



# North County Dispatch JPA

## Board of Chiefs

### AGENDA

Vista Civic Center  
Community Room  
200 Civic Center Dr.  
Vista, CA 92084

May 11, 2023  
8:30 AM

Public Participation Via Teleconference  
Meeting URL: <https://www.microsoft.com/en-us/microsoft-teams/join-a-meeting>  
Meeting ID: 252 453 518 160  
Passcode: RytP6B

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **PUBLIC COMMENT**

*The Authority has provided alternative means for the public to visually and audibly observe the meeting without being present by using the Meeting URL, above. The public can also physically attend the meeting at the time and address above. Public comment will not be allowed except when physically present at the meeting.*

*At this time, any member of the public may come forward to speak on any item within the subject matter jurisdiction of the North County Dispatch JPA Board of Chiefs, not otherwise on the Agenda. Remarks are to be limited to not more than three minutes. (Please print your name and address on the roster).*

*Any person may address the Board of Chiefs on any item of Board business or Board concern. The Board cannot take action on any matter presented during Public Comment but can refer it to the Administrator for review and possible discussion at a future meeting. As permitted by State Law, the Board may take action on matters of an urgent nature of which require immediate attention.*

## 5. **PROCLAMATIONS AND PRESENTATIONS**

- A. Service Recognition
  - 15 Years of Service - Information Systems Support Lead Shawn Fairchild
  - 10 Years of Service - Fire Communications Dispatcher Brittany Perreira
  - 5 Years of Service - Fire Communications Supervisor Todd Ripa
- B. Staff Performance Recognition

CPR Save - Brianna Singh - 01/09/23  
Childbirth - Melinda Fairchild - 01/30/23  
CPR Save - Federico Bejar - 01/31/23  
Childbirth - Payton Murphy - 02/20/23

**6. CLOSED SESSION**

- A. Section 54957.6: Conference with Labor Negotiators  
Agency Designated Representatives: NCDJPA Chiefs  
Employee Organization: NCDJPA Dispatchers Association

**7. ANNOUNCEMENT OF CLOSED SESSION ACTIONS**

**8. CONSENT CALENDAR**

- A. Board of Chiefs Meeting Minutes  
Review and Approve  
[April 13, 2023 Meeting Minutes](#)
- B. Reports  
Receive and File  
[Quarterly Communications Report](#)  
[List of Demands: January 1, 2023 - March 31, 2023](#)  
[Budget Analysis: July 1, 2022 - March 31, 2023](#)
- C. [FY 2022 UASI Grant Fund Acceptance and Allocation](#)  
Review and Approve  
[Resolution No. 23-01 - FY 2022 UASI Grant Fund Acceptance](#)  
[Notification of Subrecipient Award Approval Letter](#)

**9. ACTION ITEMS**

- A. Proposed FY 2023 - 2024 Budget  
Review and Approve  
[Service Area Map](#)  
[Organizational Chart Updates](#)  
[Authorized Positions](#)  
[Resolution No. 23-02 - Management Salary and Benefits](#)  
[Resolution No. 23-03 - Non-Represented Salary and Benefits](#)  
[Resolution No. 23-04 - Part-Time Salary and Benefits](#)  
[Resolution No. 23-05 - FY 2023-2024 Pay Schedule](#)  
[FY 2023-2024 Pay Schedule](#)  
[Proposed Operating Budget](#)  
[Agency Assessments](#)  
[Other Support Services Rebills](#)  
[NZ Medical Director Cost Apportionment](#)  
[MDC Reserve Agency Balances](#)

**10. DISCUSSION AGENDA**

- A. Escondido Dispatch Services  
Informational
- B. Facility Update

Informational

- C. VHF Project Update  
Informational

**11. ROUND TABLE**

**12. ADMINISTRATIVE REPORT**

- A. JPA Updates
- B. Upcoming Meetings
- May 24, 2023 - Regular Board of Directors Meeting
  - August 10, 2023 - Regular Board of Chiefs Meeting
  - August 23, 2023 - Regular Board of Directors Meeting

**13. ADJOURNMENT**

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*At the discretion of the Committee, all items appearing on this agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Committee. All public records relating to an agenda item on this agenda are available for public inspection at the time the record is distributed to all, or a majority of all, members of the Committee. Such records shall be available at North County Dispatch JPA, located at 16936 El Fuego, Rancho Santa Fe, CA 92067.*

***Certificate of Posting***

*I certify that on May 8, 2023, I posted a copy of the foregoing agenda near the regular meeting place of the Board of Chiefs' Committee of the North County Dispatch JPA, said time being at least 72 hours in advance of the meeting of the Board of Chiefs' Committee (Government Code Section 54954.2)*

*Executed at Rancho Santa Fe, California, on May 8, 2023.*



Christopher Herren



# North County Dispatch JPA

## Staff Recognition

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### Incident Details

<b>Dispatcher:</b>	Brianna Singh	<b>Recognition Type:</b>	CPR Save
<b>Location:</b>	7543 Gibraltar St, Unit 100, Carlsbad, CA	<b>Date &amp; Time:</b>	1/09/2023 10:24:07
<b>Patient Info:</b>	63-year-old female	<b>Incident:</b>	2023-002425
<b>QA Score:</b>	High Compliance	<b>Reviewed by:</b>	Bryan Buck

### Overview

Brianna was working as the primary call taker. Call volume was low, and there were no major incidents at the time.

### Summary

Document a summary of the performance observed. Include as many specifics as possible about the incident.

On Monday, January 9<sup>th</sup>, 2023, at 10:24 AM, Fire Communications Dispatcher Brianna Singh received a 911 call from a male reporting that his wife was not breathing. To start a faster response, Brianna utilized the “Echo Driver” tool in the Emergency Medical Dispatch software to have units assigned to the incident within thirty-one seconds. The caller reported that the patient was on the floor, and Brianna jumped in to provide instructions, reassuring the caller that they could “do it together” while the paramedics were driving there.

Once in the appropriate positioning, Brianna began instructions to provide effective chest compressions, coaching the caller to begin CPR. While doing this, Brianna asked scene safety information, asking if there were any pill bottles in the area. Brianna continually explained the appropriate way to do CPR to ensure it was being done correctly.

Seven minutes into the call, and five minutes into doing CPR compressions, the paramedics arrived on scene and took over. Ultimately, the patient was transported to Scripps Encinitas Hospital. Brianna’s EMD skills and encouraging the caller played a key role in the successful outcome of this incident. Great job!

### Recommendation

I recommend that Brianna be recognized for a successful CPR save through EMD.



# North County Dispatch JPA

## Staff Recognition

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### Incident Details

<b>Dispatcher:</b>	Melinda Fairchild	<b>Recognition Type:</b>	Childbirth
<b>Location:</b>	Vons, 6951 El Camino Real, Carlsbad, CA	<b>Date &amp; Time:</b>	1/30/2023 00:32:27
<b>Patient Info:</b>	38-year-old female	<b>Incident:</b>	2023-008449
<b>QA Score:</b>	High Compliance	<b>Reviewed by:</b>	Bryan Buck

### Overview

Melinda was working as the primary call taker. Call volume was low, and there were no major incidents at the time.

### Summary

Document a summary of the performance observed. Include as many specifics as possible about the incident.

On Monday, January 30<sup>th</sup>, 2023, at 00:32 AM, Fire Communications Supervisor Melinda Fairchild received a 911 call from a male reporting that his wife was in labor, that the baby was "half out of her right now", and that they were driving to the hospital. Melinda directed the caller to pull over, and he did so into the Vons parking lot in Carlsbad at 6951 El Camino Real.

Almost two minutes into the call, their new baby girl was born. The reporting party was focused on his wife, however Melinda jumped in and provided the instructions on how to take care of the baby after the delivery. Melinda did an excellent job both in focusing the caller and providing appropriate medical instructions while the responders were still en route. Melinda kept the caller calm, helped keep the baby warm and in the correct position, and checked back and forth between the mother and infant, especially when she didn't hear the baby crying.

The police officers arrived on scene five and a half minutes into the call, and the fire department arrived on scene one minute later. Great job!

### Recommendation

I recommend that Melinda be recognized for a successful childbirth through EMD.



# North County Dispatch JPA

## Staff Recognition

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### Incident Details

<b>Dispatcher:</b>	Federico Bejar	<b>Recognition Type:</b>	CPR Save
<b>Location:</b>	3731 Oakview Ct, Fallbrook, CA	<b>Date &amp; Time:</b>	1/31/2023 21:36:10
<b>Patient Info:</b>	79-year-old male	<b>Incident:</b>	2023-008990
<b>QA Score:</b>	Compliant	<b>Reviewed by:</b>	Bryan Buck

### Overview

Federico was working as the primary call taker. Call volume was low, and there were no major incidents at the time.

### Summary

Document a summary of the performance observed. Include as many specifics as possible about the incident.

On Tuesday, January 31<sup>st</sup>, 2023, at 9:36 PM, Fire Communications Dispatcher Federico Bejar received a 911 call from a female reporting that her husband was having a hard time breathing. The patient was awake but unresponsive at the beginning of the call. Federico confirmed the breathing status several times, and asked appropriate questions on the EMD protocols for breathing problems. The caller was frantic, and Federico was able to calmly advise the caller and get needed information. There were a few times that the caller began to panic, and Federico was able to focus her.

At several points during the call, Federico asked her to check on the patient's breathing. Using the Agonal Breathing Diagnostic Tool in the Emergency Medical Dispatch software, Federico confirmed that the breathing was at an acceptable rate. When the patient lost consciousness, Federico provided the appropriate positioning for the situation.

Approximately five minutes into the call, the patient's status declined, and Federico began CPR instructions, appropriately going down the ventilations first pathway because the patient was reported to be asthmatic. After two breaths, Federico coached the caller to begin compressions, and helped ensure that they were at the correct pace. They alternated between thirty compressions and two breaths. When the caller would lose emotional control, Federico remained steady and calm, repeating the instructions and using phrases such as, "keep going", and "stay with him".

After providing telephonic CPR for seven minutes, the paramedics arrived on scene and took over. Ultimately, the patient was transported to Temecula Valley Hospital. Federico's EMD skills and calm encouragement played a key role in the successful outcome of this incident. Great job!

### Recommendation

I recommend that Federico be recognized for a successful CPR save through EMD.



# North County Dispatch JPA

## Staff Recognition

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### Incident Details

<b>Dispatcher:</b>	Payton Murphy	<b>Recognition Type:</b>	Childbirth
<b>Location:</b>	6560 Ambrosia Ln, Apt 928, Carlsbad, CA	<b>Date &amp; Time:</b>	2/20/2023 04:53:20
<b>Patient Info:</b>	34-year-old female	<b>Incident:</b>	2023-014486
<b>QA Score:</b>	High Compliance	<b>Reviewed by:</b>	Bryan Buck

### Overview

Payton was working as the primary call taker. Call volume was low, and there were no major incidents at the time.

### Summary

Document a summary of the performance observed. Include as many specifics as possible about the incident.

On Monday, February 20<sup>th</sup>, 2023, at 4:53 AM, Fire Communications Dispatcher Payton Murphy received a 911 call from a male reporting that his wife was going into labor, screaming in the bathroom in pain. Her water broke and she was screaming that the baby's head was coming out however the caller could not see any part of the baby yet.

As the call progressed, the baby girl started to be delivered. His wife was in the bathtub, and they could not get her out. The caller wanted to start a warm bath, but Payton told him not to and began providing appropriate instructions to prepare for the delivery. After gathering some towels and string to tie the umbilical cord, the caller helped support the baby's head and wait for either the birth or the responders to arrive. The head briefly went back inside the mother before the final contraction, and then the baby was born.

Payton jumped into the post-delivery instructions and did a great job coaching the caller. At one point, the caller apologized and stated that he was in shock, and asked Payton to repeat the instructions. Payton did a great job taking care of the mother baby Remi. After a few more minutes, the paramedics arrived on scene and took over. Payton's EMD skills and encouraging an frantic caller played a key role in the successful outcome of this incident. Great job!

### Recommendation

I recommend that Payton be recognized for a successful CPR save through EMD.



# North County Dispatch JPA

## Board of Chiefs

### AGENDA MINUTES

Carlsbad Safety Training Center  
Classroom 1  
5750 Orion St.  
Carlsbad, CA 92010

April 13, 2023  
8:30 AM

Public Participation Via Teleconference  
Meeting URL: <https://www.microsoft.com/en-us/microsoft-teams/join-a-meeting>  
Meeting ID: 298 711 231 312  
Passcode: oxXPo9

#### 1. **CALL TO ORDER**

Chief Barron called the regular meeting of the JPA Board of Chiefs to order at 8:35 a.m.

#### 2. **PLEDGE OF ALLEGIANCE**

Chief Barron led the group in the pledge of allegiance.

#### 3. **ROLL CALL**

##### Chiefs Present:

Carlsbad FD  
North County FPD  
Oceanside FD  
Rancho Santa Fe FPD  
San Marcos FD  
Vista FD

Chief Ordille  
Chief McReynolds  
Chief Parsons  
Chief McQuead  
Chief Barron  
Chief Palmer

##### Staff Present

Administrator  
Division Manager  
Division Manager  
Division Manager  
Administrative Analyst  
Administrative Analyst

Christopher Herren  
Larissa Patros  
Bryan Buck  
Shanna Devine  
Gina Medina  
Sonia Jackson

##### Guests Present

Rincon FD  
Valley Center FD  
North County Fire PD

Chief Duncan  
Chief Napier  
Mavis Canpinar

#### 4. **PUBLIC COMMENT**

There was no public comment.



**5. PROCLAMATIONS AND PRESENTATIONS**

A. Proclamation - National Public Safety Telecommunicators Week

Administrator Herren announced National Public Safety Telecommunicators Week is currently happening. Administrator Herren announced the Dispatcher of the Year is Aidali Arias.

**6. CLOSED SESSION**

A. Section 54957.6: Conference with Labor Negotiators  
Agency Designated Representatives: NCDJPA Chiefs  
Employee Organization: NCDJPA Dispatchers Association

B. Section 54957.6: Conference with Labor Negotiators  
Agency Designated Representatives: Administrator Herren  
Employee Organization: Non-Represented Employees and Management Staff

**7. ANNOUNCEMENT OF CLOSED SESSION ACTIONS**

6A. Direction was given to Staff.

6B. Direction was given to Staff.

**8. CONSENT CALENDAR**

A. Board of Chiefs Meeting Minutes  
Review and Approve  
[March 9, 2023 Meeting Minutes](#)

MOTION BY CHIEF PALMER, SECOND BY CHIEF MCQUEAD, 6 AYES, 0 NOES, 2 ABSENT; and 0 ABSTAIN to approve the Consent Calendar Item A.

**9. ACTION ITEMS**

A. Escondido Dispatch Services  
Authorize  
[Staff Report 23/02 - Escondido Dispatch Services](#)

Administrator Herren provided an update that proposed financial terms with the City of Escondido becoming a member agency had been agreed upon. Next steps include internal discussions that are happening between their department heads, as well as with city councilmembers. There is potential for this item to go before the Escondido city council in June. Administrator Herren stated there is still a decent amount of work to sort out in terms of technology. Division Manager Devine and her team have met with the City of Escondido.

Administrator Herren stated it's still early to determine a date of finalization, however, if everything falls into place on the administrative side, a late summer/early fall transition could be realistic.

Administrator Herren requested authorization to move forward with the three dispatcher hires in order to get started with the recruitment process which would take a few months. Administrator Herren stated there would be no financial impact to the budget with these

new hires since the proposed agreement with the City of Escondido is that they would be responsible for funding these three positions during their first year as a member.

Administrator Herren stated we currently have 15 dispatcher positions and 4 supervisor positions.

MOTION BY CHIEF BARRON, SECOND BY CHIEF MCQUEAD, 6 AYES, 0 NOES, 2 ABSENT; and 0 ABSTAIN to authorize Over hire of three Fire Communications Dispatchers .

## **10. DISCUSSION AGENDA**

### **A. Preliminary FY 2023 - 2024 Budget (Handout)**

Discuss and Direct

Administrator Herren shared the preliminary assessment and operating budget handouts. Administrator Herren stated these have been updated to include the MOU negotiations. The MOU terms ended up being about \$100,000 under what was budgeted in the initial FY 2023-2024 projections.

Administrator Herren stated that as agencies have been transitioning or planning to transition from MDCs to Tablet Command, the actual costs have stayed the same because of Central Square licensing fees. The hard deadline for agencies to opt in or out of the MDC fund for FY 2023-2024 is Friday, April 28th. Agencies transitioning mid-year are not eligible for a reduction in fees because the Central Square contract with NCDJPA is for the entire fiscal year.

Division Manager Patros stated some agencies have reported having supply chain issues for tablet mounting hardware. Division Manager Devine stated she is working with the individual agencies to determine their needs.

### **B. Facility Update**

Informational

Administrator Herren stated there continue to be discussions on several fronts and we hope to return to the Chiefs later this year with information on three options, including the City of Oceanside Police Department headquarters, a standalone facility on Rancho Santa Fe FPD property, and staying at our current facility. The goal is to have rough costs to allow a discussion about which option would be the most beneficial from a long-term perspective.

### **C. VHF Project Update**

Informational

Administrator Herren stated the letter for FY 2022 funds has been received. While NCDJPA is using grant funds to build out the VHF system, there are still ongoing costs including rent for the radio sites. Administrator Herren offered a breakdown of funds if anyone was interested. Division Manager Patros stated the award letter will be on the Board of Directors May Agenda for approval.

## **11. ROUND TABLE**

Administrator Herren stated he and all staff appreciate all the gifts provided during

Dispatcher Week. Administrator Herren encouraged the Chiefs to stop by anytime throughout the year.

**12. ADMINISTRATIVE REPORT**

A. JPA Updates

Administrator Herren stated the new Information Systems Support Technician will be starting April 24, 2023. With the fill of this position, there are currently no vacancies within the agency.

B. Upcoming Meetings

- May 11, 2023 - Regular Board of Chiefs Meeting
- May 24, 2023 - Regular Board of Directors Meeting

**13. ADJOURNMENT**

Chief Barron adjourned the meeting at 10:01 a.m.

# Quarterly Communications Report

January – March 2023



## QUARTERLY INCIDENT COUNT\*

The Quarterly Incident Count reports shows an approximate 2.29% increase in total dispatched incidents in the first quarter of 2023 compared to the first quarter of the previous year.

The following reports for 2023 Q1 are attached for reference:

- NCDJPA Call Volume – Quarter to Quarter Comparison 2022 Q1 to 2023 Q1
- Public Works Callout Summary
- RSFP Vacation Checks

## DISPATCH PERFORMANCE REPORTS

The statistics for this period show slight changes in the goals met, but all variations look to be normal based on previous reports.

### *Call Answer Times*

The State of California mandates 911 calls be answered within 15 seconds 95% of the time. The PSAP Call Taker Answer Time reports from the State ECaTS system shows the following information for North County Dispatch JPA (NCDJPA) for the first quarter of 2023:

2023	911	10-digit Emergency	Administrative
January	99.38%	99.43%	99.64%
February	99.62%	99.67%	99.38%
March	99.56%	99.43%	99.49%

### *Call Processing Times\**

In July 2021, NCDJPA began a tiered dispatch program for a six-month trial period. Utilizing an internationally recognized medical priority dispatch system, JPA staff assess the level of the emergency before assigning units. Dispatchers have maintained the same timeframe for high priority emergencies, but less critical incidents require more information to correctly triage, which has resulted in increased call processing times. This new system ensures the correct usage of resources, provides an appropriate level of care, and units respond in the most appropriate manner. The NFPA 1221 standard states that incident process time, from time of answer to time of dispatch, should be <= to 60 seconds for high priority emergency response calls, as defined by the standard. For the first quarter of 2023, NCDJPA met this standard 63.52% of the time.

### *Text to 911 Call Answer Times*

The State of California mandated that Text to 911 be made available throughout the State by the end of 2021. NCDJPA was able to successfully meet this goal and all San Diego County PSAPs officially started receiving Text to 911 in January of 2021. In the first quarter of 2023, NCDJPA took zero text calls.

### *Error Reporting*

There were two error reports during this reporting period.

### *Staffing*

There were zero break interruptions during this reporting period.

\*Report documentation may be accessed at <http://ncdjpa.org/communications-center/reports/>

## North County Dispatch JPA Call Volume - Qtr to Qtr Comparison

(2017 data is not a full year.)

Jurisdiction	Response Date / Quarter of Response Da..			
	Count of Time First Unit Assigned		% Difference in Count of Time Firs..	
	2022	2023	2022	2023
	2022 Q1	2023 Q1	2022 Q1	2023 Q1
<b>CARLSBAD FD</b>	2,715	3,001		10.53%
<b>CSA 17 AREA</b>	72	66		-8.33%
<b>DEL MAR FD</b>	141	186		31.91%
<b>ENCINITAS FD</b>	1,513	1,574		4.03%
<b>NORTH COUNTY FPD</b>	1,448	1,529		5.59%
<b>OCEANSIDE FD</b>	5,107	5,115		0.16%
<b>PALA FD</b>	175	117		-33.14%
<b>PATROL</b>	545	599		9.91%
<b>PAUMA FD</b>	30	44		46.67%
<b>RANCHO SANTA FE FPD</b>	637	754		18.37%
<b>RINCON FD</b>	144	132		-8.33%
<b>SAN MARCOS FD</b>	2,448	2,544		3.92%
<b>SAN PASQUAL RESV FD</b>	92	99		7.61%
<b>SOLANA BEACH FD</b>	387	352		-9.04%
<b>VALLEY CENTER FPD</b>	478	461		-3.56%
<b>VISTA FD</b>	3,199	2,997		-6.31%
<b>Grand Total</b>	<b>19,131</b>	<b>19,570</b>		<b>2.29%</b>

Count of Time First Unit Assigned and % Difference in Count of Time First Unit Assigned from the Previous along Year of Response Date, Quarter of Response Date broken down by Response Date Year and Response Date Quarter vs. Jurisdiction. The data is filtered on Response Date (MY), Problem (group) and Problem. The Response Date (MY) filter keeps multiple members. The Problem (group) filter excludes Other and Null. The Problem filter keeps 873 of 903 members. The view is filtered on Jurisdiction and Response Date Quarter. The Jurisdiction filter keeps 16 of 26 members. The Response Date Quarter filter keeps 2022 Q1 and 2023 Q1.

## North County Dispatch JPA Public Works Callout Summary

Month of Response Date	DMR PW NOTIFIED	SMC PW NOTIFIED	SOL PW NOTIFIED
January 2023	6	10	2
February 2023	2	6	3
March 2023	7	9	1
Grand Total	15	25	6

# Rancho Santa Fe Patrol **Vacation Checks\***

\* totals need to be added to **Misc** count from Monthly Call Volume Report

Month of Resp..	Jurisdiction	Problem	
January 2023	PATROL	VACATION CHECK	23
February 2023	PATROL	VACATION CHECK	23
March 2023	PATROL	VACATION CHECK	40
Grand Total			86

Distinct count of Master Incident Number broken down by Response Date Month, Jurisdiction and Problem. The data is filtered on Response Date (MY), which keeps January 2023, February 2023 and March 2023. The view is filtered on Jurisdiction and Problem. The Jurisdiction filter keeps PATROL. The Problem filter keeps VACATION CHECK.

## Phone Pickup to First Assigned (High Priority Emergency Calls) - NFPA 1221

	60 seconds or less	75 seconds or less	90 seconds or less
January 2023	62.98%	75.71%	85.29%
February 2023	63.44%	75.20%	85.15%
March 2023	64.14%	75.91%	85.23%

In July 2021, NCDJPA began a tiered dispatch program for a six-month trial period. Utilizing an internationally recognized medical priority dispatch system, JPA staff assess the level of the emergency before assigning units. Dispatchers have maintained the same timeframe for high priority emergencies, but less critical incidents require more information to correctly triage, which has resulted in increased call processing times. This new system ensures the correct usage of resources, provides an appropriate level of care, and units respond in the most appropriate manner.



<i>Check</i>	<i>Amount</i>	<i>Vendor</i>	<i>Purpose</i>
EFT 1.1.23	\$ 3,870.28	Metropolitan Life Insurance Co	Medical/Dental Benefits, Life Insurance, Long & Short Term Disability, & Employee Optional Benefits
ACHPD12092022	\$ 16,740.82	CalPERS Payroll Reporting	CalPERS Retirement Contributions
21693	\$ 900.00	Henry L. Richter	Frequency Coordination
21694	\$ 110.93	Amazon	Supplies - Office / Janitorial & New Equipment - Minor
21695	\$ 50.00	CSMFO	Dues - Professional Org
21696	\$ 125.00	CSMFO	Dues - Professional Org
21697	\$ 5,750.00	Davis Farr LLP	Accounting/Audit
21698	\$ 600.00	City of Encinitas	Radio Site Rental Exp
21699	\$ 439.62	Stitch'em Up Custom Embroidery & Screenprinting	Uniform Expenses
21700	\$ 1,029.05	City of San Diego	Radio Site Rental Exp
21701	\$ 8,327.33	U S Bank Corporation Payment System	Rebill - CalCard
21702	\$ 1,270.00	Facility Gateway Corporation	UPS Service Contract
21703	\$ 488.70	AT&T Calnet 2/3	Telephone Exp
21704	\$ 757.52	Aflac	Employee Optional Benefits
21705	\$ 9,088.95	Rancho Santa Fe Fire PD	Building Lease - RSF
21706	\$ 55.00	Southern California Shredding Inc.	Janitorial Service Contract
21707	\$ 154.00	Race Communications	Online Services - Internet Exp
21708	\$ 689.50	4imprint, Inc.	Uniform Expenses
21709	\$ 5,940.00	Emergency Communications Consulting, LLC	Grant Project - VHF Mgmt FY20 UASI
21710	\$ 466.78	Estech Systems Inc	Telephone Exp
21711	\$ 182.97	Amazon	Refreshment Services
21712	\$ 92.25	Amazon	Supplies - Office / Janitorial
21713	\$ 680.00	The Maintenance Company II, L.L.C.	Janitorial Service Contract
ACH Health 1.10.23	\$ 24,268.79	CalPERS Health	Medical/Dental Insurance
21714	\$ 2,202.07	American Tower Inc	Radio Site Rental Exp
21715	\$ 1,606.00	AT&T	AT&T Firewall Maintenance
21716	\$ 680.00	The Maintenance Company II, L.L.C.	Janitorial Service Contract
21717	\$ 407.00	McDougal Love Boehmer Foley Lyon Mitchell	Legal Service

# North County Dispatch JPA

# List of Demands ~ FY22/23 Q3

<i>Check</i>	<i>Amount</i>	<i>Vendor</i>	<i>Purpose</i>
21718	\$ 84.55	Amazon	Supplies - Office / Janitorial
21719	\$ 417.50	Rogers, Anderson, Malody & Scott, LLP	Consulting Services
21720	\$ 599.00	County of San Diego - APCD	City/County Tax & Permits
21721	\$ 120.00	RSF Mail Delivery	Postage Exp
21722	\$ 300.00	Palomar Communications	Radio Site Rental Exp
21723	\$ 12,133.33	The Regents of the University of California	NZ Medical Director
21724	\$ 2,395.49	San Diego Gas & Electric	Electricity Exp
21725	\$ 614.50	County of San Diego/RCS	RCS Radio Svcs (CAP, NOC, 800 MHz)
21726	\$ 1,293.18	T Mobile	Network Connections - Wireless Network & New Equipment - Minor
21727	\$ 2,815.72	Rancho Santa Fe Fire PD	Trash Exp, Water Exp, & Elevator Service Contract
21728	\$ 18,709.37	TASC	Medical Reimbursement
ACHPD11252022	\$ 16,906.68	CalPERS Payroll Reporting	CalPERS Retirement Contributions
ACHPD12232022	\$ 17,639.13	CalPERS Payroll Reporting	CalPERS Retirement Contributions
21729	\$ 120.00	Costco Membership	Dues - Professional Org
21730	\$ 1,100.00	TCTI	Wellness / Resiliency
21731	\$ 1,000.00	National Emergency Number Association	Conference/Seminars
21732	\$ 1,240.89	JPA Association	Employee Recognition Exp
21733	\$ 230.05	AT&T	Online Services - Internet Exp
21734	\$ 117.70	AT&T	Online Services - Internet Exp
21735	\$ 62.48	Amazon	Supplies - Office / Janitorial
21736	\$ 6,018.59	Direct Energy Business - Dallas	Electricity Exp
21737	\$ 839.73	Konica Minolta	Copy Machine Service Contract
21738	\$ 433.20	T Mobile	Network Connections - Wireless Network
21739	\$ 3,100.49	Trashcans Warehouse	Tenant Improvements
21740	\$ 95.49	Verizon Wireless	New Equipment - Minor
21741	\$ 9,088.95	Rancho Santa Fe Fire PD	Building Lease - RSF
21742	\$ 1,150.00	International Academies of Emergency Dispatch	Conference/Seminars
21743	\$ 1,517.12	American Radio	North Zone VHF Radio Project
21744	\$ 9.40	Metropolitan Life Insurance Co	Employee Optional Benefits
ACHPD01062023	\$ 17,560.64	CalPERS Payroll Reporting	CalPERS Retirement Contributions

<i>Check</i>	<i>Amount</i>	<i>Vendor</i>	<i>Purpose</i>
EFT 2.1.23	\$ 3,977.61	Metropolitan Life Insurance Co	Medical/Dental Benefits, Life Insurance, Long & Short Term Disability, & Employee Optional Benefits
21745	\$ 2,720.33	San Diego Gas & Electric	Electricity Exp
21746	\$ 149.00	Priority Dispatch	Staff Training
21747	\$ 38.79	Stitch'em Up Custom Embroidery & Screenprinting	Uniform Expenses
21748	\$ 300.00	Palomar Communications	Radio Site Rental Exp
21749	\$ 120.00	RSF Mail Delivery	Postage Exp
21750	\$ 1,029.05	City of San Diego	Radio Site Rental Exp
21751	\$ 3,693.83	U S Bank Corporation Payment System	Rebill - CalCard
21752	\$ 8,525.00	Emergency Communications Consulting, LLC	Grant Project - VHF Mgmt FY20 UASI
21753	\$ 12,133.33	The Regents of the University of California	NZ Medical Director
21754	\$ 473.81	Estech Systems Inc	Telephone Exp
21755	\$ 2,590.25	Rancho Santa Fe Fire PD	Trash Exp, Water Exp, & Elevator Service Contract
21756	\$ 182.30	Amazon	Supplies - Office / Janitorial, New Equipment - Minor, & Refreshment Services
21757	\$ 55.00	Southern California Shredding Inc.	Janitorial Service Contract
21758	\$ 310.11	Staples Business Credit	Supplies - Office / Janitorial
21759	\$ 154.00	Race Communications	Online Services - Internet Exp
21760	\$ 1,853.88	Konica Minolta Business Solutions USA Inc	Software Support Contracts
21762	\$ 91.19	Aramark Refreshment Services, LLC	Refreshment Services
21763	\$ 1,172.50	ICS	Air Conditioning Serv Contract
21764	\$ 1,292.09	AT&T Calnet 2/3	Telephone Exp
21765	\$ 1,436.51	AT&T Calnet 2/3	AVPN Fire Station Alerting
21766	\$ 724.80	AT&T Calnet 2/3	Online Services - Internet Exp
ACHHealth 2.10.23	\$ 25,084.69	CalPERS Health	Medical/Dental Insurance
21768	\$ 1,136.28	Aflac	Employee Optional Benefits
21769	\$ 17,335.90	TASC	Medical Reimbursement
ACHPD01202023	\$ 17,777.34	CalPERS Payroll Reporting	CalPERS Retirement Contributions
21770	\$ 60.00	SDCFCA- Admin Section	Dues - Professional Org

<i>Check</i>	<i>Amount</i>	<i>Vendor</i>	<i>Purpose</i>
21771	\$ 839.73	Konica Minolta	Copy Machine Service Contract
21772	\$ 3,596.05	Direct Energy Business - Dallas	Electricity Exp
21773	\$ 220.00	TCTI	Wellness / Resiliency
21774	\$ 117.70	AT&T	Online Services - Internet Exp
21775	\$ 803.00	AT&T	AT&T Firewall Maintenance
21776	\$ 259.00	McDougal Love Boehmer Foley Lyon Mitchell	Legal Service
21777	\$ 2,202.07	American Tower Inc	Radio Site Rental Exp
21778	\$ 680.00	The Maintenance Company II, L.L.C.	Janitorial Service Contract
21779	\$ 614.50	County of San Diego/RCS	RCS Radio Svcs (CAP, NOC, 800 MHz)
21780	\$ 35.44	Amazon	Repair & Maintenance
21781	\$ 293.09	Amazon	Supplies - Office / Janitorial
21782	\$ 4,439.00	Governmentjobs.com, Inc	Recruitment
21783	\$ 724.80	AT&T Calnet 2/3	Online Services - Internet Exp
21784	\$ 1,441.12	AT&T Calnet 2/3	AVPN Fire Station Alerting
21785	\$ 496.15	AT&T Calnet 2/3	Telephone Exp
21786	\$ 2,539.29	CDW Government Inc	Computer Equipment Replacement
21787	\$ 432.49	AT&T Calnet 2/3	Telephone Exp
21788	\$ 1,316.41	AT&T Calnet 2/3	Telephone Exp
21789	\$ 3,450.00	Liebert Cassidy Whitmore Inc	Conference/Seminars & Rebill - General and Misc
21790	\$ 1,292.41	AT&T Calnet 2/3	Telephone Exp
ACHPD02032023	\$ 17,516.09	CalPERS Payroll Reporting	CalPERS Retirement Contributions
EFT 3.1.23	\$ 4,007.10	Metropolitan Life Insurance Co	Medical/Dental Benefits, Life Insurance, Long & Short Term Disability, & Employee Optional Benefits
21791	\$ 154.00	Race Communications	Online Services - Internet Exp
21792	\$ 18,165.63	Central Square Technologies	VisiCAD/TriTech Support
21793	\$ 1,342.50	Rogers, Anderson, Malody & Scott, LLP	Consulting Services
21794	\$ 2,840.00	Tablet Command	Rebill - General and Misc
21795	\$ 696.56	Aflac	Employee Optional Benefits
21796	\$ 9,088.95	Rancho Santa Fe Fire PD	Building Lease - RSF
21797	\$ 423.20	T Mobile	Network Connections - Wireless Network
21798	\$ 7,095.00	Emergency Communications Consulting, LLC	Grant Project - VHF Mgmt FY20 UASI

<i>Check</i>	<i>Amount</i>	<i>Vendor</i>	<i>Purpose</i>
21799	\$ 464.31	Estech Systems Inc	Telephone Exp
21800	\$ 12,133.33	The Regents of the University of California	NZ Medical Director
21801	\$ 6,453.18	U S Bank Corporation Payment System	Rebill - CalCard
21802	\$ 55.00	Southern California Shredding Inc.	Janitorial Service Contract
21803	\$ 437.15	Staples Business Credit	Supplies - Office / Janitorial
21804	\$ 9.40	Metropolitan Life Insurance Co	Employee Optional Benefits
21805	\$ 120.00	RSF Mail Delivery	Postage Exp
21806	\$ 883.07	4imprint, Inc.	Uniform Expenses
ACHHealth 3.10.23	\$ 25,806.67	CalPERS Health	Medical/Dental Insurance
21807	\$ 462.50	McDougal Love Boehmer Foley Lyon Mitchell	Legal Service
21808	\$ 1,790.82	Concur Technologies, Inc	Accounting/Audit
21809	\$ 173.16	Pitney Bowes Inc Leasing	Postage Exp
21810	\$ 208.99	Pitney Bowes - Supplies	Postage Exp
21811	\$ 142.24	Lee's Lock & Safe	R&M Building and Facility
21812	\$ 680.00	The Maintenance Company II, L.L.C.	Janitorial Service Contract
21813	\$ 77.58	Stitch'em Up Custom Embroidery & Screenprinting	Uniform Expenses
21814	\$ 2,202.07	American Tower Inc	Radio Site Rental Exp
21815	\$ 448.00	International Academies of Emergency Dispatch	Staff Training
21816	\$ 2,678.10	San Diego Gas & Electric	Electricity Exp
21817	\$ 1,029.05	City of San Diego	Radio Site Rental Exp
21818	\$ 614.50	County of San Diego/RCS	RCS Radio Svcs (CAP, NOC, 800 MHz)
21819	\$ 300.00	Palomar Communications	Radio Site Rental Exp
21820	\$ 13,776.00	Tableau Software, Inc.	Software Support Contracts
21821	\$ 724.80	AT&T Calnet 2/3	Online Services - Internet Exp
21822	\$ 1,441.69	AT&T Calnet 2/3	AVPN Fire Station Alerting
21823	\$ 496.55	AT&T Calnet 2/3	Telephone Exp
21824	\$ 266.50	International Academies of Emergency Dispatch	Staff Training
21825	\$ 460.93	AT&T Calnet 2/3	Telephone Exp
21826	\$ 230.05	AT&T	Online Services - Internet Exp
21827	\$ 19,950.00	Capture Technologies	Verint Logging Recorder Contrac

<i>Check</i>	<i>Amount</i>	<i>Vendor</i>	<i>Purpose</i>
ACHPD02172023	\$ 17,606.93	CalPERS Payroll Reporting	CalPERS Retirement Contributions
21828	\$ 82.50	Payton Murphy	Reimbursable Expense
21829	\$ 68.73	Todd Ripa	Staff Training
21830	\$ 4.30	Todd Ripa	Supplies - Office / Janitorial
21831	\$ 79.38	Aidali Arias	Staff Training
21832	\$ 54.00	Perreira, Brittany	Staff Training
21834	\$ 394.83	Nicholas Archer	Reimbursable Expense
21835	\$ 145.49	Georgina Medina	Staff Training & Conference/Seminars
21836	\$ 55.00	Southern California Shredding Inc.	Janitorial Service Contract
21837	\$ 839.73	Konica Minolta	Copy Machine Service Contract
21838	\$ 803.00	AT&T	AT&T Firewall Maintenance
21839	\$ 550.00	TCTI	Wellness / Resiliency
21840	\$ 9.40	Metropolitan Life Insurance Co	Employee Optional Benefits
21841	\$ 117.70	AT&T	Online Services - Internet Exp
21842	\$ 375.00	Marin Consulting Associates	Staff Training
21843	\$ 230.05	AT&T	Online Services - Internet Exp
21844	\$ 713.80	Amazon	Employee Recognition Exp
21845	\$ 17,390.82	TASC	Medical Reimbursement
ACHHOLIDAY2022NEWHIRE	\$ 401.41	CalPERS Payroll Reporting	CalPERS Retirement Contributions
21846	\$ 129.41	Staples Business Credit	Supplies - Office / Janitorial
21847	\$ 125.00	CalNENA	Reimbursable Expense
21848	\$ 2,530.35	Direct Energy Business - Dallas	Electricity Exp
21849	\$ 7,147.09	U S Bank Corporation Payment System	Rebill - CalCard
21850	\$ 292.46	Amazon	Employee Recognition Exp, Supplies - Office / Janitorial, & COVID-19 Pandemic Mitigation
21851	\$ 300.00	National Emergency Number Association	Dues - Professional Org
21852	\$ 306.24	Amazon	Refreshment Services, Supplies - Office / Janitorial, Employee Recognition Exp, & New Equipment - Minor
ACHHOLIDAY2022	\$ 11,838.56	CalPERS Payroll Reporting	CalPERS Retirement Contributions
21853	\$ 88,684.43	COMMLine Inc.	Grant Project - VHF Radio FY20 UASI

# North County Dispatch JPA

# List of Demands ~ FY22/23 Q3

<i>Check</i>	<i>Amount</i>	<i>Vendor</i>	<i>Purpose</i>
21854	\$ 88,058.52	COMMLine Inc.	Grant Project - VHF Radio FY20 UASI
21855	\$ 247,500.00	COMMLine Inc.	Grant Project - VHF Radio FY20 UASI
21856	\$ 86,902.22	COMMLine Inc.	Grant Project - VHF Radio FY20 UASI
ACHPD03032023	\$ 17,074.30	CalPERS Payroll Reporting	CalPERS Retirement Contributions
Subtotal	\$ 1,081,550.90		
1/6/2023	\$ 110,000.01	NCDJPA	Payroll
1/20/2023	\$ 108,609.12	NCDJPA	Payroll
1/23/2023	\$ 45.17	California Bank and Trust	Bank Service Charge
2/3/2023	\$ 106,556.61	NCDJPA	Payroll
2/17/2023	\$ 105,894.09	NCDJPA	Payroll
2/21/2023	\$ 45.17	California Bank and Trust	Bank Service Charge
3/3/2023	\$ 104,193.28	NCDJPA	Payroll
3/17/2023	\$ 105,298.62	NCDJPA	Payroll
3/21/2023	\$ 45.11	California Bank and Trust	Bank Service Charge
3/31/2023	\$ 113,562.40	NCDJPA	Payroll
Subtotal	\$ 754,249.58		
<b>Grand Total</b>		<b>\$</b>	<b>1,835,800.48</b>



**North County Dispatch JPA**  
**Budget vs. Actual**  
**FY 2022 - 2023 Quarter 3**  
**July 2022 - March 2023**

	<b>FY21-22 Quarter 3 Actuals</b>	<b>FY22-23 Adopted Budget</b>	<b>FY22-23 Quarter 3 Actuals</b>	<b>FY22-23 Remain Balance</b>	<b>FY22-23 % of Budget</b>
Salary	2,008,883	3,420,787	2,332,626	1,088,161	68.2%
Benefits	560,541	879,877	600,105	279,772	68.2%
Pension UAL payments	-	206,191	9,737	196,454	4.7%
<b>Salary / Benefits Subtotal</b>	<b>2,569,423</b>	<b>4,506,855</b>	<b>2,942,468</b>	<b>1,564,388</b>	<b>65.3%</b>
Conference and Training Expenses	42,712	62,500	47,518	14,982	76.0%
Administrative Contract Services	111,516	239,953	191,589	48,364	79.8%
Other Professional Services	164,512	280,816	179,694	101,122	64.0%
IT Contract Services	388,212	504,479	458,534	45,945	90.9% (1)
Utilities	68,776	105,541	81,946	23,595	77.6%
General Expenses	23,756	50,000	24,832	25,168	49.7%
Repairs and Maintenance	7,182	31,600	15,217	16,383	48.2%
Equipment / Computer Purchases	14,999	64,983	15,284	49,699	23.5%
<b>Other Operating Expenses Subtotal</b>	<b>821,666</b>	<b>1,339,872</b>	<b>1,014,614</b>	<b>325,258</b>	<b>75.7%</b>
<b>Total Operating Expenses</b>	<b>3,391,089</b>	<b>5,846,727</b>	<b>3,957,082</b>	<b>1,889,645</b>	<b>67.7%</b>
<b>Encumbered Fund / Special Projects</b>					
COVID-19 Leave Bank	22,309	118,014	27,789	90,225	23.5%
COVID-19 Pandemic Mitigation	2,301	19,635	2,569	17,066	13.1%
Server Room Cleanup	-	13,000	-	13,000	0.0%
Tenant Improvement	137,048	523,972	89,766	434,206	17.1%
VHF Radio Maintenance (NZ)	7,500	10,543	3,317	7,226	31.5%
<u>Grant Projects:</u>					
FY 20 UASI VHF Radio Equipment	5,400	814,600	487,609	326,991	59.9%
FY 20 UASI Planning - Federal Engr	11,378	79,800	10,670	69,130	13.4%
FY 20 UASI VHF Project Mgmt	-	122,885	107,310	15,575	87.3%
FY 21 UASI VHF Radio Equipment	-	650,000	21,457	628,543	3.3%
FY 22 UASI VHF Radio Equipment			5,000		

(1) IT contracts renewals were mostly due and payable in lump sum payments at the beginning of the fiscal year.





## North County Dispatch JPA NCDJPA Board of Chiefs Agenda

**Staff Report:** NCDJPA Board of Chiefs     ITEM NO. 23/06  
**Date:** May 11, 2023  
**Subject:** FY 2022 UASI Grant Fund Acceptance and Allocation  
**Action Requested:** Review and Approve

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<b>RECOMMENDATION:</b>	<p>JPA Staff recommends the Board of Chiefs review and approve the following actions:</p> <ul style="list-style-type: none"><li>• Authorize the Administrator to accept FY 2022 UASI grant funds in the amount of \$885,000 for the Very High Frequency (VHF) Regional Infrastructure Project;</li><li>• Authorize the Administrator to sign the Memorandum of Agreement (MOA) with the City of San Diego Office of Homeland Security (OHS);</li><li>• Authorize the Administrator to purchase VHF equipment in the amount not to exceed \$650,000.</li></ul>
<b>BACKGROUND:</b>	<p>The goal of the VHF Regional Infrastructure Project is to strengthen interoperable communications capabilities within the San Diego region by providing back-up radio communications for regional fire agencies. This project is a multi-agency and multi-year effort. To date, the JPA has accepted UASI grant funds to implement VHF system at various locations in Carlsbad, Del Mar, Encinitas, Fallbrook, and Oceanside.</p>
<b>CURRENT SITUATION:</b>	<p>On behalf of the North Zone, the JPA has requested an additional \$885,000 for the purchase and installation of VHF Equipment as part of FY 2022 UASI Grant Fund. JPA Staff recommends authorization for the Administrator to accept FY 2022 UASI grant funds and to sign the MOA with City of San Diego OHS in order to continue the VHF Infrastructure Project without disruption.</p> <p>In the past, the JPA has utilized funds from the Reserves for grant projects, to be reallocated when grant reimbursements are received.</p>
<b>FISCAL IMPACT:</b>	<p>Currently, nothing is budgeted for FY 2022 UASI grant-related projects. In order to accept FY 2022 UASI, the JPA would need to transfer funds from the Undesignated Reserve into the VHF Grant Reserve.</p>

**ATTACHMENTS:**

Resolution No. 23-01 - FY 2022 UASI Grant Fund Acceptance

Notification of Subrecipient Award Approval Letter

**RESOLUTION NO. 23-01**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTH COUNTY  
DISPATCH JOINT POWERS AUTHORITY ACCEPTING FISCAL YEAR 2022  
URBAN AREA SECURITY INITIATIVE (FY 2022 UASI) GRANT FUNDS**

**WHEREAS**, San Diego has been designated as the grantee for UASI funds granted by United States Department of Homeland Security (DHS) through the California Office of Emergency Services (Cal OES); and

**WHEREAS**, the City of San Diego Office of Homeland Security (SD OHS) serves as the chair and the UASI Grant Administrator; and

**WHEREAS**, the North County Dispatch Joint Powers Authority (NCDJPA) participates in the local and regional planning to address effective and integrated communications system, using Very High Frequency (VHF) network.

**WHEREAS**, SD OHS has distributed a portion of the regional UASI grant funds to the NCDJPA for the VHF Regional Infrastructure Project; and

**WHEREAS**, the NCDJPA Board of Directors desires to accept FY 2022 UASI Funds for VHF Regional Infrastructure Project; and

**WHEREAS**, the NCDJPA Board of Directors desires to enter into a Memorandum of Agreement (MOA) with SD OHS regarding FY 2022 UASI Grant Funds terms and conditions.

**NOW, THEREFORE, BE IT RESOLVED** as follows:

1. The NCDJPA hereby accepts FY 2022 UASI grant funds from SD OHS; and
2. The Administrator of the NCDJPA is hereby authorized to enter into a MOA with SD OHS; and
3. The Administrator of the NCDJPA is hereby authorized to execute and submit any and all grant contract documents and reimbursements.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of North County Dispatch Joint Powers Authority on May 24, 2023 by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
Ken Munson, Chairman of the Board

ATTEST:

\_\_\_\_\_  
Christopher D Herren, Secretary of the Board

April 11, 2023

Christopher D Herren  
Administrator, North County Dispatch JPA  
P.O. Box 1206  
Rancho Santa Fe, CA 92067

'23APR18 9:38A

**SUBJECT: NOTIFICATION OF SUBRECIPIENT AWARD APPROVAL**  
FY 2022 Homeland Security Grant Program  
Grant# 2022-0043 Cal OES ID# 073-66000  
Subrecipient Performance Period: September 1, 2022 to December 15, 2024

**Subrecipient:**

The San Diego Office of Emergency Services (SD OES) has approved your FY22 Urban Area Security Initiative (UASI) award.

Activities:	Amount:	Reimbursement Claim Due Date:
<b>All Projects</b>	<b>\$885,000</b>	
Project 030 Regional VHF Radio Planning and Implementation	\$885,000	December 15, 2024

<sup>1</sup> Training funds are limited to approved courses (see Attachment A).

During the application process, the Regional Technology Partnership (RTP) vetted and the Urban Area Working Group (UAWG) approved your project(s). Throughout the grant cycle, SD OES will use performance milestones set in the Homeland Security Grant Program (HSGP) application as indicators of performance and this information may be used in assessing future competitive grant applications. All activities funded with this award must be completed within the subrecipient performance period.

You are required to comply with all applicable federal, state, and local environmental and historic preservation (EHP) requirements. Additionally, Aviation/Watercraft requests, projects requiring EHP review, federal schedule and sole source procurement requests, regardless of dollar amount, require prior approval from SD OES and the California Governor's Office of Emergency Services (Cal OES). Subrecipients must obtain written approval for these activities prior to incurring any costs, in order to be reimbursed for any related costs under this grant. Subrecipients are required to obtain a performance bond for any equipment item over \$250,000 or any vehicle, aircraft, or watercraft that has been paid with HSGP funds prior to receiving the final product(s). Performance bonds must be submitted to your UASI Program Representative no later than the time of reimbursement. Additionally, Cal OES prior approval is required for all HSGP-funded noncompetitive procurements of training, regardless of the dollar amount, per GMM 2017-01-A.

April 11, 2023

Page 2

Following acceptance of this award, you must sign and return the SD OES Memorandum of Understanding (MOU) as well as the Cal OES standard assurances. Once your completed MOU and standard assurances are signed and received by our office, you may request reimbursement of eligible grant expenditures.

Your agency must coordinate with SD OES to prepare and submit quarterly projections and milestone reporting via email so that SD OES can comply with the semi-annual BSIR reporting for the duration of the grant period or until you complete all activities and the grant is formally closed. Failure to submit required reports could result in grant reduction, suspension, or termination.

This grant is subject to all provisions of 2 CFR Part 200. Any funds received in excess of current needs, approved amounts, or those found owed as a result of a final review or audit, must be refunded to SD OES within 30 days upon receipt of an invoice from SD OES.

Your dated signature is required on this letter. Please sign and return the original to your UASI Program Representative at 9601 Ridgehaven Court, San Diego CA 92123 within 20 days of receipt and keep a copy for your files.

For further assistance, please feel free to contact your SD OES UASI Program Representative at (619) 533-6758.

Sincerely,



Megan Beall  
Program Manager  
City of San Diego Office of Emergency Services

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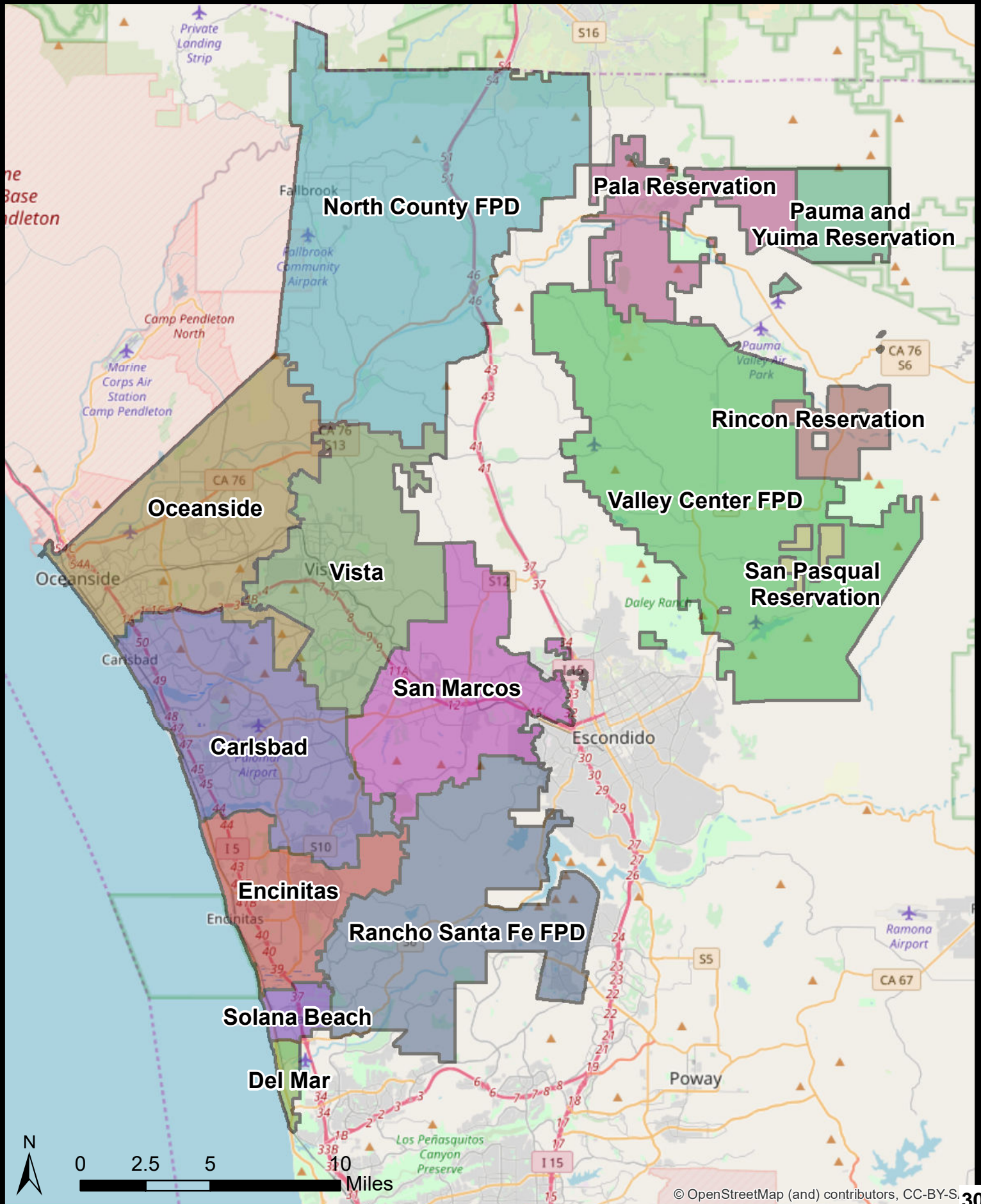
Christopher D Herren  
Administrator, North County Dispatch JPA

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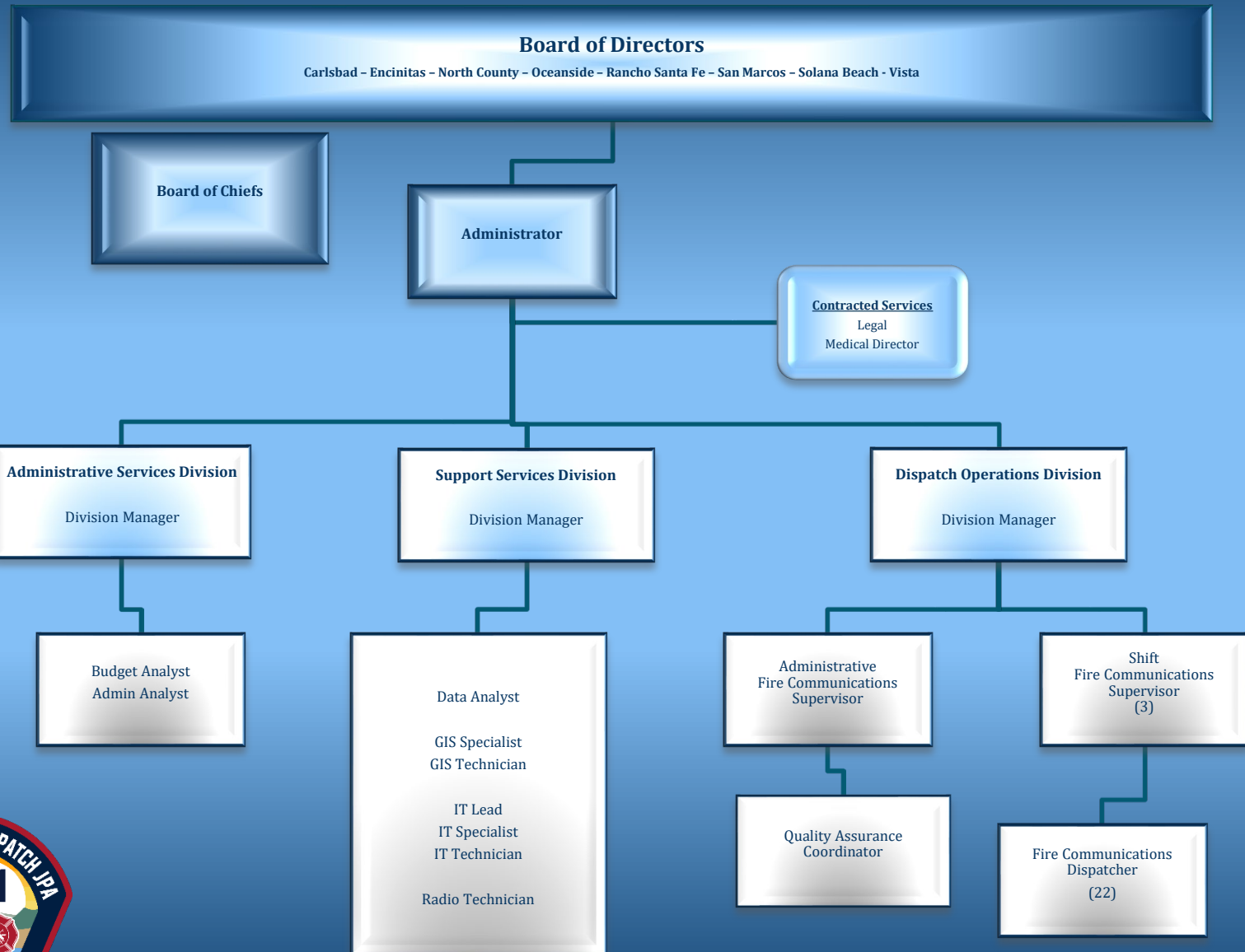
Date



# NCD FIRE DISTRICTS



# North County Dispatch JPA



**NORTH COUNTY DISPATCH JPA**  
FY 2023-2024 Proposed Budget  
Authorized Positions

	ADOPTED	ADOPTED	MODIFIED	ADOPTED	PROPOSED	
POSITIONS	FY20-21	FY 21-22	FY21-22	FY 22-23	FY 23-24	
	May '20	May '21	Dec '21	May '22	May '23	Variance
<b><u>Represented</u></b>						
Fire Communications Dispatcher FT	15	15	15	15	19	4
Fire Communications Supervisor	5	5	4	4	4	0
<b><u>Non-Represented</u></b>						
Fire Communications Dispatcher PT	5	2	2	3	4	1
Information Systems Support Lead	1	1	1	1	1	0
Information Systems Support Specialist	2	2	2	2	2	0
Information Systems Support Technician	2	2	2	3	3	0
Administrative Analyst I	0	0	1	1	1	0
Administrative Analyst II	0	1	2	2	2	0
Administrative Assistant	1	1	0	0	0	0
<b><u>Management</u></b>						
Administrator	1	1	1	1	1	0
Division Manager				3	3	0
Administrative Manager	1	1	1	0	0	0
Budget Manager	1	1	0	0	0	0
Communications Manager	1	1	2	0	0	0
Full-Time Employees	30	31	31	32	36	4
Part-Time Employees	5	2	2	3	4	1
<b>Total Employees</b>	<b>35</b>	<b>33</b>	<b>33</b>	<b>35</b>	<b>40</b>	<b>5</b>

**May '21**

Added Data Analyst

**Dec '21**

Eliminated Budget Manager & Admin Assistant

Added 2 Admin Analysts

**May '22**

Added PT FCD

Added Radio Tech

Retitled 3 Managers to Division Manager

**May '23**

Add 3 FCD (Escondido)

Add FCD (Quality Assurance Coordinator)

Add PT FCD



## RESOLUTION NO. 23-02

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTH COUNTY DISPATCH JOINT POWERS AUTHORITY ESTABLISHING SALARY RANGES AND BENEFITS FOR MANAGEMENT STAFF

**BE IT RESOLVED** that the Board of Directors of North County Dispatch Joint Powers Authority (NCDJPA) hereby authorize the following salary ranges and benefits for positions identified below effective June 18, 2023. This Resolution supersedes Resolution 22-05.

#### I. SALARY

POSITION	ANNUAL SALARY RANGE
Division Manager	\$103,889 - \$139,221

#### II. GENERAL BENEFITS

The management positions covered by this resolution shall be afforded the same benefits provided to the NCDJPA Dispatchers Association under their current Memorandum of Understanding (MOU), except for the following sections:

Article X – Wages, Article XIII – Holidays, and as otherwise indicated below.

#### III. RETIREMENT

NCDJPA participates in the California Public Employees' Retirement System (PERS).

Retirement benefits are subject to the Public Employees' Pension Reform Act (PEPRA) and related to Public Employees' Retirement Law (PERL). If there is a conflict between this resolution and the requirements pursuant to PEPRA and/or PERL, PEPRA and PERL shall prevail.

##### A. CLASSIC TIER 1 – 2.7% @ 55

- For classic employees hired prior to January 1, 2013. Classic Tier 1 employees are responsible for the entire employee contribution of reported wages. Final compensation is highest average annual compensation during any consecutive 12-month period of employment.

##### B. CLASSIC TIER 2 – 2.5% @ 55

- For classic employees hired on or after January 1, 2013. Classic Tier 2 employees are responsible for the entire employee contribution of reported wages. Final compensation is highest average annual compensation during any consecutive 36-month period of employment.

##### C. PEPRA – 2% @ 62

- For new employees hired on or after January 1, 2013. PEPRA employees pay 50% of the normal cost contribution as determined by PERS. Final compensation is highest average annual compensation during any consecutive 36-month period of employment.

- D. NCDJPA agrees to report member contributions as tax deferred for all employees enrolled in PERS.
- E. NCDJPA participates in 1959 Survivor Benefit at Level Four. Employees pay the premiums indicated by PERS through payroll deductions.

#### **IV. EXECUTIVE LEAVE**

Executive Leave is given to FLSA exempt staff in recognition of uncompensated time worked beyond the normal 40-hour workweek over the course of the fiscal year.

Executive Leave must be used during the fiscal year earned, does not roll over from fiscal year to fiscal year, and cannot be cashed out at any time or upon separation from employment. Executive Leave can only be used after 3 months of employment.

The exempt positions covered by this resolution shall receive 40 hours of Executive Leave per fiscal year. Positions assigned to work as the Communications Duty Officer, which involves being available after hours approximately 25% of the year, shall receive a total of 80 hours of Executive Leave per fiscal year.

#### **V. VACATION LEAVE**

Employees are expected to use vacation leave each year.

Accrued vacation leave shall not exceed twice the employee's annual accrual, after which the employee will no longer accrue vacation leave until the employee's accrued vacation leave balance is reduced below the limit.

Employees may cash out vacation leave as outlined in Sections 12.05 and 12.06 of the NCDJPA Dispatchers Association MOU.

#### **VI. HOLIDAY LEAVE**

NCDJPA recognizes 11 holidays per year as outlined in the Dispatchers Association MOU. The employees covered by this resolution shall receive 10 hours of Holiday Leave for each holiday, for a total of 110 hours per calendar year.

Holiday Leave must be used during the calendar year earned, does not roll over from year to year, and cannot be cashed out at any time or upon separation from employment.

#### **VII. UNIFORMS**

Management employees who wear uniforms will be responsible to ensure they always have proper and presentable uniforms in accordance with the Uniform Standard Operating Procedure (SOP 2.09).

For employees required to wear a uniform (as determined by the Administrator), NCDJPA will provide uniform items.

For management employees who are classic members (as defined by PEPR), PERS considers the cost of the provided uniform to be a form of special compensation.

Therefore, the cost of the provided uniform will be reported to PERS on an annual basis in June each year. The value of the provided uniforms will not exceed \$750 per employee per fiscal year.

The cost of the provided uniform will not be reported to PERS as special compensation for any management employees considered PEPRA.

**VIII. PORTAL TO PORTAL COMPENSATION**

Management employees shall be compensated portal to portal for the total time committed to an emergency incident as part of a mutual aid request and such compensation is not contingent upon any state or federal reimbursement. Management employees shall use the Standard Emergency Activity Record (Form F-42). The Administrator must approve employees deploying to mutual aid incidents and has the discretion to recall employees at any time.

**IX. DISABILITY INSURANCE**

NCDJPA shall provide both short-term and long-term disability insurance to management employees at no additional cost to the employees.

Management employees do not participate in State Disability Insurance (SDI).

**X. EDUCATION INCENTIVE PAY**

NCDJPA encourages employees to further their education and agrees to compensate employees with qualifying degrees as follows:

- Associate's degree - \$23 per pay period
- Bachelor's degree - \$40 per pay period
- Master's degree - \$55 per pay period

Employees shall provide NCDJPA with copies of degrees in order to receive the associated education incentive pay. The employee's incentive will be based on their highest level of education completed; incentives cannot be combined.

**XI. INDUSTRY CERTIFICATION PAY**

NCDJPA encourages employees to obtain certification related to the business of the organization to demonstrate their comprehensive knowledge and confirm their commitment to their profession.

Industry certifications should require a testing process to achieve and require periodic recertification or have standards to maintain certification.

Employees will be compensated \$25 per pay period for any 1 of the following:

- ENP – Emergency Number Professional
- RPL – Registered Public Safety Leader

**XII. LONGEVITY PAY**

Employees shall receive a one-time non-PERSable lump sum stipend in the pay period inclusive of their anniversary of continued full-time employment or adjusted seniority date for employees who have both full and part-time service:

- 10 Years - \$500
- 15 Years - \$1,000
- 20 Years - \$1,500

**XIII. AUTO ALLOWANCE**

In recognition of the requirement that management employees use their own private transportation to attend recurring regional meetings, management employees shall receive \$75 per pay period, in lieu of mileage reimbursement.

**XIV. HEALTH INSURANCE**

NCDJPA wants to provide employees with an opportunity to obtain medical, dental, and vision insurance for themselves and their dependents.

In 2023, NCDJPA will pay up to \$1,300 per month in premiums.

Effective January 1, 2024, NCDJPA will pay up to the following per month:

- \$2,000 – Family
- \$1,725 – Employee +1
- \$1,100 – Employee Only
- \$650 – Opt Out

Any unused portion of the health insurance allotment will be deposited by NCDJPA into individual employee's Health Reimbursement Arrangement (HRA) as outlined in the Dispatchers Association MOU.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of North County Dispatch Joint Powers Authority on May 24, 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Ken Munson, Chair of the Board

ATTEST:

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Christopher D Herren, Secretary of the Board

## RESOLUTION NO. 23-03

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTH COUNTY DISPATCH JOINT POWERS AUTHORITY ESTABLISHING SALARY RANGES AND BENEFITS FOR NON-REPRESENTED STAFF

**BE IT RESOLVED** that the Board of Directors of North County Dispatch Joint Powers Authority (NCDJPA) hereby authorizes the following salary ranges and benefits for positions identified below effective June 18, 2023. This Resolution supersedes Resolution 22-06.

#### I. SALARY

POSITION	HOURLY RATE
Administrative Assistant	\$25.11 - \$30.52
Administrative Analyst I	\$32.26 - \$39.21
Administrative Analyst II	\$37.34 - \$45.39
Information Systems Support Technician	\$28.44 - \$34.57
Information Systems Support Specialist	\$34.57 - \$42.02
Information Systems Support Lead	\$40.02 - \$48.65

#### II. GENERAL BENEFITS

The full-time positions covered by this resolution shall be afforded the same benefits as provided to the NCDJPA Dispatchers Association under their current Memorandum of Understanding, except for the following sections:

Article X – Wages, Article XIII – Holidays; and as otherwise indicated below.

#### III. RETIREMENT

NCDJPA participates in the California Public Employees' Retirement System (PERS).

Retirement benefits are subject to the Public Employees' Pension Reform Act (PEPRA) and related to Public Employees' Retirement Law (PERL). If there is a conflict between this resolution and the requirements pursuant to PEPRA and/or PERL, PEPRA and PERL shall prevail.

##### A. CLASSIC TIER 1 – 2.7% @ 55

- For classic employees hired prior to January 1, 2013. Classic Tier 1 employees are responsible for the entire employee contribution of reported wages. Final compensation is highest average annual compensation during any consecutive 12-month period of employment.

##### B. CLASSIC TIER 2 – 2.5% @ 55

- For classic employees hired on or after January 1, 2013. Classic Tier 2 employees are responsible for the entire employee contribution of

reported wages. Final compensation is highest average annual compensation during any consecutive 36-month period of employment.

C. PEPRA – 2% @ 62

- For new employees hired on or after January 1, 2013. PEPRA employees pay 50% of the normal cost contribution as determined by PERS. Final compensation is highest average annual compensation during any consecutive 36-month period of employment.

D. NCDJPA agrees to report member contributions as tax deferred for all employees enrolled in PERS.

E. NCDJPA participates in 1959 Survivor Benefit at Level Four. Employees pay the premiums indicated by PERS through payroll deductions.

**IV. COMPENSATORY TIME OFF**

At the employee's discretion, overtime hours worked can be banked as Compensatory Time Off equal to one and one-half times the number of hours worked (e.g. an employee working one hour of overtime may elect to accrue 1.5 hours of compensatory time). The following conditions are included with the use and administration of Compensatory Time Off:

- Compensatory time accrued will be capped at 40 hours.
- Use of compensatory time must be approved.
- Any unused compensatory time off accumulated at the end of each calendar year will be automatically paid out at the employee's regular rate of pay at the time the payment is made, which shall be on the last paycheck of the calendar year.

**V. VACATION LEAVE**

Employees are expected to use vacation leave each year.

Accrued vacation leave shall not exceed twice the employee's annual accrual, after which the employee will no longer accrue vacation leave until the employee's accrued vacation leave balance is reduced below the limit.

Employees may cash out vacation leave as outlined in Sections 12.05 and 12.06 of the NCDJPA Dispatchers Association MOU.

**VI. HOLIDAY LEAVE**

NCDJPA recognizes 11 holidays per year as outlined in the Dispatchers Association MOU. The employees covered by this resolution shall receive 10 hours of Holiday Leave for each holiday, for a total of 110 hours per calendar year.

Holiday Leave must be used during the calendar year earned, does not roll over from year to year, and cannot be cashed out at any time or upon separation from employment.

**VII. UNIFORMS**

Non-represented employees who wear uniforms will be responsible to ensure they always have proper and presentable uniforms in accordance with the Uniform

Standard Operating Procedure (SOP 2.09).

For employees required to wear a uniform (as determined by the Administrator), NCDJPA will provide uniform items.

For non-represented employees who are classic members (as defined by PEPR), PERS considers the cost of the provided uniform to be a form of special compensation. Therefore, the cost of the provided uniform will be reported to PERS on an annual basis in June each year. The value of the provided uniforms will not exceed \$750 per employee per fiscal year.

The cost of the provided uniform will not be reported to PERS as special compensation for any management employees considered PEPR.

#### **VIII. PORTAL TO PORTAL COMPENSATION**

Non-represented employees shall be compensated portal to portal for the total time committed to an emergency incident as part of a mutual aid request and such compensation is not contingent upon any state or federal reimbursement. Management employees shall use the Standard Emergency Activity Record (Form F-42). The Administrator must approve employees deploying to mutual aid incidents and has the discretion to recall employees at any time.

#### **IX. DISABILITY INSURANCE**

NCDJPA shall provide both short-term and long-term disability insurance to all full-time non-represented employees at no additional cost to the employees.

Non-represented employees do not participate in State Disability Insurance (SDI).

#### **X. EDUCATION INCENTIVE PAY**

NCDJPA encourages employees to further their education and agrees to compensate employees with qualifying degrees as follows:

- Associate's degree - \$23 per pay period
- Bachelor's degree - \$40 per pay period
- Master's degree - \$55 per pay period

Employees shall provide NCDJPA with copies of degrees in order to receive the associated education incentive pay. The employee's incentive will be based on their highest level of education completed; incentives cannot be combined.

#### **XI. ON-CALL PAY**

Employees in the Support Services Division may be assigned by management to the On-Call IT (OCIT) duty as outlined in SOP 7.11.

Employees will be compensated at the rate of \$40 per day of assignment. This compensation is in lieu of the previous practice of reimbursing staff for maintaining mobile phone and internet service.

**XII. LONGEVITY PAY**

Employees shall receive a one-time non-PERSable lump sum stipend in the pay period inclusive of their anniversary of continued full-time employment or adjusted seniority date for employees who have both full and part-time service:

- 10 Years - \$500
- 15 Years - \$1,000
- 20 Years - \$1,500

**XIII. HEALTH INSURANCE**

NCDJPA wants to provide employees with an opportunity to obtain medical, dental, and vision insurance for themselves and their dependents.

In 2023, NCDJPA will pay up to \$1,300 per month in premiums.

Effective January 1, 2024, NCDJPA will pay up to the following per month:

- \$2,000 – Family
- \$1,725 – Employee +1
- \$1,100 – Employee Only
- \$650 – Opt Out

Any unused portion of the health insurance allotment will be deposited by NCDJPA into individual employee's Health Reimbursement Arrangement (HRA) as outlined in the Dispatchers Association MOU.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of North County Dispatch Joint Powers Authority on May 24, 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

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Ken Munson, Chair of the Board

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Christopher D Herren, Secretary of the Board



## RESOLUTION NO. 23-04

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTH COUNTY DISPATCH JOINT POWERS AUTHORITY ESTABLISHING SALARY RANGES AND BENEFITS FOR PART-TIME STAFF

**BE IT RESOLVED** that the Board of Directors of North County Dispatch Joint Powers Authority (NCDJPA) hereby authorizes the following salary ranges and benefits for positions identified below effective June 18, 2023. This Resolution supersedes Resolution 22-07.

#### I. SALARY

POSITION	HOURLY RATE
Fire Communications Dispatcher Part-Time	\$29.51 - \$35.87

#### II. RETIREMENT

Part-time employees may be enrolled in the California Public Employees' Retirement System (PERS) if hours worked in a fiscal year are anticipated to exceed 1,000 hours or if they were previously enrolled in PERS. Once a part-time employee is enrolled in PERS, the employee is subject to the same retirement benefits and limitations as agreed to in the MOU between the NCDJPA Dispatchers Association and NCDJPA.

Retirement benefits are subject to the Public Employees' Pension Reform Act (PEPRA) and related to Public Employees' Retirement Law (PERL). If there is a conflict between this resolution and the requirements pursuant to PEPRA and/or PERL, then PEPRA and PERL shall prevail.

##### A. CLASSIC TIER 1 – 2.7% @ 55

- For classic employees hired prior to January 1, 2013. Classic Tier 1 employees are responsible for the entire employee contribution of reported wages. Final compensation is highest average annual compensation during any consecutive 12-month period of employment.

##### B. CLASSIC TIER 2 – 2.5% @ 55

- For classic employees hired on or after January 1, 2013. Classic Tier 2 employees are responsible for the entire employee contribution of reported wages. Final compensation is highest average annual compensation during any consecutive 36-month period of employment.

##### C. PEPRA – 2% @ 62

- For new employees hired on or after January 1, 2013. PEPRA employees pay 50% of the normal cost contribution as determined by PERS. Final compensation is highest average annual compensation during any consecutive 36-month period of employment.

##### D. NCDJPA agrees to report member contributions as tax deferred for all employees enrolled in PERS.

E. NCDJPA participates in 1959 Survivor Benefit at Level Four. Employees pay the premiums indicated by PERS through payroll deductions.

### **III. UNIFORMS**

Part-times employees who wear a uniform will be responsible to ensure they always have proper and presentable uniforms in accordance with the Uniform Standard Operating Procedure (SOP 2.09).

For employees required to wear a uniform (as determined by the Administrator), NCDJPA will provide uniform items.

For part-time employees who are classic members (as defined by PEPR), PERS considers the cost of the provided uniform to be a form of special compensation. Therefore, the cost of the provided uniform will be reported to PERS on an annual basis in June each year. The value of provided uniforms will not exceed \$750 per employee per fiscal year.

The cost of the provided uniform will not be reported to PERS as special compensation for any non-represented or part-time employees considered PEPR.

### **IV. PORTAL TO PORTAL COMPENSATION**

Part-time employees shall be compensated portal to portal for the total time committed to an emergency incident as part of a mutual aid request and is not contingent upon any state or federal reimbursement. Employees shall use the Standard Emergency Activity Record (Form F-42). The Administrator must approve employees deploying to mutual aid incidents and has the discretion to recall employees at any time.

### **V. SICK LEAVE**

Pursuant to the Healthy Workplaces/Healthy Families Act of 2014, on July 1st of each year, part-time employees will be provided with 24 hours of paid sick leave that may be used during that fiscal year. Unused paid sick leave must be used during the fiscal year earned and does not rollover from fiscal year to fiscal year. Part-time employees are not entitled to cash out unused paid sick leave at any time or upon separation from employment. Part-time employees may begin using paid sick leave after three (3) months of employment.

### **VI. SPECIAL DUTY PAY**

Except where indicated or required by law, part-time employees are not eligible for benefits or compensation beyond their agreed upon hourly rate of pay.

PERS regulations do not allow retired annuitants to receive additional pay beyond their hourly rate.

Part-time Fire Communications Dispatchers are eligible to receive the following special duty pay, as outlined in the Dispatchers Association MOU:

- Communications Training Pay
- EMDQ Pay
- Move-Up Supervisory Pay
- Standby Pay

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of North County Dispatch Joint Powers Authority on May 24, 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Ken Munson, Chair of the Board

ATTEST:

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Christopher D Herren, Secretary of the Board

**RESOLUTION NO. 23-05**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTH COUNTY DISPATCH  
JOINT POWERS AUTHORITY ADOPTING A PUBLICLY AVAILABLE PAY SCHEDULE**

**WHEREAS**, the California Public Employees Retirement System (CalPERS) adopted the California Code of Regulations, Title 2, Section 570.5 (2 CCR § 570.5) regarding publicly available pay schedule on August 10, 2011; and

**WHEREAS**, 2 CCR § 570.5 requires a pay schedule that is approved and adopted by the governing body of the public entity; and

**WHEREAS**, 2 CCR § 570.5 requires that the pay schedule be made public without reference to another document in disclosing the pay rate.

**NOW, THEREFORE, BE IT RESOLVED**, as follows:

The Board of Directors of NCDJPA hereby approves and adopts the Pay Schedule, set forth in the attachment and incorporated herein by reference, effective June 18, 2023.

The Pay Schedule approved and adopted by this resolution shall be periodically updated by the Board of Directors, in accordance with the California Code of Regulations requirements.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of North County Dispatch Joint Powers Authority on May 24, 2023 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Ken Munson, Chairman of the Board

ATTEST:

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Christopher D Herren, Secretary of the Board



**North County Dispatch JPA  
Pay Schedule  
Fiscal Year 2023-2024  
Effective June 18, 2023**

<b>Represented</b>	<b>Rate Type</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>
Fire Communications Dispatcher	Hourly	\$ 29.51	\$ 30.98	\$ 32.53	\$ 34.16	\$ 35.87	\$ 37.66
Fire Communications Supervisor	Hourly	\$ 33.93	\$ 35.63	\$ 37.41	\$ 39.28	\$ 41.25	\$ 43.31

<b>Non-Represented</b>	<b>Rate Type</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>
Fire Communications Dispatcher PT	Hourly	\$ 29.51	\$ 30.98	\$ 32.53	\$ 34.16	\$ 35.87
Administrative Analyst I	Hourly	\$ 32.26	\$ 33.87	\$ 35.57	\$ 37.34	\$ 39.21
Administrative Analyst II	Hourly	\$ 37.34	\$ 39.21	\$ 41.17	\$ 43.23	\$ 45.39
Administrative Assistant	Hourly	\$ 25.11	\$ 26.36	\$ 27.68	\$ 29.06	\$ 30.52
Information Systems Support Technician	Hourly	\$ 28.44	\$ 29.87	\$ 31.36	\$ 32.93	\$ 34.57
Information Systems Support Specialist	Hourly	\$ 34.57	\$ 36.30	\$ 38.12	\$ 40.02	\$ 42.02
Information Systems Support Lead	Hourly	\$ 40.02	\$ 42.02	\$ 44.13	\$ 46.33	\$ 48.65

<b>Management</b>	<b>Rate Type</b>	<b>Range</b>
Administrator	Annual	\$ 146,621 to \$ 196,486
Division Manager	Annual	\$ 103,889 to \$ 139,221

<b>Temporary Positions (as needed and determined by the Administrator)</b>	<b>Range</b>
Temporary Help*	Hourly California Minimum Wage to \$ 110.00

\* Examples of Temporary Help positions include but not limited to:  
Interns, Trainees, Specialists, Consultants, Retired Annuitants as extra help  
Hourly Rate is determined by the Administrator

## Operating Budget by Categories

	ADOPTED	PROPOSED		
Salary and Benefits	FY 22-23	FY 23-24	Change \$	Change %
Salary	3,011,258	3,234,200	222,942	7.40% (1)
Part Time	60,280	63,585	3,305	5.48%
Overtime	217,152	233,037	15,885	7.31% (2)
Holiday Pay	89,951	99,113	9,162	10.19% (2)
CalPERS Pension Contribution	293,732	333,006	39,274	13.37%
CalPERS UAL Contribution	184,799	99,036	(85,763)	-46.41% (3)
Health Insurance	509,256	530,256	21,000	4.12%
Life Insurance / STD / LTD / AD&D	22,014	28,523	6,509	29.57%
Social Security	6,433	6,682	249	3.87%
Medicare	49,578	52,072	2,494	5.03%
Unemployment Insurance	4,410	4,144	(266)	-6.03%
Workers Comp	15,847	17,008	1,161	7.32%
Directors Stipend	1,600	1,600	-	0.00%
Uniform Allowance	14,000	14,800	800	5.71%
Educational Incentive	25,246	27,352	2,106	8.34% (4)
<b>Total Salary and Benefits</b>	<b>4,505,556</b>	<b>4,744,415</b>	<b>238,859</b>	<b>5.30%</b>
Other Expenses	FY 22-23	FY 23-24	Change \$	Change %
Personnel Training	62,500	90,250	27,750	44.40% (5)
Administrative Contracts	239,953	281,455	41,502	17.30% (6)
Other Professional Services	280,816	322,741	41,925	14.93% (6)
IT Contract	504,479	612,882	108,403	21.49% (6)
Utilities	105,541	115,040	9,499	9.00%
General Expenses	50,000	58,350	8,350	16.70%
Repairs and Maintenance	31,599	33,179	1,580	5.00%
Equipment/Computer Purchases	64,983	70,375	5,392	8.30%
<b>Total Other Expenses</b>	<b>1,339,871</b>	<b>1,584,271</b>	<b>244,400</b>	<b>18.24%</b>
<b>Total Operating Budget</b>	<b>5,845,427</b>	<b>6,328,686</b>	<b>483,259</b>	<b>8.27%</b>
10% Contingency	45,911	94,107	48,196	
Capital Expenditures	FY 22-23	FY 23-24	Change \$	Change %
CRS Contribution	50,000	50,000	-	0.00%
Depreciation	352,408	357,527	5,119	1.45%
<b>Capital Expenditures Subtotal</b>	<b>402,408</b>	<b>407,527</b>	<b>5,119</b>	<b>1.27%</b>
<b>Total Operating &amp; Capital Expenses</b>	<b>6,293,746</b>	<b>6,830,320</b>	<b>536,574</b>	<b>8.53%</b>
Other Funding Sources				
MDC Maintenance Assessment	88,630	56,658	(31,972)	-36.07%
NZ Medical Services (Rebill)	145,600	145,600	-	0.00%
Reimbursement (CALOES)	10,000	20,000	10,000	100.00%
Tableau Online Licenses (Rebill)	10,000	10,584	584	5.84%
Tablet Command (Rebill for online licenses)	40,550	142,000	101,450	250.18%
Water RMS (Rebill)	15,124	31,600	16,476	108.94%
<b>Subtotal (Rebills/Reimbursements)</b>	<b>309,904</b>	<b>406,442</b>	<b>96,538</b>	<b>31.15%</b>
<b>TOTAL BUDGET</b>	<b>\$ 5,983,842</b>	<b>\$ 6,423,878</b>	<b>\$ 440,036</b>	<b>7.35%</b>

(1) Salary increases: (+\$78K) Quality Assurance Coord, (+\$84K) MOU Increases, (+\$60K) Non-Rep & Management

(2) Overtime & Holiday Pay: Increases directly related to salary increases and new staff - no increase in hours

(3) PERS UAL: Reduced since NCDJPA has continued to be at or near 100% funded - still have \$288K in Reserves, as well

(4) Education Incentive: Added Industry Certification Pay

(5) Training: \$10K increase for new CALOES reimbursement, \$17K increase to continue post-COVID right-sizing of line item

(6) Services/Contracts: Increase = \$191K (\$70K Tablet Command, \$50K COLA, \$40K VHF Radio Sites, \$20K Wellness, \$11K Other New Services)

North County Dispatch JPA  
FY 2023-2024 Assessments

ADOPTED									PROPOSED			
AGENCY	2021 Incidents	2022 Incidents	Change	% Change	2021 Workload	2022 Workload	% Change	FY 22-23 Assessment	FY 23-24 Assessment	Change (\$)	Change (%)	
Carlsbad FD	11,194	11,797	603	5.39%	14.63%	14.74%	0.11%	\$ 834,095	\$ 884,399	\$ 50,304	6.03%	
CSA-17	242	280	38	15.70%	0.32%	0.35%	0.03%	\$ 33,636	\$ 34,644	\$ 1,008	3.00%	
Del Mar FD	662	798	136	20.54%	0.87%	1.00%	0.13%	\$ 49,327	\$ 59,825	\$ 10,497	21.28%	
Del Mar PW	31	30	(1)	-3.23%	0.04%	0.04%	0.00%	\$ 2,310	\$ 2,249	\$ (61)	-2.63%	
Encinitas FD	6,104	6,630	526	8.62%	7.98%	8.28%	0.30%	\$ 454,826	\$ 497,039	\$ 42,213	9.28%	
North County FPD	5,909	6,038	129	2.18%	7.72%	7.54%	-0.18%	\$ 440,296	\$ 452,658	\$ 12,362	2.81%	
Oceanside FD	19,919	20,961	1,042	5.23%	26.04%	26.19%	0.15%	\$ 1,484,219	\$ 1,571,407	\$ 87,188	5.87%	
Pala FD	667	623	(44)	-6.60%	0.87%	0.78%	-0.09%	\$ 49,700	\$ 46,705	\$ (2,995)	-6.03%	
Pauma FD	149	127	(22)	-14.77%	0.19%	0.16%	-0.04%	\$ 11,102	\$ 9,521	\$ (1,581)	-14.24%	
Rancho Santa Fe FPD	2,684	2,834	150	5.59%	3.51%	3.54%	0.03%	\$ 199,992	\$ 212,460	\$ 12,468	6.23%	
Rancho Santa Fe Patrol	2,156	2,013	(143)	-6.63%	2.82%	2.52%	-0.30%	\$ 160,649	\$ 150,911	\$ (9,739)	-6.06%	
Rincon FD	530	545	15	2.83%	0.69%	0.68%	-0.01%	\$ 39,492	\$ 40,858	\$ 1,366	3.46%	
San Marcos FD	10,055	10,499	444	4.42%	13.14%	13.12%	-0.03%	\$ 749,225	\$ 787,090	\$ 37,865	5.05%	
San Marcos PW	80	51	(29)	-36.25%	0.10%	0.06%	-0.04%	\$ 5,961	\$ 3,823	\$ (2,138)	-35.86%	
San Pasqual FD	304	333	29	9.54%	0.40%	0.42%	0.02%	\$ 22,652	\$ 24,964	\$ 2,313	10.21%	
Solana Beach FD	1,491	1,538	47	3.15%	1.95%	1.92%	-0.03%	\$ 111,098	\$ 115,301	\$ 4,203	3.78%	
Solana Beach PW	10	5	(5)	-50.00%	0.01%	0.01%	-0.01%	\$ 745	\$ 375	\$ (370)	-49.69%	
Valley Center FPD	1,906	2,038	132	6.93%	2.49%	2.55%	0.05%	\$ 142,021	\$ 152,785	\$ 10,764	7.58%	
Vista FD	12,404	12,894	490	3.95%	16.22%	16.11%	-0.10%	\$ 924,256	\$ 966,639	\$ 42,383	4.59%	
GRAND TOTAL	76,497	80,034	3,537	4.62%	100.00%	100.00%		\$ 5,715,604	\$ 6,013,653	\$ 298,049	5.21%	

## North County Dispatch JPA

FY 2023-2024 Proposed Budget

Other Support Services Rebills

AGENCIES	MDC CAPITAL REPLACEMT	MDC MAINT & REPAIR	NZ MEDICAL DIRECTOR	TABLET COMMAND	TABLEAU ONLINE LICENSES	WATER RMS	TOTAL
AMR	\$ -	\$ -	\$ -	\$ 8,500	\$ -	\$ -	\$ 8,500
Carlsbad FD	\$ 32,700	\$ 16,138	\$ 17,703	\$ 9,450	\$ 2,520	\$ -	\$ 78,511
Del Mar FD	\$ 3,000	\$ 1,414	\$ 1,929	\$ 1,100	\$ -	\$ 1,140	\$ 8,583
Encinitas FD	\$ -	\$ -	\$ 8,098	\$ 10,200	\$ 504	\$ 7,250	\$ 26,052
Escondido FD	\$ -	\$ 15,548	\$ 17,850	\$ -	\$ -	\$ -	\$ 33,398
North County FPD	\$ 25,000	\$ 1,414	\$ 12,562	\$ 9,250	\$ 504	\$ -	\$ 48,730
Oceanside FD	\$ -	\$ -	\$ 21,228	\$ 21,700	\$ 1,008	\$ -	\$ 43,936
Pala FD	\$ -	\$ -	\$ 5,952	\$ 7,200	\$ -	\$ 775	\$ 13,927
Pauma FD	\$ -	\$ 2,827	\$ 4,189	\$ -	\$ -	\$ 230	\$ 7,246
Rancho Santa Fe FPD	\$ -	\$ 4,534	\$ 8,098	\$ 13,150	\$ 504	\$ 3,665	\$ 29,951
Rancho Santa Fe Patrol	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rincon FD	\$ 7,800	\$ 3,534	\$ 6,833	\$ 900	\$ 1,008	\$ 945	\$ 21,020
San Marcos FD	\$ 27,250	\$ 648	\$ 13,443	\$ 28,450	\$ 2,520	\$ 12,770	\$ 85,081
San Pasqual FD	\$ 6,300	\$ 2,827	\$ 4,630	\$ -	\$ 504	\$ 640	\$ 14,901
Solana Beach FD	\$ 6,300	\$ 2,827	\$ 3,251	\$ -	\$ -	\$ 1,785	\$ 14,163
Valley Center FPD	\$ 11,400	\$ 4,947	\$ 5,952	\$ 1,450	\$ 504	\$ -	\$ 24,253
Vista FD	\$ 40,800	\$ -	\$ 13,884	\$ 30,650	\$ 1,008	\$ 2,400	\$ 88,742
<b>TOTAL REBILLS</b>	<b>\$ 160,550</b>	<b>\$ 56,658</b>	<b>\$ 145,600</b>	<b>\$ 142,000</b>	<b>\$ 10,584</b>	<b>\$ 31,600</b>	<b>\$ 546,992</b>



**North Zone Medical Director Cost Apportionment**  
**FY 23-24**

<b>Medical Director Cost</b>	<b>\$145,600</b>
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<b>Base Portion</b>	<b>20%</b>	<b>\$29,120.00</b>
<b>EMS Staff Portion</b>	<b>80%</b>	<b>\$116,480.00</b>

<b>Agency</b>	<b>Base Cost</b>	<b>EMS #</b>	<b>EMS %</b>	<b>EMS Cost</b>	<b>Total Cost</b>
Carlsbad FD	\$ 2,426.67	104	13.11%	\$ 15,276.07	\$ 17,702.74
Del Mar FD (CSA-17)	\$ 606.67	9	1.13%	\$ 1,321.97	\$ 1,928.64
Encinitas FD (CSA-17)	\$ 606.67	51	6.43%	\$ 7,491.15	\$ 8,097.82
Escondido FD	\$ 2,426.67	105	13.24%	\$ 15,422.95	\$ 17,849.62
North County FPD	\$ 2,426.67	69	8.70%	\$ 10,135.08	\$ 12,561.75
Oceanside FD	\$ 2,426.67	128	16.14%	\$ 18,801.31	\$ 21,227.98
Pala Resv. FD	\$ 2,426.67	24	3.03%	\$ 3,525.25	\$ 5,951.92
Pauma Resv. FD	\$ 2,426.67	12	1.51%	\$ 1,762.62	\$ 4,189.29
Rancho Santa Fe FPD (CSA-17)	\$ 606.67	51	6.43%	\$ 7,491.15	\$ 8,097.82
Rincon Resv. FD	\$ 2,426.67	30	3.78%	\$ 4,406.56	\$ 6,833.23
San Marcos FD	\$ 2,426.67	75	9.46%	\$ 11,016.39	\$ 13,443.06
San Pasqual Resv. FD	\$ 2,426.67	15	1.89%	\$ 2,203.28	\$ 4,629.95
Solana Beach FD (CSA-17)	\$ 606.67	18	2.27%	\$ 2,643.93	\$ 3,250.60
Valley Center FPD	\$ 2,426.67	24	3.03%	\$ 3,525.25	\$ 5,951.92
Vista FD	\$ 2,426.67	78	9.84%	\$ 11,457.05	\$ 13,883.72
<b>Total</b>	<b>\$ 29,120.05</b>	<b>793</b>	<b>100.00%</b>	<b>\$ 116,480.01</b>	<b>\$ 145,600.06</b>

\* Details of cost sharing methodology are on page 2

## **North Zone Medical Director Cost Apportionment**

### **FY 23-24**

In conjunction with the beginning of the original contract with UCSD for medical director services in July 2019, the NZ Chiefs approved a cost sharing methodology.

20% of the total contract is to be split evenly amongst user agencies. Because CSA-17 agencies already have access to medical oversight via the County's ambulance services contract, those agencies are considered a single agency for the base cost only.

80% of the total contract is to be split amongst user agencies based on the number of budgeted treatment personnel as of January of the calendar year preceding the fiscal year in question.

Treatment personnel is defined as anyone at the rank of Captain or below, regardless of certification level (e.g. paramedic or EMT). In the case of part-time positions, FTE equivalents should be used. For example, if an agency has 6 part-time staff that work 50% of the time, that equates to 3 FTE positions.

**North County Dispatch JPA**  
**MDC Capital Replacement Reserve**

<b>PARTICIPATING AGENCIES</b>	<b>BALANCE 6/30/23</b>
Carlsbad FD	\$ 130,978
Del Mar FD	\$ 12,085
Encinitas FD	\$ 87,797
North County FPD	\$ 125,125
Pala FD	\$ 10,284
Rincon FD	\$ 36,566
San Marcos FD	\$ 170,073
San Pasqual FD	\$ 18,426
Solana Beach FD	\$ 25,441
Valley Center FPD	\$ 29,768
Vista FD	\$ 107,295
<b>TOTAL</b>	<b>\$ 753,839</b>