



Todd Harms  
Fire Chief

Matt Kelly  
Board President  
Division 7

Cynthia Saylor  
Board Vice President  
Division 1

D'Elman Clark  
Board Secretary  
Division 6

Grant Goold  
Board Member  
Division 2

Randy Orzalli  
Board Member  
Division 3

Ted Wood  
Board Member  
Division 4

Jennifer Sheetz  
Board Member  
Division 5

Gay Jones  
Board Member  
Division 8

Walt White  
Board Member  
Division 9

# Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 · Mather, California 95655 · Phone (916) 859-4300 · Fax (916) 859-3700

## BOARD OF DIRECTORS - REGULAR MEETING

Thursday, August 26, 2021 – 6:00 PM

Sacramento Metropolitan Fire District

10545 Armstrong Avenue

Board Room – Second Floor

Mather, California

&

Remotely Via Zoom

Phone: (669) 900-6833

Webinar ID: 843 9773 3953#

Passcode: 419 383 466#

*The mission of the Sacramento Metropolitan Fire District is to provide professional and compassionate protection, education and service to our community.*

The Governor has declared a State of Emergency to exist in California as a result of the threat of COVID-19 (aka the "Coronavirus"). The Governor issued Executive Order N-25-20 and N-29-20, which directs Californians to follow public health directives including canceling large gatherings. The Executive Order also allows local legislative bodies to hold meetings via conference calls while still satisfying state transparency requirements.

On June 11, 2021, the Governor issued Executive Order N-07-21, which formally rescinded the Stay-at-Home Order (Executive Order N-33-20, issued on March 19, 2020), as well as set the framework for a gradual, risk-based reopening of the economy. Given the new framework and to facilitate this process, the meeting of the Board will be available in person and via Zoom at the location and phone number listed above. The Public's health and well-being are the top priority for the Board of Directors of the Sacramento Metropolitan Fire District and you are urged to take all appropriate health safety precautions. **If you prefer viewing the meeting via the Zoom Application, please contact Interim Board Clerk Dehoney via email at the address listed below.**

Members of the public seeking to attend and to address the Board who require reasonable accommodations to access the meeting, based on disability or other reasons, should contact the following person at least forty-eight (48) hours in advance of a Regular meeting to make arrangements for such reasonable accommodations:

Michelle Dehoney  
Interim Board Clerk  
(916) 859-4305

[dehoney.michelle@metrofire.ca.gov](mailto:dehoney.michelle@metrofire.ca.gov)

The Board will convene in open session at 6:00 p.m.



# Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 · Mather, California 95655 · Phone (916) 859-4300 · Fax (916) 859-3700

REGULAR BOARD MEETING AGENDA

THURSDAY, AUGUST 26, 2021

CALL TO ORDER

ROLL CALL

PLEDGE TO FLAG

## METRO CABLE ANNOUNCEMENT

The Open Session Meeting is videotaped for cablecast on Metro Cable 14. Replay on Monday, August 30<sup>th</sup> at 6:00 pm and Tuesday, August 31<sup>st</sup> at 2:00 pm on Channel 14; Webcast at [www.sacmetroable.tv](http://www.sacmetroable.tv).

## PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON AGENDA

*The Board of Directors of the Sacramento Metropolitan Fire District appreciates and encourages public interest and welcomes questions and opinions at its meetings. Public members desiring to address the Board are requested to first be recognized by the presiding officer and identify themselves for the record. The presiding officer may in the interest of time and good order limit the number of public member presentations. Speakers' comments will be limited to **three minutes** (Per Section 31 of the Board of Directors Policies and Procedures).*

*In accordance with Section 31 of the Board of Directors Policies and Procedures, members of the Public requesting their written comments be read into the meeting record must be present or have a representative present to read their comments during the time allotted.*

## CONSENT ITEMS

*Matters of routine approval including but not limited to action summary minutes, referral of issues to committee, committee referrals to the full Board, items that require yearly approval, declaration of surplus equipment, and other consent matters. Consent Agenda is acted upon as one unit unless a Board member requests separate discussion and/or action.*

| CONSENT ITEMS |  | <u>Page No.</u> |
|---------------|--|-----------------|
| 1.            | <b>Action Summary Minutes</b><br><b>Recommendation:</b> Approve the Action Summary Minutes for the Regular Board meeting of August 12, 2021.   | 5               |
| 2.            | <b>Reimbursement Resolution – Tax Exempt Debt</b><br><b>Recommendation:</b> Adopt a Resolution to allow reimbursement of qualified District expenditures up to \$7,400,000.00.   | 10              |
| 3.            | <b>Overtime and Portal-to-Portal Pay for Employees Assigned to Emergency Response</b><br><b>Recommendation:</b> Adopt a Resolution authorizing overtime and portal-to-portal pay for all employees on the Positions and Authorization Document.. | 13              |



# Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 · Mather, California 95655 · Phone (916) 859-4300 · Fax (916) 859-3700

REGULAR BOARD MEETING AGENDA

THURSDAY, AUGUST 26, 2021

## CLOSED SESSION

1. Pursuant to California Government Code Section 54956.9 (a) –One (1) matter \*\*  
of Workers Compensation Compromise and Release  
Johnpaul Seivane and the Sacramento Metropolitan Fire District  
Claim # SMDP – 5497000; – Workers Compensation Settlement Authority  
Colin Connor of Lenahan, Lee, Slater, Pearse & Majernik, LLP

## REPORT OUT FROM CLOSED SESSION

### REPORTS

1. PRESIDENT'S REPORT—*(President Kelly)*
2. FIRE CHIEF'S REPORT—*(Chief Harms)*  
OPERATIONS' REPORT – *(DC Mitchell)*
3. SMFD – FIREFIGHTERS LOCAL 522 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 – *(President Kelly)*  
Next Meeting: TBD
  - B. Communications Center JPA – *(DC Wagaman)*  
Next Meeting: September 14, 2021 at 9:00 AM
  - C. California Fire & Rescue Training JPA – *(Chief Harms)*  
Report Out: August 19, 2021 at 4:00 PM  
Location: 3121 Gold Canal Drive  
Mather, CA 95670  
Next Meeting: September 16, 2021 at 4:00 PM
  - D. Finance and Audit Committee – *(Director Orzalli)*  
Report Out: August 26, 2021 at 5:00 PM  
Next Meeting: September 23, 2021 at 5:30 PM
  - E. Policy Committee – *(Director Goold)*  
Next Meeting: TBD

## BOARD MEMBER QUESTIONS AND COMMENTS

## ADJOURNMENT

### NEXT BOARD MEETING(S):

*Unless specified differently, all meetings of the Board are held at Sacramento Metropolitan Fire District, 10545 Armstrong Avenue, Mather, CA*

- Next Board Meeting – September 9, 2021 at 6:00 PM



## Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 · Mather, California 95655 · Phone (916) 859-4300 · Fax (916) 859-3700

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REGULAR BOARD MEETING AGENDA

THURSDAY, AUGUST 26, 2021

*The following action and presentation items are scheduled for the next board meeting agenda. Board members are requested to identify additional action or presentation items they desire to be scheduled on the agenda.*


**ANTICIPATED AGENDA ITEMS:** TBD

Posted on August 23, 2021

*Michelle Dehoney*

Michelle Dehoney, Interim Clerk of the Board

\* No written report

\*\*  Separate Attachment

**DISABILITY INFORMATION:**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk of the Board at (916) 859-4305. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.



TODD HARMS  
Fire Chief

# Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 · Mather, CA 95655 · Phone (916) 859-4300 · Fax (916) 859-3702

## ACTION SUMMARY MINUTES – REGULAR MEETING

### BOARD OF DIRECTORS SACRAMENTO METROPOLITAN FIRE DISTRICT

Thursday, August 12, 2021

Held at the following locations:

10545 Armstrong Avenue,, Suite 200

Mather, CA 95655

&

Remotely Via Zoom

### CALL TO ORDER

The meeting was called to order at 5:59 pm by President Kelly. Board members present: Clark, Goold, Jones, Kelly, Saylor, Sheetz, White, and Wood. Board members absent: Orzalli. Staff present: Acting Fire Chief Wagaman, General Counsel Lavra, and Interim Clerk Dehoney.

**PUBLIC COMMENT:** None

### CONSENT ITEMS

**Action:** Moved by Wood, seconded by Jones, 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 July 22, 2021.  
**Action:** Approved Action Summary Minutes.
- 2. County of Sacramento Treasury Oversight Committee Special District Representative Election**  
**Recommendation:** Select Ronald Empedrad to be voted for as the representative for the County of Sacramento Treasury Oversight Committee Special District Representative.  
**Action:** Selected Ronald Empedrad to be voted for as the Special District representative for the County of Sacramento Treasury Oversight Committee.
- 3. Disclosure of Material Expenditure – Oracle ERP Software Subscription Fees**  
**Recommendation:** Authorize increase in software subscription fees to \$229,685.30 from \$177,158.00 for this fiscal year and next for Oracle ERP services.  
**Action:** Authorized increase to \$229,685.30.

### ACTION ITEMS

- 1. Sacramento Local Agency Formation Commission Nominations for Special District Representation (Director Jones)**
  - A. Special District Commissioner Office No. 7
  - B. Alternate for Offices No. 6 and 7**Recommendation:** Separate Motion for each Candidate Nomination  
**Action:** On a motion by Wood, seconded by Clark and carried unanimously by members present to place Director Gay Jones on the ballot as Special District Commissioner for the Sacramento Local Agency Formation Commission.

2. **Industrial Disability Retirement – Captain Craig Henderson**  
**Recommendation:** After discussion in Closed Session, consider adopting a Resolution finding Captain Craig Henderson has suffered job related injuries and is eligible for an Industrial Disability Retirement.  
**Action:** On a motion by Wood, seconded by White, and carried unanimously by members present to give the District’s third party negotiator settlement authority.

**PRESENTATION ITEMS**

1. **Fill the Boot for Burns – Chief’s Challenge Award**  
*(Firefighters Burn Institute Executive Director, Joe Pick)*  
**Recommendation:** Receive presentation. No action required.  
**Action:** No action taken.
  
2. **Fiscal Year 2021/22 Facilities Plan Update** *(Deputy Chief Wagaman)*  
**Recommendation:** Receive presentation. No action required.  
**Action:** No action taken.

The board recessed to closed session at 6:24 p.m.

**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. **Pursuant to California Government Code Section 54956.9 (a) – one (1) matter of Industrial Disability Retirement.** \*\*  
Craig Henderson and the Sacramento Metropolitan Fire District  
Claim # SMDQ - 550426 – Industrial Disability Retirement  
Deputy Chief Gregory Casentini  
**Action:** No action taken.

The Board reconvened to Open Session at 7:40 pm.

## REPORT OUT FROM CLOSED SESSION

### REPORTS

1. **PRESIDENT'S REPORT**—(*President Kelly*) – No Report

2. **FIRE CHIEF'S REPORT** – (*Acting Chief Wagaman*)

Chief Wagaman began his report by giving a brief update on COVID, and relayed that Executive Staff are doing everything they can to stay ahead of the new challenges being presented with the increasing COVID numbers and the delta variant, which are further complicating District staffing. He is beyond appreciative of all staff who continue to step up every day to get the District's work done. More information on the mandatory requirements to come soon.

#### Reassignment

Effective 8/8, Captain Parker Wilbourn selected to fill the PIO assignment

#### Recruitment

Firefighter/Paramedic and Firefighter/EMT, Final Filing Date 8/23

#### Career Development:

Public Information Officer (Relief), Final Filing Date 8/13

#### Reassignment Opportunity:

EMS Day Captain, Final Filing Date 8/24

Lateral Firefighter Training Drill Instructors, Final Filing Date 8/23

2021 Fire Captain Promotional Examination, Final Filing Date 9/3

#### Retirement

Effective 7/23, Engineer Douglas Dolezal – 26 years of service

Effective 8/4, Captain Robert Matheson – 31 years of service

#### Meetings

7/26, Sac City / Metro Fire Chief and DCs meeting

7/28, LMCM

- Medic 112 Staffing
- COVID-19 Reporting Thresholds, Masking, and Testing Requirements

8/10, DC Wagaman and Captain/PIO Wilbourn attended Citrus Heights Chamber Luncheon: Policing in America Today – Speaker Chief of Police Ron Lawrence

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

Chief Mitchell began his report by providing a COVID Vaccination and Testing Update including the following:

- Multiple mandates from State beginning July 26th

August 12, 2021 Board Meeting Action Summary Minutes

Page 3 of 5

- Began discussions and planning for possible solutions, however we are awaiting further clarification and direction from Sac County DPH on the current orders
- Working closely with other 522, other fire agencies, SCDPH, Medical Director, and Sac County EMSA

He then discussed the River Incident Response that occurred on Wednesday, August 4<sup>th</sup> where the IA Strike Team of 4 Metro Companies (E325, 317, 332, 322), 1 SFD, and Metro STEN (B7) responded and actively engaged in structure defense overnight. Although 80 homes were lost, due to their structure defense, there were many other structures that were able to be saved. Also, SRIMT activation occurred to support the incident within hours of incident start. He relayed his appreciation for the quick response.

He also reported on Metro's OES Resource Status as the following:

- OES8433 on TF4803 second crew rotation today – Dixie Fire (510,227 acres, 30% contained today; 14<sup>th</sup> most destructive and 2<sup>nd</sup> largest in State history)
- OES367 and STEN/STEN(t) second crew rotation this Saturday – Monument Fire (67,190 acres, 3% containment today)

Since the last board meeting, there have been 7,705 total calls which is an average of 367 calls/day. Earlier this year we were around 300-310/day. Additionally, there have been 24 total building fires, 9 of which were Metro specific. The busiest engine was E53 with 314 responses. The busiest medic was M101 with 341 responses.

Chief Mitchell closed his report by relaying that after Mr. Carr spoke during the public comment section of the last board meeting, Special Operations Battalion Chief Fiorica reached out to discuss some of the internal training and awareness for staff and the public we are implementing for the water rescue program.

### **3. SMFD – FIREFIGHTERS LOCAL 522 REPORT**

Vice President McGoldrick extended his congratulations to the retirees. He also recognized the members for continuing to step up to the current challenges in the organization. He is looking forward to meeting with the staffers to continue discussions about how to improve staffing for the District and its members.

### **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 Kelly)**

Next Meeting: TBD

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

Report Out: August 10, 2021 at 9:00 AM

Chief Wagaman relayed that the JPA Board approved the replacement of the air conditioning unit for the Communications Center building as well as an updated Records Retention Policy. Also, there will be an upcoming CAD Data Maintenance Training in the near future. Lastly, the next Recruit Academy will begin on September 7<sup>th</sup> with 13 total recruits.

Next Meeting: September 14, 2021 at 9:00 AM



- C. **California Fire & Rescue Training JPA – (Chief Harms)**  
 Next Meeting: August 19, 2021 at 4:00 PM  
 Location: 3121 Gold Canal Drive  
 Mather, CA 95670
  
- D. **Finance and Audit Committee – (Director Orzalli)**  
 Next Meeting: August 26, 2021 at 5:30 PM
  
- E. **Policy Committee – (Director Goold)**  
 Next Meeting: TBD

**BOARD MEMBER QUESTIONS AND COMMENTS**

Director Goold thanked staff for their presentations and information presented during the meeting. He congratulated the retirees, and thanked all those who are working endlessly to keep the District moving. He also asked his fellow Directors to consider the meeting’s long term plan given the resurgence of COVID, and suggested that we continue the board meetings under a virtual platform until there is better data available to see what our safest options are.

Director Wood recognized the PIO position for always being very well staffed and his excitement in working with the newly appointed PIO, Captain Wilbourn. He also congratulated Chief Chris Vestal on his promotion to Battalion Chief and Chief Harms on the FFBI trophy, and thanked Executive Director Joe Pick for his presentation at the meeting. He is excited to be able to get back to helping with in-person fundraising events with the FFBI. He thanked Fire Marshal Barsdale and her staff for their quick work on a project off of Stockton Blvd. after a constituent raised some concerns with him directly. He closed his comments by asking that we all be cognoscente of the people around us and to wear a mask and get vaccinated.

Director White acknowledged the crews working tirelessly on the multiple deployments throughout the state.

Director Jones echoed the previous sentiments of the other Directors and thanked her fellow Directors in supporting her for the LAFCo nomination.

Director Sheetz recognized those members who are at the forefront and sent thoughts and prayers for their continued safety.

Director Kelly echoed the comments of Director Wood to believe in the science as it relates to COVID.

**ADJOURNMENT**

The meeting was adjourned at 8:02 pm.

\_\_\_\_\_  
 Matt Kelly, President

\_\_\_\_\_  
 D’Elman Clark, Secretary

\_\_\_\_\_  
 Michelle Dehoney, Interim Board Clerk



# Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite #200, Mather, CA 95655 · (916) 859-4300 · Fax (916) 859-3700

TODD HARMS  
Fire Chief

**DATE:** August 26, 2021  
**TO:** Board of Directors  
**SUBJECT:** Adoption of a Reimbursement Resolution – Tax-Exempt Debt

## TOPIC

Staff recommends adoption of the attached reimbursement resolution which preserves the option to reimburse the District for funds that have been or may be expended prior to issuing tax-exempt debt. The recommended action is in anticipation of the District entering into a capital lease transaction to fund the purchase of budgeted capital expenditures.

## DISCUSSION

In order to legally reimburse expenditures made prior to the issuance of tax-exempt debt, a reimbursement resolution must be in place pursuant to Treasury Regulation Section 1.150-2. Adoption of a reimbursement resolution does not bind the District to issuing future debt. Instead, a reimbursement resolution allows the District to use its own funds for capital expenditures and later repay itself from the financing proceeds.

Purchases made after the reimbursement resolution adoption and those made no more than 60 days prior to adoption are eligible for reimbursement. Staff anticipates the recommendation of a capital lease transaction to finance not more than \$7,400,000 of FY 2021/22 budgeted capital expenditures including medics, engines, trucks, water tenders, and other vehicles and equipment.

## FISCAL IMPACT

Adoption of the resolution will allow reimbursement of qualified District expenditures up to \$7,400,000. These purchases have been included in the District's FY 2021/22 Final Budget.

## RECOMMENDATION

Staff recommends adoption of the attached reimbursement resolution.

Submitted by:

  
\_\_\_\_\_  
Ken Campo, CPA  
Interim Chief Financial Officer

Approved by:

  
\_\_\_\_\_  
Greg Casentini  
Deputy Chief, Administration



TODD HARMS  
Fire Chief

# Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite #200, Mather, CA 95655 · (916) 859-4300 · Fax (916) 859-3700

## RESOLUTION NO. 2021-xxx

### A RESOLUTION OF THE BOARD OF DIRECTORS FOR THE SACRAMENTO METROPOLITAN FIRE DISTRICT DECLARING THE OFFICIAL INTENT OF THE DISTRICT TO REIMBURSE ITSELF FOR CERTAIN CAPITAL AND OTHER EXPENDITURES FROM THE PROCEEDS OF PROPOSED INDEBTEDNESS

**WHEREAS**, the Sacramento Metropolitan Fire District (hereinafter referred to as District) intends to purchase certain equipment, including medics, medic remounts, engines and other vehicles and equipment (Capital Assets); and

**WHEREAS**, the District expects to expend some of its own funds to purchase the Capital Assets (Reimbursement Expenditures) prior to the issuance of indebtedness for the purpose of financing costs associated with the Capital Assets on a long-term basis; and

**WHEREAS**, the District reasonably expects that the debt obligations for the Capital Assets will be issued in total for not more than \$7,400,000 and that certain of the proceeds of such debt obligations will be used to reimburse the Reimbursement Expenditures; and

**WHEREAS**, proceeds of such debt obligations will be allocated to Reimbursement Expenditures no later than 18 months after the latter of (i) the date the cost is paid or (ii) the date the Capital Asset is placed in service or abandoned (but in no event more than 3 years after the cost is paid).

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Sacramento Metropolitan Fire District, as follows:

#### **SECTION 1. Compliance with Treasury Regulations**

This declaration is made solely for purposes of establishing compliance with requirements of Section 1.150-2 of the Treasury Regulations. This declaration does not bind the District to make any Capital Asset expenditure or incur any indebtedness.

#### **SECTION 2. Intent to Reimburse the District from Proceeds of Indebtedness**

The District hereby declares its official intent to use proceeds of indebtedness to reimburse itself for Reimbursement Expenditures.

**SECTION 3. Effective Date**

This Resolution shall take effect from and after the date of its passage and adoption.

**PASSED AND ADOPTED** this 26<sup>th</sup> day of August, 2021, by the following vote to wit:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

**SACRAMENTO METROPOLITAN FIRE DISTRICT**

By: \_\_\_\_\_  
President, Board of Directors

Attested By:

\_\_\_\_\_  
Clerk of the Board



# Sacramento Metropolitan Fire District

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10545 Armstrong Ave., Suite 200, Mather, CA 95655 · Phone (916) 859-4300 · Fax (916) 859-3702

**TODD HARMS**  
*Fire Chief*

**DATE:** August 26, 2021

**TO:** Board of Directors

**SUBJECT:** Overtime and Portal-to-Portal Pay for Employees Assigned to Emergency Response

## TOPIC

Update to the authorization of overtime and portal-to-portal pay for employees while away from their official duty station and assigned to an emergency incident, in support of an emergency incident, or pre-positioned for emergency response.

## DISCUSSION

The Sacramento Metropolitan Fire District participates in the California Fire Service and Rescue Emergency Mutual Aid System in which personnel could be away from their official duty station and assigned to an emergency incident, in support of an emergency incident, or pre-positioned for emergency response. The California Fire Assistance Agreement (CFAA) is the negotiated reimbursement mechanism for local government fire agency responses under the Mutual Aid System which provides reimbursement of overtime and portal-to-portal pay to Metro Fire.

On April 23, 2015, the Sacramento Metropolitan Board of Directors passed Resolution No. 2015-54 establishing the Fire District Personnel that would be compensated under the program would include the following positions: Fire Chief, Deputy Chief, Assistant Chief, Battalion Chief, Fire Captain, Engineer, Firefighter/Paramedic, Firefighter/EMT, Helicopter Pilot, Dozer Operator, Assistant Fleet Manager, and Mechanic. Due to the increased need for deployment personnel, staff is requesting that this list be expanded to include all approved District positions as listed on the Positions and Authorization Document (PAD) approved by the Sacramento Metropolitan Board of Directors.

In order to ensure the District is fully reimbursed for all personnel deployed, Metro Fire's Board of Directors must approve the attached resolution authorizing overtime and portal-to-portal pay for all positions included on the PAD.

### FISCAL IMPACT

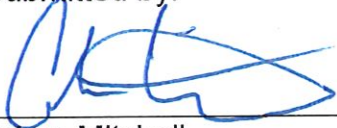
Metro Fire will compensate its employee's overtime and portal-to-portal pay while assigned to an emergency incident through the California Fire Service and Rescue Emergency Mutual Aid System.

Authorizing overtime and portal-to-portal pay for employees allows the District to continue to be eligible for reimbursement through the CFAA.

### RECOMMENDATION

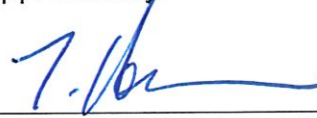
Staff recommends approval of the attached resolution authorizing overtime and portal-to-portal pay for all positions approved on the Positions and Authorization Document.

Submitted by:



Adam Mitchell  
Deputy Chief, Operations

Approved by:



Todd Harms  
Fire Chief



Todd Harms  
Fire Chief

# Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200, Mather, CA 95655 · Phone (916) 859-4300 · Fax (916) 859-3702

**RESOLUTION NO. 2021-\_\_\_\_**  
**BEFORE THE GOVERNING BOARD OF**  
**THE SACRAMENTO METROPOLITAN FIRE DISTRICT**  
**County of Sacramento, State of California**

**RESOLUTION AUTHORIZING OVERTIME AND**  
**PORTAL-TO-PORTAL PAY FOR EMPLOYEES**

**WHEREAS**, the Sacramento Metropolitan Fire District (District) is a public agency located in the County of Sacramento, State of California, and

**WHEREAS**, it is the District's desire to provide fair and legal payment to all its employees for time worked; and

**WHEREAS**, the District will compensate its employees portal-to-portal while in the course of their employment and away from their official duty station and assigned to an emergency incident, in support of an emergency incident, or pre-positioned for emergency response; and

**WHEREAS**, the District will compensate its employees overtime in accordance with the current Memorandum of Understanding while in the course of their employment and away from their official duty station and assigned to an emergency incident, in support of an emergency incident, or pre-positioned for emergency response.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Sacramento Metropolitan Fire District that:

1. The Sacramento Metropolitan Fire District personnel shall be compensated according to the Memorandum of Understanding (MOU) or Board Resolutions that identify personnel compensation in the workplace.
2. In the event a personnel classification does not have an assigned compensation rate, a "Base Rate" as set forth in a Board Resolution or similar document to compensate such personnel.
3. The Sacramento Metropolitan Fire District will maintain a current salary survey on file with the California Governor's Office of Emergency Services, Fire Rescue Division.

4. All personnel will be compensated (portal-to-portal) beginning at the time of dispatch to the return to jurisdiction when equipment and personnel are in-service and available for agency response.
5. Suppression personnel ranked Battalion Chief and below and non-exempt employees will be compensated at the overtime rate according to the MOU. Assistant Chief and above and personnel who are classified as exempt employees will be compensated at their straight time rate for all hours worked.
6. Fire district response personnel include all positions approved on the Positions and Authorization Document (PAD) by the Sacramento Metropolitan Fire District Board of Directors which is subject to change.

**PASSED AND ADOPTED** this 26<sup>th</sup> day of August, 2021, by the following vote to wit:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

**SACRAMENTO METROPOLITAN FIRE DISTRICT**

By: \_\_\_\_\_  
President, Board of Directors

Attested By:

\_\_\_\_\_  
Clerk of the Board