



Sacramento Metropolitan Fire District

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TODD HARMS
Fire Chief

ACTION SUMMARY MINUTES – REGULAR MEETING

BOARD OF DIRECTORS SACRAMENTO METROPOLITAN FIRE DISTRICT Thursday, May 13, 2021 Held Remotely Via Zoom

CALL TO ORDER

The meeting was called to order at 6:00 pm by President Kelly. Board members present: Clark, Goold, Jones, Kelly, Saylor, Sheetz, White and Wood. Board members absent: Orzalli. Staff present: Chief Harms, General Counsel Lavra, and Interim Clerk Dehoney.

PUBLIC COMMENT: None.

CONSENT ITEMS

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

1. 2019 Retirement Commendations

Recommendation: Adopt Resolutions commending the following individuals upon their retirement and for their years of skilled performance and deepest commitment to the fire service.

1. James L. Bedal Jr.	Facilities Assistant
2. Paul R. Burke	Captain
3. Mark V. DeZordo	Engineer
4. Michelle Eidam	Captain
5. Brian C. Evers	Captain
6. David J. Farrell	Firefighter
7. Anthony Fink	Engineer
8. Rick Griggs	Battalion Chief
9. Randall D. Hein	Assistant Chief
10. Paul B. Isaacson	Firefighter
11. Anthony A. Kastros	Battalion Chief
12. Gary A. Lascelles	Logistics Technician
13. James L. Mandes	Captain
14. Koren P. Martinelle	Engineer
15. Michael S. Morris	Engineer
16. James Mrozinski	Engineer
17. Thomas S. Neville	Assistant Chief
18. Michael W. Olcese	Fire Inspector II
19. Tracy Olcese	Fire Inspector II
20. Kevin E. Osen	Engineer
21. Jamie P. Poole	Captain
22. Matthew W. Randazzo	Firefighter

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| 23. | Forrest F. Rowell | Battalion Chief |
| 24. | Christopher Ruscica | Captain |
| 25. | John D. Shanzenbach | Captain |
| 26. | Jonpaul Seivane | Battalion Chief |
| 27. | Craig Von Chance-Stutler | Engineer |

Action: Adopted Resolution No.'s 2021-016 through 2021-042.

2. Action Summary Minutes

Recommendation: Approve the Action Summary Minutes for the Regular Board meeting of April 22, 2021.

Action: Approved Action Summary Minutes.

3. Second Amendment to Agreement with Roebbelen Construction Management Services, Inc.

Recommendation: Authorize the Fire Chief to execute the second amendment to the agreement with Roebbelen Construction Management Services, Inc.

Action: Approved the second amendment to the agreement with Roebbelen Construction Management Services, Inc.

4. Notice of Award – RFP 20-07 Retirement Plan Record Keeping and Administrative Services

Recommendation: Approve the contract award to Nationwide Retirement Solutions, Inc., and authorize the Fire Chief to execute the agreement in accordance with RFP 20-07.

Action: Approved the contract award to Nationwide Retirement Solutions, Inc. and authorized the Fire Chief to execute the agreement.

5. Equipment Lease Financing

Recommendation: Adopt a resolution to authorize the Fire Chief and/or Chief Financial Officer to enter into an Equipment Lease with Banc of America Capital Corp.

Action: Adopted Resolution No. 2021-043.

PUBLIC HEARING

1. Capital Fire Facilities Fee Updates

(Chief Development Officer, Jeff Frye, Nicole Kissam, NBS & Joseph Colgan, NBS)

Recommendation:

- a. Conduct a Public Hearing to consider the following recommended changes to the Capital Fire Facilities Fee:
 - o Include a provision to comply with SB13
 - o Update the fee schedule as recommended in the Impact Fee Study
- b. Upon conclusion of the public hearing, approve staff's recommendations and adopt a resolution accepting the Capital Fire Facilities Fee Schedule for New Construction and Development within the District.
- c. Authorize the Fire Chief to engage the County of Sacramento and the City of Citrus Heights to implement and administer the District's updated Capital Fire Facilities Fee.

Public Hearing:

A public hearing was conducted with the following framework:

1. Staff presentation/recommendation;
2. Questions of the staff;
3. Individuals speaking in support
 - i. Folsom City Council Member Mike Koslowski commented, saying he has a personal interest in this matter, and complemented our plan.
4. Questions of individuals speaking in support;
5. Individuals speaking in opposition;
 - i. There were no individuals speaking in opposition.
6. Questions of individuals speaking in opposition;
7. Rebuttal;
8. Public Input;
 - i. There was no public input.
9. Board questions, discussion, and disposition

Action:

At the conclusion of the public hearing the following action occurred:

- a. On a motion by Jones, seconded by Clark, and carried unanimously to adopt Resolution No. 2021-044.
- b. On a motion by Wood, seconded by Jones, and carried unanimously to authorize the Fire Chief to engage the County of Sacramento and the City of Citrus Heights to implement and administer the District's updated Capital Fire Facilities Fee.

REPORTS

1. **PRESIDENT'S REPORT:** No report.

2. FIRE CHIEF'S REPORT:

Chief Harms welcomed Michelle Dehoney as the Interim Board Clerk while Melissa Penilla will be on leave, and thanked Jeff Frye for his work on the Capital Fire Facilities Fee Update.

At the request of Chief Harms, Chief Wagaman discussed an arrest that occurred with regards to an illegal fireworks bust. The Arson Investigators from the Community Risk Reduction Division worked directly with the Sacramento County Sheriff's Department to arrest this suspect on two separate felony charges and one misdemeanor charge and removed over 100 pounds of illegal fireworks off of the street. Chief Wagaman commended CRRD and Arson on their work. Chief Wagaman relayed that as we near fireworks season, and because of the extremely dry conditions, it is extremely important that the District be proactive with the enforcement of illegal fireworks. He also relayed that the District will continue to partner with the Sacramento County Sheriff's Office on matters of this nature moving forward.

Reassignment Opportunity

EMS Shift Captain, Final Filing Date 5/25, 4:00 PM

EMS Day Captain, Final Filing Date 5/25, 4:00 PM

Retirement

Engineer Todd Lanigan, effective 5/1, 19 years of service

New Hire

Tim Miller – Facilities Technician, effective 5/3

May 13, 2021 Board Meeting Action Summary Minutes

Meetings

On 5/10, Labor and Management met at Station 114 with the staffing team regarding staffing of the District and the options the District has to help with the staffing shortfall that has presented itself since 2020. The goal is to ensure that all stations are staffed and there are no brown-outs across the District.

Chiefs Forum Webinars were held the month of April – seven sessions in total

4/28, Labor Management Collaboration Meeting (LMCM)

5/4, Ranch Cordova 2x2 Meeting

- 2019-2020 Response Stats
- COVID-19 / CCRU / MIH
- Community Annual Report
- Fire Safety Public Service Announcements
- EMS Update
- Progress report on the new station in Anatolia
- Metro Fire City Council Recognition for COVID Support
- Fire at Sunrise & International on May 3, 2021

5/6, CA Metro Fire Chiefs Monthly Call

5/12, Meet and Greet with County Supervisor Rich Desmond

The Fire Chief along with the other area Fire Chiefs, Board and Operations Chiefs of the Dispatch Center had a meeting last week and discussed some funding and operational challenges. They also discussed a request to have Command Officers work shifts at the Dispatch Center during the 4th of July to be able to help the dispatchers make real life decisions in real time. Chief Harms commended Assistant Chief Ty Bailey for his management of the dispatch center.

Chief Harms attended the South Placer Fire District Board Meeting on May 12th and spoke during public comment sharing Metro Fire's interest in forming a study committee to see if there was an opportunity for South Placer and Metro Fire to move forward. This topic will be placed on the agenda for discussion at their next board meeting.

OPERATIONS REPORT

1. EMS

- a. SRP Academy with 5 new members is in the second week and going well
- b. Dr. Maynard (UCD Fellow) and members of the EMS Division partnered with Community Relations to provide hands-on training and education on heart health, side walk CPR and the use of AED's for the Sacramento Republic FC.
- c. Participated in the Sacramento County Domestic Violence and Strangulation Summit as a presenter. This was a regional, multi-jurisdictional event focused on raising awareness of this public health issue in our community. We are working

on a training presentation and screening tools for all our providers, and a video with Dr. Mackey for the FDC.

2. Training
 - a. Current training on the new Seek TICs is in its final phases.
 - b. All riding positions will have the new TICs in place by the end of the day next Thursday.
3. Special Operations:
 - a. Due to fire conditions, we have utilized both the dozer and copter on numerous incidents, full daily staffing begins this Saturday, May 15th
4. Statistics:
 - On April 27th, the helicopter crew responded to an incident at Aerojet where they had to perform some water drops. This was a momentous occasion as it was the first time that an all-Metro Fire trained crew, Captain Bryce Mitchell, Captain James Doyle, and Firefighter Nicholas Covington, responded to an incident.
 - 6,135 total calls since our last report on April 22, 2021
 - Building Fires – all jurisdictions: 32
 - Working fires (Metro only): 13
 - Busiest engine: E53 with 366 responses
 - Busiest medic: M101 with 279 responses
5. Staffing
 - a. Joint labor/management meeting was held on Monday, May 10th at St. 114 and was well attended.
 - b. COVID provided us challenges for staffing at times, but we are seeing some of these issues continue. With a focus on having service delivery remain #1, we looked at comprehensive data and trends since January 1st, and identified the need for action items to address challenges proactively before moving into the summer vacation and fire season.
 - c. A number of solutions were developed and agreed to, and the details are being finalized this week.
 - d. Updated procedures in place beginning May 24th for the rest of the calendar year, with benchmarks to review and ensure we are meeting the service delivery goal
 - e. Once the plan is finalized, there will be a joint labor/management video released to the members to share the plan.
 - f. A big thank you to VP McGoldrick and 522 for the cooperative efforts to address this issue.

3. SMFD – FIREFIGHTERS LOCAL 522 REPORT:

Vice President McGoldrick referenced the staffing meeting that occurred on May 10th and echoed the sentiments of Chief Harms and Chief Mitchell that there are significant staffing issues, however the mutual goal is to be 100% staffed. At the meeting, both labor and management came up with some options to assist with coverage and will continue to re-evaluate as needed. VP McGoldrick thanked Captain Rodrigues with the Deferred Compensation Committee for bringing forward the option for Metro Fire employees to enroll in a 529 College Savings plan and for his work on the Retirement Plan Record Keeping and Administrative Services RFP. VP McGoldrick also wished all those members participating in the upcoming Battalion Chief Promotional exam luck.

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: May 11, 2021 at 9:00 AM

Chief Wagaman relayed that the Communications Center Board approved an update to Purchasing and Procurement Policy with the help of Administrative Specialist Erin Castleberry, which will make it possible for them to apply for available SHSGP funding opportunities in the future. Also, Recruit Academy 21-1 had 5 graduates who are already in their third week of call taking training, and Recruit Academy 21-2 has 4 recruits who will start in August. Chief Wagaman collected some statistics on the call volume at the Dispatch Center and found that over the course of a one month period, the dispatchers took approximately 40,277 phone calls which equates to 0.93 calls per minute in a 24-hour period. With this large volume of calls, Chief Wagaman and the Board recognize the importance of continuing to hire and train and evolve the technologies to overcome the ever increasing call volume.

Next Meeting: June 8, 2021 at 9:00 AM

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

Report Out: May 11, 2021 at 3:00 PM

Chief Harms relayed that the Executive Director reported there's been challenges with building security at Gold Canal that they're working on. They are also working on a review of their payroll including OT usage and implementing new control mechanisms. After a third quarter budget review, they are 81% on track and expect to end the year on budget. They have held 17 courses with 294 students in their third quarter and made \$93,000 in revenue with expenses in the amount of \$72,000. They currently have 25 courses scheduled for their fourth quarter with a total of 82 courses scheduled for 2021.

Next Meeting: June 17, 2021 at 4:00 PM

Location: Virtually due to COVID restrictions

D. Finance and Audit Committee – (Director Orzalli)

Next Meeting: May 27, 2021 at TBD

E. Policy Committee – (Director Gould)

Next Meeting: TBD

BOARD MEMBER QUESTIONS AND COMMENTS

Director White relayed his appreciation for the work on the impact fee study.

Director Sheetz thanked staff for their presentations and relayed her appreciation to Labor and Management for addressing the staffing issues within the District. She also wished the Battalion Chief Promotional Exam candidates luck and thanked the Air Ops Division for their hard work. Director Sheetz requested a moment of silence for the fallen Stockton Police Department Officer, Jimmy Inn who was sadly killed in the line of duty on May 11.

Director Clark echoed the sentiments of the Fire Chief in welcoming Interim Clerk Dehoney, congratulated the retiree and thanked Chief Development Officer Jeff Frye for his work on the impact fee study.

Director Saylor thanked Chief Development Officer Jeff Frye for his work and presentation on the impact fee study and mentioned that she was glad to hear that there may be some movement happening in the future for Station 117.

Director Kelly congratulated the retiree and expressed his sentiments that he hopes they fully enjoy their free time.

The Board held a moment of silence for fallen Stockton Police Department Officer Jimmy Inn.

The Board recessed to Closed Session at 7:03 pm.

CLOSED SESSION

Pursuant to California Government Code Section 54956.9 (a) – One (1) matter of

1. Workers Compensation Settlement Authority.

Eric Kellenberger and the Sacramento Metropolitan Fire District
Claim # SMDQ – 549973 – Workers Compensation Settlement Authority
Deputy Chief, Administration – Greg Casentini

Action: On a motion by Wood, seconded by Clark, and carried unanimously by members present to give the District's third party negotiator settlement authority.

2. 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.

The Board reconvened to Open Session at 7:53 pm.
May 13, 2021 Board Meeting Action Summary Minutes

ADJOURNMENT

The meeting was adjourned at 7:56 pm.


Matt Kelly, Board President


D'Elman Clark, Secretary


Melissa Penilla, Board Clerk