

## INTEGRATED PUBLIC SAFETY DIRECTOR'S MEETING

Wednesday, January 30, 2019 – 11:00 a.m. – River Conference Room, Redding City Hall

In Attendance:

Chief Johnson	Chief Moore	Cpt. Bill Schueller	UnderSheriff Eric Magrini
SheyeAnne Bailey	Bill Johnson	James Divis	Tony VanBoekel
Tom Schreiber	Mike Lindsey	Michele Davis	Mary Dotson

Meeting called to order by Chief Johnson at 11:01 am.

As Sheriff Bosenko is unavailable to attend this meeting he has designated UnderSheriff Magrini as his alternate. (See attachment #1)

### 1. **Approval of Minutes from 9/20/18 and 9/27/18.**

Chief Moore made a motion that the minutes from the 9/20/18 IPS Regular Meeting be accepted as presented. Chief Johnson seconded the motion. The group unanimously accepted the minutes from that meeting as presented.

UnderSheriff Magrini made a motion that the minutes from the 9/27/18 IPS Special Meeting be accepted as presented. Chief Moore seconded the motion. The group unanimously accepted the minutes from that meeting as presented.

### 2. **Spillman Project Update**

**Captain Bill Schueller**

Captain Schueller updated the group on the status of the Spillman implementation. He noted both positive and negative feedback. There are currently 36 open customer service tickets pending with Spillman, however, there are 67 tickets that have been addressed and closed. There have been a few critical crashes which have been remedied promptly. The transition is moving along and everyone is "getting through it". There are pending contract acceptance periods at 30 days and 90 days and IPS's final payment to Spillman will be held until these have been accepted. Chief Johnson asked if 36 open tickets is typical or excessive. Captain Schueller responded that nothing pending is critical and overall he is happy with the prompt responses by Spillman up to this point and stated he is not worried. Captain Schueller also commented that the response has been good, even following the Motorola buyout of Spillman. Motorola acknowledged at the recent Summit training that customer service had dropped off slightly since the buyout and are working to remedy that.

James Divis added that he will be meeting with Ambulance providers this afternoon about the reporting in Spillman that is still a work in progress.

SheyeAnne Bailey discussed the jail interface and that it is not where they want it to be yet. Thanks to Bill Johnson, KEEFE is up and running, other than mostly procedural and training difficulties because the jail personnel rotate positions several times a week. Re-training is often necessary as they don't stay at the same assignment for long periods of time. Overall there has been good feedback from Spillman regarding the jail interface. Chief Johnson asked how the new booking process is going. SheyeAnne

Bailey said that it's mostly going well, some of the more resistant employees are having some trouble. Captain Schueller said we will continue to have weekly team meetings to address ongoing issues and changes in procedure. Chief Moore added that his observation is that people are frustrated and the transition is causing some anxiety among employees. Tom Schreiber responded that these types of transitions take time and Captain Schueller agreed that it could be six months or so before most people are comfortable with the new system. Chief Johnson said he is experiencing the same issues as Chief Moore. SheyeAnne Bailey said many employees have been in the old system for over 20 years and agreed it will take some time.

### **3. Budget Update**

**Michele Davis**

Michele Davis distributed her budget update (see attached) outlining expenditures on the first page and outstanding expected expenditures on the second page. (Please note, the date is incorrect on the bottom of page one in two different spots. It should say December 31, 2018 instead of November 30, 2018.) Michele Davis anticipates that IPS will end the fiscal year in good shape. UnderSheriff Magrini asked for clarification on the incorrect dates on the handouts and the correct date was clarified.

### **4. Temporary part-time assignment of SheyeAnne Bailey to APD**

Chief Johnson addressed the group with a request to have SheyeAnne Bailey work on-site at APD two days per week for a short time to assist in getting Lt. Steve Blunk up to speed on Spillman following the resignation of Lt. Rocky Harpham resulting in the fact that APD is now without a Spillman Application Administrator (S.A.A.) As well, he would like SheyeAnne to assist Debbie Beckman with her transition to Spillman. UnderSheriff Magrini stated that he is unsure how Sheriff Bosenko feels about this request as has not discussed it with him. Chief Johnson stated that SheyeAnne Bailey's position is funded through IPS. Mike Lindsey clarified that SheyeAnne Bailey's position is part of the S.O.'s contribution to IPS and is equivalent to 45% of her salary. Captain Schueller noted that SheyeAnne Bailey working temporarily at APD would ultimately benefit the IPS group as a whole. Chief Moore asked how long Chief Johnson was requesting SheyeAnne Bailey's assistance at APD. Chief Johnson requested that SheyeAnne give her estimate of how long it would take for her to get APD up to speed. SheyeAnne Bailey estimated that perhaps she would work for six months and then the group could reassess. Chief Johnson added here that he is very willing to have his staff members come to SheyeAnne's location on occasion if it would help. UnderSheriff Magrini asked SheyeAnne to let the group know how she feels about this possible scenario. SheyeAnne Bailey said she has no objections as long as she has time to also complete her daily tasks from whatever location she is working and that APD agree to be flexible if she needs to leave that location to attend to other issues that may arise. SheyeAnne stated that she could start this project in approximately 1-2 weeks after she wraps up her current tasks at the jail. Chief Johnson agreed that a reevaluation should be done at the next IPS meeting towards the end of March to see how this is coming along.

Chief Moore made a motion to reassign SheyeAnne Bailey to APD for one to two days per week, Monday and Thursday, for a period of time to be readdressed at the next IPS meeting towards the end of March. UnderSheriff Magrini seconded the motion. The group unanimously agreed.

After a short discussion of the logistics of this reassignment, Chief Johnson and SheyeAnne Bailey agreed that she would start at APD on Thursday, February 21, 2019.

**Round Table:**

Captain Schueller said that other agencies (i.e. RFD) have expressed an interest in becoming part of the IPS group in the future. Chief Johnson suggested that management from RFD be invited to the next meeting to discuss this and asked Mary Dotson to place it on the agenda for the next meeting.

Meeting was adjourned at 11:38 a.m.

/md



# SHASTA COUNTY

## Office of the Sheriff



Tom Bosenko  
SHERIFF - CORONER

**TO: IPS DIRECTORS**

**FROM: TOM BOENKO, SHERIFF-CORONER**

**DATE: September 12, 2018**

**RE: Designation of Alternate – Shasta County Sheriff to IPS Board**

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This will serve as authorization for County of Shasta Undersheriff Eric Magrini to act on my behalf as necessary.

  
TOM BOSENKO, SHERIFF-CORONER  
COUNTY OF SHASTA

## INTEGRATED PUBLIC SAFETY SYSTEMS

**DATE:** January 30, 2019  
**TIME:** 11:00 a.m.  
**LOCATION:** River Conference Room, City Hall

### AGENDA

#### ITEM

- 1) Spillman Project Update
- 2) Budget
- 3) Temporary part-time assignment of SheyeAnne Bailey to APD

#### **ROUNDTABLE:**

Chief Roger L. Moore, RPD  
Chief Michael Johnson, APD- Chair  
Sheriff Tom Bosenko, SCSO  
Under Sheriff Eric Magrini, SCSO  
Lt. Anthony Bertain, SCSO  
Lt. Steve Blunk, APD  
Capt. Bill Schueller, RPD  
Tony VanBoekel, City of Redding  
SheyeAnne Bailey, IPS  
Michele Davis, RPD  
Evonne Hancock, SCSO  
Bill Johnson, IPS  
Mike Lindsey, SCSO

CITY OF REDDING  
INTERNAL COMMUNICATION

DATE: January 15, 2019  
 TO: SheyeAnne Bailey, IPSS Project Integration Supervisor  
 FROM: Michele Davis, Management Analyst, Redding Police Department *Michele*  
 SUBJECT: IPS Fiscal Report through December 2018

Cash Balance at June 30, 2018 ..... 1,984,091.33

<u>Plus: Revenues received:</u>	<u>18/19 Billing</u>	<u>Received for Addl Expenses</u>	<u>Received for 18/19 Billing</u>	<u>Outstanding</u>
Anderson Contributions	76,255.00		76,255.00	0.00
Shasta County Contributions	174,277.50		174,277.50	0.00
Redding Contributions *	130,169.98		130,169.98	0.00
Personnel Contributions SO	168,870.00		84,435.00	84,435.00
User Fee Contributions	15,960.00		15,960.00	0.00
RMS Contributions	50,688.00		50,688.00	0.00
Misc. Revenue (reimbursements)				0.00
Interest Earnings to date	12,914.78		12,914.78	0.00
<b>Total Earned 2017/2018</b>	<b>629,135.26</b>	<b>0.00</b>	<b>544,700.26</b>	<b>84,435.00</b>

\*RPD paid \$212,977.52 in June 2018 for 18-19.

**Total Revenue Received during Fiscal Year 18/19 to date: 544,700.26**

\*\* Less: Expenses: Actual Expenditures

July:	324,663.35
August:	68,499.64
September	93,141.15
October	70,806.33
November	366,554.11
December	
Personnel Costs S/O	14,072.50
Personnel Costs RPD	60,718.73
Cables/misc computer equipment	37.62
Training Expenses	2,634.77

Current month Total: 77,463.62

**Total Expenditures 1,001,128.20**

Accrued payroll reversed from June entry (18,921.44)  
 Cash Balance as of November 30, 2018 ..... \$ 1,508,741.95

*Dec. 31*  
 Equipment Reserve Balance as of *Dec. 31* November 30, 2018 ..... \$ 2,031.37

Estimated Cash

Beginning Cash 7/1/2018	\$	1,984,091
Revenue		
SHASCOM		65,000
MOU		762,550
Homeland Security Grant		212,550
JAG 2016		50,688
User Fees		62,940
Misc		10,000
	\$	<u>1,163,728</u>
Expenses		
Operating Budget		(892,220)
Other Capital		(4,870)
RMS		(1,373,145)
less contingency		122,531
	\$	<u>(2,147,704)</u>
Estimated Ending Cash 6/30/2019	\$	1,000,114.54