



TODD HARMS
Fire Chief

Sacramento Metropolitan Fire District

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ACTION SUMMARY MINUTES – REGULAR MEETING

BOARD OF DIRECTORS SACRAMENTO METROPOLITAN FIRE DISTRICT

Thursday, May 12, 2022

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 6:00 pm by President Saylor. Board members present in person: Clark, Jones, Saylor, and Sheetz. Board members present virtually via Zoom: Goold, Orzalli, and Wood. Board members absent: Kelly and White. Staff present: Chief Harms, General Counsel Lavra, and Board Clerk Penilla.

PUBLIC COMMENT: None

CONSENT ITEMS

Action: Moved by Goold, seconded by Sheetz, 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 April 28, 2022.

Action: Approved the Action Summary Minutes.

ACTION ITEMS

1. **UAV Purchase - FY2021/22 Budget Amendments – General Operating Fund**

212A and Capital Facilities Fund 212D (*Deputy Chief Mitchell and CFO O'Toole*)

Recommendation: Adopt two Resolutions amending the FY021/22 General Operating Fund 212A and Capital Facilities Fund 212D for the purchase of two Unmanned Aerial Vehicles (UAV).

President Saylor requests a presentation on the UAV Program in the coming months.

Action: On a motion by Jones, seconded by Wood, and carried unanimously by the members present adopt Resolution Nos. 2022-038 and 2022-039.

2. **Ratification of Resolution to Extend Teleconference of Board Meetings**
(**Government Code 54953(e) (3)**) (*President Saylor*)

Recommendation: Consider adopting a Resolution which would extend the ability to teleconference without compliance of Government Code paragraph (3) of subdivision (b) of section 54953 from May 12, 2022 – June 10, 2022 or until further re-ratified.

Action: On a motion by Sheetz, seconded by Clark, and carried unanimously by the members present adopt Resolution No. 2022-040.

REPORTS

1. **PRESIDENT'S REPORT**—(*President Saylor*)

President Saylor shared that she attended the Membership Meeting on Monday, May 9th. One of the topics discussed was diversity and inclusion. Education is always at the forefront of these topics, and President Saylor urged all Board Members to consider taking a CSDA webinar related to the topic. This would allow the Board, and anyone else who is interested in taking the class, to keep up with the ever-changing world during these unprecedented times.

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

Retirement

Congratulations to Captain Mike McGoldrick on his retirement on May 6th after 27 years of service.

Congratulations to Engineer Tim Barnes on his retirement on May 1st after 17 years of service.

Promotion

Congratulations to Giovanna Read for being promoted to Business Applications Analyst in IT effective June 1st.

Reclassification

Congratulations to Michelle Dehoney for being reclassified from Administrative Specialist to Human Resources Specialist effective June 1st.

New Hire

Welcome to Alex Morton who was hired as a Fire Investigator II in the Fire Investigation Division effective May 2nd.

Reassignment

Captain Brendan Hogan has been administratively assigned to the EMS Day Captain position effective July 11th.

Firefighter/Paramedic Christie Ravera has been selected to fill the Mobile Integrated Health Firefighter/Paramedic position effective May 23rd.

Assistant Chief Jon Rudnicki is assigned to the EMS Division effective May 31st.

Assistant Chief Michael Lozano is assigned to the Training, Safety, and Health & Fitness Division effective May 31st.

Assistant Chief Barbara Law is assigned to the Community Risk Reduction Division as the Fire Marshal effective June 13th.

Meetings

4/28-4/29 Fire Department Instructor Conference, well-attended

4/30-5/6 Cap-to-Cap, travelled to Washington D.C with Directors Clark, Jones, and White, and Deputy Fire Marshal Fields, and Chief Economic Development Officer Frye. They met with a number of elected officials through the public safety team, and also met with several fire officials through the fire track, including the Washington D.C. Fire Chief where they spoke at length about the challenges of wall-time.

Week of 5/9 Medical Director Interviews, participated in five interviews along with Assistant Chief Law and Deputy Chief Mitchell.

5/9, Member Meeting, met on a number of topics including:

- District Facility Improvements – including dorm improvements.
- Recruitment
- District Policies
- Conference Attendance
 - Women in Fire Conference & Unified Fire Authority Women's Leadership Symposium
- Day Staff Compensation & Classification Study

Deputy Chief Bailey and Chief Economic Development Officer Frye are meeting with Citrus Heights Council Members and Sacramento County Board of Supervisors to begin discussions related to Capital Facilities (Impact) Fee Study.

Day Staff Compensation & Classification Study

Still working through Phase 1, the salary survey portion, with consulting company; used Metro 14 and a few other local agencies as comparison agencies.

Phase 2 will be a more in-depth evaluation of selected positions, to include work analysis, supervisor roles, and determine correct job title.

Will be obtaining information from out-of-state agencies as part of the evaluation process, these are organizations similar in size and we will be looking at their organization charts.

- Unified Fire Authority, Utah
- West Metro Fire District, Colorado
- South Metro Fire District, Colorado
- Tualatin Valley Fire District, Oregon

The goal is to have an actionable five-year plan. We will evaluate the number of positions now versus previous years, and plan for a 10-20% growth rate, and develop a needs assessment and staffing plan.

OPERATIONS' REPORT

Deputy Chief Mitchell begins with statistics. There have been 4,028 total incidents since our last report on April 28, 2022; up since the last report to an average of 287 calls per day. This included 178 fire incidents, an average of 12 calls per day.

There were a few incidents worth mentioning, the first was on April 28th, a vegetation fire in Battalion 9 which burned six acres. There was also a small aircraft with a hard landing at McClellan on April 30th, and many 2-alarm incidents throughout the District. Lastly, on May 9th

Battalion 7 responded to a house fire with where a victim was rescued, and they are hoping for a full recovery.

At 0800 on Monday, May 16th we will transition into wildland season. This means dispatch will make necessary changes, and the copter and dozer will begin staffing for the season on May 26th.

Lastly, Academy 22-1 is in week 11 of 18 with 38 recruits, including 21 SAFER Firefighters. Over the last two weeks, the academy has completed their live fire training at Station 52, which is always a very memorable and a defining moment in the recruits' progression.

3. SMFD – FIREFIGHTERS LOCAL 522 REPORT

Vice President Cole thanked the Board for the opportunity tonight, and shared a few updates since the last Board Meeting. He is looking forward to the meet and discuss for the SRP LOU. VP Cole participated in the Service Delivery Team Meeting, they have plans to complete proposals on the SAFER Grant positions by June 9th. He has gone to several meetings at the Capital, including meetings with local legislators regarding the Zinfandel Training Site, and will continue to participate in meetings through the budget cycle. Lastly, he will be at the CPF Conference in Oakland next week.

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 Saylor)

Report Out: May 12, 2022 at 5:00 PM

The committee met earlier and took no reportable action.

Next Meeting: TBD

B. Communications Center JPA – (DC Wagaman)

Report Out: May 10, 2022 at 9:00 AM

The JPA met and discussed two items, the first was to finalize the promotional process for Administrative Manager. Internal candidate Marissa Shmatovich was successful, and the Board approved her contract. They also approved the employee handbook, a document that touches many policies. DC Wagaman is also happy to report 34 of the 35 dispatcher positions are currently filled.

Next Meeting: June 14, 2022 at 9:00 AM

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

Next Meeting: May 25, 2022 at 1:00pm

Location: 3121 Gold Canal Drive
Mather, CA 95670

D. Finance and Audit Committee – (Director Orzalli)

Next Meeting: May 26, 2022 at 5:30 PM

E. Policy Committee – (Director Gould)

Report Out: May 12, 2022 at 5:30 PM

The committee met earlier and reviewed two policies. The Use of Force – Peace Officer Policy was approved and will be brought to the full Board at the next meeting, and the Complaints Standards and Procedures Policy also related to

Peace Officers was reviewed as a presentation item only. Both policies were edited to be compliant with legislative changes.
Next Meeting: TBD

BOARD MEMBER QUESTIONS AND COMMENTS

Director Jones commended the Cap-to-Cap team on a job well done navigating the group through many meetings. She appreciated the Metro Fire track which offered intangible time with elected officials. She also thanked DFM Fields and Jeff Frye for a job well-done in coordinating the groups. Director Jones is happy to hear about the growth of divisions, especially having a Metro Fire specific Medical Director, and looks forward to the growth of Training and Human Resources to meet the continued training and hiring needs of the District. She encouraged her fellow Board Members to participate in meetings, including the Membership and Budget Meetings. She would like some additional information on the Women in Fire Service Conferences recently attended, and looks forward to hearing about the issues faced with today. Lastly, she thanked the Chaplain Team for all their emotional support on calls, and looks forward to participating in CSDA's Legislative Days next week.

Director Sheetz congratulated Captain McGoldrick and Barnes on their retirements.

Director Orzalli congratulated the retirees and thanks Local 522 for the invitation to dinner at a fire station.

Director Clark attended Cap-to-Cap as well, and is very pleased with the trip and information received. He also congratulated the retirees.

The board recessed to closed session at 6:43 PM.

CLOSED SESSION

1. **Pursuant to California Government Code Section 54956.9 (a) – Two (2) matters of Workers Compensation Settlement Authority**
 - A. Brian Evers and the Sacramento Metropolitan Fire District
Claim #s SMDQ – 550042 and SMDG – 547236
Workers Compensation Settlement Authority
Colin Connor of Lenahan, Slater, Pearse & Majernik, LLP
Action: Moved by Jones, seconded by Clark, and carried unanimously by members present to give settlement authority to the District's third party administrator.
 - B. Jeffrey Metzinger and the Sacramento Metropolitan Fire District
Claim # SMDH – 549775
Workers Compensation Settlement Authority
Colin Connor of Lenahan, Slater, Pearse & Majernik, LLP
Action: Moved by Sheetz, seconded by Jones, and carried unanimously by members present to give settlement authority to the District's third party administrator.

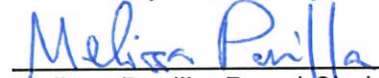
The board reconvened to open session at 7:09 PM.

ADJOURNMENT

The meeting was adjourned at 7:12 pm.



Cinthia Saylor, President



Melissa Penilla, Board Clerk



Walt White, Secretary