



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, January 25, 2024
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 President Goold. Board members present: Clark, Costa, Goold, Sheetz, Webber and Wood. Board members absent: Jones, Rice, and Saylor. Staff present: Chief House and Board Clerk Rittburg.

PUBLIC COMMENTS

Public comments were not received.

CONSENT ITEMS

Moved by Director Wood, seconded by Clark, 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 December 14, 2023.
Action: Adopted Minutes.
- 2. Parking Lot Lease – 7629 Greenback Lane**
Recommendation: Authorize the Fire Chief or his designee to execute the attached lease agreement.
Action: Approved the execution of the lease agreement.

PRESENTATION ITEMS

- 1. Government Affairs Winter Update**
(Director of Government Affairs Kyle Macdonald)
Recommendation: Receive Presentation
Action: Presentation received; no action required.

ACTION ITEMS

1. **Adopt Resolution - California Senate Bill 1205 Mandatory Inspections & Compliance Reporting**

(AC Barbie Law & Deputy Fire Marshall Amy Nygren)

Recommendation: Adopt the Resolution acknowledging receipt of the annual report regarding the inspection of public and private schools and certain residential occupancies for the calendar year 2023.

Action: Moved by Director Clark, seconded by Wood, and carried unanimously by members present to adopt **Resolution 2024-03** acknowledging receipt of a report made by the Fire Marshal of the Sacramento Metropolitan Fire District regarding the inspection of certain occupancies required to perform annual inspections in such occupancies pursuant to section 13146.2 and 13146.3 of the California Health And Safety Code.

2. **Revision of Board Policy 01.013.01 – Travel & Conference Expenses**

(CFO Dave O'Toole)

Recommendation: Approve the Travel & Conference Expenses Policy changes.

Action: Moved by Director Wood seconded by Webber, and carried unanimously by members present to adopt the Travel & Conference Expenses Policy changes.

REPORTS

1. **PRESIDENT'S REPORT - *(President Goold)***

None

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

President Goold, Directors, Colleagues members of the public, good evening.

1. **Recruitment(s)**

- 2024 Fire Engineer Promotion Examination – the district is accepting letters of interest for the Engineer Promotion Examination until Friday, March 29th.
- The District is currently accepting applications for Firefighter/Paramedic position for 24-2 tentatively scheduled for Fall of 2024. Applications are due by 4 PM on February 16.
- The District is accepting applications for the position of EMS System Technician with a final filing date of February 9, by 4:00 PM.

2. **Miscellaneous**

- On Saturday, January 13th Station 116 hosted a surprise celebration for Terry Barnes to celebrate his 47 years of service. I was honored to attend, and the

event was well-attended, with over 100 people in attendance. A special thank you to Director Saylor and Supervisor Frost for spearheading this important event.

- Guns and Hoses' 50th Annual Charity Football Game is this Saturday, January 27th, at Hughes Stadium. Kids Safety Fair at 11 am, pre-game at 12:30 pm, kick-off at 1 pm.
- Fill the Boot Drive will take place at the Sunrise Market Place February 8-11, with the Chief's challenge on Saturday, February 10th. Information on ways to donate has been emailed to All Members.
- Congratulations to the following individuals who were selected for Member of the Year 2023 in their respective categories:
 - Captain Tyler Block - Suppression
 - Purchasing Agent Courtney Moore - Professional Staff
 - Captain Matt Sammons - Special Operations
 - Paramedic Diana Borshch - EMS
 - CERT Coordinator Linda Ford - Volunteer

Please join me in honoring these members and the other members who are receiving awards for peer recognition, commendation of valor, and company commendation at our Awards Gala on Friday, February 23. RSVPs are due by February 13th.

- On February 21st at 10am the District will be holding a LODD Station Dedication for Firefighter Dean Baker and Firefighter Kevin Printz. Station 62 will be dedicated in their honor as recognition for their sacrifice. Please join me for this important event.
- Attended the reception today with Vice President Kamala Harris at the Stanford Mission in Sacramento.

OPERATIONS REPORT – (Deputy Chief Mitchell)

1. Award Recognition

- Captain Daniel Hoy has been selected as one of five recipients for the 2023 Yvorra Leadership Development Foundation Scholarship.
- Award for each recipient is four thousand dollars.
- This is a significant achievement for Captain Hoy as the leader of SMFD's HMRT.
- Please welcome Captain Hoy who will share the background on the award and the great exposure for our district.

2. Shift Commander Spotlight

- AC Keeley introduced the following crew members from B-shift.
- Captain Mike Bonham
- Engineer Ryan Wolfe
- Firefighter Peter Jacquez

They spoke about their experience today as a part of the Vice-Presidential motorcade.

ADMINISTRATIVE REPORT – (Deputy Chief Bailey)

COMMUNITY RELATIONS DIVISION

- The Metro Fire Scene newsletter came out several weeks ago. If you have things that you want included contact Brenda Briggs or April West.
- Yearbook 2023 went to the publisher for layout and design. We are now awaiting a draft for our review. We hope to have this project completed in 4-6 weeks.
- The next station dedication is scheduled for Wednesday, February 21 beginning at 10:00 am at Station 62. We will be dedicating this station to Firefighter Dean Baker who passed away on June 21, 1998, and Firefighter Kevin Printz who passed away on April 30, 1998.

FINANCE

- Finance was pleased to learn that two staff will receive recognition at the annual awards gala. Zelma Houston received a peer recognition award and Procurement Officer Courtney Moore was honored with the Professional Staff Member of the Year.
- Finance Division has begun working on the Midyear Budget and anticipates bringing it to the Finance and Audit Committee on February 22 and the Board of Directors on March 14.
- Earlier this month CFO O'Toole was appointed the new chair of the Sacramento Valley Chapter of the Society of Municipal Finance Officers, the membership organization for local agency public finance professionals and their industry partners.

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PLANNING & DEVELOPMENT

- No Updates

RECRUITMENT & OUTREACH

- Explorer season starts soon. Interviews were last week for station placement.

HUMAN RESOURCES

- Operations Data Analyst – Interviews concluded and the final decision will be made soon.

- EMS Systems Technician Recruitment – Closes 2/9/24
- Firefighter/Paramedic Recruitment – Closes 2/16/24
- Fire Engineer Promotional Opportunity – Closes 3/29/24

BACKGROUNDS

- 2 Office Technician – estimated background completion Feb 2024
- Fire Mechanic – estimated background completion Feb 2024
- 24-1 Fire Academy Background:
 - 7 external Firefighters
 - 8 Internal Paramedics
- 24-1 MMP Background:
 - 2 Paramedics
 - 47 EMTs
 - 2 Paramedics deferred from MMP 23-2

SUPPORT SERVICES REPORT – (Deputy Chief Wagaman)

Logistics:

- No Report

Facilities:

- 1/21 Sunday evening at 1700 Facilities received a call from Battalion five for water intrusion into the captain's dorm and public room at Station 25. Facilities responded within the hour was able to divert the water and sandbag the exterior of the building, preventing more water from entering the station. Facilities vacuumed the water the interior the station and set up fans and ventilation to help dry the station.
- Replaced station 114 apparatus Bay lighting with new LED high bay lighting
- Received a call from IT regarding a high temperature alert for the logistics server room. Facilities responded to the call and found that the mini split unit fan coil had went out. Facilities was able to source one locally and replaced the fan coil returning the server room HVAC unit to full operation the following day.
- In-house roof repairs- Station 116 apparatus Bay, logistics, Station 109
- Had all of the carpet in arson investigator building commercially cleaned.
- Replaced Station 54 kitchen lighting with new more efficient LED light fixtures.

Fleet:

- Fleet will do the final inspection for four (4) Type V vehicles from FY21/22 at the end of the month

IT:

- No Report

Communications:

- No Report

CRRD:

- On Saturday, January 20, 2024, crews were dispatched to an apartment fire on Marconi Ave. Crews arrived to heavy fire affecting several first-floor units, extending up to the second-floor. Two victims were treated and one was transported. In a proactive approach, members of the CRRD team conducted a smoke alarm blitz last year at this complex on Feb. 8, 2023 in conjunction with a joint task force inspection due to ongoing issues related to vacant/boarded up units. The team installed a total of 38 smoke alarms in 20 units. Two alarms were installed in the transported victim's unit, and two were installed in the main fire unit. The transported victim was alerted to the fire by a smoke alarm. This canvas potentially saved a number lives by providing early evacuation warnings.
- CRRD continues to play an active role in the Fireworks Taskforce. Last week Chief Law attended a meeting focused on proposed changes to the county's ordinance.
- CRRD is in the process of scheduling meetings with each of the Superintendents of the public schools in our jurisdiction regarding the implementation of our new fee schedule as well as to discuss fire and life safety education needs, particularly teen vaping and false alarms.

3. SMFD – FIREFIGHTERS LOCAL 522 REPORT *(Pete Votava for Vice President Sean Scollard)*

Pete Votava announced that last Wednesday Sean Scollard was officially sworn in as Vice President and Michael Gildone was voted in to take the Director role. Mr. Votava stated that they are currently discussing a Health & Wellness center and they will be visiting the Health & Wellness Center in Phoenix, Arizona in February.

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 Goold)
No Report

B. Communications Center JPA – (AC Greene)
No Report

C. Finance and Audit Committee – (Director Clark)
Next Meeting: January 25, 2024 at 5:15 PM

Met tonight and had an election of officers, Director Jones was elected as Chair and Director Webber was elected as Vice Chair.

D. Policy Committee – (Director Costa)
Next Meeting: February 8, 2024 at 5:30 PM
No Report

BOARD MEMBER QUESTIONS AND COMMENTS

Director Sheetz congratulated Captain Daniel Hoy on being awarded the 2023 Yvorra Leadership Development Foundation Scholarship and thanked him for highlighted our HAZMAT team.

Director Clark stated he attended the event today with Vice President Kamala Harris and thanked the crews who worked the great event.

Director Wood reminded everyone that the Firefighters Burn Institute Fill the Boot Drive will take place February 9 – 11, 2024 and civilian and Firefighter volunteers are needed.

President Goold thanked staff for the great presentations and it's wonderful getting to know the men and women of Metro Fire.

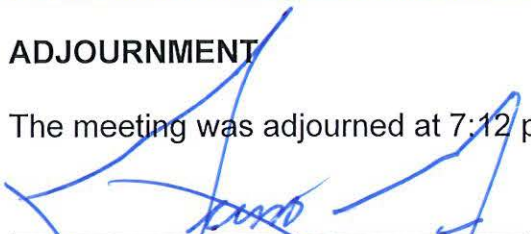
To view the video of the meeting, please visit the Metro Fire Website or our YouTube channel:

<https://metrofire.ca.gov/2024-01-25-board-meeting>

https://www.youtube.com/channel/UC9t-uKlc_oOUGNrmogdQ_QA

ADJOURNMENT


The meeting was adjourned at 7:12 p.m.



Grant Goold, President



Jennifer Sheetz, Secretary



Marni Rittburg, CMC, Board Clerk