



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, August 24, 2017
10545 Armstrong Avenue – Board Room
Mather, California**

CALL TO ORDER

The meeting was called to order at 6:04 p.m. by President Wood. Board members present: Barnes, Clark, Gayle, Goold, Kelly, Sheetz, and Wood. Board members absent: Jones and Orzalli. Staff present: Chief Harms, Board Clerk Penilla, and General Counsel Lavra.

PLEDGE TO FLAG

PUBLIC COMMENT: None

CONSENT ITEMS

Prior to adoption of the consent calendar, Clerk Penilla made an edit to the Action Summary Minutes for August 10th. On page 3 of 5 the described action to the public hearing referenced an incorrect date. The correct language now reads, "Presentation received. This was for introduction purposes, a vote will be taken during the meeting on August 24th. No action taken."

Action: Moved by Goold, 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 10, 2017.

Action: Approved the Action Summary Minutes.

2. Surplus Equipment Designation – SCBA Filling Machines

Recommendation: Adopt resolution establishing a list of surplus equipment and authorizing the Fire Chief to auction, sell, or donate the equipment as deemed appropriate.

Action: Adopted Resolution No. 2017-080 authorizing the SCBA Filling Machines be deemed as surplus equipment.

3. Workplace Violence Policy

Recommendation: Approve the revision to the Workplace Violence Policy.

Action: Approved the revised Workplace Violence Policy.

PRESENTATION ITEMS

1. **Fire Camp 2017** (*Brenda Briggs, Community Risk Specialist*)
Recommendation: Receive presentation, no action required.
Action: Received presentation, no action taken.

ACTION ITEMS

1. **Medical Aid and Ambulance Transport User Fee Ordinance** (*CFO Amanda Thomas*)
Recommendation: Adopt second reading of the Ordinance amending the medical aid and ambulance transport user fees for the Sacramento Metropolitan Fire District.
Action: On a motion by Goold, seconded by Clark, and carried unanimously by the members present to adopt Ordinance No. 2017-01 amending the medical aid and ambulance transport fees effective September 1, 2017.
2. **Industrial Disability Retirement – Scott Schneider** (*Deputy Chief Casentini*)
Recommendation: After discussion in Closed Session, consider adopting a Resolution finding Engineer Scott Schneider has suffered job related injuries and direct staff to work with Engineer Schneider through his Industrial Disability Retirement process with CalPERS.
Action: On a motion by Goold, seconded by Sheetz, and carried unanimously by the members present to adopt Resolution No. 2017-081.

REPORTS

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

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

Promotions

Congratulations to the 21 employees for being promoted effective August 30th. They have been attending a Fire Captain's academy this week, and received their helmets and badges today during an informal promotion ceremony. This is the largest group of Captains that has been promoted at one time, and we are excited for them as they begin work in their new roles.

With the promotions to Captain, that opened up four engineer positions, so congratulations to the four engineers who will be promoted. That completes the eligibility list for engineers, and we will look forward to a future exam.

New Hire

Effective 8/14, Procurement Specialist Michele Golden

Retirement

Effective 8/11, Firefighter Tom Hutchinson – 22 years of service

Recruitment

Help Desk Technician – Final Filing Date 8/30, 5:00 PM

Plan Intake Specialist – Final Filing Date 9/8, 4:00 PM

Miscellaneous

The International Association of Fire Chiefs (IAFC) is looking to have their International Fellowship Program come to Metro Fire. The District is currently in the discussion phase with the IAFC for potential partnership with Saudi Arabia.

The international firefighters are placed with host fire departments for six months to learn best practices and internalize the U.S. fire service culture. IAFC recently partnered with San Diego Fire and Rescue to host the first cohort in July 2016 and then two additional cohorts in August and September 2016.

PIO Report

PIO Vestal shared a series of videos including the "We Are Metro Fire" video, he plans to use for recruitment. He is also working with PG&E on video campaigns in foreign languages and with CalOES for a drowning public service announcement in Spanish.

OPERATIONS REPORT

Assistant Chief Neville reported since the Board Meeting on August 10th there have been approximately 3,500 dispatches, including six structure fires. There has been a decrease statewide for vegetation fires, and all automatic aid resources are home.

Additionally, the Operations Division spent the week training 25 newly eligible Captains. They are teaching the basics of being a new Captain.

The Operations Division is looking forward to purchasing a shorter trailer for Dozer 2 which will allow the trailer to be navigated in smaller areas. Operations is also looking forward to receiving a grant for night vision goggles for the helicopter. The goggles will be used for hoist and rescue, not necessarily fighting fire at night. They anticipate receiving the funding notice in October.

3. **SMFD – FIREFIGHTERS LOCAL 522 REPORT:** No report.

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 – (Wood)

Next Meeting: TBD

B. Communications Center JPA – (AC Johnson)

Next Meeting: Tuesday, August 29, 2017 at 9:00 AM

C. California Fire & Rescue Training JPA – (Kelly)

Next Meeting: Thursday, September 21, 2017 at 4:00 PM

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

D. Finance and Audit Committee – (Kelly)

Report Out: Thursday, August 24, 2017 at 5:00 PM

The committee met earlier and went over the year end financials for 16/17 with good news, and the final budget for 17/18. While the budget is trending in the right direction, we still need to make some tough financial decisions in the future.

Next Meeting: Thursday, October 26, 2017

- E. **Policy Committee – (Goold)**
Next Meeting: Thursday, September 14, 2017 at 5:30 PM

BOARD MEMBER QUESTIONS AND COMMENTS

The Board collectively congratulated the newly promoted captains and engineers.

Director Goold congratulated those who successfully completed another year of Fire Camp, it is great to see the vision of Chief Haverty live on. He also thanked everyone who works at Metro Fire, no matter what they do, thank you.

Director Kelly thanked the employees who make Fire Camp happen, it is a great event for kids in the community. He encourages those who are available attend the California Capital Air show during the weekend of September 9th and 10th, it is always a great event.

Director Sheetz thanked PIO Vestal for sharing the videos. She also thanks Engineer Schneider for his years of service.

Director Barnes looks forward to the opportunity to work with the IAFC, and thinks this speaks volumes to the reputation of Metro Fire as an agency. He also sends well wishes to Engineer Schneider as he retires on an industrial disability retirement.

CLOSED SESSION

Taken out of order, the Board recessed to Closed Session at 6:08 pm.

1. **CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION**
Pursuant to California Government Code Section 54956.9 (a) – One (1) matter of Workers Compensation Settlement Authority

- A. Scott Schneider and the Sacramento Metropolitan Fire District
Claim # SMDI - 548744 – Workers Compensation Settlement Authority –
Colin Connor of Lenahan, Lee, Slater & Pearse, LLP

Action: On a motion by Clark, seconded by Gayle, and carried unanimously by the members present to give the District's Third Party Administrator settlement authority.

2. **CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION**
Pursuant to California Government Code Section 54956.9 (a) – One (1) matter of Industrial Disability Retirement

- A. Scott Schneider and the Sacramento Metropolitan Fire District
Claim # SMDI - 548744 – Industrial Disability Retirement –
Deputy Chief Gregory Casentini

Action: No action taken.

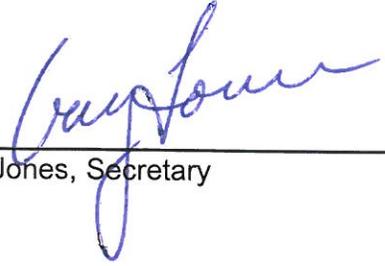
The Board reconvened to Open Session at 6:18 pm.

ADJOURNMENT

The meeting was adjourned at 6:56 p.m.



Ted Wood, President



Gay Jones, Secretary



Melissa Penilla, Clerk of the Board