



DAN HAVERTY
Interim Fire Chief

Sacramento Metropolitan Fire District

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ACTION SUMMARY MINUTES – REGULAR MEETING

BOARD OF DIRECTORS SACRAMENTO METROPOLITAN FIRE DISTRICT

Thursday, May 25, 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 6:06 pm by President Clark. Board members present: Clark, Costa, Jones, Saylors, Sheetz, Webber and Wood. Board members absent: Gold and Rice. Staff present: Interim Chief Haverty, Interim Board Clerk Martucci and Board Clerk Marni Rittburg.

PUBLIC COMMENTS –

Public Comment Was Not Received.

CONSENT ITEMS

Action: Moved by Jones, seconded by Costa, 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 May 11, 2023.
Action: Approved the Action Summary Minutes.
- 2. Appoint Delegate and Alternate to the Sacramento Regional Fire/EMS Communications Center Joint Powers Authority**
Recommendation: Appoint Assistant Chief Greene as the new primary delegate and Deputy Chief Tyler Wagaman as the alternate delegate for the SRFECC Joint Powers Authority effective June 1, 2023.
Action: Appointed primary and alternate delegates to SRFECC JPA effective June 1, 2023.

ACTION ITEMS

- 1. Service Delivery Proposals – Changing Distribution of FDMs and MMPs**
(Deputy Chief Mitchell)
Recommendation: Adopt the attached Budget Amendment Resolutions
Action: Moved by Sheetz, seconded by Webber, and carried unanimously by roll call vote of members present to adopt staff's recommendation.

2. **Disclosure of Material Expenditure – General/Property/Liability Insurance – Fire Agencies Insurance Risk Authority** (*Brad Svenningsen, USI Insurance Broker*)
Recommendation: Authorize payment in the amount not to exceed \$2,264,952.00 to Fire Agencies Insurance Risk Authority
Action: Moved by Sheetz, seconded by Jones, and carried unanimously by roll call vote of members present to authorize payment in the amount not to exceed \$2,264,952.00 to Fire Agencies Insurance Risk Authority.

3. **FY2022 State Homeland Security Grant Program (SHSGP) Award**
Recommendation: Adopt the Grant Acceptance Resolution.
Action: Moved by Wood, seconded by Jones, and carried unanimously by roll call vote of members present to adopt Grant Acceptance **Resolution 2023-029**.

4. **Equipment Lease Financing Contract for FY 2022/23**
(CFO O'Toole)
Recommendation: Adopt Resolution to authorize the Fire Chief and/or Chief Financial Officer to enter into an Equipment Lease with JPMorgan Chase Bank, N.A.
Action: Moved by Webber, seconded by Saylor, and carried unanimously by roll call vote of members present to authorize the Fire Chief and/or Chief Financial Officer to enter into an Equipment Lease with JPMorgan Chase Bank, N.A. and adopt **Resolution 2023-030**.

REPORTS

1. **PRESIDENT'S REPORT** - (*President Clark*)
 No Report

2. **FIRE CHIEF'S REPORT** - (*Interim Chief Haverty*)

Interim Chief Haverty thanked all who attended the celebration of life for Director Matt Kelly.

1. New Hire

- a. Please join me in welcoming:
 - i. Ryan Ono and Jared Hodel, hired as Fire Inspector Is effective May 15;
 - ii. Marni Rittburg, hired as the District's Board Clerk effective May 22; and
 - iii. Jeffrey Comer, hired as a Fire Mechanic effective May 22

1. Recruitment

- a. HR is accepting letters of interest:
 - i. From the rank of Captain/Paramedic for EMS Day Captain and EMS Shift Captain assignments. Final filing for both positions is by 4 PM on June 2.
 - ii. From our non-probationary Firefighter/Paramedics and Paramedics for the position of Metro Medic Program 23-1 Drill Instructor. The Drill Instructor position will be assisting Drill Master Fader with the upcoming 23-1 MMP

Academy Class. The Academy will start at the beginning of August and run 5 weeks in total.

- b. Congratulations to Battalion Chief Tony Peck for being selected to fill the Emergency Planning/Safety Day Battalion Chief assignment effective June 5. Battalion Chief Ross Carollo has been reassigned to his Suppression position effective June 4, 2023. The District would like to thank Battalion Chief Carollo for his dedication and commitment while working in Emergency Planning/Safety Division.

2. Miscellaneous

- a. We have already been focusing on items from your Special Meeting: Strategic Plan Workshop/Update, and tonight's presentations were a part of that body of work.
- b. We held two sessions this month for Reframing Organizations in which The Political Frame was presented and discussed.
- c. Metro Fire staff and assigned Board of Directors met with Sacramento County, as well as City of Citrus Heights elected officials and staff to discuss topics of mutual interest. Meetings will continue throughout the year on a quarterly basis.
- d. Fire Academy Class 23-1
Congratulations to the 12 recruits who graduated the fire academy on May 18, and thank you to the many members who had a part in their journey thus far.
END

OPERATIONS REPORT (*Deputy Chief Adam Mitchell*)

On behalf of DC Adam Mitchell, AC Greene provided the Operations Report.

Recruit Academy 23-1 Graduated last Friday night with 12 Probationary Firefighters starting on the line this week. One of the B-Shift Firefighters had their first "fire" within an hour of the start of their first shift. It is always great to see support of the Director's at the graduation ceremony, which is refreshing to all to celebrate our newest member's commitment to the District and citizens they will be serving.

Wildland season officially started this past Monday with a full grass fire response for suppression units. Due to the wet winter and delayed curing/drying of local grass crops, we have staggered start dates for Air Operations and Dozer Operations. Air Operations will go into service for the season starting this Memorial Day weekend and our Dozer Operations will go into service on June 1.

This week Metro Fire hosted a 3-day Auto-X class that is taught by approximately 10 of our members. This class has several of our members attending as students, joining Firefighters from all over Northern California. This is a grassroots class started several years ago by our members, and can be best described as auto extrication on steroids, teaching and evaluating complicated rescue techniques in challenging scenarios. Our PIO has great pictures on Metro Fire's social media which best represents the excellent curriculum presented.

ADMINISTRATIVE REPORT *(Deputy Chief Ty Bailey)*

On behalf of DC Bailey, Firefighter Tim White provided the Administrative Report. He spoke of the role of networking and representing the District in his recruiting role.

SUPPORT SERVICES REPORT *(Deputy Chief Tyler Wagaman)*

DC Wagaman gave a brief virtual report on the kitchen construction project at Fire Stations 101 and 105. Fire Station 50 Dorm Remodel Request for Proposals process is completed and the award should be on the next Board Meeting agenda.

3. SMFD – FIREFIGHTERS LOCAL 522 REPORT *(Vice President Matt Cole)*

BC Cole thanked those who attended the Celebration of Life for Matt Kelly. He also thanked the Board Members that attended the Academy Graduation 23-1. We appreciate the support from the Board on Service Delivery Proposals.

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 – (D.C. Wagaman)

Report Out: May 23, 2023 at 9:00 AM

Next Meeting: June 13, 2023 at 9:00 AM

DC Wagaman reported during their last meeting on May 23, 2023 both action items were approved and one of the items was an amendment to the Chief's contract.

C. Finance and Audit Committee – (Director Wood)

Report Out: May 25, 2023 at 5:00 PM

Next Meeting: July 27, 2023 at 5:30 PM

Director Wood reported they met this evening at 5 p.m. to discuss the Capital Improvement Plan and the FY 23/24 Preliminary Budget.

D. Policy Committee – (Director Costa)

Next Meeting: TBD

No Report

BOARD MEMBER QUESTIONS AND COMMENTS

Director Costa thanked FF Tim White for his recruitment efforts.

Director Sheetz welcomed new Board Clerk Marni Rittburg and other new employees to Metro Fire.

Director Saylor expressed concerns over the staffing challenges the Investigation Unit is experiencing.

Director Wood congratulated the 23-1 Academy Graduates.

Director Jones thanked staff for their presentations.

Director Webber stated he was impressed with the 3-day Auto-X class.

Director Clark thanked staff for the hard work and the presentations.

To view the video of the meeting, please visit the Metro Fire YouTube channel at:

<https://www.youtube.com/watch?v=FmK83IbPHIA&t=2s>

The Board recessed to Closed Session at 7:52 p.m. on the following items:

CLOSED SESSION

- 1. Pursuant to California Government Code Section 54956.9 (a) –one (1) matter of Workers Compensation Settlement Authority.**

Steven Caldwell and the Sacramento Metropolitan Fire District
Claim # 4A22010AYUK-0001, – Workers Compensation Settlement Authority
Breanna Owen of Lenahan, Slater, Pearse & Majernik, LLP

Action: Moved by Webber, seconded by Costa, and carried unanimously by members present to give settlement authority to Metro Fire's third-party administrator.

- 2. PERSONNEL MATTERS – PUBLIC EMPLOYEE EMPLOYMENT
Pursuant to California Government Code Section 54957**

Fire Chief Selection Process

Action: The Board took no reportable action.

CLOSED SESSION REPORT OUT:

The board reconvened to open session at 8:32 p.m. and reported:

1. The Board met in closed session to consider item one, workers compensation settlement authority for the claim of employee Steven Caldwell, and the Board by unanimous vote agreed to provide authority to its third-party administrator to effectuate a settlement of the claim.
2. The Board met on the second closed session item, Fire Chief Selection Process, and no reportable action was taken.

ADJOURNMENT

The meeting was adjourned at 8:34 p.m.



D'Elman Clark, President



Ted Wood, Secretary



Marni Rittburg, CMC, Board Clerk