



KURT P. HENKE  
Fire Chief

# Sacramento Metropolitan Fire District

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## ACTION SUMMARY – REGULAR MEETING

**BOARD OF DIRECTORS  
SACRAMENTO METROPOLITAN FIRE DISTRICT  
Thursday, November 14, 2013  
10545 Armstrong Avenue – Board Room  
Mather, California**

### CALL TO ORDER

The meeting was called to order at 6:00 p.m. by President Kelly. Board members present: Clark, Goold, Jones, Kelly, Monk, Scheidegger and Wood. Board members absent: Orzalli and Pierson. Staff present: Fire Chief Henke, Interim Board Clerk Kelly and General Counsel O'Dea.

### PLEDGE TO FLAG

**PUBLIC COMMENT:** None

### AWARDS

- Civilian Life Saving Commendation to Police Officer Scott McCartney**  
**Action:** Chief Henke presented Police Officer Scott McCartney with a Civilian Life Saving Commendation as a result of his rescue of three (3) women as he was first on scene of a residential structure fire.

### CONSENT ITEM:

**Action:** Moved by Jones, seconded by Scheidegger, and carried unanimously by the members present to adopt the Consent Calendar as follows:

- Action Summary Minutes**  
**Recommendation:** Approve the Action Summary for Board meeting of: October 24, 2013.  
**Action:** Approved the Action Summary Minutes as submitted.
- Notice of Material Expenditure – Single Role Paramedic Program Academy**  
**Recommendation:** Receive notification of an expenditure of \$61,429.56 and payment to the California Fire and Rescue Training Authority (CFRTA) Academy Services to provide the Single Role Paramedic Program Academy 13-2.  
**Action:** Received notification of expenditure.

### ACTION ITEMS

- Job Description – Board Clerk (Wells)**  
**Recommendation:** Approve the Job Description for the position of Board Clerk.

**Action:** Moved by Scheidegger, seconded by Clark, and carried unanimously by the members present to approve the Job Description.

2. **Amendment to Terms and Conditions of Employment for Non-Safety Employees (Wells)**

**Recommendation:** Adopt a Resolution amending Resolution No. 07-07 affecting the terms and conditions of Employment for Non-Safety Senior Management, Management and Unrepresented Confidential Employees.

**Action:** Moved by Goold, seconded by Wood, and carried unanimously by the members present to adopt Resolution No. 2013-113 amending Resolution No. 07-07.

3. **Amendment to Terms and Conditions of Employment for Safety Employees (Wells)**

**Recommendation:** Adopt a Resolution amending Resolution No. 08-07 affecting the terms and conditions of Employment for Safety Senior Management, Management and Unrepresented Confidential Employees.

**Action:** Moved by Goold, seconded by Wood, and carried unanimously by the members present to adopt Resolution No. 2013-114 amending Resolution No. 08-07.

4. **Agreement – Western Area Power Administration Incentive Program (Cockrum)**

**Recommendation:** Adopt a Resolution authorizing the Fire Chief to execute an Agreement with the County of Sacramento to accept reimbursement funds in the amount of \$154,550.56 from the Western Area Power Administration Incentive Program (WAPA) to replace HVAC systems at 4425 and 4427 Dudley Blvd., the Fleet and Radio Shop.

**Action:** Moved by Goold, seconded by Scheidegger, and carried unanimously by the members present to adopt Resolution No. 2013-115 approving Agreement.

5. **Agreement - 2013 State Homeland Security Grant Program - Boats (Davis)**

**Recommendation:** Adopt a Resolution authorizing designated individuals to execute an Agreement with the County of Sacramento and related federal and state documents as the sub-grantee and lead agency to coordinate the purchase of three (3) rigid hull inflatable Boats and Trailers from the United States Department of Homeland Security, State Homeland Security Grant Program.

**Action:** Moved by Goold, seconded by Clark, and carried unanimously by the members present to adopt Resolution No. 2013-116 approving Agreement.

6. **Sphere of Influence Amendment – Natomas Fire Protection District and Sutter Pointe (Davis)**

**Recommendation:** Adopt a Resolution requesting the Sacramento Local Agency Formation Commission (SacLAFCo) initiate an amendment to the Sphere of Influence (SOI) of the Sacramento Metropolitan Fire District to include: 1) service area of the Natomas Fire Protection District and 2) "Sutter Pointe" portions of the Pleasant Grove Fire Department located in southeast Sutter County.

**Speakers:** John O'Farrell, John O'Farrell & Associates, a consultant for the District, spoke in support of the amendment. He informed the Board of the area history and the interest of the landowners to move forward with this amendment.

**Action:** Moved by Goold, seconded by Wood, and carried unanimously by the members present to adopt Resolution No. 2013-117 requesting LAFCo initiate an amendment to the District's Sphere of Influence.

## PRESENTATION ITEM

- 1. Feasibility Study of Annexation for Latrobe Fire Protection District (Davis)**  
Fire Chief Henke reported that a little over a year ago Sacramento Metropolitan Fire Protection District was contacted by the Latrobe Fire Protection District to determine if there would be a benefit in having Sac Metro provide some service to them, as they are now being served by an all-volunteer fire staff. After initial discussions, they decided to negotiate with El Dorado Hills Fire Department. However, about a month ago, Latrobe Fire Protection District re-contacted Sacramento Metropolitan Fire District and indicated they have an interest in pursuing discussions regarding annexation to Sacramento Metropolitan Fire District. The Fire Chief stated that if the Board has no objection, staff will continue to have discussions with the Latrobe Fire Protection District to see if there is a mutual benefit.  
**Action:** Approval to move forward with discussions by Board consensus.

## PRESIDENT'S REPORT

No report.

## FIRE CHIEF'S REPORT

Fire Chief Henke reported that Dawn Mehlhaff, wife of Engineer Terry Mehlhaff, passed away on November 5, 2013. A Celebration of Life will be held on November 20<sup>th</sup> at 11 a.m. at Rolling Hills Christian Church, 800 White Rock Road.

Fire Chief Henke reported that former board member and volunteer firefighter, Dick Crooks, passed away on November 9<sup>th</sup>. A Celebration of Life will be held on November 16<sup>th</sup> at 11 a.m. at the American River Community Church, 3300 Walnut Avenue, Charmichael.

Fire Chief Henke reported that on October 25<sup>th</sup> Copter 2 was involved in a near miss during a hoist drill as part of a multi-agency drill called "Urban Shield" in Oakland, CA. Due to the quick action and training of the staff, the helicopter landed safely on the ground and has been inspected and deemed airworthy. Two firefighters were injured. One Metro fire employee was treated at Highland Hospital in Oakland and released. An Oakland fire fighter was treated on the scene and not transported to the hospital.

### Meetings/Events attended by Staff:

- October 31<sup>st</sup> – Groundbreaking Ceremony, Zinfandel Training Site
- November 4<sup>th</sup> to 7<sup>th</sup> – CFFJAC 12<sup>th</sup> Biennial Conference, Palm Springs

### Upcoming Meetings/Events to be attended by Staff:

- November 13<sup>th</sup> - EMS Cost Recovery Presentation, City of Oroville
- November 14<sup>th</sup> – UAWG Meeting
- November 15<sup>th</sup> – Speaker at Rancho Cordova Luncheon
- November 15<sup>th</sup> – Metro Chamber State of the County
- November 16<sup>th</sup> – Chief Bill Holmes Retirement Celebration
- November 20<sup>th</sup> – Citizens Advisory Committee Meeting

### Save the Date:

November 23<sup>rd</sup> – Dean Baker Crab Feed

Retirements Effective:

October 27<sup>th</sup> – Firefighter Mark Manzoli, 23 years

October 30<sup>th</sup> – Captain Brian James, 26 years

November 1<sup>st</sup>

- Mechanic James Stewart, 23 years
- Firefighter Thomas Michul, 25 years
- Engineer Joseph Chesnut, 25 years

Promotions Effective:

November 1<sup>st</sup>

- Captain Timothy Beard
- Richard Rubiales

Recruitments:

Firefighter-Paramedic – Promotional Opportunity, Internal Only, Final Filing Date – December 2<sup>nd</sup>

**OPERATIONS REPORT**

Since the last Board meeting there have been 2,817 EMS dispatches, with a 74% transport rate, and 16 structure fires.

**GENERAL COUNSEL'S REPORT**

No report.

**SACRAMENTO METROPOLITAN FIRE DISTRICT –FIREFIGHTERS LOCAL 522 REPORT**

Roman Rubicon reported on election results for officers of Local 522. He stated Brian Rice, President, Ty Bailey, Vice President and Pat Cook, Secretary/Treasurer have all been re-elected for another term.

**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.*

1. **Executive Committee** — (Kelly)  
Next Meeting: December 12, 2013 – 5:00 P.M.
2. **Communications Center JPA**—(Cockrum)  
Deputy Chief Cockrum reported that the JPA met today and that there has been a lot of interest from other entities in the Bay Area regarding forming JPAs for communication centers. He also reported that starting in January the JPA will no longer be using Sacramento County resources to perform their finance functions, but will be able to handle these functions in-house.  
Next Meeting: December 18, 2013 – 1:00 P.M.
3. **California Fire & Rescue Training JPA** — (Kelly)  
Next Meeting: TBA  
Location: 9320 Tech Center Drive  
Sacramento CA 95826

4. **Finance Committee**—(Scheidegger)  
Next Meeting: January 9, 2014 – 5:00 P.M.
5. **Policy Committee** — (Pierson)  
Next Meeting: January 23, 2014 – 5:00 P.M.

#### **BOARD MEMBER QUESTIONS AND COMMENTS**

Director Wood thanked staff for the District's recognition of Police Officer McCartney at tonight's meeting and in recognizing members of the community.

Director Jones asked the meeting adjourn tonight with a moment of silence in memory of Dawn Mehlhaff and Dick Crooks.

#### **RECESS TO CLOSED SESSION**

The Board recessed to Closed Session at 7:35 p.m. and reconvened to the Open Session at 7:58 p.m.

#### **CLOSED SESSION GOVERNMENT CODE:**

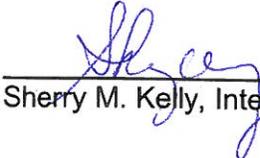
1. Pursuant to Government Code Section 54956.9(a) – one (1) matter of Industrial Disability Retirement
  - a. **Paul Fisher and the Sacramento Metropolitan Fire District  
Claim No. SMDH-547578 – Industrial Disability Retirement**  
**Action:** Moved by Wood, seconded by Scheidegger, and carried (Ayes – Clark, Jones, Kelly, Monk, Scheidegger, Wood; Noes – None; Abstain – None; Absent – Goold, Orzalli, Pierson) to adopt Resolution No. 2013-118 finding that Paul Fisher has suffered a job related injury and directing staff to work with Firefighter Fisher through his industrial disability retirement process with CalPERS.
2. **Public Employee Performance Evaluation: Fire Chief**  
Pursuant to Government Code Sections 54957(b)(1) and 54954.5(e)  
**Action:** No reportable action.

#### **ADJOURNMENT**

The meeting adjourned at 8:00 p.m. in memory of, and with a moment of silence for, Dawn Mehlhaff and Dick Crooks.

  
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Matt Kelly, President

  
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Grant B. Goold, Secretary

  
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Sherry M. Kelly, Interim Clerk of the Board