



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, April 13, 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 6:01 pm by President Clark. Board members present: Clark, Goold, Jones, Rice, Saylor, Sheetz, and Webber. Board members absent: Costa and Wood. Staff present: Interim Chief Haverty, General Counsel Lavra and Interim Board Clerk Martucci.

### PUBLIC COMMENT

Former Director Roger Mitchell, Retired Captain, spoke to the board asking for their support for adding the 100-year-old plaque to "Old Betsy", Rio Linda's first fire engine. He is happy to do all the paperwork and pay the \$5 fee for the plaque. Old Betsy will be 100 years old in July. He offered to make it a celebration at the old Fire Station 111. He also introduced Retired Fire Chief John Buchanan, who served as Fire Chief for three or four different districts.

Retired Chief Buchanan represents a company called Good Life and his organization is committed to raising the funds, \$10,000 to start, to fix the old Rio Linda Fire Station. His company primarily does restorations after fires, but thought it would be good to restore the district's building. Roger Mitchell felt the building was important because it was built with funds from the World War 2 War Powers Act. Retired Chief Buchanan spent 56 years in the fire service and 20 years starting with Arcade Fire District and is a proud alum of this organization. They are hoping the district can allocate funds in the next budget to support this project.

Director Goold recommended the board have one of its offsite meetings at the old Rio Linda Fire Station to coincide with this event.

### CONSENT ITEMS

**Action:** Moved by Goold, seconded by Webber, 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 March 23, 2023.

**Action:** Approved the Action Summary Minutes.

2. **FY 2022/23 Midyear Budget Adjustments for Capital Facilities Fund 212D - Addendum**  
**Recommendation:** Adopt the resolution for the FY 2022-23 Midyear Budget addendum for Capital Facilities Fund 212D.  
**Action:** Adopted the Resolution 2023-019 for the FY 2022-23 Midyear Budget addendum for Capital Facilities Fund 212D.
  
3. **Bid Award Recommendation – RFB 23-04 Station 101 Restoration**  
**Recommendation:** Approve the bid award recommendation for RFB 23-04 Station 101 Restoration and authorize the Fire Chief or his designee to administer the project in accordance with the approved project budget.  
**Action:** Approved the bid award recommendation for RFB 23-04.

**PRESENTATION ITEM**

1. **Sacramento County Employees’ Retirement System Payment**  
*(Chief Financial Officer O’Toole)*  
**Recommendation:** Receive presentation, no action required.  
**Action:** Presentation received, no action taken.

**ACTION ITEMS**

1. **Budget Amendments – 212A and 212D Mid-Year Budget for FY2022/23**  
*(Deputy Chief Mitchell)*  
**Recommendation:** Adopt the Budget Amendment Resolutions.  
**Action:** Moved by Rice, seconded by Goold, and carried unanimously by members present to adopt Resolutions No. 2023-020 and 2023-021.

**REPORTS**

1. **PRESIDENT’S REPORT - *(President Clark)***  
 No report. Asked for a moment of silence when going into closed session.
  
2. **FIRE CHIEF'S REPORT - *(Interim Chief Haverty)***  
**Recruitment Opportunities**
  - a. Logistics Technician, with a final filing date of April 19<sup>th</sup> by 4 PM.
  - b. Fire Chief recruitment, with a final filing date of May 22<sup>nd</sup> by midnight.

**Career Development Opportunity**

- a. Career Development Opportunity: Paramedic Diana Borshch has been assigned to the Mobile Integrated Health Paramedic position effective April 7<sup>th</sup>. The District would like to thank Firefighter/Paramedic Skaggs for his dedication and commitment while working in the MIH Program.

**Retirements**

- a. Congratulations to Facilities Manager John Raeside on his retirement of March 31 after 22 years of service.
  
- b. Congratulations to Assistant Fleet Manager Tim Swank on his retirement of March 31 after 19 years of service.

## **New Hires**

- a. Welcome to April West who has been hired as a Community Relations Specialist in the Community Relations Division effective April 3, 2023.

My meetings have concluded with all five of our Board of Supervisors. The topics have been all inclusive, but some common themes include fires in the American River Parkway, homelessness and its affects and general cooperation between Metro Fire and the County. To build upon our meeting last week with the Undersheriff and Lieutenant Commander, Chief Fiorica and our Operations Branch is in the process of setting up regular meetings with the Sacramento County Sheriffs' Office Watch Commanders too share information and better align our collective operations. I've recommended they work towards a Table Top Exercise to vet our command and response policies to create an even better response on behalf of our members and the community.

This week, AC Rudnicki and BC Perryman continued our travels meeting with hospital administrators by meeting with Mercy Folsom Hospital and Mercy San Juan Hospital. Our topics of discussion include a general outreach as a public partner, our Mobile Integrated Health Program, and "Wall Time." The leaders we meet with have been very grateful of our outreach and extending a hand of collaboration to the challenges we, collectively meet.

Tomorrow, I am scheduled to meet with Director Nancy ward at Cal OES.

I have given each of you the Media Advisory from FEMA pertaining to the US Fire Administrator's visit to Sacramento next Thursday. I know that many of you will be in Washington DC on your Cap to Cap visit, but for those still here, you are invited to the press event next Thursday at 10:00 am at FS 68.

Reframing Organizations held at Fire Station 25 on Human Resources and Conflicts of Interests training was held earlier today.

## **OPERATIONS REPORT**

DC Mitchell made the board aware that Dr. Lori Moore-Merrell, US Fire Administrator, will be in Sacramento. Metro has been on weekly calls with CA OES and Cal Fire and he thanked the planning team of AC Chris Greene, PIO Parker Wilbourne, Brenda Briggs, Carmen Delgado and Jill Guzman for their weeks of preparation for this visit.

DC Mitchell introduced AC Charlie Jenkins to describe his role as one of the three shift commanders. He explained what the positions do and the critical need they serve within the district. Shift commanders provide consistency across all three shifts. He attends general staff, weekly operations meetings, and monthly labor management meetings. His day starts with staffing and information sharing. Other duties include being part of the operational area council, a grouping of Sacramento County OES, CA OES, SMUD, PG&E and the National Weather Service. Metro Fire is the guardian for Sacramento County and a regional player, taking care of the citizens of our community.

## **ADMINISTRATIVE REPORT**

DC Bailey introduced CFO Dave O'Toole and part of his Finance team, Controller Ron Empedrad, and Payroll Supervisor Sarah Ortiz. Ron oversees the fiscal side and Sarah the payroll side of finance operations. CFO O'Toole said the division is made up of 12 people and shared the motto for Finance, which they came up with as a team. Finance is committed to ensuring accurate, timely, clear and comprehensive fiscal and payroll services.

Sarah Ortiz introduced Payroll Analyst Robyn Almeida (10 years with Metro Fire) and Payroll Specialist Emily Brown (9 years with Metro Fire). Payroll is responsible for budgeting all labor accounts across all divisions, reports all CalPERS for active and retired annuitants monthly, manages all employee accrual balances (sick leave, vacation, etc.), and prepares over 30 accounts payable claims a month. Payroll reports yearly to the State Controller's office and monthly to the Bureau of Labor Statistics. They provide all labor costing to the grant division and for labor negotiations. Payroll also processes all 4850 pay once approved and last year processed over 550 employee 4850 pay adjustments. They are responsible for monthly and off-cycle payroll checks for all employees of the district, from start to finish, as they are fully functioning in-house payroll division. In 2018, they separated from the County of Sacramento and perform all payroll functions. The payroll team demonstrates good communication skills, clear logical thinking, a high level of accuracy and attention to details, and a respect for confidentiality.

Ron Empedrad has been the district's Controller since 2012 and is a CPA licensed in CA, serving as the lead accountant. He oversees the district's accounting and record keeping, ensuring all monies going in and out are properly accounted for. Within the Finance division, there are eight staff members that help ensure the accounting system and internal controls are working properly and safeguard the public's funds, while complying with federal, state, and local rules and regulations. This small group processes 15,000 invoices annually from vendors and over 10,000 receipts from customers. The division fulfills the Board's strategic goal of financial responsibility, acting in the best interests of the public and by providing transparent and responsible fiscal management.

### **SUPPORT SERVICES REPORT**

DC Wagaman introduced Director of IT Mat Roseberry, who has 18 years with Metro Fire. IT is a component of every single division in the district, and they maintain thousands of devices and dozens of essential software programs. Mat provided an overview of Information Technology, which includes two divisions, IT and Communications. IT has 11 members and supports the district's data center, with over 90 servers, firewalls, and data backups. The division supports over 350 computers and laptops, 70 access points, over 150 mobile data computers, and various applications. They also support over 475 mobile devices, copy machines, televisions, access control systems, fire alarm systems, the district's website, and board meetings. In 2022, they processed over 1600 help desk tickets.

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

Captain Scollard, 522 Director expressed concern and asked for support from the board on the deployment and staffing plan. He also expressed concern about members who are struggling to get treatment in the realm of workers' compensation. Utilization review (UR) has been identified as a part of the process that is causing the biggest challenges to our members. Our agency can intervene and stop this from happening and he has asked the board to give clear direction to Chief Haverty and executive staff as to when they want them to intervene in the UR process.

President Jamison will be testifying next week on AB40 and 522 will continue to support the measure. President Jamison expressed his passionate support for AB40 and asked all to be part of the solution and to not work against each other.

#### 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

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

Report Out: April 11, 2023 at 9:00 AM

DC Wagaman reported the JPA approved two items unanimously, an invoice for station alerting and work custom cabling and maintenance for the CAD system.

Next Meeting: April 25, 2023 at 9:00 AM

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

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

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

Next Meeting: May 11, 2023 at 5:30 PM

#### BOARD MEMBER QUESTIONS AND COMMENTS

Director Goold was really impressed by the quality of the presentations and the people who work and continue to work here. It's incredible to get to know the folks and the work they do. He also feels that it's time to put someone in dispatch, a physician, that has the medical background and legal authority to address when there is not appropriate utilization of our service.

Director Saylors went to hear the Freddie Rodriguez Bill ten days ago. It includes an educational bill for the general public on what is an appropriate use of 911. She was thoroughly impressed by all the presentations, the level of proficiency, and said thank you to all for all the great work.

Director Rice thanked CFO O'Toole and his staff for their work past and present as he has never had an issue with his paycheck. He has also lost four friends this week and said this job comes with risk. Director Rice stated that the district needs to get a handle on workers' compensation. We have members who were injured on the job that cannot get treatment and wants to see this fixed.

Director Rice also mentioned ERAF (Educational Revenue Augmentation Funds) and the need to be well versed in understanding the impact on Metro's budget. He encouraged the Board to work within the systems to maintain our status. He also attended a joint meeting of FDAC and Cal Chiefs leadership. Director Rice will be testifying on AB40 on April 18<sup>th</sup>. The partnership includes fire based and private EMS. He appreciated the work of VP BC Cole and President FFPM Jamison who have been leading the charge and making a difference in the Sacramento area.

Director Jones appreciates the comments and concurs with her fellow directors.

Director Clark also appreciates his fellow directors and their great questions. He thanked the men and women of Metro Fire and appreciates them and all of their hard work. It's nice to meet the people behind the scenes.

Legal Counsel reported on closed session item number four. The Board will be meeting with designated negotiator Jeff Frye to discuss negotiations and related matters concerning a potential lease of district property to Nikola Corporation for the property located at Watt Avenue and Myrtle Avenue.

**The Board recessed to closed session at 7:58pm with a moment of silence for Retired Captain Mike Johnson, Retired Chief Chuck Bader from Sacramento Fire Department, and others lost this week.**

**CLOSED SESSION**

1. **Pursuant to California Government Code Section 54956.9 (a) – two (2) matters of Workers Compensation Settlement Authority**
  - A. Scott A. Courtney and the Sacramento Metropolitan Fire District  
Claim # 4A2208L730Y-0001 – Workers’ Compensation Settlement Authority – Lenahan, Slater, Pearse & Majernik, LLP – Colin Connor  
**Action:** Moved by Webber, seconded by Jones, and carried unanimously by members present to give settlement authority to Metro Fire’s third party administrator.
  - B. Michael Welch and the Sacramento Metropolitan Fire District  
Claim # SMDQ - 550177 – Workers’ Compensation Settlement Authority – Lenahan, Slater, Pearse & Majernik, LLP - Tyler Sonksen  
**Action:** Moved by Webber, seconded by Rice, and carried unanimously by members present to give settlement authority to Metro Fire’s third party administrator.
2. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – Significant Exposure to litigation pursuant to California Government Code Section 54956.9 (b): Two cases**
  - A. Claim Against Public Entity Pursuant to Government Code Section 910  
Nabil Samaan and NKS Real Estate Holding, Inc. v. Sacramento Metropolitan Fire District  
Deputy Chief Bailey  
**Action:** Moved by Goold, seconded by Jones, and carried unanimously by members present to deny the claim and refer the matter to the District’s insurance carrier.
  - B. Claim Against Public Entity Pursuant to Government Code Section 910  
Kevin Ortega v. Sacramento Metropolitan Fire District  
Deputy Chief Bailey  
**Action:** Moved by Goold, seconded by Jones, and carried unanimously by members present to deny the claim and refer the matter to the District’s insurance carrier.
3. **Pursuant to California Government Code 54957(a)**  
Consultation with District Counsel and Cyber Security Manager  
**Action:** The Board took no reportable action.

4. **Pursuant to California Government Code Section 54956.8**  
Real property negotiations  
**Action:** The Board gave direction to negotiator to proceed but no reportable action.
  
5. **PUBLIC EMPLOYMENT**  
**Pursuant to California Government Code Section 54957**  
Paramedics  
Emergency Medical Technicians (EMT)  
Administrative Specialist  
Fire Mechanic  
Network Systems Engineer  
**Action:** The Board took no reportable action.
  
6. **PERSONNEL MATTERS – PUBLIC EMPLOYEE EMPLOYMENT**  
**Pursuant to California Government Code Section 54957**  
Board Clerk Selection Process  
**Action:** The Board took no reportable action.
  
7. **PERSONNEL MATTERS – PUBLIC EMPLOYEE EMPLOYMENT**  
**Pursuant to California Government Code Section 54957**  
Fire Chief Selection Process  
**Action:** The Board took no reportable action.

The board reconvened to open session at 9:48pm.

**ADJOURNMENT**

The meeting was adjourned at 9:50 pm.

  
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D'Elman Clark, President

  
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Ted Wood, Secretary

  
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Sherri Martucci, Interim Board Clerk