
PUBLIC MEETING

I. Call to Order

II. Pledge of Allegiance

III. Public comment on agenda/non-agenda items – None scheduled

IV. Presentations

- Final Audit FY 2024-2025
- Receive Presentation – Mr. James Marta

V. Consent Agenda

- Approve – NCRPSTA Board Meeting Action Summary – July 23, 2025
- Receive – Correspondence from the Sacramento Fire Department appointing Deputy Chief Tilden Billiter as the primary board representative, Deputy Chief Michael Taylor and Assistant Chief Josh Calista will serve as alternates.
- Receive – Correspondence from the Sacramento Police Department appointing Deputy Chief Zack Bales as the primary board representative, Lt. Kristen Morse and Captain Vance Chandler will serve as alternates.
- Receive – Final Audit FY 2024-2025
- Ratify – Action taken to “write-off” uncollectible invoices in the amount of \$4,225.04.

VI. Presentations

- NCRPSTA – Financials for the period ending 08/30/25
- NCRPSTA – Aging Report for the period ending 08/30/25
- NCRPSTA – Statement of Cash Flows for the period ending 08/30/25
 - 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

XI. Meeting Schedule

NCRPSTA Inter-Agency Planning Team – August 4th & 18th

NCRPSTA Board of Directors – September 24, 2025

XII. Adjournment

Posted September 19, 2025 – 1:00 pm



Kelly Rowley, Clerk of the Board

Call to Order: 1:04 pm

Roll Call: Captain Vance Chandler (SPD), Assistant Chief Josh Calista (SFD), Mr. John McCormack (ARC) and Mr. Stephen Quinn, Executive Director

Pledge of Allegiance:

Public Comment: None received

Consent Agenda

- Approve – NCRPSTA Board Meeting Action Summary – May 21, 2025
- Approve – DMV Contract 25-112 in the amount of \$15,400 – for Facility Use – 7/1/25 to 6/30/28
- Approve – 00-25 Records Retention Policy
- Approve – Re-numbering of NCRPSTA Policies (administrative)

A motion to approve the consent agenda was made by Captain Chandler, seconded by Mr. McCormack. All in favor, motion passes.

Presentations/Discussion:

NCRPSTA Financial Report

- Board Members were provided financial reports for the period 06/30/2025.

NCRPSTA Facilities Report

- B686 – Fire Inspection has been completed, there were no findings.
- ARC Classroom – Ceiling fans have been installed in room 149.
- Parking lot – we are converting the parking lot lights from the halogen to LED
- MOD Re-Model – project is well underway. MOD A should be completed by Friday. MOD B is the worst will numerous areas that were dry rotted. MOD B will be converted into 3 crime scene scenario rooms.

Action Items:

None Scheduled

Executive Director's Report/Training Report:

- Regarding the Sig Sauer P320 – Mr. Jeff Bagnell is assisting with our responses to Foster Garvey PC.
- Modular Classroom C – There are a few comments to resolve on the plan check.
- Liberty Manufacturing – Original quote for the lead mining and the replacement of the rubber bark was 200k. They stated that not all of the bark is bad, and they will be getting us a revised estimate.
- Currently, we have an ICI Core in session. ICI Sex Assault and ICI OIS will start next week.
- Annual Audit – the audit has begun and we expect to have it to the board at the September board meeting.
- RT Meeting – As you know RT is developing their footprint here at McClellan, they may not need as much space as originally thought. Next update meeting is in January.

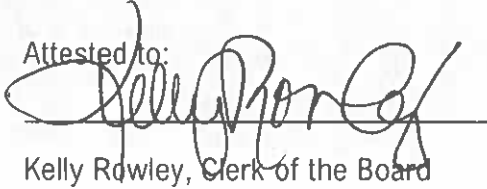
Meeting Summary - JPA Board of Directors
Wednesday July 23, 2025 – 1:00 pm

Board Member Comments and Questions:

Captain Chandler – glad we are able to pause and seek representation regarding our issues with Sig Sauer.

Meeting Adjourned: 1:28 pm

Attested to:

A handwritten signature in black ink, appearing to read 'Kelly Rowley', is written over a horizontal line.

Kelly Rowley, Clerk of the Board

City of
SACRAMENTO
Fire Department

Chris Costamagna
Fire Chief

5770 Freeport Blvd., Suite 200
Sacramento, CA 95822-3516

Ph: (916) 808-1300
Fax: (916) 808-1629
www.sacfire.org

September 15, 2025

Kelley Rowely
NCRPSTA

Kelley,

Effective September 15, 2025, please remove Deputy Chief Michael Taylor as our representative to the Norther California Regional Public Safety Training Authority's Governing Board. His replacement will be Deputy Chief Tilden Billiter. Deputy Chief Michael Taylor and Assistant Chief Josh Calista will be the alternate representatives on the Governing Board in Tilden's absence.

Should you need any further information, please contact Fire Chief Chris Costamagna at (916)767-2200.

Sincerely,

Chris Costamagna
Fire Chief

cc: Fire Chief Chris Costamagna
Deputy Chief Tilden Billiter
Deputy Chief Michael Taylor
Assistant Chief Josh Calista

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City of
SACRAMENTO
Police Department

KATHERINE LESTER
Chief of Police

5770 Freeport Blvd., Suite 100
Sacramento, CA 95822-3516

(916) 808-0800
Fax: (916) 808-0818
www.sacpd.org

September 8, 2025
Ref: COP 9-1

Stephen Quinn, Executive Director
Northern California Regional Public Safety Training Authority
2409 Dean St, Suite 119
McClellan, CA 95652

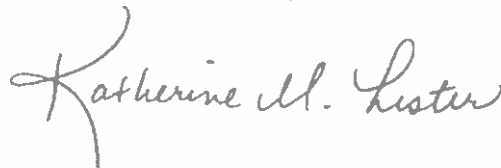
Re: Change in Board Member Assignment

Dear Mr. Quinn:

Effective September 8, 2025, Lieutenant Kristen Morse and/or Captain Vance Chandler will be the alternate representative for Deputy Chief Zack Bales serving on the Northern California Regional Public Safety Joint Powers Authority Board of Directors, representing the City of Sacramento Police Department. This will be in place of Deputy Chief Greg Halstead who has retired and adding Lieutenant Kristen Morse as an alternate should Captain Chandler be unavailable to attend.

Please feel free to reach out should you have any questions or concerns.

Sincerely,


Katherine Lester
Chief of Police

KL:th

No Calif Regional Public Safety Training
AR Write-Off Register

Product ID and Description	Extended	Tax Amount	Discount	Amount Paid	Prior Balance	Write-Off Amt	Ending Bal.
CUSTOMER: CHPICI - CALIFORNIA HIGHWAY PATROL							
INVOICE: 003639	INV DATE: 04/22/21 POST DATE: 04/22/21	WRITE OFF DATE: 08/21/25					
ICI-COURSE - ICI COURSE - CORE 5/3-14/2021 - A WARNER	\$1,662.68			(\$1,662.68)			
ICI-COURSE - ICI COURSE - CORE 5/3-14/2021 - J RODRIGUEZ	\$1,662.68			(\$1,662.68)			
ICI-COURSE - ICI COURSE - CORE 5/3-14/2021 - D KAVERT	\$1,662.68			(\$1,662.64)			
INVOICE 003639 TOTALS:	\$4,988.04	\$0.00	\$0.00	(\$4,988.00)	\$0.04	(\$0.04)	\$0.00
CUSTOMER CHPICI TOTALS:	\$4,988.04	\$0.00	\$0.00	(\$4,988.00)	\$0.04	(\$0.04)	\$0.00
CUSTOMER: DOJ001 - DEPARTMENT OF JUSTICE							
INVOICE: 003991	INV DATE: 11/23/21 POST DATE: 11/23/21	WRITE OFF DATE: 08/21/25					
ICI-COURSE - ICI COURSE - HOMICIDE - 11/29 - 12/10/2021 - M MOORE	\$1,800.00			(\$1,800.00)			
ICI-COURSE - ICI COURSE - HOMICIDE - 11/29 - 12/10/2021 - E GUTIERREZ	\$1,800.00			(\$1,700.00)			
INVOICE 003991 TOTALS:	\$3,600.00	\$0.00	\$0.00	(\$3,500.00)	\$100.00	(\$100.00)	\$0.00
CUSTOMER DOJ001 TOTALS:	\$3,600.00	\$0.00	\$0.00	(\$3,500.00)	\$100.00	(\$100.00)	\$0.00
CUSTOMER: SVSP001 - SALINAS VALLEY STATE PRISON							
INVOICE: 003621	INV DATE: 04/08/21 POST DATE: 04/08/21	WRITE OFF DATE: 08/21/25					
MISCELLANEOUS - SWAT TEAM LEADER - 4/19-23/21 - D PREWITT	\$375.00						
INVOICE 003621 TOTALS:	\$375.00	\$0.00	\$0.00	\$0.00	\$375.00	(\$375.00)	\$0.00
CUSTOMER SVSP001 TOTALS:	\$375.00	\$0.00	\$0.00	\$0.00	\$375.00	(\$375.00)	\$0.00
CUSTOMER: USAF01 - UNITED STATES AIR FORCE BASE							
INVOICE: 003606	INV DATE: 04/05/21 POST DATE: 04/05/21	WRITE OFF DATE: 08/21/25					
TACTICAL-VILLAGE - Tactical Training Village - 3/29/2021	\$500.00			\$850.00			
0800-1700 8hrs							
TACVILL-TSO - Tactical Village - TSO - 3/29/2021 0800-1700	\$200.00						
8hrs							
SHOOTHOUSE - Live Fire Shoothouse - 3/30/2021 0800-1700	\$500.00						
8hrs							
SHOOTHOUSE - Live Fire Shoothouse - 3/31/2021 0800-1700	\$500.00						
8hrs							
INVOICE 003606 TOTALS:	\$1,700.00	\$0.00	\$0.00	\$850.00	\$2,550.00	(\$2,550.00)	\$0.00
INVOICE: 004227							
TACTICAL-VILLAGE - Tactical Training Village - 04/18/2022 - 8 hours	\$500.00	WRITE OFF DATE: 08/21/25					
TACVILL-TSO - Tactical Village - TSO - 04/18/2022 - 8 hours	\$200.00						
INVOICE 004227 TOTALS:	\$700.00	\$0.00	\$0.00	\$0.00	\$700.00	(\$700.00)	\$0.00
CUSTOMER USAF01 TOTALS:	\$2,400.00	\$0.00	\$0.00	\$850.00	\$3,250.00	(\$3,250.00)	\$0.00
CUSTOMER: VPD002 - VALLEJO POLICE DEPARTMENT							

No Calif Regional Public Safety Training
AR Write-Off Register

Product ID and Description	Extended	Tax Amount	Discount	Amount Paid	Prior Balance	Write-Off Amt	Ending Bal.
INVOICE: 003955	INV DATE: 10/25/21 POST DATE: 08/21/25						
SHOOTHOUSE - Live Fire Shoothouse - 10/22/2021 - 8 HOURS	\$500.00						
INVOICE 003955 TOTALS:	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	(\$500.00)	\$0.00
CUSTOMER VPD002 TOTALS:	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	(\$500.00)	\$0.00
REGISTER TOTALS:	\$11,863.04	\$0.00	\$0.00	(\$7,638.00)	\$4,225.04	(\$4,225.04)	\$0.00

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

As of 8/31/2025

	MEMBER AGENCY CONTRIBUTI	FACILITY USE FEES	MISC - NON GOV'T REVENUE	Total
Revenues				
CONTRIBUTIONS, GIFTS, GRANTS	\$191,795.10			\$191,795.10
RENTS, LEASES		\$32,784.39		32,784.39
INTEREST, INVESTMENTS			\$9,785.15	9,785.15
OTHER GOV'T REVENUE			2,255.00	2,255.00
OTHER LOCAL REVENUE			162.48	162.48
Total Revenues	\$191,795.10	\$32,784.39	\$12,202.63	\$236,782.12
			FROM RESERVES	164,595.69
				\$401,377.81
Expenses				
REGULAR SALARIES	\$33,397.53			\$33,397.53
WORKER'S COMPENSATION	10,452.03			10,452.03
ALLOCATED BENEFITS	7,633.34			7,633.34
NON-INSTRUCTIONAL SUPPLIES	14,120.32			14,120.32
NON-INSTRUCTIONAL PRINTING	220.41			220.41
TOOLS	1,566.54			1,566.54
INSURANCE	60,263.61			60,263.61
UTILITIES AND HOUSEKEEPING SVCS	731.70			731.70
ELECTRIC	18,151.71			18,151.71
GAS	1,338.29			1,338.29
SEWER	1,953.52			1,953.52
TRASH	1,358.22			1,358.22
PEST CONTROL	330.00			330.00
JANITORIAL SERVICES	9,723.84			9,723.84
ALARM MONITORING	660.00			660.00
WATER	3,905.98			3,905.98
LANDSCAPING SVCS	4,927.50			4,927.50
REPAIRS	20,471.97			20,471.97
RENTS AND LEASES	201.26			201.26
AUDIT SERVICES	21,000.00			21,000.00
OTHER OPERATIONAL EXPENSES	3,854.48			3,854.48
BLDG LEASEHOLD IMPROVEMENTS	63,064.55			63,064.55
Total Expenses	\$279,326.80	\$0.00	\$0.00	\$279,326.80

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

As of 8/31/2025 - SWAT PROGRAM

	BASIC SWAT 10/6-17/2025	BASIC SWAT 11/3- 14/25	BASIC SWAT 1/12-23/26	BASIC SWAT 4/20-5/1/26	SWAT TEAM LEADER 11/17-21/25	Total
<u>Revenues</u>						
OTHER GOV'T REVENUE	\$3,000.00	\$1,000.00			\$450.00	\$4,450.00
Total Revenues	\$3,000.00	\$1,000.00	\$0.00	\$0.00	\$450.00	\$4,450.00
<u>Expenses</u>						
NON-INSTRUCTIONAL SUPPLIES	\$185.68	\$185.67	\$185.67	\$185.67	\$185.68	\$928.37
Total Expenses	\$185.68	\$185.67	\$185.67	\$185.67	\$185.68	\$928.37

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

As of 8/31/2025 - ICI PROGRAM

Revenues

OTHER GOV'T REVENUE	\$28,500.00
Total Revenues	<u>\$28,500.00</u>

Expenses

REGULAR SALARIES	\$18,767.50
INSTRUCTIONAL - PRINTING	240.95
NON-INSTRUCTIONAL SUPPLIES	5,573.78
CONTRACTS - PERSONAL SERVICES	104,758.75
TRAVEL AND CONFERENCE	8,777.93
Total Expenses	<u>\$138,118.91</u>

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

Report Date: 08/31/2025

		Days Past Due						
		Current	1 - 30	31 - 60	61 - 90	91 - 120	121 +	
Just ID	Name	08/30 - After	07/31 - 08/29	07/01 - 07/30	06/01 - 06/30	05/02 - 05/31	Prior - 05/01	Balance
ABC001	Dept. of Alcohol	\$1,650.00	\$158.14	\$275.00	\$0.00	\$0.00	\$0.00	\$2,083.14
APD003	Amtrak Police Department	\$0.00	\$0.00	\$0.00	\$165.00	\$0.00	\$0.00	\$165.00
BCPD01	BUTTE CO. PROBATION	\$4,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,800.00
CDCR01	CDCR - OCS	\$11,613.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,613.75
CDCR04	CDCR - DAPO - CPAT	\$770.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$770.00
CDHCS1	DEPT OF HEALTH CARE	\$0.00	\$3,750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,750.00
CHP001	CALIFORNIA HIGHWAY	\$14,592.50	\$0.00	\$0.00	\$11,892.50	\$0.00	\$0.00	\$26,485.00
CPD001	Ceres Police Department	\$550.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$550.00
CA001	DEPARTMENT OF	\$275.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$275.00
CA002	DEPARTMENT OF CANNABIS	\$632.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$632.50
CFG001	CA DEPT OF FISH & WILDLIFE	\$2,640.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,640.00
CMC001	DEPARTMENT OF MOTOR	\$550.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$550.00
DDIG1	Dept. of Defense Inspector Gen	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.30)	(\$0.30)
DOJ001	DEPARTMENT OF	\$275.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$275.00
DOJ002	Department of Justice	\$0.00	\$0.00	\$0.00	\$220.00	\$0.00	\$0.00	\$220.00
DOJ003	CA DEPARTMENT OF	\$0.00	\$0.00	\$275.00	\$0.00	\$0.00	\$0.00	\$275.00
DOJ007	DEPARTMENT OF JUSTICE	\$0.00	\$0.00	\$0.00	\$550.00	\$0.00	\$0.00	\$550.00
FDIC0IG	FDIC - OIG	\$275.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$275.00
FTB001	Franchise Tax Board	\$110.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$110.00
HSI001	Homeland Security Invest.	\$660.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$660.00
IRS001	INTERNAL REVENUE	\$343.75	\$0.00	\$343.75	\$0.00	\$0.00	\$0.00	\$687.50
ISTM01	International School of	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$770.00	\$770.00
LES001	OFFICE OF LAW	\$275.00	\$0.00	\$0.00	\$275.00	\$0.00	\$0.00	\$550.00
PCP001	PLACER COUNTY	\$550.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$550.00
RICHPD	RICHMOND POLICE	\$0.00	\$660.00	\$0.00	\$0.00	\$0.00	\$0.00	\$660.00
SAC001	CITY OF SACRAMENTO	\$110.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$110.00
SAC002	City of Sacramento - SFD	\$2,200.00	\$62,681.70	\$0.00	\$4,400.00	\$0.00	\$0.10	\$69,281.80
SBA001	SMALL BUSINESS ADMIN -	\$0.00	\$165.00	\$0.00	\$0.00	\$0.00	\$0.00	\$165.00
SD001	SACRAMENTO CO. SHERIFF'S	\$0.00	\$0.00	\$0.00	\$0.00	\$4,111.25	\$0.00	\$4,111.25
TECDA01	TEHAMA COUNTY DA	\$450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$450.00
TECS001	Tehama CO Sherriff's Office	\$2,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,100.00
TRPD01	TWIN RIVERS USD	\$756.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$756.25
USAF02	UNITED STATES AIR FORCE	\$55.00	\$55.00	\$220.00	\$165.00	\$110.00	\$75.00	\$680.00
USCG01	US Coast Guard	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,000.00	\$9,000.00
USFS01	US FOREST SERVICE	\$0.00	\$0.00	\$0.00	\$165.00	\$0.00	\$0.00	\$165.00
VDPD001	Vacaville Police Department	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00
TOTALS:		\$49,233.75	\$67,469.84	\$1,113.75	\$17,832.50	\$4,221.25	\$9,844.80	\$149,715.89
MEMBER AGENCIES							\$69,391.80	46%
POST/CHP (ICI)							\$26,485.00	18%
ALL OTHERS							\$53,839.09	36%

No Calif Regional Public Safety Training

Statement of Cash Flows Worksheet

For the period ended 8/31/2025

Year to DateCash Flows from Operating Activities

Change in net assets	(\$148,641.96)
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Adjustments

(To convert net assets to cash basis)

Decrease in Current Year Receivables	\$22,412.68
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Decrease in Prepaid Expenses	\$57,361.25
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Decrease in Accounts Payable-Prior Year	(\$48,998.33)
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Increase in Accounts Payable Module-Vendor	\$14,384.06
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Decrease in DEFERRED REVENUE	(\$3,665.00)
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Total Adjustments	\$41,494.66
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Net Cash used by Operating activities	(\$107,147.30)
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Cash Flows from Investing Activities

Net Cash Used by Investing Activities	\$0.00
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<u>Net Increase (Decrease) in Cash</u>	(\$107,147.30)
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<u>Cash and Cash Equivalents at Beginning of Period</u>	\$2,426,877.58
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<u>Cash and Cash Equivalents at End of Period</u>	\$2,319,730.28
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CASH IN FIRST NORTHERN BANK	\$ 688,801.94
CASH IN UBS ACCOUNT	\$ 19,566.84
FNB - MONEY MARKET	\$ 1,020,299.34
UBS - INVESTMENTS	\$ 591,062.16
	<u>\$ 2,319,730.28</u>