



TODD HARMS
Fire Chief

Sacramento Metropolitan Fire District

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ACTION SUMMARY MINUTES – REGULAR MEETING

**BOARD OF DIRECTORS
SACRAMENTO METROPOLITAN FIRE DISTRICT
Thursday, September 12, 2019
10545 Armstrong Avenue – Board Room
Mather, California**

CALL TO ORDER

The meeting was called to order at 6:00 pm by Vice President Sheetz. Board members present: Barnes, Clark, Goold, Kelly, Orzalli, Saylor, Sheetz, and Wood. Board members absent: Jones. Staff present: Chief Harms, General Counsel Lavra, and Clerk Penilla.

PLEDGE TO FLAG

PUBLIC COMMENT

Mr. Roger Mitchell reminded the Board of a fundraising dinner to benefit the restoration of Old Engine No. 2 on October 5th at the Rio Linda Park and Recreation District. Chief Harms will be attending the event, along with Supervisor Sue Frost. Mr. Mitchell also committed to putting his plan for Old Station 111 in writing after some encouragement from a Board Member.

CONSENT ITEMS

Action: Moved by Wood, seconded by Clark, and carried unanimously by members present to adopt the Consent Calendar as follows:

- 1. Action Summary Minutes**
Recommendation: Approve the Action Summary Minutes for the Board meeting of August 22, 2019.
Action: Approved Action Summary Minutes.
- 2. Preservation of Old Station 111 as Historical Display Facility**
Recommendation: Adopt Resolution proclaiming recognition and continue to support the preservation of Old Station 111 as a historical display facility.
Action: Adopted Resolution No. 2019-066.
- 3. Resolution Adopting the FY 2019/20 Appropriations Limit Schedule**
Recommendation: Adopt a Resolution establishing an appropriation (Gann) limit Fiscal Year 2019/20.
Action: Adopted Resolution No. 2019-067.
- 4. Underground Storage Tank Closure Requests – Stations 24 and 62**
Recommendation: Authorize the Board President to sign the Notifications of Record Owners of Fee Title for Station 24 and Station 62 underground storage tank closures.
Action: Authorized the Board President to sign the Notifications of Record Owners of Fee Title for Station 24 and Station 62.

5. **Labor Negotiations - Memorandums of Understanding, Letter of Understanding, and Unrepresented Resolutions**

**PDF Separate Attachment for items A-D

- A. Resolution – Memorandum of Understanding by and between SMFD and the Sacramento Area Firefighters Local 522
- B. Resolution – Memorandum of Understanding by and between SMFD and the Battalion Chief's Organization
- C. Resolution – Memorandum of Understanding by and between SMFD and the Administrative Support Personnel (ASP)
- D. Resolution – Letter of Understanding by and between SMFD and the Single Role Paramedic Program (SRP)
- E. Resolution – Senior Safety Management and Safety Management Employees
- F. Resolution – Non-Safety Senior Management, Management, and Unrepresented Confidential Employees

Recommendation: Adopt Labor Negotiation Resolutions.

Action: Adopted Resolution Nos. 2019-068 through 2019-073.

PRESENTATION ITEMS

1. **Transparency Certificate of Excellence – California Special District Association**
(Dane Wadle, CSDA Field Coordinator)

Recommendation: Receive presentation, no action needed.

Action: Presentation received, no action taken.

ACTION ITEMS

1. **Fiscal Year 2019/20 Final Budget** *(CFO Thomas)*

**PDF Separate Attachment

- A. Resolution – 2019/20 Final Budget for the General Operating Fund 212A
- B. Resolution – 2019/20 Final Budget for the Capital Facilities Fund 212D
- C. Resolution – 2019/20 Final Budget for the Grants Fund 212G
- D. Resolution – 2019/20 Final Budget for the Development Impact Fees Fund 212I
- E. Resolution – 2019/20 Final Budget for the Leased Properties Fund 212L
- F. Resolution – 2019/20 Final Budget for the IGT Fund 212M

Recommendation: Receive Presentation/Adopt FY 2019/20 Final Budget Resolutions.

Action:

- A. Moved by Wood, seconded by Clark, and carried unanimously by the members present to adopt Resolution No. 2019-074 for the General Operating Fund 212A.
- B. Moved by Saylor, seconded by Wood, and carried unanimously by the members present to adopt Resolution No. 2019-075 for the Capital Facilities Fund 212D.

- C. Moved by Barnes, seconded by Wood, and carried unanimously by the members present to adopt Resolution No. 2019-076 for the Grants Fund 212G.
- D. Moved by Kelly, seconded by Clark, and carried unanimously by the members present to adopt Resolution No. 2019-077 for the Development Impact Fees Fund 212I.
- E. Moved by Clark, seconded by Barnes, and carried unanimously by the members present to adopt Resolution No. 2019-078 for the Leased Properties Fund 212L.
- F. Moved by Barnes, seconded by Clark, and carried unanimously by the members present to adopt Resolution No. 2019-079 for the IGT Fund 212M.

REPORTS

1. **PRESIDENT'S REPORT:** No report.

2. **FIRE CHIEF'S REPORT:**

Retirement

Effective 9/2, Battalion Chief Rick Griggs – 32 years of service

Effective 9/3, Assistant Chief Randall Hein – 25 years of service

Reassignment

Effective 9/9, Battalion Chief Mike Lozano selected to fill an out-of-class assignment as A-Shift Commander. He had an interesting and busy first shift, including a large scrap fire.

New Hire

Effective 9/9, Fire Investigator II Paul Tualla

Recruitment

Career Development Opportunity – EMS Battalion Chief on a Day Assignment, Final Filing Date 9/11 4:00 PM

Meetings

8/29, Citrus Heights Elected Officials Reception

8/31, Public Safety Appreciation Night Football Game at Sacramento State

9/5, Station Dedication 51 – Captain Michael George. This event was very well attended, including Board Members and retirees who spent their career with Captain George.

9/5, CPF President Rice thanked the local fire departments with a luncheon

9/10, Fire Marshal Barsdale represented Metro Fire at the Citrus Heights Chamber luncheon

9/11, Memorial Climb, 343 people climbed 110 stories honoring those Firefighters who lost their lives on September 11th

Miscellaneous

2019 Engineer Promotion Exam took place, 36 candidates successfully passed the written exam and participated in a week long academy. During the academy they were prepped for the hands-on portion of the exam. We wish them all the best throughout the rest of the process!

The Board was provided vehicle accident statistics for the month of August. This is monthly information provided by Training Division in an effort to increase overall driver's awareness and minimize vehicle incidents. The areas of focus include accident causes, prevention mechanisms, and remaining consistent.

Lastly, Chief notified the Board of the CESC Disposition. The goal of the CESC was to develop an exercise simulation center with capability for major disaster management events based on the US DHS National Planning Scenarios. In summary, in 2011 the Board authorizing acceptance of SHGP 2011 grant, CalOES allocated \$4,000,000 for project, and over the course of several years staff time and resources were allocated to address infrastructure, technology and management issues with the system. Throughout the grant period one successful trial simulation took place, and the space was never really capable of what it was intended to do. The grant award was closed out and in May 2019 we received notice of disposition of the assets, and grant completion in August 2019 with no further obligation to CalOES.

OPERATIONS REPORT

Assistant Chief Wagaman gave the Operations Report sharing that since the Board Meeting on August 22nd there have been 4,173 EMS calls with a transport rate of 73.5%. There have been 5,545 total calls, of those were 14 structure fires, with the busiest medic unit being Medic 53 with 284 responses, and the busiest engine being Engine 53 with 266 responses.

To highlight some recent deployments AC Wagaman shared a US&R Deployment for Tropical Cyclone Dorian that took place on September 3, 2019. Nine Metro Fire members were deployed as members of CA TF-7 to Charlotte, North Carolina. The team staged in Charlotte for potential impacts from the storm; no field operations were performed, but they were ready if needed. All but one returned home on September 8th; one remained for logistics purposes.

Additionally, a Type III Deployment for the Lime Incident took place on September 5th. Four members were originally dispatched to the Red Bank Fire near Red Bluff, and they were redirected to the Lime Incident on Sunday, September 8th. The Lime Incident was started by lightning on September 5th and is located in the Klamath National Forest, West of I-5 & East of Klamath River. As of this morning, the fire is 25% contained and scorched about 2,000 acres in size.

Of the 14 structure fires, one was a residential structure fire located in the Florin area. He shared a photo. The first due arrived and reported fire on the "bravo" side of a single story house with what appeared to be attic involvement. The first-in Engine confirmed the fire was confined to the attic space with no involvement in the living area of the house. The first due Truck spilt and performed vertical ventilation. This can sometimes be tricky with a fire in the attic that can't be seen. Crews did a great job saving personal items in the interior before any excess damage happened.

The next incident was a commercial structure fire at an apartment in the Arden area. Crews were dispatched for smoke and fire from the windows with updates of people trying to get the family out. Units arrived to a 2-story apartment with heavy fire from the first floor lapping up to

the second floor. The apartment unit on fire was located at the back of the complex with a difficult water supply. Crews initiated a transitional fire attack, to allow for crews to prepare with SCBAs and get a second hose line on the fire. Once inside, crews conducted a search and confirmed everyone was out. This was another example of the great work the men and women of Metro Fire have done over the last few weeks.

3. SMFD – FIREFIGHTERS LOCAL 522 REPORT:

Vice President Jamison reflected on the September 11th Memorial Stair Climb. It is a great event and different members step up to be a part of it every year. He recently attended a deferred compensation conference, he was proud to represent Metro Fire where there is a significant group participating in the plan. Lastly, he thanked the Board and staff for a professional contract negotiation process, and appreciated the dialogue throughout.

4. COMMITTEE AND DELEGATE REPORTS

All Committee Meetings will be held at the Sacramento Metropolitan Fire District Board Room, 10545 Armstrong Avenue, Mather, California unless otherwise specified.

A. Executive Committee – (Vice President Sheetz)

Next Meeting: TBD

B. Communications Center JPA – (AC Wagaman)

Report Out: September 10, 2019 at 9:00 AM

There are no items to report out on, as it was a relatively short agenda.

Next Meeting: September 24, 2019 at 9:00 AM

3121 Gold Canal Drive
Rancho Cordova, CA 95670

C. California Fire & Rescue Training JPA – (DC Shannon)

Next Meeting: September 19, 2019 at 4:00 PM

Location: California Exercise Simulation Center (CESC)
10545 Armstrong Avenue, Suite 320
Mather, CA 95655

D. Finance and Audit Committee – (Director Kelly)

Next Meeting: September 26, 2019 at 5:30 PM

E. Policy Committee – (Director Goad)

Report Out: September 12, 2019 at 5:30 PM

The committee reviewed the nepotism policy, and it will come to the full Board at the next meeting.

Next Meeting: TBD

BOARD MEMBER QUESTIONS AND COMMENTS

Director Barnes attended the station dedication at Station 51 honoring Captain George, he was happy to see how many retirees showed up, it shows what “we never forget” truly means. He thanked everyone for the support at the Sac State football game, especially PIO Vestal and Chief Harms. He thanked Fire Marshal Barsdale for her work on the Summer Fest event in Rancho Murieta.

Director Clark thanked CFO Thomas for her presentation on the budget, Local 522 for a ratified contract, and the men and women of Metro Fire.

Director Wood was present when Battalion Chief Lozano was pinned as a new Battalion Chief, he wishes him all the best in this new role. He thanked CFO Thomas for the presentation and Vice President Jamison for the Local 522 update.

Director Saylor thanked everyone for their presentations tonight. She was able to witness the programming of the reserves radios from Truck 26, and thanked the crew for their work.

Director Goold thanked CSDA for the presentation of the Transparency Certificate, and reminds everyone that this is a government body the public can be proud of, with that certificate comes a high level of trust as an organization. He thanks everyone for their participation in maintaining this level of transparency.

Director Orzalli echoed the comments from Director Goold regarding the Transparency Certificate, and reminds everyone this recognition goes a long way, especially when receiving funding for grants. He thanked CFO Thomas and her team for the work they did on the Final Budget.

Director Kelly thanked the Finance Division for their heavy lift in completing the Final Budget, and for the ratification of all labor agreements.

Director Sheetz echoed the sentiments from the Board related to the presentations, she also congratulated AC Hein and BC Griggs for their retirements.

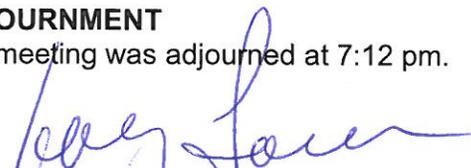
**The Board recessed to Closed Session at 7:02 pm.
CLOSED SESSION**

- 1. Public Employee Performance Evaluation: Fire Chief**
Pursuant to Government Code Sections 54957(b)(1) and 54954.5(e)
Action: The Board took no reportable action.
- 2. Public Employee Performance Evaluation: Board Clerk**
Pursuant to Government Code Sections 54957(b)(1) and 54954.5(e)
Action: The Board took no reportable action.

The Board reconvened to Open Session at 7:11 pm.

ADJOURNMENT

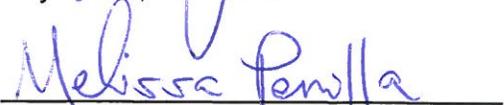
The meeting was adjourned at 7:12 pm.



Gay Jones, President



Matt Kelly, Secretary



Melissa Penilla, Board Clerk