



Sacramento Regional Fire/EMS Communications Center
10230 Systems Parkway, Sacramento, CA 95827-3006
www.srfecc.ca.gov

9:00 a.m.

Tuesday, March 10, 2020

Sacramento Metropolitan Fire District
10545 Armstrong Ave – Room #384-385
Mather, CA 95655

The Board will convene in open session at 9:00 a.m.

Call to Order

Chairperson

Roll Call of Member Agencies

Secretary

Primary Board Members

Chris Costamagna, Chairperson

Deputy Chief, Sacramento Fire Department

Mike McLaughlin, Vice Chairperson

Fire Chief, Cosumnes Fire Department

Chad Wilson, Board Member

Division Chief, Folsom Fire Department

Brian Shannon, Board Member

Deputy Chief, Sacramento Metropolitan Fire 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. Duration of comment is limited to three (3) minutes.

RECESS TO CLOSED SESSION:

1. CONFERENCE WITH LABOR NEGOTIATOR*

Pursuant to Government Code Section 54957.6

Center Negotiator(s)

Lindsay Moore, Counsel
Tyler Wagaman, Executive Director

Employee Organization(s)

Teamsters Local 150
Teamsters Local 856
Unrepresented Administrators

2. PERSONNEL ISSUES*

Pursuant to California Governing Code Section 54957

b. Public Employment: Executive Director
Medical Director

c. Employee Evaluation: Executive Director

3. CONFERENCE WITH LEGAL COUNSEL: Anticipated Litigation*

a. Pursuant to California Government Code Section 54956.9(b)
The Board will meet in closed session to discuss significant exposure to litigation.
Two (2) potential cases

RECONVENE TO OPEN SESSION AT 10:00 a.m.

** INDICATES NO ATTACHMENT*

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 (Board Meeting, February 25, 2020)
PROPOSED ACTION: Motion to Approve Consent Agenda | Page | 4-8 |
|---|------|-----|

PRESENTATION:

None

ACTION ITEMS:

- | | | |
|---|------|------|
| 1. For Approval: Northrup Grumman Amendment #6 – Schedule and Milestone Payment Updates | Page | 9-11 |
|---|------|------|

DISCUSSION/POSSIBLE ACTION:

None

INFORMATION:

None

CENTER REPORTS:

None

CORRESPONDENCE:

None

ITEMS FOR DISCUSSION AND POTENTIAL PLACEMENT ON A FUTURE AGENDA:

BOARD MEMBER COMMENTS:

ADJOURNMENT:

The next scheduled Board Meeting is March 24, 2020.

Location: 10545 Armstrong Ave, Mather, CA 95655-4102

Time: 9:00 a.m.

Distribution: Board Members, Alternates, and Chiefs

This is to certify that on March 6, 2020, I posted a copy of the agenda:

Posted at: 10230 Systems Parkway, Sacramento, CA 95827

**INDICATES NO ATTACHMENT*

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 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.



Clerk of the Board

**INDICATES NO ATTACHMENT*

REGULAR GOVERNING BOARD MEETING

February 25, 2020

GOVERNING BOARD MEMBERS

Deputy Chief Chris Costamagna	Sacramento Fire Department
Deputy Chief Brian Shannon	Sacramento Metropolitan Fire District
Chief Mike McLaughlin	Cosumnes Community Services District
Division Chief Chad Wilson	Folsom Fire Department

GOVERNING BOARD MEMBERS ABSENT

COMMUNICATIONS CENTER MANAGEMENT

Tyler Wagaman	Executive Director
Diane House	Deputy Director - Administration
Kylee Soares	Deputy Director – Operations

OTHERS IN ATTENDANCE

Dr. Kevin Mackey	Medical Director, SRFEC
Lindsay Moore	Counsel, SRFEC
Marissa Shmatovich	Executive Assistant, SRFEC
Janice Parker	Administrative Analyst, SRFEC
Theresa Miller	Local 856 Representative

The meeting was called to order and roll call taken at 9:03 a.m.

1. The Pledge of Allegiance was recited.
2. There were no agenda updates.
3. There was no public comment.
4. Due to a scheduling conflict the Medical Director report was given out of order.

Medical Director – Dr. Kevin Mackey

1. Dr. Mackey attended a County “stemmie” meeting where he received some information regarding interfacility transfers. He said that the majority of these transfers have been done by Metro Fire – 75 last year. The vast majority of these transfers were stemmies and in line with County policies. 20 that were not within County policy were pediatric respiratory distress – labor and delivery. In these cases the mother was not in active labor, nor had her water broken and we were requested for the transfer.
2. We have new monitors (Life Pack 15) in our systems that are not only capable for being used for “STEMI” alerts, but can also be used for strokes and sepsis alerts. Beginning April 1st Stryker will be doing a presentation downtown and Chief Parker with Sac City and Dr. Mackey with be speaking. The topic of Dr. Mackey’s talk with be Integrating Technology into Everyday EMS Operations.
3. Dr. Mackey now has access to Metro’s mainframe to gather information regarding cardiac arrests.
4. He attended a “Q” meeting which he found highly informative.

Closed session was convened at 9:09 a.m.

5. CLOSED SESSION:

1. CONFERENCE WITH LABOR NEGOTIATOR*

Pursuant to Government Code Section 54957.6

Center Negotiator(s) Lindsay Moore, Counsel
Tyler Wagaman, Executive Director

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

2. PERSONNEL ISSUES*

Pursuant to California Governing Code Section 54957

- b. Public Employment: Executive Director
Medical Director
- c. Employee Evaluation: Executive Director
Deputy Director, Administration

3. CONFERENCE WITH L COUNSEL: Anticipated Litigation*

- a. Pursuant to California Government Code Section 54956.9 (b)
The Board will meet in closed session to discuss significant exposure to litigation.
Two (2) potential cases

Open session was convened at 10:37 a.m.

- 1. The Board received an update regarding labor negotiations; no action was taken.
- 2. Direction was given to the Executive Director and legal counsel; no action was taken.
- 3. The Board received an update; no action was taken.

- 6. **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.

A motion was made by Chief McLaughlin and seconded by Deputy Chief Wilson to approve the consent agenda and Board Meeting minutes (Board Meeting February 11, 2020)

AYES: Sacramento Fire Department, Sacramento Metro, Cosumnes Community Services District, Folsom

NOES:

ABSENT:

ABSTAIN:

Motion passed.

7. PRESENTATION:

None

8. ACTION ITEMS:

- 1. Approval of Executive Director Employment Contract

The Board had already taken action to approve this contract. However, Sac Metro's Board met after our meeting and signed the document. The contract will be fully executed.

9. DISCUSSION/POSSIBLE ACTION:

None

10. INFORMATION:

1. Communications Center Statistics

These statistics were contained in the Board packet.

2. Financial Reports:

- a. Monthly Credit Card Usage Statement (January)
- b. Budget to Actuals

These reports were contained in the Board packet.

11. CENTER REPORTS:

Executive Director Wagaman

- 1. E/D Wagaman said it has been difficult to get “face time” with the dispatchers and in order to rectify this issue he has created a video to share Center information. The initial video was 37 minutes in duration, but he is hopeful that subsequent videos will be of shorter duration.
- 2. The Comm Center is hiring and we are searching for top notch candidates. He expressed appreciation to every one who is working toward that common goal, especially the dispatchers who have been participating in the interviewing process.
- 3. We have discovered some in-house talent to assist with improving our website. E/D Wagaman asked if the Center might have “some space” on the agencies websites as well.
- 4. Thank you member agencies for actively participating in National Telecommunications Appreciation Week. Each agency will be sponsoring a day and each is encouraged to make the day special/different so it stands out in the minds of the dispatchers – a truly enjoyable “healthy” competition.

Deputy Director House (Administration)

- 1. D/D House called attention to the on-going improvements to the financial reports being included in the Board packet.
- 2. The IT team has been very busy finishing up the Westnet project and working on any minor glitches that may still exist. AVD will follow this project once it has been completed and is stable.
- 3. Northrup Grumman FitGap began this week at the CTC. FitGap is so beneficial in that it allows us to identify any areas that need additional attention prior to embarking on the project.

Invitations will be disseminated for a demonstration of the application utilizing our data.

- 4. Our GIS team continues to work through the agencies sites.

Deputy Director Soares (Operations)

1. D/D Soares shared that we have one dispatch employee who has completed his radio training.

We have one of our call takers in the final phase of call taking.

2. Training Supervisor Quintard is finalizing his academy syllabus for the upcoming dispatch academy.
3. We are preparing for Pro QA and our EMS Coordinator is helping to lay the groundwork prior to the implementation. EMS Coordinator Jennifer Curtiss is familiarizing herself with our EMD Q processes and policies in order to determine which ones need to be updated.

In conjunction with our dispatch academy we are coordinating a four hour EMD refresher course for our current employees.

4. Thank you to HR Coordinator Hicks and Janice Parker for their hard work procuring strong dispatch candidates for our upcoming academy.
5. We continue to “fine tune” the Westnet implementation.
6. We are working through some phone volume issues on the dispatch floor.
7. Telestaff implementation is on the horizon and we anticipate setting a “go live” within the next few weeks.
8. At 1300 everyday we have been splitting A1 and A2 radio channels. It appears to be successful as we have received no feedback from the field.

9. FitGap has begun at the CTC and the participation has been very good.

10. The OPST banquet will be April 4th at 5:00 p.m.

11. We have been working with OES and the Department of Forestry and they have set up a go live for IROC and we will be setting up training.

12. **CORRESPONDENCE:**

None

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

None

14. **BOARD MEMBER COMMENTS:**

Division Chief Wilson:

He said thank you to everyone for all they do and welcomed Diane back.

Deputy Chief Costamagna

Thank you D/D Soares and D/D House, he appreciates their hard work.

Chief McLaughlin:

He expressed his appreciation to everyone and said he is so pleased with the direction the Center is taking.

In the future when the majority of our current projects have been completed, he would like us to “look at” Fire Priority Dispatch system.

Deputy Chief Shannon


Welcome back, Diane.

He appreciates the financial reports and wished the Center continued success.

15. ADJOURNMENT:

The meeting was adjourned at 10:55 a.m.

Respectfully submitted,



Janice Parker
Clerk of the Board

Chris Costamagna, Chairperson

Mike McLaughlin, Vice Chairperson

**Amendment No. 6 to the SRFECC
AMENDED AND RESTATED
SOFTWARE LICENSE AND SERVICES AGREEMENT**

This Amendment No. 6 to SRFECC AMENDED AND RESTATED SOFTWARE LICENSE AND SERVICES AGREEMENT dated March 29, 2019 (the “Agreement”) for Computer Aided Dispatch System (CAD) upgrade services is made and entered between the Sacramento Regional Fire/EMS Communications Center (“Center” or “Customer”) and Northrop Grumman Systems Corporation, doing business through Northrop Grumman Mission Systems Sector, herein referred to as “Northrop Grumman”.

Customer and Northrop Grumman agree and recognize they have executed the following contract Amendments:

1. Amendment 1 – CommandPoint® Hardware in the amount of \$512,171.00.
2. Amendment 2 – Fit/Gap Process for CommandPoint® CAD in the amount of \$199,381.00.
3. Amendment 3 – Payment Schedule to provide for milestone payments (no change in price).
4. Amendment 4 – Letter of Credit in the amount of \$25,000.00.
5. Amendment 5 – Revision to the Payment Milestones and Schedule (no change in price).

Now, therefore the Parties agree:

1. Northrop Grumman and SRFECC recognize the schedule has been extended from the previously anticipated schedule. SRFECC recognizes Northrop Grumman has performed substantially toward certain milestones which might not otherwise be fully due to such extension of the overall schedule.
2. Therefore the parties have agreed to amend the payment schedule as follows:
 - a. Former Fit/Gap Milestone 2 has been split into Milestone 2.1 and 2.2. These 2 new milestones provide for 90% of the total payment on Delivery of the Fit/Gap Report (Milestone 2.1), and 10% upon the completion of the new Mobility Client ViewPoint™ Map Integration (Milestone 2.2).
 - b. The Annual O&M Payment now provides for 90% of the payment to be made upon the Start of the Fit/Gap Super User Training and the remaining 10% to be paid upon the completion of the new Mobility Client ViewPoint™ Map Integration.
 - c. The revised milestone schedule with current estimated dates are shown in the attached Exhibit “A”.
3. There is no price change for this Amendment #6.

All other Terms and Conditions of the Agreement, except as specifically changed hereby, shall remain in full force and effect.

**Amendment No. 6 to the SRFEC
AMENDED AND RESTATED
SOFTWARE LICENSE AND SERVICES AGREEMENT**

IN WITNESS WHEREOF, the Parties hereto have executed this amendment, the day and year written below.

**Sacramento Regional Fire/EMS
Communications Center:**

Northrop Grumman Systems Corporation:

Signature of Authorized Representative

John C. Kouri
Contracts Manager

Printed Name

Date

Title

Date

**Amendment No. 6 to the SRFECC
AMENDED AND RESTATED
SOFTWARE LICENSE AND SERVICES AGREEMENT**

Exhibit "A"

Description	% of Original Contract	Amount	Estimated Date
Task	-		
Project Start-Signing of Contract	30%	\$516,014.00	4/1/2019
Project Initiation-Conduct Kickoff Meeting	10%	\$172,005.00	7/12/2019
Contract Amendment #1 - Hardware			
Milestone 1: 60% upon signing CA#1	N/A	\$307,302.60	7/12/2019
Milestone 2 - 40% upon delivery and installation of all hardware	N/A	\$204,868.40	3/27/2020
System Installation at Site	10%	\$172,004.50	11/15/2019
Start of Fit-Gap Super User Training	10%	\$172,004.50	2/24/2020
Contract Amendment # 2 - Fit/Gap			
Milestone 1: 50% upon signing CA#2	N/A	\$99,690.50	7/12/2019
Milestone 2.1 - 90% upon delivery of the Fit/Gap report by NG	N/A	\$89,721.45	5/8/2020
Milestone 2.2 - 10% upon completion of Mobility Client ViewPoint™ Map Integration	N/A	\$9,969.05	9/30/2020
Complete Fit Gap by 5/8/2020			5/8/2020
Letter of Credit - Fixed charge	N/A	\$25,000.00	11/19/2019
Complete System Readiness Demo	20%	\$344,009.00	2/18/2021
Completion of Northrop Grumman Training	5%	\$86,002.00	6/3/2021
Go-Live	10%	\$172,005.00	8/3/2021
Final Acceptance	5%	\$86,002.00	8/21/2021
Total Invoices - Implementation		\$2,456,598.00	
NG Maintenance	-		
Annual O&M Payment - Start of Fit/Gap - (90%)		\$244,363.50	2/24/2020
Annual O&M Payment - Completion of Mobility Client ViewPoint™ Map Integration (10%)		\$27,151.50	9/30/2020
TOTAL:		\$2,728,113.00	