



# **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, July 29, 2014**

### **MEETING OF THE GOVERNING BOARD OF SRFEC**

**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 (June 24, 2014) and Special Board Meeting (July 10, 2014) | Page | 4-14 |
| 2. Budget to Actual (June)  | Page | 15   |
| 3. Revenues (June)  | Page | 16   |
| 4. Overtime Report (June)   | Page | 17   |

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

#### **PRESENTATION:**

1. Longevity Recognition:
  - a. Katherine Shelton – 2 years – July 9, 2014
  - b. Summer Carroll – 14 years – July 24, 2014

#### **COMMITTEE REPORTS:**

- |  |      |       |
|--|------|-------|
| 1. Special Finance Committee (July 10, 2014)   | Page | 18-19 |
| 2. Special Personnel Committee (July 10, 2014) | Page | 20    |

#### **ACTION ITEMS:**

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

\* INDICATES NO ATTACHMENT

None

b. New Business:

- |   |      |       |
|---|------|-------|
| 1. Resolution #06-14, Delegation of Authority to Request Disbursements  | Page | 21    |
| 2. Approval of California Employers' Retiree Benefit Trust Program Agreement and Election of SRFECC to Prefund Other Post Employment Benefits Through CalPERS | Page | 22-31 |

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

**PRESENTATION/INFORMATION:**

- |   |      |       |
|---|------|-------|
| 1. Communications Center Statistics                       | Page | 32-35 |
| 2. Presentation by Joe Thuesen, Local 150 Representative* |      |       |

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

- |                              |      |    |
|------------------------------|------|----|
| 1. Chief Executive Director* |      |    |
| 2. IT Manager                | Page | 36 |
| 3. Accounting Manager*       |      |    |
| 4. Communications Manager*   |      |    |

**CORRESPONDENCE:**

- |  |      |    |
|--|------|----|
| 1. Letter From Fire Chief Walt White stating his Designation as Primary Sacramento City Fire Department Board Representative and Appointing Deputy Chief Lloyd Ogan as his Alternate | Page | 37 |
|--|------|----|

**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.

- CONFERENCE WITH LEGAL COUNSEL: Anticipated Litigation\***  
Pursuant to California Government Code Section 54956.9(b)  
The Board will meet in closed session to discuss significant exposure to litigation.  
One (1) potential case
- PUBLIC EMPLOYEE PERFORMANCE EVALUATION\*** *(Evaluation Documents sent under separate cover)*  
Pursuant to California Government Code Section 54957  
Action/Discussion to Evaluate the Performance of:  
  
Title: Chief Executive Director

**ADJOURNMENT:**

\*INDICATES NO ATTACHMENT

The next Regular Board Meeting is August 26, 2014.

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 July 24, 2014.



Clerk of the Board

*\*INDICATES NO ATTACHMENT*

GOVERNING BOARD MEETING

June 24, 2014

**GOVERNING BOARD MEMBERS**

Chief Tracey Hansen	Cosumnes Community Services District Fire Department
Chief Ron Phillips	City of Folsom Fire Department
Acting Deputy Chief Niko King	City of Sacramento Fire Department
Deputy Chief Scott Cockrum	Sacramento Metropolitan Fire District

**GOVERNING BOARD MEMBERS ABSENT**

**COMMUNICATIONS CENTER MANAGEMENT**

Teresa Murray	Chief Executive Director
Linda Luis	Communications Manager
Lorinda Odell	Accounting Manager

**OTHERS IN ATTENDANCE**

Paul Gant	General Counsel, SRFECC
Janice Parker	Administrative Analyst, SRFECC
Wendy Crosthwaite	Executive Assistant, SRFECC
Jill Short	Local 856 Representative
Tara Poirier	Local 856 Representative
Kylee Soares	Operations Supervisor, SRFECC
Joe Thuesen	Administrative Supervisor, SRFECC
Josue Perez-Davalos	EMD Volunteer, SRFECC
Bruce Bucknell	Facilities Maintenance, SRFECC
Sara Roush	Accounting Assistant, SRFECC
Jenn Edwards	Dispatcher, SRFECC
Ally Edwards	Visitor (Jenn's Daughter)
Linda Rush	Visitor (Jenn's Mother)
Tom Rush	Visitor (Jenn's Father)

1. The meeting was called to order and roll call was taken at 9:00 a.m.
2. Chairperson Cockrum lead the Pledge of Allegiance.
3. The Medical Director contract extension has not yet been signed and will therefore be pulled from the agenda for approval. It will be brought back for approval at a future meeting.
4. There was no public comment.
5. A motion was made by Chief Hansen and seconded by Acting Deputy Chief King to approve the consent agenda and Board Meeting synopsis, May 27, 2014.

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

NOES:

ABSENT:

ABSTAIN:

Motion carried.

6. Presentation

1. Longevity Recognition:

Communications Manager Linda Luis acknowledged Jenn Edwards on her five-year anniversary. Ms. Luis shared pertinent statistics from Ms. Edwards' dispatching career and shared that Jenn is a trainer, participated on the yearbook committee and is part of the community outreach program.

Ms. Edward introduced her parents and her daughter to the Board and received a five-year pin from Communications Manager Luis.

## 7. COMMITTEE REPORTS:

### A. Finance Committee

Finance Committee met on June 10, 2014, and discussed the RFP for the Medical Director position. The Committee also received an update regarding the status of labor negotiations.

### B. Personnel Committee

The Personnel Committee met on June 10, 2014, discussed the REF for the Medical Director and received an update regarding labor negotiations.

## 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. Review/Discussion of RFP for Fire Service Medical Director

Chief Phillips gave a brief overview of the RFP for Fire Service Medical Director. The Board wanted to insure the language in the RFP was not too restrictive. The RFP was reviewed line by line and direction was given to counsel for changes. The modifications made to this RFP will also be communicated to the County Chiefs.

The RFP will be released for a thirty-day period, with an additional thirty days set aside for evaluation of the submittals; and finally, thirty days for interviews and final selection.

A selection committee will be convened after the candidate submittals have been received and then brought before the Board for approval.

A motion was made by Deputy Chief King and seconded by Chief Hansen to approve the Medical Director RFP with the suggested changes.

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

NOES:

ABSENT:

ABSTAIN:

Motion carried.

Acting Deputy Chief King announced that Deputy Chief Walt White has been selected as Fire Chief for the City of Sacramento.

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

None

**10. PRESENTATION/INFORMATION:**

1. Communications Center Statistics

The Communications Center Statistics were contained in the Board packet.

Chief Executive Director Murray called attention to the excellent EMD statistics. She also shared that while attending the Navigator conference, Joe Thuesen, met Dr. Claussen and discussed updating the EMD cards, as well as reviewing and improving our current EMD processes. Joe Thuesen has been certified in QA, and two other supervisors will also be certified in QA.

We have added a new volunteer to our EMD team, Josue Perez-Davalos. He will be working closely with Joe Thuesen. One of the projects they will be working on will be involvement with Dignity Health on a case study of pre-arrival and the role of EMD dispatch.

Chief Phillips asked about our QA stats for non-medical dispatches. Chief Director Murray responded that all PRA requests are reviewed for QA, which provides a valid random sampling for QA statistics of non-medical responses.

2. Ratification of Amendment 2, Fire Service Medical Director

This item was removed from the agenda because the contract has not yet been signed. It will be placed on a future agenda for ratification.

3. Member Agencies Call Volume and Contributions, FY 2014/2015

A call volume and member contribution sheet for FY 2014/2015, was contained in the Board packet. The assessment did not include the contribution for the Medical Director however, as that will be assessed separately.

**11. CENTER REPORTS**

A. Chief Executive Director Report

1. Chief Executive Director Murray thanked both Local Unions 856 and 150 for the respectful way they have handled negotiations. Both Unions have tentative agreements.

Ms. Murray also acknowledged Tara Poirier and Jill Short our Local 856 representatives.

2. Julee Todd, Tara Poirier and Casey Quintard attended the NENA Conference. They were able to meet with several CAD vendors and demo their products, as well as attend many very informative classes.

During the conference, Chief Executive Murray was able to network with the President and representatives from NICE, which resulted in a substantial savings for our upcoming contract.

3. Ms. Julee Todd has been named PSAP's Finest National Supervisor of the Year sponsored by NICE.
  4. IT Manager Starosciak has recently had an article published in State Tech Magazine on cybersecurity solutions.
- B. IT Manager Report (Murray provided report)
1. CAD RFP is moving forward. The scoring quorum will convene on Thursday and Friday of this week. The demos will be conducted in mid-July. We would love to have as many members as possible attend these demos. All of the demos will be held at the facility on Gold Canal. While it is not feasible to move these demos from site to site, all demos will be video -taped and the IT team will work to achieve a live Web X presentation.
  2. The floor redesign is complete and all of the SETNA contracts have been approved. The new phone system will be implemented in the fall.
  3. A "match" grant has been submitted to the Department of Homeland Security for the P-25 consoles.
  4. Chief Director Murray is looking into solutions for pager replacement.
- C. Accounting Manager Report
1. Ms. Odell said she and her team are closing out FY 2013/2014 during the month of June. They are preparing the FY 2014/2015 Final Budget.
- D. Communications Manager Report
1. In addition to the National Supervisor of the Year award, the recipient of the PSAP's Finest National Center Director of the Year was our own Teresa Murray.
  2. SRF ECC has had many visitors as of late. Alameda County came to study our training processes, but also stayed to review our general operating procedures.  
  
Representatives from Yolo County dispatch as well as from West Sacramento visited SRF ECC to work out details with regard to auto aid dispatch.  
  
We also welcomed personnel from Mercy Medical and Sacramento County Airports.
  3. Our training team is making preparation for our radio academy to be conducted in July.
  4. Some of our staff members participated in an MCI drill at Folsom prison.
  5. The Center is gearing up for the July 4<sup>th</sup> weekend.
  6. Since our last meeting Center personnel has handled two crop duster crashes; 3 water rescues; a level two hazmat; 31 structure fires, three of which went to greater alarm and 51 grass fires.

## 12. CORRESPONDENCE

None

### 13. BOARD MEMBER COMMENTS

Chief Phillips said the EMS officers are discussing trauma waste clean-up and are looking to create a voluntary list similar to what is currently used for our board-up program

The Fire Marshalls are reviewing how fire alarm monitoring companies are certified for the County.

Chief Hansen said thank you for all the hard work.

Deputy Chief King congratulated Ms. Murray on her National award and expressed his appreciation for the call statistics.

Deputy Chief Cockrum thanked the Union for working so smoothly during negotiations.

### 14. COUNSEL REPORT

Counsel, Paul Gant, spoke regarding the status of the 3<sup>rd</sup> Amended JPA Agreement. He said once we have received copies of all four of the member agencies' resolutions, a separate resolution will come before this Board for formal acknowledgement. The adoption

### 15. ANTICIPATED ACTION ITEMS

### 16. CLOSED SESSION

#### 1. CONFERENCE WITH LEGAL COUNSEL: Anticipated Litigation\*

*One (1) potential case*

*Pursuant to California Government Code Section 54956.9(b)*

*The Board will meet in closed session to discuss significant exposure to litigation.*

#### 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*

*One: Fire Service Medical Director*

#### 1. CONFERENCE WITH LABOR NEGOTIATOR\*

*Pursuant to Government Code Section 54957.6*

District Negotiator(s)

Counsel, Robert Kingsley

Teresa Murray, Chief Executive Director

Employee Organization(s)

Teamsters Local 856

Teamsters Local 150

Closed Session was convened at 9:41 a.m.

Open Session was re-convened at 11:54 a.m.

The Board received an update regarding potential litigation, personnel issues and labor negotiations. No action was taken.

17. The meeting of the Governing Board was adjourned at 11:54 a.m. until the next Meeting of the Governing Board scheduled for 9:00 a.m., June 24, 2014, at Metro Board Chambers, 10545 Armstrong Ave – Rooms #384-385, Mather, CA 95655-4102

Respectfully submitted,

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

Janice Parker  
Clerk of the Board

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Scott Cockrum, Chairperson

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Lloyd Ogan, Vice Chairperson

SPECIAL GOVERNING BOARD MEETING  
July 10, 2014

**GOVERNING BOARD MEMBERS**

Chief Tracey Hansen	Cosumnes Community Services District Fire Department
Chief Ron Phillips	City of Folsom Fire Department
Deputy Chief Lloyd Ogan	City of Sacramento Fire Department
Deputy Chief Scott Cockrum	Sacramento Metropolitan Fire District

**GOVERNING BOARD MEMBERS ABSENT**

**COMMUNICATIONS CENTER MANAGEMENT**

Teresa Murray	Chief Executive Director
Linda Luis	Communications Manager
Lorinda Odell	Accounting Manager

**OTHERS IN ATTENDANCE**

Paul Gant	General Counsel, SRFECC
Janice Parker	Administrative Analyst, SRFECC
Jill Short	Local 856 Representative
Tara Poirier	Local 856 Representative
Cierra Lewandowski	Payroll/Benefits Technician, SRFECC
Sara Roush	Accounting Assistant, SRFECC

1. The meeting was called to order and roll call was taken at 11:00 a.m.
2. Chairperson Cockrum lead the Pledge of Allegiance.
3. There were no changes to the agenda.
4. Tara Poirier, Local 856 Representative, thanked the Board and Center Management for their contract and the way in which it was negotiated.

**5. ACTION ITEMS:**

a. Old Business

None

b. New Business

1. Resolution #05-14, Acknowledge Approval by the Sacramento Regional Fire/EMS Communications Center Member Agencies of the Third Amended Joint Powers Agreement

All the member agencies have adopted resolutions approving the Third Amended Joint Powers Agreement.

A motion was made by Chief Hansen and seconded by Deputy Chief Ogan to approve Resolution #05-14.

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

NOES:

ABSENT:

ABSTAIN:

Motion carried.

2. Ratification of Local 150 Memorandum of Understanding

Chief Director Murray asked the Board to ratify the MOU for Local 150 based on a union vote of seven to zero.

A motion was made by Chief Hansen and seconded by Chief Phillips to ratify the Memorandum of Understanding for Local 150.

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

NOES:

ABSENT:

ABSTAIN:

Motion carried.

3. Ratification of Local 856 Memorandum of Understanding

Chief Director Murray asked the Board to ratify the MOU for Local 856 based on a union vote of 17 to seven.

A motion was made by Deputy Chief Ogan and seconded by Chief Phillips to ratify the Memorandum of Understanding for Local 856.

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

NOES:

ABSENT:

ABSTAIN:

Motion carried.

4. Letter of Extension for Local 150

This letter extended the existing MOU until the new MOU for Local 150 was ratified.

A motion was made by Deputy Chief Ogan and seconded by Chief Hansen to approve the extension.

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

NOES:

ABSENT:

ABSTAIN:

Motion carried.

5. Letter of Extension for Local 856

This letter extended the existing MOU until the new MOU for Local 856 was ratified.

A motion was made by Chief Hansen and seconded by Deputy Chief Ogan to approve the extension.

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

NOES:

ABSENT:

ABSTAIN:

Motion carried.

6. Approval of Fire Service Medical Director RFP

Chief Phillips said all the suggested changes have been incorporated into this document and asked for Board approval.

A motion was made by Chief Phillips and seconded by Chief Hansen to approve the extension.

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

NOES:

ABSENT:

ABSTAIN:

Motion carried.

7. Approval of Re-classification of Systems Engineer Position to CAD Technician

Chief Executive Director Murray explained this re-classification has become necessary in answer to the resignation of our former Systems Engineer and in preparation for our new CAD system.

A motion was made by Chief Hansen and seconded by Chief Phillips to approve the re-classification.

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

NOES:

ABSENT:

ABSTAIN:

Motion carried.

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

None

7. **PRESENTATION/INFORMATION:**

None

8. **CENTER REPORTS**

Chief Director Murray said because this is a Special Board Meeting the Center Managers' Reports would be deferred until the Regular Board Meeting.

She did express her appreciation to all of the negotiators for their professionalism and respect during contract negotiations.

**9. CORRESPONDENCE**

None

**10. BOARD MEMBER COMMENTS**

Chief Phillips thanked Chief Ogan for his service to the Board. Chief Ogan will continue to be the alternate representative, however.

For the September 30<sup>th</sup> Board Meeting Chief Hansen, Chief Phillips and Deputy Chief McLaughlin will be attending the Cal Chiefs Conference in San Diego and will not be able to attend our regular meeting.

Deputy Chief Ogan thanked the Board for allowing him to participate as a representative on the Board.

Deputy Chief Cockrum thanked Deputy Chief Ogan for his Board participation.

**11. COUNSEL REPORT**

None

**12. ANTICIPATED ACTION ITEMS**

None

**13. CLOSED SESSION**

**1. CONFERENCE WITH LEGAL COUNSEL: Anticipated Litigation\***

*One (1) potential case*

*Pursuant to California Government Code Section 54956.9(b)*

*The Board will meet in closed session to discuss significant exposure to litigation.*

**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*

*One: Fire Service Medical Director*

**1. CONFERENCE WITH LABOR NEGOTIATOR\***

*Pursuant to Government Code Section 54957.6*

District Negotiator(s)

Counsel, Robert Kingsley

Teresa Murray, Chief Executive Director

Employee Organization(s)

Teamsters Local 856

Teamsters Local 150

Closed Session was convened at 11:15 a.m.

Open Session was re-convened at 11:50 a.m.

The Board received an update regarding potential litigation, personnel issues and labor negotiations. No action was taken.

17. The meeting of the Governing Board was adjourned at 11:50 a.m. until the next Meeting of the Governing Board scheduled for 9:00 a.m., July 29, 2014, 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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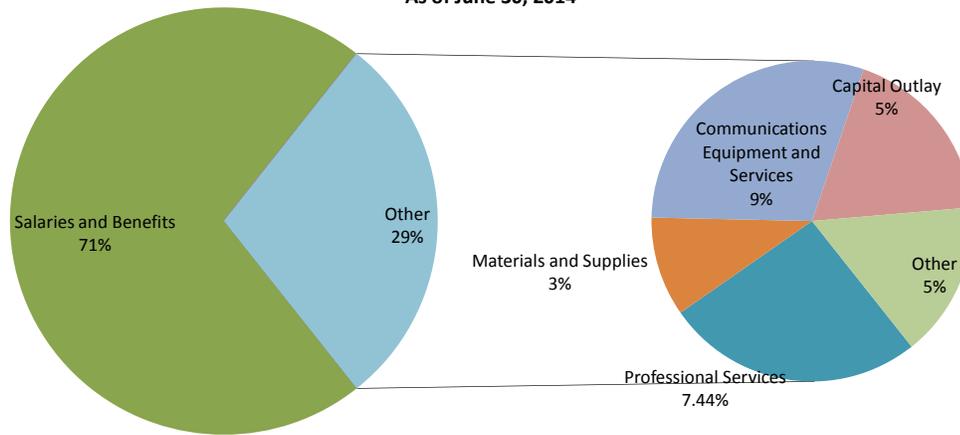
Scott Cockrum, Chairperson

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Lloyd Ogan, Vice Chairperson

Sacramento Regional Fire/EMS Communications Center  
 Fiscal Year 2013-2014  
 Monthly Budget to Actual Report  
 As of June 30, 2014

Budget to Actual FY 13-14  
 As of June 30, 2014



Budget to Actual - FY 13/14 As of June 30, 2014					
	FY 13/14 Budget*	YTD Expenses 06/30/14	Non-Operational Funding Sources	\$ Under / (Over) Budget	% Under/ (Over) Budget
<b>Expenses</b>					
Salaries and Benefits	5,818,227	5,628,329		189,898	3%
Professional Services	600,754	587,066		13,688	2%
Materials and Supplies	347,370	226,898		120,472	35%
Communications Equipment and Services	844,360	675,013		169,347	20%
Capital Outlay	1,055,000	415,885		639,115	61%
Other	382,421	354,280		28,141	7%
<b>Unused, Non-Operational Revenues</b>					
SETNA - 911 Allocation				(795,000)	
Reserves - Undesignated				(150,000)	
Reserves - CIP				(85,000)	
<b>Total</b>	<b>9,048,132</b>	<b>7,887,471</b>		<b>130,661</b>	<b>2%</b>
				<b>NOTE A</b>	<b>NOTE B</b>
<b>Days Remaining in Budget Period/Days YTD in Budget Period</b>					<b>0%</b>

\* Amended 12/18/13, 2/25/14

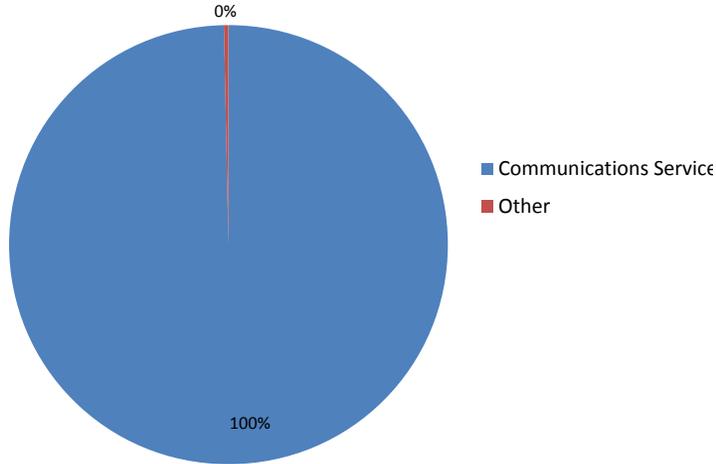
**NOTE A:** (1) Due to State of CA delays, planned implementation of 911 Phone upgrade postponed to fall of 2014, \$795,000 SETNA funding and related expenses have been deferred to FY 14/15.

(2) FY 13/14 Budget included \$150,000 undesignated reserves for anticipated legal expenses, which were absorbed within the current year operation budget. Unspent reserves of \$150,000 will be returned to reserves - undesignated.

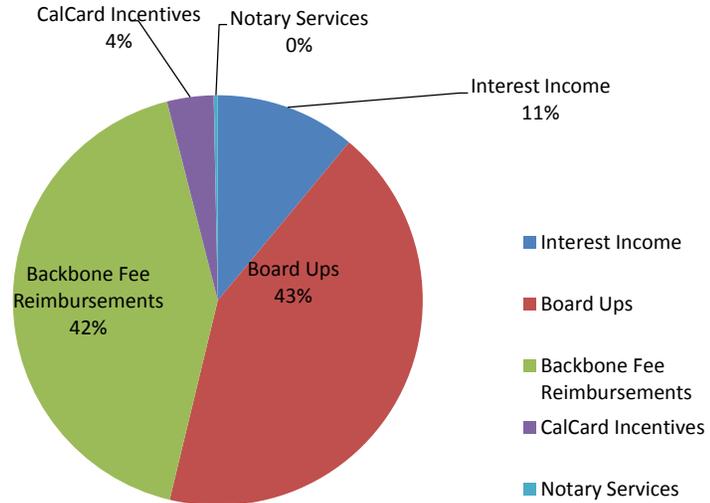
(3) FY 13/14 budget included \$85,000 reserves - CIP for CAD procurement expenses. These expenses were absorbed within the current year operating budget. Unspent reserves of \$85,000 will be returned to reserves - CIP.

**NOTE B:** Percent remaining budget, not including SETNA and Reserves.

**YTD Revenues as of June 30, 2014**



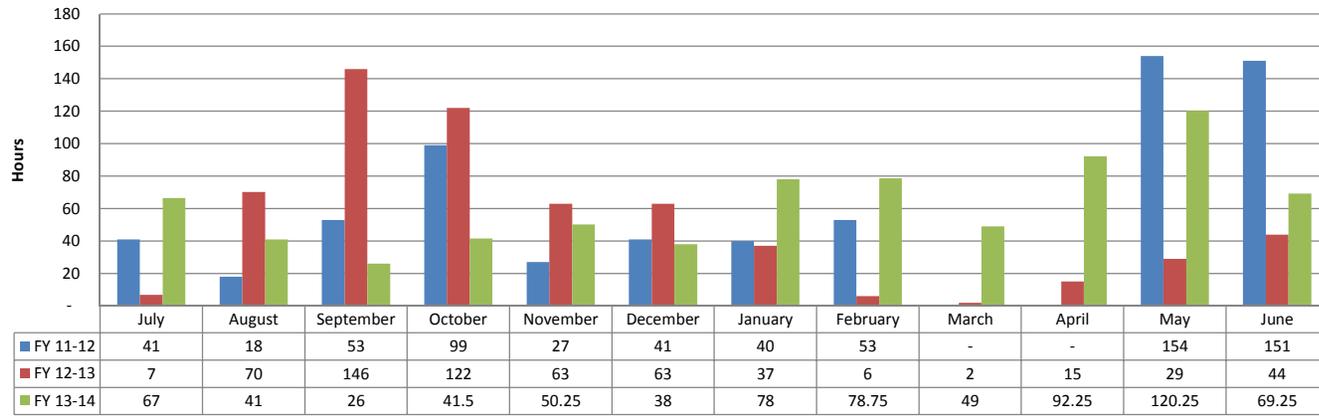
**YTD Other Revenues as of June 30, 2014**



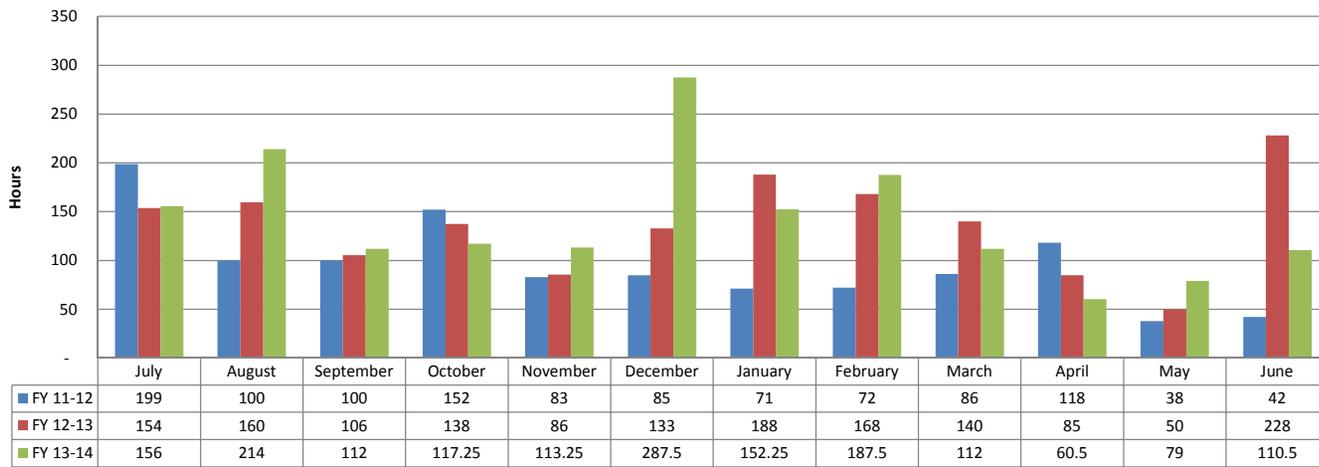
Revenues - FY 13/14 As of June 30, 2014		
	MTD 06/30/14	YTD 06/30/14
<b>Communications Services</b>		8,033,132
<b>Other:</b>		
Interest Income		2,831
Board Ups	1,500	10,950
Backbone Fee Reimbursements		10,825
CalCard Incentives		942
Notary Services		80
Other Income	3,069	13,684
<b>Total Other</b>	<b>4,569</b>	<b>39,312</b>
<b>Total</b>	<b>4,569</b>	<b>8,072,444</b>

Sacramento Regional Fire/EMS Communications Center  
 Fiscal Year 2013-2014  
 Monthly Overtime Report  
 As of Jun. 30, 2014

**FY 13-14 Comparative OT Report  
 Admin Staff  
 As of Jun. 30, 2014**



**FY 13-14 Comparative OT Report  
 Communications Staff  
 As of Jun. 30, 2014**



## FINANCE COMMITTEE MEETING

July 10, 2014

### GOVERNING BOARD MEMBERS

Chief Tracey Hansen  
Chief Ron Phillips

Cosumnes Community Services District Fire Department  
City of Folsom Fire Department

### GOVERNING BOARD MEMBERS ABSENT

### COMMUNICATIONS CENTER MANAGEMENT

Teresa Murray  
Lorinda Odell

Chief Executive Director  
Accounting Manager

### OTHERS IN ATTENDANCE

Janice Parker

Administrative Analyst, SRFEC

1. The meeting was called to order and roll call was taken at 10:00 a.m.
2. There was no public comment.
3. GASB 45 Actuarial Valuation of Post- Employment Benefits as of June 30, 2013 – Prepared By Milliman

Accounting Manager Odell said current regulations require us to have an evaluation of “other post -employment benefits” (OPEB) done bi-annually. Milliman conducted a very thorough evaluation. The main purpose of this OPEB evaluation is to give the organization a clear picture of future costs and includes ARC (annual required contribution), which is non-cash accounting evaluation of what amount would have to be set aside toward the liability to fully fund it over the next 30 years. However, ARC does not include increasing costs of health care other than standard inflation or any alternate funding strategy that may have been implemented.

We have implemented a \$50 per month employee cost share, which will be increased to \$100 per month beginning July 1, 2014. A trust will be established with CalPERS to receive these contributions.

At the regular July Board Meeting, the Board will be asked to approve the contract providing an opportunity for SRFEC to contribute funds to the trust. Several investment strategies are available for implementation with the establishment of this trust. A recommendation will be made at the next Board meeting for approval.

### CLOSED SESSION

#### 4. CONFERENCE WITH LEGAL COUNSEL: ANTICIPATED LITIGATION\*

Pursuant to California Government Code Section 54956.9  
One (1) Potential Case

#### 5. 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

#### 6. CONFERENCE WITH LABOR NEGOTIATOR\*

Pursuant to Government Code Section 54957.6  
Update on Fiscal Impact of Labor Negotiations

District Negotiator(s)

Employee Organization(s)

Counsel, Robert Kingsley  
Teresa Murray, Chief Executive Director  
Teamsters Local 856  
Teamsters Local 150

Closed session was convened at 10:25 a.m.

Open session was reconvened at 10:30 a.m.

The Committee received an update, but no action was taken.

7. The Finance Committee adjourned at 10:30 a.m. until the next Regular Meeting of the Finance Committee scheduled for 10:30 a.m. August 12, 2014, 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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Tracey Hansen, Chairperson

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Ron Phillips, Vice Chairperson

**SPECIAL PERSONNEL COMMITTEE MEETING**  
**Thursday, July 10, 2014**

**COMMITTEE MEMBERS**

Deputy Chief Lloyd Ogan	City of Sacramento Fire Department
Deputy Chief Scott Cockrum	Sacramento Metropolitan Fire District

**COMMUNICATIONS CENTER MANAGEMENT**

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

Janice Parker	Administrative Analyst, SRFECC
Wendy Crosthwaite	Executive Assistant, SRFECC

1. The meeting was called to order at 9:08 a.m. and roll call was taken.
2. There was no public comment
3. Closed Session was convened at 9:08 a.m.

**A. CONFERENCE WITH LEGAL COUNSEL: ANTICIPATED LITIGATION**

*Pursuant to California Government Code Section 54956.9  
One (1) Potential Case*

**B. 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*

**C. CONFERENCE WITH LABOR NEGOTIATOR\***

*Pursuant to California Government Code Section 54957.6  
Update regarding labor negotiations*

<i>District Negotiator(s)</i>	<i>Counsel, Robert Kingsley</i>
	<i>Teresa Murray, Chief Executive Director</i>
<i>Employee Negotiator(s)</i>	<i>Teamsters Local 856</i>
	<i>Teamsters Local 150</i>

Open Session was reconvened at 10:07 a.m.

The Committee received an update regarding anticipated litigation, personnel issues and labor negotiations, no action was taken.

4. The meeting was adjourned at 10:07 a.m. until the next scheduled meeting of the Personnel Committee.

Respectfully submitted,

Janice Parker  
Clerk of the Board

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Scott Cockrum, Chairperson

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Lloyd Ogan, Vice Chairperson



**DELEGATION OF AUTHORITY  
TO REQUEST DISBURSEMENTS**

**#06-14  
RESOLUTION  
OF THE**

**Governing Board of Directors of Sacramento Regional Fire/EMS Communications Center**

\_\_\_\_\_  
(GOVERNING BODY)

**OF THE**

**Sacramento Regional Fire/EMS Communications Center (SRFECC)**

\_\_\_\_\_  
(NAME OF EMPLOYER)

The **Governing Board of Directors of SRFECC** delegates to the incumbents  
(GOVERNING BODY)

in the positions of **Chief Executive Director** and/or  
(TITLE)

**Accounting Manager** and/or

**Communications Manager** authority to request on  
(TITLE)

behalf of the Employer disbursements from the Other Post Employment Prefunding  
Plan and to certify as to the purpose for which the disbursed funds will be used.

By \_\_\_\_\_

Title \_\_\_\_\_

Witness \_\_\_\_\_

Date \_\_\_\_\_

**CALIFORNIA EMPLOYERS' RETIREE BENEFIT TRUST PROGRAM ("CERBT")**

**AGREEMENT AND ELECTION  
OF**

**Sacramento Regional Fire/EMS Communications Center**

---

(NAME OF EMPLOYER)

**TO PREFUND OTHER POST EMPLOYMENT  
BENEFITS THROUGH CalPERS**

WHEREAS (1) Government Code Section 22940 establishes in the State Treasury the Annuitants' Health Care Coverage Fund for the prefunding of health care coverage for annuitants (Prefunding Plan); and

WHEREAS (2) The California Public Employees' Retirement System (CalPERS) Board of Administration (Board) has sole and exclusive control and power over the administration and investment of the Prefunding Plan (sometimes also referred to as CERBT), the purposes of which include, but are not limited to (i) receiving contributions from participating employers and establishing separate Employer Prefunding Accounts in the Prefunding Plan for the performance of an essential governmental function (ii) investing contributed amounts and income thereon, if any, in order to receive yield on the funds and (iii) disbursing contributed amounts and income thereon, if any, to pay for costs of administration of the Prefunding Plan and to pay for health care costs or other post employment benefits in accordance with the terms of participating employers' plans; and

WHEREAS (3) Sacramento Regional Fire/EMS Communications Center  
(NAME OF EMPLOYER)

(Employer) desires to participate in the Prefunding Plan upon the terms and conditions set by the Board and as set forth herein; and

WHEREAS (4) Employer may participate in the Prefunding Plan upon (i) approval by the Board and (ii) filing a duly adopted and executed Agreement and Election to Prefund Other Post Employment Benefits (Agreement) as provided in the terms and conditions of the Agreement; and

WHEREAS (5) The Prefunding Plan is a trust fund that is intended to perform an essential governmental function within the meaning of Section 115 of the Internal Revenue Code as an agent multiple-employer plan as defined in Governmental Accounting Standards Board (GASB) Statement No. 43 consisting of an aggregation of single-employer plans, with pooled administrative and investment functions;

NOW, THEREFORE, BE IT RESOLVED THAT EMPLOYER HEREBY MAKES THE FOLLOWING REPRESENTATION AND WARRANTY AND THAT THE BOARD AND EMPLOYER AGREE TO THE FOLLOWING TERMS AND CONDITIONS:

A. Representation and Warranty

Employer represents and warrants that it is a political subdivision of the State of California or an entity whose income is excluded from gross income under Section 115 (1) of the Internal Revenue Code.

B. Adoption and Approval of the Agreement; Effective Date; Amendment

(1) Employer's governing body shall elect to participate in the Prefunding Plan by adopting this Agreement and filing with the CalPERS Board a true and correct original or certified copy of this Agreement as follows:

Filing by mail, send to:        CalPERS  
   Affiliate Program Services Division  
   CERBT (OPEB)  
   P.O. Box 1494  
   Sacramento, CA 95812-1494

Filing in person, deliver to:  
   CalPERS Mailroom  
   Affiliate Program Services Division  
   CERBT (OPEB)  
   400 Q Street  
   Sacramento, CA 95811

(2) Upon receipt of the executed Agreement, and after approval by the Board, the Board shall fix an effective date and shall promptly notify Employer of the effective date of the Agreement.

(3) The terms of this Agreement may be amended only in writing upon the agreement of both CalPERS and Employer, except as otherwise provided herein. Any such amendment or modification to this Agreement shall be adopted and executed in the same manner as required for the Agreement. Upon receipt of the executed amendment or modification, the Board shall fix the effective date of the amendment or modification.

(4) The Board shall institute such procedures and processes as it deems necessary to administer the Prefunding Plan, to carry out the purposes of this Agreement, and to maintain the tax exempt status of the Prefunding Plan. Employer agrees to follow such procedures and processes.

### C. Other Post Employment Benefits (OPEB) Cost Reports and Employer Contributions

(1) Employer shall provide to the Board an OPEB cost report on the basis of the actuarial assumptions and methods prescribed by the Board. Such report shall be for the Board's use in financial reporting, and shall be prepared at least as often as the minimum frequency required by GASB 43. This OPEB cost report may be prepared as an actuarial valuation report or, if the employer is qualified under GASB 45 and 57, may be prepared as an Alternative Measurement Method (AMM) report.

- (a) Unless qualified under GASB 45 and 57 to provide an AMM report, Employer shall provide to the Board an actuarial valuation report. Such report shall be for the Board's use in financial reporting, and shall be prepared at least as often as the minimum frequency required by GASB 43 and 57, and shall be:
  - 1) prepared and signed by a Fellow or Associate of the Society of Actuaries who is also a Member of the American Academy of Actuaries or a person with equivalent qualifications acceptable to the Board;
  - 2) prepared in accordance with generally accepted actuarial practice and GASB 43, 45 and 57; and,
  - 3) provided to the Board prior to the Board's acceptance of contributions for the valuation period or as otherwise required by the Board.
  
- (b) If qualified under GASB 45 and 57, Employer may provide to the Board an AMM report. Such report shall be for the Board's use in financial reporting, shall be prepared at least as often as the minimum frequency required by GASB 43 and 57, and shall be:
  - 1) affirmed by Employer's external auditor, or by a Fellow or Associate of the Society of Actuaries who is also a Member of the American Academy of Actuaries or a person with equivalent qualifications acceptable to the Board, to be consistent with the AMM process described in GASB 45;
  - 2) prepared in accordance with GASB 43, 45, and 57; and,
  - 3) provided to the Board prior to the Board's acceptance of contributions for the valuation period or as otherwise required by the Board.

(2) The Board may reject any OPEB cost report submitted to it, but shall not unreasonably do so. In the event that the Board determines, in its sole discretion, that the OPEB cost report is not suitable for use in the Board's financial statements or if Employer fails to provide a required OPEB cost report, the Board may obtain, at

Employer's expense, an OPEB cost report that meets the Board's financial reporting needs. The Board may recover from Employer the cost of obtaining such OPEB cost report by billing and collecting from Employer or by deducting the amount from Employer's account in the Prefunding Plan.

(3) Employer shall notify the Board of the amount and time of contributions which contributions shall be made in the manner established by the Board.

(4) Employer contributions to the Prefunding Plan may be limited to the amount necessary to fully fund Employer's actuarial present value of total projected benefits, as supported by the OPEB cost report acceptable to the Board. As used throughout this document, the meaning of the term "actuarial present value of total projected benefits" is as defined in GASB Statement No. 45. If Employer's contribution causes its assets in the Prefunding Plan to exceed the amount required to fully fund the actuarial present value of total projected benefits, the Board may refuse to accept the contribution.

(5) No contributions are required. If an employer elects to contribute then the contribution amount should not be less than \$5000 or the employer's annual required contribution (ARC), whichever amount is lower. Contributions can be made at any time following the seventh day after the effective date of the Agreement provided that Employer has first complied with the requirements of Paragraph C.

#### D. Administration of Accounts, Investments, Allocation of Income

(1) The Board has established the Prefunding Plan as an agent plan consisting of an aggregation of single-employer plans, with pooled administrative and investment functions, under the terms of which separate accounts will be maintained for each employer so that Employer's assets will provide benefits only under employer's plan.

(2) All Employer contributions and assets attributable to Employer contributions shall be separately accounted for in the Prefunding Plan (Employer's Prefunding Account).

(3) Employer's Prefunding Account assets may be aggregated with prefunding account assets of other employers and may be co-invested by the Board in any asset classes appropriate for a Section 115 Trust.

(4) The Board may deduct the costs of administration of the Prefunding Plan from the investment income or Employer's Prefunding Account in a manner determined by the Board.

(5) Investment income shall be allocated among employers and posted to Employer's Prefunding Account as determined by the Board but no less frequently than annually.

(6) If Employer's assets in the Prefunding Plan exceed the amount required to fully fund the actuarial present value of total projected benefits, the Board, in compliance with applicable accounting and legal requirements, may return such excess to Employer.

## E. Reports and Statements

- (1) Employer shall submit with each contribution a contribution report in the form and containing the information prescribed by the Board.
- (2) The Board shall prepare and provide a statement of Employer's Prefunding Account at least annually reflecting the balance in Employer's Prefunding Account, contributions made during the period and income allocated during the period, and such other information as the Board determines.

## F. Disbursements

- (1) Employer may receive disbursements not to exceed the annual premium and other costs of post employment healthcare benefits and other post employment benefits as defined in GASB 43.
- (2) Employer shall notify CalPERS in writing in the manner specified by CalPERS of the persons authorized to request disbursements from the Prefunding Plan on behalf of Employer.
- (3) Employer's request for disbursement shall be in writing signed by Employer's authorized representative, in accordance with procedures established by the Board. The Board may require that Employer certify or otherwise establish that the monies will be used for the purposes of the Prefunding Plan.
- (4) Requests for disbursements that satisfy the requirements of paragraphs (2) and (3) will be processed monthly.
- (5) CalPERS shall not be liable for amounts disbursed in error if it has acted upon the written instruction of an individual authorized by Employer to request disbursements. In the event of any other erroneous disbursement, the extent of CalPERS' liability shall be the actual dollar amount of the disbursement, plus interest at the actual earnings rate but not less than zero.
- (6) No disbursement shall be made from the Prefunding Plan which exceeds the balance in Employer's Prefunding Account.

## G. Costs of Administration

Employer shall pay its share of the costs of administration of the Prefunding Plan, as determined by the Board.

## H. Termination of Employer Participation in Prefunding Plan

- (1) The Board may terminate Employer's participation in the Prefunding Plan if:

- (a) Employer gives written notice to the Board of its election to terminate;
- (b) The Board finds that Employer fails to satisfy the terms and conditions of this Agreement or of the Board's rules or regulations.

(2) If Employer's participation in the Prefunding Plan terminates for any of the foregoing reasons, all assets in Employer's Prefunding Account shall remain in the Prefunding Plan, except as otherwise provided below, and shall continue to be invested and accrue income as provided in Paragraph D.

(3) After Employer's participation in the Prefunding Plan terminates, Employer may not make contributions to the Prefunding Plan.

(4) After Employer's participation in the Prefunding Plan terminates, disbursements from Employer's Prefunding Account may continue upon Employer's instruction or otherwise in accordance with the terms of this Agreement.

(5) After the Employer's participation in the Prefunding Plan terminates, the governing body of the Employer may request either:

- (a) A trustee to trustee transfer of the assets in Employer's Prefunding Account; provided that the Board shall have no obligation to make such transfer unless the Board determines that the transfer will satisfy applicable requirements of the Internal Revenue Code, other law and accounting standards, and the Board's fiduciary duties. If the Board determines that the transfer will satisfy these requirements, the Board shall then have one hundred fifty (150) days from the date of such determination to effect the transfer. The amount to be transferred shall be the amount in the Employer's Prefunding Account as of the date of the transfer (the "transfer date") and shall include investment earnings up to an investment earnings allocation date preceding the transfer date. In no event shall the investment earnings allocation date precede the transfer date by more than 150 days.
- (b) A disbursement of the assets in Employer's Prefunding Account; provided that the Board shall have no obligation to make such disbursement unless the Board determines that, in compliance with the Internal Revenue Code, other law and accounting standards, and the Board's fiduciary duties, all of Employer's obligations for payment of post-employment health care benefits and other post-employment benefits and reasonable administrative costs of the Board have been satisfied. If the Board determines that the disbursement will satisfy these requirements, the Board shall then have one hundred fifty (150) days from the date of such determination to effect the disbursement. The amount to be disbursed shall be the amount in the Employer's Prefunding Account as of the date of the disbursement (the "disbursement date") and shall include investment earnings up to an investment earnings allocation date

preceding the disbursement date. In no event shall the investment earnings allocation date precede the disbursement date by more than 150 days.

(6) After Employer's participation in the Prefunding Plan terminates and at such time that no assets remain in Employer's Prefunding Account, this Agreement shall terminate.

(7) If, for any reason, the Board terminates the Prefunding Plan, the assets in Employer's Prefunding Account shall be paid to Employer after retention of (i) amounts sufficient to pay post employment health care benefits and other post employment benefits to annuitants for current and future annuitants described by the employer's current substantive plan (as defined in GASB 43), and (ii) amounts sufficient to pay reasonable administrative costs of the Board.

(8) If Employer ceases to exist but Employer's Prefunding Plan continues to exist and if no provision has been made by Employer for ongoing payments to pay post employment health care benefits and other post employment benefits to annuitants for current and future annuitants, the Board is authorized to and shall appoint a third party administrator to carry out Employer's Prefunding Plan. Any and all costs associated with such appointment shall be paid from the assets attributable to contributions by Employer.

(9) If Employer should breach the representation and warranty set forth in Paragraph A., the Board shall take whatever action it deems necessary to preserve the tax-exempt status of the Prefunding Plan.

## I. General Provisions

### (1) Books and Records.

Employer shall keep accurate books and records connected with the performance of this Agreement. Employer shall ensure that books and records of subcontractors, suppliers, and other providers shall also be accurately maintained. Such books and records shall be kept in a secure location at the Employer's office(s) and shall be available for inspection and copying by CalPERS and its representatives.

### (2) Audit.

- (a) During and for three years after the term of this Agreement, Employer shall permit the Bureau of State Audits, CalPERS, and its authorized representatives, and such consultants and specialists as needed, at all reasonable times during normal business hours to inspect and copy, at the expense of CalPERS, books and records of Employer relating to its performance of this Agreement.
- (b) Employer shall be subject to examination and audit by the Bureau of State Audits, CalPERS, and its authorized representatives, and such

consultants and specialists as needed, during the term of this Agreement and for three years after final payment under this Agreement. Any examination or audit shall be confined to those matters connected with the performance of this Agreement, including, but not limited to, the costs of administering this Agreement. Employer shall cooperate fully with the Bureau of State Audits, CalPERS, and its authorized representatives, and such consultants and specialists as needed, in connection with any examination or audit. All adjustments, payments, and/or reimbursements determined to be necessary by any examination or audit shall be made promptly by the appropriate party.

(3) Notice.

- (a) Any notice, approval, or other communication required or permitted under this Agreement will be given in the English language and will be deemed received as follows:
1. Personal delivery. When personally delivered to the recipient. Notice is effective on delivery.
  2. First Class Mail. When mailed first class to the last address of the recipient known to the party giving notice. Notice is effective three delivery days after deposit in a United States Postal Service office or mailbox.
  3. Certified mail. When mailed certified mail, return receipt requested. Notice is effective on receipt, if delivery is confirmed by a return receipt.
  4. Overnight Delivery. When delivered by an overnight delivery service, charges prepaid or charged to the sender's account, Notice is effective on delivery, if delivery is confirmed by the delivery service.
  5. Telex or Facsimile Transmission. When sent by telex or fax to the last telex or fax number of the recipient known to the party giving notice. Notice is effective on receipt, provided that (i) a duplicate copy of the notice is promptly given by first-class or certified mail or by overnight delivery, or (ii) the receiving party delivers a written confirmation of receipt. Any notice given by telex or fax shall be deemed received on the next business day if it is received after 5:00 p.m. (recipient's time) or on a nonbusiness day.
  6. E-mail transmission. When sent by e-mail using software that provides unmodifiable proof (i) that the message was sent, (ii) that the message was delivered to the recipient's information processing system, and (iii) of the time and date the message was delivered to

the recipient along with a verifiable electronic record of the exact content of the message sent.

Addresses for the purpose of giving notice are as shown in Paragraph B.(1) of this Agreement.

- (b) Any correctly addressed notice that is refused, unclaimed, or undeliverable because of an act or omission of the party to be notified shall be deemed effective as of the first date that said notice was refused, unclaimed, or deemed undeliverable by the postal authorities, messenger or overnight delivery service.
- (c) Any party may change its address, telex, fax number, or e-mail address by giving the other party notice of the change in any manner permitted by this Agreement.
- (d) All notices, requests, demands, amendments, modifications or other communications under this Agreement shall be in writing. Notice shall be sufficient for all such purposes if personally delivered, sent by first class, registered or certified mail, return receipt requested, delivery by courier with receipt of delivery, facsimile transmission with written confirmation of receipt by recipient, or e-mail delivery with verifiable and unmodifiable proof of content and time and date of sending by sender and delivery to recipient. Notice is effective on confirmed receipt by recipient or 3 business days after sending, whichever is sooner.

#### (4) Modification

This Agreement may be supplemented, amended, or modified only by the mutual agreement of the parties. No supplement, amendment, or modification of this Agreement shall be binding unless it is in writing and signed by the party to be charged.

#### (5) Survival

All representations, warranties, and covenants contained in this Agreement, or in any instrument, certificate, exhibit, or other writing intended by the parties to be a part of their Agreement shall survive the termination of this Agreement until such time as all amounts in Employer's Prefunding Account have been disbursed.

#### (6) Waiver

No waiver of a breach, failure of any condition, or any right or remedy contained in or granted by the provisions of this Agreement shall be effective unless it is in writing and signed by the party waiving the breach, failure, right, or remedy. No waiver of any breach, failure, right, or remedy shall be deemed a waiver of any other breach, failure, right, or remedy, whether or not similar, nor shall any waiver constitute a continuing waiver unless the writing so specifies.

(7) Necessary Acts, Further Assurances

The parties shall at their own cost and expense execute and deliver such further documents and instruments and shall take such other actions as may be reasonably required or appropriate to evidence or carry out the intent and purposes of this Agreement.

A majority vote of Employer's Governing Body at a public meeting held on the \_ day of the month of \_\_\_\_\_ in the year \_\_\_\_\_, authorized entering into this Agreement.

Signature of the Presiding Officer: \_\_\_\_\_

Printed Name of the Presiding Officer: \_\_\_\_\_

Name of Governing Body: \_\_\_\_\_

Name of Employer: \_\_\_\_\_

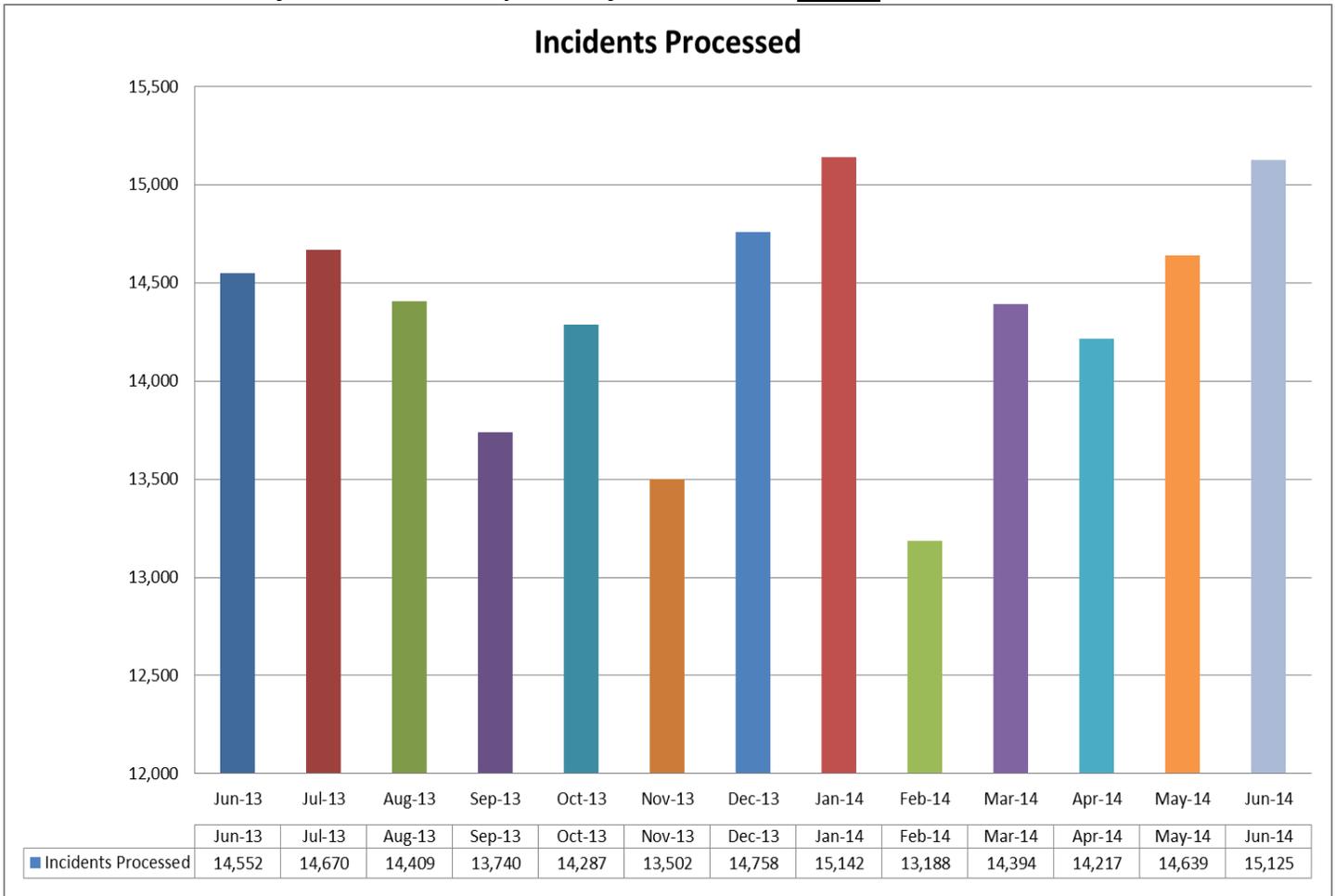
Date: \_\_\_\_\_

BOARD OF ADMINISTRATION  
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM

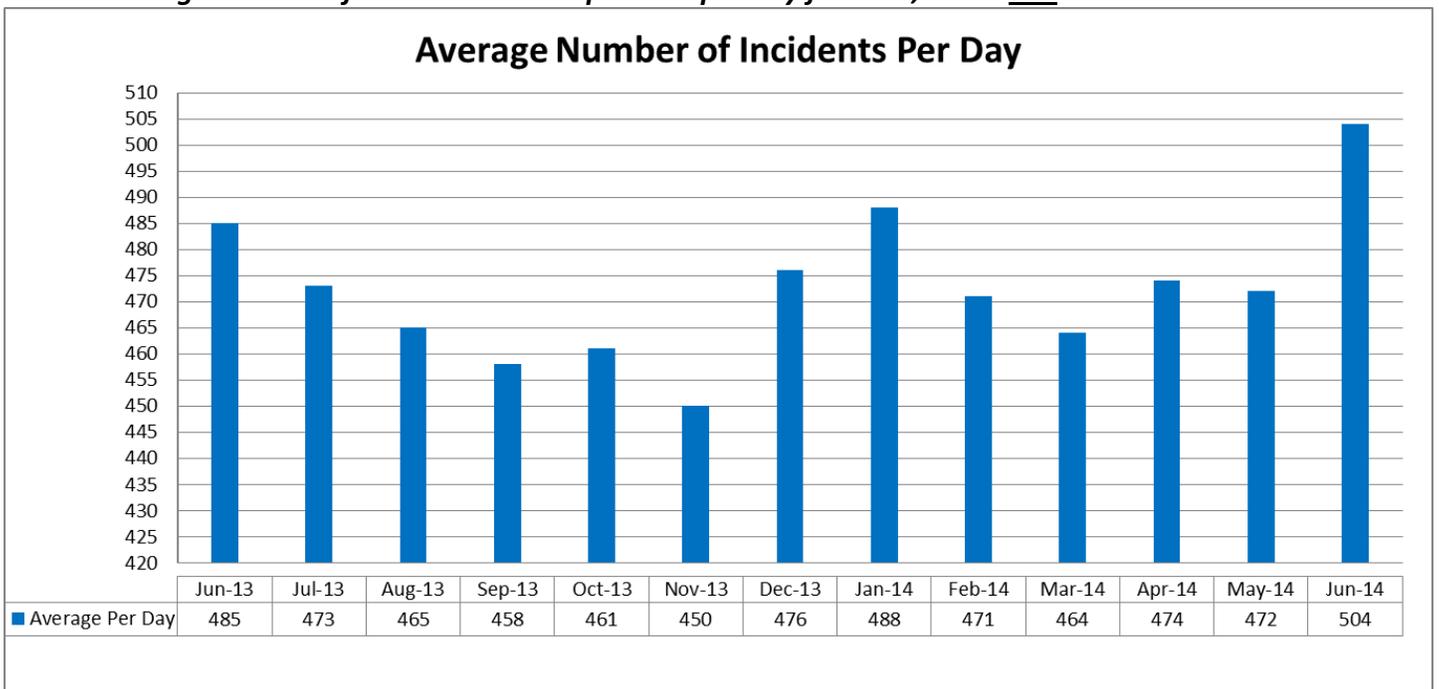
BY \_\_\_\_\_  
JOHN SWEDENSKY  
AFFILIATE PROGRAM SERVICES DIVISION  
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM

To be completed by CalPERS The effective date of this Agreement is: _____
--

**Total number of CAD incidents dispatched for June, 2014: 15,125**



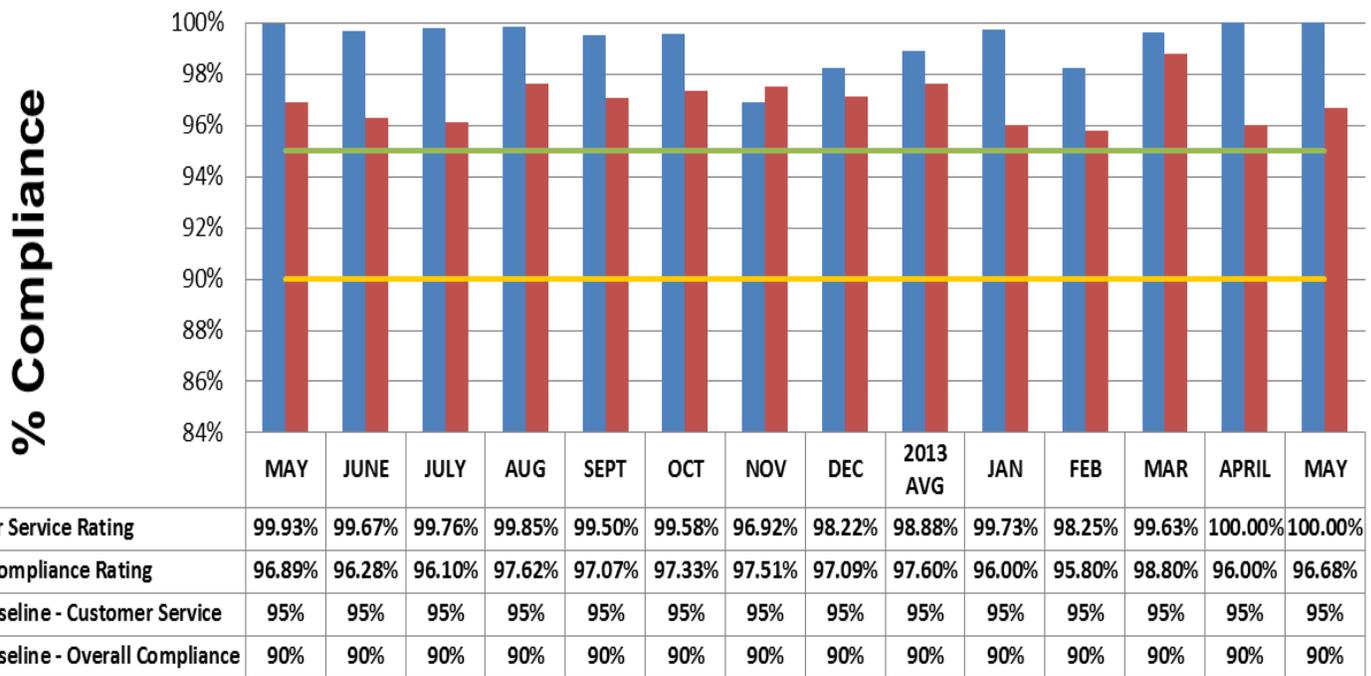
**Average number of CAD incidents dispatched per day for June, 2014: 504**



## EMD Compliance Scores

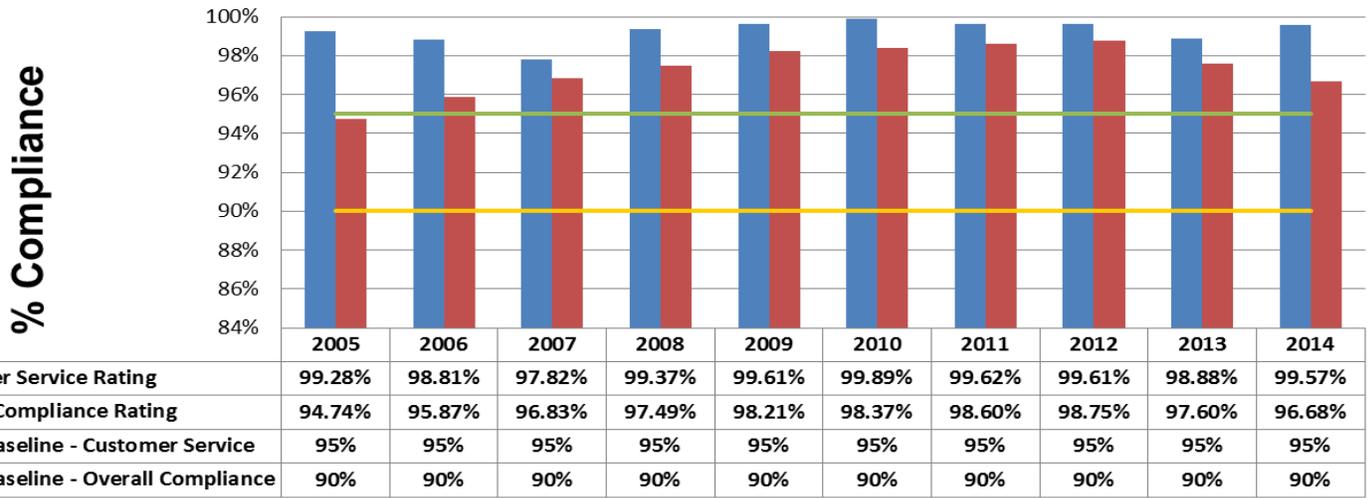
- **Customer Service Compliance Average\* (Baseline Requirement of 95%)**
  - **Customer Service Compliance Average for 2014: 99.57%**
  - **Customer Service Compliance Average for May, 2014: 100.00%**
  
- **Total Compliance Average\* (Baseline Requirement of 90%)**
  - **Overall Compliance Average for 2014: 96.65%**
  - **Overall Compliance Average for May, 2014: 96.68%**

### International Academy of Emergency Dispatch Compliance Rating - 2013 / 2014



\*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.

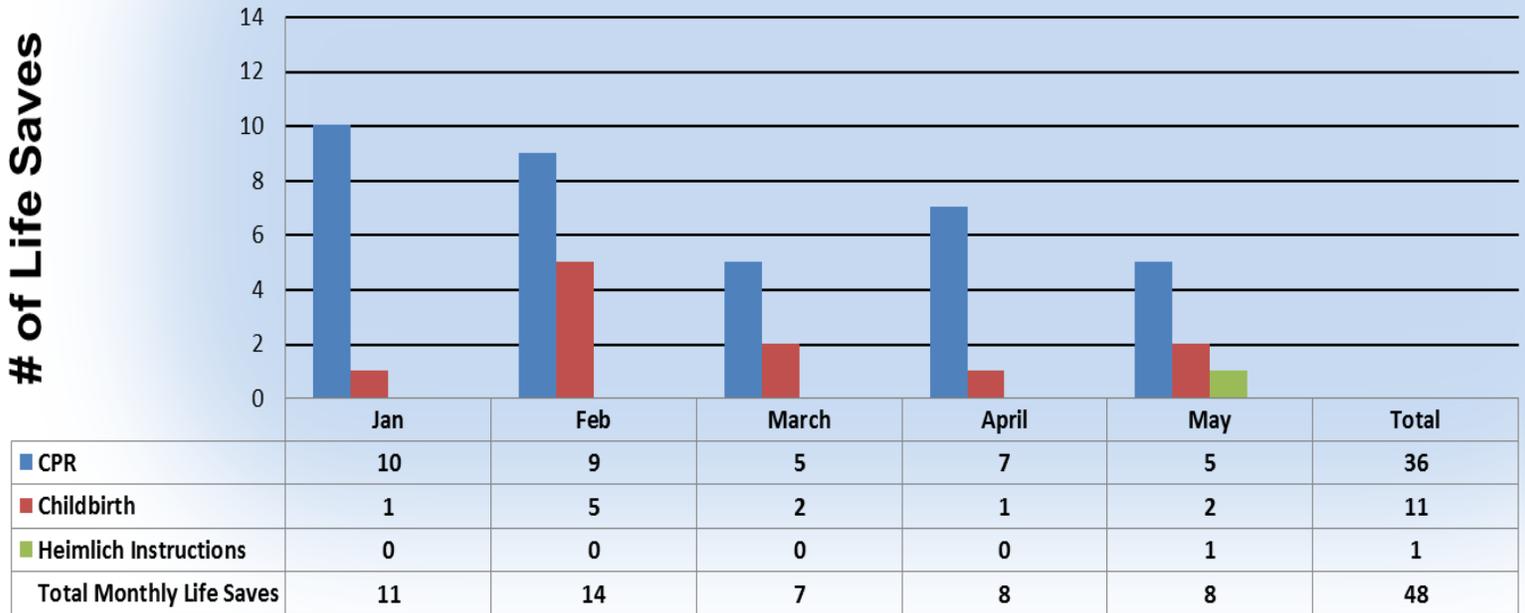
## International Academy of Emergency Dispatch Compliance Rating



## SRFECC – 48 Life Saves in 2014

Since January 1st, our Public Safety Dispatchers Team has performed EMD in accomplishing 37 CPR Life Saves and eleven (11) Child Births, for a total amount of **48** Life Saves.

## SRFECC - 48 Life Saves - 2014



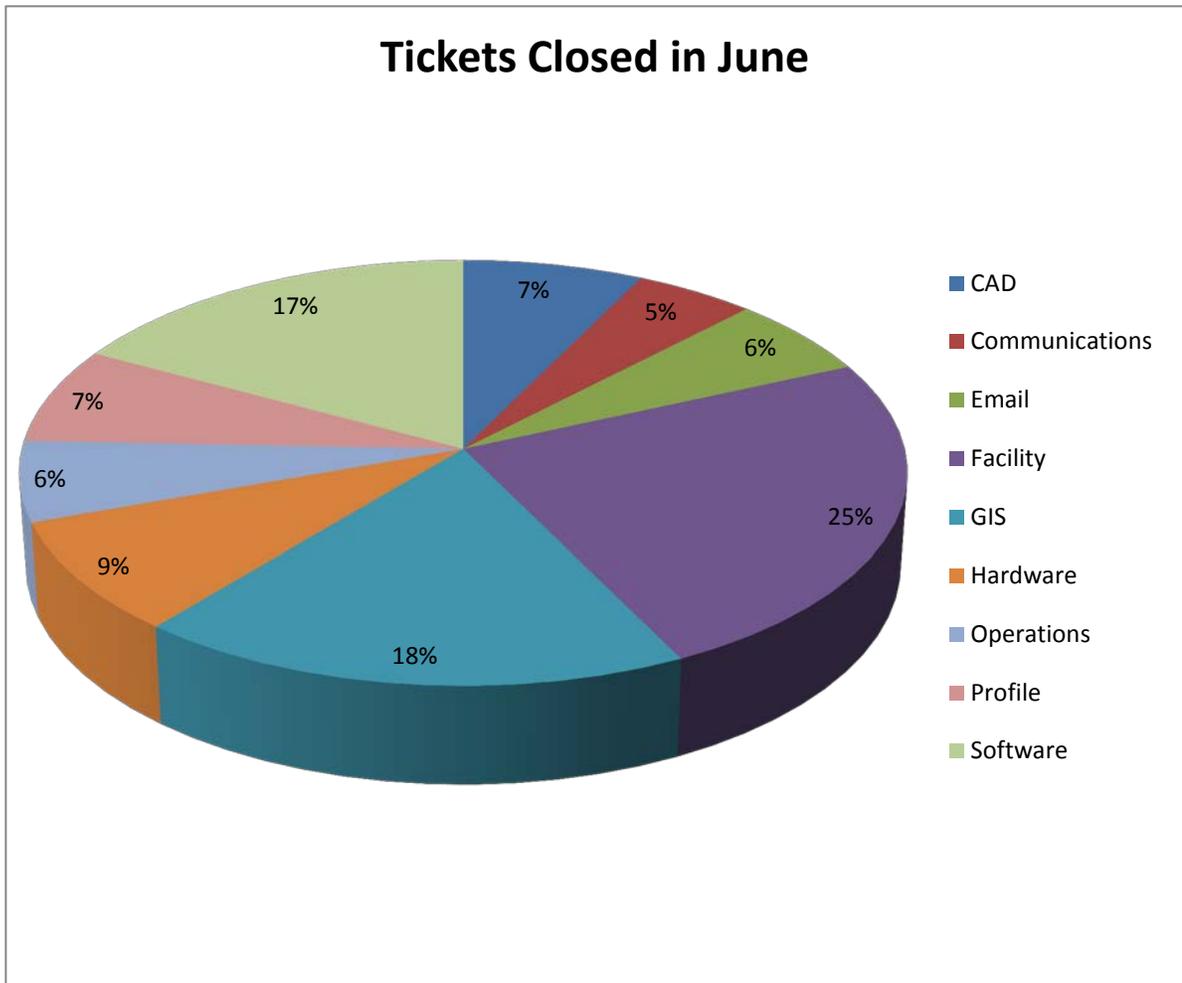
## **Eight (8) Life Saves – May, 2014**

1. On May 4<sup>th</sup>, 2014, ***Call Taker Hajra Kathrada***, B Days Squad, while utilizing effective EMD instructions assisted the 9-1-1 caller in providing life-saving CPR instructions.
2. On May 6<sup>th</sup>, 2014, ***Call Taker Laura Macias***, A Days Squad, while utilizing effective EMD instructions assisted the 9-1-1 caller in providing life-saving CPR instructions.
3. On May 19<sup>th</sup>, 2014, ***Dispatcher Jenn Edwards***, B Days Squad, while utilizing effective EMD instructions assisted the 9-1-1 caller in providing life-saving instructions for a caller delivering a baby in a non-hospital environment (unk. sex).
4. On May 21<sup>st</sup>, 2014, ***Dispatcher Katherine Shelton***, B Nights Squad, while utilizing effective EMD instructions assisted the 9-1-1 caller in providing life-saving CPR instructions.
5. On May 26<sup>th</sup>, 2014, ***Dispatcher Tara Poirier***, A Nights Squad, while utilizing effective EMD instructions assisted the 9-1-1 caller in providing life-saving instructions for a caller delivering a baby in a non-hospital environment (Baby Girl).
6. On May 28<sup>th</sup>, 2014, ***Call Taker Amy McPherson***, B Days Squad, while utilizing effective EMD instructions assisted the 9-1-1 caller in performing Heimlich instructions for a person that was choking.
7. On May 28<sup>th</sup>, 2014, ***Call Taker Hajra Kathrada***, B Days Squad, while utilizing effective EMD instructions assisted the 9-1-1 caller in providing life-saving CPR instructions.
8. On May 28<sup>th</sup>, 2014, ***Call Taker Theresa Miller***, B Nights Squad, while utilizing effective EMD instructions assisted the 9-1-1 caller in providing life-saving CPR instructions.

## Opened/Closed records per category

Date range 06/01/2014 - 06/30/2014  
 Generated on 07/17/2014 10:12

Category	Opened SRs	Closed SRs	Total (opened - closed)
CAD	13	6	7
Communications	10	4	6
Email	5	5	0
Facility	11	20	-9
GIS	17	15	2
Hardware	12	7	5
Operations	5	5	0
Profile	3	6	-3
Software	15	14	1
<b>Total</b>	<b>91</b>	<b>82</b>	<b>9</b>



City of  
**SACRAMENTO**  
Fire Department

WALT WHITE  
Fire Chief

5770 Freeport Blvd., Suite 200  
Sacramento, CA 95822-3516

Ph: (916) 808-1300  
Fax: (916) 808-1629  
[www.sacfire.org](http://www.sacfire.org)

July 8, 2014

Ms. Janice Parker  
Sacramento Regional Fire/EMS Communication Center Governing Board  
10230 Systems Parkway  
Sacramento, CA 95827

Dear Ms. Parker:

I wish to inform you of my intention to become our agency's designated member to serve on the Governing Board. My alternate will now be Deputy Chief Lloyd Ogan.

Please update your records and contact information to reflect this change.

Please feel free to phone my office should you have any questions or concerns, (916) 808-1601.

Sincerely,



Walt White  
Fire Chief

cc: Deputy Chief Lloyd Ogan