
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 – August 22, 2019

V. Presentations

1. ~~FY 18-19 Audit Report – James Marta and Company~~
2. NCRPSTA – Financials for the period ending 08/31/19
NCRPSTA – Aging Report for the period ending 08/31/19
NCRPSTA – Statement of Cash Flows for the period ending 08/31/19
 - Receive Presentation – Ms. Kelly Rowley
3. NCRPSTA Facilities Report
 - Receive Presentation – Mr. Jack Stehno

VI. Action Items

1. ~~Receive FY 18-19 Final Audit report~~

VII. Executive Directors Report

VIII. Board Member Questions and Comments

IX. Future Agenda Items

- Solar Project – Postponed indefinitely
- IT – VOIP – Making Progress

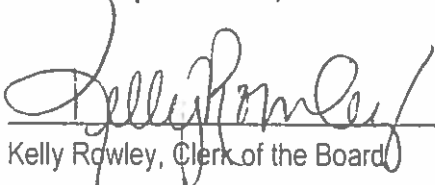
X. Meeting Schedule (*color copies will be available at the meeting and in the JPA Business Office*)

NCRPSTA Inter-Agency Planning Team – October 7th and 21st

NCRPSTA Board of Directors – October 24th

XI. Adjournment

Posted September 20, 2019 – 09:00 am



Kelly Rowley, Clerk of the Board

NORTHERN CALIFORNIA REGIONAL PUBLIC SAFETY TRAINING AUTHORITY

Action Summary - JPA Board of Directors
Thursday August 22, 2019 – 9:00 am
 2409 Dean Street, Room 124, McClellan, CA 95652

Call to Order: 09:00 am

Roll Call: Dr. Thomas Greene (LRCCD/ARC), Captain David Risley (SPD), Deputy Chief Chad Augustin(SFD), Mr. Stephen Quinn, Executive Director

Pledge of Allegiance:

Public Comment: None received

Consent Agenda

- Approve – NCRPSTA Board Meeting Action Summary – July 25, 2019

A motion to approve the consent agenda was made by Deputy Chief Augustin, seconded by Captain David Risley, all in favor, motion passes.

Presentations/Discussion:

NCRPSTA Financial Report

- Board Members were provided the financial reports for the period ending 07/31/19.

NCRPSTA Facilities Report

- Security Cameras are scheduled to be installed beginning on September 9th, and will take approximately 5 days to complete.
- The Los Rios staff offices are scheduled to have new carpet installed on August 26th.
- We are currently in the process of obtaining bids for the asphalt work at the range
- We are also obtaining bids for the re-model staff locker shower room, both the men's and women's.
- Large tree removed on the south east end of the property, tree was half dead starting to lean.

Action Items:

None scheduled

Executive Director's Report/Training Report:

- Academies – SPD – 65, Los Rios – 25, SFD – academy graduated and they are expected to start an additional academy in November
- ICI Contract for FY 19-20 has been received, we previously received an extension to complete an additional 4 courses under the FY 18-19 contract.
- There is a new ICI Program Manager, Robert Zeigler, we have worked for him in the past and should be a welcome addition to the ICI program.
- CHP ICI Contract was received this week, classes begin for CHP in September,

NORTHERN CALIFORNIA REGIONAL PUBLIC SAFETY TRAINING AUTHORITY

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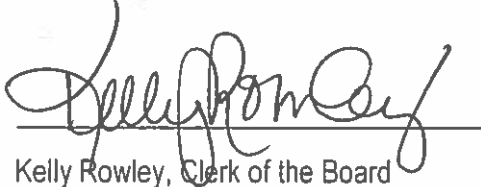
- At the request of SPD, I am in the process of negotiating to host a 4 day active shooter course.
- We will be offering the Principled Policing Train the Trainer course in November.
- DA Ann Marie Schubert, has approached POST regarding the formulation of a "Cold Case Course" focused on the use of genealogy, the JPA will be involved in this project.
- We are getting estimates for the sealing and painting of the gas house.
- The audit process has started, I think that we can anticipate a quicker turnaround, than that of the past.
- The fans that were installed in the mat room and the weight room are a big hit, we are possibly looking at doing something similar at the Tac Village.

Board Member Questions and Comments:

None received

Meeting Adjourned: 09:31 am

Attested to:



Kelly Rowley, Clerk of the Board

as of 08/31/19

Revenues	As of 08/31/18			As of 08/31/19			%
	(A)	(B)	VARIANCE (C)	(D)	(E)	VARIANCE (F)	
1 CONTRIBUTIONS, GIFTS, GRANTS	\$ 169,295.04	\$ 677,180.10	\$ 507,885.06	\$ 173,045.04	\$ 692,180.10	\$ 519,135.06	25.00%
3 CONTRIBUTIONS - IN-KIND LOS RIOS		67,100.00	67,100.00		67,100.00	67,100.00	0.00%
5 RENTS, LEASES	19,800.08	130,000.00	110,199.92	24,301.25	132,000.00	107,698.75	18.41%
6 INTEREST, INVESTMENTS	1,081.91		(1,081.91)	2,157.65		(2,157.65)	
7 OTHER GOVT REVENUE	49,422.93	60,000.00	10,577.07	16,875.00	76,000.00	59,125.00	22.20%
8 ICI CONTRACT COURSE REVENUE		1,234,066.00	1,234,066.00	21,434.25	939,588.00	918,153.75	2.28%
9 OTHER LOCAL REVENUE	6,808.04	20,100.00	13,291.96	448.22	18,100.00	17,651.78	2.48%
10 Total Revenues	\$ 246,408.00	\$ 2,188,446.10	\$ 1,942,038.10	\$ 238,261.41	\$ 1,924,968.10	\$ 1,686,706.69	12.38%
10a Contributions from Reserves	\$ 145,701.05			\$ 143,722.08	\$ 143,722.08		
10b REVISED TOTAL	\$ 2,334,147.15			\$ 381,983.49	\$ 2,068,690.18		

Expenses	As of 08/31/18			As of 08/31/19			%
	(A)	(B)	VARIANCE (C)	(D)	(E)	VARIANCE (F)	
11 REGULAR SALARIES	\$ 40,164.68	\$ 321,728.00	\$ 281,563.32	\$ 48,483.42	\$ 341,841.33	\$ 293,357.91	14.18%
12 IN-KIND SALARIES/BENEFITS		67,100.00			67,100.00	67,100.00	0.00%
13 WORKER'S COMPENSATION	8,430.57	9,100.00	669.43	10,149.56	10,149.56		100.00%
14 ALLOCATED BENEFITS	3,477.34	37,353.20	33,875.86	3,460.73	42,000.00	38,539.27	8.24%
15 INSTRUCTIONAL MEDIA/MATERIALS	915.80	11,997.50		6.80	10,209.20	10,202.40	0.07%
16 INSTRUCTIONAL - PRINTING	1,818.87	8,180.00	6,361.13	1,830.24	6,824.92	4,994.68	26.82%
17 INSTRUCTIONAL - BOOKS	34,427.48	72,597.50		62,447.98	59,149.28	(3,298.70)	25.16%
18 NON-INSTRUCTIONAL SUPPLIES	7,505.41	44,461.00	36,955.59	9,309.77	37,000.00	27,690.23	25.16%
19 NON-INSTRUCTIONAL PRINTING	70.18	4,550.00	4,479.82	35.60	5,000.00	4,964.40	0.71%
20 TOOLS	283.66	4,500.00	4,216.34	210.29	9,500.00	9,289.71	2.21%
21 CONTRACTS - PERSONAL SERVICES	32,541.50	718,895.00	686,353.50	110,025.80	568,261.00	458,235.20	19.36%
22 TRAVEL AND CONFERENCE	2,650.54	94,170.00	91,519.46	6,804.68	74,442.00	67,637.32	9.14%
23 DUES & MEMBERSHIPS		1,500.00	1,500.00		1,500.00	1,500.00	0.00%
24 INSURANCE	39,813.40	40,000.00	186.60	44,172.44	47,938.89	3,766.45	9.21%
25 UTILITIES AND HOUSEKEEPING SVCS	169.86	45,000.00	44,830.14	190.92	53,300.00	53,109.08	0.36%
26 ELECTRIC	13,796.10	105,000.00	91,203.90	13,067.25	120,000.00	106,932.75	10.89%
27 GAS	988.77	39,000.00	38,011.23	1,090.96	40,000.00	38,909.04	2.73%
28 SEWER	2,024.67	17,000.00	14,975.33	1,518.00	17,000.00	15,482.00	8.93%
29 TRASH	588.99	4,500.00	3,911.01	636.56	4,000.00	3,363.44	15.91%
30 PEST CONTROL	300.00	2,000.00	1,700.00	300.00	2,000.00	1,700.00	15.00%
31 JANITORIAL SERVICES	6,994.00	45,000.00	38,006.00	6,994.00	45,000.00	38,006.00	15.54%
32 ALARM MONITORING	510.00	2,500.00	1,990.00	510.00	2,500.00	1,990.00	20.40%
33 WATER	4,852.38	30,000.00	25,147.62	4,773.30	30,000.00	25,226.70	15.91%
34 LANDSCAPING SERVICES	4,099.74	28,000.00	23,900.26	4,181.74	28,000.00	23,818.26	14.93%
35 REPAIRS	15,770.24	77,079.65	61,309.41	2,491.53	76,000.00	73,508.47	3.28%
36 RENTS AND LEASES	156.50	114,100.00	113,943.50	158.50	90,899.00	90,740.50	0.17%
37 AUDITS		23,860.00	23,860.00		14,000.00	14,000.00	0.00%
38 POSTAGE	423.34	675.00	251.66	84.20	1,075.00	990.80	7.83%
39 OTHER OPERATIONAL EXPENSES	2,233.30	13,300.00	11,066.70	19,147.78	14,000.00	(5,147.78)	136.77%
40 CAPITALIZED EQUIPMENT			2,500.00		250,000.00	250,000.00	0.00%
40a CAPITALIZED EQUIPMENT							
40b AUDIT ADJUSTMENTS							
40a TO BE ALLOCATED	\$ 225,060.32	\$ 2,334,147.15	\$ 1,886,734.81	\$ 352,082.05	\$ 2,068,690.18	\$ 1,716,608.13	17.02%
41 Total Expenses	\$ 106,000.30						

FY 19-20 REVENUE DETAIL

Contributions - Member Agencies	173,045.04	173,045.04
Interest on Investments	2,157.65	2,157.65
Classrooms, Mat Rooms, Obstacle Course, Modulers	5,570.00	
Tactical Village	6,962.50	
Range 1	4,312.50	
Range 2		
Range 3	5,750.00	
Shoothouse	1,706.25	24,301.25
Member Agency - Reimbursements		
Basic SWAT Course	3,400.00	
SWAT Team Leader Course	7,875.00	
SWAT INSTRUCTOR		
Simunitions Course/RSO Course/Slots	3,200.00	
Tactical Village - TSO - ShootHouse RSO	2,400.00	16,875.00
ICI NON-POST Reimbursable	15,750.00	
POST (ADD'L Contract)	5,167.50	
ICI POST		
ICI CHP		
ICI CDCR		
ICI - Indirect Fees	516.75	21,434.25
Canteen, CC Processing Fee	448.22	
Liberty/Miwall - Brass Recycling		448.22
	<u>\$ 238,261.41</u>	<u>\$ 238,261.41</u>

**No Calif Regional Public Safety Training
Statement of Activities (YTD) (Columnar, Landscape)**

As of 8/31/2019

	MEMBER AGENCY CONTRIBUTI	MEMBER AGENCY REIMBURSEMEN	FACILITY USE FEES	MISC - NON GOV'T REVENUE	ICI - INDIRECT	Total
Revenues						
CONTRIBUTIONS, GIFTS, GRANTS	\$173,045.04					\$173,045.04
RENTS, LEASES			\$24,301.25			24,301.25
INTEREST, INVESTMENTS				\$2,157.65		2,157.65
OTHER GOV'T REVENUE			3,200.00	2,400.00	\$516.75	6,116.75
OTHER LOCAL REVENUE				448.22		448.22
Total Revenues	<u>\$173,045.04</u>	<u>\$0.00</u>	<u>\$27,501.25</u>	<u>\$5,005.87</u>	<u>\$516.75</u>	<u>\$206,068.91</u>
Expenses						
REGULAR SALARIES	\$48,483.42					\$48,483.42
WORKER'S COMPENSATION	10,149.56					10,149.56
ALLOCATED BENEFITS	3,460.73					3,460.73
NON-INSTRUCTIONAL SUPPLIES	6,303.07					6,303.07
NON-INSTRUCTIONAL PRINTING	35.60					35.60
TOOLS	210.29					210.29
CONTRACTS - PERSONAL SERVICES	5,420.80					5,420.80
INSURANCE	44,172.44					44,172.44
UTILITIES AND HOUSKEEPING SVCS	190.92					190.92
ELECTRIC	13,067.25					13,067.25
GAS	1,090.96					1,090.96
SEWER	1,518.00					1,518.00
TRASH	636.56					636.56
PEST CONTROL	300.00					300.00
JANITORIAL SERVICES	6,994.00					6,994.00
ALARM MONITORING	510.00					510.00
WATER	4,773.30					4,773.30
LANDSCAPING SVCS	4,181.74					4,181.74
REPAIRS	2,491.53					2,491.53
RENTS AND LEASES	158.50					158.50
POSTAGE	22.05					22.05
OTHER OPERATIONAL EXPENSES	19,147.78					19,147.78
Total Expenses	<u>\$173,318.50</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$173,318.50</u>
REVENUE OVER EXPENDITURES						\$32,750.41

No Calif Regional Public Safety Training
Statement of Activities (YTD) (Columnar, Landscape)

As of 8/31/2019

BASIC SWAT

SWAT TEAM
LEADER

Revenues

OTHER GOV'T REVENUE	\$3,400.00	\$7,875.00
Total Revenues	<u>\$3,400.00</u>	<u>\$7,875.00</u>

Expenses

Total Expenses	<u>\$0.00</u>	<u>\$0.00</u>
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No Calif Regional Public Safety Training
Statement of Activities (YTD) (Columnar, Landscape)

As of 8/31/2019

	ICI - TO BE ALLOCATED	ICI HOMICIDE 7/8-19/19	ICI CORE 7/22- 8/2/19	ICI HOM 8/5- 16/19	ICI CORE 8/19- 30/19	ICI OIS 9/30- 10/4/19
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Revenues

OTHER GOV'T REVENUE		\$1,750.00	\$7,000.00		\$7,000.00	
Total Revenues	\$0.00	\$1,750.00	\$7,000.00	\$0.00	\$7,000.00	\$0.00

Expenses

INSTRUCTIONAL - MEDIA/MATERIAL					\$6.80	
INSTRUCTIONAL - PRINTING	\$343.00	\$472.34	\$573.23	\$441.67		
INSTRUCTIONAL - BOOKS	55,047.12	1,436.33	2,267.48	1,436.33	2,260.72	
NON-INSTRUCTIONAL SUPPLIES	2,172.11	240.14	177.15	240.15	177.15	
CONTRACTS - PERSONAL SERVICES		22,532.50	23,870.00	22,790.00	23,920.00	
TRAVEL AND CONFERENCE		1,989.85	1,300.09	2,295.01	1,219.73	
POSTAGE	(10.45)	18.70	17.05	18.70	18.15	
Total Expenses	\$57,551.78	\$26,689.86	\$28,205.00	\$27,221.86	\$27,602.55	\$0.00

No Calif Regional Public Safety Training
Statement of Activities (YTD) (Columnar, Landscape)

As of 8/31/2019

303-PP Contract
with POST

Revenues

OTHER GOV'T REVENUE	\$5,167.50
Total Revenues	<u>\$5,167.50</u>

Expenses

CONTRACTS - PERSONAL SERVICES	\$11,492.50
Total Expenses	<u>\$11,492.50</u>

No Calif Regional Public Safety Training - Customer Ledger Aging By Due Date (Summary) - as of 08/31/19

Days Past Due

Cust ID	Name	Days Past Due						121 +
		Current	1 - 30	31 - 60	61 - 90	91 - 120	Prior - 05/02	
ABC001	Dept. of Alcohol	\$2,125.00	\$0.00	\$575.00	\$0.00	\$0.00	\$0.00	\$2,700.00
AMA001	Amador CO Sheriff's Office	\$375.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$375.00
AMT001	AMTRAK POLICE	\$575.00	\$0.00	\$0.00	\$0.00	\$0.00	\$787.50	\$1,362.50
BCSO01	Butte County Sheriff's Office	\$1,125.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,125.00
BLM001	BUREAU OF LAND	\$0.00	\$1,750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,750.00
CDCR07	CDCR-Office of Internal Affairs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,400.00	\$3,400.00
CDCR08	CA DEPT OF CORRECTIONS	\$36,326.22	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,326.22
CDCR09	CDCR - DAPO - DTU	\$3,937.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,937.50
CDHCS1	DEPT OF HEALTH CARE	\$0.00	\$3,750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,750.00
CHPD01	Citrus Heights Police Dept	\$800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$800.00
CHPIC1	California Highway Patrol	\$0.00	\$0.00	\$41,701.08	\$0.00	\$0.00	\$0.00	\$41,701.08
CLOT01	California Lottery	\$0.00	\$187.50	\$0.00	\$0.00	\$0.00	\$0.00	\$187.50
DCA001	DEPARTMENT OF	\$1,800.00	\$620.00	\$750.00	\$0.00	\$0.00	\$600.00	\$3,770.00
DFG001	CA Dept Fish & Wildlife	\$0.00	\$0.00	\$612.50	\$0.00	\$0.00	\$0.00	\$612.50
DMC001	DEPARTMENT OF MOTOR	\$875.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$875.00
DOI001	DEPARTMENT OF	\$862.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$862.50
DOJ001	Department of Justice	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$700.00
DOJ002	Department of Justice	\$225.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$225.00
DOJ005	Department of Justice	\$0.00	\$0.00	\$250.00	\$550.00	\$0.00	\$525.00	\$1,300.00
DOJ006	DEPARTMENT OF JUSTICE	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
DTSC01	DEPT OF TOXIC SUB	\$0.00	\$0.00	\$250.00	\$0.00	\$0.00	\$375.00	\$625.00
DVA001	Department of Veterans Affairs	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$700.00
EGPD001	Elk Grove Police Department	\$375.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$375.00
ELD001	EI Dorado County Sheriff's Off	\$375.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$375.00
FDA001	FDA OFFICE OF CRIMINAL	\$412.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$412.50
LPD001	Lodi Police Department	\$375.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$375.00
LRC001	LRCDD	\$0.00	\$56,431.68	\$0.00	\$0.00	\$0.00	\$0.00	\$56,431.68
MCS001	Mendocino County Sheriff	\$375.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$375.00
OIG001	OFFICE OF THE INSP	\$0.00	\$5,250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,250.00
ONETIMECUS	One Time Customer	\$1,875.00	\$1,750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,625.00
POST01	COMMISSION ON P O S T.	\$7,892.42	\$0.00	\$167,641.06	\$0.00	\$0.00	\$2,250.00	\$177,783.48
PT0001	Pinnacle Tactical	\$0.00	\$0.00	\$1,425.00	\$0.00	\$0.00	\$0.00	\$1,425.00
RPD002	REDDING POLICE	\$750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$750.00
SAC001	CITY OF SACRAMENTO	\$300.00	\$58,831.68	\$0.00	\$0.00	\$56,431.68	\$0.00	\$115,563.36
SAC002	City of Sacramento - SFD	\$1,750.00	\$56,431.68	\$12,657.75	\$0.00	\$0.00	\$0.00	\$70,849.43
SJCS001	Shasta County Sheriff Depart.	\$375.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$375.00
TPD003	Tulare Police Department	\$750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$750.00
TRPD01	TWIN RIVERS USD	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
USM001	US MARSHALS SERVICE	\$575.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$575.00

TOTALS:

\$67,106.14 \$185,502.54 \$225,872.39 \$550.00 \$56,431.68 \$7,937.50 \$543,400.25

NCRPSTA CAPITAL IMPROVEMENT PROJECTS - PLANNING DOCUMENT

PRIORITY	PROJECT DESCRIPTION	TOTAL COST	
FY 18-19	Paint and Seal Range 3 Baffles	\$ 68,000.00	ACTUAL
FY 18-19	Bldg 712 - Exterior (siding, stucco etc. ???)	\$ 26,740.79	ACTUAL
FY 18-19	HVAC new ducting and zoning		REMOVED
FY 18-19	Roofing - Tac Village	\$ 12,500.00	ACTUAL
FY 18-19	Wall between Tac Village and Fire Department	\$ 15,180.00	ACTUAL
FY 18-19	Security Cameras	\$ 46,000.00	
FY 18-19	Range Bridge Re-hab	\$ 11,310.00	ACTUAL
FY 18-19	Turf in Weightroom	\$ 27,757.30	ACTUAL
FY 18-19	"Gas House" at Range	\$ 13,037.75	ACTUAL
FY 18-19	Ceiling Fans in Weightroom and Large Mat room	\$ 25,000.00	
	TOTAL	\$ 245,525.84	(245K)
FY 19-20	Turning target system at Range 3**	\$ 200,000.00	
FY 19-20	Furniture replacement - classrooms/JPA Offices	\$ 50,000.00	
FY 19-20	Paving at range	\$ 50,000.00	
FY 19-20	Carpet - JPA Offices & Classrooms	\$ 75,000.00	
FY 19-20	Re-model Staff Restroom/Showers	\$ 50,000.00	
FY 19-20	Re-model Restrooms at Range	\$ 25,000.00	
	**FUNDED BY FBI	\$ (200,000.00)	
	TOTAL	\$ 250,000.00	
FY 20-21	Paving	\$ 50,000.00	
FY 20-21	Painting - B686 Exterior	\$ 100,000.00	
FY 20-21	Painting - Common Areas	\$ 25,000.00	
	TOTAL	\$ 175,000.00	
FY 21-22	Paving	\$ 50,000.00	
FY 21-22	Carpet - Building as needed	\$ 25,000.00	
FY 21-22	Tac Village Classroom ceiling replacement	\$ 50,000.00	
FY 21-22	Tac Village Air Conditioning	\$ 100,000.00	
	TOTAL	\$ 225,000.00	
FY 22-23	Range 1 & 2 - Ballistic Containment	\$ 250,000.00	
FY 22-23			
	TOTAL	\$ 250,000.00	