

**AGENDA
REGULAR MEETING
YECA GOVERNING BOARD
Wednesday, December 3, 2025
2:00 P.M. Public Session**

Yolo Emergency Communications Agency, 35 N. Cottonwood St, Woodland, CA 95695

ALL ITEMS ARE FOR ACTION UNLESS OTHERWISE NOTED WITH AN ASTERISK (*)

1. Call to Order (2:00 PM)

2. Approval of the Agenda

3. Announcements

- a. Tammy Leggins retirement effective December 30, 2025, after serving 38 years with YECA
- b. Scott Fletcher retirement effective December 24, 2025, after serving 26 years with YECA

4. Public Comment

Speakers must state their name and city of residence for the record and limit their remarks to three minutes. Members of the public audience may address the Governing Board on any item not on today's agenda. No response is required and no action can be taken, however, the Governing Board may add the item to the agenda of a future meeting.

5. Consent Agenda

Consent Agenda items are considered to be routine and will be considered for adoption by one motion. There will be no separate discussion of these items unless a member of the Governing Board, member of the audience, or staff requests that the Governing Board remove an item. If an item is removed, it will be discussed in the order in which it appears on the agenda.

- a. Approval of the Minutes from the October 8, 2025, Regular Meeting
- b. Operations Division Report
- c. Current Year Budget Status Update
- d. 2025 3rd Quarter Law & Fire Dispatch to Que Call Stats
- e. FY25/26 Budget Adjustment Summary

6. Closed Session

Conference with Labor Negotiator (CG54957.6)

Agency Representative: Dena Humphrey, Executive Director

Gregory Ramirez, IEDA Labor Consultant

Employee Organization: Yolo Communications Dispatchers Association (YCDA)

- 7. High Level Discussion Entailing Sample Borrowing Rates, Terms, and Annual Costs for Potential Funding for the Radio & Microwave Project Upgrade – Information Only**

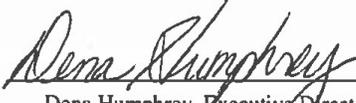
- 8. Telecommunications Engineering Consultant Services for Radio & Microwave Project- Voted Item**
 - a. Staff summary providing background and scope of work for the proposed 3-Year agreement with TRYG, Inc for a cost not to exceed \$135k
 - b. TRYG, Inc scope of services attachment

- 8. Next Scheduled JPA Board Meeting Date January 7, 2026**

- 9. Items for Future Meeting Agenda**

10. Adjournment

I declare under penalty of perjury that the foregoing agenda was available for public review and posted on/or before November 26, 2025 on the bulletin board outside of the Yolo County, Erwin Meier Administration Center, 625 Court St., Woodland, California and on the agency website:



Dena Humphrey, Executive Director

If you are a person with a disability and you need disability related accommodations to attend the meeting, please contact Tianna Dumas at (530) 666-8900 or (530) 666-8909 (fax). Requests for accommodations must be made at least two full business days before the start of the meeting.

**YOLO EMERGENCY COMMUNICATIONS AGENCY
(YECA) GOVERNING BOARD**

October 8, 2025

2:00 P.M.

Minutes

The YECA Governing Board met on Wednesday October 8, 2025, at the Yolo Emergency Communications Agency, 35 N Cottonwood St. – Conference Room, Woodland. Board Chair Binns called the meeting to order at 2:05pm.

PRESENT: Primary Board Members: Dena Humphrey, YECA Executive Director, Steve Binns, City of West Sacramento, Tom Lopez, Yolo County, Jack Snyder, City of Winters, Kim McKinney, City of Woodland

Entry No. 2

Minute Order No. 2025-14

Approval of the Agenda - [Approved](#)

MOTION: Snyder SECOND: McKinney AYES: Binns, Snyder, McKinney, Lopez

Entry No. 3

Announcements- None

Entry No. 4

Public Comment – None

Entry No. 5

Minute Order No. 2025-15

Approval of Consent Agenda – [Approved](#)

- a. Approval of the Minutes from June 4, 2025, Regular Meeting
- b. Operations Division Report
- c. Current Year Budget Status Update
- d. 2025 2nd Quarter Law & Fire Dispatch to Queue Call Stats
- e. Alternate Work Schedules/Rest & Meal Periods Policy

MOTION: Lopez SECOND: Snyder AYES: Binns, Snyder, McKinney, Lopez

Entry No. 6

Closed Session – Out of Session 2:07 p.m.

- a. Conference with labor negotiator (CG54957.6)
 - a. Agency Representative:
 - i. Dena Humphrey, Executive Director
 - ii. Gregory Ramirez, IEDA Labor Consultant
 - b. Employee Organization:
 - i. Yolo Communications Dispatchers Association (YCDA)

Back in session 2 :32 p.m. – Reportable Action: None

Entry No. 7

Minute Order No. 2025-16

High Level Discussion Entailing Preliminary Cost Estimates for the Radio & Microwave Project Replacement – Information Only

- a. Staff summary providing information regarding the status of the radio system and plans for replacement including estimated costs and timeline.

ED Humphrey and IT Manager Charles Keasler presented showing overview of the current radio sites and timeline of replacements. The agency has obtained pricing quotes totaling approximately \$8M over the next 4 years as the project rolls out. YECA is working to fine tune these numbers from the current radio site assessment that will determine feasibility to keep existing equipment or replace for a better cost estimate. There is approximately \$1.2M in variable costs included, this assessment will reveal. YECA is looking at multiple avenues to help fund this project including Grants, Capital funds, Surplus, and potential borrowing. Recommended proposed target is to begin the initial phase of the project July 2026.

Entry No. 8

Next Scheduled JPA Board Meeting Date: December 3, 2025

Entry No. 11

Items for Future Meeting Agenda – None

Entry No. 12

Meeting Adjourned at 3:20pm

Minutes submitted by Charles Keasler

STAFF REPORT

Agenda Item: 5.b

Date: December 3, 2025
To: YECA Governing Board
Thru: Dena Humphrey, Executive Director
From: Vanesa Hoyt, Operations Manager
Subject: September-October 2025 Combined Operations Division Report
Recommendation: No action required; information only.
Summary: Operations staff is currently engaged in the following:

Staffing:

1. Out of 37 funded operations positions:

Classification	Filled	Funded	Vacant
Operations Manager	1	1	0
Dispatch Supervisor	4	4	0
Dispatcher III	4	4	0
Dispatcher I/II	23	26	3
Dispatch Assistant	2	2	0
TOTAL	34	37	3



2. Trainee Progress Updates:

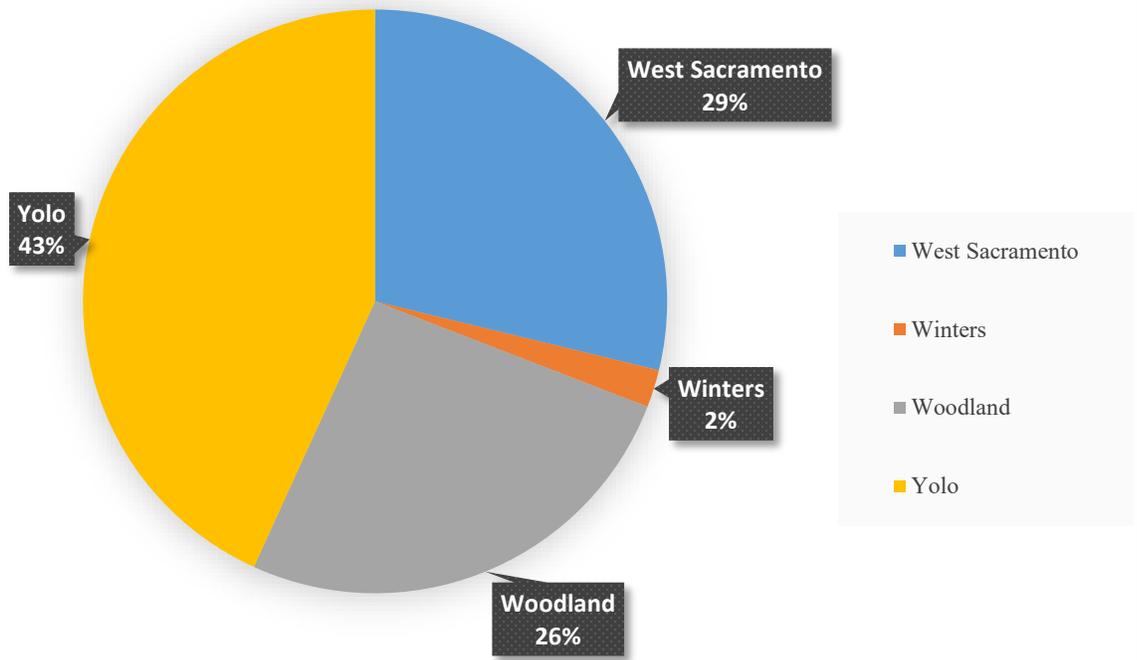
- Mackenzie Daniels has completed training on the WSP radio and has begun training on the Fire radio (4th console).
- Tayra Eidenbenz has completed training on the WSP radio and has begun training on the Fire radio (4th console).
- Shelbee Hudson has completed training on the WSP radio and has begun training on the WDP radio (3rd console).
- Julian Garcia, Carter Alvarez, and Dominique Holmes have completed the call taking phase of training.

Statistical Information:

Monthly Phone Statistics:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	YTD
9-1-1	4,488	4,095	4,563	4,745	5,502	5,515	5,682	5,408	4,873	4,706	49,577
7-Digit Emergency	962	1,260	844	763	993	937	924	826	789	802	9,100
AMR	86	78	77	88	56	75	99	111	98	115	883
West Sacramento	3,262	2,883	3,493	3,259	3,633	3,414	3,644	3,327	3,493	3,382	33,790
Winters	233	191	239	226	241	278	284	268	237	248	2,445
Woodland	3,049	2,939	3,200	3,280	3,508	3,344	3,756	3,827	3	3,523	30,429
Yolo	4,826	4,357	4,933	4,700	4,770	4,704	5,048	4,546	7,962	4,829	50,675
Outgoing	4,525	4,376	4,781	4,579	5,312	5,094	5,056	5,207	4,745	4,502	48,177
TOTAL	21,431	20,179	22,130	21,640	24,015	23,361	24,493	23,520	22,200	22,107	225,076

**2025 YTD
Incoming Non-Emergency Lines**

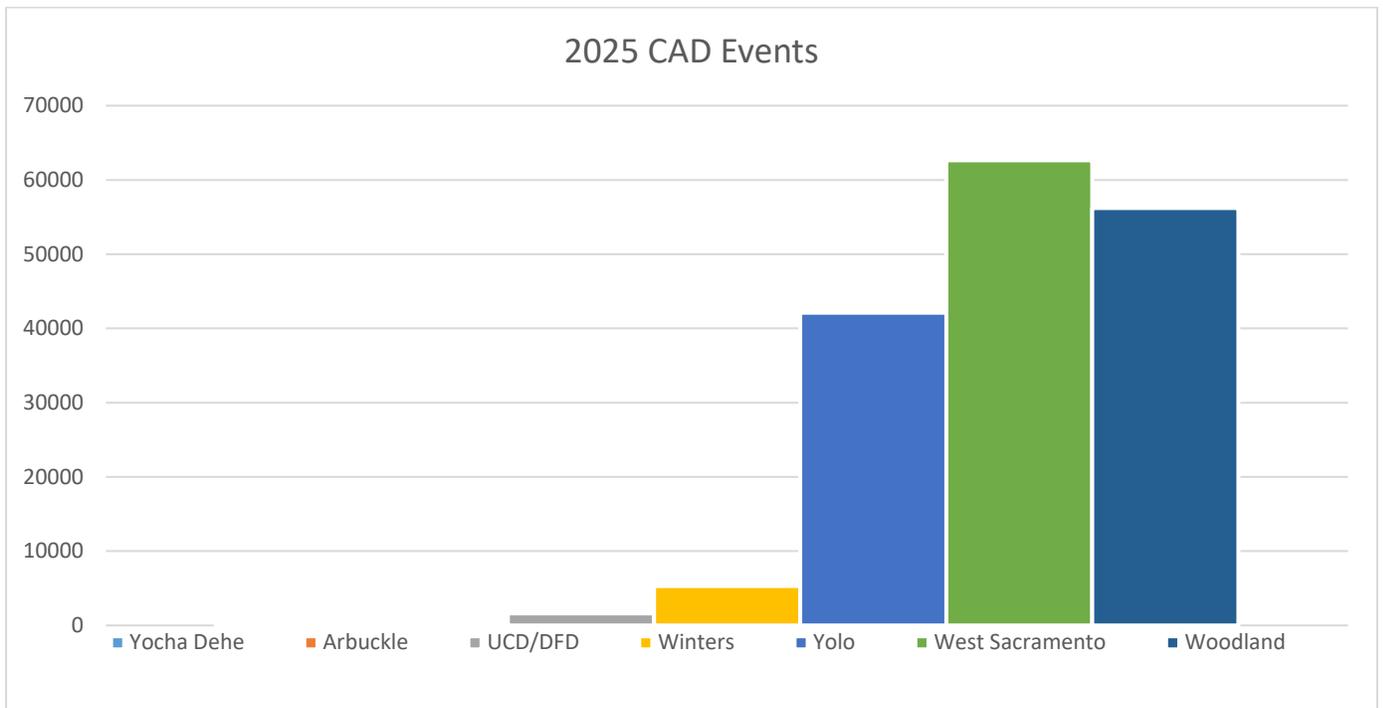


Monthly CAD Events:

AGENCY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	YTD
West Sacramento											
Law	4,976	4,182	5,025	4,721	5,218	5,207	5,611	5,191	4,869	4,636	49,636
Fire	358	281	395	350	439	506	499	469	400	376	4,073
Medical	598	575	546	614	646	634	617	643	580	550	6,003
Animal Control	242	198	252	258	270	281	266	277	270	275	2,589
Public Works/Support	44	35	31	28	42	40	48	33	31	27	359
TOTAL	6,218	5,271	6,249	5,971	6,615	6,668	7,041	6,613	6,150	5,864	62,660
Winters											
Law	434	361	448	388	458	377	404	342	322	352	3,886
Fire	57	84	70	84	56	43	63	50	38	40	585
Medical	53	50	58	46	77	43	64	44	43	45	523
Animal Control	21	9	27	26	33	37	25	25	36	30	269
Public Works/Support	2	6	0	3	5	5	9	10	6	4	50
TOTAL	567	510	603	547	629	505	565	471	445	471	5,313
Woodland											
Law	4,231	3,884	4,428	4,293	4,918	4,711	4,803	4,624	4,535	4,494	44,921
Fire	294	270	286	257	376	350	359	353	311	321	3,177
Medical	510	497	503	500	531	504	520	536	508	479	5,088
Animal Control	213	185	250	292	280	293	248	229	242	261	2,493
Public Works/Support	55	56	59	48	64	58	63	54	46	37	540
TOTAL	5,303	4,892	5,526	5,390	6,169	5,916	5,993	5,796	5,642	5,592	56,219
YSO											
Law	2,811	2,712	2,792	2,761	2,808	2,723	2,679	2,767	2,328	2,203	26,584
Fire	588	574	681	705	461	408	446	341	492	667	5,363
Medical	98	91	95	87	104	97	88	103	85	101	949
Animal Control	234	261	270	257	274	252	254	231	292	236	2,561
Public Works/Support	747	723	747	622	717	638	627	620	608	596	6,645
TOTAL	4,478	4,361	4,585	4,432	4,364	4,118	4,094	4,062	3,805	3,803	42,102
Yocha Dehe											

Fire	19	20	18	15	13	22	5	13	9	14	148
Medical	33	31	27	23	36	28	36	29	26	39	308
TOTAL	52	51	45	38	49	50	41	42	35	53	456
Arbuckle											
Fire	12	6	15	10	20	26	26	19	20	25	179
Medical	24	20	13	18	25	21	24	17	32	20	214
TOTAL	36	26	28	28	45	47	50	36	52	45	393
UCD/DFD											
Fire	88	86	87	79	143	79	95	77	67	88	889
Medical	75	91	49	98	107	46	29	33	82	129	739
TOTAL	163	177	136	177	250	125	124	110	149	217	1,628
GRAND TOTAL	16,817	15,288	17,172	16,583	18,121	17,429	17,908	17,130	16,278	16,045	168,771

YTD CAD Events by Agency:



CLETS Inquiries/Returns:

WDP	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	YTD
Inquiries	3,943	3,513	4,266	3,451	4,141	4,091	3,956	3,595	4,159	4,266	39,381
Returns	19,188	18,326	22,645	19,184	21,661	21,154	20,557	18,382	21,580	21,665	204,342
WNP	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	YTD
Inquiries	558	324	439	341	349	340	341	227	139	269	3,327
Returns	3,317	1,808	2,528	1,883	2,021	1,941	1,986	1,235	803	1,388	18,910
WSP	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	YTD
Inquiries	3,571	2,704	3,487	3,487	3,159	3,168	3,857	3,100	2,002	2,688	31,223
Returns	17,420	13,962	17,716	16,805	15,792	15,914	20,084	15,706	9,844	12,837	156,080
YSO	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	YTD
Inquiries	4,315	3,026	3,085	2,903	2,260	2,992	3,186	2,993	2,863	2,026	29,649
Returns	23,965	15,993	16,817	15,459	11,908	16,425	17,588	16,404	16,062	10,780	161,401
	12,387	9,567	11,277	10,182	9,909	10,591	10,117	10,688	9,163	9,249	103,130
TOTAL	63,890	50,089	59,706	53,331	51,382	55,434	36,052	40,865	48,289	46,670	505,708

Confidential Records Requests (Audio & CAD Print out):

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	YTD
12	19	22	11	18	10	18	13	14	16	153

After-Hours Records Entries:

	JAN
West Sacramento	72

Note: As of 1/7/25, after-hours records are no longer handled by dispatch.

Text to 9-1-1:

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	YTD
10	7	38	16	15	28	24	7	25	22	192

IROC (Fire- Interagency Resource Ordering Capability):

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	YTD
IROC Fill Orders	2	0	0	0	0	0	3	11	5	0	21
IROC Updates	2	1	1	0	1	5	3	4	3	0	20

9-1-1 Answering Times:

In the busiest hour; 90% of all 9-1-1 calls shall be answered within 15 seconds, 95% of all 9-1-1 calls should be answered within 20 seconds.

Month & (Busiest Hour)	Jan (1700)	Feb (1600)	Mar (1700)	Apr (2000)	May (1600)	Jun (1100)	Jul (1700)	Aug (2100)	Sep (1900)	Oct (1100)	YTD AVG
0-10 seconds	95.89 %	97.58 %	95.96%	97.87%	92.26%	93.56%	87.34%	95.61%	96.52%	96.43%	94.90%
0-15 seconds	100.00 %	99.31 %	99.07%	98.78%	97.62%	99.08%	93.28%	99.12%	97.47%	99.03	98.19%
0-20 seconds	100.00 %	99.65	99.38%	99.39%	99.11%	100.00%	96.64%	99.71%	99%	99%	99.50%

Projects:

1. Leadership Development Training
 - a. The Leadership Pilot Program is being revisited with the intent to relaunch and expand internal leadership development opportunities.
2. EMD-QA
 - a. QPR conducts case reviews in alignment with IAED standards, while the Operations Manager provides internal performance feedback and oversees ongoing quality improvement efforts.
3. Disaster Recovery Plan
 - a. Conducting regular staff training on evacuation procedures.
 - b. Utilizing cases for tactical dispatch and call-out protocols.
4. Recruitment
 - a. The most recent recruitment cycle has closed. Future recruitment efforts are tentatively planned for 2026, based on operational needs and staffing projections.
5. Succession Planning
 - a. Succession planning efforts are ongoing with a focus on critical role coverage.
6. 2025 In-Service Training
 - a. Upcoming: Post-Fire Season and Radio Academy
7. CalOES GIS Pilot Project
8. NG9-1-1 Equipment Installations
 - a. Phase 2 Integration: Integration of location information systems to improve caller location accuracy, enabling more precise dispatching, with potential for basic text messaging capabilities.
 - b. CPE Software Upgrade: Completed 4/13/2021
 - c. Atos Equipment installation: Completed 11/15/2021
 - d. Migration from Comtech Text to 9-1-1 to Rapid Deploy Radius: Completed 02/23/2022.
 - e. CALOES Tiger Team PSAP Readiness Testing: Completed 08/23/2023
 - f. Currently in the review stage for the next CPE refresh through the CalOES, with contract terms and the Scope of Work pending state approval.
9. Employee Evaluation Model
10. Employee Wellness Program
11. Artificial Intelligence for non-emergency calls

YECA BUDGET MANAGEMENT SUMMARY

2025 / 2026 As of 11/17/2025

B/U	8% JUL-25	17% AUG-25	25% SEPT-25	33% OCT-25	42% NOV-25	50% DEC-25	58% JAN-26	67% FEB-26	75% MAR-26	83% APR-26	92% MAY-26	100% JUN-26
30 ADMINISTRATION												
Appropriations	\$ 2,525,330	\$ 2,525,330	\$ 2,525,330	\$ 2,525,330	\$ 2,525,330	\$ 2,525,330	\$ 2,525,330	\$ 2,525,330	\$ 2,525,330	\$ 2,525,330	\$ 2,525,330	\$ 2,525,330
Encumbrances	-	-	-	-	-	-	-	-	-	-	-	-
Expenditures	\$ 368,408	\$ 460,740	\$ 581,915	\$ 862,905	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unencumbered	\$ 2,156,922	\$ 2,064,590	\$ 1,943,415	\$ 1,662,425	\$ 2,525,330	\$ 2,525,330	\$ 2,525,330	\$ 2,525,330	\$ 2,525,330	\$ 2,525,330	\$ 2,525,330	\$ 2,525,330
Percent Expended	15%	18%	23%	34%	0%	0%	0%	0%	0%	0%	0%	0%
40 OPERATIONS - DISPATCH												
Appropriations	\$ 5,398,354	\$ 5,398,354	\$ 5,398,354	\$ 5,398,354	\$ 5,398,354	\$ 5,398,354	\$ 5,398,354	\$ 5,398,354	\$ 5,398,354	\$ 5,398,354	\$ 5,398,354	\$ 5,398,354
Encumbrances	-	-	-	-	-	-	-	-	-	-	-	-
Expenditures	\$ 723,603	\$ 1,091,235	\$ 1,591,891	\$ 1,982,082	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unencumbered	\$ 4,674,751	\$ 4,307,119	\$ 3,806,463	\$ 3,416,272	\$ 5,398,354	\$ 5,398,354	\$ 5,398,354	\$ 5,398,354	\$ 5,398,354	\$ 5,398,354	\$ 5,398,354	\$ 5,398,354
Percent Expended	13%	20%	29%	37%	0%	0%	0%	0%	0%	0%	0%	0%
50 INFORMATION TECHNOLOGY												
Appropriations	\$ 954,025	\$ 954,025	\$ 954,025	\$ 954,025	\$ 954,025	\$ 954,025	\$ 954,025	\$ 954,025	\$ 954,025	\$ 954,025	\$ 954,025	\$ 954,025
Encumbrances	-	-	-	-	-	-	-	-	-	-	-	-
Expenditures	\$ 353,078	\$ 400,707	\$ 443,940	\$ 569,707	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unencumbered	\$ 600,947	\$ 553,318	\$ 510,085	\$ 384,318	\$ 954,025	\$ 954,025	\$ 954,025	\$ 954,025	\$ 954,025	\$ 954,025	\$ 954,025	\$ 954,025
Percent Expended	37%	42%	47%	60%	0%	0%	0%	0%	0%	0%	0%	0%
60 GRANTS												
Appropriations	\$ 28,122	\$ 28,122	\$ 28,122	\$ 28,122	\$ 28,122	\$ 28,122	\$ 28,122	\$ 28,122	\$ 28,122	\$ 28,122	\$ 28,122	\$ 28,122
Encumbrances	-	-	-	-	-	-	-	-	-	-	-	-
Expenditures	\$ 28,122	\$ 28,122	\$ 28,122	\$ 28,122	\$ 28,122	\$ 28,122	\$ 28,122	\$ 28,122	\$ 28,122	\$ 28,122	\$ 28,122	\$ 28,122
Unencumbered	-	-	-	-	-	-	-	-	-	-	-	-
Percent Expended	100%	100%	100%	100%	0%	0%	0%	0%	0%	0%	0%	0%
TOTAL Appropriations	\$ 8,905,831	\$ 8,905,831	\$ 8,905,831	\$ 8,905,831	\$ 8,905,831	\$ 8,905,831	\$ 8,905,831	\$ 8,905,831	\$ 8,905,831	\$ 8,905,831	\$ 8,905,831	\$ 8,905,831
Encumbrances	-	-	-	-	-	-	-	-	-	-	-	-
Expenditures	\$ 1,473,212	\$ 1,980,804	\$ 2,645,868	\$ 3,442,816	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unencumbered	\$ 7,432,620	\$ 6,925,027	\$ 6,259,963	\$ 5,463,015	\$ 8,905,831	\$ 8,905,831	\$ 8,905,831	\$ 8,905,831	\$ 8,905,831	\$ 8,905,831	\$ 8,905,831	\$ 8,905,831
Percent Expended	17%	22%	30%	39%	0%	0%	0%	0%	0%	0%	0%	0%
TOTAL Estimated Revenue	\$ 8,905,708	\$ 8,905,708	\$ 8,905,708	\$ 8,905,708	\$ 8,905,708	\$ 8,905,708	\$ 8,905,708	\$ 8,905,708	\$ 8,905,708	\$ 8,905,708	\$ 8,905,708	\$ 8,905,708
Realized Revenue	\$ 1,127,489	\$ 1,141,907	\$ 4,106,000	\$ 4,111,304	\$ 8,905,708	\$ 8,905,708	\$ 8,905,708	\$ 8,905,708	\$ 8,905,708	\$ 8,905,708	\$ 8,905,708	\$ 8,905,708
Unrealized Revenue	\$ 7,778,219	\$ 7,763,801	\$ 4,799,708	\$ 4,794,404	\$ 8,905,708	\$ 8,905,708	\$ 8,905,708	\$ 8,905,708	\$ 8,905,708	\$ 8,905,708	\$ 8,905,708	\$ 8,905,708
Percent Realized	13%	13%	46%	46%	0%	0%	0%	0%	0%	0%	0%	0%



Quarter 3, 2025 Law Call Statistics

Call Processing Time - All Calls

Average Seconds from First Keystroke to Pending Queue Entry										
PRIORITY	WDP		WNP		WSP		YSO		Total	
	Average	# of Calls								
1	82	184	72	6	88	278	74	135	83	603
2	115	1,666	135	115	106	2,065	97	601	109	4,447

Queue Entry to First Unit Dispatched - Units Available

Average Seconds from Pending Queue Entry to First Unit Dispatched										
PRIORITY	WDP		WNP		WSP		YSO		Total	
	Average	# of Calls								
1	57	161	29	6	124	247	66	131	89	545
2	178	1,243	71	121	678	1,713	116	564	400	3,641

Queue Entry to Law Supervisor Notified - No Units Available

Average Seconds from Pending Queue Entry to the Law Supervisor Notification of No Units Available										
PRIORITY	WDP		WNP		WSP		YSO		Total	
	Average	# of Calls								
1	111	23	0	-	118	31	135	4	117	58
2	251	423	135	6	253	352	342	37	255	818

Queue Entry to First Unit Dispatched After Law Supervisor Notification - No Units Available

Average Seconds from Pending Queue Entry to First Unit Dispatched after Law Supervisor Notification has Occurred										
PRIORITY	WDP		WNP		WSP		YSO		Total	
	Average	# of Calls								
1	519	23	0	-	626	31	166	4	552	58
2	1152	423	439	6	1094	352	559	37	1095	818

Queue Entry to First Unit Dispatched - All Calls - Including Available and Unavailable Units

Average Seconds from Pending Queue Entry to First Unit Dispatched										
PRIORITY	WDP		WNP		WSP		YSO		Total	
	Average	# of Calls								
1	114	184	29	6	180	278	69	135	133	603
2	426	1,666	90	115	749	2,065	143	601	529	4,447



Quarter 3, 2025 Fire Call Statistics

Call Processing Time - All Fire Calls

PRIORITY	Average Seconds from First Keystroke to Pending Queue Entry													
	WDL		WNF		WSF		UCD		YDF		County		Total	
	Average	# of Calls	Average	# of Calls	Average	# of Calls	Average	# of Calls	Average	# of Calls	Average	# of Calls	Average	# of Calls
Code 2	51	512	45	76	48	731	78	89	122	2	49	103		
Code 3	54	1,770	58	184	57	2,268	62	229	37	111	58	690		

Queue Entry to First Unit Dispatched - All Fire Calls

PRIORITY	Average Seconds from Pending Queue Entry to First Unit Dispatched													
	WDL		WNF		WSF		UCD		YDF		County		Total	
	Average	# of Calls	Average	# of Calls	Average	# of Calls	Average	# of Calls	Average	# of Calls	Average	# of Calls	Average	# of Calls
Code 2	20	512	23	76	22	731	27	101	51	2	25	103		
Code 3	19	1,770	24	184	21	2,268	25	299	19	111	22	690		

Call Processing Time - Fire and Medical

Call Type	PRIORITY	Average Seconds from First Keystroke to Pending Queue Entry												Total			
		WDL		WNF		WSF		UCD		YDF		County					
		Average	# of Calls	Average	# of Calls	Average	# of Calls	Average	# of Calls	Average	# of Calls	Average	# of Calls	Average	# of Calls	Average	# of Calls
Fire Call Types	Code 2	60	136	49	18	46	237	98	36	190	1	51	38				
	Code 3	60	466	69	80	67	765	61	135	40	18	56	392				
	Code 2	47	376	43	59	48	494	64	53	54	1	47	65				
Medical Aid Call Types	Code 3	52	1,306	49	104	51	1,506	62	94	36	93	58	307				

Queue Entry to First Unit Dispatched - Fire and Medical

Call Type	PRIORITY	Average Seconds from Pending Queue Entry to First Unit Dispatched												Total			
		WDL		WNF		WSF		UCD		YDF		County					
		Average	# of Calls	Average	# of Calls	Average	# of Calls	Average	# of Calls	Average	# of Calls	Average	# of Calls	Average	# of Calls	Average	# of Calls
Fire Call Types	Code 2	26	136	35	18	29	237	36	36	75	1	37	38	30	465		
	Code 3	22	466	32	80	23	765	27	135	20	18	24	392	24	1,838		
	Code 2	18	376	19	59	19	494	21	53	26	1	18	65	19	1,047		
Medical Aid Call Types	Code 3	18	1,306	18	104	19	1,506	23	94	19	93	19	307	19	3,317		

STAFF REPORT

Agenda Item: 5.e

Date: December 3, 2025
To: YECA Governing Board
From: Dena Humphrey, Executive Director
Subject: FY25/26 Budget Adjustments – Summary Report

Summary:

The following summary report details the necessary FY25/26 budget adjustments made with the in/out flows throughout the year. This summary of adjustments provides a record of the changes that took place from the original FY25/26 Final Budget approved by the Board for audit purposes. This reason includes e.g., reimbursements after the final budget was approved.

Fund	Division	Account	Amount	Notes
10	30	81070	\$ 43,405	AT&T 9-1-1 CPE Maintenance
10	30	75090	\$ 43,405	Reiumbersement from State

AT&T 9-1-1 CPE Maintenance

YECA utilizes AT&T's VESTA 9-1-1 telephone premise equipment to provide call handling in alignment with our Agency goals. YECA's premise system is in year 9 of its life cycle, up for renewal of the annual maintenance term. At the maintenance renewal term, November 23, 2025 – November 22, 2026, YECA will be required to pay the extended maintenance amount of \$43,404.55 and submit for reimbursement through the CalOES TD290 process. The reimbursement process takes approximately 6-8 weeks.

STAFF REPORT

Agenda Item: 8.a

Date: December 3, 2025

To: YECA Governing Board

From: Dena Humphrey, Executive Director

Subject: Radio & Microwave Upgrade Project Consultant Service Agreement – Voted Item

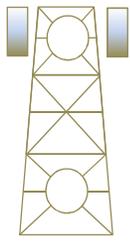
Recommendation: Approve Signing Authority to Executive Director to Contract W/TRYG, Inc. for Telecommunications Engineering services.

Summary:

CSI Telecommunications were the original engineers for both the Radio & Microwave system back in 2005. Over the last twenty years, they have been assisting YECA with complex engineering solutions. The last big project CSI worked on was back in 2017, which entailed a needed upgrade to the Microwave system. The end result was a successful implementation and a savings of almost \$400k, through negotiations from the original quoted price through the manufacturer. Craig Trygstad, President has acquired CSI Telecommunications and renamed the firm TRYG, Inc.

The scope of work for this project would entail engineering expertise for a peer-to-peer engineer service review for both the Radio & Microwave project, along with extensive analysis and design for the upgrade. Given the complexity of the project and lack of technical expertise in this area, staff's recommendation is to contract with TRYG, Inc to consult for this project.

The total cost for consulting services is \$135k, over a 3-year period. Funds for this contract would be appropriated using partial FY26 \$15k, while the remaining \$30k, would come from the Capital Fund for this year. The scope entails accompanying the vendor to all sites, reviewing system designs and analysis. The full scope of services is provided in the following attachment.



November 10, 2025

Dena Humphrey
Executive Director
Yolo Emergency Communications Agency
35 N. Cottonwood Street
Woodland, CA 95695

Dear Dena,

CSI Telecommunications, Inc. is pleased to propose our support services to you. Per our discussion, this proposal is for support with your LMR (Land Mobile Radio) upgrade as well as support for your microwave radio upgrade.

Here is the anticipated Scope of Work involved with the two upgrade projects. Tasks may change somewhat as each project progresses, but this reflects our best understanding at this time. The time for each task is engineering days or hours, for example, microwave hops will require one engineer at each end of the hop to witness testing, eight hops with testing taking one day per hop yields sixteen days.

Needs Analysis

- N1. Conduct site walks of YECA current sites to assess the site needs for both the LMR system upgrade and microwave upgrade.

LMR Upgrade

- L1. Building on the May 2023 As-Is Coverage maps, redesign YECA's simulcast systems with recommendations for antennas and phase delays. (24 hours)
- L2. Review contractor's proposal including but not limited to scope, assumptions, YECA responsibilities, cost, and schedule; assist with contract negotiations. (6 hours)
- L3. Provide technical support if needed for any YECA responsibilities; act as advocate for YECA during implementation. (16 hours)
- L4. Provide technical support during implementation including installation inspections and testing. (32 hours)
- L5. Conduct drive test of system throughout YECA's service area and write report. (9 days)
- L6. Modify FCC licenses to reflect any changes to the license information (10 hours)

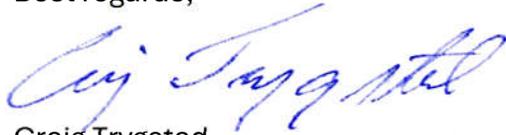
Microwave Upgrade

- M1. Perform computer microwave path analysis and design, considering changing from 6 GHz to 11 GHz due to recent and potential future FCC rule changes. (14 hours)
- M2. Work with YECA to identify throughput requirements for the microwave system. (4 hours)
- M3. Working with our microwave coordinator, obtain Prior Coordination Notices (PCNs) for frequencies to support the new microwave paths. (fixed fee of \$1,500 per path)
- M4. Create a set of technical specifications to be given to vendors either informally or through an official RFP. Specifications will be broken into microwave radio and MPLS replacement/upgrade. (8 days)
- M5. Review vendor's proposals and recommend bid award. (6 hours)
- M6. Provide support during contract negotiations. (13 hours)
- M7. Make any PCN modifications based on vendor equipment and final proposal. Obtain FCC licenses. (part of M3 fixed fee)
- M8. Provide technical support and oversight during implementation including the review of the daily installation reports (10 days)
- M9. Perform final installation inspection and witness testing. (16 days)

Task #	Est. Eng. Hours	Est. Eng. Cost	Est. Travel Cost	Fixed Fee Cost	Total Cost
N1	24	\$5,400	\$210		\$6,210
L1	24	\$5,400			\$6,000
L2	6	\$1,350			\$1,500
L3	16	\$3,600	\$75		\$4,075
L4	32	\$7,200	\$210		\$8,210
L5	72	\$16,200	\$800		\$18,800
L6	10	\$2,250			\$2,500
M1	14	\$3,150			\$3,500
M2	4	\$900	\$75		\$1,075
M3		\$0		\$12,000	\$12,000
M4	64	\$14,400			\$16,000
M5	6	\$1,350			\$1,500
M6	13	\$2,950	\$75		\$3,325
M7		\$0		Inc.	\$0
M8	80	\$18,000	\$210		\$20,210
M9	128	\$28,800	\$930		\$32,930

The total estimated cost based on the above table is \$125,510. Our fee schedule for 2025 is \$250 per engineering hour. We bill expenses based on actual expenses, plus a 15% administration fee. Mileage is billed at the IRS mileage rate, currently \$0.70 per mile. We will not escalate our hourly rate should this project continue into 2026.

Best regards,



Craig Trygstad
President
TRYG, Inc.