



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, October 14, 2021

Held at the following locations:

10545 Armstrong Avenue – Board Room

Mather, California

&

Remotely Via Zoom

### CALL TO ORDER

The meeting was called to order at 6:02 pm by Vice President Saylor. Board members present: Clark, Gould, Jones, Orzalli, Saylor, White and Wood. Board members absent: Kelly, and Sheetz. Staff present: Fire Chief Harms and Interim Clerk Dehoney.

### PUBLIC COMMENT: None

Prior to hearing the Consent Agenda, Vice President Saylor stated that Item #3 on the Consent Agenda would be moved to Action Item #3.

### CONSENT ITEMS

**Action:** Moved by Jones, seconded by Wood, 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 Regular Board meeting of September 23, 2021.  
**Action:** Approved Action Summary Minutes.
- 2. Temporary Construction Easement – Ribier Way**  
**Recommendation:** Authorize the Fire Chief or his designee to execute the Temporary Construction Easement for Ribier Way with B&M Builders, Inc.  
**Action:** Approved Temporary Construction Easement with B&M Builders, Inc.

### PRESENTATION ITEMS

- 1. Sacramento Area Girl's Camp**  
*(Captain Sharon Moore, Sacramento Fire Department)*  
**Recommendation:** Receive presentation, no action required.  
**Action:** No action taken.
- 2. Division Redistricting** *(Jacob Thompson-Fisher, Redistricting Partners)*  
**Recommendation:** Receive presentation, no action required.  
**Action:** No action taken.

### ACTION ITEMS

- 1. Sacramento Local Agency Formation Commission (LAFCo) Election**  
*(Director Jones)*
  - A. Special District Commissioner, Office No. 6**
  - B. Alternate Special District Commissioner, Office No. 6 & 7**

**Recommendation:** The Board select one candidate to be elected as Special District Commissioner, Office No. 6, and one candidate as the Alternate for Office No. 6 & 7.

Prior to voting, Director Wood stated that Action Item #1, Part A should read "Special District Commissioner, Office No. 7", instead of No. 6.

**Action:**

- i. Moved by Goold, seconded by Clark, and carried unanimously by the members present to select Gay Jones as Special District Commissioner, Office No. 7.
  - ii. Moved by Wood, seconded by Clark, and carried unanimously by the members present to select Charlea Moore as the Alternate for Office No. 6 & 7.
2. **Notice of Award – RFP 21-04 Architecture and Engineering Services – Station 23 Remodel/Expansion***(Chief Development Officer, Jeff Frye)*  
**Recommendation:** Approve the contract award to Jeff Katz Architecture or second highest scoring proposer in the event an agreement cannot be reached with the highest scoring proposer and related budget amendment resolutions and authorize the Fire Chief to execute the agreement in accordance with RFP 21-04.  
**Action:** Moved by Goold, seconded by Jones, and carried unanimously by the members present to approve the contract award, Resolution No.'s 2021-098, 2021-099 and authorize the Fire Chief to execute the agreement in accordance with RFP 21-04.
3. **Ratification of Resolution to Extend Teleconference of Board Meetings (Government Code 54953(e) (3)).**  
**Recommendation:** Consider adopting a Resolution which would extend the ability to teleconference without compliance with Government Code paragraph (3) of subdivision (b) of section 54953 from October 14, 2021-November 14, 2021 or until further re-ratified.  
**Action:** Moved by Jones, seconded by Orzalli, and carried unanimously by the members present to adopt Resolution No. 2021-100.

**REPORTS**

1. **PRESIDENT'S REPORT**—*(Vice President Saylor)*  
No report

2. **FIRE CHIEF'S REPORT**—*(Chief Harms)*

**Recruitment**

Firefighter/Paramedic – Internal Only - 22-1 Firefighter Academy tentatively scheduled to start on February 24, 2022, Final Filing Date 10/27 by 4 PM

Reassignment Opportunity – EMS Shift Captain, Final Filing Date 10/18 by 4 PM

Career Development Opportunity – Mobile Integrated Health Firefighter/Paramedic, Final Filing Date 10/20 by 4 PM

Congratulations to Captain Ryan Pittman for being selected to fulfill the Water Rescue Program Manager position, effective September 27, 2021.



Congratulations to the 10 members who successfully completed the Fire Captain examination.

### **Meetings**

9/28-10/1 Five members from Metro Fire attended the International Women in Fire Conference in Spokane. The conference theme was "Committed to Change".

9/24-9/26 California Capital Airshow

9/27 Executive Staff meeting with Sac City Fire (Fire Chiefs and DCs)

### **Miscellaneous**

Chief Harms relayed his gratitude to the members for continuing to provide excellent service delivery during these trying times. He also thanked PIO Wilbourn for his outstanding work on the Metro Fire 2021 Cancer Awareness Campaign. Metro Fire has again partnered with several organizations to sponsor the pink and blue cancer engine wrap. During the months of October and November, the engine will travel throughout all five Battalions as the frontline engine responding to calls for service. Crews will also participate in community events throughout our local and regional jurisdiction with partnered stakeholders such as Local 522, Sacramento Kings, Sacramento River Cats, Sacramento Republic FC, Albie Aware, and Paint Sacramento Pink.

### **OPERATIONS' REPORT – (DC Mitchell)**

Chief Mitchell began his report by discussing the 19 recruits in Academy class 21-2 who are in week 15 of 19 (wildland) with their graduation scheduled for the evening of November 5<sup>th</sup>. He also discussed a training exercise for Fire Ground Survival Train the Trainer which was a grant funded training being offered through IAFF. That training finished up with 30 instructors on 9/30/21. A District-wide roll out of the program will begin in December and continue into spring of 2022.

Chief Mitchell also provided an EMS update discussing the ACLS and CPR training which is ongoing for all safety personnel and should be finishing up on October 29<sup>th</sup>. Additionally, with the recent graduation of 13 recruits into the SRP program, we have been able to re-open SRP M109 fulltime as well as M112 almost fulltime.

Chief Mitchell also provided an OES status update including the return of the Type-3 OES strike team with E8433 from St. 29 with Strike Team Leader Captain Jeff Taylor and trainee BC Adam House who returned safely from the KNP Complex in Sequoia/Kings National Park. Additionally, Captain Duane Miller remains deployed with his IMT on the McCash Fire in Six Rivers Forest.

Additionally, CERT donated 649 hours in the month of September including 413 hours at the air show and 236 hours between the Caldor and other fires in the area.

To close out his report, Chief Mitchell provided some statistics for the District since the last board meeting on September 23<sup>rd</sup> including 6,283 total calls for service, an average of 299 calls per day, which is up 8.7% from 2020. There were also 16 building fires, 6 of which were Metro specific. He also discussed an incident that occurred on September 28<sup>th</sup> where a fire in B5 at 28<sup>th</sup> and U Street impacted the historic Emerson House with 10 acres worth of spot fires.

**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 – (Vice President Saylor)**

Next Meeting: TBD

**B. Communications Center JPA – (DC Wagaman)**

Report Out: October 12, 2021 at 9:00 AM

Chief Wagaman reported that the JPA Board voted on 4 action items at the meeting on October 12<sup>th</sup>. These included adding additional resources to their Employee Assistance Program in the form of a company by the name of "Concern", as well as passing Resolutions to fix Employer Contributions under the Employees Medical and Hospital Care Act as well as the vesting rights under this Act, and approved a Policy with regards to the Acceptable Use of the Center's IT Resources. He also reported that they are continuing to deal with staffing challenges but have successfully on-boarded two retired annuitants to assist with dispatching. The 21-2 Academy currently has 8 recruits who are doing very well in the program. Also, SRFECC launched a new website which can be found at [srfecc.ca.gov](http://srfecc.ca.gov).

Next Meeting: November 9, 2021 at 9:00 AM

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

Report Out: September 24, 2021 at 10:30 AM

Chief Harms reported that the CRFTA Board discussed their offering of training classes through April 30, 2021 and received a report from their counsel on the dissolution which is still projected to be completed by June 30, 2021.

Location: 3121 Gold Canal Drive  
Mather, CA 95670

Next Meeting: October 26, 2021 at TBD

**D. Finance and Audit Committee – (Director Orzalli)**

Next Meeting: October 28, 2021 at 5:30 PM

**E. Policy Committee – (Director Goold)**

Report Out: October 14, 2021 at 5:30 PM

Director Goold reported that the Committee was presented with five administrative policies that had basic changes and edits including Donated Leave for Represented and Unrepresented Employees, Sick Leave, Modified Duty Schedule for Non-Job Related Injury – 24 Hour Personnel, and Light Duty.

Next Meeting: TBD

**F. Redistricting Ad Hoc Committee – (Vice President Saylor)**

Report Out: October 3, 2021 at 4:00 PM and October 11, 2021 at 3:30 PM

Vice President Saylor reported that the Committee had met twice and redesigned the District maps which were discussed at the meeting this evening.

Location: Remotely Via Zoom

Next Meeting: TBD



Director White left the meeting at 7:13 PM.

**BOARD MEMBER QUESTIONS AND COMMENTS**

Director Jones congratulated Chief Harms on his 5-year anniversary of working for Metro Fire. She also commended CERT on their work and hours contributed. She closed with thanking her fellow Directors for their support on the Sacramento LAFCo nomination and relayed her excitement in continuing to move forward the efforts of Sacramento LAFCo by representing local areas in the delivery of municipal services and fostering growth. She also thanked Captain Moore for her Girls Camp presentation during the meeting.

Director Goold echoed Director Jones' sentiments in congratulating Chief Harms on his 5-year anniversary and thanked the Redistricting Ad Hoc Committee members for their work. He relayed his appreciation for staffs time and contributions to the presentations this evening.

Director Wood also echoed the sentiments of Director Jones in congratulating Chief Harms on his 5-year anniversary.

Director Clark thanked the presenters for their presentations during the meeting.

Director Saylor also congratulated Chief Harms on his 5-year anniversary with Metro Fire.

**The board recessed to closed session at 7:18 PM.**

**CLOSED SESSION**

**1. Conference with Labor Negotiator**

**Pursuant to California Government Code Section 54957.6**

- A. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore  
Employee Organization: Sacramento Area Fire Fighters Local 522
  
- B. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore  
Employee Organization: Battalion Chiefs Bargaining Group,  
Sacramento Area Fire Fighters Local 522
  
- C. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore  
Employee Organization: Administrative Support Personnel (ASP)  
Affiliate of Sacramento Area Fire Fighters Local 522
  
- D. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore  
Employee Organization: Safety Senior Management, Management  
and Unrepresented Confidential Employees
  
- E. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore  
Employee Organization: Non-Safety Senior Management, Management  
and Unrepresented Confidential Employees

**Action:** No action taken.

**2. Public Employee Performance Evaluation: Fire Chief**

Pursuant to Government Code Sections 54957(b)(1) and 54954.5(e)

**Action:** No action taken.

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The board reconvened to open session at 8:14 PM.

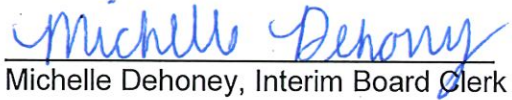
Director Goold did not return to the open session proceedings.

**ADJOURNMENT**

The meeting was adjourned at 8:15 pm.

  
Matt Kelly, Board President

  
D'Elman Clark, Secretary

  
Michelle Dehoney, Interim Board Clerk