

NORTHERN CALIFORNIA REGIONAL PUBLIC SAFETY TRAINING AUTHORITY

JPA Board of Directors - Agenda

Thursday January 15, 2015 – 9:00 am

2409 Dean Street, **Room 124**, McClellan, CA 95652

PUBLIC MEETING

I. Call to Order

II. Pledge of Allegiance

III. Public comment on agenda/non-agenda items

None scheduled

IV. Consent Agenda

- Approve – NCRPSTA Board Meeting Action Summary – December 11, 2014
- Approve – NCRPSTA Fee Schedule and New Associate Membership Levels

V. Presentations

1. NCRPSTA Audit for FY 12/13 and FY 13/14
 - Receive Presentation – Mr. Andy Yu
2. NCRPSTA – Financials for the period ending 12/31/14
NCRPSTA – Aging Report for the period ending 12/31/14
NCRPSTA – Statement of Cash Flows for the period ending 12/31/14
 - Receive Presentation – Ms. Kelly Rowley
3. NCRPSTA Facilities Report
 - Receive Presentation – Mr. Rick Sargent

VI. Action Items

None Scheduled

VII. Executive Directors Report

- Quarterly Training Report

VIII. Board Member Questions and Comments

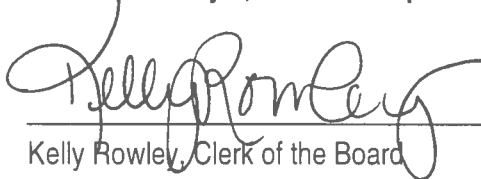
IX. Meeting Schedule (*color copies will be available at the meeting and in the JPA Business Office*)

NCRPSTA Inter-Agency Planning Team – January 26th, February 9th

NCRPSTA Board of Directors – Thursday, February 12, 2014 – 9:00 am

X. Adjournment

Posted January 9, 2015 – 3:30 pm



Kelly Rowley, Clerk of the Board

NORTHERN CALIFORNIA REGIONAL PUBLIC SAFETY TRAINING AUTHORITY

Action Summary - JPA Board of Directors
Thursday December 11, 2014 – 1:00 pm
2409 Dean Street, Room 124, McClellan, CA 95652

Call to Order: 1:08 pm

Roll Call: Dr. Thomas Greene, (LRCCD/ARC), Deputy Chief Mike Bray (SPD), Deputy Chief Michael Bartley (SFD), Mr. Stephen Quinn, Executive Director, Kelly Rowley, Clerk of the Board

Pledge of Allegiance:

Public Comment: None received

Consent Agenda

- Approve – NCRPSTA Board Meeting Action Summary – October 24, 2014

A motion to approve the consent agenda was made by Dr. Thomas Greene, seconded by Captain Don Davis, all in favor, motion passes.

Presentations/Discussion:

NCRPSTA Financial Report

- Board Members were provided the financial reports for the period ending 11/30/14.

NCRPSTA Facilities Report

- Grinder repairs are done, there was an area, about 30' X 30', which had a sub-base failure and will have to be re-done. This will cost an additional \$4300, with a total for the project at \$54,000, which is well below the \$65,000 cap for the repairs.
- Mats – The design and plans are finished and the mats have been ordered.
- Range 3 Improvements are preceding well – the piers, steel columns, steel braces and the welding are in place and has been inspected. We have received most of the trusses, 1 truck has been delayed in Reno, however we expect to receive the remaining trusses next week. Weather permitting; we will begin bolting the trusses together next week as well. We will be having a crane company out of Oroville in to place the trusses, this is probably the most dangerous work to be done, and we would like it done by professionals. This will be an additional cost of \$20,000. Currently, we are approximately \$40k over budget; this is due to the specs being changed, which lead to higher costs.

Dr. Greene – Are we still on track for an April opening?

Mr. Sargent – Basically, it depends, weather permitting we should be, at this time we are running on schedule.

Chief Bartley – If the range doesn't open until after April, are we losing revenue?

Mr. Quinn - At this time we are not scheduling range 3, so we would not be losing any revenue. We are scheduling use for after June 2015, which should be fine.

Action Items:

None Scheduled

Executive Director's Report:

- All of our Member agencies will be graduating academies in the next several weeks. SPD and Los Rios will be starting new academies in January. SFD will be starting an academy in March.

NORTHERN CALIFORNIA REGIONAL PUBLIC SAFETY TRAINING AUTHORITY

Action Summary - JPA Board of Directors
Thursday December 11, 2014 – 1:00 pm
2409 Dean Street, Room 124, McClellan, CA 95652

- We had visitors from Dallas PD in to look at our facilities, particularly the Tactical Village. They are interested in building their own “Village”.
- New customer – Franchise Tax Board
- Range work is going well, Jack, Rick, Steve Huish, Bob and Jay Coon are all doing great work.
- Audit is progressing. We are now anticipating a final report in January.
- Fall Special at the Shoot house has been very successful; the planning team is considering dropping the daily rate to \$500.
- The law enforcement division of the US Forest Service was recently here for a tour, they are booking our facilities for any overflow they may have at their building, in addition we offer facilities that they do not have access to.
- Private vendor training – Currently we have 9 courses scheduled for 2015, this is in addition to our own POST certified courses, of which we have 6 scheduled.
- SSD work project crew will be onsite December 30th to assist with clean-up at the “brickyard”.
- Associate Memberships – The planning team is discussing a tiered approach, such as 15K, 20K and 25K. We are incentivizing joining and putting the monies up front to get a better deal economically.
- Strategic Plan – Much of the information contained in the report is obsolete or has been implemented. A couple of items that I feel are of value to add/revise are a March 31st budget deadline terminology and a termination clause to our charter.

Dr. Greene – I have read most of the document, it is a good source for information and there are some valid points raised. The Strategic Plan needs to be able to tell the story of where this organization wants to be in 3-5 years. The plan itself should contain specific goals and actions. Keep it simple and straight forward.

Board Member Comments and Questions:

Dr. Greene – Any update of the return of the Sheriff’s Department?

Mr. Quinn – The Chief of Police met with the County Exec, however the discussion didn’t seem positive. Riverwalk is under construction, which seems to indicate they are planning on staying there.

Dr. Greene – Anything of the transfer of the property from the Air Force?

Mr. Quinn – The soil remediation at the range and building 603 needs to be completed. The work at the range is done, however it has not yet been signed off on. Restoration work needs to be completed at building 603. At that point then it is possible that the County will want to re-negotiate the lease.

Dr. Greene – Thanks to the Training Authority and Staff for hosting the Administrative Leadership Committee from American River College. The feedback was very positive, Chief Sears was happy to showcase what her department does.

Meeting Adjourned: 1:55 pm

Attested to:



Kelly Rowley, Clerk of the Board



NCRPSTA



FACILITY USE FEES

Live-fire Shoothouse

\$500.00 - 8 hours, \$250.00 - 4 hours

Tactical Village

\$700.00 - 8 hours, \$350.00 - 4 hours

Hourly - \$100.00

Pricing for Shoothouse & Tactical Village includes Safety Officer

Track/Obstacle Course/Weight Room

Hourly - \$50.00

Mat Rooms

(8 hours)

Small Mat Room \$300.00

Large Mat Room \$400.00

Classrooms

(8 hours)

Room 100 - \$200.00

Room 111 - \$400.00

Room 117 - \$175.00

Room 124 - \$400.00

Room 130 - \$250.00

Room 136 - \$400.00

Room 137 - \$400.00

Room 138 - \$250.00

Room 139 - \$250.00

Room 148 - \$400.00

Room 149 - \$400.00

Room 149 - \$400.00

Training Ground

\$250.00 - 8 hours

K-9 Area

Call for pricing

JPA Small Arms Range Complex

Range 1	Range 2 (Shot Gun Only)	Range 3 (Coming in Spring 2014)
\$500.00 - 8 hours	\$350.00 - 8 hours	\$575.00 - 8 hours
\$250.00 - 4 hours	\$175.00 - 4 hours	\$287.50 - 4 hours

We reserve the right to change/cancel reservations, based on operational need

For scheduling and availability of facilities please contact Angie Yang 916-566-1532 or ayang-jpa@losrios.edu. To view availability visit us online at www.ncrpsta.com

NCRPSTA



MEMBERSHIP LEVELS

FULL MEMBERSHIP

Share equally in the JPA administrative cost not directly funded by an alternate source

Share equally in the JPA operational cost not specifically funded by an alternate source

May occupy JPA campus facilities

Must appoint an exempt member of management to participate in the governance of the JPA, by serving on the JPA Board of Directors

\$15,000 LEVEL

Member will receive facility use benefits totaling the membership level plus 10%

\$20,000 LEVEL

Member will receive facility use benefits totaling the membership level plus 10%

\$25,000 LEVEL

Member will receive facility use benefits totaling the membership level plus 10%

All memberships are based on the standard fiscal year July to June, payments shall be made quarterly.

****We reserve the right to change/cancel reservations, based on operational need****

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NORTHERN CALIFORNIA REGIONAL PUBLIC SAFETY TRAINING AUTHORITY
Statement of Revenues and Expenditures
as of 12/31/2014

	Revenues				notes
	As of 12/31/2013 (A)	BUDGET (B)	VARIANCE (C)	%	
1 CONTRIBUTIONS, GIFTS, GRANTS	\$ 343,865.00	\$ 677,180.09	\$ 333,315.09	50.78%	
2 CONTRIBUTIONS - SPD RANGE			\$0.00	0.00%	
3 CONTRIBUTIONS - IN-KIND LOS RIOS			\$0.00	0.00%	progress:
4 RENTS, LEASES	52,036.23		(\$52,036.23)	0.00%	>50%
5 INTEREST, INVESTMENTS	556.21		(\$556.21)	0.00%	
6 OTHER GOV'T REVENUE	16,992.05		(\$16,992.05)	0.00%	>50%
7 OTHER LOCAL REVENUE	9,626.54		(\$9,626.54)	0.00%	>50%
8 Total Revenues	\$ 423,076.03	\$ 677,180.09	\$ 254,104.06	62.48%	

note in FY 13-14 \$416,925.31 of "savings" used to meet budget

	Expenses				notes
	As of 12/31/2013 (A)	BUDGET (B)	VARIANCE (C)	%	
9 REGULAR SALARIES	\$ 174,741.06	\$ 413,000.00	\$ 238,258.94	42.31%	
10 WORKER'S COMPENSATION	1,985.75	4,000.00	2,014.25	49.64%	MARCH-
11 ALLOCATED BENEFITS	30,537.24	130,500.00	99,962.76	23.40%	
12 INSTRUCTIONAL - PRINTING	1,848.09	0.00	(1,848.09)		
13 NON-INSTRUCTIONAL SUPPLIES	18,674.84	31,000.00	12,325.16	60.24%	
14 NON-INSTRUCTIONAL PRINTING	2,735.24	1,150.00	(1,585.24)	237.85%	
15 TOOLS	562.71	4,500.00	3,937.29	12.50%	
16 CONTRACTS - PERSONAL SERVICES	15,185.75	25,000.00	9,814.25	60.74%	
17 TRAVEL AND CONFERENCE	1,002.10	1,500.00	497.90	66.81%	
18 DUES & MEMBERSHIPS	1,005.00	1,500.00	495.00	67.00%	F
19 INSURANCE	42,619.60	45,000.00	2,380.40	94.71%	F
20 UTILITIES AND HOUSEKEEPING SVCS	111,719.00	270,000.00	158,281.00	41.38%	
21 ELECTRIC	-	-	-		
22 GAS	-	-	-		
23 SEWER	-	-	-		DEC
24 TRASH	-	-	-		
25 PEST CONTROL	-	-	-		ADD 6k:
26 JANITORIAL SERVICES	-	-	-		% INC
27 ALARM MONITORING	-	-	-		FEB
28 WATER	-	-	-		
29 LANDSCAPING SERVICES	-	-	-		
30 REPAIRS	50,291.89	70,000.00	19,708.11	71.85%	
31 RENTS AND LEASES	1,588.70	2,500.00	911.30	63.55%	
32 AUDITS		33,000.00	33,000.00	0.00%	
33 POSTAGE	476.15	750.00	273.85	63.49%	
34 OTHER OPERATIONAL EXPENSES	6,311.43	30,417.95	24,106.52	20.75%	
35 LEASHOLD IMPROVEMENTS	37,508.06	30,287.46	(7,220.60)	123.84%	
36 Total Expenses	\$ 498,792.61	\$ 1,094,105.41	\$ 595,312.80	45.59%	

	As of 12/31/2014				notes
	(D)	BUDGET (E)	VARIANCE (F)	%	
	\$ 115,127.51	\$ 353,955.00	\$ 238,827.49	32.53%	
	5,366.53	8,000.00	2,633.47	67.08%	
	9,169.83	88,951.00	79,781.17	10.31%	
	10,273.00	44,000.00	33,727.00	23.35%	
	663.66	1,600.00	936.34	41.48%	
	1,051.26	4,500.00	3,448.74	23.36%	
	590.64	21,250.00	20,659.36	2.78%	
	(31.94)	1,500.00	1,531.94	-2.13%	
	1,081.00	1,265.00	184.00	85.45%	
	33,209.45	30,000.00	(3,209.45)	110.70%	
	1,755.74	52,900.00	51,144.26	3.32%	
	45,255.16	110,000.00	64,744.84	41.14%	
	13,732.72	30,000.00	16,267.28	45.78%	
	4,961.77	7,200.00	2,238.23	68.91%	
	1,246.59	3,300.00	2,053.41	37.78%	
	2,010.00	3,950.00	1,940.00	50.89%	
	18,530.78	35,160.00	16,629.22	52.70%	
	835.00	1,700.00	865.00	49.12%	
	13,036.04	29,000.00	15,963.96	44.95%	
	11,040.00	22,080.00	11,040.00	50.00%	
	18,982.52	79,000.00	60,017.48	24.03%	
	913.30	2,701.00	1,787.70	33.81%	
	5.75	15,750.00	15,750.00	0.00%	
	4,376.58	400.00	394.25	1.44%	
	539,508.63	12,000.00	7,623.42	36.47%	
	539,508.63	1,445,325.10	905,816.47	37.33%	
	\$ 852,691.52	\$ 2,405,487.10	\$ 1,552,795.58	35.45%	

FY 14-15 REVENUE DETAIL

Contributions - Member Agencies	338,590.02	338,590.02
Contributions - SPD Range	275,210.00	275,210.00
Classrooms, Mat Rooms, Obstacle Course	24,383.50	
Tactical Village	12,937.50	
Ridewell - B683	9,330.00	
Range 1	7,750.12	
Range 2	525.00	
Shoothouse	3,100.00	58,026.12
SFD - Reimbursements	434.82	
Basic SWAT Course (April 2015)	250.00	
SWAT Team Leader Course (January 2015)	4,000.00	
SWAT Update (February 2015)	2,675.00	
CNT Course	1,550.00	
Simunitions Course T4T	2,975.00	
Tactical Village - TSO	5,650.00	17,534.82
Canteen	327.55	
WAPA/SMUD Reimbursements	23,500.00	
Liberty/Miwali - Brass Recycling	12,994.02	
Ridewell - B683 - reimbursements	873.27	37,694.84

No Calif Regional Public Safety Training
Statement of Cash Flows Worksheet
For the period ended 12/31/2014

	<u>Year to Date</u>
<u>Cash Flows from Operating Activities</u>	
Change in net assets	(\$113,579.08)
<u>Adjustments</u>	
<u>(To convert net assets to cash basis)</u>	
Increase in Current Year Receivables	(\$110,138.15)
Decrease in Accounts Receivable-Prior Year	\$800.10
Decrease in Prepaid Expenses	\$90.00
Decrease in Prepaid Expenses	\$50.00
Decrease in Prepaid Expenses	\$50.00
Decrease in Prepaid Expenses	\$75.00
Increase in Accounts Payable Module-Vendor	\$41,110.43
Decrease in Accounts Payable-Prior Year	(\$108,701.22)
Decrease in Accounts Payable-Prior Year	(\$800.10)
Decrease in Accounts Payable-Prior Year	(\$1,381.06)
Decrease in Accounts Payable-Prior Year	(\$590.37)
Decrease in Accounts Payable-Prior Year	(\$26.35)
Decrease in Accounts Payable-Prior Year	(\$120.88)
Decrease in Accounts Payable-Prior Year	(\$11.07)
Decrease in Accounts Payable-Prior Year	(\$52.76)
Decrease in Accounts Payable-Prior Year	(\$90.68)
Decrease in Accounts Payable-Prior Year	(\$901.30)
Decrease in Accounts Payable-Prior Year	(\$13.53)
Decrease in Accounts Payable-Prior Year	(\$11,375.00)
Decrease in FSA LIABILITY ACCOUNT	(\$3,417.92)
Decrease in DEFERRED REVENUE	(\$1,050.00)
Decrease in DEFERRED REVENUE	(\$2,975.00)
Total Adjustments	(\$199,469.86)
Net Cash used by Operating activities	(\$313,048.94)
<u>Cash Flows from Investing Activities</u>	
Net Cash Used by Investing Activities	\$0.00
<u>Net Increase (Decrease) in Cash</u>	(\$313,048.94)
<u>Cash and Cash Equivalents at Beginning of Period</u>	\$2,310,942.42
<u>Cash and Cash Equivalents at End of Period</u>	\$1,997,893.48

No Calif Regional Public Safety Training
Customer Ledger Aging By Due Date (Summary)

Report Date: 12/31/14

Days Past Due

Cust ID	Name	Current 12/31 - After	1 - 30 12/01 - 12/30	31 - 60 11/01 - 11/30	61 - 90 10/02 - 10/31	91 - 120 09/02 - 10/01	121 + Prior - 09/01	Balance	Deposits
ABC001	Dept. of Alcohol	\$450.00	\$0.00	\$1,562.50	\$0.00	\$0.00	\$0.00	\$2,012.50	\$0.00
CDCR01	Dept. of Correction and Reh	\$350.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$350.00	\$0.00
CDCR04	Dept. of Corrections & Rehab	\$787.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$787.50	\$0.00
COS001	County of Sacramento-OES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$7.00)	(\$7.00)	\$0.00
DCA001	Dept. of Consumer Affairs	\$450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$450.00	\$0.00
DFG001	Dept. of Fish and Wildlife	\$550.00	\$0.00	\$0.00	\$681.25	\$0.00	\$0.00	\$1,231.25	\$0.00
DOJ002	Department of Justice	\$450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$450.00	\$0.00
DTSC01	Department of Toxic Substances	\$1,925.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,925.00	\$0.00
DVA002	Dept. of Veterans Affairs OIG	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.01)	(\$0.01)	\$0.00
FBI001	Federal Bureau Investigation-H	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.76)	(\$0.76)	\$0.00
FPD002	Fairfield Police Department	\$312.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$312.50	\$0.00
GSA002	GSA - FEMA/S&T	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.16)	(\$0.16)	\$0.00
HPD001	Hanford Police Department	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$0.00
HSI001	Homeland Security Invest.	\$1,112.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,112.50	\$0.00
IRS001	Internal Revenue Service	\$218.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$218.75	\$0.00
IRS002	Internal Revenue Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45,014.86	\$45,014.86	\$0.00
LRC001	LRCDD	\$0.00	\$0.00	\$56,431.67	\$0.00	\$56,431.67	\$225,726.68	\$338,590.02	\$0.00
LVMPD1	Las Vegas Metro Police Dept	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00
OHA001	Oakland Housing Authority PD	\$0.00	\$0.00	\$625.00	\$0.00	\$0.00	\$0.00	\$625.00	\$0.00
RPD001	Roseville Police Department	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$0.00
SCS001	Solano County Sheriff Office	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00
TUR001	Turlock Police Department	\$0.00	\$125.00	\$0.00	\$0.00	\$0.00	\$0.00	\$125.00	\$0.00
VPD001	Vacaville Police Department	\$0.00	\$2,537.50	\$0.00	\$0.00	\$0.00	\$0.00	\$2,537.50	\$0.00
TOTALS:		\$7,606.25	\$3,162.50	\$58,619.17	\$681.25	\$56,431.67	\$270,733.61	\$397,234.45	\$0.00

PERCENTAGES: 1.91% 0.80% 14.76% 0.17% 14.21% 68.15% 100.00%