

GAVIN NEWSOM  
GOVERNOR



NANCY WARD  
DIRECTOR

January 17, 2024

**CA 9-1-1 BRANCH NOTICE 2024-05**

Expiration: WHEN SUPERSEDED OR RESCINDED

To: ALL 9-1-1 COUNTY COORDINATORS  
ALL PUBLIC SAFETY ANSWERING POINT MANAGERS

**Subject: ANNUAL TRAINING ALLOTMENT AUTHORIZATION**

The California 9-1-1 Emergency Communications Branch (CA 9-1-1 Branch) approves the 9-1-1 County Coordinator's and Public Safety Answering Point's (PSAP's) use of their Annual Training Allotment (ATA) for State Fiscal Year (FY) 2023-2024 to attend Embassy Consulting Services Civilian Leadership Course for Public Safety Personnel on April 15, 2024, at San Mateo County Sheriff Regional Operations Center Training Room, 501 Winslow Street, Redwood City, CA 94063. Please refer to the CA 9-1-1 Branch Operations Manual, Chapter III - Funding for the updated allotment per PSAP. Please see the attached course announcement for additional details. The 9-1-1 County Coordinators and PSAP's are responsible for monitoring and tracking their ATA. Training reimbursement cannot exceed the allotment in Chapter III for FY 2023-2024.

The attached State of California Travel Reimbursement Rates reference document provides information regarding the State's reimbursement rates for FY 2023-2024. The second page of the reference document reflects the ATA eligible lodging reimbursement rate for the State of California.

Please direct all questions to Dylan Crane, Reimbursement Claims Coordinator at: (916) 894-5025 or at [Dylan.Crane@caloes.ca.gov](mailto:Dylan.Crane@caloes.ca.gov)

Sincerely,

DocuSigned by:  
*Jane Dabrowski*  
3D472DF8B2004ED...

JANEE DABROWSKI  
Supervisor, Advisory and Compliance Unit  
California 9-1-1 Emergency Communications Branch

cc: State 9-1-1 Advisory Board Members  
California 9-1-1 Emergency Communications Branch Staff



601 SEQUOIA PACIFIC BLVD, SACRAMENTO, CA 95811  
(916) 894-5007 TELEPHONE  
[www.CalOES.ca.gov](http://www.CalOES.ca.gov)