



ADAM A. HOUSE  
Fire Chief

# Sacramento Metropolitan Fire District

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## ADOPTED ACTION SUMMARY MINUTES – REGULAR MEETING

BOARD OF DIRECTORS  
SACRAMENTO METROPOLITAN FIRE DISTRICT

Thursday, November 9, 2023

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 6:00 pm by President Clark. Board members present: Clark, Costa, Goold, Jones, Rice, Saylor, Sheetz, and Wood. Board members absent: Webber. Staff present: Chief House and Board Clerk Rittburg.

### PUBLIC COMMENTS

Public comments were not received.

### CONSENT ITEMS

**Action: President Clark noted that item #2 is being pulled from the agenda, no action will be taken.** Moved by Director Wood, seconded by Rice, and carried unanimously by members present to adopt the consent calendar as amended:

1. **Action Summary Minutes**

**Recommendation:** Approve the Action Summary Minutes for the Regular Board Meeting of October 12, 2023.

**Action:** Approved the Action Summary Minutes

**This item was pulled from the agenda – no action was taken**

2. **Adopt Resolution – Sale of Real Property – Oak Ave**

**Recommendation:** Adopt Resolution reauthorizing the Fire Chief or his designee to affect the sale of Property to the offeror.

**Action:** None.

3. **Employer's Contribution Under the Public Employees' Medical and Hospital Care Act – CalPERS Resolutions**

A. Resolution – Fixing SMFD's Vesting Contribution Under Section 28962 of the Public Employees' Medical and Hospital Care Act -000 All Employees

- B. Resolution – Fixing the Employer Contribution at an Equal Amount for Employees and Annuitants Under the Public Employees’ Medical and Hospital Care Act - 000 All Employees
- C. Resolution – Fixing the Employer Contribution at an Equal Amount for Employees and Annuitants Under the Public Employees’ Medical and Hospital Care Act - 700 All Employees (Non-PERS)

**Recommendation:** Adopt Resolutions establishing the health premium contributions to reflect the new benefit cap with CalPERS effective January 1, 2024.

**Action:** Adopted **Resolution 2023-074** Fixing SMFD’s Vesting Contribution Under Section 28962 of the Public Employees’ Medical and Hospital Care Act - 000 All Employees.

**Action:** Adopted **Resolution 2023-075** Fixing the Employer Contribution at an Equal Amount for Employees and Annuitants Under the Public Employees’ Medical and Hospital Care Act - 000 All Employees.

**Action:** Adopted **Resolution 2023-076** Fixing the Employer Contribution at an Equal Amount for Employees and Annuitants Under the Public Employees’ Medical and Hospital Care Act - 700 All Employees (Non-PERS).

**4. Purchase Approval – DOT System Decontamination Bags for Contaminated Turnout Gear**

**Recommendation:** Authorize the purchase of DOT System Decontamination Bags from Thin Red Line Decon.

**Action:** Authorized the purchase of DOT System Decontamination Bags from Thin Red Line Decon.

**5. Purchase Approval – Four (4) Squad Units**

**Recommendation:** Approve the purchase of four (4) 2024 Squad Units from Braun Northwest, Inc. utilizing HGAC Buy contract #AM10-23.

**Action:** Approved the purchase of four (4) 2024 Squad Units from Braun Northwest, Inc. utilizing HGAC Buy contract #AM10-23.

**PRESENTATION ITEMS**

**1. Fireworks Enforcement After Action Review**

*(Fire Marshal Barbie Law)*

**Recommendation:** Receive presentation

**Action:** Presentation received.

**ACTION ITEMS**

None

## REPORTS

### 1. **PRESIDENT'S REPORT** - *(President Clark)*

No Report

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

#### 1. **Members**

With us tonight are 24 members of Metro Fire's Community Emergency Response Team (CERT), including 12 new members

Under the Operations report Battalion Chief Grant Russell assigned to manage Special operations will give a brief overview of what CERT does and who they are.

This calendar year alone (Jan 1 – Nov 3), this group of dedicated individuals has volunteered 3,601 hours assisting Metro Fire in various activities and events. To name a few:

- Airshow
- Community Events
- Academy Support
- Auto-X
- Firefighter Rehab
- Open Houses
- Sever Weather Deployments

On behalf of the members of Metro Fire, thank you for your time, commitment, and unwavering devotion to the community. You each represent the CERT program and Metro Fire in an exemplary manner.

#### 2. **Promotions (s)**

Congratulations to Parker Wilbourn, promoted to Battalion Chief in the Community Relations Division, effective October 30. Battalion Chief Wilbourn will be giving brief a report during the Administration report tonight.

#### 3. **Reassignment(s)**

Effective October 30, 2023, Battalion Chief/Local 522 VP Matt Cole will be reassigned from a day position to Suppression, and Captain Sean Scollard will be reassigned to fill the Day Staff Local 522 position.

#### 4. **Retirement(s)**

Congratulations to:

Chief Pilot Montie Vanlandingham on his retirement on November 1, 2023, after 15 years of service.

Captain William (Brad) Reynolds on his retirement on November 1, 2023, after 20 years of service.

## 5. Meetings

- a. Several staff members attended the Rancho Cordova State of the City Address, where Mayor Budge gave a beautiful presentation on Rancho Cordova “20 years a million dreams”
  - b. Several staff members attended the Public Safety & Community Appreciation Luncheon hosted by Justice Beyond the Courtroom, in partnership with District Attorney Thien Ho. This year’s theme, “**Justice Beyond the Courtroom: Amplifying Victims’ Voices**”, highlighted recent legislative changes, the challenges these changes create, and opportunities to shape new laws that protect victims’ rights and public safety.
  - c. Fire Station 109 Open House was on Sunday. There was a great turnout by members of the District and the community along with Director Wood. Those in attendance had the opportunity to tour the station, interact with crew members, and learn hands-only CPR, among other activities.
  - d. On Tuesday of this week, Battalion Chief Scott Perryman and Dr. Kann made a joint presentation to the County Board of Supervisors to provide an update on activities and accomplishments regarding Ambulance Patient Offload Time and Metro Fire’s Mobile Integrated Healthcare program. This has initiated further meetings to seek possible funding and collaboration.
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- e. Earlier today, we celebrated Retired Captain Bob Bruce. Bob passed away on October 7, and leaves behind his wife, Denise, and son, Hunter. Captain Bruce had a positive impact on everyone he came into contact with, both within Metro Fire and the broader community. He was a truly exceptional individual, known for his kindness and unwavering commitment to helping others.

## 6. Miscellaneous

It is with a heavy heart that we remember and honor the life of (Ret.) Logistics Technician Gary Lascelles. Gary was a Metro Fire staple and passed away in comfort on October 30. His dedication and unwavering commitment to our district and the fire service exemplified our core values and mission, and his memory will forever be cherished.

A memorial service has been scheduled for November 15, at 11:00 a.m. at Sacramento Memorial Lawn, 6100 Stockton Blvd, Sacramento 95824.

Metro Fire will have an apparatus present as a static display, and many members will be in attendance.

## OPERATIONS REPORT – *(Deputy Chief Mitchell)*

### 1. Air Operations Update

- I’m happy to report the plan developed by our Air Operations members to address all recommendations from the outside agency review has been approved. Work is moving

forward. Although there is not yet an ETA for our return to service, we are on the pathway to a successful outcome.

## 2. CERT Presentation

- I'm proud to now introduce BC Grant Russell, Special Operations to discuss our CERT program and for you to meet our CERT members in attendance tonight. BC Russell introduced CERT Coordinator Captain Shani Cornell. Ms. Cornell spoke on the CERT program and introduced the CERT members. On behalf of the members of Metro Fire, thank you for your time, commitment, and unwavering devotion to the community. You each represent the CERT program and Metro Fire in an exemplary manner.

## **ADMINISTRATIVE REPORT – (PIO Parker Wilbourn for Deputy Chief Bailey)**

### **COMMUNITY RELATIONS DIVISION**

- Community Relations would like to thank the Executive Staff, Operations, CERT, Logistics, and everyone else that played a part in the successful Open House at Firehouse 109 last weekend. It was well received by the community, even on a cloudy Sunday.
- Community Relations assisted in coordinating today's memorial service for Ret. Capt. Bob Bruce, and we're working on Ret. Logistics Tech Gary Lascelles memorial which is scheduled for 11/15 at 11:00am at Sacramento Memorial Lawn.
- We're continuing to trickle out community education in regards to pre-hospital care and getting patients "The right care, at the right place at the right time." This has been an ongoing campaign with our local health care systems for over a year now. CBS 13 aired a segment last night, and we've done multiple recently on the solutions we're providing as an agency to combat overcrowding in our emergency rooms.
- Next week is Crash Responder Safety Week, reminding drivers to slow down and move over near traffic incidents and work zones to prevent serious injuries and deaths on California's roadway as a Statewide Call to Action. Chief House will be speaking alongside the heads of CalTrans, California Office of Traffic Safety, California Highway Patrol, National Highway Transportation Safety Administration, and California Tow Truck Association at a Press Conference on Monday, 11/13 at 10:00am at the Traffic Management Center in Rancho Cordova.
- Metro Fire ran a public-education campaign competition during Fire Prevention Week in efforts to encourage students in the community to practice safety skills. Students were asked to send in photos of themselves with their designs, while practicing these skills for a chance to win a ride to school in one of our engines. We had 2 winners; both will be driven to Dudley Elementary school on E26 on 11/17 at 9:00am. We will have media there for the event.
- We're coordinating with Sac Fire and Cal OES for a safe cooking demonstration on 11/21 ahead of Thanksgiving and the holidays.

- On 12/14, we will hold our Legacy Wall of Honor event for Ret. Fire Chief Kurt Henke and Ret. Firefighter Jeff Wells. They both received the leadership Legacy Recognition award. We will have a wall unveiling, short speeches, and an open house style event. More info to come...

### **SUPPORT SERVICES REPORT** (*Deputy Chief Tyler Wagaman*)

Tonight, I will keep my support report brief as we have experienced several unexpected absences within the support services branch, primarily due to pre scheduled vacations and unscheduled illnesses. Nevertheless, on behalf of the Support Services branch, I want to assure you that exceptional work is still being carried out throughout the district to support the vital services we provide to our community each and every day.

On the facilities front, I am pleased to announce that the roofing projects at Station 114, 29, and our leased property at 2101 Hurley are progressing well and are nearing completion.

Turning our attention to the communications division, while they took a short break from installing equipment on new apparatus, they have redirected their focus towards mobile repairs and preventive maintenance on various forms of communication equipment. Among these, our portable and mobile radios, despite being state-of-the-art, they require frequent reprogramming to ensure seamless communication interoperability and accurate frequency calibration. Our dedicated communicate team manages and maintenance hundreds of these radios throughout the district, ensuring they are in optimal working condition and perform in the most challenging conditions.

Lastly, I would like to highlight the exceptional work being done at our dispatch center. Recently, I had the opportunity to stand in for Assistant Chief Greene at the last SRFECC board meeting. While the agenda may have been light, the continual work taking place at the dispatch center has been anything but. This is a testament to the strong leadership and the highly capable forward-thinking staff we have. This forward thinking continues bring to light the use of new technologies, and I strongly believe that the center must continue down this path in order to effectively handle the ever-increasing call volume we face. Like Delphini, the smart response technology voice to text transcription software that Assistant Chief Greene spoke to during his previous report out. Kudos Chief Executive Director Freeman and his staff for these advancements.

This concludes my report for tonight. I am now open to any questions you may have.

### **3. SMFD – FIREFIGHTERS LOCAL 522 REPORT** (*Sean Scollard for Vice President Matt Cole*)

Sean Scollard thanked the members for their outpouring of support of Gary Lascellas over the last two weeks. Also, the support today at the Memorial Service today for Retired Captain Bob Bruce. Thank you to the CERT team for your hard work and volunteer hours.

#### 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 – (President Clark)**

Next Meeting: TBD

No Report

**B. Communications Center JPA – (AC Greene)**

**Last Meeting:** October 24, 2023

**Attendance:**

- Assistant Chief Wilson – Folsom Fire
- Assistant Chief Williams – Sac City Fire
- Deputy Chief Bair – CSD Fire
- Deputy Chief Wagaman – Metro Fire (Covering for AC Greene)

**Consent Agenda:**

- Meeting Synopsis for August 26 and September 24
- Side letter between Local 150 and SRFEC addressing lunch breaks for Administrative Supervisors
- Administrative Benefit Resolution

Unanimous approval

**Action Items:**

- None

**Other: Operational Report**

- Delphini by Smart Response Technologies is a voice to text transcription tool that will be used on our two primary command channels. The intent is to reduce the number of misheard or repeated radio transmissions by providing a near real time transcription of radio traffic to the dispatcher. Delphini also has keyword alert capabilities that we will be exploring to increase safety of field units and citizens we protect.

**Next Meeting:**

November 14, 2023 at 0900 Hours

Metro Fire Board Chambers

**C. Finance and Audit Committee – (Director Wood)**

Next Meeting: October 26, 2023 at 5:00 PM

None

**D. Policy Committee – (Director Costa)**

Next Meeting: November 9, 2023

Met tonight and reviewed new Board Policy – Standards of Cover and moved the Policy forward to the Board for approval at a future meeting.

## **BOARD MEMBER QUESTIONS AND COMMENTS**

Director Wood expressed gratitude to the Crew over at Station 109 for the Open House and all the CERT members. Director Wood expressed gratitude to Chris Allen at Station 109 for his phenomenal representation of Metro Fire at the Open House.

Director Goold thank you for the reports this evening. Would like to see Chief Law's presentation on the website. Would like to see us apply for a Grant for our CERT members.

Director Rice thanked Chief House for his leadership and every member of Metro Fire that attended the California Firefighter Memorial. Beautiful tribute to Bob Bruce today and his son confirmed what we all knew that he was a wonderful man. Yvonne de la Pena with California Firefighter JAC notified Bob's family that the Cal-JAC Education Building will be named after Captain Bob Bruce. Congratulations to the CERT members for your dedication. Reading assignment: City of Los Angeles Fire Department Historical Archive website and read the Battalion Chief After Action Report from the of the Northridge Earthquake, also, on the same website look up The Proud Bird Fire and read the "A Full Measure of Devotion: Above and Beyond the Call of Duty". They are both worth a read.

President Clark thanked everyone for the presentations and the CERT members, you are fantastic.

A moment of silence was held for Retired Captain Bob Bruce and (Ret.) Logistics Technician Gary Lascelles.

### **CLOSED SESSION:**

The Board recessed to Closed Session at 7:35 p.m. on the following matter:

- 1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION – Pursuant to California Government Code Section § 54956.9(d)(1): Six Cases**
  - A. Case No. 34-2020-00286706-CU-BC-GDS  
Medic Ambulance Service, Inc. v. Sacramento Metropolitan Fire District
  - B. Case No. 34-2021-00293046  
White v. Sacramento Metropolitan Fire District
  - C. Case No. 34-2023-00337894  
Harrison v. Sacramento Metropolitan Fire District
  - D. Case No. 34-2022-00315218  
Saechao v. Sacramento Metropolitan Fire District
  - E. Case No. 34-2021-00297477  
Samaan v. Sacramento Metropolitan Fire District

F. Case No. 34-2022-00318898  
Hanna v. Sacramento Metropolitan Fire District

**2. CONFERENCE WITH LABOR NEGOTIATOR  
Pursuant to California Government Code Section 54957.6**

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

**CLOSED SESSION REPORT OUT**

The Board reconvened to open session at 8:51 p.m. and Counsel Lavra reported the Board met in closed session on two items: 1. Conference with Legal Counsel on six cases, there was no reportable action. 2. Conference with Labor Negotiator, there was no reportable action.

To view the video of the meeting, please visit the Metro Fire Website or our YouTube channel:

<https://metrofire.ca.gov/2023-11-09-board-meeting>  
[https://www.youtube.com/channel/UC9t-uKlc\\_oOUGNrmogdQ\\_QA](https://www.youtube.com/channel/UC9t-uKlc_oOUGNrmogdQ_QA)

**ADJOURNMENT**

The meeting was adjourned at 8:52 p.m.

  
D'Elman Clark, President

  
Marni Rittburg, CMC, Board Clerk

  
Ted Wood, Secretary