



MARK A. WELLS
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Sacramento Metropolitan Fire District

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ACTION SUMMARY MINUTES – REGULAR MEETING

POLICY COMMITTEE
THURSDAY, August 13, 2015 – 5:00 P.M.
SACRAMENTO METROPOLITAN FIRE DISTRICT
10545 Armstrong Avenue
Board Room – Second Floor
Mather, California

CALL TO ORDER

The meeting was called to order at 5:00 p.m. by Chairperson Scheidegger. Committee members present: Barnes, Goold, and Scheidegger. Committee members absent: Staff present: Chief Wells and Board Clerk Penilla.

PUBLIC COMMENT: None

CONSENT AGENDA

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

1. **Action Summary Minutes**

Recommendation: Approve the Action Summary Minutes for meeting of July 23, 2015.

Action: Approved the Action Summary Minutes.

PRESENTATION ITEMS

1. **Sick Leave Policies – 135.01 and 136.01 (HR Manager Maddux)**

Recommendation: Consider policy revisions for information purposes only, no action required.

Action: Presentation received, no action taken.

ACTION ITEMS

1. **Board of Directors Policies and Procedures (Board Clerk Penilla)**

Recommendation: Consider revisions to the Board of Directors Policies and Procedures and refer to the Board.

Discussion: Directors made suggestions regarding the form and information available on Metro Fire's website which included: having the number of characters allowed in the description of information section, making the page secure so a member of the public could not use the form accidentally, create a running list of current and completed requests with links to the results.

Action: Moved by Barnes, seconded by Goold, and carried unanimously by members present to approve the revisions to the Board of Directors Policies and Procedures and forward to the full Board for consideration with the following revisions:

Clarify that Type 3 requests will get a response regardless of whether or not the full Board wants a Presentation on the information.

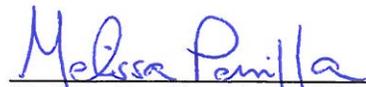
Clarify that committee requests resembling a Type 3 level will not need to go through the full Board.

ADJOURNMENT

The meeting adjourned at 5:28 p.m.



Jack Scheidegger, Chair



Melissa Penilla, Clerk of the Board