

**NORTHERN CALIFORNIA REGIONAL PUBLIC SAFETY TRAINING AUTHORITY**

JPA Board of Directors - Agenda  
Friday December 16, 2011 – 09:00 am  
2409 Dean Street, Room 124, McClellan, CA 95652

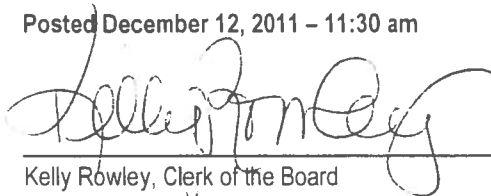
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**PUBLIC MEETING**

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- I. Call to Order
- II. Pledge of Allegiance
- III. Public comment on agenda/non-agenda items
  - None scheduled
- IV. Consent Agenda
  - 1. Approve – Action Summary Board of Directors Meeting November 18, 2011
  - 2. Ratify – County of Sacramento – Agreement for Building and Maintenance Services
- V. Information
  - JPA – SAFR Range #3 Baffle Construction Drawings available for viewing
- I. Presentations
  - 1. Monthly Training Report – NIJ Cooperative Agreement
    - Receive Presentation – Mr. Mickey Bennett, Mr. Tom McMahon
  - 2. JPA Facilities Report – JPA Campus & Building 600
    - Receive Presentation – Mr. Rick Sargent
- II. Action Items
  - 1. Authorization to move \$100,000 from PY 09-10 Restricted Carry-over, for the improvement of Campus Facilities, Restricted Fund Balance would be decreased to \$224,134.57. Remaining unaudited Carry over from FY 11 is \$517,784.41
    - Receive Presentation – Authorize Transfer – Mr. Steven Segura
  - 2. Approve – Revised Facility Use Fee Schedule
    - Receive Presentation – Approve Fee Schedule – Mr. Steven Segura
- III. **Closed Session:** none Scheduled
- IV. Executive Directors Report – Mr. Steven Segura
- V. Board Member Questions and Comments
- VI. Meeting Schedule
  - JPA Planning Team – **Tuesday** January 10<sup>th</sup>, 2012, 9:00 am
  - JPA Board of Directors – Changes for 2012?
- VII. Adjournment

Posted December 12, 2011 – 11:30 am



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Kelly Rowley, Clerk of the Board

*NORTHERN CALIFORNIA REGIONAL PUBLIC SAFETY TRAINING AUTHORITY*

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Action Summary - JPA Board of Directors  
**Friday November 18, 2011 - 9:00 am**  
2409 Dean Street, Room 124, McClellan, CA 95652

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**Call to Order:** 9:01 am

**Roll Call:** Dr. David Viar, (LRCCD/ARC), Deputy Chief Dana Matthes (SPD), Deputy Chief Troy Malaspino (SFD), Mr. Steven Segura, Executive Director, Kelly Rowley, Clerk of the Board

**Pledge of Allegiance**

**Public Comment on Agenda/non-agenda items**

None received

**Consent Agenda**

1. Approve – Action Summary Board of Directors Meeting October 28, 2011

***A motion to approve the Consent Agenda was made by Deputy Chief Troy Malaspino, seconded by Deputy Chief Dana Matthes, all in favor, motion passes.***

**Presentations/Information:**

**JPA Grants Training Report – Mr. Mickey Bennett**

- Board Members were provided a status report on the NIJ Cooperative Agreement, for the period ending 10/31/11

**JPA Facilities Report – Mr. Rick Sargent**

- Board Members were provided a JPA Facilities Update summary as of 10/31/11, for both the JPA Campus and Building 600.

**JPA Member Agency Training Report – Mr. Steven Segura**

- None received

**Building 600 Lease with McClellan Park – Tom Edler**

- No Report

**Action Items**

1. Adopt Mission Statement for the Northern California Regional Public Safety Training Authority.

***A motion to adopt the NCRPSTA Mission Statement was made by Deputy Chief Dana Matthes seconded, by Deputy Chief Troy Malaspino, all in favor, motion passes.***

***NCRPSTA – Mission Statement***

"The Mission of the Northern California Regional Public Safety Training Authority primarily is to provide and support professional training for its member agencies and secondarily, as it enhances that effort, also to serve the Western States public safety community, while maintaining a dynamic training facility to achieve maximum benefit from the expenditure of public funds."

### Executive Directors Report – Mr. Steven Segura

- Accounting System automation is moving along, and should be completed in January 2012
- Auto-Ex Class was very successful with 69 students and the efforts of all those who participated in the planning of the event.
  - Chief Malaspino encouraged staff to be aware of any current or future heavy equipment damage.
- Sub-Leases are done and pending the execution of the Building 600 lease.
- In December we will be presenting a revised Fee Schedule for the use of the NCRPSTA Classrooms, this will include ALL classrooms on the JPA Campus
- In December we will be requesting a funding line for "capital improvements" and upgraded maintenance necessities.

### Closed Session – 9:11 am

Pursuant to sections 54956.8, 54956.9, 54957.1, 54957.7, and 54962, the NCRPSTA Board of Directors met in closed session to discuss the current Lease Negotiation with MP Holdings, regarding the Master Lease between the NCRPSTA and MP Holdings.

### Re-convene from Closed Session – 9:39 am

2. Authorize/Ratify Second Amendment with McClellan Park for the continued lease of Building 600, effective 11/21/2011 to 11/20/2013. Authorize/Ratify Building 600 Subleases and MOU's between the NCRPSTA and the various sub-tenants.

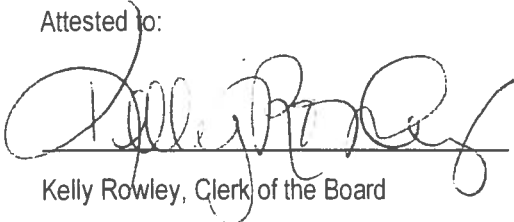
***A motion to Authorize the NCRPSTA Executive Director to continue the lease of Building 600 effective 11/21/11 to 11/20/2013, was made by Deputy Chief Troy Malaspino, seconded by Deputy Chief Dana Matthes, all in favor, motion passes.***

### Board Member Comments and Questions

- None received

Adjournment: 09:40 am

Attested to:



Kelly Rowley, Clerk of the Board

Staff Report for the Board Meeting of:  
*December 16, 2011*

To: Board of Directors  
NCRPSTC - Joint Powers Authority

### TOPIC

Second Amendment to Retroactive Agreement with the NCRPSTA and the County of Sacramento for Building and Maintenance Services

### BACKGROUND

Currently the County of Sacramento Office of Emergency Services, as a tenant of Building 600, occasionally will fund expenditures which are outside the current lease obligations.

### DISCUSSION

The County of Sacramento Office of Emergency Services will fund certain Preventative Maintenance Agreements for the care and upkeep of the Training EOC. On occasion County OES will also fund special projects.

The Second Amendment to the Retro Active Agreement with the NCRPSTA and the County of Sacramento is effective July 1, 2011 to June 30, 2012.

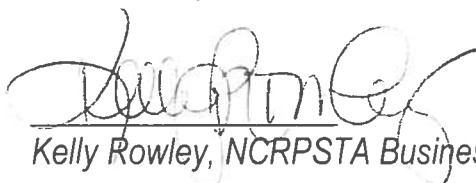
### FISCAL IMPACT

There is no fiscal impact

### RECOMMENDATION

Receive and Ratify actions of Executive Director.

Submitted by:



*Kelly Rowley, NCRPSTA Business Services*

**COUNTY OF SACRAMENTO**

**SECOND AMENDMENT TO RETROACTIVE AGREEMENT WITH THE  
NORTHERN CALIFORNIA REGIONAL PUBLIC SAFETY TRAINING COLLEGE,  
JOINT POWERS AUTHORITY FOR BUILDING RENOVATION AND  
MAINTENANCE SERVICES**

THIS SECOND AMENDMENT to the Retroactive Agreement is made and entered into this 13th day of December, 2011, by and between the COUNTY OF SACRAMENTO, a political subdivision of the State of California, hereinafter referred to as "COUNTY", and Northern California Regional Public Safety Training College, a joint powers authority, hereinafter "CONTRACTOR".

**RECITALS**

WHEREAS, the COUNTY and CONTRACTOR have previously entered into a retroactive agreement, hereinafter referred to as "AGREEMENT", on October 28, 2008, for building renovation, project management and maintenance services; and

WHEREAS, the COUNTY and CONTRACTOR desire to amend that Agreement, pursuant to Section XXVI Amendment And Waiver; and

WHEREAS, the COUNTY and CONTRACTOR desire to extend the term to July 1, 2011 through June 30, 2012; and

NOW, THEREFORE, the CHIEF OF THE SACRAMENTO OFFICE OF EMERGENCY SERVICES and the SHERIFF, or their designees, on behalf of the COUNTY, and CONTRACTOR hereby amend the terms of that Agreement to the period of July 1, 2011 through June 30, 2012. The Chief of the Sacramento Office of Emergency Services and the Sheriff, or their designees, are authorized by Resolution 2008-1085 to execute this amended Agreement on behalf of the COUNTY. The entire agreement consists of: (1) the retroactive Agreement between the parties originally executed on October 28, 2008, which Agreement the parties hereby reaffirm, (2) the First Amendment which modified the language for Exhibit C, Budget Requirements, together with (3) this Second Amendment which modifies the terms to July 1, 2011 through June 30, 2012.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date and year first written above.

COUNTY OF SACRAMENTO

NORTHERN CALIFORNIA REGIONAL  
PUBLIC SAFETY TRAINING COLLEGE

By: Scott Jones

Scott R. Jones, Sheriff  
Sacramento County Sheriff's Department

By: Steven Segura

Steven Segura, Director

Date: \_\_\_\_\_

Date: 12/13/11

By: Rick Martinez

Rick Martinez, Chief  
Sacramento Office of Emergency Services

Date: 11/15/11

Authorized by Board of Supervisors Resolution 2008-1085


NORTHERN CALIFORNIA REGIONAL PUBLIC SAFETY TRAINING AUTHORITY, JPA  
National Institute of Justice (NIJ), Cooperative Agreement 2010-IJ-CX-K008  
**Monthly Progress Report**

Institute Name: Virtual Reality Classroom Research  
Reporting Period: November 1 - 30  
Grant Training Director: Mickey Bennett

Year: 2011  
Phone: 916-838-2919

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- A. Budget – Expenditures: NIJ grant expenditures will be reported as part of the JPA general budget report
- B. Grant Deliverables: Contractor to upgrade the Tactical Village recording equipment (i.e. cameras, recorders, microphones, etc.) has been selected and installation will begin in December 2011.
- C. Meetings/Conferences Attended: No meetings/conferences were scheduled during this reporting period.
- D. Steering Committee Meeting: No meetings were scheduled during this reporting period.
- E. Staffing: Contracts were finalized with the program evaluators. The Fiscal Coordinator position is being evaluated and a replacement plan is being developed.
- G. Problems that the Project Experienced: Reduced workdays have been caused by the Thanksgiving holiday vacation.
- H. Steps Taken to Correct the Problems: Team members have scheduled additional hours during December.
- I. Landmark accomplishments: None this month.
- J. Goals for Next Month:
  - 1. Identify SL programmer.
  - 2. Expand course selection search
  - 3. Select and contract with course instructors

  
Submitted by Mickey Bennett  
December 7, 2011

Staff Report for the Board Meeting of:  
December 16, 2011

To: Board of Directors  
NCRPSTA – Joint Powers Authority

#### TOPIC

The creation of a specified \$100,000.00 budget line to be used for Capital Improvement projects.

#### BACKGROUND

The Training Authority has had a history of improving the facility's training grounds via the annual budget adopted by the Board of Directors, or by asking the BOD's to approve the expenditure of additional funds when the need for an immediate improvement becomes necessary. While many projects and improvements have been accomplished, there exist several projects that need attention now and in the near future.

#### DISCUSSION

The Training Authority Planning Team meets bi-weekly to discuss among other items, plans and projects for the Training Authority. As part of this process, several areas of the plant have been identified as either, needing replacement, improvement, or upgrade. While the Planning Team understands that all things cannot be accomplished at once, there is agreement that it would best benefit the Training Authority, the Member Agencies and the students served, if there were a Capital Projects plan budget line, to address the needs of the Training Authority in an organized manner. An example of a few projects include: removing and replacing the soiled carpet in building 686; retexturing the hallway walls and base material in building 686; repairing the "pot" holes of our roadways and completing the upgrade of three classrooms.

The existence of an identified budget line for these types of projects would allow the Planning Team and Training Authority staff to continue to plan, prioritize and visualize the future growth and maintenance of the facilities. This budget line would also alleviate the necessity to use the annual authorized general budget funds to address small to medium project items.

#### FISCAL Impact

The restricted funds allocated to the Capital Improvements budget line include funds that the BOD have available and are appropriate to be used for approved facility projects.

#### RECOMMENDATION

Authorize creation of a Capital Improvements budget line with an allocation of \$100,000.00 from restricted funds to the new line.

Submitted by:



Steven Segura, Executive Director

Attachment: Projects List

# PROPOSED JPA CAPITAL IMPROVEMENT PROJECTS

The following projects are meant to enhance the overall appearance and quality of building 686 for the students, member agencies and non-member agencies. In order to attract new users of the facility grounds we have to be able to provide a pleasurable and inviting atmosphere.

- **Hall flooring building 686**

Current carpet is heavily stained and worn. It has been professionally cleaned in the past with very poor results. Some type of institutional sheet vinyl/commercial linoleum is recommended. This type of flooring with proper care would last many years. The new flooring would be extended to include the vinyl tiles in the end of the east hallway by the vending machines.

- **Hall walls and ceiling**

Patch existing walls, tex-coat, prime and paint hallways within 686. Provide new drop ceiling tiles. Utilize same paint color and ceiling tiles as room 124 and 149. Replace electrical outlets as necessary and new cover plates throughout. This project could be done in sections for minimum impact to training.

- **Men's restroom remodel**

Demo wall, flooring, stalls and fixtures. Replace with new floor and wall tile using a tile backer board on the walls. Check all wall plumbing for condition and replace as necessary. Reuse water closets, urinals and sinks but replace flushometers with automatic style and replace faucets with new. Update lighting and install new stall partitions and privacy screens. Apply new paint. A rough cost estimate would be in the range of \$30-35K.

- **Women's restroom remodel**

Same general plan as above except for slightly lower cost.

- **Remodel and upgrade A/V in classrooms**

Finish the remaining the remaining classrooms:

138 JPA	111 SFD	130 SFD
136 SPD	137 SPD	139 Los Rios

Those that already have acceptable A/V equipment will receive new flooring, wall paint and ceiling tiles for consistency of room appearance. For rooms that require A/V the possibility of utilizing UASI equipment from B600 should be pursued to save the equipment costs. Costs would then only include removal and re-install.

- **Provide wireless internet throughout 686**

Utilized wireless routers and Surewest internet

- **Building access system**

Add weight-room and kitchen doors to building access system. Cost proposal of \$6,276.00 provided by Access Systems Inc. This would give users key card FOB access through these doors. This is also a security upgrade since many times these doors are unlocked or propped open and not secured at the end of the day.

- **Exterior security camera's to monitor parking areas, exteriors of buildings and JPA grounds**

Install up to 6 exterior mounted PTZ cameras with 2 having infrared capability. 4 of the cameras would monitor the exterior areas of the property around 685 and 686. 2 would be aimed to view 684 and 603. Estimated cost to be around \$15K installed. We have room for the additional cameras on our existing DVR security camera setup.

- **Replace East hall double door**

Doors are in dire need of replacement. Replace uneven door pair with 1 3/4" 18ga. Hollow metal doors with continuous stainless steel hinges. Install Panic hardware and strike with closer and flush blot. Install weather-strip, threshold, door sweep and heavy duty door stop. Proposal cost from Discovery Door - \$5858.00.

- **Facility fencing to complete the existing fence to make a secure area encompassing 686, 685, 684, K-9, Modular's and the track area**

Cost unknown at this time. Project could include vehicle gate with card reader access or use standard swing style gates. also fencing for the parking area between 603 and 683. This goes along with some of the other security type projects which would provide a better secure area.

- **Updated "FATS" training system**

Consider something along the lines of the Virtra System 360 degree. As a JPA asset it would be used as a funding source by charging outside agencies a fee. Estimate of \$60K for single screen setup and 3 recoil kits with refill station (1st yr) and \$60-\$70K to expand to 300 degree with additional accessories (2<sup>nd</sup> yr)

- **Running track area**

Install 2 sets of bleachers at running track (\$2,800). Complete "obstacle course" type projects at track and fill remaining area with rubber bark. Cal recycle grant for cost of bark up to \$150K. Grant application for \$112K has been submitted, awards should be announced in January 2012.

- **Fire/JPA switch of buildings 685 & 684**

Move fire from 684 to 685 to provide additional space for Tactical Village upgrades. Cover costs associated with the move.

- **Expansion of Tactical Village with possible sponsorships of newly constructed areas**

New facilities could include a store front or strip mall, a bank, coffee shop, 24 hour market, gas station or any number of other types of buildings. Also upgrades to existing rooms i.e. additional stairway in house, attic area and closets.

- **Remodel staff locker rooms**

Both would be on the level of the front restroom style of remodel each costing between \$25- \$35K.

- **B603 parking area**

Provide crack filling and seal coating of parking area. Estimated at \$12K.

- **Drainage at handicap ramp 686**

Provide drain and pipe to existing drain in the asphalt. Estimate by Valley Crest for \$4,750.00 does not include asphalt saw cut or patch. This will solve the standing water at the bottom of the ramp.

Staff Report for the Board Meeting of:  
~~November 18, 2011~~ December 16, 2011

To: Board of Directors  
NCRPSTC - Joint Powers Authority

### TOPIC

NCRPSTA Membership and Facility Use Fee Schedule

### BACKGROUND

In June 2009, the JPA Board was presented with a proposed Membership and Facility Use Fee schedule. This was a revision and update to the previously adopted Fee Schedule adopted by the Board in March 2007. This schedule has been updated on two previous occasions, November 2009 – updated to include additional range facilities and in January 2010 updated to include the “Live-Fire” Shoot House.

In August of 2010, the Board of Directors adopted fees for the use of Classrooms 111, 124, 130, 149, Training Ground (Formerly the Grinder), CONEX City, B684 – East End and misc. Physical Training Areas (i.e. track, weight room).

### DISCUSSION

Additional areas and classrooms have been identified as areas suitable for training and thus facility use fees would apply for those non-member agencies.

\*\*These areas include: Room 149 with a capacity of 70 at \$400.00 per day and Room 136 seating 40 and fees set at \$400.00.

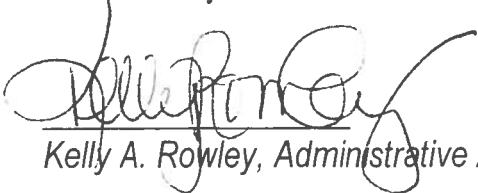
### FISCAL IMPACT

There is no fiscal impact

### RECOMMENDATION

Receive Presentation, adopt new Fee Schedule

Submitted by:



Kelly A. Rowley, Administrative Analyst

# Northern California Regional Public Safety Training Authority

## Membership Levels

Effective 7/1/10, prices subject to change without notice

### Full Membership

- Share equally in the JPA administrative cost not directly funded by an alternate source
- Share proportionately in the JPA Operational cost not specifically funded by an alternate source
- Share proportionately in the revenues of the JPA Campus facilities, based on the specific original project funding source
- May occupy JPA campus facilities at a reduced rate, equal to the anticipated proportionate expenditures
- Must appoint an exempt member of management to participate in the governance of the JPA, by serving on the JPA Board of Directors

### Associate Membership: (\$25,000)

- 1) 25 days use of the following facilities, subject to the JPA's scheduling policy and the availability of the facility. (1 day = 8hrs, min. 4hr block)

#### Building 686

Classrooms  
Large Mat Room  
Small Mat Room  
Weight Room  
Conference Room

#### Campus

K-9 area  
Track  
Grinder

#### Amenities

Staff Resource Office  
Gated vehicle parking  
Student Break room  
Employee Kitchen

- 2) Ten training days at the JPA SAFR Complex or the JPA Tactical Training Village (1 day = 8hrs, min. 4hr block)
- 3) Additional use of JPA Facilities, subject to the JPA's scheduling policy and the availability of the facility – at a 50% reduction of the established fees.

JPA Small Arms Firing Range, additional ranges (Fall 2009), current fee \$500.00 per day, Rangemaster \$40.00 per hour  
JPA Tactical Training Village, current fee \$500.00 per day, \$40.00 per hour for a TSO (required for most agencies)  
JPA - Live Fire Shoot-house (Fall 2009), fee TBA  
Regional Training EOC -3720 Dudley Blvd, McClellan, \$1500.00 per day  
Conference Center – 3720 Dudley Blvd, McClellan, \$1000.00 per day  
Various configurations of classroom & meeting space available, fees vary – 3720 Dudley Blvd., McClellan

**\*\*for scheduling and availability of facilities please contact the JPA Administrative Offices – 566-6564**

# Northern California Regional Public Safety Training Authority

## NCRPSTA - Facility Use Fees

### Campus 2409 Dean Street ~ Daily Rates

Classroom 138	\$250.00	Classroom 130	\$250.00
Classroom 139	\$250.00	Classroom 111	\$400.00
Classroom 136	\$400.00	Classroom 137	\$400.00
Classroom 124	\$400.00	Classroom 149	\$400.00
Conference Room	\$175.00		
Small Mat Room	\$300.00	Large Mat Room	\$400.00
Training Ground	\$250.00	Conex City" (SFD)	\$250.00
B684 – East End	\$400.00		

Physical Training Areas (track, weight room) \$100.00 per hour

### JPA Small Arms Range Complex

Range 1 \$500.00 – 8 hours, \$250.00 – 4 hours, \$75.00 per hour >4 hours  
Range 2 \$350.00 – 8 hours, \$175.00 – 4 hours, \$60.00 per hour >4 hours  
Range 3 \$575.00 – 8 hours, \$287.50 – 4 hours, \$80.00 per hour >4 hours

Recreation Room fee TBA

### JPA Live-fire Shootouse

\$750.00 – 8 hours, \$375.00 – 4 hours

### Tactical Village

½ day (4 hours) - \$350.00 (includes JPA Staff)  
Full-day (8 hours) - \$700.00 (includes JPA Staff)  
Hourly rate - \$100.00 (includes JPA Staff)

### Fire Arms Training Simulator (F. A. T. S.)

0-3 hours - \$50.00 per hour  
4-6 hours - \$45.00 per hour  
7-8 hours - \$42.50 per hour

### Homeland Security and Emergency Operations Training Center ~ 3720 Dudley Blvd., McClellan, CA

#### "State of the Art Training Accommodations"

Regional Training EOC  
Classrooms  
Small Meeting Space

### Month to Month and Long Term Leasing – (public safety agencies only)

Building 603	\$1.15 per sq. ft.
Building 683	\$1.15 per sq. ft.
Building 686	\$1.15 per sq. ft.
Building 684	\$0.90 per sq. ft.
Building 685	\$0.90 per sq. ft.

\*\*The JPA reserves the right to change/cancel reservations, based on operational need!