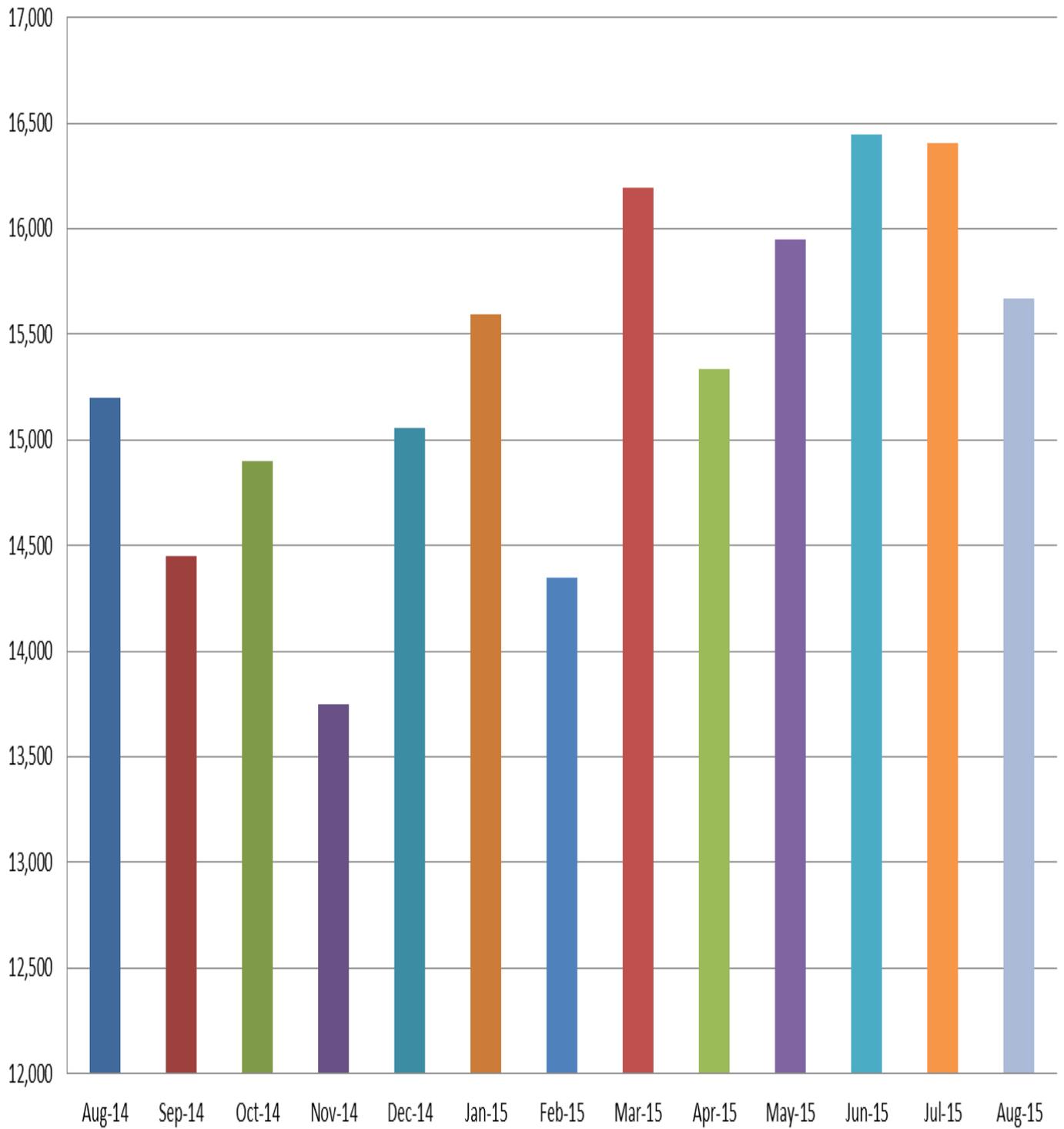
Average Number of Incidents Per Day



	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15
■ Average Per Day	507	490	482	481	458	486	503	512	522	511	515	548	529

Total number of CAD incidents for August, 2015: 15,668

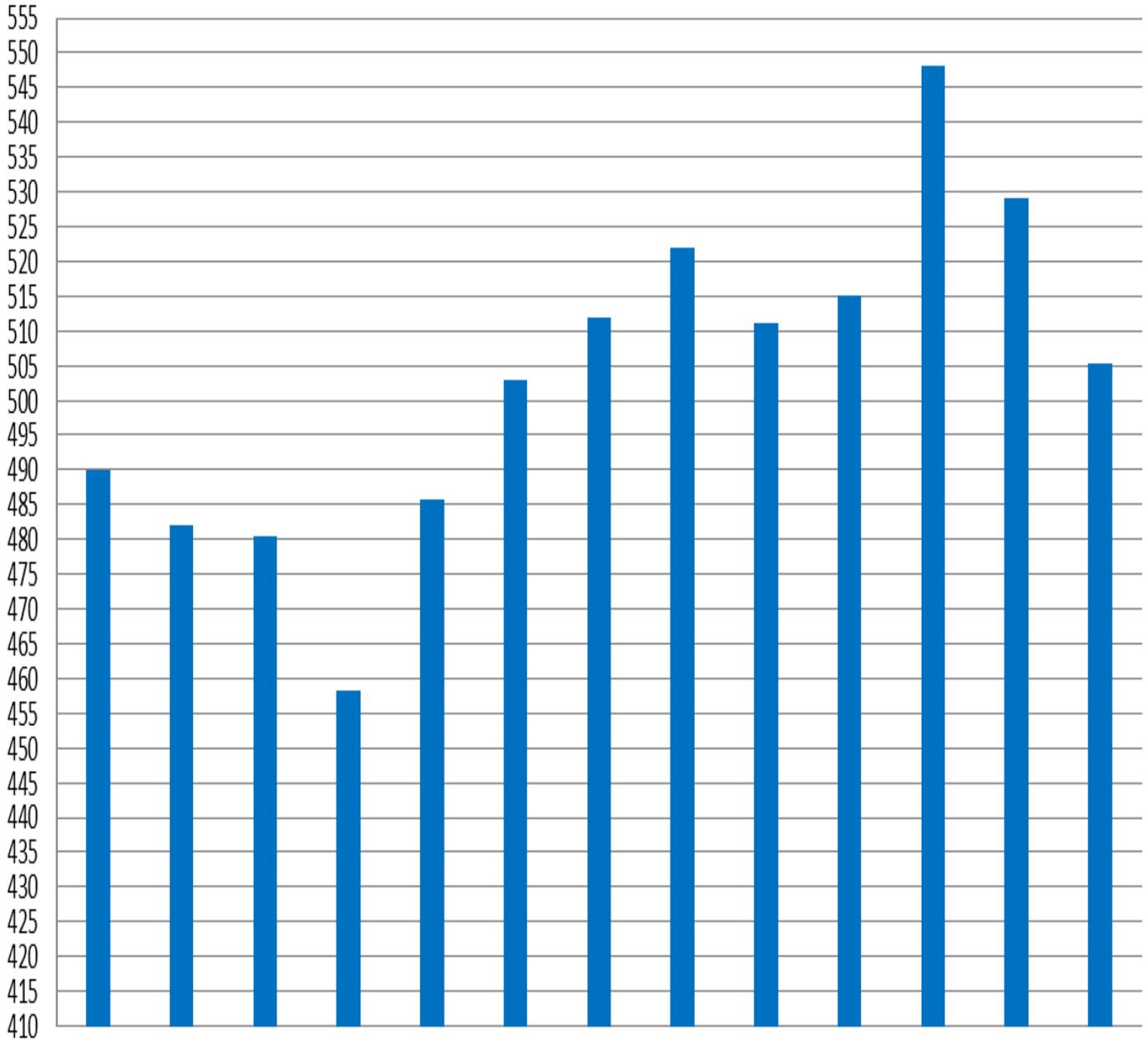
Incidents Processed



	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15
■ Incidents Processed	15,200	14,452	14,897	13,749	15,060	15,593	14,345	16,193	15,335	15,950	16,447	16,407	15,668

Average number of CAD incidents per day for August, 2015: 505

Average Number of Incidents Per Day



	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15
■ Average Per Day	490	482	481	458	486	503	512	522	511	515	548	529	505

The following data is the telephony performance measures for the Sacramento Regional Fire/EMS Communications Center (SRFECC) during the month of July, 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.

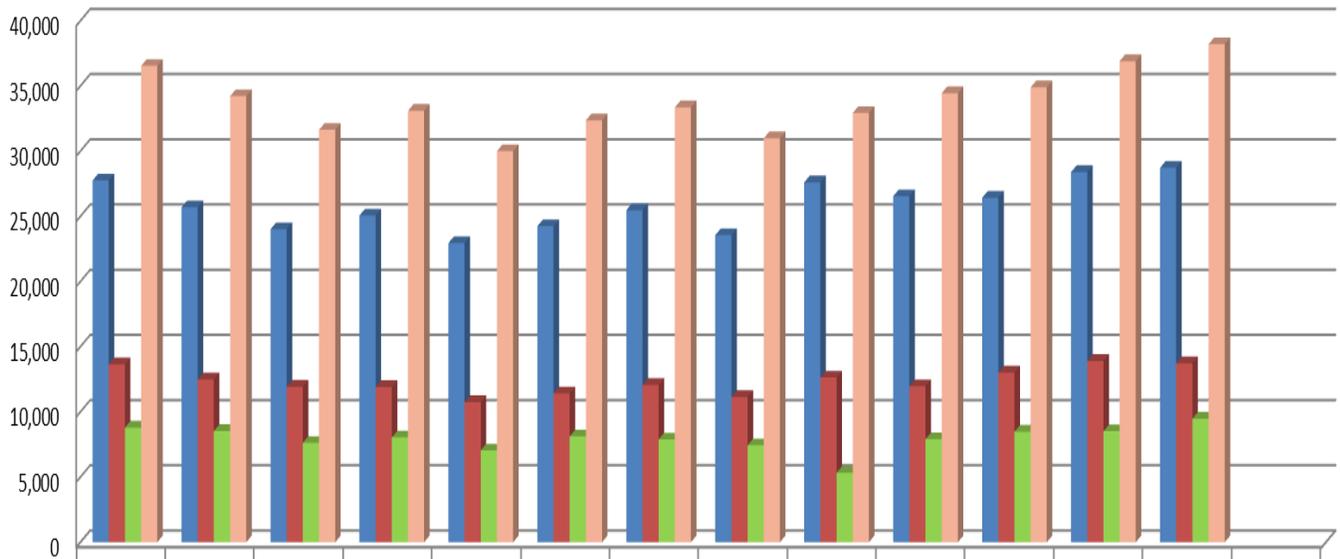
Summary of Information

During the month of July, 2015 dispatch staff processed **28,722** incoming calls and **9,472** outgoing calls for a total call volume of **38,194**.

Detailed Breakdown of Information

- ***Incoming 9-1-1 lines:*** There were **13,719** incoming 9-1-1 calls.
- ***“Seven-Digit” Emergency lines (7DE):*** There were **5,059** incoming seven-digit emergency calls.
- ***Allied Agency/Alarm Co:*** There were **3,653** incoming Allied Agency and Alarm Company calls.
- ***Non-Emergency/Administrative (7DA) lines:*** There were **6,291** incoming 7DA calls.

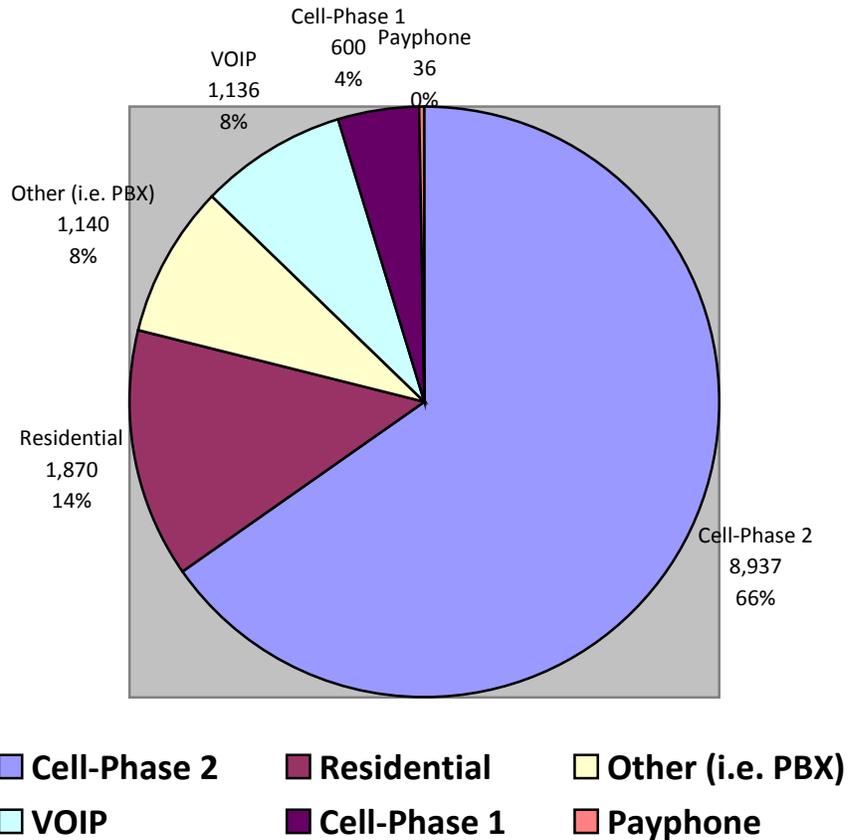
Telephony Performance Measure - 2014/2015



	JULY	AUGUST	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	Y-T-D
■ INCOMING CALLS	27,750	25,685	24,007	25,060	22,953	24,245	25,472	23,550	27,609	26,540	26,420	28,390	28,722	336,403
■ INCOMING 9-1-1	13,639	12,480	11,932	11,905	10,743	11,412	12,056	11,142	12,624	11,972	13,005	13,912	13,719	160,541
■ OUTGOING CALLS	8,791	8,525	7,616	8,032	7,040	8,114	7,881	7,432	5,319	7,900	8,467	8,507	9,472	103,096
■ TOTAL CALLS	36,541	34,210	31,623	33,092	29,993	32,359	33,353	30,982	32,928	34,440	34,887	36,897	38,194	439,499

The following chart represents incoming call distribution according to class of service (i.e. Cell-Phase 2, Residential, etc.) for the **13,719** incoming 9-1-1 calls.

INCOMING 9-1-1 CALL DISTRIBUTION - July, 2015



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 and 99% percent of emergency lines shall be answered within 40 seconds – In July, the dispatch team answered all calls on emergency lines within 15 seconds **95.19%** of the time and answered within 40 seconds **99.32%**.

The following data is the telephony performance measures for the Sacramento Regional Fire/EMS Communications Center (SRFECC) during the month of August, 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.

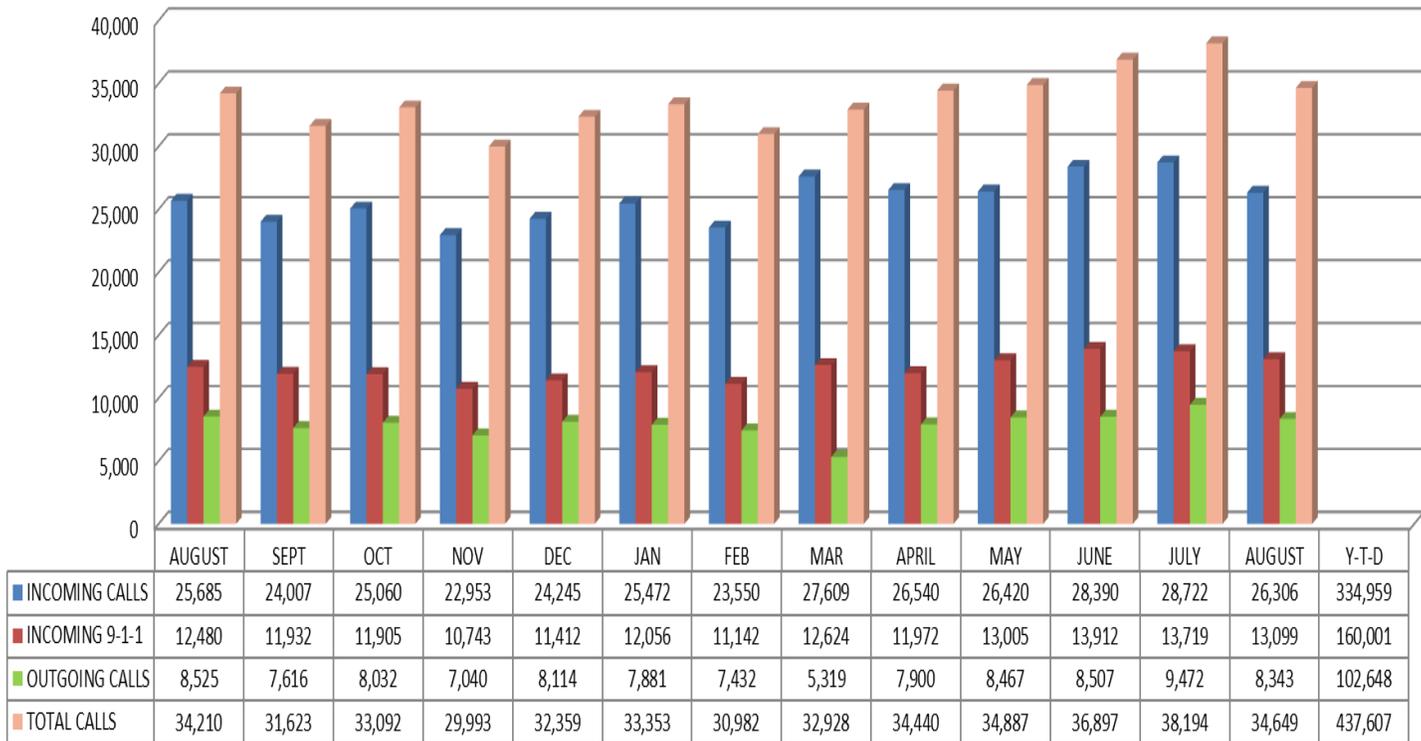
Summary of Information

During the month of August, 2015 dispatch staff processed **26,306** incoming calls and **8,343** outgoing calls for a total call volume of **34,649**.

Detailed Breakdown of Information

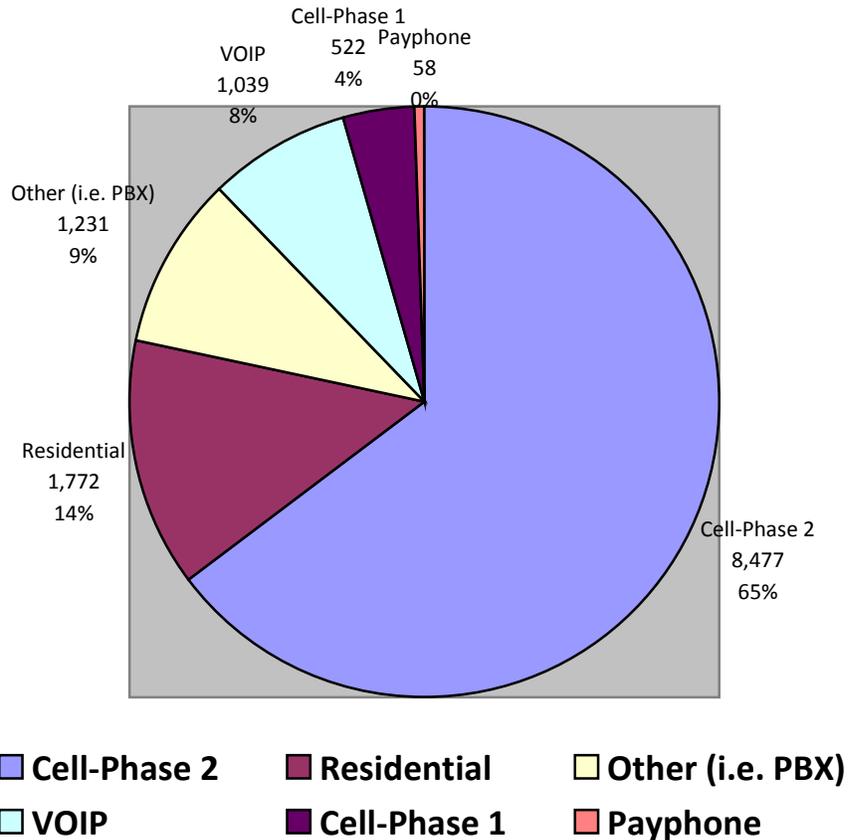
- ***Incoming 9-1-1 lines:*** There were **13,099** incoming 9-1-1 calls.
- ***“Seven-Digit” Emergency lines (7DE):*** There were **4,469** incoming seven-digit emergency calls.
- ***Allied Agency/Alarm Co:*** There were **3,237** incoming Allied Agency and Alarm Company calls.
- ***Non-Emergency/Administrative (7DA) lines:*** There were **5,501** incoming 7DA calls.

Telephony Performance Measure - 2014/2015



The following chart represents incoming call distribution according to class of service (i.e. Cell-Phase 2, Residential, etc.) for the **13,099** incoming 9-1-1 calls.

INCOMING 9-1-1 CALL DISTRIBUTION - AUGUST, 2015



Answering Standard: NFPA 1221 – 2013 Edition

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

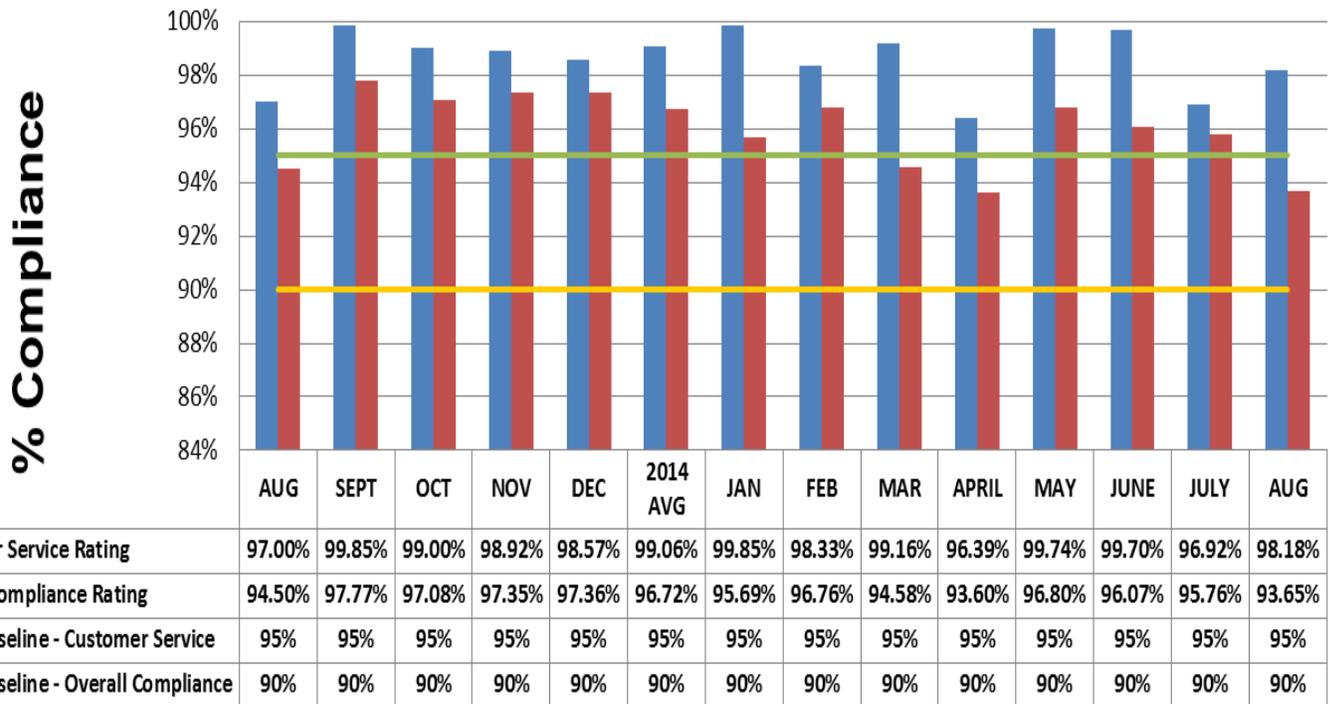
Rule 7.4.1: *“Ninety-five percent of alarms received on emergency lines shall be answered within 15 seconds, and 99 percent of alarms shall be answered within 40 seconds.”*

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 and 99% percent of emergency lines shall be answered within 40 seconds – In August, the dispatch team answered all calls on emergency lines within 15 seconds **95.43%** of the time and answered within 40 seconds **99.31%**.

- **Customer Service Compliance Average* (Baseline Requirement of 95%)**
 - **Customer Service Compliance Average for July, 2015: 96.92%**
 - **Customer Service Compliance Average for August, 2015: 98.18%**
 - **Overall – Customer Service Compliance Average for 2015: 99.69%**

- **Total Compliance Average* (Baseline Requirement of 90%)**
 - **Total Compliance Average for July, 2015: 95.76%**
 - **Total Compliance Average for August, 2015: 93.65%**
 - **Overall – Total Compliance Average for 2015: 96.41%**

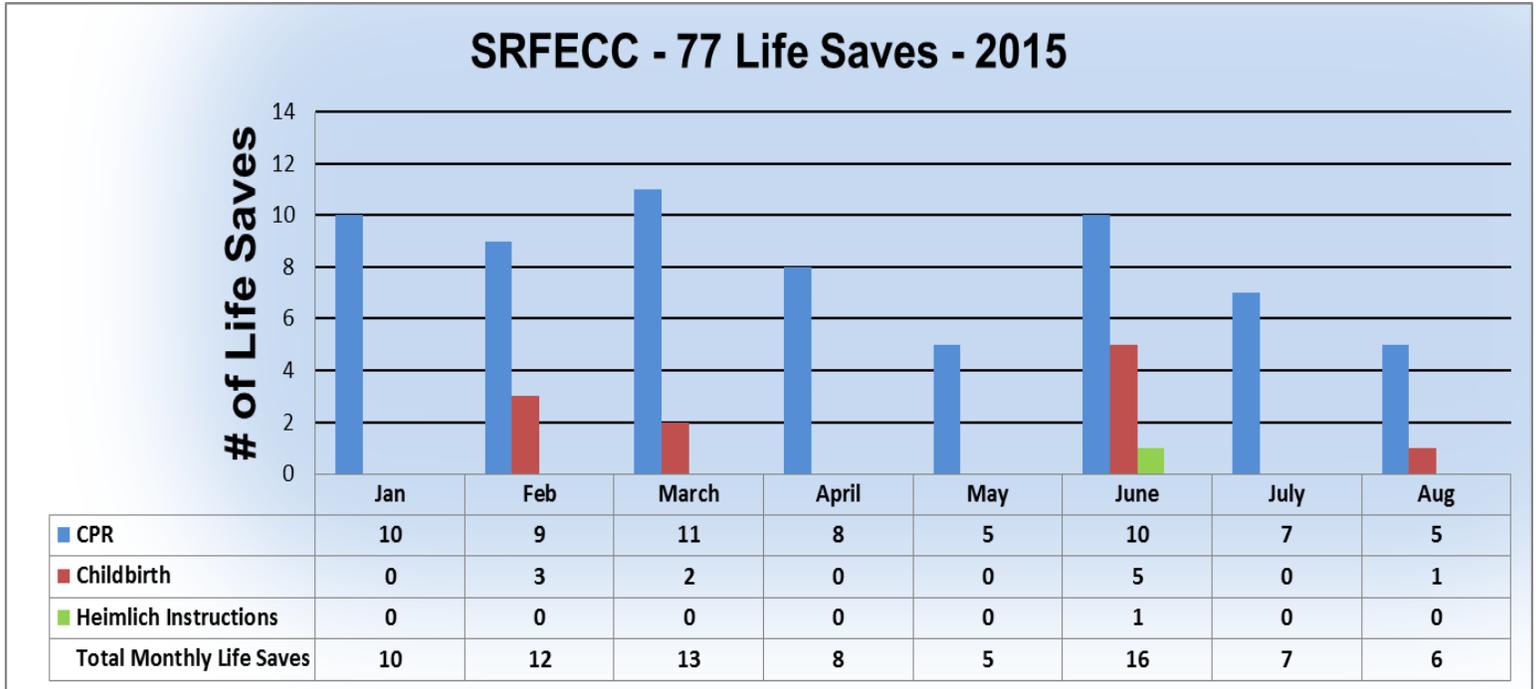
International Academy of Emergency Dispatch Compliance Rating - 2014 / 2015



*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 IAED standards, the Quality Improvement standards report requires a consistent, cumulative MPDS incident case review of at or above the stated baseline percentages.

SRFECC – 77 Life Saves in 2015

Since January 1st, 2015 our Dispatch Team has accomplished 77 Life Saves.



7 Life Saves – July, 2015

1. On July 6th, **Call Taker Laura Macias**, A Days Squad, while utilizing effective EMD instructions assisted the 9-1-1 reporting party in providing life-saving CPR instructions.
2. On July 8th, **Dispatcher Amy Wolfe**, A Days Squad, while utilizing effective EMD instructions assisted the 9-1-1 reporting party in providing life-saving CPR instructions.
3. On July 13th, **Call Taker Laura Macias**, A Days Squad, while utilizing effective EMD instructions assisted the 9-1-1 reporting party in providing life-saving CPR instructions.
4. On July 14th, **Call Taker Laura Macias**, A Days Squad, while utilizing effective EMD instructions assisted the 9-1-1 reporting party in providing life-saving CPR instructions.
5. On July 19th, **Call Taker Jennifer Rooke**, A Days Squad, while utilizing effective EMD instructions assisted the 9-1-1 reporting party in providing life-saving CPR instructions.
6. On July 24th, **Supervisor Barbara Vatalaro**, A Nights Squad, while utilizing effective EMD instructions assisted the 9-1-1 reporting party in providing life-saving CPR instructions.

7. On July 28th, ***Dispatcher Kelly Campbell***, A Days Squad, while utilizing effective EMD instructions assisted the 9-1-1 reporting party in providing life-saving CPR instructions.

6 Life Saves – August, 2015

1. On August 6th, ***Call Taker Jennifer Rooke***, A Days Squad, while utilizing effective EMD instructions assisted the 9-1-1 reporting party in providing life-saving maternity instructions for a person delivering a baby (Baby Boy) in a non-hospital environment.
2. On August 11th, ***Dispatcher Tina Dungan***, A Nights Squad, while utilizing effective EMD instructions assisted the 9-1-1 reporting party in providing life-saving CPR instructions.
3. On August 14th, ***Call Taker Kelly Campbell***, A Days Squad, while utilizing effective EMD instructions assisted the 9-1-1 reporting party in providing life-saving CPR instructions.
4. On August 19th, ***Dispatcher Lynn Walker***, A Nights Squad, while utilizing effective EMD instructions assisted the 9-1-1 reporting party in providing life-saving CPR instructions.
5. On August 20th, ***Dispatcher Roman Kukharets***, B Days Squad, while utilizing effective EMD instructions assisted the 9-1-1 reporting party in providing life-saving CPR instructions.
6. On August 20th, ***Call Taker Kelly Campbell***, A Days Squad, while utilizing effective EMD instructions assisted the 9-1-1 reporting party in providing life-saving CPR instructions.

Opened/Closed Service Records Per Category

Date range 08/01/2015 - 08/31/2015
 Generated on 09/21/2015 14:11

Category	Opened SRs	Closed SRs	Total (opened - closed)
CAD	36	33	3
Communications	1	4	-3
Contracts	0	1	-1
Email	9	14	-5
Facility	7	14	-7
GIS	10	11	-1
Hardware	13	6	7
Intrado Phone System	17	4	13
Profile	1	1	0
Software	19	20	-1
Total	113	108	5

