

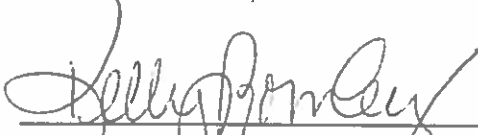
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## PUBLIC MEETING

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- I. Call to Order
- II. Pledge of Allegiance
- III. Public comment on agenda/non-agenda items
  - None scheduled
- IV. Presentation of Final Audit for FY 19-20
  - James Marta & Company
- V. Consent Agenda
  - Approve – NCRPSTA Board Meeting Action Summary – September 24, 2020
  - Receive – Final Audit for FY 19-20
- VI. Presentations
  - NCRPSTA – Financials for the period ending 09/30/2020
  - NCRPSTA – Aging Report for the period ending 09/30/2020
  - NCRPSTA – Statement of Cash Flows for the period ending 09/30/2020
  - Receive Presentation – Ms. Kelly Rowley
  - NCRPSTA Facilities Report
  - Receive Presentation – Mr. Jack Stehno
- VII. Action Items
  - None scheduled
- VIII. Executive Directors Report
- IX. Board Member Questions and Comments
- X. Future Agenda Items
  - Solar Project – Postponed indefinitely
- XI. Meeting Schedule (*color copies will be available at the meeting and in the JPA Business Office*)
  - NCRPSTA Inter-Agency Planning Team –October 26<sup>th</sup>, November 9<sup>th</sup> and 23<sup>rd</sup>
  - NCRPSTA Board of Directors – November 19, 2020
- XII. Adjournment

Posted October 19, 2020 – 09:00 am

  
\_\_\_\_\_  
Kelly Rowley, Clerk of the Board

## ***NORTHERN CALIFORNIA REGIONAL PUBLIC SAFETY TRAINING AUTHORITY***

Action Summary - JPA Board of Directors  
**Thursday September 24, 2020 – 9:00 am**  
*Zoom Meeting*

**Call to Order:** 09:01 am

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

**Pledge of Allegiance:**

**Public Comment:** None received

**Consent Agenda**

- Approve – NCRPSTA – Board Meeting Action Summary – July 23, 2020
- Approve – NCRPSTA – Board Meeting Action Summary – August 27, 2020

**Presentations/Discussion:**

NCRPSTA Financial Report

- Board Members were provided financial reports for the period ending 08/31/2020

NCRPSTA Facilities Report

- Carpet has been installed in Room 139
- HVAC – Two air handler units had to be replaced, both are about 30 years old.
- Track – several leaks have been identified, we are working with the landscaper to have them repaired.
- Basic maintenance on the campus.

**Action Items:**

None scheduled

**Executive Director's Report/Training Report:**

- Academies – SPD – 64 recruits, Los Rios has started their academy, and SFD has a non-affiliate academy going on as well.
- ICI classes are going well, currently we have a CORE course going on. We conducted a principled policing course last week and have a principled Policing T4T scheduled for early October.
- Audit has been completed, everything looks good, there were no recommendations. A formal presentation from the auditors will be presented in October or November.
- Lead Testing – Range 1 was within the acceptable range, range 3 was initially high, however, we re-tested and it was improved.
- Janitorial Staff are fogging the classrooms on the weekends (Sunday's)

**NORTHERN CALIFORNIA REGIONAL PUBLIC SAFETY TRAINING AUTHORITY**

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Action Summary - JPA Board of Directors  
Thursday September 24, 2020 – 9:00 am  
*Zoom Meeting*

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- We are working on a “traffic stop” scenario area for classes, so they will not block the exit to the parking lot. Plans will be forthcoming.
- ICI Scenario Area is in the very beginning planning stages. More to follow.
- We are working with POST to make sure not to leave any funds left over on the 19-20 contract.

**Board Member Questions and Comments:**

- McCloskey – Are you seeing a loosening of the travel restrictions, now that we have somewhat opened up?
  - Quinn – Yes, people are starting to sign up, classes are all meeting the minimum enrollment. Enrollment seem to be back on track.

**Meeting Adjourned:** 09:29 am

Attested to:

  
\_\_\_\_\_  
Kelly Rowley, Clerk of the Board

as of 8/31/20

	As of 08/31/19		BUDGET (B)		VARIANCE (C)		As of 08/31/20		BUDGET (E)		VARIANCE (F)		%
	(A)	(B)	(B)	(C)	(D)	(E)	(E)	(F)	(F)	(F)	(F)		
1 CONTRIBUTIONS, GIFTS, GRANTS	\$ 173,045.04	\$ 692,180.10	\$ 519,135.06	25.00%	\$ 173,045.04	\$ 692,180.10	\$ 519,135.06	25.00%	\$ 173,045.04	\$ 692,180.10	\$ 519,135.06	25.00%	
3 CONTRIBUTIONS - IN-KIND LOS RIOS		67,100.00	67,100.00	0.00%		67,100.00	67,100.00	0.00%		67,100.00	67,100.00	0.00%	
5 RENTS, LEASES	35,237.22	132,000.00	96,762.78	26.69%	42,893.78	140,000.00	97,106.22	30.64%	42,893.78	140,000.00	97,106.22	30.64%	
6 INTEREST, INVESTMENTS	2,159.30	-	(2,159.30)		1,276.05	-	(1,276.05)		1,276.05	-	(1,276.05)		
7 OTHER GOV'T REVENUE	72,382.75	76,000.00	3,617.25	95.24%	228,925.35	75,000.00	(153,925.35)	305.23%	228,925.35	75,000.00	(153,925.35)	305.23%	
8 ICI CONTRACT COURSE REVENUE		939,588.00	939,588.00			1,098,630.15	1,098,630.15			1,098,630.15	1,098,630.15		
9 OTHER LOCAL REVENUE	8,518.51	18,100.00	9,581.49	47.06%	2,826.92	18,100.00	15,273.08	15.62%	2,826.92	18,100.00	15,273.08	15.62%	
10 Total Revenues	\$ 291,342.82	\$ 1,924,968.10	\$ 1,633,625.28	15.19%	\$ 448,967.14	\$ 2,091,010.25	\$ 1,642,043.11	21.47%	\$ 448,967.14	\$ 2,091,010.25	\$ 1,642,043.11	21.47%	

10a Contributions from Reserves

10b REVISED TOTAL

\$ 143,722.08	\$ -	\$ -
\$ 2,068,690.18	\$ 2,091,010.25	\$ 2,091,010.25

	As of 08/31/19		BUDGET (B)		VARIANCE (C)		As of 08/31/20		BUDGET (E)		VARIANCE (F)		%
	(A)	(B)	(B)	(C)	(D)	(E)	(E)	(F)	(F)	(F)	(F)		
11 REGULAR SALARIES	\$ 72,781.56	\$ 341,841.33	\$ 269,059.77	21.29%	\$ 70,417.30	\$ 349,935.12	\$ 279,517.82	20.12%	\$ 70,417.30	\$ 349,935.12	\$ 279,517.82	20.12%	
12 IN-KIND SALARIES/BENEFITS		67,100.00	-			67,100.00	67,100.00			67,100.00	67,100.00		
13 WORKER'S COMPENSATION	10,149.56	10,149.56	0.00	100.00%	12,214.19	12,214.19	-	100.00%	12,214.19	12,214.19	-	100.00%	
14 ALLOCATED BENEFITS	5,200.12	42,000.00	36,799.88	12.38%	5,468.95	42,000.00	36,531.05	13.02%	5,468.95	42,000.00	36,531.05	13.02%	
15 INSTRUCTIONAL MEDIA/MATERIALS	3,112.33	10,209.20	-		7,370.39	33,256.55	25,886.16	22.16%	7,370.39	33,256.55	25,886.16	22.16%	
16 INSTRUCTIONAL - PRINTING	4,133.99	6,824.92	2,690.93	60.57%	3,259.79	4,000.00	740.21	81.49%	3,259.79	4,000.00	740.21	81.49%	
17 INSTRUCTIONAL - BOOKS	62,891.97	59,149.28	-		51,709.12	60,000.00	8,290.88	86.18%	51,709.12	60,000.00	8,290.88	86.18%	
18 NON-INSTRUCTIONAL SUPPLIES	14,182.00	37,000.00	22,818.00	38.33%	10,747.46	39,000.00	28,252.54	27.56%	10,747.46	39,000.00	28,252.54	27.56%	
19 NON-INSTRUCTIONAL PRINTING	94.46	5,000.00	4,905.54	1.89%	290.92	1,000.00	709.08	29.09%	290.92	1,000.00	709.08	29.09%	
20 TOOLS	2,193.80	9,500.00	7,306.20	23.09%	1,010.66	12,000.00	10,989.34	8.42%	1,010.66	12,000.00	10,989.34	8.42%	
21 CONTRACTS - PERSONAL SERVICES	135,725.80	568,261.00	432,535.20	23.88%	161,600.50	632,880.00	471,279.50	25.53%	161,600.50	632,880.00	471,279.50	25.53%	
22 TRAVEL AND CONFERENCE	8,012.23	74,442.00	66,429.77	10.76%	12,494.76	85,751.80	73,257.04	14.57%	12,494.76	85,751.80	73,257.04	14.57%	
23 DUES & MEMBERSHIPS		1,500.00	1,500.00	0.00%		2,000.00	2,000.00	0.00%		2,000.00	2,000.00	0.00%	
24 INSURANCE	44,172.44	47,938.89	3,766.45	92.14%	59,309.46	59,382.70	73.24	99.88%	59,309.46	59,382.70	73.24	99.88%	
25 UTILITIES AND HOUSKEEPING SVCS	291.34	53,300.00	53,008.66	0.55%	338.01	53,300.00	52,961.99	0.63%	338.01	53,300.00	52,961.99	0.63%	
26 ELECTRIC	25,586.32	120,000.00	94,413.68	21.32%	26,298.27	120,000.00	93,701.73	21.92%	26,298.27	120,000.00	93,701.73	21.92%	
27 GAS	1,834.66	40,000.00	38,165.34	4.59%	1,442.71	40,000.00	38,557.29	3.61%	1,442.71	40,000.00	38,557.29	3.61%	
28 SEWER	1,518.00	17,000.00	15,482.00	8.93%	2,380.56	10,000.00	7,619.44	23.81%	2,380.56	10,000.00	7,619.44	23.81%	
29 TRASH	910.84	4,000.00	3,089.16	22.77%	1,138.84	4,000.00	2,861.16	28.47%	1,138.84	4,000.00	2,861.16	28.47%	
30 PEST CONTROL	450.00	2,000.00	1,550.00	22.50%	450.00	2,000.00	1,550.00	22.50%	450.00	2,000.00	1,550.00	22.50%	
31 JANITORIAL SERVICES	10,491.00	45,000.00	34,509.00	23.31%	14,736.00	50,000.00	35,264.00	29.47%	14,736.00	50,000.00	35,264.00	29.47%	
32 ALARM MONITORING	510.00	2,500.00	1,990.00	20.40%	510.00	2,500.00	1,990.00	20.40%	510.00	2,500.00	1,990.00	20.40%	
33 WATER	7,369.40	30,000.00	22,630.60	24.56%	7,858.93	30,000.00	22,141.07	26.20%	7,858.93	30,000.00	22,141.07	26.20%	
34 LANDSCAPING SERVICES	6,272.61	28,000.00	21,727.39	22.40%	6,272.61	28,000.00	21,727.39	22.40%	6,272.61	28,000.00	21,727.39	22.40%	
35 REPAIRS	5,256.92	76,000.00	70,743.08	6.92%	13,502.61	76,000.00	62,497.39	17.77%	13,502.61	76,000.00	62,497.39	17.77%	
36 RENTS AND LEASES	17,393.96	90,899.00	73,505.04	19.14%	313.00	118,144.50	117,831.50	0.26%	313.00	118,144.50	117,831.50	0.26%	
37 AUDITS	9,000.00	14,000.00	5,000.00	64.29%	4,400.00	14,500.00	10,100.00	30.34%	4,400.00	14,500.00	10,100.00	30.34%	
38 POSTAGE	200.02	1,075.00	874.98	18.61%	304.25	1,175.00	870.75	25.89%	304.25	1,175.00	870.75	25.89%	
39 OTHER OPERATIONAL EXPENSES	3,751.25	14,000.00	10,248.75	26.79%	2,900.36	15,050.00	12,149.64	19.27%	2,900.36	15,050.00	12,149.64	19.27%	
40 LEASEHOLD IMPROVEMENTS	3,900.00	250,000.00	246,100.00	1.56%	-	125,820.39	125,820.39	0.00%	-	125,820.39	125,820.39	0.00%	
40a CAPITALIZED EQUIPMENT	39,569.29												
40a TO BE ALLOCATED													
Total Expenses	\$ 496,955.87	\$ 2,068,690.18	\$ 1,540,849.42	24.02%	\$ 478,739.65	\$ 2,091,010.25	\$ 1,612,270.60	22.90%	\$ 478,739.65	\$ 2,091,010.25	\$ 1,612,270.60	22.90%	

FY 20-21 REVENUE DETAIL

Contributions - Member Agencies	173,045.04	173,045.04
Interest on Investments	1,276.05	1,276.05
Classrooms, Mat Rooms, Obstacle Course, Modulers	25,400.00	
Tactical Village	4,000.00	
Range 1	7,950.00	
Range 2	131.25	
Range 3	2,343.78	
Shoohouse	3,118.75	42,943.78
Member Agency - Reimbursements		
Basic SWAT Course	51,000.00	
SWAT Team Leader Course	7,875.00	
SWAT INSTRUCTOR		
Simunitons Course/RSO Course/Slats		
Tactical Village - TSO - ShootHouse RSO	1,600.00	60,475.00
ICI NON-POST Reimbursable	1,400.00	
POST (ADD'L Contract)		
ICI POST	144,731.93	
ICI - Indirect Fees	22,268.42	168,400.35
Canteen, CC Processing Fee, MISC, Refunds	2,826.92	
Liberty/Miwall - Brass Recycling		2,826.92
	<u>\$ 448,967.14</u>	<u>\$ 448,967.14</u>

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

As of 9/30/2020

	MEMBER AGENCY CONTRIBUTI	FACILITY USE FEES	MISC - NON GOV'T REVENUE	ICI - INDIRECT FEES	Total
<b>Revenues</b>					
CONTRIBUTIONS, GIFTS, GRANTS	\$173,045.04				\$173,045.04
RENTS, LEASES		\$18,893.78			18,893.78
INTEREST, INVESTMENTS			\$1,276.05		1,276.05
OTHER GOV'T REVENUE		24,000.00	1,600.00	\$22,268.42	47,868.42
OTHER LOCAL REVENUE			2,826.92		2,826.92
Total Revenues	<u>\$173,045.04</u>	<u>\$42,893.78</u>	<u>\$5,702.97</u>	<u>\$22,268.42</u>	<u>\$243,910.21</u>
<b>Expenses</b>					
REGULAR SALARIES	\$53,322.30				\$53,322.30
WORKER'S COMPENSATION	12,214.19				12,214.19
ALLOCATED BENEFITS	5,468.95				5,468.95
INSTRUCTIONAL - PRINTING	11.54				11.54
NON-INSTRUCTIONAL SUPPLIES	7,271.13				7,271.13
NON-INSTRUCTIONAL PRINTING	290.92				290.92
TOOLS	408.38				408.38
CONTRACTS - PERSONAL SERVICES	500.00				500.00
INSURANCE	59,309.46				59,309.46
UTILITIES AND HOUSEKEEPING SVCS	338.01				338.01
ELECTRIC	26,298.27				26,298.27
GAS	1,442.71				1,442.71
SEWER	2,380.56				2,380.56
TRASH	1,138.84				1,138.84
PEST CONTROL	450.00				450.00
JANITORIAL SERVICES	14,736.00				14,736.00
ALARM MONITORING	510.00				510.00
WATER	7,858.93				7,858.93
LANDSCAPING SVCS	6,272.61				6,272.61
REPAIRS	13,502.61				13,502.61
RENTS AND LEASES	313.00				313.00
AUDIT SERVICES	4,400.00				4,400.00
POSTAGE	15.50				15.50
OTHER OPERATIONAL EXPENSES	2,900.36				2,900.36
Total Expenses	<u>\$221,354.27</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$221,354.27</u>
			<b>REVENUE OVER EXPENDITURES</b>		<b>\$22,555.94</b>

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

As of 9/30/2020

	BASIC SWAT 7/13- 24/20	SWAT TEAM LEADER 8/24- 28/20	PRINCIPLED POLICING 9/8/20	PRINCIPLED POLICING T4T 9/14-16/20	PRINCIPLED POLICING 9/29/20	BASIC SWAT 10/5-16/20
<b>Revenues</b>						
OTHER GOV'T REVENUE	\$27,200.00	\$7,875.00				\$23,800.00
Total Revenues	<u>\$27,200.00</u>	<u>\$7,875.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$23,800.00</u>
<b>Expenses</b>						
INSTRUCTIONAL - MEDIA/MATERIAL	\$618.77					\$600.72
INSTRUCTIONAL - PRINTING		\$424.67		\$260.00		148.32
CONTRACTS - PERSONAL SERVICES	12,384.00	4,560.00	\$2,160.00	6,480.00	\$2,160.00	
TRAVEL AND CONFERENCE			479.46	1,181.28	763.41	
POSTAGE			1.65	1.65	1.65	
Total Expenses	<u>\$13,002.77</u>	<u>\$4,984.67</u>	<u>\$2,641.11</u>	<u>\$7,922.93</u>	<u>\$2,925.06</u>	<u>\$749.04</u>
Revenue over Expenditures	\$14,197.23	\$2,890.33				
Percentage	52%	37%				

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

As of 9/30/2020

	PRINCIPILED POLICING TBA	TSO/RSO COURSE 10/28/20	BASIC SWAT 5/3- 14/21	POST UOF CONTRACT	POST EVOC CONTRACT
<b>Revenues</b>					
Total Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Expenses</b>					
INSTRUCTIONAL - MEDIA/MATERIAL			\$110.10		
CONTRACTS - PERSONAL SERVICES				\$400.00	\$7,332.00
Total Expenses	\$0.00	\$0.00	\$110.10	\$400.00	\$7,332.00



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

As of 9/30/2020 - ICI PROGRAM

Revenues

OTHER GOV'T REVENUE	\$146,181.93
Total Revenues	<u>\$146,181.93</u>

Expenses

REGULAR SALARIES	\$17,095.00
INSTRUCTIONAL - MEDIA/MATERIAL	6,040.80
INSTRUCTIONAL - PRINTING	2,415.26
INSTRUCTIONAL - BOOKS	51,709.12
NON-INSTRUCTIONAL SUPPLIES	3,476.33
TOOLS	602.28
CONTRACTS - PERSONAL SERVICES	125,624.50
TRAVEL AND CONFERENCE	10,070.61
POSTAGE	283.80
Total Expenses	<u>\$217,317.70</u>

COURSE NAME	CONTRACT	FUNDING CODE	CONTRACTED AMT	Average Amt.	AMOUNT BILLED TO POST	AMT BILLED TO POST - CDCR STUDENTS	INDIRECT FEES	FACILITY USE FEES	PRGM MGMT	CLERICAL
HOMICIDE 7/6-17/2020	19-20	211	\$ 48,026.00	\$ 37,000.00	\$ 22,245.06	\$ 1,921.04	\$ 5,389.19	\$ 5,200.00	\$ 1,360.00	\$ 1,305.00
OIS 7/20-24/2020	19-20	214	\$ 31,331.00	\$ 22,000.00	\$ 16,855.38	\$ -	\$ 3,216.29	\$ 2,500.00	\$ 840.00	\$ 1,305.00
CORE 7/27-8/7/2020	19-20	217	\$ 50,112.00	\$ 32,000.00	\$ 15,590.33	\$ 16,035.84	\$ 5,500.64	\$ 5,300.00	\$ 1,360.00	\$ 1,305.00
OIS 8/10-14/2020	19-20	220	\$ 31,331.00	\$ 22,000.00	\$ 16,518.32	\$ -	\$ 3,193.91	\$ 2,500.00	\$ 840.00	\$ 1,305.00
CORE 8/17-28/2020	19-20	223	\$ 50,112.00	\$ 32,000.00	\$ 19,767.37	\$ 12,026.88	\$ 5,471.97	\$ 5,300.00	\$ 1,360.00	\$ 1,305.00
Sexual Assault 8/31-9/4/2020	19-20	212	\$ 23,104.00	\$ 18,500.00	\$ 11,682.94	\$ 2,772.48	\$ 2,632.71	\$ 3,200.00	\$ 840.00	\$ 1,305.00
CORE 9/14-25/2020	19-20	224	\$ 50,112.00	\$ 32,000.00					\$ 1,360.00	\$ 1,305.00
Sexual Assault 9/28-10/2/2020	19-20	227	\$ 23,104.00	\$ 18,500.00						
Child Abuse 10/5-9/2020	19-20	204	\$ 16,288.00	\$ 10,000.00						
CORE 10/5-16/2020	19-20	208	\$ 50,112.00	\$ 32,000.00						
OIS 10/12-16/2020	19-20	201	\$ 31,331.00	\$ 22,000.00						
HOMICIDE 10/19-30/2020	19-20	225	\$ 48,026.00	\$ 37,000.00						
OIS 11/2-6/2020	20-21	210	\$ 31,331.00	\$ 22,000.00						
OIS 11/9-13/2021	20-21	206	\$ 31,331.00	\$ 22,000.00						
CORE 11/9-20/2020	20-21	213	\$ 50,112.00	\$ 32,000.00						
OIS 11/30-12/4/2020	20-21	228	\$ 31,331.00	\$ 22,000.00						
Sexual Assault 11/30-12/4/2020	20-21	233	\$ 23,104.00	\$ 18,500.00						
HOMICIDE 12/7-18/2020	19-20	235	\$ 48,026.00	\$ 37,000.00						
Sexual Assault 1/4-8/2021	20-21	218	\$ 23,104.00	\$ 18,500.00						
CORE 1/4-15/2021	20-21	205	\$ 50,112.00	\$ 32,000.00						
CORE 1/18-29/2021	20-21	200	\$ 50,112.00	\$ 32,000.00						
HOMICIDE 2/15-26/2021	20-21	226	\$ 48,026.00	\$ 37,000.00						
CORE 3/1-12/2021	20-21	221	\$ 50,112.00	\$ 32,000.00						
OIS 3/15-19/2021	20-21	236	\$ 31,331.00	\$ 22,000.00						
Sexual Assault 3/15-19/2021	20-21	203	\$ 23,104.00	\$ 18,500.00						
Child Abuse 3/22-26/2021	20-21	209	\$ 16,288.00	\$ 10,000.00						
HOMICIDE 3/22-4/2/2021	20-21	202	\$ 48,026.00	\$ 37,000.00						
OIS 4/12-16/2021	20-21	238	\$ 31,331.00	\$ 22,000.00						
Child Abuse 4/12-16/2021	20-21	237	\$ 16,288.00	\$ 10,000.00						
CORE 4/5-16/2021	20-21	222	\$ 50,112.00	\$ 32,000.00						
Sexual Assault 4/19-23/2021	20-21	207	\$ 23,104.00	\$ 18,500.00						
HOMICIDE 4/19-30/2021	20-21	215	\$ 48,026.00	\$ 37,000.00						
CORE 5/3-14/2021	20-21	231	\$ 50,112.00	\$ 32,000.00						
CORE 5/17-28/2021	20-21	230	\$ 50,112.00	\$ 32,000.00						
HOMICIDE 5/31-6/11/2021	20-21	216	\$ 48,026.00	\$ 37,000.00						
Sexual Assault 6/7-11/2021	20-21	219	\$ 23,104.00	\$ 18,500.00						
HOMICIDE 6/14-25/2021	20-21	232	\$ 48,026.00	\$ 37,000.00						
					\$ 102,659.40	\$ 32,756.24	\$ 25,404.71	\$ 24,000.00	\$ 7,960.00	\$ 9,135.00