



DAN HAVERTY
Interim Fire Chief

Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 · Mather, California 95655 · Phone (916) 859-4300 · Fax (916) 859-3700

BOARD OF DIRECTORS - REGULAR MEETING AGENDA

Thursday, June 8, 2023 – 6:00 PM
Sacramento Metropolitan Fire District
10545 Armstrong Avenue
Board Room – Second Floor
Mather, California
&

Remotely Via Zoom
Phone: 1 (669) 444-9171
Webinar ID: 827 3461 0232 #
Passcode: 838771796 #

<https://us06web.zoom.us/j/82734610232?pwd=SFILQ1Znd25RSmlhdXZVQVh4d1VWZz09>

The mission of the Sacramento Metropolitan Fire District is to provide professional and compassionate protection, education and service to our community.

The Public's health and well-being are the top priority for the Board of Directors of the Sacramento Metropolitan Fire District and you are urged to take all appropriate health safety precautions. To view the meeting via the Zoom Application, please click on the link above.

Members of the public seeking to attend and to address the Board who require reasonable accommodations to access the meeting, based on disability or other reasons, should contact the following person at least forty-eight (48) hours in advance of a Regular meeting to make arrangements for such reasonable accommodations:

Marni Rittburg
Board Clerk
(916) 859-4305

rittburg.marni@metrofire.ca.gov

The Board will convene in open session at 6:00 p.m.

D'Elman Clark
Board President
Division 6

Grant Goold
Board Vice President
Division 2

Ted Wood
Board Secretary
Division 4

Cynthia Saylor
Board Member
Division 1

Robert Webber
Board Member
Division 3

Jennifer Sheetz
Board Member
Division 5

Brian Rice
Board Member
Division 7

Gay Jones
Board Member
Division 8

John Costa
Board Member
Division 9

Serving Sacramento and Placer Counties



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REGULAR BOARD MEETING

THURSDAY, JUNE 8, 2023

- CALL TO ORDER
- ROLL CALL
- PLEDGE TO FLAG

METRO CABLE ANNOUNCEMENT:

This meeting of the Sacramento Metropolitan Fire District will be cablecast on Metro Cable 14, the local government affairs channel on Comcast, Consolidated Communications and AT&T U-Verse cable systems. This meeting is also webcast at metro14live.saccounty.gov. Today's meeting replays on Monday, June 12, 2023 and Thursday, June 15, 2023 at 12:00 p.m. on Channel 14. This meeting can also be viewed at youtube.com/metrocable14.

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON AGENDA:

*The Board of Directors of the Sacramento Metropolitan Fire District appreciates and encourages public interest and welcomes questions and opinions at its meetings. Public members wishing to address the Board are requested to first be recognized by the presiding officer and identify themselves for the record. The presiding officer may, in the interest of time and good order, limit the number of public member presentations. Speakers' comments will be limited to **three (3) minutes** (Per Section 31 of the Board of Directors Policies and Procedures).*

In accordance with Section 31 of the Board of Directors Policies and Procedures, members of the Public requesting their written comments be read into the meeting record must be present or have a representative present to read their comments during the time allotted.

CONSENT ITEMS:

Matters of routine approval including but not limited to action summary minutes, referral of issues to committee, committee referrals to the full Board, items that require yearly approval, declaration of surplus equipment, and other consent matters. The Consent Agenda is acted upon as one unit unless a Board member requests separate discussion and/or action.

CONSENT ITEMS	<u>Page No.</u>
1. Action Summary Minutes Recommendation: Approve the Action Summary Minutes for the Special Board Meeting of May 13, 2023.	6
2. Extension of Wittman Enterprises, LLC CRRD Regional Fire/EMS Inspection Billing Services Agreement Recommendation: Authorize the Fire Chief to enter into a one-year contract extension with Wittman Enterprises, LLC.	16
3. Medical Aid and Ambulance Transport User Fee Annual Adjustment for FY2023/24 Recommendation: Adopt the attached Resolution amending the Ambulance Transport Fee Schedule.	35
4. Disclosure of Material Expenditure – Insurance Brokerage Services – USI Insurance Services Recommendation: Authorize the payment of \$50,000 to USI Insurance Services for insurance brokerage services.	40



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5. **Disclosure of Material Expenditure – Aviation Liability Insurance – Insurance Services – Westchester Fire Insurance Company** 41
Recommendation: Authorize the payment of \$123,533 Westchester Fire Insurance Company for the purchase of Aviation Liability Insurance.
6. **FY 2021 Fire Prevention and Safety Grant – Award Acceptance** 43
(Erin Castleberry, Administrative Analyst)
Recommendation: Adopt Resolution accepting the FY 2021 Fire Prevention and Safety Grant.

PUBLIC HEARINGS:

1. **Amending Medical Aid and Ambulance Transport User Fee Ordinance** 45
(CFO Dave O'Toole and EMS Assistant Chief Rudnicki)
Recommendation: Conduct a Public Hearing to consider amending Ordinance 2017-01 updating the Fee Schedule Ordinance for Medical Aid and Ambulance Transport User Fees for the District. Upon conclusion of the Public Hearing, approve staff's recommendations and adopt first reading of the Ordinance. Second reading scheduled for meeting of June 22, 2023.

ACTION ITEMS:

1. **Fiscal Year 2023/2024 Capital Improvement Program Plan**
**PDF Separate Attachment
(Erin Castleberry, Administrative Analyst)
Recommendation: Receive Presentation and Adopt the Resolution adopting the Capital Improvement Program Plan Fiscal Year 2023/2024 – 2027/2028
2. **Fiscal Year 2023/24 Preliminary Budget** (CFO Dave O'Toole)
**PDF Separate Attachment
 - A. Resolution – 2023/24 Preliminary Budget for the General Operating Fund 212A
 - B. Resolution – 2023/24 Preliminary Budget for the Capital Facilities Fund 212D
 - C. Resolution – 2023/24 Preliminary Budget for the Grants Fund 212G
 - D. Resolution – 2023/24 Preliminary Budget for the Development Impact Fees Fund 212I
 - E. Resolution – 2023/24 Preliminary Budget for the Leased Properties Fund 212L
 - F. Resolution – 2023/24 Preliminary Budget for the IGT Fund 212M**Recommendation:** Receive Presentation/Adopt FY 2023/24 Budget Resolutions.
3. **Disclosure of Material Expenditure – Excess Workers' Compensation Insurance – Safety National Casualty Corp.** 52
(DC Bailey)



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Recommendation: Authorize the payment of \$477,047 to Safety National Casualty Corporation for Excess Workers' Compensation Insurance.

4. **Consideration and Board Direction on Developing a Lift Assist Fee** **
(Interim Fire Chief Haverty)

Recommendation: Discuss and provide direction to staff.

REPORTS

1. **PRESIDENT'S REPORT**—(President Clark)
2. **FIRE CHIEF'S REPORT**—(Interim Fire Chief Haverty)
OPERATIONS REPORT – (Deputy Chief Mitchell)
ADMINISTRATIVE REPORT – (Deputy Chief Bailey)
SUPPORT SERVICES REPORT – (Deputy Chief Wagaman)
3. **SMFD – FIREFIGHTERS LOCAL 522 REPORT** – (BC Matt Cole, Local 522 Vice President)
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)
Next Meeting: June 13, 2023 at 9:00 AM
 - C. **Finance and Audit Committee** – (Director Wood)
Next Meeting: July 27, 2023 at 5:30 PM
 - D. **Policy Committee** – (Director Costa)
Report Out: June 8, 2023
Next Meeting: TBD

BOARD MEMBER QUESTIONS AND COMMENTS

CLOSED SESSION

1. **PERSONNEL MATTERS – PUBLIC EMPLOYEE EMPLOYMENT**
Pursuant to California Government Code Section 54957
Fire Chief Selection Process

CLOSED SESSION REPORT OUT

ADJOURNMENT

NEXT BOARD MEETING(S):

Unless specified differently, all meetings of the Board are held at Sacramento Metropolitan Fire District, 10545 Armstrong Avenue, Mather, CA



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- Regular Board Meeting – June 22, 2023 at 6:00 PM
- Special Board Meeting – June 24, 2023 at 8:00 AM
- Special Board Meeting – June 25, 2023 at 1:00 PM


The following action and presentation items are scheduled for the next board meeting agenda. Board members are requested to identify additional action or presentation items they desire to be scheduled on the agenda.

ANTICIPATED AGENDA ITEMS: Second Reading & Adoption of Ordinance Amending Medical Aid and Ambulance Transport User Fees

Posted on June 5, 2023

Marni Rittburg, Clerk of the Board

** No written report

**  Separate Attachment

DISABILITY INFORMATION:

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk of the Board at (916) 859-4305. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.