

GAVIN NEWSOM  
GOVERNOR



NANCY WARD  
DIRECTOR

April 2, 2024

**CA 9-1-1 BRANCH NOTICE 2024-21**

Expiration: WHEN SUPERSEDED OR RESCINDED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 a Kim Turner LLC course, Report Writing For Trainers, on May 29, 2024 at Sunnyvale Department of Public Safety, 700 All America Way, Sunnyvale, CA 94086. 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:

*Janee Dabrowski*

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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



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