



Mark A. Wells  
Fire Chief

# Sacramento Metropolitan Fire District

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## ACTION SUMMARY MINUTES – REGULAR MEETING

BOARD OF DIRECTORS  
SACRAMENTO METROPOLITAN FIRE DISTRICT  
Thursday, July 28, 2016  
10545 Armstrong Avenue – Board Room  
Mather, California

### CALL TO ORDER

The meeting was called to order at 6:02 p.m. by President Scheidegger. Board members present: Barnes, Clark, Goold, Jones, Kelly, Mitchell, and Scheidegger. Board members absent: Orzalli and Wood. Staff present: Chief Wells, Board Clerk Penilla, and General Counsel Lavra.

### PLEDGE TO FLAG

**PUBLIC COMMENT:** None

### CONSENT ITEMS

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

- 1. Action Summary Minutes**  
**Recommendation:** Approve the Action Summary Minutes for the Board meeting of July 14, 2016.  
**Action:** Approved the Action Summary Minutes.
- 2. Action Summary Minutes**  
**Recommendation:** Approve the Action Summary Minutes for the Board meeting of July 23, 2016.  
**Action:** Approved the Action Summary Minutes.
- 3. Action Summary Minutes**  
**Recommendation:** Approve the Action Summary Minutes for the Board meeting of July 24, 2016.  
**Action:** Approved the Action Summary Minutes.

### PRESENTATION ITEMS

- 1. Certificate of Achievement for Excellence in Financial Reporting (CFO Thomas)**  
**Recommendation:** Receive presentation, no action required.  
**Action:** Presentation received.

## ACTION ITEMS

- 1. FY2015 Staffing for Adequate Fire and Emergency Response Grant Award**  
*(Administrative Specialist Castleberry)*  
**Recommendation:** Approve staff's recommendation and adopt the resolution to accept the FY2015 SAFER grant.  
**Action:** Moved by Goold, seconded by Jones, and carried unanimously by the members present to adopt Resolution No. 2016-066 and accept the FY2015 SAFER grant.
- 2. 2016 Type III Ambulances – Disclosure of Material Expenditure** *(AC Johnson)*  
**Recommendation:** Approve the purchase of \$1,101,483 to Leader Emergency Vehicles for the purchase of six Type III Ambulances.  
**Action:** Moved by Goold, seconded by Barnes, and carried unanimously by the members present to approve the purchase of six Type III Ambulances.

## REPORTS

- 1. PRESIDENT'S REPORT:** No report.
- 2. FIRE CHIEF'S REPORT:**

### Operations Report

Assistant Chief Quinn reported out since July 14<sup>th</sup> there have been approximately 5,741 calls, including 24 structure fires and 2,836 EMS calls with a transport rate of 73%.

Additionally, Metro Fire has 32 members out on strike team deployments, this includes a Type 1 OES on the Sobranes Fire in Monterey/Carmel, and two Strike teams on the Sand Fire in Southern California.

Lastly, there was a hazardous material incident on Wednesday. Metro Fire worked with Aerojet and their private partners to ensure the incident was handled without issue.

### Captain/PIO Report

Captain Eidam reported out on the following:

- 7/25, Captain Eidam and Fire Inspector Jenae Callison were on Good Day Sacramento, teaching one of their anchors how to use a fire extinguisher with new training equipment.
- FEMA approved our request to amend the Residential Care Inspection grant to allow Metro to expand fire extinguisher training to the public.
  - Good Day segment reached 22,000 viewers

Metro Fire will be teaching Sidewalk CPR and have an engine present at the following events:

#### **Hot August Bites**

Saturday, August 13th  
4:00pm – 8:00pm  
Rusch Park - 7801 Auburn Blvd

#### **Rosemont Celebration of Community**

Saturday, August 20, 2016  
9:30am to 2:00pm  
Rosemont Community Park  
Expected attendance of 1,200+

## **CalOES - California Day of Preparedness Event**

Saturday, August 27, 2016

10:00am – 2:00pm

Old Sacramento

Expected attendance of 3,000+

Chief Wells reported on the following:

### **Meetings/Events attended**

7/27, County of Sacramento regarding Aspen 1 Tax Exchange

7/27, SRP 16-2 Academy Graduation (13 Recruits: 10 EMTs and 3 Paramedics)

### **Upcoming Meetings/Events**

7/30, St 106 Open House, 10 am – noon

- 8 AM – Live with Good Day Sacramento demonstrating Side Walk CPR and Fire Extinguisher (Captain Eidam and Fire Inspector Callison)

8/1, Firefighter 16-2 Academy begins (18 recruits: 7 external and 11 internal SRPs)

### **Save the Date**

8/30, Promotion Ceremony, 5:00 PM, Ranch Cordova City Hall

### **Promotions**

Effective 8/8, Facilities Manager George Gravin

### **Recruitment**

- JPA Assistant Drill Instructor for FF 16-2 Recruit Academy
- Fleet Parts Buyer, Final Filing Date 8/5, 4:00 PM

### **Deputy Chief Chris Holbrook – Retirement**

Chief Wells shared that Chief Chris Holbrook began his fire service career in 1984 in Tuolumne County. In June of 1987 he started as a full-time Firefighter with the American River Fire Protection District. During his career, Chris promoted to Engineer on June 1, 1990, to Captain July 1, 1993, to Battalion Chief June 30, 2003, and to Assistant Chief with oversight of the 'A' shift on April 18, 2011. Chris received his Masters Degree in Homeland Defense and Security from the Naval Postgraduate School, and Bachelor Degrees in Fire Service Management and Organizational Communications from California State University, Sacramento. On January 1, 2012 Chris promoted to the Deputy Chief of Operations and on October 13, 2014 he was appointed to the Deputy Chief of Administration.

Chief Wells ended his comments by acknowledging the professionalism Chief Holbrook has brought to the organization, including his strategic vision, and thanked him for his service to the community and employees of Metro Fire.

Chief Wells asked President Scheidegger to share some of Chief Holbrook's career with the audience.

Director Scheidegger shared that during Chief Holbrook's career he served as a Senior Operations Planner for the National Security Readiness program. Here he led a team of consultants who provided subject matter expertise to the California Office of Emergency Services. He also served the United States Forest Service as a Planning Section Chief on Type

1 and Type 2 California Interagency Incident Management Teams, and led the development of Sacramento's Regional Type 3 team. In all Chief Holbrook oversaw 48 deployments to urban interface wildfires, hurricanes, floods, and virus containments in 10 states.

Director Scheidegger shared his experience working with Chief Holbrook in the Leadership Initiative Group where he quickly learned that Chief Holbrook has a tremendous amount of respect in the agency at every level. Employees like Chief Holbrook set Metro Fire apart from other agencies and the Board is so grateful for his service.

**3. GENERAL COUNSEL'S REPORT:**

General Counsel Lavra has worked with Chief Holbrook for many years. He is an exemplary public servant with his dedication, loyalty, and abilities. Counsel Lavra wishes him all the best in retirement.

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

**5. 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 – (Scheidegger)**

Next Meeting: TBD

**B. Communications Center JPA – (Bridge)**

Report Out: Tuesday, July 26, 2016 at 9:00 A.M.

Assistant Chief Casentini reported out no action was taken during the last meeting.

Next Meeting: Tuesday, August 30, 2016 at 9:00 A.M.

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

Next Meeting: Thursday, September 15, 2016 at 4:00 P.M.

Location: California Exercise Simulation Center (CESC)  
10545 Armstrong Avenue, Suite 320  
Mather, CA 9655

**D. Finance Committee – (Wood)**

Report Out: Thursday, July 28, 2016 at 5:00 P.M.

Director Jones reported we are projecting 11.6 reserve funds, and the Finance Division is anticipating expenditures and revenues for FY 15/16 will balance out to the \$184 million budget.

Next Meeting: Thursday, August 25, 2016 at 5:00 P.M.

**E. Policy Committee – (Goold)**

Next Meeting: Thursday, August 11, 2016 – 5:00 P.M.

**BOARD MEMBER QUESTIONS AND COMMENTS**

The Board collectively thanked Chief Holbrook for his career in the fire service. They have appreciated his hard work, dedication to Metro Fire, and sense of humor. A special thanks went to his family, for the time spent away from them. He is irreplaceable after his esteemed career. All wished him well in his future.

Director Jones thanked community services for the education and safety messages during Eppie's Great Race. She congratulated staff for the SAFER Grant and thanked Assistant Chief Casentini and CFO Thomas for answering numerous questions.

Director Goold congratulated the Finance Division on their hard work to achieve the Certificate of Achievement for the CAFR, this achievement shows fiduciary responsibility.

Director Barnes echoed comments of Assistant Chief Quinn regarding the recent Aerojet incident. The anticipated three-mile evacuation would have been a huge undertaking, he was appreciative of the knowledge and professionalism of those assisting on the incident, so that evacuation did not need to take place.

Before recessing to Closed Session, Director Scheidegger requested a moment of silence for the Dozer Operator, Robert Reagan, who lost his life fighting the Sobranes Fire.

**CLOSED SESSION:**

The Board recessed to Closed Session at 6:47 p.m.

**1. PERSONNEL MATTERS – PUBLIC EMPLOYEE EMPLOYMENT  
Pursuant to California Government Code Section 54957**

Fire Chief Selection Process

**Action:** No action taken.

**2. PERSONNEL MATTERS – PUBLIC EMPLOYEE EMPLOYMENT  
Pursuant to California Government Code Section 54957**

Fire Chief Employment

**Action:** No action taken.

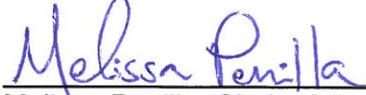
The Board reconvened to the Open Session at 7:53 p.m.

**ADJOURNMENT**

The meeting adjourned at 7:55 p.m.

  
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Jack Scheidegger, President

  
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Jim Barnes, Secretary

  
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Melissa Penilla, Clerk of the Board