



Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

www.srfecc.ca.gov

MEETING AGENDA REGULAR MEETING OF THE GOVERNING BOARD OF SRFECC

Tuesday, May 23, 2023

9:00 AM

Sacramento Metropolitan Fire District
10545 Armstrong Avenue, CA 95655

THE BOARD WILL CONVENE IN AN OPEN SESSION AT 9:00 A.M.

Call to Order	Chairperson
Roll Call of Member Agencies	Clerk of the Board

PRIMARY BOARD MEMBERS

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

PLEDGE OF ALLEGIANCE

AGENDA UPDATE: An opportunity for Board members to (1) reorder the agenda; and (2) remove agenda items that are not ready for presentation and/or action at the present Board meeting.

PUBLIC COMMENT: An opportunity for members of the public to address the Governing Board on items within the subject matter jurisdiction of the Board. The duration of the comment is limited to three (3) minutes.

PLEASE NOTE: The Public's health and well-being are the top priority for the Board of Directors ("Board") of Sacramento Regional Fire/EMS Communications Center and therefore, because of the potential threat of COVID-19 (Coronavirus), public access to this meeting will be available through the link set forth above.

PRESENTATION:

None

RECESS TO CLOSED SESSION:

1. CONFERENCE WITH LABOR NEGOTIATOR*
Pursuant to Government Code Section 54957.6

Center Negotiator(s)	Lindsay Moore, Counsel Troy Bair, Chief Executive Director
----------------------	---

Employee Organization(s)	Teamsters Local 150 Teamsters Local 856 Unrepresented Administrators
--------------------------	--

*INDICATES NO ATTACHMENT

2. PERSONNEL ISSUES*

Pursuant to California Governing Code Section 54957

Employee Evaluation: Chief Executive Director
Operations Manager
Administrative Manager
Medical Director

3. CONFERENCE WITH LEGAL COUNSEL: Anticipated Litigation*

Pursuant to California Government Code Section 54956.9(b) The Board will meet in closed session to discuss significant exposure to litigation.

One (1) potential case(s).

RECONVENE TO OPEN SESSION:

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

None

PROPOSED ACTION: Motion to Approve Consent Agenda

STAFF REPORTS/ACTION ITEMS:

1. **SUBJECT:** Preliminary Budget FY 2023-2024 (Staff Report 23-11) Page 4
 - a. **Recommendation:** Approve the preliminary budget for FY 2023/2024 and approve the Transfer of \$268,732.08 from the operating account to the savings account to make Equipment Lease payments to Umpqua through the end of FY 2024.

2. **SUBJECT:** First Amended Chief Executive Director Contract between SRFEC and Cosumnes Services District. Page 8
 - a. **Recommendation:** Approve First Amendment to Agreement for Services of a Chief Executive Director Between the Sacramento Regional Fire/EMS Communications Center and the Cosumnes Community Services District

DISCUSSION/POSSIBLE ACTION:

None

INFORMATION:

1. Communications Center Statistics Page 12
2. Financial Reports Page 18
 - a. Monthly Credit Card Usage Statement
 - b. Budget to Actuals
 - c. Cash Flow Report
 - d. Monthly Lease Update
3. PAD Update Page 24

CORRESPONDENCE:

None

*INDICATES NO ATTACHMENT

CENTER REPORTS:

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

ITEMS FOR DISCUSSION AND POTENTIAL PLACEMENT ON A FUTURE AGENDA:

None

BOARD MEMBER COMMENTS:

None

ADJOURNMENT:

The next scheduled Board Meeting is Tuesday, June 13, 2023.

LOCATION: Sacramento Metropolitan Fire District
10545 Armstrong Avenue, CA 95655

TIME: 9:00 a.m.
Board Members, Alternates, and Chiefs

POSTED: 10230 Systems Parkway, Sacramento, CA 95827
www.sfecc.ca.gov
10545 Armstrong Ave, Mather, CA 95655-4102

DISABILITY INFORMATION:

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Chief Executive Director’s Office at (916) 228-3070. Notification at least 48 hours prior to the meeting will enable the Center to make reasonable arrangements to ensure accessibility to this meeting.

POSTING:

This is to certify that on May 19, 2023, a copy of the agenda was posted at the following locations:

- 10230 Systems Parkway, Sacramento, CA 95827
- 10411 Old Placerville Rd – Suite #210, Sacramento, CA 95827
- The Center’s website at – www.sfecc.ca.gov
- 10545 Armstrong Ave, Mather, CA 95655-4102

ATTEST:



KRISTIN DIANE ELLIS
CLERK OF THE BOARD

*INDICATES NO ATTACHMENT



Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

www.sfecc.ca.gov

STAFF REPORT (23-11)

DATE: May 23, 2023

TO: Board of Directors

FROM: Troy Bair, Chief Executive Director

BY: Marissa Shmatovich, Administration Manager

SUBJECT: FY 2023/2024 PRELIMINARY BUDGET

RECOMMENDATION

The Center recommends:

1. Approve the preliminary budget for FY 2023/2024.
2. Approve the transfer of \$268,732.08 from the operating account to the savings account to make Equipment Lease payments to Umpqua through the end of FY 2024.

BACKGROUND/ANALYSIS:

The Center presents the 2023/2024 preliminary budget for Board review and approval. This initial report provides an opportunity for the Board to ask questions or provide input prior to the budget being finalized for adoption.

By allocating limited resources effectively and appropriately, the Center will continue delivering high-quality services while being mindful of our commitment to financial stability and responsibility.

FINANCIAL ANALYSIS

The Center’s fiscal budget is a comprehensive outline of the upcoming year’s budget necessities, maintaining the recruitment levels as well as vital infrastructure upgrades. The Center has a history of intentional and proactive planning to ensure long-term sustainable fiscal health.

A truncated summary of the preliminary budget is as follows:

Expenses	FY 22-23 Final Budget	FY 23-24 Proposed	% Change
Total Employee-Related Expenses	8,156,843.41	8,985,799.80	10.16%
Total Professional Services	1,228,344.05	1,272,978.62	3.63%
Total Materials and Supplies	37,500.00	46,500.00	24.00%
Total Hardware & Software Maintenance	698,788.28	782,384.06	11.96%
Total Communications Equipment and Services	392,814.00	575,950.00	46.62%
Total Facilities and Fleet Management	356,799.80	388,538.60	8.90%
Total Employee Recruitment, Retention and Training	224,980.69	273,595.00	21.61%
Total Budgeted Expenses - OPEX	11,096,070.23	12,325,746.08	11.08%

REVENUES

The Center is funded by its four paying member agencies Sacramento Metropolitan Fire, Sacramento Fire, Folsom Fire, and Cosumnes Community Services District. Member contributions are projected to increase by 11.08%. Reimbursable mutual aid deployments with Cal OES cannot be estimated, therefore have not been budgeted. All other streams of revenue, including board-up administrative fees, are minimal and are not budgeted as well.

EXPENDITURES

As with the previous year, this budget was prepared in collaboration with all departments within the Center, using actual activities and statistical estimations. A great effort was made to obtain quotes and updated costs to accurately project future expenses.

Salaries and fringe benefits combine for approximately \$8.9 million or roughly 73% of the operating budget. This is a 10% increase from the previous year, per the passing of the Tentative Agreement between the Center and Local 150, Local 856, and the administration staff.

There are eminent radio projects that the Center has identified as a high priority. There is a significant budget increase of 46.6% in Total Communications Equipment and Services over the previous fiscal year to upgrade the radio logger, replace aging portable dispatch radios to augment the 2022 radio purchase, back up control stations connected to the MCC7500 radio console system (these are out of service and in need of replacement) and start the next phase of the VHF simulcast project.

Another Center commitment is to the health and wellness of each employee, to ensure the future success of its operations, its constituents, and all the residents it serves. The deliberate expansion of Employee Recruitment, Retention, and Training of 21.6% supports this initiative. Investing in the professional development of the employees will ensure that dispatchers are challenged and excited about growing with the Center while avoiding employee burnout. This will in turn improve employee retention, increase engagement, lead to more productivity, and boost morale.

EQUIPMENT LEASE PAYMENTS

The Center currently holds an Equipment Lease with Umpqua Bank for the Command Point CAD project. The monthly lease payments are made from the Savings account that was created in FY20 and funded in the amount of \$648K. This account has not been replenished. At the fiscal year-end close of FY23, the remaining funds will be exhausted in four months. The Center must transfer \$268,732.08 from the Operating Budget remainder for FY23 to fund all equipment lease payments for FY24.

CAPITAL IMPROVEMENT PROGRAM (CIP)

While the Center has made significant progress with the Peraton CP CAD upgrade, unforeseen and unprecedented conditions have delayed full implementation. The CAD upgrade remains the Center's primary CIP project into the new fiscal year.

With the approval of the fund's transfer for facilities improvements in FY 2023, as referenced in Staff Report 23-2, the Center also continues to concentrate on implementing the new workstation project and facility upgrade.

Preliminary Budget FY 2023-2024
 Staff Report 23-11

CIP - Capital Investment Plan Budget	FY 22/23 Final	FY 23/24 Proposed
Modular Center Space	65,525.00	
Computer and Equip Room Project (chem dry)	60,000.00	
Recabling Workstations	15,000.00	
Office Furniture	10,000.00	
Net Clocks x 2	5,000.00	
New Workstations (mid-year revision)	150,000.00	
Facility Upgrades (mid-year revision)	100,000.00	
Server Operating Upgrade		16,000.00
Dispatch Office PCs		30,000.00
Total	405,525.00	46,000.00

New CIP projects have been identified to include the following: Server Operating upgrade and upgrading dispatch office PCs.

As with all projects, the Center recognizes that funding is essential. All amounts are estimates based on research obtained at the time of initial discussion. Actual amounts will be recalculated and presented to the Board for final approval before kickoff.

Should you have any questions, please contact me prior to the Board meeting.

Respectfully submitted,

Marissa Shmatovich
 Administration Manager

Attachments – FY 2023/2023 Preliminary Budget

Staff Report recommendation authorized by:

Approved as to form:

Troy A. Bair
 Chief Executive Director

Lindsay Moore
 Legal Counsel

GL Account #	Expenses	FY 22-23 Final Budget	FY 23-24 Proposed	% Change
5010-XXX	Base Salaries and Wages	4,282,706.96	4,900,152.00	
5020-XXX	Overtime	300,000.00	300,000.00	
5030-XXX	Overtime - FLSA	129,589.92	100,000.00	
5025-XXX	Overtime - Deployment	1.00	1.00	
5040-XXX	Uniform Allowance	39,000.00	41,700.00	
5050-XXX	Night/Admin Shift Differential	78,830.51	82,983.00	
5055-XXX	Out-of-Class Pay	35,800.00	20,000.00	
5060-XXX	Longevity	28,200.00	34,200.00	
5065-XXX	On-Call Pay	73,399.60	82,575.00	
5115-XXX	Vacation Cash out	49,000.00	54,000.00	
5140-XXX	Holiday Pay	208,136.88	248,665.00	
5220-XXX	Training Pay (15%)	40,800.00	35,000.00	
5310-XXX	Workers Compensation Insurance	62,902.93	77,793.00	
5410-XXX	FED ER Tax - Medicare - 1.45% (employer)	87,640.00	70,000.00	
5413-XXX	FED ER Tax - Social Security	1,000.00	1,000.00	
5420-XXX	State ER Tax - ETT	2,350.00	2,350.00	
5423-XXX	State ER Tax - UI - 4.3%	30,000.00	20,000.00	
5510-XXX	Medical Insurance (+pool FY19/20)	1,091,779.09	1,224,016.00	
5520-XXX	Dental Insurance	105,097.98	104,150.00	
5530-XXX	Vision Insurance	10,899.96	11,781.00	
5610-XXX	Retirement Benefit Expense	1,073,076.21	1,110,513.80	
5620-XXX	OPEB Benefit Expense	386,632.37	419,000.00	
5625-XXX	Education Incentive - Dispatchers (2.5%) + Sup (4%)	30,000.00	31,920.00	
5690-XXX	Other Salary and Benefit Expense (EAP, Other)	10,000.00	14,000.00	
	Total Employee-Related Expenses	8,156,843.41	8,985,799.80	10.16%
6110-100	Legal Services	240,000.00	240,000.00	
6115-XXX	Accounting and Audit Services	23,300.00	24,300.00	
6120-XXX	Actuary Services	-	10,000.00	
6125-XXX	Consulting Services	90,000.00	140,000.00	
6125-XXX	County of Sacramento DHS Emergency Control Fee	164,691.53	172,926.10	
6125-XXX	Med Contr Services Incl Fire Service Medical Director	200,000.00	55,000.00	
6125-XXX	SRFECC Chief Executive Director	323,852.52	323,852.52	
6140-XXX	Technology Services	186,000.00	306,400.00	
6190-XXX	Other Professional Services	500.00	500.00	
	Total Professional Services	1,228,344.05	1,272,978.62	3.63%
6010-XXX	Office Supplies	12,000.00	12,000.00	
6013-XXX	Office Supplies - Ink Cartridges	4,000.00	4,000.00	
6015-XXX	Equipment Rental - Konica Printers	9,500.00	12,500.00	
6020-XXX	Postage	1,000.00	1,000.00	
6050-XXX	Center Supplies	10,000.00	16,000.00	
6090-XXX	Other Materials and Supplies	1,000.00	1,000.00	
	Total Materials and Supplies	37,500.00	46,500.00	24.00%
6310-XXX	Hardware Maintenance - Equipment	44,900.00	-	
6315-XXX	Hardware Maintenance - Network	8,150.00	750.00	
6319-XXX	Hardware Maintenance Other	1,000.00	1,000.00	
6320-XXX	Software Maintenance - Applications	76,425.00	107,088.00	
6322-XXX	CAD Maintenance and Support/Peraton	458,623.28	476,928.06	
6323-XXX	Software Maintenance - GIS	79,490.00	158,768.00	
6330-XXX	Software Maintenance - Network	19,200.00	26,850.00	
6350-XXX	Computer Supplies (cables)	10,000.00	10,000.00	
6390-XXX	Other, Computer Services and Supplies	1,000.00	1,000.00	
	Total Hardware & Software Maintenance	698,788.28	782,384.06	11.96%
6220-XXX	Maintenance - Radios & Radio Equipment	32,930.00	200,000.00	
6221-XXX	Maintenance - Radio Consoles & Other	86,400.00	86,400.00	
6223-XXX	Radio - Backbone Subscription SRRCS	20,000.00	20,000.00	
6230-XXX	Communication Services	225,924.00	241,990.00	
6245-XXX	Maintenance - Tower Equipment	16,560.00	16,560.00	
6250-XXX	Communication Supplies	10,000.00	10,000.00	
6290-XXX	Other Communication Services and Equipment	1,000.00	1,000.00	
	Total Communications Equipment and Services	392,814.00	575,950.00	46.62%
6410-XXX	Services - Landscaping	4,800.00	4,800.00	
6415-XXX	Maintenance - Building	24,695.00	33,000.00	
6260-XXX	Lease - Admin	79,241.80	78,628.60	
6420-XXX	Services - Custodial	42,000.00	51,000.00	
6421-XXX	Services - Center Security	480.00	480.00	
6425-XXX	Maintenance - HVAC	17,480.00	13,000.00	
6235-XXX	Maintenance - Power Supply	14,000.00	24,000.00	
6430-XXX	Services - Cable (Dish)	2,300.00	2,300.00	
6435-XXX	Services - Pest Control	1,200.00	1,000.00	
6490-XXX	Other, Facilities and Fleet	14,043.00	16,642.00	
6510-XXX	Utilities - Electric	50,200.00	52,710.00	
6515-XXX	Utilities - Water	7,360.00	7,728.00	
6520-XXX	Utilities - Refuse Collection/Disposal	6,900.00	8,760.00	
6525-XXX	Utilities - Sewage Disposal Services	1,800.00	1,890.00	
6635-XXX	Services - Bottled Water	4,800.00	5,000.00	
6645-XXX	Services - Printing	2,500.00	3,000.00	
6650-XXX	Services - Shredding	2,000.00	3,600.00	
6652-XXX	Fleet - Maintenance	5,000.00	5,000.00	
6654-XXX	Fleet - Fuel	13,000.00	13,000.00	
6655-XXX	Insurance (Property and Fleet)	62,000.00	62,000.00	
6690-XXX	Other - Facility and Fleet Management	1,000.00	1,000.00	
	Total Facilities and Fleet Management	356,799.80	388,538.60	8.90%
6610-XXX	Recruitment	41,700.00	41,700.00	
6612-XXX	Employee Retention	10,250.00	23,875.00	
6615-XXX	Employee Education & Training	28,850.00	30,500.00	
6618-XXX	Conference Registration	19,548.00	24,500.00	
6621-XXX	Air	15,500.00	20,000.00	
6622-XXX	Lodging	31,000.00	31,000.00	
6623-XXX	Rental cars	7,750.00	7,750.00	
6624-XXX	Parking	-	2,000.00	
6625-XXX	Membership Dues	2,320.00	7,170.00	
6626-XXX	Taxi, Uber, Mileage, other	2,000.00	4,000.00	
6627-XXX	Per Diem	2,480.00	12,000.00	
6640-XXX	Uniform/Badges/Shirts	6,000.00	10,000.00	
6660-XXX	Operations Support	35,700.00	37,500.00	
6661-XXX	Administration Support	21,882.69	21,600.00	
	Total Employee Recruitment, Retention and Training	224,980.69	273,595.00	21.61%
	Total Budgeted Expenses - OPEX	11,096,070.23	12,325,746.08	11.08%

**FIRST AMENDMENT TO
AGREEMENT FOR SERVICES OF A CHIEF EXECUTIVE DIRECTOR
Between the
SACRAMENTO REGIONAL FIRE/EMS COMMUNICATIONS CENTER
and the
COSUMNES COMMUNITY SERVICES DISTRICT**

The Sacramento Regional Fire/EMS Communications Center (“Center”) and Cosumnes Community Services District (“CCSD”) are parties to an Agreement for Services of an Executive Director with a current term of February 1, 2022 through June 30, 2024 (“Agreement”). The Parties desire to amend the Agreement with this First Amendment, as set forth below (“Amendment”).

A. The Recitals shall be replaced with the following language:

1. Josh Freeman (“Freeman”) is employed by CCSD as an Assistant Chief.
2. Freeman has been appointed Chief Executive Director (“CED”) by the Center Governing Board (“Center Board”), and CCSD has agreed to allow Freeman to accept this assignment.
3. The Center and CCSD enter into this Agreement in order to allow Freeman to serve as CED, while remaining an employee of CCSD, under assignment to the Center.
4. While serving as ED, Freeman shall serve at the direction of the Center Board and all communications regarding the Center shall be made through the Center Board.

B. The Terms and Conditions shall be revised as follows:

1. All references to “Bair” shall be replaced with “Freeman”, consistent with the revised Recitals set forth above in Paragraph A of this Amendment.
2. Attachment B-1 shall be replaced with Attachment B-2, attached hereto and incorporated by this reference.

The remainder of the Agreement shall remain status quo.

[SIGNATURES ON THE FOLLOWING PAGE]

SIGNATURE PAGE

Dated: _____

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

By: _____
Chairperson of the Board of Directors

Dated: _____

**FOR THE COSUMNES COMMUNITY
SERVICES DISTRICT**

By: _____

Attest: _____

I, Josh Freeman, agree to serve as the Executive Director, and agree to the terms and conditions as set forth in the Agreement and as amended in this First Amendment to the Agreement.

Dated: _____

JOSH FREEMAN

**EXHIBIT B-2
FIRST AMENDMENT
TO AGREEMENT FOR
SERVICES CHIEF EXECUTIVE DIRECTOR**

A. Compensation

Center shall reimburse District Twenty-Seven Thousand Nine Hundred Sixteen Dollars and Ninety-Two Cents (\$27,916.92), monthly.

B. Promotion and Cost of Living Increases

Should Freeman receive any cost-of-living increase from District, the Center Board shall reimburse District for the increase in salary and benefits as a result of such cost-of-living increase.



Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

www.sfecc.ca.gov

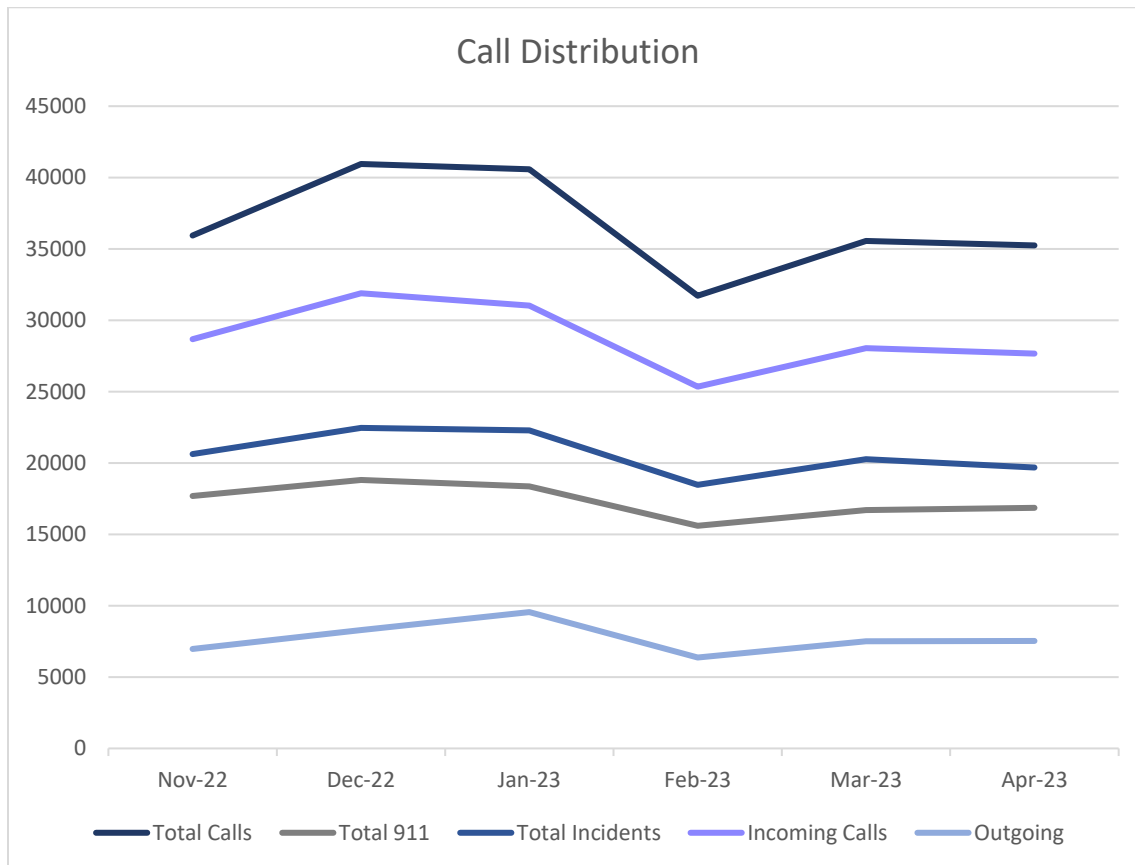
Telephony Performance Measure April 2023

Overview

TOTAL CALL VOL.	35,253
TOTAL INCIDENTS	19,675
INCOMING CALLS	27,665
OUTGOING CALLS	7533

Incoming Lines Detail

911 LINES	16,852
SEVEN DIGIT EMERGENCY	3,873
ALLIED/ADMIN	6,857



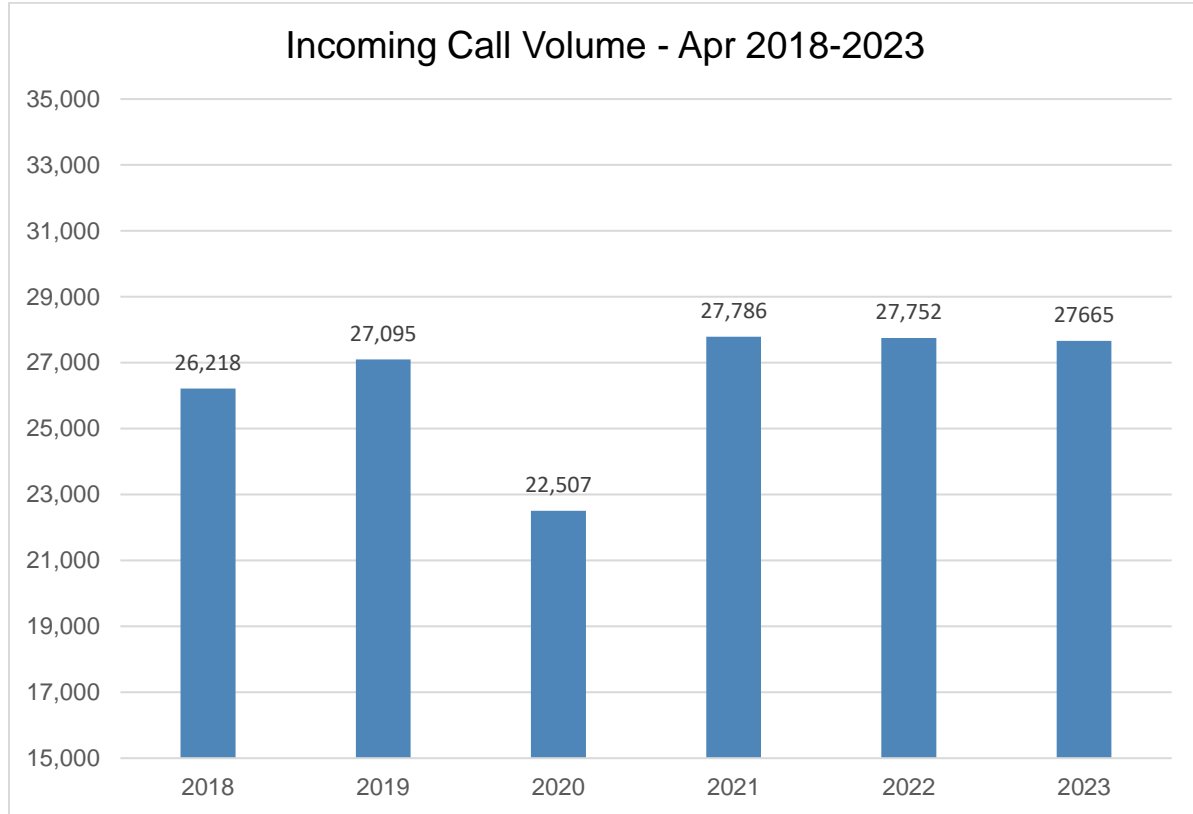


Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

www.sfecc.ca.gov

Incoming Call Volume Comparison – Month of April 2018 through 2023





Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

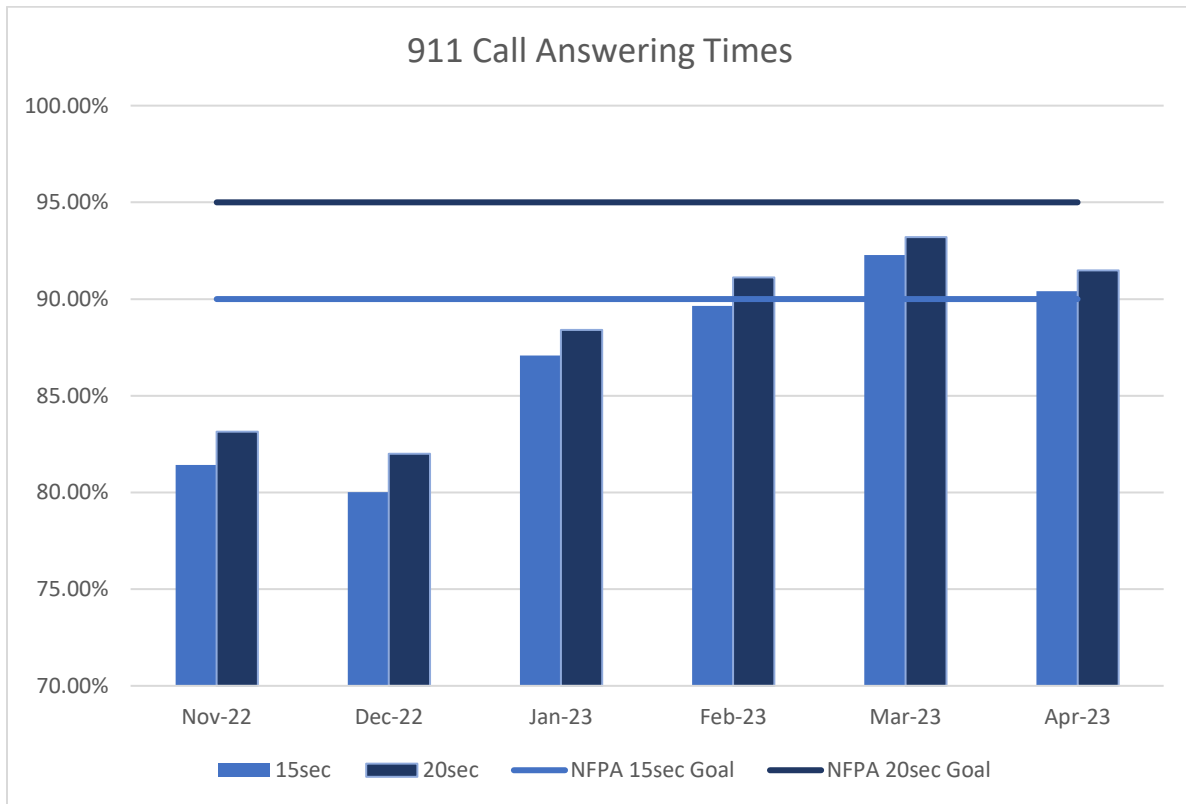
www.sfecc.ca.gov

Emergency Lines Answering Standard: NFPA-1221 (2019 Edition)

90% answered within 15 seconds

95% answered within 20 seconds

Month	15 Seconds Compliance %	20 Seconds Compliance %
November	81.42%	83.14%
December	80.02%	82.00%
January	87.08%	88.40%
February	89.64%	91.11%
March	92.27%	93.21%
April	90.41%	91.48%

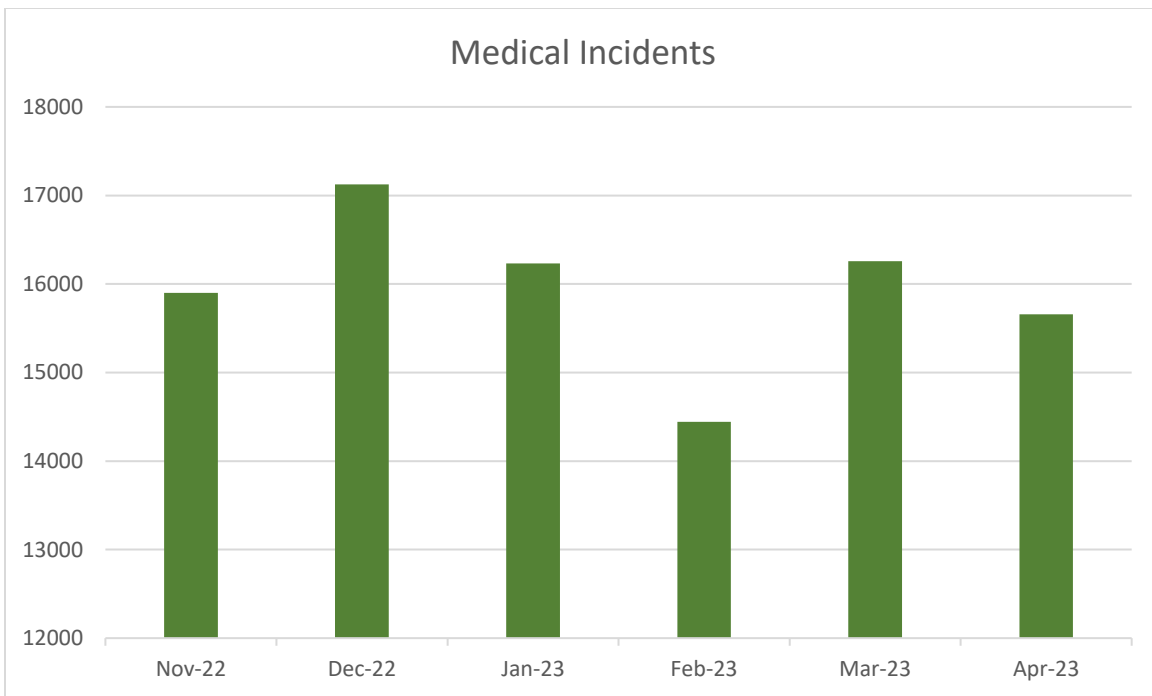
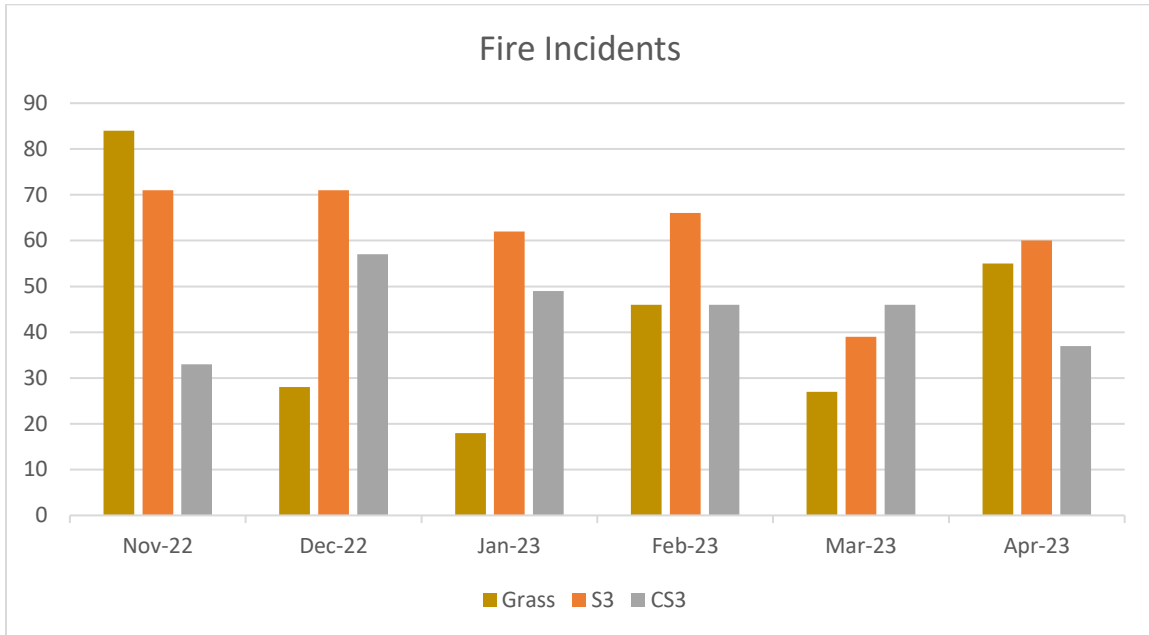




Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

www.sfecc.ca.gov

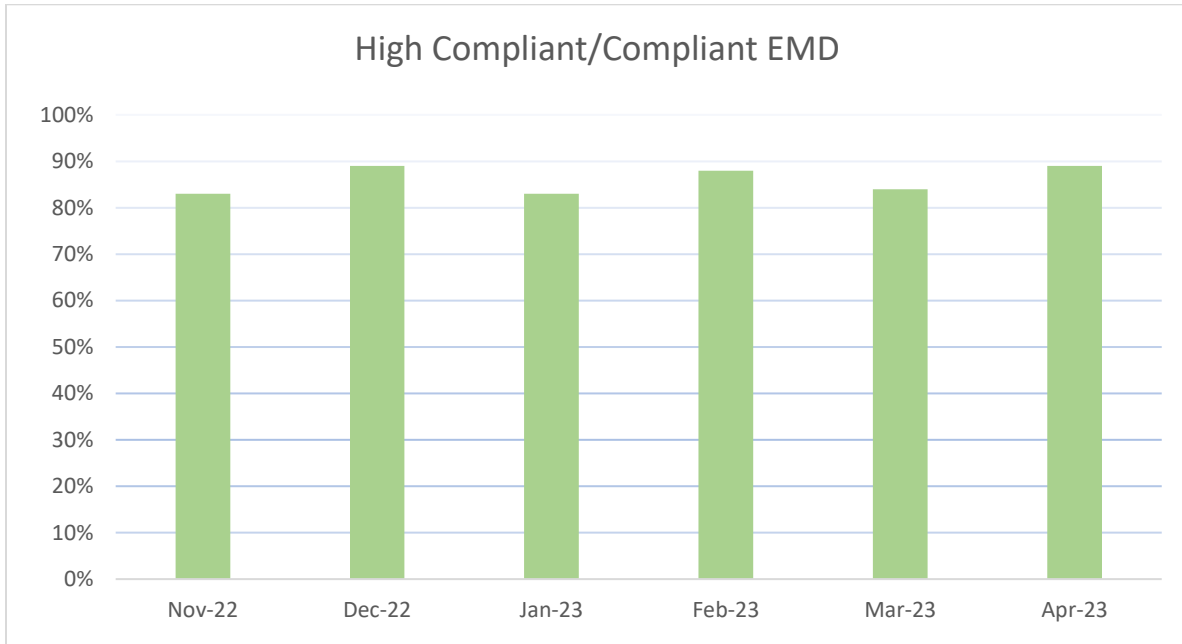




Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

www.sfecc.ca.gov





Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

www.srfecc.ca.gov

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

Reporting Month: April 2023

Last 4 of card	Last Name	Status	Credit Limit	Monthly Usage	Approvals		
					Employee	Manager	CED
5543	Bernett	Open	\$ 5,000.00	\$ 212.43		MS	TS
7358	Ellis	Open	\$ 10,000.00	\$ 4,861.68	KE	MS	TS
9339	Shmatovich	Open	\$ 5,000.00	\$ 4,509.99	MS	JT	TS
0239	Todd	Open	\$ 5,000.00	\$ 2,494.06	JT	MS	TS
0835	Vargo	Open	\$ 5,000.00	\$ 893.23	CV	MS	TS
1105	Bair	Open	\$ 5,000.00	\$ 483.38	TS	MS	TS
		Total:	\$ 35,000.00	\$ 13,454.77			

New/Closed Accounts Added: None

Cards Reported Lost or Stolen: None

Disputed Transactions: None

Changes in Authorization Limits:

- Permanent Increase: Kristin Ellis for \$10,000
- Temporary Increase: Marissa Shmatovich for \$5,000
- Temporary Increase: Julee Todd for \$5,000

Monthly Liability: \$35,000.00



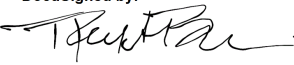
Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

www.srfecc.ca.gov

FY 22-23					
Total Monthly Credit Card Usage					
July	\$	4,263.61	January	\$	18,751.60
August	\$	14,193.91	February	\$	8,942.54
September	\$	5,285.46	March	\$	18,646.41
October	\$	1,452.08	April	\$	13,454.77
November	\$	5,187.76	May		
December	\$	5,410.24	June		

I certify I have reviewed and approved the monthly credit card transactions and activity as reported. These are legitimate expenses incurred solely for the benefit of SRF ECC business. I also certify that no alcoholic beverages, tobacco products, gift cards or gift certificates were purchased.

DocuSigned by:

 AA03C6432AF9462...

5/10/2023

Chief Executive Director Signature

Date



Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

www.srfecc.ca.gov

FY 22/23 Budget to Actuals Report

Month End April 2023

Page 1 of 4

GL Account	Description	FY 22/23 Budget	Period 10 Actual	FY 22/22 YTD Actual	Budget Remainder
REVENUE					
4010-910	Member Contribution Metro Fire	(4,793,636)	0	4,793,636	0
4010-920	Member Contribution SFAD	(4,891,955)	0	4,891,955	0
4010-930	Member Contribution CDF	(996,341)	0	996,341	0
4010-940	Member Contribution FFD	(414,139)	0	414,139	0
4014	OES Deployment	0	0	165,427	(165,427)
4015:4998	Other Revenue	0	468,456	599,155	(599,155)
TOTAL REVENUE		(11,096,071)	468,456	11,860,653	(764,582)

GL Account	Description	FY 22/23 Budget	Period 10 Actual	FY 22/22 YTD Actual	Budget Remainder
EMPLOYEE-RELATED EXPENSES					
5010	Base Salaries and Wages	4,282,707	360,141	2,863,174	1,419,533
5020	Overtime	300,000	23,285	210,659	89,341
5030	Overtime - FLSA	129,590	7,107	45,607	83,983
5035	OES Deployment	1	0	128,650	(128,649)
5040	Uniform Allowance	39,000	100	30,905	8,095
5050	Night/Admin Shift Differential	78,831	7,509	66,381	12,450
5055	Out-of-Class Pay	35,800	1,200	9,225	26,575
5060	Longevity	28,200	2,450	22,550	5,650
5065	On-Call Pay	73,400	7,475	63,350	10,050
5115	Vacation Cash Out	49,000	4,606	37,696	11,304
5120	Sick Leave	0	13,586	138,489	(138,489)
5130	CTO Leave	0	0	10,314	(10,314)
5140	Holiday Pay	208,137	1,650	158,363	49,774
5220	Training Pay	40,800	4,404	28,344	12,456
5310	Workers Compensation Insurance	62,903	5,242	52,419	10,484
5410	FED ER Tax - Medicare	87,640	5,876	53,915	33,725
5413	FED ER Tax - Social Security	1,000	0	0	1,000
5420	State ER Tax - ETT	2,350	4	412	1,938
5423	State ER Tax- UI-	30,000	95	9,158	20,841
5510	Medical Insurance	1,091,779	83,623	725,461	366,318
5520	Dental Insurance	105,098	7,845	65,947	39,151
5530	Vision Insurance	10,900	718	6,041	4,859
5610	Retirement Benefit Expense	1,073,076	87,278	823,209	249,867
5611	Pension Adjustment-	0	0	0	0
5620	OPEB Benefit Expense	386,632	35,184	277,592	109,041
5625	Education Incentive	30,000	2,298	19,402	10,598
5690	Other Salary and Benefit Expens	10,000	1,078	10,710	(710)
TOTAL EMPLOYEE-RELATED EXPENSES		8,156,844	662,754	5,857,973	2,298,869



Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

www.srfecc.ca.gov

FY 22/23 Budget to Actuals Report

Month End April 2023

Page 2 of 4

GL Account	Description	FY 22/23 Budget	Period 10 Actual	FY 22/22 YTD Actual	Budget Remainder
MATERIALS & SUPPLIES					
6010	Office Supplies	12,000	130	3,844	8,156
6013	Office Supplies - Ink Cartridge	4,000	0	2,163	1,837
6015	Equipment Rental	9,500	848	8,748	752
6020	Postage	1,000	0	388	613
6050	Center Supplies	10,000	1,031	12,254	(2,254)
6090	Other Materials and Supplies	1,000	0	1,318	(318)
TOTAL MATERIALS & SUPPLIES		37,500	2,009	28,715	8,786

GL Account	Description	FY 22/23 Budget	Period 10 Actual	FY 22/22 YTD Actual	Budget Remainder
PROFESSIONAL SERVICES					
6110	Legal Services	240,000	11,212	199,872	40,128
6115	Accounting and Audit Services	23,300	110	29,229	(5,929)
6125	Consulting Services	778,544	51,368	489,584	288,960
6140	Technological Services	186,000	27,543	180,003	5,997
6190	Other Professional Services	500	0	0	500
TOTAL PROFESSIONAL SERVICES		1,228,344	90,233	898,688	329,657

GL Account	Description	FY 22/23 Budget	Period 10 Actual	FY 22/22 YTD Actual	Budget Remainder
COMMUNICATION EQUIPMENT & SERVICES					
6220	Maintenance - Radios & Radio Equipment	32,930	0	0	32,930
6221	Maintenance - Radio Consoles & Other	86,400	5,129	49,455	36,945
6223	Radio - Backbone Subscription SRCS	20,000	2,400	24,000	(4,000)
6230	Communication Services	225,924	19,672	205,254	20,670
6245	Maintenance - Tower Equipment	16,560	111	999	15,561
6250	Communication Supplies	10,000	0	133	9,866
6290	Other Communication Services and Equipment	1,000	0	4,691	(3,691)
TOTAL COMMUNICATION EQUIPMENT & SERVICES		392,814	27,312	284,532	108,282



Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

www.srfecc.ca.gov

FY 22/23 Budget to Actuals Report

Month End April 2023

Page 3 of 4

GL Account	Description	FY 22/23 Budget	Period 10 Actual	FY 22/22 YTD Actual	Budget Remainder
HW & SW MAINT					
6310	Hardware Maintenance - Equipment	44,900	0	15,055	29,845
6315	Hardware Maintenance - Network	8,150	3,645	7,979	171
6319	Hardware Maintenance Other	1,000	0	0	1,000
6320	Software Maintenance - Applications	76,075	7,290	57,756	18,319
6322	CAD Maintenance and Support/Northrop Grumman	458,623	20,532	379,040	79,583
6323	Software Maintenance - GIS	79,490	6,624	63,013	16,477
6330	Software Maintenance - Network	19,200	0	0	19,200
6350	Computer Supplies	10,000	62	1,833	8,167
6390	Other, Computer Services and Supplies	1,000	0	0	1,000
TOTAL HW & SW MAINT		698,438	38,153	524,676	173,762

GL Account	Description	FY 22/23 Budget	Period 10 Actual	FY 22/22 YTD Actual	Budget Remainder
FACILITIES & FLEET					
6410	Services - Landscaping	4,800	399	3,588	1,212
6415	Maintenance - Building	24,695	0	12,938	11,757
6260	Lease - CTC	79,242	6,331	63,499	15,743
6420	Services - Custodial	42,000	4,250	38,750	3,250
6421	Services - Center Security	480	0	360	120
6425	Maintenance - HVAC	17,480	0	2,312	15,168
6235	Maintenance - Power Supply	14,000	1,042	10,421	3,579
6430	Services - Cable	2,300	184	1,824	476
6435	Services - Pest Control	1,200	70	899	301
6490	Other, Facilities and Fleet	14,043	4,995	13,347	696
6510	Utilities - Electric	50,200	3,662	41,113	9,087
6515	Utilities - Water	7,360	214	3,524	3,835
6520	Utilities - Refuse Collection / Disposal	6,900	690	6,611	289
6525	Utilities - Sewage Disposal Services	1,800	139	693	1,107
6635	Services - Bottled Water	4,800	336	3,294	1,506
6645	Services - Printing	2,500	319	2,299	201
6650	Services - Shredding	2,000	260	2,722	(722)
6652	Fleet - Maintenance	5,000	0	2,338	2,662
6654	Fleet - Fuel	13,000	825	6,141	6,859
6655	Insurance (Property and Fleet)	62,000	4,281	42,811	19,189
6690	Other - Facility & Fleet Management	1,000	0	270	731
TOTAL FACILITIES & FLEET		356,800	27,997	259,754	97,045



Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

www.srfecc.ca.gov

FY 22/23 Budget to Actuals Report

Month End April 2023

Page 4 of 4

GL Account	Description	FY 22/23 Budget	Period 10 Actual	FY 22/22 YTD Actual	Budget Remainder
RECRUITMENT, RETENTION & TRAINING					
6610	Recruitment	41,700	795	13,065	28,635
6612	Employee Retention	10,250	4,169	17,247	(6,997)
6615	Employee Education & Training	28,850	509	17,613	11,237
6618	Conference Registration	19,548	5,095	19,374	174
6621	Air	15,500	0	6,999	8,501
6622	Lodging	31,000	0	15,716	15,284
6623	Rental Cars	7,750	0	4,379	3,371
6624	Parking	0	0	210	(210)
6625	Membership Dues	2,320	747	3,263	(943)
6626	Taxi, Uber, Mileage, Other	2,000	150	3,206	(1,207)
6627	Per Diem	2,480	1,609	9,482	(7,002)
6640	Uniform/Badges/Shirts	6,000	0	4,234	1,766
6660	Operations Support	35,100	357	17,284	17,816
6661	Administration Support	22,833	283	4,038	18,795
TOTAL RECRUITMENT, RETENTION & TRAINING		225,331	13,714	136,110	89,221
GRAND TOTAL EXPENSES		11,096,071	862,172	7,990,448	3,105,622

GL Account	Description	FY 22/23 Budget	Period 10 Actual	FY 22/22 YTD Actual	Budget Remainder
CAPITAL IMPROVEMENTS					
6997-021	Capital Improvement - CAD	793,997	0	80,863	713,133
6997-022	Capital Improvement - DRC	0	0	0	0
6997-023	Capital Improvement - Equipment	164,000	0	21,741	142,259
6997-024	Capital Improvement - Facility	250,525	0	7,971	242,555
6997-025	Capital Improvement - Hardware	232,921	1,509	235,639	(2,718)
6997-026	Capital Improvement - Software	424,100	0	468,033	(43,932)
6997-027	Capital Improvement - Technology	12,000	0	0	12,000
TOTAL CAPITAL IMPROVEMENTS		1,877,543	1,509	814,247	1,063,296

CASH FLOW FY 22-23	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
1116 Operating - opening balance	3,713,962.11	2,262,081.28	5,806,351.15	5,120,491.47	4,495,494.02	3,879,262.55	3,201,378.09	5,065,152.15	6,834,733.59	4,681,666.24	4,409,212.25	3,534,212.25	
IN	8,898.68	5,592,625.90	15,248.21	5,324.36	67,482.07	9,242.89	3,108,368.64	2,553,715.14	9,063.20	467,502.82	-	-	11,383,764.91
Member Agencies Contributions	-	5,548,035.07	-	-	-	-	3,102,057.54	2,445,977.53	-	-	-	-	11,096,070.14
Grant	-	-	-	-	-	-	-	-	-	453,707.00	-	-	-
Sum of Debits	8,898.68	44,590.83	15,248.21	5,324.36	67,482.07	9,242.89	6,311.10	107,737.61	9,063.20	13,795.82	-	-	287,694.77
OUT	(1,460,779.51)	(2,048,356.03)	(701,107.89)	(630,321.81)	(683,713.54)	(687,127.35)	(1,244,594.58)	(784,133.70)	(2,162,130.55)	(739,956.81)	(875,000.00)	(885,290.64)	(12,902,512.41)
Employee Related Expenses	(265,683.99)	(255,815.01)	(263,539.70)	(246,950.56)	(280,530.26)	(260,534.05)	(331,468.74)	(331,090.94)	(310,855.79)	(331,377.91)	(315,000.00)	(315,000.00)	(3,507,846.95)
CalPERS Expenses	(762,471.00)	(173,338.72)	(162,714.45)	(168,599.74)	(158,095.74)	(164,934.64)	(102,039.70)	(257,756.30)	(193,833.60)	(208,674.55)	(210,000.00)	(210,000.00)	(2,772,458.44)
Operating Expenses	(432,624.52)	(193,266.66)	(274,853.74)	(214,771.51)	(245,087.54)	(261,658.66)	(357,189.55)	(195,286.46)	(659,414.16)	(199,904.35)	(350,000.00)	(360,290.64)	(3,744,347.79)
Transfer Out	-	(1,425,935.64)	-	-	-	-	(453,896.59)	-	(998,027.00)	-	-	-	(2,877,859.23)
1116 Operating - closing balance	2,262,081.28	5,806,351.15	5,120,491.47	4,495,494.02	3,879,262.55	3,201,378.09	5,065,152.15	6,834,733.59	4,681,666.24	4,409,212.25	3,534,212.25	2,648,921.61	
1197 CIP - opening balance	201,607.13	201,607.13	1,542,260.04	1,276,921.75	1,264,136.25	1,138,950.88	1,042,240.27	1,031,215.27	1,031,215.27	1,267,546.37	1,266,037.85	1,266,037.85	
IN	-	1,425,935.64	-	-	-	-	-	-	250,000.00	-	-	-	1,675,935.64
OUT	-	(85,282.73)	(265,338.29)	(12,785.50)	(125,185.37)	(96,710.61)	(11,025.00)	-	(13,668.90)	(1,508.52)	-	-	(611,504.92)
CAD	-	-	(80,863.29)	-	-	-	-	-	-	-	-	-	(80,863.29)
DRC	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	(8,433.90)	-	-	-	(8,433.90)
Facility	-	-	-	(3,785.50)	-	-	-	-	(4,185.00)	-	-	-	(7,970.50)
Hardware	-	-	-	-	(125,185.37)	(96,710.61)	(11,025.00)	-	(1,050.00)	(1,508.52)	-	-	(235,479.50)
Software	-	(85,282.73)	(184,475.00)	(9,000.00)	-	-	-	-	-	-	-	-	(278,757.73)
Technology	-	-	-	-	-	-	-	-	-	-	-	-	-
1197 CIP - closing balance	201,607.13	1,542,260.04	1,276,921.75	1,264,136.25	1,138,950.88	1,042,240.27	1,031,215.27	1,031,215.27	1,267,546.37	1,266,037.85	1,266,037.85	1,266,037.85	
1113 Lease - beginning balance	379,555.84	357,164.54	334,773.04	312,381.27	279,224.06	267,597.50	245,205.24	222,812.80	200,420.00	178,027.17	155,634.12	133,239.78	
IN	3.04	2.84	2.57	2.39	10,767.78	2.08	1.90	1.54	1.51	1.29	-	-	10,786.94
OUT	(22,394.34)	(22,394.34)	(22,394.34)	(33,159.60)	(22,394.34)	(22,394.34)	(22,394.34)	(22,394.34)	(22,394.34)	(22,394.34)	(22,394.34)	(22,394.34)	(279,497.34)
1113 Lease - closing balance	357,164.54	334,773.04	312,381.27	279,224.06	267,597.50	245,205.24	222,812.80	200,420.00	178,027.17	155,634.12	133,239.78	110,845.44	
Grant - opening balance	-	-	-	-	-	-	-	-	-	-	-	-	-
IN	-	-	-	-	-	-	453,896.59	-	-	-	-	-	453,896.59
OUT	-	-	-	-	-	-	(453,896.59)	-	-	-	-	-	(453,896.59)
Grant - closing balance	-	-	-	-	-	-	-	-	-	-	-	-	-
1114 Reserve - opening balance	908,183.04	908,190.75	908,198.47	908,205.93	909,671.50	911,092.08	912,562.31	914,034.91	915,367.15	1,665,805.80	1,668,407.19	1,668,407.19	-
IN	7.71	7.72	7.46	1,465.57	1,420.58	1,470.23	1,472.60	1,332.24	750,438.65	2,601.39	-	-	760,224.15
OUT	-	-	-	-	-	-	-	-	-	-	-	-	-
1114 Reserve - closing balance	908,190.75	908,198.47	908,205.93	909,671.50	911,092.08	912,562.31	914,034.91	915,367.15	1,665,805.80	1,668,407.19	1,668,407.19	1,668,407.19	-
1126 HF - opening balance								223.30	223.30	214.69	211.30	211.30	
IN									180.00	187.50			367.50
OUT									(188.61)	(190.89)			(379.50)
1126 HF - closing balance								223.30	214.69	211.30	211.30	211.30	
TOTAL	3,729,043.70	8,591,582.70	7,618,000.42	6,948,525.83	6,196,903.01	5,401,385.91	7,233,215.13	8,981,959.31	7,793,268.88	7,499,506.10	6,602,108.37	5,694,423.39	



Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

www.srfec.ca.gov

SRFECC Positions & Authorization Document (PAD) - Revised 04/30/2023			
FY 22/23			
Center Management			
Position	Authorized	Actual	Comments
Chief Executive Director	1	1	
Operations Manager	1	1	
Administration Manager	1	1	
Executive Assistant	1	1	
Totals	4	4	
Operations Division			
Position	Authorized	Actual	Comments
Dispatcher Supervisor	7	7	
Dispatcher	35	35	
Annuitants	3	2	Extra Help
Totals	42	42	
Administration and IT Division			
Position	Authorized	Actual	Comments
Human Resource Manager	1	0	
CAD Administrator	1	1	
Telecommunications Engineer	1	1	
CAD/Radio Technician	1	1	
GIS Coordinator	1	0	
Systems Engineer	1	0	
Office Specialist	1	1	
Accounting Specialist II	1	1	
Payroll & Benefits Administrator	1	1	
Totals	9	6	
Totals	55	52	