



# Sacramento Metropolitan Fire District

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**KURT P. HENKE**  
*Fire Chief*

## **BOARD OF DIRECTORS – ACTION SUMMARY** **Thursday, September 13, 2012 – 5:00 p.m.**

**City of Rancho Cordova City Hall-Council Chambers**  
**2729 Prospect Park Drive**  
**Rancho Cordova, California**

### **CALL TO ORDER**

The meeting was called to order by President Jones. Board Members present: Clark, Goold, Jones, Kelly, Monk, Pierson, Scheidegger. Directors Newcomer, Orzalli, absent. Staff: Deputy Chief Wells, Board Clerk Tilson, Counsel Greg O'Dea.

### **PLEDGE TO FLAG**

### **METRO CABLE 14 ANNOUNCEMENT**

The open session meeting is videotaped for cablecast on Metro Cable 14. Replay on Saturday, September 15, 2012 at 1:00 PM and Monday, September 17, 2012 at 6:00 PM on Channel 14; Webcast at [www.sacmetrocable.tv](http://www.sacmetrocable.tv).

The open session meetings are also available for viewing on the District website at [www.metrofire.ca.gov](http://www.metrofire.ca.gov)

### **PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON THE AGENDA** None

### **MEDIC FEE COLLECTION – JULIA BECK**

Julia Beck stated on June 28, 2012 it was necessary to call 9-1-1 and addressed the Board regarding the billing from Wittman on the services given to her deceased husband. She stated the fire personnel who responded were the greatest group and admired them, but the billing department was not. Three days after burying her husband on July 18 she received a bill for \$275.88 for the medic run and placed it in the pile of paperwork. A few days later she received a telephone call requesting payment and told them that information was given to the firemen to pass out for Medicare, Blue Cross, and Tricare for Life, but was informed to pay them directly. Social Security, VA, and the Teacher's Association had stopped all of his checks and she was unable to pay. Further harassing calls were received with threats of turning it over to collections. She resented being harassed and will pay the entire bill when she hears from Medicare. She felt this was not right or fair and wanted to prevent this from happening to somebody else in the same position.

President Jones totally agreed and extended condolences on behalf of the District for the loss of her husband. Direction was given to the Chief to follow up with the District's third party billing administrator to address critical situations like this involving Medicare reimbursement which takes time and to incorporate it into the billing activity. She thanked Mrs. Beck for bringing this to our attention and it will be addressed.

Deputy Chief Wells stated Chief Financial Officer McFarlane will make some inquiries and we will get back to the Board.

#### **CONSENT AGENDA:**

- 1. Board Meeting Action Summary – August 23, 2012**
- 2. Abercrombie Planning and Design – Standard Agreement  
Cal EMA Exercise Simulation Center  
Owners Representative for Facilities Design Services**

- On December 7, 2011 the California Emergency Management Agency (Cal EMA) awarded the Sacramento Metropolitan Fire District (District) four million dollars (\$4,000,000) in fiscal year 2011 State Homeland Security Grant Program (SHSGP) grant funds to develop the California Exercise Simulation Center (CESC). Subsequently, the District entered into an agreement with Innovative Concepts, a subsidiary of Elbit Systems of America (ESA), to deliver the CESC project. At the conclusion of a due diligence period with ESA the District made the determination not to proceed with ESA as the contractor for the CESC project.
- One of the tasks assigned to ESA under their contract was to represent the District in the design of the facilities. The District selected MFDB Architects for Architecture and Design Services to design the CESC project for the District. MFDB Architects are also designing the District's new Board Room and Community Risk Reduction Division (CRRD) office space in coordination with the design of the CESC project.
- The District is now delivering the CESC project without a prime contractor. In order to accomplish the project the District will need to contract with consulting firms that will provide subject matter expertise in a number of fields. Given that APD is familiar with all aspects of the project and has worked with MFDB Architects as a subcontractor on the District's fifty-three (53) acre training facility project located at 3801 Zinfandel Drive in Rancho Cordova, CA, APD is a logical choice to represent the District in the completion of the design work for the CESC project.

On September 1, 2012 the Fire Chief executed the District standard agreement with APD under the "Special Services" provision of the District's Purchasing and Contracting Policy.

- The amount of the standard agreement with APD to represent the District in the completion of the design work for the CESC project is \$35,000. The costs for this contract will be paid for by the FY 11 SHSGP grant.
- The purpose of this staff report is to notify the Board of Directors that the Fire Chief has exercised his authority under the District's Purchasing and Contracting Policy to enter into the standard agreement with APD.

**3. Abercrombie Planning and Design – Standard Agreement  
Cal EMA Exercise Simulation Center  
Strategic Business Plan**

- See above item for correlating Fiscal Year 2011 State Homeland Security Grant Program (SHSGP) information.
- The District entered into an agreement with Innovative Concepts, a subsidiary of Elbit Systems of America (ESA), to deliver the CESC project. At the conclusion of a due diligence period with ESA the District made the determination not to proceed with ESA as the contractor for the CESC project.
- One of the tasks assigned to ESA during the due diligence period was to develop a draft strategic business plan and training needs analysis to determine the viability of the CESC project. ESA hired Abercrombie Planning and Design (APD) as part of a team of consultants who were responsible for these documents.
- The District is now delivering the CESC project without a prime contractor. In order to accomplish the project the District will need to contract with consulting firms that will provide subject matter expertise in a number of fields. Given that APD has been responsible for the delivery of the strategic business plan to this point in the project, there would be significant duplication of effort to restart the project with a different consulting firm.
- On September 1, 2012 the Fire Chief executed the District standard agreement with APD under the "Special Services" provision of the District's purchasing and Contracting Policy.

The amount of the standard agreement with APD for the delivery of a completed strategic business plan for the CESC project is \$35,000. The costs for this contract will be paid for by the FY 11 SHSGP grant.

- The purpose of this staff report is to notify the Board of Directors that the Fire Chief has exercised his authority under the District's Purchasing and Contracting Policy to enter into the standard agreement with APD.
- **Board Action:**  
*Pierson/Scheidegger—Approve the three Consent Agenda Items. Roll Call: Directors Goad, Jones, Kelly, Monk, Pierson, Scheidegger, AYE. Director Clark, abstained. Directors Newcomer, Orzalli, absent. Motion passed.*

**ACTION ITEM(S):****1. Multiple Bid Award – Emergency Medical Services Medical Supplies—(Mark Jones)**

- In response to a Request for Formal Bids for medical supplies for a non-exclusive contract for three (3) years with two (2) one-year extensions, the following responded:
  - BoundTree Medical, LLC
  - Henry Schein, Inc.
  - Laerdal Medical Group (No Bid)
  - Life Assist, Inc.
  - Midwest Medical Supply Co., LLC
  - Moore Medical, LLC
  - Pacific Biomedical
  - PH&S Products, LLC
  - PMI Supply, Inc.
  - QuaDMed, Inc
  - The Bee Medical Supply
  - Vidacare Corporation
  
- Staff compiled a list of medical supplies used by the District and requested pricing on all items. From the twelve (12) bids received Henry Schein was able to bid on most of the items and only Life Assist was able to bid on all items requested, with exception of the sole source items listed below. Additionally the difference between the two was \$37.03 on their head to head quotes. Life Assist is a local company in Rancho Cordova with a warehouse located less than one mile away from the District's Logistics Division and will offer a freight discount of 2% on all orders that are picked up at their warehouse. Also offered is a 3% discount for payments received within 45 days. It would be in the District's best interest to select Life Assist as the medical supply provider.

Four of the items that were requested, Intarosseus Needles (EZ IO Needles), are sole source; Vida Care Corporation was the only vendor that quoted these items.
  
- Staff recommended the Board award the Bid to Life Assist as the medical supplies provider for the District, and Vida Care Corporation as the sole source provider of EZ 10 Needles.
  
- **Board Action:**  
*Monk/Pierson—Approve the staff recommendation. Roll Call: Directors Clark, Goold, Jones, Kelly, Monk, Pierson, Scheidegger, AYE. Directors Newcomer, Orzalli, absent. Motion passed.*

**2. Resolution No. 2012-93—Directing Board Clerk to Issue Request to Sacramento County Board of Supervisors to Appoint Division 4 Board Member—(Counsel Greg O’Dea)**

- Counsel O’Dea stated this concerns Division 4 and the upcoming election. No declarations of candidacy were filed by the August 10 deadline for the November 6, 2012 election. Under this circumstance, Elections Code 10515(b) states the supervising authority which is the Sacramento County Board of Supervisors appoints the person to the office. The person appointed shall take the office and serve exactly as if elected at a general election for the office. The Sacramento County Board of Supervisors requires a formal request be made to the County by the Clerk of the Board.
- Counsel recommended the Resolution be adopted directing the Board Clerk to issue a formal request to the Sacramento County Board of Supervisors to appoint a Division 4 Board Member.
- Counsel O’Dea responded to Board questions stating the appointee must be qualified to hold the position of Director which includes residency within the division; in response to making a request to the Board of Supervisors to defer the appointment process and send it back to the District, the authority resides solely with the County to make the appointment under the law to be effective on November 6, 2012, with the person taking office on the first Friday in December according to the normal process for all others.
- Counsel recommended adoption of the resolution.
- **Board Action:**  
*Goold/Pierson—Adopt the Resolution. Roll Call: Directors Clark, Goold, Jones, Kelly, Monk, Pierson, Scheidegger, AYE. Directors Newcomer, Orzalli, absent. Motion passed.*

**PRESENTATION ITEM(S)**

**1. 2015 U.S. Senior Open—(Rusty Dupray)**

- Rusty Dupray, Government Affairs Coordinator, stated he and Fire Chief Henke were approached by members of the Del Paso Country Club and the U.S. Golf Association (USGA) regarding the 2015 U.S. Senior Open to be held at the Del Paso Country Club in 2015. They asked the District to partner with the Club and the USGA to provide EMS services at the event. Last Tuesday, he and Deputy Chief Chris Holbrook attended a planning session with the Country Club members and the USGA officials for the upcoming event.

- A PowerPoint presentation was given providing an overview of the 2015 event, to include:

#### **Championship Facts –**

- ✓ Championship dates: June 22 – 28, 2015
- ✓ 156 professional and amateurs
- ✓ First time held in northern California
- ✓ Not for profit organization with any revenues going to charity
- ✓ Anticipated attendance of 150,000+
- ✓ Kids 17 and under admitted free
- ✓ More than 3,000 volunteers

#### **Economic Impact –**

- ✓ Over \$18 million for the local economy
- ✓ 25,000 hotel room nights
- ✓ 7,000 rental car days
- ✓ Need to raise nearly \$6 million to put on the event for Sacramento – already raised over \$2 million
- ✓ \$11 million in visitor expenditures
- ✓ Over \$1 million in additional tax revenue
- ✓ 500 credentialed media
- ✓ 15+ hours of national and international broadcast coverage

#### **Schedule of Events was Outlined**

##### **Review – Sacramento Metro Fire**

- Historically had two trucks on-site during the Championship at the main entrance and club house
- Staffing – Minimal
- Medical Trailers – 2 on-site trailers staffed by hospitals

##### **Past EMT Event Review**

- Historically had two ambulances on-site at the main entrance and club house with two EMS certified personnel per truck
  - On-course EMT:
    - Monday – Wednesday  
8 total EMT (4 cart, 4 bike)
    - Thursday – Sunday  
12 total EMT (4 cart, 8 bike)
- Mr. Dupray stated they will need our help with the medical and this will be up to the Board, Fire Chief, and staff to negotiate participation in working with the USGA and Del Paso Country Club as a partner.

- The event was viewed by members of the Board as a wonderful opportunity to demonstrate the District's community involvement and participation in a major way and applauded the establishment of protocol three years in advance.
- Following the presentation, there was a general consensus by the Board of Directors in support of the 2015 U.S. Senior Open event.

**PRESIDENT'S REPORT—(Jones)      None**

**FIRE CHIEF'S REPORT—(Deputy Chief Wells)**

- Fire Chief Henke was in Colorado Springs attending the IAFF Fallen Fire Fighter Memorial
- CalPERS update on AB 340 regarding pension reform to be signed tomorrow and effective January 2013 primarily affects new employees, with "air time" being eliminated for existing employees.
- September 4 – 7, 2012 – Fire Chief Henke attended the League of Cities Conference in San Diego along with Chiefs Soqui of Cathedral City, Jay Goldstone of San Diego, and Mike Metro of Los Angeles County and gave a presentation regarding the Fire Departments' Role in Emergency Medical Service. It was well received.
- September 9, 2012 – 9/11 Run/Walk – thanked everyone who supported the event
- September 10, 2012 – held first Meet and Discuss with Local 522 – meetings scheduled twice a month
- September 11, 2012 – Memorial Stair Climb – It was a tremendous tribute to the fallen firefighters.
- September 12, 2012 – Rancho Cordova 2 x 2 meeting was held

**Upcoming Meetings/Events –**

- September 16, 2012 – 10<sup>th</sup> Annual Northern California Fire Equipment & Memorabilia Swap Meet at Station 21, 7641 Greenback Lane, Citrus Heights
- On-going WebEx's in the month of September
- October 6, 2012 – 2<sup>nd</sup> Annual Carolyn Martinez Memorial Golf Tournament. More information at [www.golfforecarolyn.com](http://www.golfforecarolyn.com)

- October 6, 2012 – Safetyville Firefighter Chili Cook Off– 12 Noon – 4:00 PM
- October 13, 2012 – Fire Fighter Burn Institute – Wine Bottling Fundraising, 4:00 – 6:00 PM – Contact the Burn Institute to purchase tickets
- October 13, 2012 – Pioneer Mutual Hook and Ladder Society – Fallen Fire Fighter Memorial at the Firemen’s Plot/Old City Cemetery – 9:15 AM

**New Hires –**

Effective August 27, 2012 - Cristy Jorgensen, Office Technician  
Community Risk Reduction Division

Effective August 31, 2012 - Meda Angeles, Accounting Technician

**Reassignments**

A/C John Wagner to Operations – C Shift  
A/C Walter White – Training Division

**OPERATIONS REPORT – Assistant Chief Walt White****EMS –**

Statistics since the last Board meeting:

- Metro – 2,693 dispatches – transported 72% of the time.
- AMR – 909 dispatches – transported 70% of the time.

**Fire Incidents –**

- 19 structure fires since the last meeting.
- September 11, 2012 – vacant Rancho Cordova Motel at 10271 Folsom Boulevard burned for the fifth time. Abandoned buildings are frequented by homeless persons and are extremely difficult to properly secure.
- September 9, 2012 – structure fire at 2776 Hyanis Way in a two-story residential structure with no injuries.
- September 7, 2012 – structure fire at the Arcadia Apartments, 3532 Watt Avenue. Fire was contained to a smoldering bedroom in an unoccupied first floor unit. Incident under investigation but considered suspicious.

**Strike teams/Overhead deployed –**

- Fort Complex - 9 personnel scheduled for demobilization today
- Chips Fire – 2 personnel demobilized
- McGuire Fire, Idaho – single resource still committed

**Capital Air Show**

- Many members of the District assisted the City of Rancho Cordova with the Capital Air Show that included overhead members for the incident management Friday through Sunday as well as our Community Emergency Response Team volunteers and bike medics. During the course of the event, there were 304 medical contacts with 4 resulting in transports, primarily for heat related issues.

**GENERAL COUNSEL'S REPORT – Greg O'Dea**

None

**COMMITTEE AND DELEGATE REPORTS:****Executive Committee—(President Jones)**

- Next Meeting: TBD

**Communications Center—(DC Wells)**

- Interviewed four finalists for the Comm Center Manager position and made a conditional offer.
- Next Meeting: September 25, 2012, 2012 – 9:00 AM  
Cosumnes CSD Board Chambers  
8820 Elk Grove Boulevard  
Elk Grove, CA

**California Fire & Rescue Training Authority—(Kelly)**

- Reported on the last meeting.
- Next Meeting: November 7, 2012 – 10:00 AM  
Location: California Emergency Management Agency, Media Room  
3650 Schriever Avenue, Mather CA 95655

**Finance Committee—(Monk)**

- Reported on today's meeting. The finances look very good due to changes made by the Board and reviewed by the Committee. Labor costs were \$9.6 million with \$825,000 in concessions and appreciated the continuing effort of labor working with the District to help manage the Budget.
- Next Meeting: October 11, 2012 – 5:00 PM

**Policy Committee—(Orzalli)**

- No set meeting.

**BOARD MEMBER QUESTIONS AND COMMENTS:****Pierson:**

- In support of the firefighters, there is a large contingent from the District in Colorado Springs now. He encouraged the Board Members to all attend and participate in the IAFF Fallen Fire Fighter Memorial whether the District helps with the travel or we go on our own. He felt it would be beneficial to reaffirm the fact of what our decisions on the Board mean to see what the consequences could be with staffing cuts and things like this.

**Clark:**

- He participated in the Walk/Run to Remember. It was well attended.
- On Monday, he attended a very good event with retired Captain Mike Dugan of FDNY as the speaker. So much information was conveyed on the various aspects of engine and truck operations and he will try to attend more of these events.
- Thanked everyone for their reports tonight.

**Monk:**

- Congratulated the new hires wherever their assignment may be.
- Wished Assistant Chiefs White and Wagner the best of luck in their swapping of assignments.
- Just now starting what he traditionally does for the Thanksgiving Holiday and Christmas to help the needy/homeless in our community. Each year he works with a restaurant or community groups in trying to provide meals in the community. He will be doing it in North Highlands and setting up something in Rio Linda working with the Park District. He extended an invitation to the other Directors to help get it started if they are interested in establishing some place in their Divisions. The biggest thing is finding a location. He would like to see it extended throughout the Metro Fire District and get the buy-in from Roberta MacGlashan, Doug Osi, and others to help us make this a larger community event. With this economy, we have far more needy families and people. In addition, this year he will try to provide a take-home meal for a nominal price and roll that money over into the Toys for Tots that the Sheriff's Department supports to maximize the benefit to the Community and the children.

**Goold:**

- This evening we started our meeting with some disturbing information from a community member. He was one-hundred percent confident that our EMS Chief and staff will manage to correct this flawlessly. This woman deserves to come back and receive an apology from whoever was responsible. No widow deserves to have that experience and it absolutely has nothing to do with our organization. In her comments this evening she stated that this had nothing to do with the men and women who showed up in her home and took care of her husband. As policy makers, we need to ensure that any group representing this organization in any manner does everything correctly. I look forward to having her back so we can extend an apology from the Board even though we did not create the problem.

**Kelly:**

- He will not be in attendance at the Board meeting on September 27.

**Jones:**

- Reaffirmed the comments by Director Goold.
- Reminded the Directors to get in touch with Mat Roseberry in regards to setting up a meeting for education on the iPad project.
- Attended the Rancho Cordova 2 x 2 meeting. We continue to work very well together.
- The 2013 International Association of Fire Fighters Fallen Fire Fighter Memorial would be an excellent move for as many of us as possible to attend to show our support and respect.

[Taken out of Order after Public Comment]

**CLOSED SESSION 6:15 PM****RECONVENE TO OPEN SESSION 6:50 PM**

Report by Counsel O'Dea:

**1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION-**

Pursuant to California Government Code Section 54956.9(a) – Two (2) Matters of Workers' Compensation Settlement Authority – (Attorney Joel Kautz)

- A. Robert Ferry v Sacramento Metropolitan Fire District  
Claim #SMDG – 541491

By unanimous vote, with Directors Orzalli and Newcomer absent, the Board extended settlement authority to the District's third party administrator.

- B. Kevin Henry v Sacramento Metropolitan Fire District  
Claim #SMDE – 503104

By unanimous vote, with Directors Orzalli and Newcomer absent, the Board extended settlement authority to the District's third party administrator.

**2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION –**

Exposure to Litigation Pursuant to California Government Code Section 54956.9(b)—(Counsel O'Dea)

The Board conferred with Counsel regarding a potential litigated matter. No action was taken.

**ADJOURNMENT** –The meeting was adjourned at 7:43 p.m.

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Gay Jones, President

\_\_\_\_\_  
Randy Orzalli, Secretary

\_\_\_\_\_  
Charlotte Tilson, Clerk of the Board