



## ***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**

**Tuesday, December 8, 2015**

**10:30 a.m.**

#### ***FINANCE COMMITTEE MEETING***

*Sacramento Regional Fire/EMS Communications Center*

*10230 Systems Parkway*

*Sacramento, CA 95827-3006*

#### **COMMITTEE MEMBERS:**

Chief Tracey Hansen

Chief Ron Phillips

Call to Order

Chairperson

Roll Call Committee Members

Secretary

**PUBLIC COMMENT:** *An opportunity for members of the public to address the Governing Board on items within the subject matter jurisdiction of the Finance Committee.*

#### **OPEN SESSION:**

- |   |      |     |
|---|------|-----|
| 1. Presentation of Final Budget FY 2015/2016*   |      |     |
| 2. Review/Approval of Resolution #14-15, Payment of Funds and Authorization for CAD System Payment                | Page | 2   |
| 3. Review/Approval of Revised Finance Minutes (September 8, 2015)<br><i>(Includes red-line strikeout version)</i> | Page | 3-6 |

#### **ADJOURNMENT:**

The next regularly scheduled Finance Committee Meeting is Tuesday, January 12, 2016:

LOCATION: 10230 Systems Parkway, Sacramento, CA 95827

TIME: 10:30 a.m.

Distribution: Committee Members, Alternates


Posted at: Administration Office and website: [www.sfecc.ca.gov](http://www.sfecc.ca.gov)

#### **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'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 I posted a copy of agenda at 10230 Systems Parkway and on the Center's website: [www.sfecc.ca.gov](http://www.sfecc.ca.gov) on December 4, 2015.

By:   
Janice Parker, Clerk of the Board



# *Sacramento Regional Fire/EMS Communications Center*

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

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

**RESOLUTION 14-15**

At the special meeting of the Sacramento Regional Fire/EMS Communications Center held Wednesday, December 9, 2015, the Governing Board hereby resolved to authorize the Chief Executive Director to pay all CAD (Computer Aided Dispatch) invoices generated throughout the purchase and/or implementation of the new CAD system in accordance with the successful completion of agreed upon deliverables as outlined in the contract with New World Systems.

**PASSED AND ADOPTED** this 9<sup>th</sup> day of December, 2015, by the following vote, to wit:

AYES:

NOES:

ABSENT:

BY:

ATTEST:

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Chris Holbrook, Chairperson

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Ron Phillips, Vice-Chairperson

**Revised FINANCE COMMITTEE MEETING**  
**September 8, 2015**

**GOVERNING BOARD MEMBERS**

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

**GOVERNING BOARD MEMBERS ABSENT**

**COMMUNICATIONS CENTER MANAGEMENT**

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

Joyce Starosciak	Administrative Services Manager
Janice Parker	Administrative Analyst, SRFEC

1. The meeting was called to order and roll call was taken at 10:30 a.m.
2. There was no public comment.
3. Discussion of YE 2014/2015 Budget and the Impacts on the FY 2015/2016 Preliminary Budget

A draft copy of Proposed FY 2015/2016 Final Budget was disseminated. Chief Executive Director Murray told the Committee that an anticipated funding gap had been covered as part of the adopted 2014/2015 Final Budget and we have \$108,000 remaining in the YE 2014/2015 Budget. However, this is an unaudited total and may be subject to a small variation in total. The Finance Committee will make a recommendation to the full Board for disposition of this money.

Chief Executive Director Murray updated the Finance Committee on a meeting she attended with the City of Sacramento on their concerns relative to SRFEC budget practices and SRFEC Board authority.

It was the opinion of the Committee that the JPA Charter covered a member's voting authority and the independent nature of the JPA. Therefore, this should not be an issue. Bob Kingsley, SRFEC Counsel, will be consulted regarding the interpretation of the authority granted to Board member representatives by JPA Charter.

Chief Hansen would like to include a full discussion regarding the JPA Charter during the upcoming Brown Act workshop.

Chief Executive Director Murray made several suggestions as to how the unaudited amount of \$108,000 might be used in the 2015/2016 budget such as: being divided according to member percentage to offset the CAD funding; or placed into the CIP for future projects; or set aside for the undesignated contingency fund; or rolled over into the operating fund to cover unforeseen expenses. Chief Executive Director Murray said that our projected budget line for legal fees may be inadequate based on some potential litigation in this fiscal year and she would like the Board to consider rolling the \$108,000 into legal services budget line. A projection for legal fees is being prepared by the Accounting team.

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

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

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

CLOSED SESSION:

1. Personnel Issues\*

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

Closed session was convened at 11:09 a.m.

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

The Committee received an update, direction was given; no action was taken.

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

Respectfully submitted,



Janice Parker  
Clerk of the Board

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Ron Phillips, Chairperson

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Tracey Hansen, Vice Chairperson

*Red-lined Revised*  
**FINANCE COMMITTEE MEETING**  
**September 8, 2015**

**GOVERNING BOARD MEMBERS**

Chief Hansen  
Chief Ron Phillips

Cosumnes Community Services District Fire Department  
City of Folsom Fire Department

**GOVERNING BOARD MEMBERS ABSENT**

**COMMUNICATIONS CENTER MANAGEMENT**

Teresa Murray Chief Executive Director

**OTHERS IN ATTENDANCE**

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Janice Parker Administrative Analyst, SRFECC

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Chief Executive Director Murray ~~met with the Finance Department of Sac City and was told that Sac City Fire Board representatives have been making JPA budget decisions inappropriately. The Sac City Board representative has been able to approve the JPA operating budget as long as the assessment has not been increased over the \$100,000 approval limit; otherwise it must go before their City Council for approval. Therefore, Deputy Chief Costamagna, according to Sac City Manager, was not authorized to approve the necessary funds to cover the funding gap and/or the disposition of the remaining unaudited funding. Based on the meeting, this decision would require action by the City Council, which will delay the adoption of the JPA 2015/2016 FY Final Budget. There was some concern expressed about action on future budget decisions.~~ **updated the Finance Committee on a meeting she attended with the City of Sacramento on their concerns relative to SRFECC budget practices and SRFECC Board authority.**

It was the opinion of the Committee that the JPA Charter covered a member's voting authority and the independent nature of the JPA. Therefore, this should not be an issue. ~~with regard to Sac City.~~ Bob Kingsley, SRFECC Counsel, will be consulted regarding the interpretation of the authority granted to Board member representatives by JPA Charter.

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Respectfully submitted,



Janice Parker  
Clerk of the Board

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Ron Phillips, Chairperson

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Tracey Hansen, Vice Chairperson